

Welcome to Old Town Infant School and Nursery



Old Town Infant School and Nursery



DG

Who's Who?

Headteacher- Doug Gubbins

Assistant Headteacher - Katy Brunton

Early Years' Leader and Acting Assistant Head - Luisa Cameron

Assessment and Inclusion Leader - Jill Turner

Pastoral Care Worker - Carla Miller

Chair of Governors - Mike Randall



Old Town Infant School and Nursery



Meet the classes....

DG



ANGELFISH CLASS



SEAHORSES CLASS



Old Town Infant School and Nursery



DG

Meet the Reception Teachers...



Mrs Caroline Chase



Miss Charlotte Davies



Absences and holidays



- If your child is off sick please tell us first thing in the morning. There is an email address if you are not able to call.
oldtown.absence@coastalpartnership.co.uk
- There is also an answerphone. Please give a detailed reason not just “unwell”.
- It is important that holidays, however long, are booked during the school holidays and NOT during term time.
- If this is not possible, then a form must be completed to ask permission and explain why this is an exceptional circumstance.
- Exceptional circumstances are instances such as; death of a relative and need to travel, short religious festival, close family wedding, armed forces family and therefore restricted holiday.



Paperwork...



You have some paperwork to complete in your packs.

- Current nursery: student data sheet. Please check, sign and return even if no changes are made.
- All children: Tapestry letter. Please complete the forms and return to the office asap.
- External children should have completed an online admission form - log in details sent via email.
- It is a requirement that you **MUST** provide at least two different people to contact for emergencies. Your child cannot start school without this.
- The office team need to check all Birth Certificates before children can start school.



Communication

- We are (mostly!) paper-free! The majority of our communication with parents comes on email. This includes all day-to-day communication, trips, events and newsletters.
- Please check for emails regularly and check your clutter/junk folders if you are missing things.
- We also use an in-app messaging service for reminders via the Arbor app rather than text message so please ensure you download the app via your usual app store.
- Payments for things like school trips etc are online through our system ARBOR. After school and breakfast club will be paid for online also. Should have received log in email details, if not speak to the office staff.
- Tapestry - this an online forum for communication between parents and the Reception team. Please register your login to receive regular notifications about your child's learning, and information directly from the teachers.

School uniform- ensure everything is labelled!

CC



Girls' school uniform

Old Town Infant School jumper or cardigan
Grey skirt or grey pinafore dress with a navy polo shirt.
Trousers and navy polo shirt
Socks (white, grey or black)
Black school shoes

Summer uniform
Gingham school dress



Boys' school uniform

Old Town Infant School jumper or cardigan
Grey shorts or grey trousers
Navy polo shirt
Socks (white, grey or black)
Black school shoes



PE kit for boys and girls - **please name everything!!!**

White/Navy T-shirt (with school logo or without school logo)

Navy or black zip up jacket

Navy or black tracksuit bottoms or shorts

Black Trainers

ALL JEWELLERY MUST BE REMOVED.

Children will be changing at school on PE days, please practise at home!

Buy and order any uniform with the school logo from PMG Schoolwear in Poole. Items without logos can be purchased from highstreet stores and supermarkets.



Spare clothes in case of accidents!

- It is a reasonable expectation that unless your child has a special need that they are fully toilet trained. We should have heard from your health visitor if your child has a particular difficulty in terms of toileting.
- But of course, some children will have accidents from time to time! You may like to leave a bag of spare clothes on your child's peg for occasional accidents.



What to bring to school

- A named water bottle - containing water only.
- School book bag - clearly named
- A coat with a hood - even if it looks sunny!
(*named!*)
- PE kit on PE days (or leave in school on pegs for a half term)
- When staying all day, and having packed lunches - a named lunchbox.
- No room for rucksacks - sorry!



NAME NAME NAME EVERYTHING!

Lunch! Hot Dinners



- A hot lunch is available for all infant school children for free.
- A copy of the current menu and how to order can be found in your pack this evening. This menu and the options available takes you up to October half term. You can register and add your child now, but wait until the summer holidays to order.
- Special dietary requirements can be catered for.
- If you wish to avoid certain meats due to religious or cultural reasons, many of our families choose the vegetarian option.
- If you opt for school lunches, please try and stick with them - it can get very confusing for both staff and children when packed lunches are sent in as a 'back up'!

Lunchboxes!



- You may choose to send in a healthy packed lunch. However, the hot meals are free of charge to parents and we encourage you to consider this option. Most children opt for hot meals.

We are nut-free school. Please do not send anything in containing nuts.

This includes chocolate spread!

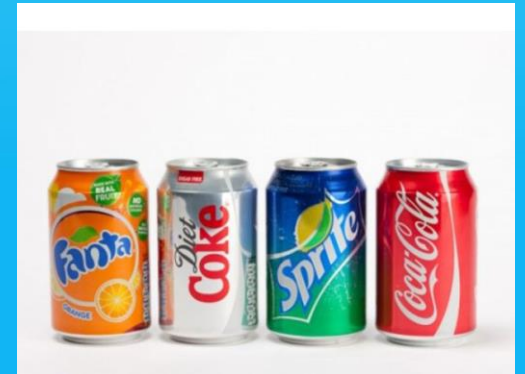
Pack your child a **HEALTHY LUNCH BOX**

Choose a variety of foods from each food group

Fruit	
+	
Vegetables	
+	
Dairy	
+	
Wholegrains	
+	
Lean meat & alternatives	
=	A Healthy Lunch Box

Lunchboxes!

No!



The school day

Morning:

- The school day starts at 08:45.
- The red gate is shut at 09:00. If you arrive after 9am- you need to sign in at the office.
- Please use your Sainsbury's parking permit (in your welcome pack) at drop off and pick up times! The traffic wardens are very active in the surrounding streets and will issue tickets. The car park opposite is staff only and is also permit only. They ticket here too!

Collection:

- School finishes at 3.15pm.
- If somebody different is going to pick your child up you must tell the staff team.
- If you forget to inform the class staff - phone the office and share a password.
- We will not let them go without notification, even if your child knows the person at the door!
- We offer wrap around care in 'Seashells' until 5pm each day.
- Breakfast club is available daily from 7.30am.



Induction Period

LC

Wednesday 4th, Thursday 5th and Friday 6th September 2024. 'Stay and Play' sessions where one parent/carer will attend the sessions with their child - Details to be confirmed.

Monday 9th - Friday 13th September 2024. Further 'Stay and Play' sessions without parents/carers - Details to be confirmed.

Monday 16th - Friday 20th September - 08.45am to 12.00pm.
All children will attend for the morning session only. No lunch.

Monday 23rd - Friday 27th September - 08.45am to 1.15pm
All children will attend and include lunchtime at school.

Monday 30th September onwards - 08.45am to 3.15pm
All children will attend for the full day, everyday onwards.

We will also be allocating each family a 'Getting to Know You' appointment for 15 minutes on one afternoon over the first 4 weeks of school.



DATE FOR YOUR DIARY

Transfer Day Friday 28th June

9.15am-10.15am: Children from Old Town Nursery.
'Stay and Play' with Old Town staff.
(if your child doesn't usually attend on a Friday they can come in for this hour)

10.45am-11.45am: Children from all external nurseries.
'Stay and Play' with one parent/carer.



You are welcome to pop down
to see the Reception
classrooms now if you wish!

