

# USEFUL INFORMATION



## ORGANISATION OF THE F2 BASE

There will be two classes in the F2 base at the beginning of the Autumn Term. Each class will have up to 30 children and will be staffed by one teacher and one teaching assistant.

## DAILY TIMETABLE IN THE F2 BASE

8:45am	Doors open / morning session begins
8:50am	Playground gates locked - all parents to be off site by this time. If you are late, please sign your child in at the school office, where a member of staff will bring them to the classroom.
11:30am	Lunchtime
12:30pm	Afternoon session begins
3:15pm	Home time

## ACCESS TO THE F2 BASE

Please use the parent's gate on Central Road to access the Foundation Stage playground. This is the only way to access our classroom doors, as the gate between our playground and the main school playground is kept shut for safety reasons.

In the first few weeks of school in order to support the children settling in to this new environment, you are welcome to come into the classroom at the start of the day. We have limited space in the classrooms so once we are at full capacity, this practice becomes unsafe. It is also quite daunting for some children to be surrounded by up to 30 unfamiliar adults in the classroom and can cause them to become upset.

After these initial weeks, children will line up outside the cloakroom door and will be brought into school by the staff. Please ensure your child is carrying all their belongings when they line up. The access space into and inside our cloakroom area is extremely limited and we need to keep this as clear as possible to ensure the safety of the children. Staff are on hand to support them while they need help with coats and bags, but our aim is that the children become as independent as they are able to be with this morning routine.

If you need to speak to a member of staff, please see us at the end of the day once the children have left. If it is urgent then please let us know in the morning, but also understand that you may need to wait a few minutes as we need to be there to support the children as they come into class and ensure their safety as our priority.

## FOOD AT SCHOOL

All children in school years Reception/F2, Year 1 and Year 2 are currently entitled to 'Universal School Meals'. This is a government funded entitlement for all pupils in the early years of their school life. This is not the same as 'Free School Meals'. Certain families can apply for 'Free School Meals' (FSM) using the appropriate form. To be eligible for this, you need to be in receipt of certain benefits which are outlined on the form. Please take the time to complete this form if you are eligible, as there are other benefits for your child (such as free milk every day and reduced costs for school trips) and for school.

Our school kitchen cooks all meals freshly on a daily basis. We are part of the LTS Catering Service who design the menus. The menu works on a 3-weekly rotation with up to 4 meal options every day: a 'meat' option, a 'halal' option, a 'vegetarian' option and a 'lighter bite' option. Children select their meal choice each morning on an electronic register; there is no need to pre-order or give notice if swapping to and from packed lunch.

You may choose to send your child with a packed lunch. If you do, then please ensure this is a healthy and balanced lunch. Due to the risk of allergies, ensure there are no nut products in your child's packed lunch. Make sure your child's name and class is written on the outside of the lunch box.

All children in school years Reception/F2, Year 1 and Year 2 are entitled to a piece of fruit every day. Children are entitled to a drink of milk every day up to their 5<sup>th</sup> birthday. After this time, parents can choose to pay for milk and details will be sent out at the appropriate time. If your child is eligible for FSM, then they will continue to receive milk with no extra charges.

## TERM AND SCHOOL HOLIDAY DATES

Please see the Leicester City Council website for details of the academic year's term dates. Please arrange holidays in accordance with school holiday dates in order to minimise disruption to your child's education.

<https://www.leicester.gov.uk/schools-and-learning/school-and-colleges/term-dates/>