

# Ramsbury School – a Guide for New Parents

During the year we organise lots of different events. This is a guide to some of the events and routines throughout the year at Ramsbury School.

## When Your Child Starts School

Your child will need:

PE Kit - Sky blue or white polo shirts/t-shirts, black/grey/blue shorts, socks and plimsolls should be clearly labelled with your child's name. This should be kept in school all week in a bag for Classes R & 1. All other classes are to come into school in their PE kit on their PE days with a school sweatshirt on top.

Book Bag – These can be purchased from the school office. Children will take school books home to read. Please write a comment in the reading record and return to school daily. We keep a chart of how many times each child has read and there are prizes for the classes who read the most.

Spare Playtime Snack - All children in Classes R-2 are given a piece of fruit at playtime. Please send your child to school with a healthy snack, e.g. a box of raisins, just in case they do not like the fruit offered on one particular day.

Wellies and Raincoat - Children in Class R often investigate in the outdoor school environment. For these activities to be ongoing, we expect you to provide your child with a pair of wellies and a raincoat, which can be kept in school all week. These items should be clearly labelled.

### Coming in to School

Could you please use the side entrance from the main playground to come into school. The class teacher will come into the playground, by OGNS, to collect the children.

At the end of the day the children are escorted out into the playground by the class teacher who will wait there to make sure that all the children are safely collected.

Please note that parents are not permitted to use the school car park.

### Absences

#### Absence due to illness

If your child is absent from school due to illness, please advise the school office by either telephone or the Parentmail absence system. We must have notification from you on the day of the absence as we are required by law to record and report on all 'unauthorised' absences.

Unauthorised absences are absences for which the Head Teacher's permission has not been granted.

Please note that children should not be sent to school if they are unwell. Certain illnesses require certain amounts of time away from school, in order to limit the illness being spread to other children. If you are unsure then please phone the school office and we will advise.

#### Absences other than illness

If you wish to take your child out of school during term time, please collect a form from the office. You will receive a letter by return from the Head Teacher. The request will be authorised or unauthorised, dependent upon individual circumstances. The criteria for authorising absences is set by Wiltshire County Council. Please see the attached leaflet.

## Daily Routine

The children start school at 8.50 a.m., and children may come into the playground from 8.40 a.m. Children in Classes R, 1 and 2 finish at 3.05p.m., and children in Classes 3, 4, 5 and 6 finish at 3.10p.m. Children are collected from the playground.

### Playtimes and Lunchtimes

The children have two set outside playtimes each day, one in the morning and one at lunchtime. During morning playtime children play on the two school playgrounds, whilst at lunchtime they are also able to play on the school field. A government funded scheme provides fruit for a playtime snack for the children in Classes R, 1 and 2 but you are welcome to send in a separate healthy snack for your child. Please make sure that this snack is **nut-free**. Children should have suitable clothing to allow them to go outside so please send in a waterproof coat or sunhat as appropriate.

For lunch, children in Classes R – 2 are provided with a free school meal. If you would prefer, you can still send your child to school with a packed lunch. This should include a drink. We encourage a balanced diet, and as such discourage chocolate bars and crisps. At lunchtime, children eat their lunch in the hall, or outside if it is mild. After lunch they play in the playground or field, supervised by lunchtime staff.

## Weekly Events

### Superstar of the Week

One member of each class is chosen as 'Superstar of the Week'. This award can be given for work, behaviour, attitude or effort. A record is kept of which children have received 'Superstar of the Week' so that all children have an opportunity to win the award over the year.

### Parent Assemblies

Each class has an opportunity to share their work with the school as part of our Friday 'Sharing Assembly'. Once a year the parents of that class are invited into school so that they can also share the work. Each class also has a separate 'Parent Assembly' at a different time in the year, during which the children take part in a small production to link with their topic. Assemblies start at 9.00 a.m. and usually last for about 30 minutes.

## Fortnightly Events

### School Meals

Meals can be ordered fortnightly or termly through Sue Brady Catering and orders should be placed by 11.30 a.m. on the Thursday of the previous week. Please keep a note of which dates you have ordered meals and the meals chosen. If meals are not ordered, you will need to provide a packed lunch for your child.

## Termly Events

### Newsletters

The school newsletter is produced termly and contains information about the whole school events and PTA news. It also celebrates the achievements of children both within and outside of school, so if your child receives an award for music or sport, for example, please let us know so that we can include it in the newsletter. The newsletter details all key events so please check the calendar for events involving your child.

### **Enrichment Weeks**

At different times of the year we hold Enrichment Weeks to enhance the children's learning. Each year we hold a school Science Week during National Science and Engineering Week in March, and parents with scientific backgrounds are encouraged to come into school to support this. Each year we have a Global Week, to raise the children's awareness of global issues.

In the past, the children have looked at topics such as Fairtrade or global art. We have also had weeks looking at different subject areas, such as a local history and geography week, including an archaeological dig in the school grounds. We do like to dress up at our school – so be warned!

### **Family Learning Events**

We like to involve parents in their children's education by inviting them to participate in different Family Learning Events throughout the year. These can be part of enrichment weeks, or one-off events.

### **Parents' Evenings**

Three times a year we have Parents' Evenings, during which class teachers feed back to parents about children's progress. Two are timetabled, and the last one is at parental request. Each parent is given a 10 minute appointment and there will be children's work available to look at before the appointment. In July, each parent receives a report detailing their child's progress and attainment for the year. An Open Evening follows this, during which there is an opportunity to look at children's work, as well as to meet your child's next teacher.

## **Annual Events**

### **Curriculum Evening**

In September, each class teacher hosts a Curriculum Evening meeting to detail the routines and curriculum for the class. This is followed by a whole school talk in the school hall.

### **Church Services**

We currently have four services a year at Holy Cross Church. These take place at Harvest time, Christmas, Easter and the Year 6 Leavers' assembly. Parents are welcome to attend these services. At Harvest time, the children are asked to bring in preserved and fresh produce to be given to local residents.

### **Sports Day**

During our annual Sports Day, children spend a morning participating in team games and individual races. Parents are welcome to watch their children compete in Sports Day and they are invited to join us for a whole school picnic at lunchtime.

### **Christmas Production**

In December the children take part in a whole school Christmas production. Classes R, 1 and 2 tell the story of the Nativity, whilst the Key Stage 2 classes each produce a short song or play. In the past these productions have taken place over afternoons and evenings. Parents are often asked to provide a simple costume for their child.

### **Ramsbury's Got Talent**

After Christmas the Year 6 children organise our version of Britain's Got Talent. Any child is welcome to participate and there are auditions for each class before the grand final in February.