



**YCAT**  
Yorkshire Collaborative  
Academy Trust

## INFORMATION FOR NEW PARENTS

### **Welcome to Askwith School**

#### The School Day

The school day begins at 8.55 am and ends at 3.30pm. Supervision is provided in the playground from 8.40am. To help with traffic congestion, children in years N, R and 1 (without siblings) may be collected at 3.15pm. Lunch-time lasts an hour, from 12 noon to 1.00 pm. The registers close in a morning at 9.00am, if your child arrives after this time they must sign in the '**Late Book**' held in the school office. If you need to take your child out of school, for example for a medical appointment, please sign them out in the '**Leaving School Early**' book held in the school office.

#### Break time

For nursery (N) and reception pupils (R) there is no break as such as children have access to free-flow provision outside during morning and afternoon sessions.

For the other children there are two break-times, 20 minutes in the morning and 15 minutes in the afternoon. Askwith Primary takes part in the 'School Fruit and Vegetable Scheme' and children in nursery (N), reception (R) & years 1 & 2 will be provided with a piece of fruit or vegetable at morning break. Children may bring a healthy snack from home if they wish. **Please note any snacks must not contain nuts.**

#### Dinner Arrangements

Children may have school dinners or bring a packed lunch from home. Children in the infants (years R, 1 & 2) are entitled to Universal Infant Free School Meals. We recommend that children have school dinners as they provide an excellent and nutritious meal and represent very good value for money at £2.30 per lunch in years 3,4,5 and 6. Payment for school lunches in the nursery and juniors is via Parent Pay, please see information below. **If your child brings a packed lunch please note it must not contain nuts.**

#### Uniform

##### **All children are encouraged to wear:**

Navy blue or pink sweatshirts or navy blue cardigan with the school badge (available from Sue Knowles); royal blue or white polo shirts (plain from any shop or with school badge from Sue Knowles) and black, grey or navy school skirts or trousers. During the summer, blue or pink gingham dresses may be worn. Children should wear plain, dark coloured socks or tights and flat black shoes which securely fasten with laces, buckles or velcro. **All clothes should clearly be marked with your child's name.**

**PE Kit**—Please ensure your child has a royal blue T-shirt (plain from any shop or with the school badge from Sue Knowles), black or navy shorts and plain socks. Children should also bring warm clothes suitable for outdoor PE as many PE lessons take place outside. Children should have a suitable change of footwear for PE: black pumps (KS1) or trainers (KS2). All items should be **marked with their name** and be in a named PE bag. This can be kept at school and taken home at regular intervals to be washed.

Items of uniform with the school badge on are available from **Sue Knowles Embroidery Services**, see link below for order form or email [susan\\_knowles@sky.com](mailto:susan_knowles@sky.com) or call 07957771721 for details. Completed order forms can be handed into the school office with a cheque payable to S.Knowles.

As well as the items of uniform mentioned above, Sue Knowles also sells royal blue T-shirts, white polo shirts, PE bags, book bags, summer caps and hoodies and jogging bottoms (for PE only) which have the school badge on. These items can be purchased if parents wish but are not necessary and similar items are available in supermarkets and clothes shops.

**Nursery children** may wear their own clothes which should be comfortable and suitable for outdoor play. The nursery children may wear the Askwith Nursery purple sweatshirts, available from Sue Knowles, see above. A spare set of clothes should be kept on their peg in case of accidents.

#### **Other information**

No jewellery, make up or nail varnish should be worn. Children are not permitted to have extreme hairstyles. Hair length should be blended without lines or steps cut in. and over-sized hair accessories are not allowed in school. Small stud earrings are permitted (at the discretion of the Headteacher) but must be taped up for PE with micro-pore tape, which parents should supply. Please be aware that gel, hair spray etc can present a health risk in school so please do not put them on the children's hair.

#### Valuables

Please ensure that your child does not bring to school toys, watches or other items from home. These may get damaged or lost and staff cannot be held responsible for ensuring their safety. Children in Nursery, Reception and year 1 will be given a fixed 'Show and Tell' day where they may bring a small item to discuss with the class. Items related to a topic may be brought in provided initial permission has been obtained from the class teacher.

#### Reading

Children will bring home reading books regularly. Please read with your child to help them establish productive work routines supporting school homework. As well as books to take home your child may be allocated an online book to read via Bug Club, more details will be given in September.

#### Breakfast club and After School Club (Cedar club) and Sports Club

Breakfast club is available from 8am Monday to Friday at a cost of £2.00 per session, which includes a variety of cereals and toast.

Cedar Club is available on Monday, Tuesday and Wednesday **3.30 - 5.30pm** at the following costs: 1 hour £3.00; 1.5 hours £4.00; 2 hours £6.00. After school on Thursday there is a Sports Club **3.30 - 5.00pm**

at a cost of £4. Payment for Breakfast Club, Cedar Club and Sports Club is via Parent Pay, please refer below. A discount is available for after school clubs for families with 3 or more children, please ask in the office for details. Childcare vouchers can be used to pay for Breakfast club and After School Club or Sports Club. Please ensure children are collected promptly.

### School Bus

Your child may be eligible for the school bus service. If so your child will be issued with a bus pass. Please note only children with a valid bus pass will be allowed to travel on the school bus. Please contact **North Yorkshire Passenger Transport 01609 532363**

### Parent Pay

We use an e-payment system called ParentPay for all dinner money, trips, Breakfast Club, Cedar Club and Sports Club and any extra nursery sessions. This helps with efficiencies in the running of the school. We encourage all parents to use this method of payment. If you do not have access to the internet, payment can be made using a cheque, no cash please.

To make payments, once your child starts school you will be given a secure account with a unique user name and password. The charges for lunches, Breakfast Club and Cedar Club are put onto your account every week.

**North Yorkshire County Council (NYCC) policy is that lunches should be paid for in advance**, you will be notified of the cost of lunches each month enabling you to credit your account with the correct amount. **Likewise we ask that accounts for Breakfast Club and Cedar Club (if used) are kept in credit.** Payment for any extra nursery sessions is due in advance at the beginning of each half term. We closely monitor your account and will remind you if you have outstanding amounts to pay. Any costs associated with school trips will also be put onto your ParentPay account.

The school office is happy to help with any ParentPay related questions.

### Communication with School

Your first point of contact for any concerns or questions regarding your child should always be the class teacher. They are generally available after school to discuss any matters or appointments can be made if a longer discussion is required. A Parents' Evening is held in the spring term, information will be sent home nearer the time. School reports are sent home regularly and a full progress report in July. Also early in the autumn term, English and maths curriculum evenings will be held to explain how to further support your child's learning at home.

Every week a school newsletter is produced, this is currently in paper format but we are hoping to send this out via e-mail to save on paper, **please ensure school has your current email address.** The newsletters are also published on the school website. Other letters are sent out as and when necessary. Urgent or important messages are sent via text message, **please ensure school has your current mobile phone number.**

*Further information about the school is available on the school website: [www.askwith.n-yorks.sch.uk](http://www.askwith.n-yorks.sch.uk)*