



An A-Z of Wemyss Bay Primary School

*'everything you need to know about how
we do things around here and why!'*



A	Absence	If your child is going to be absent please call the school office on 01475 715976 before 9.30am. After that time our office staff will call any parents whose child has not arrived at school to check that they are safe. Written confirmation of the dates and reason for absence signed by a parent should be sent in to school on your child's return. This can be done by email as long as it comes from the email address we have registered with us.
	Accidents	Minor cuts and bruises are dealt with by our support staff. For more serious injuries or any head injury your child will be assessed by one of our three First Aiders. If your child bumps their head or sees a First Aider they will be given a wrist band or sticker and a note to let you know what happened, that they have been injured and have received First Aid. If an injury requires medical attention parents will be contacted to arrange this. Serious injuries may require an ambulance to be called. All accidents requiring First aid or medical advice are recorded.
	Active Schools	The Active Schools team support the delivery of PE in school through direct support, organising expert tuition and arranging lunchtime and after school clubs to encourage our pupils to be physically active.
	Annual Calendar for Parents	We issue a calendar at the start of each session with the dates of all school events to allow parents to plan time off work to attend should they wish to do so. We endeavour to stick to these dates but very occasionally they have to change due to unforeseen circumstances.
	Appointments	We would encourage parents to make routine appointments e.g. dental check-ups outside school hours where possible. If your child requires to miss school or leave during the school day to attend an appointment please let your child's class teacher know in writing or telephone the school office. Any child leaving the school during the day must be collected by a responsible adult.
	Assemblies	We have regular whole school assemblies where we share information with the children about school events and activities. We focus on our school values and expectations and enjoy stories and songs which help to promote positive behaviour. During each school session every class leads a themed assembly focused on e.g. school values, children's rights, employability skills etc. Families of the class leading are invited to join us at these assemblies and to stay on to enjoy a Fairtrade coffee morning with their children. The dates of these assemblies are published at the start of each session in our Annual Calendar for Parents.
	Attendance	Attendance at school has a big impact on children's learning and Inverclyde Council is committed to promoting attendance at school – please ensure that your child attends school every day unless unwell. Avoiding unnecessary time off school will have a positive impact on their learning. If your child's attendance falls below 90% over a period of time you will be sent a letter informing you of this and inviting you to discuss the reasons with the school management team. If things do not improve the school may involve other agencies to support families to improve children's attendance.
B	Big meetings	When an issue arises that affects the whole school community and which requires a solution we involve all of our pupils in discussing the issue and developing an acceptable outcome at a 'Big Meeting'. These meetings allow every child to have their say and to support all pupils to understand why a particular solution is being adopted. Issues around use of the pitch, rules for school football and reduction of single use plastics in school are all things which have been discussed and had solutions generated at 'Big Meetings' recently.
	Bikes	With their parents' permission pupils may bring their bikes to school. We have a bike shed where they can be stored during the school day. Pupils (and adults) are not permitted to ride their bikes inside the school grounds. Instead they should dismount at the entrance gate and push their bike to the bike shed as this avoids the danger of anyone being knocked over. This also applies to scooters. The same applies when leaving school at the end of the day.

	Breakfast Club	We operate a breakfast club on a Tuesday and Thursday from 8.15-9.00am. This is available to all pupils but children must be registered. Breakfast Club will cost £1 per session from August 2019 unless your family receives other education allowances in which case it will be free.
	Bulletins	At the start of each term all teachers will send out a class bulletin with useful information for families including PE days and the learning that is planned for the term ahead. This enables families to provide support and additional learning experiences at home.
C	Car Park	The school carpark is for the use of school staff, official visitors and those requiring assisted access only. Families should not use the school carpark for access, pick up/drop off or parking. The carpark is small and has no capacity for parent parking and it is not a safe route into or out of school for pedestrians. We would encourage families to park away from the school and walk the last part of the journey to promote safety and relieve congestion around the school gates. Please do not park in the entrance to the car park either as this restricts the view of pedestrians and staff leaving the car park.
	Casual Clothes	Children are sometimes invited to come to school in casual clothes to raise funds for school or charity or as a reward for winning house points. Clothing and footwear must still be suitable for school including for going outside to play or learn. Football tops are not allowed nor is clothing advertising adult products or revealing clothing such as crop tops.
	Charities	Throughout each school session we support two or three charities selected by our charities group made up of staff and pupils. We cannot support every charity initiative that we are invited to contribute to or we would be asking families for money all the time. We try to support one local, one national and one international charity during each school session and we try to vary those we support each year.
	Child Protection	Our priority is always the safety and wellbeing of the children in our care. Inverclyde Council have a very clear Child Protection Policy and Guidelines which we follow whenever concerns are raised. Child protection is the responsibility of us all and as such if you are concerned about the safety or wellbeing of any child you can contact Social Services or the Police.
	Clubs	We have a wide range of activity clubs that run for blocks of time throughout the school session at lunchtimes or after school. All clubs for P1-3 pupils are at lunchtimes. Families will be informed of the clubs running each term and a form should be filled out for pupils to apply to attend. Pupils who sign up and are offered a place are expected to attend all sessions – we are encouraging commitment and apart from netball and athletics all clubs only run for four to six sessions. If pupils do not attend an after school club that they have signed up for and we have not been notified that they are not attending we will call home to ensure that they are safe.
	Coats	All pupils should have a coat with them every day. They do not need to wear it but should have it available as the weather can be very changeable and unless it is very wet or cold they will be outside both to play and/or to learn.
	Concerns	If you have a concern about your child's welfare, learning or behaviour your first point of contact should be your child's class teacher. Please contact the school office to make an appointment to meet with them or for them to call you to discuss your concern. Please do not expect the teachers to be able to discuss things with you at the lines in the morning as they are responsible for the children at that time. If your concern is more serious or is about a wider school issue please make an appointment to discuss this with a member of the school management team. We do try to deal with concerned parents as a matter of urgency but schools are very busy places and at times it is not possible for us to see you immediately. However, you can be assured that we will arrange to do so as soon as possible.

	Complaints	Complaints should be made in the first instance to the Head Teacher of the school. If your complaint is not resolved to your satisfactions at school level it can then be taken to our link Education Officer at Inverclyde Council using the council complaints procedure.
	Compliments	If you are happy with the service provided by the school please let us know! Everyone works hard to do their best for the children and compliments are very much appreciated.
	Curriculum Events	Throughout each session we arrange a variety of curriculum events which enable families to learn about what and how their children learn in school. Each event focuses on a different area of the curriculum. We have both daytime and evening events to enable as many families as possible to attend when suits them best. Most events involve adults learning alongside their children as feedback tells us that this is what families like best. The dates and times of these events are shared at the start of each session in our Annual Calendar for Parents to allow adults to plan their attendance.
	Cycling	Our senior pupils are offered the opportunity to take part in the 'Bikeability' programme which involves learning to cycle safely. Pupils bring their own bikes to school, they are checked for safety, both practical and theory lessons are delivered and pupils are assessed at the end receiving a certificate if they can demonstrate competence in all aspects of the course.
D	Discos	Our PTA organise regular fund-raising discos throughout the school session for pupils in two age groups P1-3 and P4-7. Look out for the advertising flyers!
	Dogs	Dogs are not allowed within the school grounds; this includes those being carried. Guide dogs are permitted by prior arrangement.
E	Eco School	We are a recognised and well established ECO school and have recently been awarded our fifth green flag as recognition of our efforts in being ECO friendly. We have an ECO steering group comprised of staff and pupils who support our learning and activity in this area and each class has specific responsibilities.
	Electronic Devices	At present pupils are not permitted to bring their own electronic devices to school as we have no insurance to cover loss or breakage, we want to encourage pupils to be active during break times and we want to minimise the risk of privacy breaches as many devices have the capacity to take photographs.
	Email	The school email address is INWemyssBay@glowscotland.onmicrosoft.com All email communication should come via this address – teachers' individual email addresses are not available. In an effort to save paper and photocopy costs, where possible we email out information to families e.g. HT newsletter, information about services and events etc. so please make sure that we have your most up to date email address at all times so that you do not miss out.
	Emergencies	It is important that we have up to date contact information for parents and at least one other contact for every pupil in case of emergency. At the start of each session parents are given to opportunity to check and update contact information via an annual data check form. Pupils new to the school will give this information at enrolment. In the event of a wider emergency we will use text messaging, email and Twitter to keep parents informed of a developing situation.
	Events	We hold a wide range of school events at which families are welcome to join us throughout each session such as a Nativity Play, a School Show, Christmas and Easter services, a Christmas fete etc. and the dates and times of these events are published at the start of the session in our Annual Calendar for Parents to allow families to plan attendance in advance should they wish to do so.
F	First Aid	We have three First Aiders in school/nursery who are trained to deliver first aid should it be required. See 'Accidents' for further information.
	Footwear	Pupils are required to have a change of shoes for inside the classrooms as outdoor shoes can become dirty and we want to keep our carpets clean for pupils to sit on. It is also uncomfortable for pupils to sit all day in wellies or boots even though

		these may be required for outdoors. Pupils also require 'safe' indoor shoes for PE – these may be traditional gym shoes (Velcro ones are not suitable for PE as the fastenings become ineffective very quickly) or clean trainers (not those worn outside as dirt from outdoor shoes can make the PE Hall floor unsafe).
	Fund Raising	We are very well supported by our PTA who function as the fundraising sub group of our Parent Partnership and organise a range of optional fundraising events throughout the session. We limit our school fundraising to two come as you please days per session and selling tickets for our Nativity and School Shows. We occasionally have fundraising events for a specific purpose but participation is always optional.
G	Gates	Our school grounds are fenced to provide secure outdoor areas for our children to play and learn. We have three public access gates – the main entrance on Ardgowan road and three playground entrances, one next to the nursery entrance, one on Lomond Road and the third adjacent to the community centre and park. When the school is in session the main gate is open all day and the playground gates are open from 8.30-9.05am and 3.00-3.20pm to allow families and pupils to enter/exit. The playground gates are locked during the school day. The gate from the school car park is for the use of staff and visitors only – pupils should never use this entrance. When it is icy the playground may be closed, we will text to let you know if the main gate only is open so that you can adjust your route to school.
H	Hair	For safety long hair should be tied back particularly for PE. To prevent the spread of head lice families should check their children's hair regularly and treat if necessary – please take advice from a health professional if this is the case.
	Hallowe'en	On 31 st October or the closest school day the children enjoy a day of Hallowe'en based learning which includes a mask making competition for each class and dooking for apples. The children do not dress up during the school day as being in costume all day can be uncomfortable, some children are unsettled by people being dressed up and bits of costumes or accessories can get lost or damaged. Our PTA run evening discos where the children have the opportunity to dress up instead.
	Health	As a health promoting school we actively encourage our pupils to make healthy life choices. They are encouraged to drink plain still water throughout the day, to eat our carefully balanced school lunches or bring healthy packed lunches and snacks , to be active and take regular exercise (we provide at least 2hours of PE per week and lots of Active Schools clubs), to get enough sleep/rest and to keep themselves clean and tidy.
	Health Checks	Throughout their school career pupils have periodic health checks in school including height, weight, vision and dental health. Immunisation against flu also takes place in school. Parents who do not wish their children to have these checks in school should state their preference in writing.
	Holidays (Family)	Parents are strongly advised not to take their children out of school for holidays. If this happens the school MUST be informed in advance and in writing. The subsequent absences will be recorded as unauthorised.
	Homework	All classes receive homework. The purpose of homework is to provide practice of what has been taught in school and to provide families with the opportunity to be aware of and involved in their child's current learning.
	Home time	School closes at 3.15pm. P1-3 exit via the playground door closest to the pitch. Staff ensure P1 & 2 pupils are received by an adult. P3 should also be collected by a responsible adult. P4-7 exit via the door adjacent to the bike shed and do not require to be collected. It is the responsibility of parents to ensure that they make arrangements for their child's safe return home from school.
	Hooded Sweatshirts	P7 pupils are permitted to wear named (child's actual name not a nickname) hooded school sweatshirts between January and June if they wish to do so. A letter is issued in November with the arrangements for purchase.

	House Groups	All pupils are assigned to one of our four 'House' groups, Arran (red), Bute (blue), Cumbrae (yellow) and Iona (green). Over the course of a session we have six inter-house challenges where the house groups compete against one another in creative, sports, and general knowledge events and all pupils take part. House points, in the form of plastic counters, can be given to individual pupils by any adults in the school for demonstrating our school values. These are collected in classes and added up at the end of the week with the winning house group getting extra pitch time on a Friday.
I	Incidents	Incidents can occasionally occur in a busy environment such as a school. All incidents are recorded and, if support is required, are referred to other departments such as Health and Safety, Education Services or Property and Technical Services or if appropriate to the Police. If your child is involved in an incident you will be contacted by the school and given any relevant information.
	Infectious Diseases	If your child contracts an infectious/contagious disease please keep them out of school until they are no longer infectious/contagious – your GP, Practice Nurse, Pharmacy or NHS24 can advise on exclusion periods. It is particularly important that you let us know if your child has contracted an infectious/contagious disease as there can be serious implications for the health of others including pregnant women. Please note following any instance of vomiting or diarrhoea children should not return to school for 24 hours from the last episode.
	Insurance	The school is covered by public liability insurance and we purchase insurance for all participants in every trip outwith the school. We have no insurance for personal belongings and so discourage pupils from bringing valuable items including clothing, shoes and toys to school.
	Inspections	Schools are subject to periodic inspections from HMIE – the last inspection of Wemyss Bay Primary and Nursery Class was in 2012 and that report can be accessed on the Education Scotland website. Our Nursery class also undergoes regular (usually three yearly) inspections from the Care Inspectorate – our last inspection was in September 2017 when our nursery was rated as 'Very Good' for both Care and Welfare and Leadership and Management.
	Internet	We have the opportunity to access the internet in school and it is used by pupils within strict guidelines and only with their parents' permission. A copy of the code of practice for safe internet use is issued at the start of each session and parents are asked to complete a form to give specific permission for use of the internet when their child first joins the school. This permission can of course be withdrawn or granted at any point during your child's time in school.
J	Janitor	We are fortunate to have a full time janitor who ensures the smooth running and maintenance of the school grounds and building. The janitor also supervises the children during indoor or outdoor breaks.
	Jewellery	Jewellery is not encouraged at school for health and safety reasons and because it can get lost or broken. If earrings are worn they must be simple studs and in particular not hoops. Council policy states that jewellery including earrings cannot be worn for PE and pupils must be able to remove their own earrings to take part. Necklaces, rings and bracelets are not really suitable for school as the types of activities that we do can cause them to be caught and broken or cause an injury.
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L	Late coming	Punctuality is an important life skill and as such we actively promote this. While we understand that everyone can be late occasionally we do record and monitor persistent late coming. If your child is persistently late we will contact you to discuss the reasons why and to offer support to get your child to school on time. Being late can upset your child's start to the day which can impact on their readiness to learn and on their behaviour. It can also affect others as routine registration tasks can be prolonged and consequently the start of teaching delayed.

	Lets	The school building and pitch are available for hire outside of school hours – after 6pm and at the weekends – Lets can be obtained through Inverclyde Leisure’s booking office.
	Letter wallets	We email as much information as possible but any paper communications are sent out via individual plastic letter wallets. We try to send paper communications on a Wednesday so that families know to check the wallets on that day. Occasionally we send communications on other days but usually follow this up with a text so that parents know to look in the wallets.
	Library	We have a school library and classroom libraries containing fiction and non- fiction books and children are encouraged to read every day. Book can be borrowed to read at home.
	Lines	Pupils line up in the playground to enter school in the morning and after breaks. They line up in class groups and are collected by their teacher. Parent are requested not to stand in and around these lines. If your child is upset or unwilling to enter the line please hand them over directly to the class teacher when they arrive or bring them round and in through the main entrance. Parents are not permitted to enter via the children’s entrance unless in exceptional circumstances.
	Lunches	Pupils can have a school lunch or bring a packed lunch from home. School lunches are balanced and healthy and are free to pupils in P1-4. P5-7 lunches must be paid for through Parent Pay. Packed lunches should also be healthy and not contain more than your child would normally eat at one sitting. We are a NUT FREE environment – all food brought into school must be nut free.
M	Medicines	Children must not bring any prescription or non- prescription medicines to school. If your child requires regular or a short course of medication during the school day parents may visit to administer this or complete a medications form to allow school staff to do so. We cannot give any child medicine without precise instructions and written consent from a parent. Medicines must be delivered to and collected from the school office by a responsible adult.
	Mobile Phones	Pupils are not permitted to have mobile phones with them during the school day. If they must have a phone for before or after school it should be handed into the school office for safe keeping during the school day.
	Money	Money should not be required in school as all primary schools are cashless from August 2019 – all payments for lunches, outings or performances must be made through Parent Pay
	Monitors	Our senior pupils help to support the younger classes during wet break times when we allow the children to remain inside. The monitors are supervised by adult support staff.
	Music Specialists	Individual and small group tuition in violin and brass is available in school. Violin from P4 and Brass from P6. Places are limited so interested pupils are required to take a short assessment to establish suitability. Instruments are provided for the duration of the tuition. Singing tuition is given to all P5 pupils and is also available for P6 and 7 pupils on an individual/small group basis.
N	Nativity Play	Our nursery to P2 pupils take part in a Nativity Play performance during December. This is always very entertaining and gives our youngest pupils the opportunity to experience performing for an audience. Families and friends can purchase tickets and this is one of our main school fundraisers. Families in receipt of other school allowances can access two free tickets.
	Newsletters	The Head Teacher sends out monthly newsletters sharing information about things that have been happening or are due to happen in school as well as reminders of rules and procedures. These newsletters are emailed to families and published on our school website.
	Nuts	No nuts or nut based products are allowed in school as we have pupils with nut allergies for whom exposure is a significant risk.
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P	Parent Partnership	Our Parent Partnership is a group of parents who support the work of the school and represent the views of parents. All parents are welcome to join this group.
	Parents' Evenings	We hold two Parents Evening per session where parents are given an update on their child's progress and attainment. The dates of these are published in advance.
	Parent Helpers	We welcome parent helpers in school. A PVG is required for those helping regularly. If you have any skills or interests you could share please do not hesitate to let us know.
	ParentPay	This is the system used for making electronic payments for school lunches, outings and tickets. A letter explaining how to join up and use this system will be issued at the start of each session to families who are not already signed up.
	Parent Teacher Association (PTA)	This is the fund raising sub group of our Parent Partnership. They organise a variety of events throughout the session for children and adults and have helped the school to purchase a wide range of additional resources to enhance the children's school experience. All parents are welcome to join this group or to support individual events.
	Physical Education (PE)	All pupils get an average of two hours of PE per week during each school session. This is achieved through, PE lessons, Active Schools training sessions, The Daily Mile, inter-schools sports events etc. All pupils require a PE kit consisting of shorts, top and sturdy gym shoes or trainers. Long hair must be tied back and no jewellery may be worn.
	Photographs	Individual and P1 & P7 class professional photographs are taken annually and are available for families to purchase. Families may usually take photographs at school events for their own use. Photographs containing other pupils must not be shared in any public forum and in particular, must never be shared on social media. There may be occasions where photographs are not allowed to be taken by families in order to respect the right to privacy of others. In these circumstances we will endeavour to provide some approved photographs via our Twitter account. Parental consent is required for children to be photographed in school and for those photographs to be shared in a variety of circumstances. An annual consent form is issued for this purpose.
	Playground	We have excellent outdoor facilities and use both the playground and pitch during break times on a rotational basis. Support staff supervise these areas and provide support to pupils should they require it. The playground gates are open for access at the beginning and end of the school day but are locked for security while the school is in session.
	Pitch	The pitch is timetabled for all classes for PE sessions and for break times. It is zoned during breaks for football and other activities. The pitch is not available to others during the school day but can be hired from Inverclyde Leisure out with the school day.
	Pupil Partnership	This is a representative group of pupils who give the views of pupils on all school matters. Class representatives are elected at the start of each session.
PVG	All volunteers working in schools require a current PVG certificate.	
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R	Registration	Registration happens twice per day at the start of both the morning and afternoon sessions and is carried out by class teachers and co-ordinated by the school office staff. The families of any pupils who are missing without explanation are contacted.
	Reports	Two oral progress reports per session are given at Parent/Carer update meetings in November and March. Written progress reports are issued annually in March.
	Residential Trips	Depending on staff availability our P7 pupils are offered the opportunity of a residential trip to an outdoor centre. These trips provide an excellent opportunity for our pupils to have new experiences and to challenge themselves prior to their transition to secondary school.

	Rights Respecting School (RRS)	The United Nations Convention on The Rights of the Child underpins all we do. We are a Silver Award level RRS school and have an RRS School Charter which we ask all stakeholders to sign up to ensure that our children's rights are upheld.
S	School Show	We have an annual School Show which involves all pupils in P3-P7. The show follows a storyline and involves acting, singing, costumes and scenery. We have two performances for families to attend. We sell tickets as this is one of our main fundraisers each session. Families who are in receipt of other education allowances are entitled to two free tickets.
	Services	In line with Curriculum for Excellence in terms of religious observance, we hold two Christian services during each session at Christmas and Easter and a Leavers' Service at the summer. Families are welcome to join us at each of these. Parents have the right to withdraw their child from religious observance if they prefer by putting their request in writing to the Head Teacher.
	Shoes	See 'Footwear'
	Snacks	Pupils may bring a snack for break time if they wish. We encourage this to be healthy e.g. fruit, vegetables, a small sandwich etc. but ALL snacks must be NUT FREE. Please do not provide more than one snack as pupils need time to play too!
	Support Staff	We have a dedicated team of support staff who work closely with teaching staff to support our pupils' health, wellbeing and learning. Our support staff supervise our play areas during break and lunchtime and are available should any child need help or support.
	Sun Protection	When the weather is sunny please ensure that your child has suncream applied in the morning if necessary, has a sun hat available every day and has a long sleeved garment for protection should they need it.
T	Teachers	All classes have an assigned teacher or teachers but teachers can be absent from school at times and in this situation another teacher will teach the class. Some teachers work part time. Teachers do not teach more than 22.5 hour per week but children are in class for 25 hour so classes will have a different teacher for at least 2.5 hour per week.
	Texts	We use text messaging to get important information to families quickly and all at the same time. It is expensive so we cannot use it for all information and use email where possible instead.
	Times	School starts at 9.00am promptly – a warning in bell rings at 8.55am to alert pupils walking that they have five minutes before the bell. We have a break from 10.30-10.45am am and lunch is from 12.15-1.15pm. School ends at 3.15pm.
	Trips	All classes have at least one educational outing during each session. These trips are fun but link to the children's learning too. Thanks to the support of the PTA and by using our school fund we have been able limit the cost of these outing to £5 per child. Families in receipt of clothing grant/free school meals and all P1 –P4 pupils are entitled to a free packed lunch from the school kitchen for these outings.
	Twitter	We have a school Twitter account – please follow us @WemyssBaySchool to see regular updates about what is going on in school – we post lots of photographs so that you can see learning in action on a regular basis. This is a closed group for parents and other educationalists only.
	Tooth brushing	Our nursery, P1 & P2 pupils brush their teeth on a daily basis using approved equipment and procedures. Staff supervising are trained for this role. Consent for participation is assumed unless a request to withdraw is received in writing from a parent.
	Toys	We discourage pupils from bringing toys to school as they can get lost or broken and there can be disputes over ownership. The children are encouraged to be active at break times and we have outdoor equipment and indoor games for them so they do not need to bring things from home.
U	Umbrellas	For Health and Safety reasons we do not allow pupils to bring umbrellas to school.
	Uniform	Our uniform comprises white polo or cotton shirts (with a school tie) with royal blue sweatshirts/ jumpers/ cardigans and grey trousers/shorts/ skirts /pinafores.

		These can be badged or plain. Checked pinafores and skirts and grey blazers are also available if wanted. Uniform supports our identity as a school and as such helps to build community.
V	Values	Our school values are Respect, Equality, Achievement, Commitment and Honesty and we use these as a framework to discuss all aspects of school life with our pupils. We use the phrase 'We REACH for the stars in Wemyss Bay Primary' to remind us of our values.
	Videos	Families may usually take video footage at school events for their own use. Videos containing other pupils must not be shared in any public forum and in particular, must never be shared on social media. There may be occasions where videos are not allowed to be taken by families in order to respect the right to privacy of others or in the case of commercially produced shows to respect copyright law and license terms. Parental consent is required for children to be videoed in school and for those videos to be shared in a variety of circumstances. An annual consent form is issued for this purpose.
	Visitors	All visitors to the school are required to report to reception, provide identification, to sign in and out of the building and to wear a visitor's badge when moving around the school. Staff will challenge any adult that they see in the school who is not identified as a visitor.
	Volunteers	Volunteers who are in school on a regular basis require a PVG certificate specifically related to the school. Many parents volunteer on an ad hoc basis helping out with school trips, one off events, and through the PTA and if you have any skills or talents that you would be willing to share please let the school office know.
W	Water	We encourage the drinking of still plain water throughout the day – there are water coolers/drinking fountains in school and pupils may bring refillable bottles with sports tops (to prevent spillage) for use in class. Bottles may be refilled at break and lunchtimes if necessary.
	Weather	If the weather is very bad e.g. very wet, icy or windy we endeavour to allow pupils entry to the school building from 8.45am. Please note that this is dependent on management team availability as the teachers do not take up responsibility for the children until 9.00am. If the weather is very bad at break times we allow the children to remain in class where they are supervised by senior pupils and support staff. The PTA have provided games for them to play inside. Fresh air and a chance to run about are important for children so they will go outside in light rain and therefore must have a coat at school every day.
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