

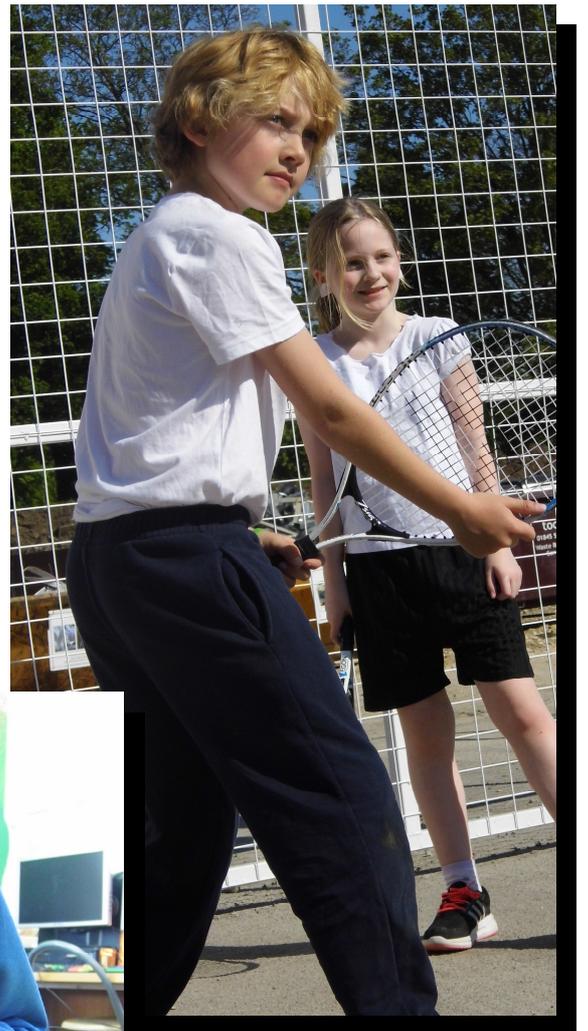


Lord Deramore's
Primary School

"Striving to be the best we can be"

Welcome Pack

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Lord Deramore's Primary School

"Striving to be the best we can be"

1. Welcome to Lord Deramore's

We would like to offer you a very warm welcome to Lord Deramore's Primary School. We believe strongly that by working in partnership with each other we can provide the best possible school education for your child.

Lord Deramore's – Striving to be the best we can be—Nurturing Learners for Life

At Lord Deramore's we aim to provide a happy, challenging and rewarding environment for all where personal wellbeing is nurtured and positive attitudes to learning, to life and to each other are prioritised and valued in our multi-ethnic community.

We believe that learning is developed at home and school. Parents are partners in their child's education. We want your child to realise their potential, developing independent, enquiring and critical minds. We aim to provide opportunities for children to develop as responsible and mature individuals in a stimulating and exciting environment where positive attitudes to learning are promoted and valued.

At Lord Deramore's we want all learners to develop their full potential and to strive to 'be the best they can be'.

This pack is a useful guide to those starting at Lord Deramore's. It is only one of the ways in which we communicate with you. The teachers and teaching assistants are happy to answer any questions you may have as they arise. We value the information that you give us to help us teach your child and we encourage the children to share their experiences at school with you.

We will also communicate via:

- Parent Pay email service
- School Web Site/Facebook/Twitter
- Your child's personal planner/diary
- Parent/teacher meetings throughout the year
- Individual school reports (Summer term)



Organisation

We have 7 classes in school

Early Years

Year 1

Year 2

Year 3

Year 4

Year 5

Year 6

We have a number of support staff who work throughout school alongside our teachers.

The School Day

- 8.50 Bell rings to indicate the start of the day. Children should be lined up in their classes on the playground
- 10.30 Playtime for years 1-6
- 10.45 End of playtime
- 12.00 Lunchtime
- 1.00 Afternoon school starts
- 2.30 Playtime for Early Years and Key Stage 1
- 2.45 End of playtime
- 3.15 End of the school day



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Coming to School

- * Walk, cycle or scooter to school if at all possible.
- * If coming to school by car, please park in designated areas around the school and not in the school car park, which is for staff only.
- * Do not reverse into the school entrances or on to Field Lane.

A helmet should be worn when cycling and bikes should be dismounted at the school gates. Bikes and scooters should be pushed once in the school grounds.

Parents and children should enter school by the pedestrian paths on School Lane - this may change when the building work is completed.

Classes line up in the playground with parents and wait for the whistle to go at 8.50.

If you arrive after the door has closed, please take your child round to the school office where they will be taken to the classroom.

For safety reasons children are not allowed to play on play equipment in the morning or after school.

Classroom Routines

Throughout school, we encourage independence and responsibility for belongings. We expect children to organise themselves each morning and afternoon, packing and unpacking bags and remembering the equipment they need each day.

Books

Each class send children home with reading books and library books as well as a personal planner. We expect the children to look after these books and a bookbag is helpful in keeping the books in a good condition. The planner is used to record details of what they have read and to pass messages between home and school. You will be asked to replace any lost or damaged books or planners. We expect you to read regularly with your child and to record their progress in the planner with a short comment about how they enjoyed and understood the book. Each class have their own routines about how often books are changed and you will be informed of this by the class teacher.



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General information about the school, including some school policies, are available on the school website. We operate a paperless system whenever possible and letters are emailed via

Parent Pay (you will receive a personal login for your child to activate your account) unless they have a response form. We also have a Facebook Page and a Twitter Account to keep you updated with what is happening in school.

www.lordderamores.com

<https://www.facebook.com/lordderamoresprimaryschool/>
[@lordderamores](https://twitter.com/lordderamores)

Other ways to contact us:

Lord Deramore's Primary School
School Lane
Heslington
York
YO10 5EE

Tel. 01904 553890

email: lordderamores.primary@york.gov.uk

The school has an active and very supportive Parent Teacher Association (PTA). Run by a committee, they organise various money raising events to fund the acquisition of books and equipment at school. Please watch out for regular letters regarding events throughout the year.

An Out of School Club run by a committee of parents, offers a 'Breakfast Club' and 'After School Club' on site. For more information contact Adele at the Kid's Kabin next to the staff park, (Monday to Friday 3.00 pm - 5.45 pm, term



car
time

only), by telephone on 01904 416311 or by email at kidskabins@gmail.com.





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Homework

Each week, children throughout school receive the following homework:

- Early Years: One task chosen from a half termly menu of activities
 Half-termly maths skills to practise
 Reading books
- Year 1 One task chosen from a half termly menu of activities
 Half-termly maths skills to practise
 Reading books
 Spellings
- Year 2-4 One task chosen from a half termly menu of activities
 Half-termly maths skills to practise
 Reading books
 Spellings
 Weekly athletics homework
- Year 5-6 One task chosen from a half termly menu of activities
 Half-termly maths skills to practise
 Reading books
 Spellings
 Maths

Snack

Children from Years 1-6 may bring a piece of fruit as a snack for morning break.

In Early Years and Key Stage 1 (Years 1 and 2) a free piece of fruit or vegetable is provided for each child each day in the afternoon.

Milk

We are part of the 'Cool Milk' scheme, providing milk for children in primary schools. Milk is free for children under five and is subsidised at 22p per day for over fives. If you would like your child to have milk each day and they are 5 or over, please visit www.coolmilk.com to register.

Water Bottles

Children are encouraged to drink water regularly throughout the day to stay hydrated. Please send a **named** water bottle, filled with **plain water**, every day.

Dinner Time

Children may have a school dinner or bring their own packed lunch. This may vary on a daily basis, however it is important that your child knows what type of dinner they are having so they can inform staff.



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School Dinner

The school kitchen serves a choice of lunches (including salads and vegetarian options). Menus are displayed on the kitchen window and on the school website. School meals are free of charge for Early Years and Key Stage One (infant) children. Payment for children in Key Stage Two is made via ParentPay.

Home Dinner

If your child needs to be a home dinner. You will need to collect your child from the office and return them to the school office in time to start afternoon school at 1pm.

Packed Lunch

If your child brings a packed lunch, they will need a named lunch box and a drink. We encourage healthy eating as detailed in our Food Policy. Please note that sweets, chocolate bars and fizzy drinks are not allowed. Please do not send cans or glass bottles into school. We have children in school with severe food allergies. To reduce the risk of an attack to these children **we ask parents not to send nuts** into school and children are not allowed to share food.

The lunch boxes are stored on a blue trolley (marked for each year group) that is kept in the covered area in the main playground. Please ensure that you arrive at school in good time in the mornings so that your child can put his/her lunch on the trolley – they will then know where to find it. We ask the children not to throw anything away, apart from drink and yoghurt cartons, so you can see exactly what they have eaten at lunchtime. Please remember to collect pack up boxes at the end of the day.

Home Time

The children in Early Years and Key Stage 1 leave school via their classroom door. The class teacher will hand each child over to their parent/carer. We do not let children go home with any other adult unless we have their name on our 'collecting from school list' or we have the written permission of a parent. Other arrangements should be put in the child's planner or in a letter. In an emergency you may phone the school office with changes to the collection arrangements. If we do not have written permission for an adult to collect your child, we will ring you to get verbal permission before handing your child over. Any children not collected will be taken to the school office.

In Key Stage 2, children will leave schools via the playground door and meet parents/carers there. Those going to after school club will make their way round to the cabins. Any children who are not collected are asked to go back to their classroom so that the class teacher can take them to the office.

Please note that the play equipment on the school grounds is for use within the school day only. For safety reasons no pupil is permitted to play on equipment **before** or **after** school.



Lost Property

We have a lost property collection bin in the key stage 1 corridor and in the key stage 2 corridor where items without names are put. Named items are returned to the child.

Please **label everything** clearly.

Codes of Behaviour

At Lord Deramore's our school rules are based on everyone's right to be safe and happy at school:

- * walk quietly around school
- * be polite and show respect to others
- * co-operate with the adult in charge
- * arrive in school on time and be ready to learn
- * have fun but don't spoil other people's fun

Those who choose not to follow the rules are given a verbal warning, if behaviour continues, a further warning is given and the child may be moved. A third warning will result in missing 5 minutes of playtime—this will be recorded in the behaviour book. A fourth warning will result in missing the whole playtime and the Head teacher or Phase Leader will be informed. Parents will be informed at this stage, through the planner.



For more details, please read our Behaviour and Consequences Policy on the school website.

www.lordderamores.com

Each class also discusses and establishes a set of rules appropriate for their class.



School Uniform and Equipment

Uniform

Many items of uniform are available from High Street stores and local supermarkets. However, uniform items bearing the school logo (i.e. polo shirts, sweatshirts, cardigans and fleeces) are available from:

Keal Teamwear
105 Walmgate
York
YO1 9UA
01904 624497

Uniform

Royal blue sweatshirt/fleece/cardigan
White/royal blue polo shirt or blouse/shirt
Grey/navy skirt or pinafore dress
Grey/navy trousers or shorts
Blue and white checked dress
Plain black/navy shoes fastening

PE Kit

Shorts (dark blue or black)
White T-shirt
Sweat shirt (dark blue or black)
Jogging bottoms (dark blue or black)
Trainers
Plimsols (KS2)

A drawstring bag large enough to hold all the PE kit

Forest Schools

Weather appropriate clothing e.g. waterproof trousers or sallopettes, warm waterproof coat, thermal socks, wellies or snowboots, hat and gloves, sun hat

Please label all items clearly with your child's name

Long hair should be tied back. Spare hair bobbles should be kept in PE bags. Jewellery and watches **should not** be worn. We prefer earrings to be removed for PE. They may also be taped over with surgical tape – you must supply this and keep it in your child's PE bag. Nail polish, make-up or tattoos are **not** allowed.



Absences and Medical Matters

Absences and Illness

When children are away from school, please inform us regarding the reason for absence by telephoning the school office first thing in the morning on 01904 553890, or by email on lordderamores.primary@york.gov.uk. If we have not heard from you, we may telephone you at home. Please contact the school at the start of each day of absence to keep us informed.

Please note that school attendance registers are monitored by an educational social worker.

School policy says - We would like parents/Carers to inform the school of their child's absence as soon as possible, with the reason for absence and the likely length of absence. It is requested that dental and medical appointments are planned for after school but understand that emergency appointments may be during the school day. We would like parents/carers to inform the school. Illness is categorised as an authorised absence in the register.

Leave of Absence or Family Holidays

WHAT THE LAW SAYS:

Schools are regularly audited to ensure that they are following government guidelines and policies. Schools are *not permitted* to authorise holiday requests for the following reasons:

- The availability of cheap holidays or accommodation
- The weather at a particular time of the year
- The holiday happens to overlap the start or end of a school term – this is particularly disruptive to your child's education at the start of the school year in September

WHAT THE HEADTEACHER WILL DO:

In deciding whether to authorise a request for a leave of absence or family holiday, the Head teacher will consider:

- Your child's current attendance record
- The time of the school year
- Individual reasons for the holiday request

PLEASE REMEMBER:

The school strongly recommends that you avoid important Test Dates i.e. May. It is advisable to give 7 days' notice in order for your request to be processed by the school office prior to the start of your absence.



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Medicines

Generally we do not give medication at school and children are not allowed to bring medicines with them. This is very important for the safety of all our children. However, if you have any specific queries please contact the school office.

Asthma

The class teacher keeps any inhalers in a safe place in the classroom. Your child is made aware of where this is and should ask the teacher when they need their inhaler. Please talk to your teacher about the specific needs of your child. We are used to having children in school with asthma, and every effort is made to help them feel confident and comfortable in class. If your child needs an inhaler, please make sure we have one in school.

Allergies

If your child has medication for allergies, such as antihistamines or an EpiPen, we will need to keep them in school in case they are needed.

Sun Safety

On sunny days, parents and carers should apply once-a-day sun screen to their child *prior* to coming to school. Since some children have allergies to certain creams, *children should not bring creams into school to apply themselves*. Children should also bring a named sun hat to wear on sunny days.

Illness at School

If the teacher feels that your child is not well we will contact you. A form is provided in this pack for you to give emergency telephone numbers and addresses that we may contact if we are unable to reach you.

Accidents

If your child has a minor accident at school, for instance a grazed knee, it will be cleaned with water. Please inform us if your child cannot use plasters because of allergic reactions. However, if your child has an accident and we have any concerns about their well-being, we will contact you immediately. If we feel your child is able to continue at school, we will send you a letter explaining the incident so that you can continue to monitor your child at home. This is particularly important with bumps to the head.

Medical Information and Emergency Telephone Numbers

Please keep us up to date. The health of your child is important to us and we want to provide the safest environment we can for them.

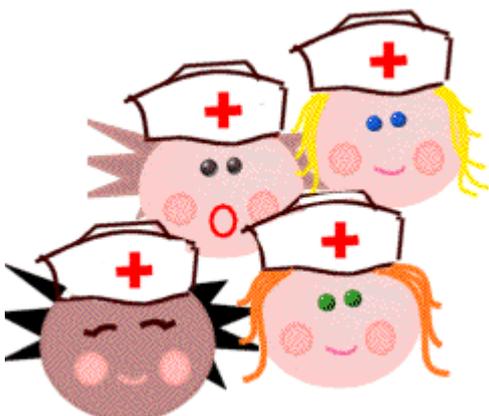
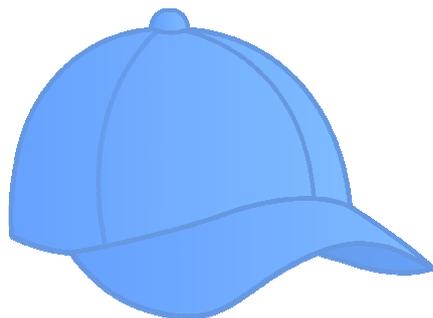
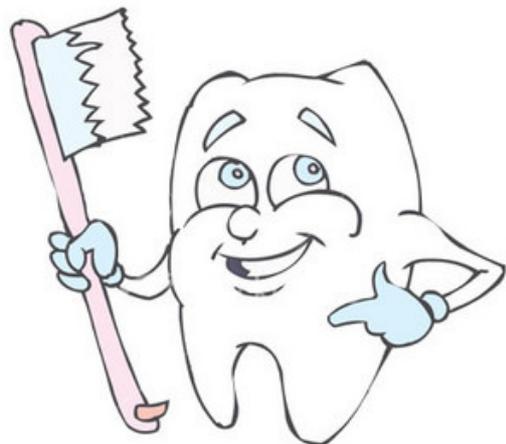


School Health Service (SHS)

The SHS is a resource for pupils, parents and teachers. The aim is to enable school children to maintain the best possible health, physically, emotionally and socially, so as to achieve their full educational potential and to encourage a healthy lifestyle. The Community Child Health Doctor and the school nurse, work with specialists and other health professionals to support pupils with individual health needs. Screening surveillance of hearing, vision, height and weight is carried out by the school health assistant. Parents will be consulted when there is a need for further follow-up.

Community Dental Service (CDS)

The CDS carries out dental inspections on targeted schools. Parents are recommended to register with their family dentist for treatment.





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Checklist

- * Book bag
- * Water bottle
- * School uniform
- * School shoes
- * PE kit
- * Spare hair bands
- * Surgical tape for earrings
- * Large drawstring bag
- * Appropriate clothing for Forest Schools
- * Waterproof coat
- * Wellington boots



ALL BELONGINGS NAMED

Forms

- * School admission
- * Emergency contact
- * Change of clothes
- * Photo consent
- * Visits to the local area
- * Adults collecting from school
- * Home/school agreement

