

Reminders, Rules & Regulations



Website

Please make our website (www.padnell-inf.hants.sch.uk), your first point of call if you have mislaid a letter or any information on Kids Club or after school clubs.

Diary Dates

The list of Diary Dates for the whole year was sent home to you in July, but if you missed it in the “end of year madness”, it can also be found on the website:

https://www.padnell-inf.hants.sch.uk/_site/data/files/letters-home/21DA1B67D95CD60C791684EC3AED3593.pdf

All events are added to the calendar on our website: <https://www.padnell-inf.hants.sch.uk/calendar/?calid=1,2,3,4&pid=11&viewid=5>

You can subscribe to the calendar on your mobile device so all events will show in your personal calendar.

INSET Days

Our INSET days were set early last year. They are:

Monday 7th October

Monday 25th November

Friday 14th February

Monday 7th & Tuesday 8th July

Transition Day

Please be aware that Hampshire’s County-wide Transition day will be on **Wednesday 2nd July**. Each year group spends time in their new class/year on this day so please bear this in mind if booking unauthorised term-time holidays.

WhatsApp groups

These are really useful to keep in touch with others in your class, however we remind you that they are not to be used to comment on any individual child. Any concerns should be directed to us as a school.

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Items Required in School

PE Kit

Every child needs a PE kit in school provided by their parents. Please ensure that your child has a pair of black shorts and a plain white t-shirt along with suitable footwear. **This should all be named.** Pre-loved items are available at the hub.



Wellington Boots

All children need to have a named pair of wellington boots in school, at all times. Thank you.

Water Bottle

They also require a **water bottle in class which must contain plain water only**. **Anything else will be poured away** in line with our Healthy Eating policy. Bottles can be purchased from the office for £1. These are to be **clear plastic only**. Please don't waste your money on fancy ones and any metal ones will be returned home as unsuitable in school.

Joey's Field

Parents are asked to provide an old named pair of joggers or their own waterproof trousers in a named carrier bag which will be sent home for washing every half term.

Lunchboxes

Please be reminded that all items, including sandwich boxes and the little containers you put in the sandwich boxes, must be named.

Uniform

Can we remind you that no boots should be worn to school and all long hair should be tied up (preferably plaited), to prevent the spread of head lice. **This is for all genders.**

All hair accessories should be black, white or purple. Thank you for supporting this policy.

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Responding to our Emails

The majority of our emails are sent via a database and will come from padnell-inf@scopay.com **Please do not reply to this email address** as we do not receive them. Perhaps you could store our office email: admin@padnell-inf.hants.sch.uk into your phone as this is the email address you need to use please. We will respond to emails within 2 working days.



INTERCOM Gates/Intercom System

Our Door/Gate Intercom system only allows us to unlock the last entry point that was pressed. This includes the front door, so although we may see you, we cannot unlock the door until you have pressed the buzzer.

The pedestrian gate is opened at 2.45pm.

Please note you are unable to use the driveway until after 4.15pm so will need to walk in if collecting from after school clubs before this time.



MEDICINES

We are only able to administer medicines which have been prescribed by the Doctor, that are required to be taken **four times a day**.

Please bring any medication into the office as you will need to complete a form and sign it in, and out, on a daily basis.

We are able to administer Calpol if you have given your permission, but will call you first and send a MarvellousMe to confirm the dose we have given. We use the 'under 6' Calpol for all our children, no matter what their age or stature.

No Medicine should be sent in with a child alone

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School Dinners & Allergies

Every day your child is entitled to a free school dinner, provided by Dolce. These are balanced healthy meals, which boost your child's energy levels for afternoon learning. They are a great option and save you the hassle of making sandwiches and chasing lost lunchboxes at the end of the day!

Also, because the calorie content in a school dinner is only a third of a child's daily requirement, you can opt to share another family meal later that day or top them up with a light tea.

Pre-Ordering

Please ensure you have signed into SchoolGrid and that you order a lunch for your child each day they need a meal. This is done in advance, either daily or in blocks. Please share with your child verbally on the way to school what you have ordered for them.

Packed Lunch

If you opt to provide your child with a packed lunch, **a balanced lunchbox should contain:**

- Starchy foods (bread, rice, potatoes, pasta etc.)
- Protein foods (meat, fish, eggs, beans etc.)
- A dairy item (cheese, yoghurt)
- Vegetables or salad and a portion of fruit

Lunchtime eating affects how your child behaves and performs at school. If you want ideas on how to make your child's healthier then do please pop into the Hub and see Jo, our Parent Partner.



There are children within the school who are severely allergic to nuts. Products containing nuts are **NOT ALLOWED** in school to keep all our children safe. We do allow chocolate items such as Penguins, Kit Kats, Wagon Wheels etc. but not larger bars or sweets. Also, **Chocolate Spread should not be of the nut variety**. We reserve the right to confiscate any unauthorised items such as sweets or nut containing items.

Thank you for your support with this.

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Parking

Parking is a contentious issue for the majority of schools. Can I please ask you to park considerately, being mindful of our neighbours and keeping all our community safe.



Attendance and Absence

As a school, we are striving for a Whole School Attendance figure of over 97%. We closely monitor each child's attendance and take action when it is below 95%. Any absence below 90% is a serious concern and we are directed to take further action in accordance with Government guidance, including the issuing of Penalty Notices.

Illness

If your child is very ill then obviously they are unable to attend (and Hampshire County's guidance is that they must be kept home for 48 hours after the last bout of sickness or diarrhoea), and although this will be recorded as an absence, it is an "authorised" absence.

It is your responsibility to let us know if your child is going to be absent. We must ask you to call the school and let us know by **9.15am** if your child will not be attending. You can ring any time before this, and leave a message on our answer machine.

If we have not heard from you by 9.15am then we will record the absence as unauthorised.

However, in line with safeguarding procedures we will continue to try to contact you or your emergency contacts in order to ensure the child is safe. If we are unable to make contact, we follow this up with a visit to the family home.

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SCOOTERS AND BIKES

We encourage children to walk or ride to school as this helps us to alleviate the traffic problem. Our bike pods are situated near the main office. **We would like to remind you of our joint school rule: there is no riding of bikes and scooters on the school grounds (this includes younger siblings).** We ask children to dismount their bikes and scooters on the pavement and walk up the path pushing them. This is in place as a result of incidents previously where younger children have been hurt.

Bike Helmets

Again, due to space, although we encourage the children to wear these, we cannot keep them inside the school building. Please either attach them to your child's bike or take them back home with you

Book Bags

We do not have the space for rucksacks or alternative styled bags to the usual school bag style so again please ensure your child does not arrive with one. If you need a rucksack to put all school items into one then do so but unpack at the school playground and take the large bag back home please.

All correspondence for the office should come in your child's book bag please.

Thank you for helping our school of 270 children (and their families), run safe and smoothly.