



Poulton Lancelyn Primary School



Dear Parents/Carers,

5th September 2022

Welcome back to the start of this new school year. Hopefully you have all enjoyed a relaxing summer break and have been able to take advantage of the warmer weather.

We have welcomed the children back today into their new classrooms and have been excited to settle our Nursery/F1 children, our new to F2 children and several other new pupils in various year groups into the Poulton Lancelyn school family. The children have all settled very quickly, have engaged fully in numerous learning tasks, and caught up with their class groups. The teachers have worked hard during the summer break to plan rich learning experiences, details of which can be found under the curriculum section of our website.

Some general reminders:

- School gates open at 8:45 am and close at 8:55 am. Parents and pupils should follow our current one-way system for arrival at school. Teaching Assistants will be available to receive pupils and take short messages. Children who arrive after 8:55am must enter school via the school office.
- **The end of the school day for all pupils will be 3:30pm.**
- F2 pupils will be dismissed by their teachers from the F2 small playground area. Mrs Gould's class will be dismissed from the garden area and Miss Macdonald's class will be dismissed from the fire exit door. F2 parents should wait on the main playground but away from the F2 gate so that teachers can dismiss children safely.
- **Year 1 and 2** parents should wait on the Key Stage 1 playground. Classes will be dismissed by their teachers directly to parents.
- **Year 3 and 4** children will be dismissed from the Year 3 and 4 door. Parents should stand back from the pathway whilst waiting for their children. For parents with children in Key Stage 1, if you wish for your child to independently meet you on the Key Stage 1 playground, please inform parentreplies@poultonlancelyn.wirral.sch.uk
- **Year 5 and 6** children will be dismissed from the Year 5 and 6 door. Parents should wait away from the door, on the driveway area. For parents with children in Key Stage 1, if you wish for your child to independently meet you on the Key Stage 1 playground, or leave the school site independently, please inform parentreplies@poultonlancelyn.wirral.sch.uk
- If you wish to update us on adults authorised to collect your child, please inform parentreplies@poultonlancelyn.wirral.sch.uk. Staff are unable to release children to **any** adults that are not on your authorised collection list. Please inform the office of any last minute changes to usual collection arrangements, ideally before 3.15pm.

Other arrangements

- Due to limited parking and our ongoing focus on health and safety, we politely remind parents to drive and park responsibly and leave the site and surrounding area promptly.
- The staff car park should not be used for collecting or dropping off pupils at any time
- School uniform, coats, bags, shoes, water bottles, lunchboxes should be named – lost property can then be returned successfully
- Telephone the school office in advance to discuss any matters of concern with class teachers
- Consistent attendance and punctuality is of high priority for the DFE and across our Multi-Academy Trust – appointments and holidays must be taken at times outside of school hours. For exceptional circumstances a form must be completed for consideration
- School lunches - **Lunch orders for week 1 and week 2 in September should have been placed by 15/7/21.** Lunch orders for subsequent weeks must be placed by a Thursday for the following week, even if you are in receipt of Universal Free School Meals or Pupil Premium Free school Meals
- Extra-curricular activities will begin to take place in the autumn term. A letter with our offer will be sent in September.

- Children should have returned to school in full winter uniform. Please see our website for specific information.
- The (optional) Poulton Lancelyn tracksuit can be worn on PE days. Alternatively, children should wear their school uniform and bring their PE kit to school in a drawstring bag on PE days. Children must not arrive at school in shorts and t-shirts or non-Poulton Lancelyn tracksuits. Please see our school website for details of our PE kit.

Please find below some key diary dates so you know what is coming up.

Key Diary Dates – Autumn Term

13/9/22	– Secondary transition meeting for Year 6 parents
12-16/9/22	– Year 6 swimming afternoons (Mrs Goodacre's class)
19-23/9/22	– Year 6 swimming afternoons (Miss Clifford's class)
19/9/22	– 11+ Year 6 pupils
22/9/22	– Oak Trees Challenge 2022-2023 launch
30/9/22	– Macmillan Coffee morning & cake sale
7/10/22	– INSET day (school closed to pupils)
13/10/22	– Parent Consultations
13/10/22	– Individual school photographs
21/10/22	– 3.30pm break up for Half term
31/10/22	– School re-opens to pupils

We look forward to seeing you in the coming days and weeks.

Yours sincerely,

Mrs Arnold
Executive Headteacher