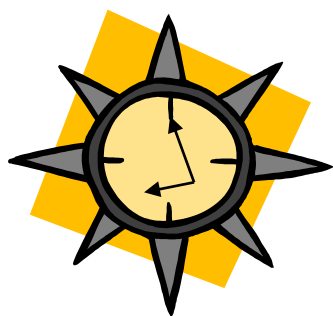
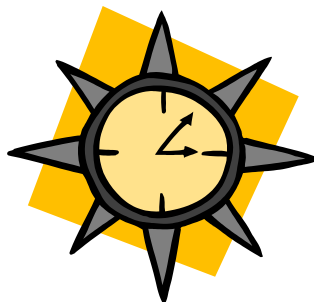


## SCHOOL TIMES and PROCEDURES



**School starts at 8.55 a.m.**



**School ends at 3.10 p.m.**

Infant School Children should arrive at school **after** 8.45 a.m. and **before** 8.55 a.m. so that they are ready to go into their classrooms when the doors are opened.

Please wait outside your child's classroom.

On heavily rainy days you may come in with your child a little earlier, the teachers will usually open the doors between 8.45 and 8.50 a.m. If your child's teacher opens the classroom door please go into the classroom but please be ready to supervise your children until the school day begins at 8.55 a.m. if the class teacher needs to complete the preparation for the day. You may also wait in Leopards Lodge if it is wet before or after school.

While waiting for the day to begin **please supervise ALL** children and **DO NOT** let them climb on school equipment or play with the equipment that has been set out for the day.

**Lunch is taken between 12.00 and 1.00**



### END OF DAY PROCEDURE

**Please be at the classroom door at 3.10 p.m.**

If you have more than one child, collect the youngest infant pupil first, then older children, then go to Nursery for 3.20 p.m.

Children must remain with the teacher until you collect them from their classroom.

- Please emphasise this point with your child
- Please ensure that both your child and their teacher know if it is not you who is picking them up and who to expect at the end of the day.
- When collecting your child please stand well back from the door so that the teacher can clearly see all the adults.
- If you need to talk to the teacher please wait until all the children have all been dismissed.

**The Nursery sessions are:**

**Morning session 8.40-11.40am**

**Afternoon session 12.20-3.20pm**