

What if I'm particularly happy or unhappy or about something at school?

Compliments about things we do well at Barker's Lane are lovely to hear and help us celebrate our strengths. It is equally important that you let us know if you have any worries / concerns.

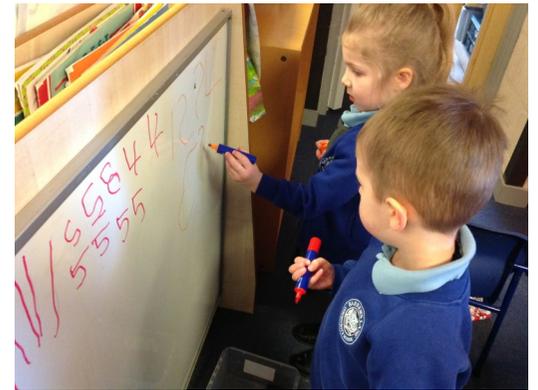
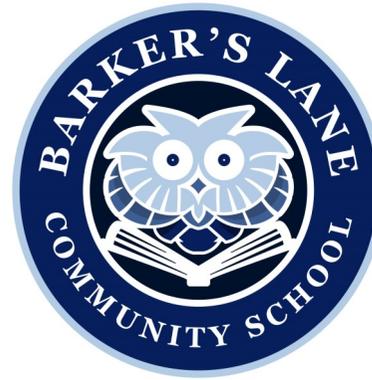
Initially the best thing to do is **contact your child's class teacher**, they will know your child well and be able to reassure you or take action to resolve an issue.

If unresolved please **contact school** to discuss this with Mrs Richardson, Deputy Headteacher or Mrs Edwards, Headteacher.

If you continue to be unhappy you may also write formally to the school. Rarely do complaints ever reach this stage, however if you require any further information, a copy of our leaflet 'I have something to say at school' is available from the foyer.

Please **do not use social media as a means of sharing your concerns**—we can't help if we don't know about things.

We look forward to working in partnership with you



The Early Years at Barker's Lane

Nursery Teacher -

Mrs Gargan

Reception Teachers -

Mrs Humphreys &
Miss Evans

Teaching Assistants -

Miss Jones
Mrs Haycocks

'LEARN TOGETHER'
'Let's learn to enjoy, aspire, respect and
nurture together'

Barker's Lane Community School
Barker's Lane
Wrexham
LL13 9TP

Tel: 01978 357754

www.barkerslaneprimaryco.uk

Email: mailbox@barkerslane-pri.wrexham.sch.uk

Headteacher: Mrs C Harrison-Edwards

Deputy Headteacher: Mrs L Richardson



Other people you may need to know:

School Business Manager: Mr S Hill
School Admin: Mrs D Bayley
School Cook: Mrs J Harrison
Caretaker: Mr K Lewis
Wraparound Care Club Manager: Mrs C Brand

How do I book my child into Nursery Plus?

Mrs Brand our Wrap-Around Care manager is the person to contact BrandC11@hwbcymru.net Nursery Plus operates from all day and provides high quality care. Bookings and payment are made on a monthly basis online. Your child may be entitled to 17.5 hours free childcare funded by Welsh Government. Please contact Mrs Brand to find out about this.

How can I support the school?

We have an active PTA at Barker's Lane who raise valuable funds and always welcome new members. You will be informed about when we hold our first meeting in September. Please come along and find out how you can support school.

If you would like to volunteer at school you are most welcome. Please complete a volunteer form and then a DBS application form will be sent to you.



Always assume your child is getting along nicely at school as we will talk to you very early on / as a need arises if there is anything additional that can be done to ensure your child makes progress. If at anytime you are concerned about your child's wellbeing or learning, please contact your child's teacher on Seesaw or email mailbox@barkerslane-pri.wrexham.sch.uk and arrange to speak to the teacher, *a problem shared is a problem halved!*

For any other enquiries e.g. about dates, events, monies, wraparound care, please always contact the school office on mailbox@barkerslane-pri.wrexham.sch.uk or telephone 01978 357754.

How do I find out what's happening?

Information is sent home regularly in the form of emails and on Seesaw. We also post notifications on our free school app (available from our website). We also keep our website calendar up to date with things that are happening in school. This is also on the free app.

We use a text messaging service for parents for urgent / important information and some reminders.

Teachers will usually also share things that are particular to their class on Seesaw.

Starting school for both your child and you is an exciting time, but can also be emotional and uncertain at times.

'How will I know where to go?
Who do I ask about...?
What do I do when...?'
are questions that go through most minds.

Hopefully this booklet will help provide you with the information you need and explain some of our usual procedures.

Most of this information is also in the School Prospectus or on our website:

www.barkerslaneprimary.co.uk



What time does school start / end?

Nursery sessions are 8.55am—11.25am.

You will need to bring your child to the main school entrance where a member of staff will be there to greet. We offer a drop off window between 8.40am and 8.55am.

We do expect our families to be punctual for school, however we also appreciate that from time to time there are legitimate reasons why children are late for school, for example doctor's appointments. If you arrive at school late, you will need to press the buzzer on the main gate as they are locked and the staff on duty go into school at 8.55am.

Nursery are collected 11.25am. You need to collect your child from the same place that you drop them off. The teacher will bring the class to the gate and only release each child to the adult picking them up.

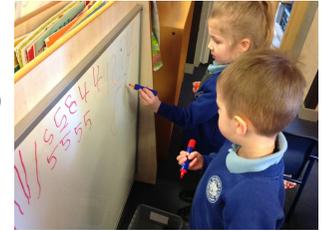
What if my child can't come to school?

Regular attendance is very important and ensures your child gets used to a school routine and learning opportunities are optimised.

If your child is too poorly to come to school please use our email school or tleave ameesage on the telephone absence service (option 1) before 8.30am on the first day of absence.

Try to give as much detail as possible about your child's symptoms e.g. not just poorly / ill.

Ask Mrs Gargan about our special song for learning how to write numbers.



Good Behaviour & Golden Rules

All involved with school actively promote positive relationships, good behaviour and respect for all.

Our 'golden rules' are:

- * Be ready
- * Be respectful
- * Keep everyone safe

Is my child making progress?

Parents' evenings are held in the Autumn and Spring Term. You will also receive a written report at the end of the Summer Term.

We have been using video conferencing over the last two years. We will be hoping offer a combination of face to face and video conferencing going forward to meet the needs of all of the school community.

We also regularly use a free digital programme / app 'Seesaw' to share pictures with you of activities that your child is doing in school. You will be given a link when your child starts school to enable you to download this.



Reading & A Love of Books

Teach the love of books and how to handle them with care, enjoy sharing books with your child. Try and make it a special time of closeness and relaxation. Read the story to your child, talk about the pictures and the characters. Ask them what they think may happen next.

As they progress they will begin to recognise sounds, give them lots of praise and encouragement when they want to help read along with you. If books and the reading of them are a source of pleasure to your child at this stage, they are likely to remain so throughout their life.

Writing

Many children come into our Early Years class keen to mark make and write. If you have been teaching your child to write their name please use lower case letters, with only a capital for the first letter in their name.



For example, **Joseph** ✓ **JOSEPH** X

Number

Count along with your child as much as you can e.g. going upstairs, sing number rhymes and identify shapes in the environment. Encourage their curiosity; young children often like really big numbers!

Only if it is absolutely necessary for a family to take a leave in term time, a 'leave request form' on our website needs to be completed at least six weeks prior to the intended leave.

In exceptional circumstances, leave can be authorised to a maximum of 10 school days depending on a child's prior attendance and the exceptional reason for the request.

Shall we walk to school or come in the car?

We encourage walking to school as a healthy alternative to coming in the car. The road can become quite congested, therefore if you come in a vehicle we ask parents to ensure they park safely and avoid parking / waiting on the yellow zig-zags outside school.

When crossing the road, we would encourage you to please do so with Mr Lewis, Crossing Patrol.

What if my child needs medicine in the school day?

If your child requires medication during the school day, you as a parent may make arrangements to come in and administer this. Mrs Edwards, headteacher can administer medication providing a medical form has been completed by you as a parent. Forms are available from Mr Hill in the school office. Please **do not** send medication with your child or hand to school staff without discussing this with the school office.

What can my child wear at school?

All children are usually encouraged to wear their uniform as a proud member of our Barker's Lane family.

Grey trousers / skirt or black joggers; white or pale blue polo shirt and royal blue sweatshirt / cardigan / zip up hoodie.

Black shoes or plain black trainers (no colours / motifs).

In Summer, the children often wear a blue and white checked dress or grey shorts with their polo shirt.

Please ensure all of your child's clothing is labelled clearly with their name.

Nursery pupils will not need a P.E kit.

Snack Time

Nursery children are provided with free school milk each day. We also provide a healthy snack everyday for a contribution to cover costs. The cost of snack is £8.00 per half term. This is payable online.

What do I do with money school has requested?

From time to time you will be asked to make a small contribution towards activities / fundraising events. We use an online system called SchoolMoney. You will be given information and sent a link as soon as your child starts school.

How can I be contacted if my child is poorly?

Please inform the school office of any change of address / telephone number immediately. Often children can fall ill during the school day and you may need to be contacted. We request at least two alternative telephone numbers in case of an emergency.

How can I help prepare my child to be independent at school?

Please help your child to do things for themselves. For example:

- Practise taking off and putting on shoes and fastening their own Velcro fastening shoes.
- Help your child to take off and put on their own coat and have a go at buttons and zips.
- Ensure that your child can go to the toilet independently and knows about personal hygiene, e.g. washing hands after using the toilet and before eating.
- Show your child how to cough and sneeze into a tissue and encourage them to do this at home.
- Practise encouraging your child to wash their own hand thoroughly.

