



New Parents – A guide to the school

Our Vision is to inspire everyone to reach their individual potential and through our Christian values, prepare them for the future.

Absence

If your child is ill and unable to attend school, please contact the school on 01423 358375 before 9am. This way, the school can account for the whereabouts of all pupils and be assured that if they are not at school, they are safe. Any absences not accounted for will be classed as an unauthorised absence. Pupils are not permitted leave of absence during term time unless there are exceptional circumstances. Should such an occasion arrive, please contact the school office for a leave of absence form.

After School Clubs

Tockwith Primary currently offers a variety of after school clubs, from science to sports to art. The clubs availability range across all years of the school. Letters will be sent home as and when new after school clubs are starting.

Allergies

If your child has an allergy, please contact the school office and complete an allergy form. We request that the required medicine is brought into school in a named container and that a medical form is completed.

Arriving Late

Pupils arriving after 8.45am will need to enter the school by the front door and report in to the school office in order to be signed in. Parents collecting children from school for appointments should also enter by the front door. In this way access to classrooms and the playground is secure during the day.

Awards Assembly

Currently, at 2.30pm on Friday afternoons, we hold an Awards Assembly. Children are allowed to bring in any awards they have achieved to present to the school – for example certificates / trophies for sports or learning achievements. This assembly is also where awards are presented to the classes for excellent in attendance and lateness.

Big Write

Roughly each fortnight children complete a big write. This is a piece of writing that the children carry out in class against a list of objectives. The children plan this out at school with the teacher and then write the work up into their 'Big Write Books'. These books are sent home for parents to read and comment on.

Buddies

When children start Reception they are assigned a 'Buddy' from Year 6. The buddies will play together one day a week and will be on hand to help out the children in Reception where necessary. The buddies often walk to church together when there are events on.

Free School Meals

If you think you may be eligible for free school meals, please check via the North Yorkshire website – www.northyorks.gov.uk/freeschoolmeals, or call NYCC Welfare team on 01609 533405

Homework

There is no set homework policy for children, however we strongly encourage parents to read with their child(ren) for 5-10 minutes every day as this makes a huge difference to their learning.

House System

Tockwith Primary has 4 houses – Rupert, Cromwell, Fairfax and Lucas. When starting school, children will be placed into one of the houses. If they are starting in Reception, they will be in the same house as their buddy. Children will be awarded Learning or Value points throughout the week which will be counted up by house at the end of the week. In the Awards Assembly, the house with the most points will win the trophy. The school are also set a whole school target which earns a whole school reward.

Kidzone

Kidzone is a breakfast and after school club which offers wraparound care to school children. This is run separately to Tockwith Primary, via TickTock Daycare Limited. If you wish to sign up your child to Kidzone, please contact the company directly as school is unable to book people in to the club. Once your child is booked in, all communication regarding collecting and dropping off children should be done directly with Kidzone.

Lunches

School lunches are freshly prepared on the premises and follow a Healthy Eating Policy. We are a nut free school so school lunches do not contain any nuts. Children can still opt to bring a packed lunch, this should be in a named container with a non-fizzy drink – please do not send any food containing nuts. Whilst the register is being taken in a morning, the children make a choice of what they will be having for lunch that day, either Main, Vegetarian or Jacket Potato. Menu's will be sent out separately. For children in Reception and Year 1, parents will be asked to decide their child's lunch for the term.

Mobile Phones

Mobile phones should not be brought into school. If they are required for contact with parents when walking to or from school, the phones should be left with the school office, or with the class teachers.

Music

There are a couple of different music lessons available to children. The North Yorkshire Music Service offers keyboard and string instrument lessons. You will need to contact NYMS direct to arrange for your child to have lessons in school. The second option is lessons with Mr Crilley. The lessons available are electric guitar, keyboard, drums and singing. Leaflets on both of these can be obtained from the school office.

Nut Free

A number of pupils in school have severe allergies to nuts. For this reason we do not allow nuts as snacks, as part of a packed lunch or in sandwiches (e.g. peanut butter). We are a nut free school.

On-line Apps

We use various apps within school to support the learning the children do within class. If you do not have a log in for any of these, please contact your class teacher. The apps are as follows:

App	Description
TT Rockstars	Used to practice the times tables. Levels can be set by teachers and then automatically increased based on the child's ability
Numbots	Aids the understanding, recall and fluency in mental addition and subtraction
Spelling Frame / Spelling Shed	Spelling Shed and Spelling Frame are used mainly in KS2 as a fun and inventive way of practicing spellings learnt in class.
Seesaw	Seesaw is used by teachers for communicating with parents and by students for adding work / homework. The 'Family' app is used by parents to view and comment on work completed by children in class. The 'Class' app is used by children to upload work, either at school or home.
Number Blocks	This is based on the CBeebies program 'Numberblocks'. This focusses on numbers and the different representation of them. For example '4' can be represented as 4 ones, 2 two's, or a three and a one.
Phonics Play website	Website for practicing phonics – words made up of consonant vowel consonant
Hit the button – website	Hit the Button is used throughout school for maths work – speedy addition or subtraction or missing numbers.
Teach my little monster to read	This app is used for reading on the Chromebooks.

Parent Evenings

We hold parents evenings twice a year - in November and March. Invitations will be sent out electronically to parents asking them to book an appointment. If you are unable to make the parents evenings, please speak to the school office or your class teacher to arrange an appointment on another day.

Parent Hub

Parent Hub is the main system we use for communication with parents. An app will need to be downloaded onto phone or devices where all messages will be sent. A letter will be sent out with details on how to download this app once your child has started school. Once joined, messages will be sent via Parent Hub for trips, school events and general day to day updates.

Parent Pay

Parent Pay is the system we use to manage our school payments, be it for school trips or school lunches. Upon joining school, a letter will be sent out with details on how to log on to the system. Once logged in, you will find that relevant events are assigned to your account for consent and payment.

School Council

At the start of each year, children within each class can nominate themselves for school council. We then have 'elections' where the nominated children present a case as to why they should be School Councillor, and then the children in their class vote. The School Councillors attend meetings each month to discuss various events, what new items are needed within school etc

School Day

The school day starts at 8.45 and finishes at 3.15pm.

- Morning break (whole school) 10.30 – 10.45
- Lunchtime – 12.00 – 1.00
- Afternoon break (KS1 only) 2.30 – 2.45

School Trips

Each year the children take part in several school trips. These can be onsite within school, or externally at a location linked to the topic they are currently studying. Letters will be sent out electronically by the teacher or the school office with full details on the trip, including the cost. Consent is always required before your child can take part in the trip/event. Some trips have a voluntary contribution associated with them – although these are voluntary, if we do not receive enough contributions, the trips may have to be cancelled.

School Uniform

Grey shorts or trousers

Black shoes

White shirt or polo shirt

Blue School sweatshirt

Shoulder or collar length hair should be tied up

OR

Grey pinafore dress, skirt, trousers or shorts

Black shoes with a heel of no more than 5cm

White blouse or polo shirt

Blue School sweatshirt or cardigan

For the summer, blue gingham dresses can be worn

Shoulder or collar length hair should be tied up

Earrings should be studs only and should be removed by the child for PE

PE/Games Kit

Navy or black shorts and/or track suit bottoms, white t-shirt or polo shirt and school PE jumper.

School uniform is available from either Kool Kids in Wetherby (<https://www.koolkidzuniforms.com/>) or via an online shop My Clothing (<https://myclothing.com/>). Jumpers and other school uniform items are available from school to view and try on before purchasing them from the online store. PE jumpers are available from the school office.

Snacks

Please send a snack for morning playtime in a small named container. We encourage all children to bring healthy snacks to school to be eaten at morning break. The type of snacks the school encourages children to bring are: fruit, yogurts and cereal bars. However, the occasional treat is also acceptable but please do not send chocolate bars or any food containing nuts.

Star of the Week

Each week, the class teachers choose a student from their class to receive the Star of the Week award. Parents will be contacted the day before and invited to the Award Assembly, but will be asked to keep this a secret from the child. During assembly, children will be called to the front of the hall and be presented with a certificate whilst the teacher explains why the child is their Star of the Week.

Tockwith's Got Talent

Each year at the end of the summer term, we hold a talent contest for the whole of the school. Children perform their talent in front of their class, and the class vote to see which acts go through to the final. The final is held during a special Tockwith's Got Talent assembly. A panel of teachers and governors are assembled to judge the final acts. Due to this being a whole school event within the school hall, we do not have space for parents to attend to watch the final.

Transport

If you live in catchment, but outside of Tockwith, North Yorkshire will contact you upon starting school with regards to transportation to and from school.

Wake Up Shake Up

Every morning before registration, the children in Years 1-6 take part in Wake Up, Shake Up! This is an exercise routine carried out on the school playground and energises the children before they start lessons.

Walking to / from school

Our agreed school policy is that no pupil in Foundation Stage or Key Stage 1 should walk to or from school on their own or be left on their own on the school premises either before or after school. In addition we will only hand over pupils to named adults or older siblings. Pupils will not be handed over to other adults unless the school has been informed by the parent that they have made this arrangement. If no one turns up to collect a child in these year groups they will be kept in school and parents contacted.

Once your child is in year 5 or 6, you may decide that they are ready to walk home alone. In this case you must complete the agreement form (available from the school office or website). Your child will be prevented from walking home unless this permission has been given in writing. Your child will also be responsible for their behaviour whilst on the school premises either before or after school. Should their behaviour not be acceptable, you will be asked them to accompany or collect them until they have proved they can be trusted again.

Water

We recommend that children bring water in a named, clear sports type bottle to drink during lesson time. The school sells sports bottles, these are £1.75 each and can be obtained from the office.