



Lacey Green Primary Academy

New Reception Intake 2025



Responsibility



Respect



Resilience



Our Core Values





Communication | Academy Website



LACEY GREEN PRIMARY ACADEMY

[Home](#)[Classes](#)[About Us](#)[Parents](#)[Key Information](#)[Curriculum](#)[DfE English Hub](#)[Conference Centre](#)[Contact](#)

- You can get up to date information about what is happening in school, holiday dates and class galleries by logging on to:

www.laceygreen.cheshire.sch.uk



Communication | Class Dojo

- We use **Class Dojo** as the main way to communicate between school and parents and also between parents and teachers. We share photos, day to day details and all curriculum information on this platform.
- You will be asked to download the **ClassDojo app** and will be sent your login details in September.



ClassDojo





Communication | Parent Liaison and Special Needs

If you have any concerns either personal or school related, Ms Bacon can help and will support you where she can.

Please contact her in the next few weeks to discuss any special needs concerns.

Her contact details:

Parents Email: parents@laceygreen.cheshire.sch.uk



Communication | School Office

The office team (Mrs Jones, Mrs Oakes and Mrs Chow) can be contacted on:

- office@laceygreen.cheshire.sch.uk
- or
- by phone on: 01625 525157

During the school year there will be times when we ask you to contribute to certain activities/events/items/school visits, etc.

The method of payment is ONLINE via our School platform Arbor.

Contactless payment can be made through the office.





Photos | Permission

Permission Consent Form – in your pack.

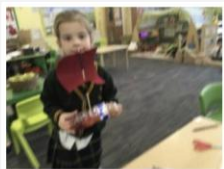
How we use and share your photos in school.

DT Week - Boat making

Class: R1 **Year:** 2024 - 2025

This week we have been learning all about The Vikings, different types of boats and testing objects that float or sink.

Around our learning we have also made different boats using junk modelling and then used a template to make Viking long boats.





Times of the school day

- **INSET Days** – Monday 2nd September AND Tuesday 3rd September
- Your child's first day will be Wednesday 3rd September and for this day they will start at **10:00am**
- Our school day starts at **8.35am promptly.**
- We ask parents to have children in school for 8:35am ready for registration at 8:40am
- Please do not arrive late in school as this can disrupt the class and your child's classroom routine.





Arriving at school



Staff will greet the children at the Reception gate (next to the play area) and the children will come into school independently.

Please note that the Reception gate will close at 8:45am.

If you arrive later than 8:45am you will have to drop your child at the office and sign them in.



Collecting children from school

- The collection time for Reception is **3:10pm**.
- Please wait outside of the school gate and a member of staff will bring your child to you.
- If you cannot, or are unable to, collect your child from school please ensure that you inform the class teacher or the office with the name and relationship of the person who will be collecting him/her.
- **PLEASE NOTE:** Children will not be released from school into the care of another person unless we have had notification from yourselves. If we cannot contact you your child will go into our After School Club until we can and there will be an £18.00 charge for this.



Dropping off and collecting your child

- If you are using a car to transport your child to school in September, please ensure that you park well away from the school and you walk the short distance into school.
- We remain very concerned about parents parking outside school causing safety issues for the children.
- PLEASE ADHERE TO THIS REQUEST FOR THE HEALTH AND SAFETY OF ALL THE CHILDREN



Early Years Foundation Stage (EYFS)

Typical Day

- ▶ **8:35am** - Children come into school
- ▶ **8:40-9am** – Fine motor activities & Registration
- ▶ **9-9.30am** - Phonics & Shared Reading
- ▶ **9:30am-** Literacy carpet time
- ▶ **9:45-11am** - Morning session
- ▶ **11:00am-11:30am** – Maths carpet time
- ▶ **11.30 - 12.45pm** - Lunchtime
- ▶ **12:45- 1pm** – Topic carpet time
- ▶ **1.00pm to 2.30pm** - Afternoon session
- ▶ **2:30 – 3pm** – Talk through stories
- ▶ **3-3.10pm** - Getting ready to go home
- ▶ **3:10pm** – Home time



School Uniform

- All children are required to wear the full school uniform every day including the correct footwear – please read the Uniform Policy in your starter pack
- We do not allow trainers to be worn in school other than for PE.
- All school uniform items should be labelled clearly with your child's name.
- Named clothing is always returned to its owner, however, un-named clothing may be lost forever!!
- Extreme Hair Cuts / hair accessories / earrings are not allowed – please read the uniform policy.





School Meals

- All children in Reception and the Key Stage 1 classes have a FREE universal school meal.
- All food is cooked and prepared in our school kitchen. We serve a balanced nutritional meal which includes fresh fruit and vegetables.
- There is **NO** option to bring a packed lunch from home.
- Healthy snacks are provided and children can access this across the day in the classroom. Year 1& 2 have theirs during morning break time.
- Please send in a named bottle of **water** each day with your child



Holidays in Term Time

- The Department for Education, **does not** give any entitlement to parents to take their child on holiday or out of school during term time.
- Any application for leave of absence must be in **exceptional circumstances** and the Principal must be satisfied that the circumstances warrant the granting of leave of absence.
- Parents can be fined by the Local Authority for taking their child on holiday during term time without written consent from the school.
- School holiday dates can be found in your pack and on our school website.





Medicines

- If your child needs medication, but is well enough to attend school, you should bring your medicine into the school office at the beginning of the day.
- You will need to complete a medication request form giving a member of staff authorisation to administer the correct dosage of medicine (These can be downloaded from the school website and either emailed in or left at the office if email is not possible.)
- The parents of children with ongoing medical needs e.g Asthma will be asked to complete a Health Care Plan.
- **Please note: Only medicines prescribed by the doctor will be given in school with the exception of Calpol and Antihistamines.**



Accidents in school

- Accidents are unavoidable in any environment and sometimes happen during the school day – these are usually bumps and grazes.
- All accidents are reported and treated by our First Aid trained staff in school.
- If your child receives a bump to the head you will receive a text message inform you.
- If we feel the injury is of a more serious nature we will contact you immediately.



Breakfast Club

- We provide an early morning Breakfast Club for children in school if parents require this service.
- Breakfast Club starts at 7:30am and continues until the start of the school day with full supervision. Younger children are escorted to their classrooms by a member of our staff.
- The cost is £6.00 per day which includes a choice of healthy breakfast options.
- There is no need to book Breakfast Club and children can be dropped off in the morning. Parents will be charged on their ArborPay accounts.



After School Club

- We also continue to provide afterschool care from 3:10pm – 6:00pm each night.
- If you require a place for your child any time during the week, please complete the Booking Form in your welcome pack
- Cost: £13.00 per night.
- A register is sent down to the classroom each day and the children can be sent up to the club with a staff member.



PTA

- We have a **Parent Teacher Association** in school who work tirelessly to raise extra funds for the children in school.
- The PTA meet regularly and always welcome parents who would like to volunteer help in any way.
- Parent support is necessary in order for the PTA to run successfully.
- Please try to attend the Annual General Meeting at the beginning of term.





How can parents help?

- Please get your child to be independent – **toileting**, dressing, recognising their own name
- Share information from home which may directly affect your child in school
- Read and practise keywords daily – we will have a phonics workshop in the new academic year to support with this.
- Communicate – via Dojo or before/after school to your child's teachers
- Join the PTA – your ideas and suggestions will be welcomed

Toileting

- ▶ Whilst some children may still require support for toileting due to medical issues when they start school, it is very important for your child to be able to use the toilet independently.
- ▶ Unlike nurseries and other early years providers, schools do not have staff available for regular nappy changing.
- ▶ If you need support with toileting, please contact your health visitor as soon as possible so that he/she can support you and your child over summer to become more independent.
- ▶ Ms Bacon has some information to support parents



Finally...

- If you have any worries, concerns, questions, uncertainties or want to chat with a member of staff, please **DO NOT HESITATE TO CONTACT US – SOONER RATHER THAN LATER!**
- If you have got a concern, please Dojo or email us and we will ensure the relevant member of staff is aware of your concerns and, if necessary, we will organise a telephone conversation with you.
- parents@laceygreen.cheshire.sch.uk
- newstarter@laceygreen.cheshire.sch.uk



We look forward to our
partnership in supporting
your child on their school
journey