

# Garstang Community Primary School



Oak Road, Garstang, Preston, PR31HT

Tel: 01995 603622

[www.garstangcommunityprimary.co.uk](http://www.garstangcommunityprimary.co.uk)

## Welcome Pack 2021/2022

## Welcome

We are delighted that you will be joining our school community and everyone at Garstang Community Primary School extends a very warm welcome to the whole family.

## School Day

The classroom door will be open from 8:50 am.

School begins at 9:00 am prompt.

School finishes at 3:20 pm.

Please collect your child from the classroom.

If you are late please report to the school office.

Please note pupils are not supervised on the playground before 8:50 am.

## Absences

If your child is unwell and unable to attend school please telephone school on the first day of absence (01995 603622) before 9:00 am. Please leave your child's name, class and nature of illness on the absence telephone messaging service.

If you need to take your child out of school for a medical appointment you can either bring the appointment letter for us to photocopy or complete a request for absence. Forms can be found in the school entrance. Please try to make routine appointments outside of school hours.

In cases of your child being too unwell to stay at school we will phone you as soon as possible. It is essential that we have correct emergency contact at all times.

Children must remain off school for 48hours after the last bout of sickness or diarrhoea.

## Communications

All newsletters are now sent via email to parents so please make sure we have an up to date email address for you. We can accommodate more than one email so both parents / carers receive school news. In the event of us needing to relay a message urgently e.g. unexpected closure, we use a text message facility to go straight to your mobile. Therefore if you change your mobile please make sure you let us know as soon as possible so you don't miss any important information from us. Copies of newsletters are held in the foyer of the school so please call in should you require a duplicate for any reason.

We do use social media in the form of the School Facebook page "Garstang Community Primary School" and a Twitter Feed @garstangprimary. These are used to share our successes and activities in school. If you do not wish your child's photograph to be used please inform us in writing. We only use photographs and never use a child's name.

## Medicines

School cannot administer any medicines unless these have been prescribed by the doctor. Most prescribed medicines need to be taken 3 times a day. This can be scheduled around school hours (before school, after school, before bed). On the rare occasion we may need to administer a prescribed medicine, a form must be completed. This is available from the school office.

## Holidays

Holidays in term time are not permitted. All term dates are published well in advance and a copy can be located in the school foyer or on the school website. If you have an unavoidable reason for requesting time off for a holiday you must make an appointment with Mrs Reeves to discuss it before you book.

## School Meals

Currently all infant children are entitled to a free school meal every day, subject to Government Policy. The cost for junior pupils is £2.30 per day payable via Parent Pay (please ask at the office for details). We ask that meals are paid for at the start of each half term and the Parent Pay account must be kept in credit. The meals are cooked on site and follow strict government guidelines regarding nutritional values. There is a choice of two meals each day and children are also able to choose fruit and salad from the salad bar. If you would prefer your child to have a packed lunch, please ensure there are no sweets or fizzy drinks.

### Pupil Premium

If you are receiving certain benefits, your child may be entitled to free school meals. Children entitled to free school meals also attract a premium for school, bringing extra money into our school budget. This extra money can be used to provide extra support and activities for your child , including paying for school milk and school trips.

If you think you may be entitled to free school meals, please speak to Mrs. Reeves or Mrs. Robinson.

See Form FSM1

## Daily Milk and Fruit

Key Stage 1 children receive a free piece of fruit or vegetable each day, thanks to a government scheme.

Key Stage 1 children are entitled to subsidised milk, which they receive each day. This is provided by Cool Milk, and ordered on line. You will receive a leaflet about how to order and costs. The milk is free until the week before your child turns 5.

Milk is also now available for Juniors provided by Cool Milk and ordered online. If you would like your child to receive milk please contact the school office for details on how to order.

We actively encourage children to drink lots of water during the school day. Please send into school, a clear, named, bottle of water each day. Children who do not like milk will be able to drink their water at milk time.

## Money

Payments are now made via Parent pay on the internet. You will receive log in details from the school office in due course.

## Hairstyles

Long hair (past shoulder length) must be tied back at all times. 'Fashion' haircuts such as mohicans, lines etc. must be saved for school holiday times. Also fashion hair accessories are not suitable for school.

If you find that your child has head lice, don't worry. Please treat them with your preferred remedy and inform school of the issue. This means that we can let other parents know to be vigilant.

## School Uniform

Ensure that all items of clothing are clearly labelled with your child's name.

White polo shirt.

Red school sweatshirt or cardigan

Grey trousers, knee length grey shorts, grey skirt or pinafore

Red gingham dress optional for summer.

Grey, red or black tights or dark coloured socks

Black school shoes.

We encourage Velcro fasteners until children can manage buckles/laces.

In reception all children will need an over-sized white tee shirt to protect clothing when using whiteboard pens and a pair of wellingtons which will remain in school during reception.

School sweatshirts, polo shirts and white PE tops are available from:

- <https://myclothing.com/garstang-community-primary-school/7723.school>
- Mike Sports World, 66, Church Street, Garstang. Tel. 01995 605010  
[www.mikesportsworld.co.uk](http://www.mikesportsworld.co.uk)

Children are not allowed to wear jewellery during school time.

Earrings are not permitted to be worn in school.

## P.E.

Draw string named bag

Black shorts.

White tee shirt.

Black Velcro pumps.

P.E. bags should be brought into school on the first day of each half term.

We will send them home for washing on the last day of each half term.

## Bags

Your child will need a reading bag / satchel to bring to school daily. The embroidered ones are available from Mikes Sports world or <https://myclothing.com/garstang-community-primary-school/7723.school>. Children require no other form of school bag for use in school so please do not send additional bags.

## Birthdays

In response to a suggestion by our children, in order to make birthday celebrations even more special, children will be allowed to come to school in their own clothes on their birthday (or the nearest school day if their birthday is on a weekend or

Holiday). Normal rules regarding jewellery and hair still apply on these days.

## Celebration Assembly

Every Friday morning, we hold a celebration assembly. This is an opportunity for the school to celebrate both in-school and out of school achievements. If your child has received a certificate, medal, or other accolade out of school, please send these in on a Friday morning so that they can be presented to your child. Please ensure any loose objects such as badges are secured in a bag or plastic pocket.

Each week, each teacher chooses a Class Star and a Learning Hero and an overall School Superstar is chosen. These children are awarded a certificate and sticker, and their names are printed in the Garstang Courier. Their photograph is also displayed in the school foyer.