

South Farnborough Junior School

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Headteacher: Mrs J Byrne

Dear Parents/Carers

Please find some important information below for the first week back.

School starts for all children on **Wednesday 2nd September**.

- **Drop off first day, Wednesday 2nd September** - Gates will open at 8:30am. Year 4 Children will need to wait on the lower school playground. and Year 5 and Year 6 Children will need to wait on the upper school playground. Their teachers will come and collect them at 8:50am and take them to class.
- **Drop off from Thursday 3rd September** - Children can head straight to their classrooms as soon as the gates open from 8:30am until 8:50am. Please note, gates are locked at 8:50am. If your child arrives after the gates are locked, you will need to buzz on the main front gate and accompany them to the office and sign them in.
 - **Year 4** children should enter via their outside classroom door.
 - **5Y, 5Z and 6W** - Please enter via the back stairs (leading in from the field) and proceed to your classrooms
 - **5X, 6U and 6V** - Please enter via the front stairs (door by the library from upper school side) and proceed to your classrooms
 - **Honey Bees and Bumble Bees** - Head straight to your classroom.
- **Pick-up** - School will end at 3:25pm and children can leave through any gate. Please ensure your child knows what their arrangements are at the end of the day. If your child is attending wraparound care, they will be sent there prior to the end of day bell.

Please note: Only Year 3 and Middle School parents/carers will be permitted on site. If you need to come on to site e.g. to visit the office, please speak to a member of staff on the gate.

Wraparound Care and Clubs

Our breakfast and after-school wraparound care is provided by CM Sports starting from Wednesday 2nd September. Breakfast club is available from 7:30am and after-school club is available from 3:25pm to 6pm, with a choice of sessions. For more information on how to book, please visit their [website](#).

CM Sports will be running Uni Hockey (Thursdays), Girls Football (Fridays) and Boys Football (Friday) starting from 3rd September. Please see attached flyer for dates, prices and link to book.

School-led extra curricular clubs will not start for a few weeks to allow the children to settle into their new classes.

Information will be sent out after the first week with details on how to book.

School Meals and Snacks

School meals are provided by our caterers Chartwells and copies of their menus for this term can be found on our [website](#). Children choose their meal option (school meal or packed lunch) during morning registration, there is no need to pre-book.

We will be starting on Week 3

School meals are charged at £3 per day. Please can you ensure that your child has sufficient credit on their Arbor account before ordering any meals. If you are in receipt of certain benefits, you may be eligible for free school meals. You can do a simple check and apply via the Hampshire County Council website

<https://www.hants.gov.uk/educationandlearning/freeschoolmeals>.

If your child has a medical condition which requires them to follow a medical diet, and you have not yet notified the school, please let us know as soon as possible. They will be restricted to a jacket potato or packed lunch option until an alternative menu has been agreed. Medical diets include food allergies and intolerances as confirmed by a medical professional. If in doubt, please contact the school office.

They are welcome to bring in a snack for breaktime or they can buy a snack from the tuck-shop (no sweets/chocolate bars please). There are chilled water fountains in the hall and drinkable tap water in the classrooms for children to refill their water bottles during the day. Please make sure that any snack pots, water bottles and lunch boxes are clearly labelled. **Please be advised that due to children with severe allergies in school we do not allow children to bring in any nuts or nut based products e.g. Nutella, some cereal bars into school either as a snack or in their packed lunch. This covers all types of tree nuts and peanuts.**



Medication

If you are returning medication after the Summer break, children will need hand this to their teacher in the morning to go back into their class medication box. If your child has new medication or there have been changes to a previous medication (e.g. medication/dosage change), you will need to complete a new medication form and drop the medication to Mrs Ankers in the office to be booked in. (This must be in the original packaging with the dispensing label from the pharmacy attached). It will then be returned to the classroom medical box/medical room as appropriate. You can complete the medication in advance via the following [link](#)

School Uniform and Equipment

We are very proud of the smart appearance of our pupils and I would like to ask for your support in ensuring children comply with the school uniform regulations. New uniform can be purchased from Brenda's in Camberley, second-hand uniform can be purchased from the school shop on Arbor. All children are expected to be in full school uniform on days when they do not have PE and wearing a proper PE uniform on their PE days. The details of all our school uniform requirements can be found on our website.

- **PE Lessons** - Due to the school photographer coming in on Monday 7th and Tuesday 8th September, PE lessons will start from **Wednesday 9th September**. PE timetables are available to view on the class pages. Children are required to come to school in their PE uniform on those days.
- **Jewellery** - regulations are strict for safety reasons. Children are permitted to wear a watch and one stud per ear. Watches must be removed during PE and games lessons; earrings need to be removed or covered. Children should not be wearing nail varnish.
- **Hairstyles** – There are no limits on the grade used for haircuts, as we think that a short, neat haircut looks nice whether a grade 1 or a grade 3. However, we would ask for your support in adhering to the following:
 - Smart and tidy hairstyles only.
 - All long hair to be tied back.
 - Only natural hair colours.
 - No tram lines/shaved patterns, or skin fades.
 - Small hair accessories. Overly large and novelty accessories are not permitted.
- **Shoes** - On school uniform days: Shoes should preferable be normal black school shoes, but if not, they can be black trainers – as long as they are completely black (no white soles or flashes on the trainers etc). On PE uniform days: Children are able to wear any trainers that are suitable for PE & Sports lessons. They come to school in their PE kits, again please check the school website if you are unsure what is required.
- **Socks** - Black or white only
- **Equipment** - Whilst some equipment is provided, children are encouraged to bring their own small pencil case with essential items including: a blue handwriting pen (e.g. Berol handwriting or similar), pencil, pencil sharpener, eraser and ruler. They may also wish to include their own colouring pencils, fine whiteboard marker and glue stick. Their pencil case should be of a reasonable size to fit on their desk and in their trays (no oversized Smiggle type cases please). **Mobile phones, smart watches, toys and other personal possessions in school are discouraged.**
- **Lost Property** - Please ensure that all your child's personal belongings are clearly named with permanent marker or a name label so it can be returned to them. Un-named lost property is kept in the school office for 4 weeks after which it will be disposed of or added to the second-hand shop.

School Attendance

As a school we actively encourage excellent attendance and will look to support and challenge weaker attendance, this includes punctuality. We have a dedicated page on our school website full of information regarding our attendance expectations at South Farnborough Junior School. Parents/Carers are expected to contact the school office either by phone or email if their child is unable to attend school for everyday of their absence. Please note: we do not use Studybugs to report pupil absences.

Communication

To ensure you are kept up to date and manage communications, non-urgent year group specific emails are sent weekly on a Friday at the end of the school day. Please take the time to check this email on a weekly basis. The first one will be sent out on Friday 4th September. A summary is also uploaded to the latest news section of the website as well as on the class pages.

This email consists of:

- New messages for the week e.g. upcoming trips, year group announcements etc.
- Reminders for following week - **e.g. We have photographers in for school photos on 7th and 8th September**
- Upcoming events for the rest of the term
- Community News - events in the local area. If you have information on an event, club etc you would like us to share, please forward to the school office.

Time sensitive or individual emails will still be sent out as required.

If you need to contact your child's class teacher, please either email adminoffice@southfarnborough-jun.hants.sch.uk or phone the school office, 01252 545682.

If you have any queries prior to the start of term, please email the school office.