

**Welcome to Peaslake Free School**

**Head Teacher:** Mrs Sara Dangerfield [head@peaslakefreeschool.com](mailto:head@peaslakefreeschool.com)

Monday to Thursday

**Pine Class Teacher**: Miss Jacqueline Lock [jlock@peaslakefreeschool.com](mailto:jlock@peaslakefreeschool.com)

Monday to Friday

**TA Support:** Mrs Nicky Packer Monday, Tuesday, Thursday & Friday

Mrs Nicole Still Wednesday

**Oak Class Teacher** Mrs Rula Hardo Monday, Wednesday & Thursday

mornings and all day Tuesday

TA Support Leah Girdler Tuesday to Friday

Mrs Nicole Still see below

**Ash Class Teacher:**  Mrs Natalie Jackson [njackson@peaslakefreeschool.com](mailto:njackson@peaslakefreeschool.com)

Monday to Friday

Mrs Nicole Still see below

Mrs Nicole Still will be supporting both Oak and Ash Classes on Monday & Tuesday and Thursday & Friday afternoons

**Office:**  Mrs Janette Weller Monday & Tuesday and Wednesday a.m.

Mrs Debbie Morton Wednesday p.m., Thursday & Friday

[info@peaslakefreeschool.com](mailto:info@peaslakefreeschool.com) 01306 730411

Gate code: 0431Enter

**The school day in Pine Class**

The school day begins with registration at 9.00am. Parents are able to drop their children off from 8.45am by bringing them to Pine Class door. Children arriving after 9.00am will be marked as late in the register. There is also an option of attending breakfast club which starts at 8am at a cost of £5.00 per day.

We follow the Early Years Foundation Stage Curriculum which covers Communication and Language, Physical Development, Personal, Social and Emotional Development, Literacy, Maths, Understanding of the World and Expressive Art and Design. We have a mixture of adult-led and child-initiated activities each day, the children enjoy dance, as well as music, PE and swimming lessons taught by specialist teachers each week.

**Break and Lunchtime**

Each morning the children have a drink of water or milk. We will assume your child has milk unless you tell us otherwise. Children under five are eligible for free milk under the Government’s Cool Milk Scheme, those over five can claim subsidised milk. The under-fives will be registered for the scheme by the office but, if you wish to claim subsidised milk after your child’s fifth birthday, you must complete the process on the Cool Milk website. All children are provided with a small portion of fruit or vegetables to eat during snack time, provided by the School Fruit and Vegetable Scheme. Snacks from home should not be brought in. Play times are shared with all children from Pine Class, Oak Class, Ash Class and the Nursery and are supervised by the staff and by you, as parents, at lunchtime. Rotas for parent lunchtime and swimming duties are organised by Lucy Taber, who will email you the rotas in advance. A copy of the rotas will be placed in the office reception area. If you swap duties please remember to amend this list.

Children have the opportunity to have a free hot school meal each day. If you would like your child to have a hot meal please let the office know. If your child is having a packed lunch please note, we are a nut free school.

**Topics for 2022/2023**

|  |  |  |
| --- | --- | --- |
| Autumn | Movers and Shakers | Harvest/Remembrance/Bonfire Night/Christmas |
| Spring | Marvellous Monarchs | Book Day/Mother’s Day/Easter |
| Summer | Coastline | Father’s Day/Leavers’ Play |

During the Autumn term we have our Harvest and Nativity performances to look forward to, which both take place in St Mark’s Church, Peaslake. In the Summer term we have our end of term leavers’ play.

**Communication**

Please ensure your child brings in their green bags every day. This will be used to bring home messages or letters (which will be placed in their reading folders) as well as reading books. We rely on Parentmail to keep you informed so please make sure that the office has the correct email address. The yellow reading record is also ideal for communication. Please feel free to jot down anything that may be of relevance. We are always interested in any successes your child has at home so please share them with us through Google Classrooms or by emailing us. We also have Wow certificates that we will send home to you at the beginning of term. These are another great way of sharing any achievements your child has at home with us.

**Supporting Your child with reading**

We do encourage you to take an active interest in your child’s learning. Together we can make a powerful team to encourage your child to reach his or her full potential. You can have a huge impact on your child’s reading journey by continuing their practice at home. We have found that those children who read to someone on a regular basis (at least four times a week) make better progress. There are two types of reading book that your child will bring home.

A reading practice book. This will be at the correct phonic stage for your child. They should be able to read this fluently and independently.

Two sharing books. Your child will not be able to read these on their own. These books are for you both to read and enjoy together. If you don’t have time to write a comment after listening to your child, please just initial their reading record to let us know your child has read to you. Reading practice books are changed on a weekly basis and children can choose two sharing books from the library on a Friday.

**Flash Cards**

As well as a reading book your child will be given a set of flash cards that they need to learn to read. These flashcards are what we refer to as tricky words as they cannot be sounded out easily. As your child progresses through the phonic phases more tricky words will be introduced.

**When will I be able to talk to the teacher about my child’s progress?**

Every term we have an open morning where parents can drop in to look at their child’s work. We also have parent consultations in the Autumn and Spring terms and a final report at the end of the year. I am always willing to talk to you about your child’s progress if there are any concerns. The best time for me to meet with you would be after school as the mornings can be very busy. You are more than welcome to contact me via my email or Google Classrooms.

**Full time/Part time?**

At Peaslake Free School we have always offered the opportunity for the Spring and Summer born children to go home on Tuesday and Friday afternoons until the term they turn five. We expect all children to be full time by the beginning of the Summer term. If you feel your child would benefit from this then I am happy to discuss it with you before September.

**Swimming, PE, Dance and Forest School**

Swimming is on a Tuesday morning at Cranleigh Leisure Centre. We leave school at 10.30am and return in time for lunch. The children may wear navy or black tracksuit bottoms on that day. Please ensure that all clothes and swimming kit are labelled. As swimming is part of our curriculum all children are expected to take part unless they are on medication or have a note from their doctor.

One of the best ways to prepare your child for school is to help them to manage their own personal hygiene and to encourage them to dress and undress independently. As you can imagine this is particularly useful when we go swimming. It would also help if you were to take your child swimming at Cranleigh Leisure Centre before September so that they become familiar with the changing rooms and pool.

P.E. is on Monday with Rupert Thorne. Please ensure your child’s P.E. Kit with trainers (that fit) and tracksuit bottoms for the winter, is in school at all times.

Dance takes place on a Wednesday afternoon. Forest School takes place every Friday morning in all weathers. Please make sure your child has named waterproof trousers, a coat and wellington boots in school.

**Other activities**

Please also ensure your child has a pair of named wellington boots for outdoor activities and wet play times. These are kept in the tubs in the hall cupboard and remain at school.

**School Uniform List**

We believe that a school uniform is important:

* It looks smart
* Wears well
* Contributes to a sense of belonging and sense of community
* Gives a common purpose and makes children feel equal to their peers in terms of appearance
* Fosters a feeling of pride
* Is designed with health and safety in mind.

We ask that all children wear the uniform and we encourage them to maintain a good standard of clean and tidy dress in school. No jewellery should be worn in school.

The uniform is designed to be practical, maintainable and good value for money.

Our school colours are green and grey.

**Our school uniform is as follows:**

* Grey trousers/shorts or skirts/pinafores
* White shirts, polo shirts or blouses
* White or grey socks, grey or green tights
* Green school sweatshirt or cardigan (purchased from school)
* Black or navy blue school shoes
* A named pair of Wellington boots to be kept in school

**For summer wear as above, or:**

* Summer dresses – green and white stripe or check
* Hair accessories such as slides, ribbons, bobbles, etc., should be fairly simple and if possible, in school colours.

**For Forest School**

* Waterproof trousers and coat
* Wellingtons
* Girls to wear leggings or jogging bottoms

School coats and bags are optional and can be purchased from the school office.

Parents are asked to ensure that all items are labelled clearly with their child’s name.

For safety reasons we ask that the children do not wear jewellery in school. This includes earrings of any kind. Children may wear a simple watch if they are practising telling the time.

**Swimming**

Swimming costumes: Girls – need to wear a one piece

Boys – speedo type briefs/trunks (i.e. not bermuda shorts)

Navy blue track suit bottoms (optional) which can be worn all day on Friday.

Swimming cap (compulsory for all children) can be purchased from school.

**PE Kit (school)**

For health and safety reasons it is important that children are properly dressed for any physical activity.

**Our uniform for PE is as follows:**

* A pair of shorts and a T shirt (purchased from school)
* A pair of trainers
* Navy or black tracksuit bottoms for winter

**PE kit should be kept in a named, drawstring bag. (Can be purchased from school).**

PE kit should be kept in school at all times.

**All items of clothing must be named**.

**Breakfast Club**

Breakfast Club operates Monday to Friday from 8.00am at a cost of £5.00 per session. The children are offered a selection of cereals, fruit, pancakes, toast and crumpets. Once they have finished eating there is an opportunity for them to play with their friends before school starts. Breakfast Club is supervised by Mrs Still. If you would like your child to attend Breakfast Club, please let the office know.

**Main events during the academic Year**

October – Harvest Festival, School Parent Consultations

November – Remembrance Day

December – Nativity, Peaslake Christmas Evening

February – School Parent Consultations

March - Mother’s Day Celebration, World Book Day

April – Traditional Egg Rolling

June – Father’s Day Celebration, Sports Day

July – Leavers’ Play

**Dogs in the playground**

Almost all schools, including those in our local area, now operate a policy of not permitting dogs onto their property, owing principally to safety concerns for children.

We have always sought to encourage children at Peaslake to embrace the benefits and responsibilities associated with owning and looking after pets and for those with dogs to be able to enjoy walking them to and from school. We continue to regard this as one of the advantages of being at the heart of our community and we very much wish that this will continue.

We are, however, aware and mindful that a number of our children do not have dogs at home and are unfamiliar and, in some cases, uncomfortable being close to dogs whose behaviour they feel can be unpredictable and intimidating, even upsetting. It is paramount that all our children feel safe, secure and confident coming to school. When bringing a dog into the playground please adhere to the following rules:

* Those who choose to bring dogs onto School property are wholly responsible for their dogs’ behaviour.
* We require that dogs are controlled by an adult at all times. Under no circumstances is any child to be left in sole charge of a dog.
* All dogs on School property must be kept on a *short* lead.
* Dogs must not be tied up anywhere on School property, or to any property belonging to School. Dogs must not be left unattended at any time.

We reserve the right to withdraw permission for dogs to come onto School property if the above requirements are not followed.

**Lunch Procedure**

Parents supervise the children at lunch time. The duty is from 11.40 am until the children who leave at 1.00 pm have been collected.

The duty includes :-

* Setting out the tables and chairs and laying the tables.
* Pouring water for the children and assisting the children through the meal.
* Encouraging the children to eat their food and promoting good table manners.
* Once a group of children has finished, an adult should accompany them into the playground.
* On no account should the children be left unattended.

A member of staff will also be on duty.

Those on duty are responsible for ensuring that the rules of the playground are followed:-

The gate is kept shut.

The children do not play on the drive.

The only reason a child should leave the playground is if they need to go to the toilet, fetch a coat, or have fallen over. They must ask one of the adults on duty if they can go, they should use the Hall door at all times. It is wise to send an older child to accompany younger children. If a child needs to change shoes, in order to use the wheelie ride-on toys they should come in, via the Hall, to put on their wellingtons.

The First Aid box is easily accessible in the kitchen if required. Disposable gloves are available in the box. No creams should be applied to wounds only water should be used for cleaning.

If a vehicle enters the playground, all the children should be shepherded behind the yellow line by the grass, one adult should remain by the Hall door to make sure no children run out.

The toilet/tidy up bell is rung at 12.50 pm. Any child who wishes to go to the toilet or get a drink of water should be sent inside while the adults help the children to put away all the bicycles and playground toys.

When the next bell rings the children line up and go into school.

All the Reception children going home are collected from Pine class door.

**Wet Play** Wet playtime activities are available in the Hall.

**Insurance**

In light of our obligation to our insurance policy and the Governors’/Trustees’ commitment to safety and security at the school we are obliged to discourage parents from carrying out lunch duty/swimming duty whilst caring for other children, i.e. non pupils of the school.

We must reinforce upon parents that their attention must be primarily on the School children.