



The Grove Primary School

Campkin Road, Cambridge. CB4 2NB

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Headteacher: Miss Ellie Shaw

Deputy Headteacher: Miss Hannah Owen

Starting School at The Grove: FAQ

The School Day

The school day is as follows:

Morning session	8:45am - 12:00 noon
Snack time	10:20 am
Lunch time	12:00 noon - 1:00pm
Afternoon session	1:00pm - 3:10pm

The Reception gates are unlocked at 8:45am. The class teacher will be at the classroom door to welcome children in. Children must be in class for registration by 8.55am. Parents are welcome to come into the classroom to help them with their coats, self-register and to speak to members of staff. Punctuality is important and if you are late you will have to take your child to the office to sign in.

School finishes at 3:10pm when children must be collected promptly from their classrooms. A member of the Reception team will unlock the gates at 3.10pm. Children should be collected by a parent or another person who has been given permission to do so by someone who holds parental responsibility for that child. The school office should be made aware of any collection arrangements that are different to usual so that the class teacher can be informed.

Staff

Our Reception Team led by is Miss Sally Rattray. The Headteacher is Miss Ellie Shaw. Each class will have a TA (teaching assistant) supporting the class teacher. We will let you know who your child's teacher will be in July when class lists have been finalised.

Both classes will work and play together throughout the day with free-flow access to both the inside and the outside learning areas. Key teaching such as phonics, literacy and maths will take place in their own class in small groups.

School Uniform

We expect all children to wear school uniform every day. Wearing school uniform makes a huge difference to how children feel and behave whilst they are at school.

Please ensure all school uniform is named:

- Grey trousers, skirt or pinafore dress – no jeans.
- Green school sweatshirt/cardigan.
- School/white polo shirt, blouse or shirt
- School shoes they can run and climb in

Please ensure that your child wears sensible and safe footwear. The children need to wear shoes that are safe for them to run, jump, climb and play football in.

P.E. Kit

P. E. is a compulsory subject in the National Curriculum. All children must take part unless we have written permission from a parent/carer to say that they have a medical condition or injury which prevents them from participating. Our P.E kit consists of:

- Navy/black shorts or black tracksuit bottoms/leggings/joggers
- House t-shirt, which can be ordered from the school office.
- Sweatshirt (for outdoor PE in colder weather)
- Plimsols or trainers (no laces unless your child is able to tie his/her laces independently please)

For health and safety reasons, children are not allowed to wear any jewellery in P.E. lessons. If your child has pierced ears, please teach them how to remove their own earrings or ensure that you have taken out their earrings on the days their class has P.E.

Swimming

We are extremely fortunate that we have an on-site swimming pool. All year groups will have one block of 6 swimming lessons during the school year, taught by an instructor and supported by the class teacher. Children will need:

- Swimming costume
- Towel

School Meals

- Our school meals are provided by The Lunchtime Co and are freshly cooked on site
- Reception, Year 1 and Year 2 are entitled to receive a free school meal every day
- Special dietary requirements will be met - we are happy to discuss any individual needs with parents so please do contact us.
- Hot meals, a vegetarian option and a salad bar are available every day
- Choice of puddings including fruit and cheese
- Current menus can be viewed on the school website

Snack

- Reception children are given milk and fruit at snack. Both are free so there is no need for you to provide a snack.
- Children get free milk until the term in which they turn 5. If you wish your child to continue having milk when they turn 5, you can request and pay for this via [Cool Milk](#).
- We encourage the children to drink water so please ensure your child has a water bottle every day.

What to pack each day

- **School uniform** – clearly labelled with child's name
- Coat every day please as children will have free-flow access to our outside area
- Book bag – containing reading book and reading record once these are given out
- If packed lunch – variety of foods
- Water bottle with only water
- Weather dependent: warm hats, scarves and gloves or sun hats and sun cream, which we would advise to apply before school.

What to expect from your child

- Excitement / anxiety / nerves
- Settling in takes different amounts of time for different children – if you have any concerns please do speak to your child's teacher
- Some children may be tired and irritable as they get used to being in school full time. Early nights and healthy meals will support them settle into their new routine.
- Class teachers are available at the classroom door before and after school.
- If you need a more formal appointment please speak to the school office.

Illness

If your child is absent from school due to illness please telephone the school office to let us know. Please co-operate by keeping children who have had sickness or diarrhoea at home for at least 48 hours.

Medicines

- We do not give medicines in school. If your child is taking an antibiotic or other type of medication and the doctor says they can return to school, a three-times-a-day dose can be fitted in before school, after school and then at bedtime.
- If the medicine is four-times-a-day or before food, you are welcome to come to school and administer the medicine at lunchtime.
- If your child requires an inhaler for asthma whilst at school then please ensure you complete the permission slip in the Parent Pack. Inhalers for children in Reception will be securely kept by the teacher in the classroom.
- Please notify us if your child has any allergies by completing the medication form in the Parent Pack.

School Attendance

We expect a high level of attendance and punctuality at The Grove. Children who arrive after 9.05am will be recorded as “late”. If your child is going to be late for any reason e.g. dental or doctor’s appointment, please inform the school office. Persistent absence or lateness is monitored.

Absence

Parents/carers must notify the school office (in person or by phone) if their child is absent and to provide a reason.

Leave of Absence

Please contact to office to request a leave of absence.

Wrap around care

- We offer a before (Breakfast Club) and after-school club (Pit Stop).
- This needs to be booked in advance via the [online booking system](#).
- The Breakfast Club runs from 8-8.45 am and costs £2.50. Children are given breakfast.
- Pit Stop runs from 3.10 – 6pm.
 - 3 – 5pm costs £6.00
 - 3 – 6pm costs £8.00

Pupil Premium

- Formally known as Free School Meals
- Funding to assist pupils who are from low income families
- £1320 per pupil from the government sent directly to the school
- Please complete the form in your parent pack or phone and speak to the school office

How we connect

- **Facebook** - this is a closed group where we share school updates and celebrate learning and success. You have to be a parent/carer of a child at the school to be granted access.
- **School website** – our website contains a range of information from supporting reading for pleasure to specific details about the curriculum. We are a paperless school and will give you details on how to log on to our school payment system (Agora) and booking apps. This is how you will pay for trips, book clubs, give permissions and sign up for parents evenings.
- **Agora**- pay for meals, trips & paid for clubs.
- **Seesaw** – online learning platform where we can share a child’s learning journey with parents/carers. Staff will share observations of the children taken at school – family can comment on these experiences and share their own examples of learning at home with staff

Please do not hesitate to ask any other questions you may have.