



## **IMPORTANT INFORMATION FOR NURSERY PARENTS**

Children in Nursery have been issued with a Primary School Application leaflet today. This leaflet is very important as it explains how to apply for a Reception place at a school of your choice online using the website [www.coventry.gov.uk/schooladmissions](http://www.coventry.gov.uk/schooladmissions). The website lists all the primary schools in Coventry together with a copy of the Primary School Admissions booklet for your information. The closing date for all applications is **WEDNESDAY 15<sup>th</sup> JANUARY 2020**.

If you do not have access to a computer or would like to apply using an application form please call at the school office for a copy. If you complete the form you **MUST** return it to the local authority before the closing date, not the school office.

We have been advised that you select 3 schools, with one choice being your catchment area school. Failure to do so may mean that if your 1<sup>st</sup> choice is oversubscribed and you have not indicated a 2<sup>nd</sup> or 3<sup>rd</sup> option your child will go into sorting and may be allocated a place at a school not of your preference. Once you have applied online you will receive an email confirmation. **You can view or change your application right up until the closing date, but if you do please make sure you resubmit your application, even if no changes have been made.**

## **THE START OF THE SCHOOL DAY**

We have had a number of children arriving late to school so far this term. Arriving late to class is unsettling for the late child and disrupts the rest of the class learning.

We would like to remind parents of the timings of the start of the school day:

**8.30am** Gates are opened

**8.40am** Doors open in KS1 and 2 and children enter school via class room door

**8.45am** Doors open in **RECEPTION** and children enter via classroom doors

**8.50 am** Register taken, **children arriving in class after this time will be issued with a late mark**

**8.55am** Assembly

Regular attendance and punctuality are good habits to be encouraged. The graph shows how being late to school every day over the school years adds up to lost learning time.



## **LUNCH TIME ARRANGEMENTS**

If you wish to change your child's lunchtime arrangements, for example changing from packed lunch to hot school meal or vice versa, you must inform a member of staff in the school office one week prior to the change. Please **DO NOT** tell your child's class teacher. **Any meals ordered and not eaten will be charged for.**

## YEAR 6 GREEK WOW DAY

Year 6 are having a Greek Wow Day on Monday 16<sup>th</sup> September. Children can come into school dressed in Greek themed outfits. They can also bring in a change of clothes for lunchtime if they do not want to eat in their costumes.

## KINGSWOOD & PGL PAYMENT CARDS 2020

Payment schedules and cards for both of the above trips were sent home on Thursday. It is important that monthly payments are not missed as the school has to make regular payments to the respective providers. If for any reason you are unable to keep up with these payments please let a member of the office staff know. If your child decided at any point that they no longer want to go please let the office know straight away so their place can be cancelled and no further costs are incurred. Payment can be made via the SIM's Pay system or by cash or cheque at the school office.



## TERM DATES FOR 2019/2020

<b>AUTUMN TERM</b>	<b>TEACHER DAYS</b>
<b><u>HALF TERM HOLIDAY</u></b> Monday 21 <sup>nd</sup> October - Friday 25 <sup>th</sup> October 2019	
<b><u>CHRISTMAS HOLIDAY</u></b> Monday 23 <sup>th</sup> December – Friday 3 <sup>th</sup> January 2020	Friday 29 <sup>th</sup> November 2019
<b>SPRING TERM</b>	
Children return to school on Monday 6 <sup>th</sup> January 2020	
<b><u>HALF TERM</u></b> Monday 24 <sup>th</sup> February – Friday 28 <sup>nd</sup> February 2020	
<b><u>EASTER HOLIDAY</u></b> Friday 10 <sup>th</sup> April – Friday 24 <sup>th</sup> April 2020	
<b>SUMMER TERM</b>	
Children return to school Monday 27 <sup>th</sup> April 2020	
<b><u>MAY DAY BANK HOLIDAY</u></b> Friday 8 <sup>th</sup> May 2020	
<b><u>HALF TERM</u></b> Monday 25 <sup>th</sup> May – Friday 29 <sup>st</sup> May 2020	
<b><u>SUMMER HOLIDAY</u></b> Last day for children: Friday 17 <sup>th</sup> July 2020 Last day for staff: Tuesday 21 <sup>st</sup> July 2020	Monday 20 <sup>th</sup> & Tuesdays 21 <sup>st</sup> July 2020