



DURRINGTON INFANT AND JUNIOR FEDERATED SCHOOLS

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Co-Headteachers: Mrs S Ensor B.Ed & Mrs Z Wilby MA Ed

July 2019

Dear Parents and Carers

As the end of term approaches, we thought we would take this opportunity to detail some of the information you may need to know for September. We have two INSET days at the beginning of the autumn term making the first day of term **Wednesday 4th September 2019**.

Daily routine:

- Enter the school via one of the school gates on Salvington Road or at the end of Acacia Avenue from 8:30am. Members of the Senior Leadership Team will be at the gates to greet you in the mornings. If children arrive in school before 8:45 they should gather quietly on the playground with their parent/carer. Please remind your child(ren) not to ride bikes or scooters once they are through the school gates.
- On the **first day**, children in Seahorse, Starfish and Dolphin class should line up by their classroom door and children in Meerkat class wait on the patio area at the back of the Garden Rooms. All other children in years 2 to 6 will be collected from the playground by their class teacher when the school bell rings at 8:45am. Everyday thereafter, from 8.45, once the bell has rung, the children may go straight into their own classroom, where they should hang up their belongings and settle down with their teacher, ready for an 8.55am start. This flexible start to the school day will make it easier for you to drop children off in different areas of the school.
- At 8.55 the register is called and the school day begins.
- It is very important that we know the whereabouts of your child and if they are absent for any reason, we need to know as soon as possible with a phone call and on their return to school, a follow up letter. If you know in advance of an absence for medical appointments, please could you bring the appointment letter into school so we can log it as a medical absence. We would encourage you to make routine doctor and dental appointments after school hours.
- Everyday, at 3.05pm, all reception classes, year 1 classes and Meerkat class will be dismissed from their classroom door when an appropriate adult is there to collect them. Lion and Giraffe class will be walked to the playground by their class teacher to be collected. If your child is being collected by another adult, for example a childminder, then please would you be kind enough to inform us of that in writing.

Children in year 3 are walked to the junior playground and dismissed there by the class teacher. Children in year 4 are dismissed from the area outside the year 4 classrooms by the staff car park,



and children in year 5 and 6 are dismissed from their classroom door. All junior school children are dismissed at 3.15pm.

Please do not forget that our finish times are changing from September.

Equipment:

- Junior school children's P.E. kit should be brought to school at the beginning of the week and taken home on a Friday for washing. Whereas infant school PE kits usually only need washing every school holiday. All kit should be **labelled clearly** with your child's name for ease of identification. Children with ear studs will be asked to cover them with suitable tape during activities, or remove them before taking part.
- Pens and pencils etc. are provided by the school. Only Year 6 children are allowed to bring their own stationery and pencil case to prepare them for the expectation at high school.
- Toys and other 'play' objects are the cause of many minor disputes and are unnecessary as playground equipment is provided at play times.
- All **bags** and **lunch boxes** should be **as small as possible** please, as storage space, particularly in the cloakrooms, is very limited. Once again all bags and lunch boxes, should be **labelled clearly** with your child's name and class name. Children are encouraged to bring a named water bottle (with water or squash) to school, in addition to their lunchtime drink, which they will be able to access throughout the day.

Your co-operation with the above points would be greatly appreciated and will help to establish the routines of the school.

Parental Involvement:

We would also like to encourage you, as parents, to be as fully involved as possible in your child's education in a partnership between the school, you and your child. This can be achieved in a variety of ways:

- a) by getting involved in children's learning by coming in and working alongside them in class.
- b) alternatively you may wish to assist on a 'one-off' type basis, such as giving a talk on a particular aspect related to your experience; by taking part in an educational visit; or by lending us some items of interest related to a topic which will further enhance the children's educational experiences.
- c) by being involved in the PODS (Parents and staff Of Durrington Schools) our fundraising committee.

Whatever form your involvement takes it is valuable to us and we would like to hear from you if you can give us some of your time. N.B. A confidential police check (DBS) will be required for adults participating in all school visits. Please see the school office if in any doubt.



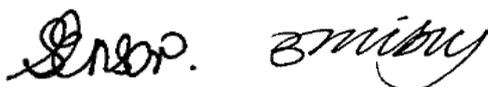
Good communication:

We like to encourage an informal atmosphere in which you can feel free to 'pop in' to discuss any concerns with a member of staff. However, with security in mind, we would ask that all parents come to the office first and not go directly to the classrooms. Please bear in mind:

- We may be unable to see you after school because of staff meetings, courses etc. If this is the case then we will be glad to make an appointment to meet you at a mutually convenient time.
- Teachers are able to take quick messages at the beginning of the school day, but it is very difficult for teachers to talk to you when they are supervising the class. Please leave a message at the office and the class teacher will get back to you.
- We are here to help and we need to know if there are any circumstances outside the school which may affect your child in school. All matters will be discussed in confidence and if it is felt that other members of staff need to know, your agreement will be sought at the time.

Finally, we want your child to enjoy their time at school, be happy, and make good progress, but this can only be achieved if we work together to support your child and each other. We wish you a very happy summer break and look forward to seeing you in September.

Yours sincerely



Mrs S Ensor and Mrs Z Wilby

Co-Headteachers

