

New Starters Information **2020-21**

For children & families new to Morley Place, please find details below about life at our academy and hopefully, everything that you'll need to know to help get prepared for the new academic year!

The Academy Day

Our day runs from **8.30a.m** to **2.50p.m**. These times have been agreed in order to fit with drop off & collection from our feeder infant, Rowena Academy, for those parents who have children at both schools. We also run a Breakfast Club from 7.30a.m- a separate letter detailing this provision (including booking form), will be included in your child's starter pack. Pupils may be dropped off from **8.15a.m**, at which point a teacher will be on duty in the playground. We would recommend though that parents wait with our new Y3 children, until the whistle is blown for them to line up and the teacher to collect them. Please let them go into the classroom on their own, as this is a key time for developing their independence and will help allow them to settle into their new class routines more quickly.

The school gates will be unlocked at 2.45p.m and you may wait to collect children in the playground, outside their classroom. Children will be released at **2.50p.m**. For new starters, Class Teachers or Teaching Assistants will see children out to parents at the classroom door. In the first week back, letters will go out for our after-school clubs, which commence in the second week of term. As a general guide, these usually run straight after school till 3.50p.m, Monday-Thursday.

Lunchtime Arrangements

From September, as your child will be entering Key Stage 2, they no longer automatically qualify to receive a free school meal as part of the government initiative. However, if you are in receipt of a qualifying benefit, then your child's meal will continue to be free. ***If you think you could be eligible for this, please check online at www.gov.uk/apply-free-school-meals or get in contact with us as soon as possible (to make sure everything's set up ready for September and that you don't get charged!).***

Children therefore now have an option of school dinners, cooked daily on site, or to bring their own packed-lunch from home. Academy dinners are just **£2.30** per day (**£11.50** per week) and can be booked in half-termly blocks. Payment is due a minimum week in advance, each Monday morning please, via ParentPay. Menus will be displayed weekly in the main entrance and classrooms. Children are able to select their meal choice from a 'cafeteria' style set up in the school hall and timings will vary according to a rota of year group sittings across the weekly blocks. ***To get them into the swing of things, new starters will have the privilege of being on first sitting all half-term, up until the October break!***

For those bringing a packed-lunch, these should be brought to the classroom each day, in a secure and labelled lunchbox / bag. As a 'Healthy School', please can we ask that as well as sandwiches, any snacks are healthy ones (fruit, yoghurt etc) and that sweets and chocolate bars are avoided. Thank you!

Uniform

Academy guidelines;

- **Plain white shirt / blouse / polo-shirt**
- **Royal Blue jumper / cardigan**
- **Black trousers / pinafore dress / skirt / shorts or blue checked dress (summer term only!)**
- **White, black or grey socks**
- **Plain, all black shoes**

Uniform is an important part of our academy identity- it reinforces who we are as a community and helps pupils to feel pride in their school. Uniform is available online at www.sptuniforms.co.uk Just follow the instructions from the home page to register for an account (if not already set up!) & click to select our academy from the 'primary school' tab.

The expectation is that all of our children are in the correct uniform at all times and that a note is provided from home on any occasion when they are not able to do so. Please may we also ask that children's names are written in all clothing to help ensure any misplaced items can be returned to their rightful owner! Our thanks in advance for your support for the high standards we wish to uphold as an academy.

A Morley Place book bag and Pupil Planner will be provided free of charge for all of our new starters.

P.E Kit

This should be brought in a named kit bag please and remain in the academy *Monday to Friday* (so that children don't miss out on any additional sessions), to be taken home and washed over a weekend. This is what they should have in their bag;

- **Plain white t-shirt and black shorts, with plimsolls or trainers (suitable for outdoor games). A plain tracksuit / sweatshirt / joggers or leggings may also be provided for the winter months.**

Start of Autumn Term 2020-21

Our academy re-opens to pupils after the summer break on **Wednesday, 2nd September 2020**

Academy Contact

The academy will keep in touch with you in a variety ways- through the production of Parent Update letters, notifications via Schoolcomms (text / email) and also use of social media, including twitter (@MorleyPlace) and the academy Facebook page. For enquiries, before contacting us, please check through the wealth of information that can be found on our academy website www.morleyplace.org.uk Direct contact can be made with us on our main number of 01709 863400. Enquiries can also be emailed to info@morleyplace.org.uk

Please not that these routines are based upon an unrestricted re-opening in September and therefore may be subject to change following updated government & local public health guidance. Should this be the case, we will endeavour to notify you as soon as possible of any changes.

Please also note that due to the current Covid-19 restrictions, we have limited staff availability during the academy day, but will endeavour to respond to enquiries within 48hrs during the working week. Your patience and understanding is much appreciated during these unprecedented times.

Details correct as of June 2020