



Ecclesfield Primary School

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Executive Head J. Eagleton BSc Hons PGCE NPQH

12th July 2023

Dear Parents and Carers,

We are nearly at the end of the academic year and as such we are writing to notify you of a few alterations to start in September. A further letter will be sent on the final day of the Summer term as a reminder about the items below alongside other general reminders.

School Start and End Times

FS and KSI (Y1 and Y2) will start at **8.30am** and **registration will be completed by 8.40am** so the children need to enter the classroom at **8.30 am promptly please**. **FS/KSI teachers will be there to collect children from 8.25am**.

KS2 will be collected by their teacher at **8.35am** and taken into class for registration by **8.40am** at the latest. Year 5 and Year 6 should wait on the Y6 yard, Year 3 and Year 4 should wait on the KS2 yard.

The doors will be closed at 8.40am promptly. The KS2 doors will also be closed at 8.40am.

The gates around school will **be closed by 8.50am** at the latest.

Children arriving after **8.40am** will have to enter the school via the school office and will be registered late.

Punctuality is extremely important so that your child has a good start to the day. At registration time, the teachers share the plans for the day ahead and deal with any issues. If a child is not in school on time they will not know what is going to happen during the day and will also be late starting their morning tasks.

Reading Workshops and Reading/Curriculum Workshops

The reading and curriculum sessions will take place at **the end of the school day** rather than at the start of the school day. There will still be a time for you to read with your child but this will also provide you with opportunity to partake in the daily class Storytime. Teachers will notify you of their intended day for afternoon weekly reading sessions. Curriculum workshops will be termly and again class teachers will notify you when these are likely to be.



PE Uniform.

When it is your child's PE day, we expect them to **come to school in their PE kits** which consist of the following items:

- Plain white T shirt
- Plain black PE style shorts or plain jogging bottoms.
- A school jumper or a plain navy-blue jumper
- Trainers or plimsolls.

Football kits are not to be worn. Please ensure PE kits do not contain any logos.

Hair should be tied back and **please ensure your child is able to take out any stud earrings.**

Rings, necklaces, bracelets are also unnecessary. The only earrings that should be worn are studs. **Children who wear earrings should only be wearing studs at any time of the school day.**

Communication.

The Dojo system will continue to be used for reward points for the children. Communication between home and school via **Dojo will no longer be available** in the new academic year. There will be a new system of emailing and class teachers will provide parents with a dedicated class email address. Please note the following:-

- a. Emails will not be checked during the school day continuously as teachers are teaching
- b. Emails will not be responded to after 5.30pm. Any emails received after this time will be responded to the following morning after 8.00am, if the email needs a response
- c. If there is an urgent issue, please contact the office up from 8.00am-5.45pm
- d. Emails to enquiries@ecclesfield-pri.sheffield.sch.uk will be checked up until 6.00pm
- e. Emails sent over the weekend by parents/carers will be looked at on Monday/start of the week



[Taylor Shaw School Meals Provider and Diet Plans](#)

Additional measures have recently been rolled out to primary schools by introducing Medical Diet ID cards in school. These measures support safety of pupils and help to reduce specific risk as much as is possible. Please see below information about requesting a medical diet if your child has a medical condition, food allergy or an intolerance.



Medical diet flow
diagram - Colour.pdf



Temporary medical
diet meal form 2023.c



Medical Diet Enquiry
Form 2023.dotx



Medical Diets
Procedure 2020.pdf

[School Meals and School Milk](#)

In September 2023 a school meal will cost £2.30 and school milk will be £0.21p per day.

FS, Y1 and Y2 children will continue to receive universal free school meals. For children in KS2 school meals will need to be paid for in advance of the meal being ordered.

Should you have any concerns about the information please do not hesitate to contact school.

J. Eagleton

