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Tuesday 5<sup>th</sup> September 2023

Dear Parents and Carers

I hope that you had a fantastic summer break and that you are all looking forward to the start of a new school year. We are very much looking forward to welcoming the children back to school tomorrow. I am delighted to be returning to school after my maternity leave and am looking forward to seeing the children and to working with you all again. Please note that my working days will be Monday to Thursday this year. Please arrange to speak to Mrs Salt should you have any queries or concerns on Fridays. Mrs Salt's working week will be from Tuesday to Friday this year.

#### Staff Changes

We are delighted to welcome Miss Harris our new Sparrowhawk Year 4 Class teacher. I am sure that you will join with me in wishing Miss Harris a very warm welcome to King Ina. As many of you will know, Miss Chandler was married over the summer and is now Mrs McInnes! Congratulations! 😊

#### Start and End of Day Procedures

Below is a reminder of our procedure for the start of the school day. We would like to encourage as many children as possible to walk, cycle and scoot to and from school daily, particularly if they live near to school.

#### Start of the day:

- The gate will open at 8.35am for an 8.50am registration, allowing 15 minutes for all children to come onto site.
- KS2 children can walk onto the school site either with parents or by themselves and go directly up to classrooms independently.
- Reception and KS1 children coming to school by foot should be brought onto site by parents and taken directly to the classrooms.
- The Kiss and Drop will be operational between **8.35am and 8.50am, NO EARLIER** and the children who arrive by car will go straight to classrooms once they have been dropped off. We are allowing a 15-minute window for parents to drop children at the Kiss and Drop. **Parents should not arrive early and allow children to play on the Kiss and Drop while they wait.** To avoid queues, we ask that you do not **all** arrive at 8.35am but instead arrive at intervals throughout the 15-minute time slot.

#### End of the day **\*CHANGES TO ARRANGEMENT\***

In response to conversations with a number of parents, we have made alterations to the **end of the school day arrangements**. The aim is to a) remove the need for parents to wait on the pavement outside the main school gate and b) to reduce the number of parents walking along the Kiss and Drop, making it difficult for driving parents to see their children:

- All children finish school at 3.15pm with a pick up window until 3.30pm.
- Only children in years 5 and 6 can walk home by themselves if they have permission to do so.
- **\*NEW\*** KS2 children who are being collected by parents on foot, will meet parents in the main, fenced playground. Parents **must enter and exit** the school site via the pedestrian gate, over the zebra crossing, turning **left** past the bike shed - not along the Kiss and Drop area.

- KS1 children must be collected directly from classrooms by parents as before. **\*NEW\*** Parents **must enter and exit** the school site via the pedestrian gate, over the zebra crossing, turning **left** past the cycle shelter - not along the Kiss and Drop area.
- Reception children must be collected directly from classrooms by parents as before. **\*NEW\*** Parents **must enter and exit** the school site via the pedestrian gate, over the zebra crossing, turning **right** past Owlets and the Kiss and Drop area.
- **\*NEW\*** Owlets parents, who are also collecting school aged children, must pick up their Owlets children first before heading to collect the older children, heading round the school past the cycle shelter.
- Older siblings who are not walking home by themselves, will meet parents outside the relevant Reception or KS1 classrooms, as arranged with parents.
- **\*NEW\*** KS2 sibling groups, who are walking home on their own, will meet each other in the main, fenced playground, leaving the school around the back of the building.
- The Kiss and Drop will be operational after school too. Children including sibling groups will gather next to the Kiss and Drop, ready for collection **between 3.15pm and 3.30pm**. Again, we are allowing a 15-minute window for parents to collect children at the Kiss and Drop and, to avoid queues, we recommend that you do not **all** arrive at 3.15pm but instead arrive at intervals throughout the 15-minute time slot.

Please don't worry if this looks complicated, there will be plenty of staff on duty to help guide you around the school tomorrow!

Should your collection plans change during the day, please phone or email the school office to inform school of the changes. We would like to ask that parents do not use mobile phones whilst on the school site. Also, please note that dogs are not permitted on the school site.

#### Attendance

In order for children to make good progress, it is vital that they attend school regularly. Please see our Attendance Policy on our school website for a full breakdown of school and parental responsibilities. We ask for your support with helping children to have the very best attendance possible.

#### School Uniform and PE Kit

Please see our school website for details about school uniform and the correct PE kit requirements. We would like the children to continue to come to school wearing their PE kit on the PE days, as per the tables below:

#### **KS1**

Class	PE Days
Robins	Mondays and Wednesdays
Kingfishers	Wednesdays and Thursdays
Puffins	Tuesdays and Fridays
Goldfinches	Thursdays and Fridays
Pipits	Tuesdays and Wednesdays*
Wagtails	Tuesdays and Wednesdays*

Please note that children in Pipits and Wagtails classes will not need to come to school in PE kits until the week commencing 18<sup>th</sup> September when they are in school full time.

## KS2:

Class	PE Days
Red Kite	Mondays and Tuesdays
Buzzard	Mondays and Fridays
Sparrowhawk	Mondays and Thursdays
Peregrine	Tuesdays and Thursdays
Merlin	Wednesdays and Thursdays
Kestrel	Thursdays and Fridays
Harrier	Tuesdays and Fridays

Children who are taking part in an after school sport club should wear PE kit to school on those days too.

Swimming lessons at Huish Episcopi Academy will continue for children in KS2 on Mondays. As a reminder, Peregrine and Red Kites classes will be swimming first, with lessons starting on Monday 18<sup>th</sup> September.

### What children should/shouldn't bring to school?

Children are asked to bring a healthy snack to school for break time. This should be a fruit or vegetable snack only. We ask that children bring a drinks bottle with a sports top to school containing water or squash. This is to help avoid unnecessary spillages. The children should not bring 'Prime' drinks to school.

The following items should **not** be brought to school: toys, cuddlies or fiddle toys, (unless authorised by the SEND team), smart watches, sweets, chocolates or cakes for birthdays.

Children in Year 5 and 6 only will be given permission to bring a mobile phone to school if they are walking to and from school alone and parents wish them to have a phone for emergency contact. Parents must complete and return a permission form and mobile phones will be kept in the school office during the school day and collected at the end of the school day by the children. Permission slips were sent out to parents at the end of last term. If you require a new one, please contact the office. They should be switched off before entering school site. They can only be switched on once children leave the school premises. Please note that the school cannot accept responsibility for replacing lost, stolen or damaged phones.

### Home-School Agreement

Later this week, we will send out our 2023-24 Home School Agreement. This should be read in conjunction with our updated Behaviour Policy and our new Suspensions and Permanent Exclusions Policy, both of which can be found on our school's website.

### Key Term Dates

I will write to you again at the end of the week with key dates for the Autumn Term. In the meantime, we look forward to seeing you and your children tomorrow. Should you have any queries or questions, please email the school on [office@kingina.co.uk](mailto:office@kingina.co.uk)

We thank you for your continued support.

Best wishes

Mrs S Svenson  
Headteacher