

ACADEMIC YEAR 2021/2022

AUTUMN TERM 2021

Thursday 2 nd September	School closed TE Day
Friday 3 rd September	School re-opens for Year 5 pupils only
Monday 6 th September	School re-opens for all pupils
Friday 22 nd October	School closes for half term

HALF TERM

Monday 1 st November	School re-opens
Thursday 16 th December	School closes for Christmas break
Friday 17 th December	School closed TE Day

SPRING TERM 2022

Tuesday 4 th January	School closed TE Day
Wednesday 5 th January	School re-opens
Friday 18 th February	School closes for half term

HALF TERM

Monday 28 th February	School re-opens
Friday 18 th March	School closed TE Day
Friday 8 th April	School closes for Easter break

SUMMER TERM 2022

Monday 25 th April	School re-opens
Monday 2 nd May	School closed for May Day
Friday 27 th May	School closes for half term

HALF TERM

Monday 6 th June	School closed TE Day
Tuesday 7 th June	School re-opens
Friday 22 nd July	School closes for the Summer break

GETTING TO SCHOOL

All pupils should enter and access the school from the side gate on the public footpath. If you feel that your child needs additional support in the morning, by arrangement, your child can be met by a member of our Welfare Team. If you have any concerns about your child coming to school, please contact Mrs. Jenkin, Senior Deputy Headteacher who has responsibility for Behaviour, Safeguarding and Welfare.

Pupils may ride to school on their bike or scooter but safety helmets should be worn. The school has a special area where pupils can lock-up their bike/scooter but they need to provide their own lock. Pupils riding to school should ensure that they are considerate to pedestrians and we ask them to dismount when they approach the school gate.

The car park gates are closed for the safety of your children during these times:

8.30 to 9.15 am

3pm to 3.30 pm

These school times may vary dependant upon guidelines regarding Covid 19 restrictions.

SCHOOL TIMES

Side gates open	8.45am
Registration	8:45 - 9:00
Lesson 1	9:00 - 10:00
Lesson 2	10:00 - 11:00
Break	11:00 - 11:15
Assembly	11:15 - 11:30
Lesson 3	11:30 - 12:30
Lunch	12:30 - 1:20
Registration	1:20 - 1:30
Lesson 4	1:30 - 2:20
Lesson 5	2:20 - 3:15
School day ends	3.15pm

OUT OF HOURS EXTENDED CARE

Out of hours' school care is available on site. This offers breakfast club, after school and holiday club for children aged 9-13. For further information, contact:

The Castle Kids Club:

Keith & Vicki Young: 01527 831150

LUNCHTIME ARRANGEMENTS -

School meals are available from the school canteen. The cost of a school meal is £2.30 and a menu is available from school reception and displayed on the school website.

On the 3rd September the lunch available will be either fish and chips or a veggie burger. Pupil can also bring in a packed lunch if they prefer.

We use a system called Biometric, which is a finger print recognition system. This enables pupils to be served lunch without having to remember a PIN number. Money can be put onto the child's lunch account through our website using 'Parent Pay.' Further information can be obtained from the school office.

Pupils are encouraged to bring a healthy snack to eat at break-time. We do not wish to see our pupils eating crisps or chocolate and suggest that a healthy alternative such as fresh or dried fruit or cereal bars are brought in for break time.

Free school meals are available for children whose parents are in receipt of Income Support. Application forms for free meals are available from the School Office.



SCHOOL UNIFORM

All pupils are expected to wear school uniform with pride. The uniform is designed to offer a variety and choice of clothes and to keep the price at a reasonable level.

Boys uniform

- Black or Grey trousers (not jeans or fashion trousers).
- Blue shirt with school tie.
- Blue V-neck pullover with the school logo.
- Black shoes (no trainers).

Boys PE kit

- Navy blue shorts
- Blue polo shirt with school logo.
- Navy blue football socks and trainers.
- Boys who regularly play rugby are advised to purchase a gum shield.

Tracksuits

During the colder months children may need to wear a navy blue tracksuit.

Girls uniform

- Black skirt (No shorter than 2 inches above the knee and allowing freedom to move).
- Black trousers (not jeans or fashion trousers).
- Blue V-neck pullover with school logo.
- Blue shirt with school tie.
- Black or flesh tights or black or white socks.
- Sensible dark coloured shoes (sling backs, court shoes, knee high boots, high platforms or high heels are not considered suitable, no trainers).

Girls PE kit

- Navy blue shorts.
- Blue polo shirt with school logo.
- Navy blue football socks and trainers.
- Girls who regularly play rugby are advised to purchase a gum shield.

JEWELLERY AND MAKE-UP

Children who have their ears pierced may wear up to one plain stud in each ear on the lobe, not on the top. Other than a watch, children are not allowed any other items of jewellery in school.

Pupils should not wear make-up or have hairstyles that the school finds unacceptable. Pupils wearing make-up will be asked to remove it immediately. False nails and nail varnish are not permitted.

MOBILE PHONES

Mobile phones must be switched off at all times.

Mobile phones must be kept securely in your child's locker or handed in to the school office before registration and collected at the end of the day. We do not permit the use of mobile phones during school time and should a member of staff observe a pupil using these items, it will be taken from the child and kept in the office until the end of the day. The school will not be responsible for any theft or damage to mobile phones brought into school.

LOCKERS

Children are allocated a locker, which is situated in the year area. They are asked to provide their own padlock plus, a spare key, which is kept by the class teacher.

Please note the use of lockers will depend upon the latest Covid guidelines.

FAMILY HOLIDAY DURING TERM TIME

The school considers that all absences from school will disrupt a child's continuity of learning. As a consequence it believes that absences should be kept to a minimum in order to maximise your child's potential.

The Headteacher will only authorise leave of absence in exceptional circumstances.

If a leave request is granted, it will be for the Headteacher to determine the length of time that the child can be away from school. However, leave will not be granted for the purposes of a family holiday. Year 6 children will be taking S.A.T. tests during the week 9th – 12th May 2022. It is therefore, important that Year 6 children are in school during this period.

HEALTH AND ABSENCE

It is essential for the school to know about any medical or physical condition likely to affect your child's progress. Do please keep us fully informed about any such condition. Children having a medical appointment should, whenever possible, come to school first and proceed to the medical appointment at the appropriate time. Please collect your child from the school reception for such appointments.

If you know that your child is going to be absent, or if he/she has been absent, please telephone the school or send in a note of explanation. For continued absence it is the parent's responsibility to contact the school on a daily basis to keep the school informed of the absence. This is important as the school is required to publish numbers of unauthorised absences.

PARENT PAY

This is a system whereby parents/carers can pay on the internet for such items as trips, events and school lunches.

Each pupil is allocated a unique Username and Password which enables the parent/carer to make payments to school and this is done through the school website. Details will be sent via email to parents/carers at a later date.

SIMS LITE

Parents can now update their personal information via an app called SIMS Lite. Please find further details within the letter included in this pack.