

St. Peter's R.C. Primary School

Information for Parents/Carers



Please find below general information.

Please note many of our school policies are on the school website; www.stpetersrc.co.uk . If you are unable to access the website and require hard copies please contact the school office.

School contact details;

Headteacher:	Mrs A. O'Neill
Deputy Headteacher:	Mrs L. Atherton
Assistant Headteacher:	Mrs J. Callaghan
Intervention Manager/SENDco:	Mrs R. Yates

St Peter's RC Primary School
Hawkins Street
Blackburn
Lancs
BB2 2RY

Telephone: 01254 691745

e-mail: st.peters.blackburn@stpetersrc.co.uk

School Attendance (policy on website):

Parents are responsible for making sure their child attends school regularly. We ask that parents inform school on the first day of absence. (telephone; 01254 691745 and press option 1 to leave a message).

If parents do not inform school of an absence an unauthorised absence will be placed in the register.

Our school registers are documents which are regularly inspected by the Educational Welfare Officer.

Leave of absence during term time.

St Peter's RC Primary School will not routinely grant permission for holidays or other leave of absence during term time. We ask that parents support school attendance by avoiding pupil absence during term time unless in **exceptional circumstances.***

***Exceptional Circumstances All applications must be made in advance.**

Parents can apply for leave of absence during term time if they feel their request is exceptional.

An exceptional circumstance is much more likely to be a unique or one off situation.

Leave of absence will not be authorised if any of the following reasons apply

- Your child has a poor attendance record. (less than 90%)
- Your child has 5 days or more unauthorised absences.
- Your child has already had one leave of absence request authorised during term time.
- The absence request is during SATs period (Year 6 pupils).
- No reason is given on the form.

School Times:

Start of the school day:

School doors open at 8.40am

Registration at 8.45am

Late bell 8.50am

Lunch:

KS2 (Years 3,4,5 & 6) 11.45am - 12.40pm

FS/KS1 (Years Reception,1 & 2) - 12.15pm - 1.10pm

End of School Day:

School closes at 3.15pm

School Uniform: We ask that all children wear our school uniform.

Black or grey trousers or shorts

Pale blue polo shirt with school logo

Blue sweatshirt or cardigan with school logo

Black shoes - not trainers

Grey pinafore dress or grey skirt

White or grey socks

Blue checked summer dress

Children should wear PE clothes on their PE day. Parents will be informed of PE days each half term.

School sweatshirts/polo shirts are available from Whittakers of Blackburn.

Other items of uniform are available from numerous stockists.

We have spare uniform in school that has been donated; please ask at the office if you would like any items.

Jewellery should not be worn for school; watches may be worn and simple stud earrings.

Make up and nail varnish or false nails should not be worn for school. (Children who do come to school with false nails will not be allowed to play out during the day).

Hair that is shoulder length has to be tied up.

School lunches: Children can have a school dinner or bring their own packed lunch. The school operates a choice menu system for school lunches.

Under the Governments Universal Infant Free School Meal scheme, all pupils in Reception, Year 1 and Year 2 are entitled free school meals.

Parents may be able to claim free school meals for their child, please check with the local authority if you are eligible.

School milk: Children are eligible to daily free school milk until their 5th birthday. Once your child turns 5 we ask for a contribution of £4.00 per term towards the cost, this should be paid on Scopay.

School fruit: Children in Years Reception, Year 1 and Year 2 are entitled to receive a free piece of fruit or vegetable each school day.

Healthy snack: Children in Years 3,4,5 & 6 must bring healthy snacks to eat at playtime.

Charging Policy (policy on website)

Throughout the year we have different activities (eg trips, sponsored events, non-uniform days, collections for various charities) when we will ask parents for a contribution. These activities play an important part in the school curriculum. At the present time we subsidise external trips with money raised during the year.

Dinner money: Dinner money is £11.00 per week (this is subsidised to £6.00 per week until April 2024). All dinner monies should be paid on Scopay - menus should be completed on Scopay well in advance. (At least 2 weeks.)

Breakfast: We operate a breakfast club each morning from 8.00am - 8.45am. The cost is £2.00 per day; this should be paid when the booking is made on Scopay.

Salford Building fund; Parents are asked to contribute £18 per year (this can be paid in instalments of £6 per term) towards the building fund. The fund enables the school to enter into the Salford Diocesan scheme that allows access to funds for building works/ICT equipment. In the past two years the fund has allowed school to purchase new netbooks for children and to replace lights throughout school with LED's.

Scopay; We are a cashless school. Any charges for lunches, breakfast club, nursery, milk, trips etc need to be paid via Scopay. Permission for school trips/visits also needs completing on scopay. Full details will be sent out on admission.

Sickness and administration of medicines (policy on website)

Asthma inhalers are stored in class where children have immediate access to them. They should be clearly labelled. Parents will need to complete a school asthma card to provide staff with information. School has emergency inhalers for asthmatic children to use in an emergency.

Medicines will only be administered if they have been prescribed by a doctor to be given 4 times a day. A medicine in school form must be completed (available from the office).

Communication we send regular text messages/emails to parents/carers via parentmail (<https://pmx.parentmail.co.uk>) links will be sent out so parents/carers can register.

Please make sure we always have up to date contact information.