

# **Class 4 - Welcome Information for Parents**

## • **Contact Details**

➤ [d.bateman@leacofe.lancs.sch.uk](mailto:d.bateman@leacofe.lancs.sch.uk)

➤ It is vital that we have at least 2, up to date emergency contact details for your child. If your contact details have changed, including home/work phone numbers, mobile numbers and email addresses please inform school.

## • **THE SCHOOL DAY**

➤ No adults on site without an appointment

➤ **Start of the day – from 8:45am to 9:00am**

- No children allowed to enter school premises until 8:45am
- Our entrance is the Lea Road Drop Off then enter through Outside Door
  - Go straight into classroom
  - Place coat on peg & lunch in box in Class 4
  - Wash hands
    - Girls in toilet labelled Bubble 3/Class4
    - Boys in Class 4 sink
  - Get on with Morning Work

➤ **End of the day – 3:15pm**

- Our exit is through the Main Entrance then through double gates
- Parents/Carers wait outside double gates
- Only one adult to drop off and pick up

## • **OTHER PRACTICALITIES**

➤ PE Kits

- PE day is **WEDNESDAY**
- Only wear PE kit on our PE day all day
- Plain navy blue hoodie / plain white tee shirt / plain navy blue joggers / plain black shorts
- Appropriate black trainers
- **No branding or logos allowed**

➤ Packed lunches

- Disposable packed lunches only (must be able to throw **everything** away)
- No reusable lunch boxes/Tupperware
- Eat lunch in classroom
- Still a choice of hot school lunches

➤ Water bottles

- Named water bottle in school
- **Please wash every night and bring back to school, full**

➤ Reading books

- Only book bag to be brought into school
- **No rucksacks or large bags**
- Reading books will be quarantined before redistribution
- Will not be changed as regularly due to current arrangements

➤ Stationery

- Please bring nothing in from home. Everything is provided in school
- Named tissues and sanitiser is allowed (but no sharing)

➤ Snacks

- No toast available
- A named healthy snack (e.g. fruit, cereal bar, yoghurt pouches, dried fruit boxes)
- No chocolate/crisps/sweets etc.