



## General School Information



### Notification of Absence

If your child is going to be absent from school, please notify the office before 9.30am by telephone. Your help with this is much appreciated as it helps us to ensure the safety of our pupils. On returning to school a note should be provided explaining the absence.



### Communication



If you have any concerns about your child at school please do not hesitate to contact the class teacher or myself by either writing in the diary which should be returned in school bags every day, a note in your child's bag or by telephone. We endeavour to deal with any concerns as soon as possible.



### School Transport

If there is a change to your child's after-school routine (if they are not going on the village bus or rural bus, for example) please inform the school as early as possible on the day. This helps us to ensure that all children are safely home at the end of the day. Your continued co-operation with this matter is greatly appreciated.



### Drinking in Class

Please can you ensure your child(ren) have a bottle of **water** to school every day. We are finding an increasing amount of children coming to school with a drink of juice in their bottles. This is not permitted in class however, if a pupil wishes to have a juice drink with their lunch it must not be fizzy and can only be drunk in the lunch hall.



### Administration

We very much appreciate your help and support with returning all forms and slips promptly. If any contact details change through the year, please contact the school office. It is important that this information is kept up-to-date in the event that we have to contact you regarding your child.



### Lost Property

Please can you ensure that your child's name is on all items of school clothing so it can be easily returned to its rightful owner. This includes all shoes (indoor and outdoor). Thank you for your assistance with this matter.



### Head Lice

Please continue to be vigilant and check your child's hair regularly. Advice is available from the Public Health Nurse Louise McDonald – 01355 524349



Thank You!

### Thank you

We appreciate your help and support with all of these matters, thank you