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**St Andrew’s Infant School has a**

* **No Smoking/Vaping Policy**
* **No Dogs Policy**

**both inside school and on our grounds.**



**Safety Reminders**

* PLEASE park away from the school zone and especially away from the Zebra Crossing.
* PLEASE do not park in the staff car park unless you have permission from the Head of School.
* PLEASE respect our neighbours and do not block their drives when dropping off/collecting children.
* PLEASE use the footpaths at either end of the staff car park and don’t be tempted to cut through it. We do have cars that need to come and go near the start and end of the school day.

School starts at **9.00am** (the doors open at **8.50am**).

We close the hall doors at 9am. If arriving **after** this time, please enter via the main office door. Registration closes at 9.05am.

Please check that **ALL** of your child’s uniform is named – even coats please.

**Parent Volunteers**

Any parent who volunteered their help to school last year and would like to do the same this year, please pop in to see Mrs Swallow during the next two weeks for a Safeguarding chat and to fill in a new declaration form before you start volunteering again this year.

We ask that any Reception parents who would like to start volunteering in school please wait to meet Mrs Swallow until the final week of this half term and she can discuss obtaining a DBS check to start volunteering after half term.Help varies from class to class, but all helpers will be required to assist with listening to children read.

**Please note:**

**Our School Office opens at 8.50am and is open all day until 4.00pm.**

We will give out Good to be Gold

stickers on Friday afternoons

to celebrate every child who

follows the class and school rules and is on the Gold part of the class behaviour charts.

If your child comes home

wearing one, please praise them for

making the right choices.

**Routine dental / optician / doctors’ appointments**

Please make routine appointments AFTER school or during holidays to stop your child from missing their valuable education!

Routine appointments are **UNAUTHORISED** absences and will be recorded on your child’s record.

You may also receive a visit by the Education Welfare Officer.

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We seem to be having lots of appointments made during school time – causing your child to miss valuable education! **THESE ARE UNAUTHORISED** absences and will be recorded on your child’s record. You may also receive a visit by the Education Welfare Officer.

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