

New Starters Information 2023-24

For children & families new to Morley Place, please find details below about life at our academy to help you prepare for September.

The Academy Day

Our day runs from **8.30am** to **2.50pm**. We also run a Breakfast Club from 7.30am. A separate letter about this (including booking form) will be included in your child's starter pack. Pupils may be dropped off at the top or bottom gate from **8.25am** where a member of staff will greet them. The children will then make their way round to their classroom. Adults will be around to show children where to go. The gates will be locked by **8.35am** as **lessons start at 8:30am**. If your child arrives after this time, they will need to come through the main entrance at the front of the school and will be marked as late.

The school gates will be unlocked at **2.45pm** and you may wait to collect your child on the field around the lower school playground. Children will be released at **2.50pm**. Class Teachers or Teaching Assistants will bring the children out onto the playground and let them go when they can see the adult who is collecting them. ***Can we please ask that you remain stood around the edge of playground so we can safely send the children across to you.*** 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 until 3.50pm, 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 is set up for September and that you don't get charged.***

Children have an option of school dinners or they can bring their own packed-lunch from home. Academy dinners are **£2.50** per day (**£12.50** per week). Payment is due a minimum week in advance, each Monday morning, via the MyChildAtSchool app (MCAS). Menus will be displayed weekly in the main entrance and classrooms with a variety of choices each day. If your child wishes to change from school dinners to a packed-lunch or a packed-lunch to school dinners, we will require two weeks notice.

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.

Uniform

Academy guidelines:

- **Plain white shirt/blouse/polo-shirt**
- **Royal Blue jumper/cardigan**
- **Black/grey trousers (no leggings)/pinafore dress/skirt/tailored shorts (no cycling shorts or PE 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. Alternatively, you can purchase uniform from a number of supermarkets.

The expectation is that all our children are in the correct uniform at all times and that a note is provided from home on any occasion when they are unable to do so. **Please may we also ask that children's names are written in all clothing.**

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

P.E Kit

This should be brought in a named kit bag and remain in the academy **Monday to Friday** 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 2023-24

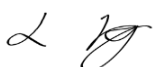
Our academy re-opens to pupils after the summer break on **Tuesday, 5th September 2023.**

Academy Contact

All form of communication (including letters, updates etc) will be through the MyChildAtSchool app (MCAS) through texts and emails. Please make sure we always have your most up to date contact details so we are able to maintain communication with you. There may be some occasions where your child brings a letter home that requires written permission from you as well. You will also be able to see academy updates and events though social media, including Twitter (@MorleyPlace) and the academy Facebook page. For enquiries, direct contact can be made with us on our main number of 01709 302340. Enquiries can also be emailed to info@morleyplace.org.uk

We look forward to welcoming you in September!

Yours sincerely,



Mrs L. Penny
Head of Academy