



# Starting School

*A small and mighty school where  
everyone flourishes in the heart of the  
community*



Dear Parents and Carers,

We are excited to welcome you to Barcombe School. As we begin our journey, I have put together some useful information to support you and your child's transition to school. I hope you find it useful.

Yours sincerely,

Miss Amy Eaglen  
Reception Teacher

## Our Golden Rules

Be kind and helpful  
not to hurt people's feelings

Be gentle  
not to hurt anyone

Listen  
not to interrupt

Work hard  
not to waste their own or other people's time

Be honest  
not to cover up the truth

These rules were created and agreed by the children and staff at  
Barcombe CE Primary School.

## A happy start at Barcombe School

Our aim is for both you and your child to have a happy and confident beginning to their school life.



**Before starting school, it would be really good if your child can learn to do these things.**

- Use the toilet independently.
- Put on and take off their coat independently.
- Put on and take off their shoes independently.
- Putting their jumper on and taking it off, when they are hot or cold.



**Here are some other things you can do to help your child prepare for school.**

- Talk to them about school and see if they have any questions.
- Sit and enjoy stories about starting school together.
- When looking at books, encourage your child to talk about the pictures and what is happening in the story.
- Sing nursery rhymes and songs together.
- Encourage them to count to ten with you
- Practise putting a game away when you have finished
- Encourage independent cutlery skills, such as feeding themselves with a fork.
- Explore mark making with lots of different materials.



**Please do not worry if your child is not yet able to do all of the above. Every child learns differently and at a different pace.**

## School Day

You will probably find that your child is very tired at the end of the school day, so it is vital that they have as much sleep as possible at night. Quite often, all your child will want to do after school is rest.

## School Hours

Morning Session

8.45am-12 noon

## Afternoon Session

1.00pm – 3.15pm

## Drop-off and Collection Procedures

The children may come into the playground from 8.40am. A member of staff will be on duty in the playground from this time and a member of the Senior Leadership Team will be available at the gate.

In order that the day starts as calmly as possible please ensure your child is in the playground when the bell is rung at 8.45am for the start of the school day. Teachers will accompany children into school.

If your child arrives after the bell has rung, please enter school at the main door and register your child at the office.

At the end of the day, please collect your child from the playground at 3.15pm

## Part-Time option

If you are finding full days too much, please speak to Miss Eaglen to arrange a part-time option. This is available until your child is 5 years of age when it is then a legal obligation for children to attend school full time.

## Packed Lunches

If your child is having a packed lunch, they should put their lunch box on the lunch box trolley in their classroom.

## School Meals

### **We are a NUT free school.**

Good quality meals, which meet the Government's nutritional standards, are currently provided by Chartwells (East Sussex County Council's supplier).

We are currently on the Spring, Summer, Autumn (SSA) menu, this will then change after the October half term to the Winter menu, then a new SSA menu after Easter holidays.

### **Meals are free for KS 1 children:- Reception & Years 1 & 2.**

Please pre-order your child's lunch in advance via the ParentPay website; log in details will be sent to you w/c:-15<sup>th</sup> September. For the weeks prior, 8<sup>th</sup>, 15<sup>th</sup> & 22<sup>nd</sup> please see order form in your pack. Alternatively, please provide your child with their own packed lunch. No nuts, sweets, chocolate or fizzy drinks though please.

Bespoke dietary menus can be provided for any children with allergies etc. Please email or call into the office: [barcombeoffice@skylarkfed.education](mailto:barcombeoffice@skylarkfed.education) We can send you the form to fill in. (an example of the form is in your pack).

## Snacks

The children eat fruit, and a healthy snack each day after morning play as it helps to maintain their energy levels! Please bring snacks into the classroom and leave them in the green box. We advocate healthy eating, so please choose a snack accordingly. Fruit is provided for all of the children in Reception and Key Stage 1.

## Water

We ask children to bring in water in a named re-usable water bottle to drink throughout the day.

### Absences

Please notify the school by telephone/email before 8.50am on the first day of absence as to why your child will not be in school. This is a requirement of the DfE (Government for Education). If your child has been sick, we have a 48-hour rule that your child must not return to school until 48 hours after they were last sick. Our telephone number is:- 01273 400287

If your child is likely to be absent at the beginning of the school day due to a Medical Appointment, please notify the school in advance if at all possible. If your child will be returning before lunch and will require a school dinner, this needs to be booked in advance.

### Holidays in Term Time

The Department for Education has amended the regulations and guidance in relation to absences in term-time. There is no automatic right to take your child out of school during term time. Please see the separate letter enclosed in your pack.

### Change of Plan

Always let us know in advance if your child is to go home in a different way or with a different person



## Clubs and Systems

### Clubs

The school runs various after school sports clubs with an external provider. More details will be sent in September when these are finalised.

### 'Premier' Wrap-a-round care

Barcombe offers a wrap-a-round service Monday to Friday 8-8.45 & 3.30pm-6pm run by Premier Sports which children can attend even after another club. Details can be obtained from the office.

### 'ParentPay' - for booking your child's lunch in advance

We use the cashless system platform 'ParentPay' solely for pre-booking lunches. As mentioned, on settling into school in September, the office will supply you with log in details.

### ARBOR App

This is the platform Barcombe uses for parents to pay for trips, other extra-curricular activities, updating any change in your contact details and also to book slots for the twice-yearly Parent Consultations. Again, log in details for this will be sent to you during the first few weeks.

## Keeping in Touch

### Daily Communication

Please talk to Miss Eaglen if you or your child have any particular worries about school. Please keep us informed of anything that might affect your child's behaviour or general progress such as physical / medical conditions or emotional needs.

### Weekly Communication

We email out a Weekly Bulletin every Friday afternoon with important messages and relevant documents and letters relating to your child's class. Every 3 weeks a newsletter in the form of a Sway link will be attached with further information and photographs celebrating life in the school.

### Curriculum letters

Throughout the year, (in September, January and April), you will receive a curriculum letter explaining what the children will be learning and involved in during the forthcoming term.

### Tapestry

In Reception year your child will have an online Tapestry account. This is a place for teachers and parents to share school and home experiences confidentially.

### Parent Consultations & Yearly Report

The Parent Consultations happen twice a year in October and March, and an annual report is sent home at the end of the academic year. You are, of course, welcome to come into school at any time to discuss your child with their class teacher.

### Website/WhatsApp

Please refer to the 'Useful Info' tab on the school's website where you will find information and Miss Eaglen & Mrs Hills reading stories. A designated class rep will be assigned to inform you of up-and-coming events and reminders via WhatsApp.

## Uniform

We believe that a simple, smart uniform is key to all the children being well prepared and ready to start the day. It helps to promote a sense of belonging and saves you from wrangles over what to wear.!

### **IT IS NOT COMPULSORY TO PURCHASE THE SCHOOLS' LOGOED TOPS**

- Grey skirt or pinafore dress, grey trousers or shorts
- White blouse/shirt or polo shirt
- School sweatshirt, fleece, green cardigan or green jumper
- Summer green gingham dress
- Sensible, black shoes and buckled sandals with support heel.

Fleeces, sweatshirts and polo shirts with the school logo are available via the link on the school website

[www.barcombe.e-sussex.sch.uk](http://www.barcombe.e-sussex.sch.uk)

They are purchasable from Intersport, Lewes at the direct link below:-

<https://gameforlife.co.uk/collections/barcombe-ce-primary-school-1>

Good quality second-hand uniform can also be purchased from the PTA – they have sales periodically throughout the year.

## PE Kit

Reception class have PE twice a week. Miss Eaglen will let you know when these days are, and the children can wear their PE kit all day on those days.

### For PE the children need:

- Navy blue shorts or track suit bottoms
- White T-shirt, Trainers
- Navy blue Skylark hoody available on website/link below

<https://gameforlife.co.uk/collections/barcombe-ce-primary-school-1>

**PLEASE CLEARLY LABEL ALL OF YOUR CHILDRENS  
CLOTHES & ACCESSORIES.**

Welly Walk / Forest School

The children will spend time at 'Wild About Barcombe' (WAB) once a week, and also go for Welly Walks during the week.

On our walks, we will engage in outdoor pursuits in **ALL** weathers. On these days the children will need an all-in-one waterproof suit and welly boots.

For Forest School, this is led by an external provider. More information about this will be available from September.

**Please provide a clearly named pair of wellies for your child  
which can be kept at school all year round.**