

Marston Moreteyne VC School Key Information

The School Day

Morning

We operate a staggered registration with children arriving between 8.35am and 8.45am.

Lunchtime

Acorns 11:30
Key Stage 1 12 noon - 1.15 p.m.
Key Stage 2 12.30 p.m. - 1.30 p.m.

End of Day

3:15 pm Acorns and Beech
3.30 p.m. for all children

Arrivals and departures

It is very important that children are punctual. Our school entrances are supervised from 8.35 a.m. each morning and we ask that children from Year 1 to Year 4 are dropped off at the gate to walk around to their classroom door. **For Acorn children, you should hand your child over to the care of their class teacher.** If you arrive late, please bring your child to the school office and they will be signed in. Parents are asked to wait on one of the playgrounds to collect children at the end of the day. Children are told to return to the school office if no-one is there to collect them. We will not allow a child to leave with any other adult without prior notice being given to the school.

Cycling

We encourage children to cycle or scoot to school and storage is provided, at parents' own risk, at both of our school sites.

No Smoking, Vaping or Mobile Phones

The school operates a no smoking policy anywhere within the school grounds. This includes the use of e-cigarettes and other electronic smoking devices. Please help us to keep our air as clear as possible and promote a healthy lifestyle to our children. Mobile phones are not permitted to be used within the building or playground.

Dogs are not allowed on the school premises (except guide dogs).

School Security

The safety of our children is paramount. Closed Circuit Television Cameras protect the school with images being recorded and stored.

Please make sure that gates are closed behind you and always report to the school office. **Please do not enter the school via classroom doors.**

Parking

We ask that parents respect our neighbours and park safely and considerately. Please do not block or turn in the school entrances. **If at all possible, please choose to walk to school.**

Absence

When children are absent from school, we are legally required to record reasons for absence. Please inform the office on your child's first day of absence either by emailing...

office@marstonmoreteyneschool.org
or by telephoning 01234 768271.

Please remember to give your child's name, class and the reason for absence.

If your child has to leave the school during the day, e.g. for a medical appointment, please advise the school as early as possible.

If your child is going to be out of school first thing in the morning but will be coming in before lunch, please notify the school the previous day so that correct lunch arrangements can be made.

Poor attendance

The National Average for school attendance is 96%. If your child falls below this level they risk becoming a Persistent Absentee and will come to the attention of the Central Bedfordshire Access and Inclusion Team.

Illness

Parents are asked not to send their child to school if he/she is unwell. When children have been off school with vomiting or diarrhoea, parents are requested to keep them at home for 48 hours following the last attack.

Holidays

Children are not allowed to take holidays during term time unless there are exceptional circumstances. School holiday dates are always available from the school website and we insist you keep to these dates when booking holidays.

Care Club

Breakfast Club

Our Breakfast Club provides supervised childcare before school and makes sure that your child starts the day with a healthy breakfast.

After School Club

Our After School Club aims to provide a safe and stimulating environment for children aged 4-10 in a caring, relaxed atmosphere. It is open to all children who attend Marston Moreteyne VC School and Chimneytots once they are four years old. Children are provided with a light snack on arrival, and can then enjoy a range of crafts and activities inside and outside, weather permitting.

If you would like your child to attend the Breakfast or After School Club, please book via the Arbor app/Parent Portal.

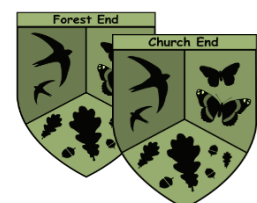
Holiday Club

Our Holiday Club runs during all school holidays except Christmas, Bank Holidays and training days. Parents are offered morning, afternoon or full day care provision.

Extra-Curricular Activities

The school organises a range of after school Tuesday Clubs which have recently included Yoga, Lego, Rugby, Netball, Recorders, Gardening, Technology, Choir, Speed Stacking, Music, Story Time and Computer Problem Solving. Each course runs for five weeks and is led voluntarily by members of staff. To help cover the cost of materials and equipment the school charges an inclusive fee of £10.00.

In addition, children have opportunity to attend on a weekly basis, Gymnastics, Dance and Fun Fitness, Karate, Irish Dancing, and other sports clubs, which are arranged privately and for which there is a weekly fee.



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Food in School

School meals

The school provides delicious two-course lunches that are cooked in our own kitchen by AIP, Alliance in Partnership/Sodexo. Fresh, healthy ingredients are used and there is a wide variety of food for your child to choose from every day, including a vegetarian main course and jacket potato meals as well as a variety of vegetables and a salad bar.

School lunches must be booked and paid for online and parents will receive details of how to activate their Arbor accounts on their child's first day with us. **We send all correspondence, emails & SMS, using Arbor.**

Unless you specifically request paper copies of correspondence, all newsletters, letters will be sent electronically by this method. If you have any problems activating your account, please come to the school office for assistance.

Free school meals

All children in Foundation and Years 1 and 2 (Key Stage 1) can have free school meals. To continue receiving free school meals from Year 3 upwards, families need to be in receipt of the following:

- income support
- job seeker's allowance
- child tax credit

Even if you are eligible but do not want your child to have a school meal, it is still worth applying as the school receives funding based on the numbers of Free School Meal places, and this directly impacts on the service that we can deliver. For more information, please contact the school office. All applications are treated confidentially.

Healthy snacks and drinks

A variety of fruit is available for pre-school, Acorns & KS1 children at break as part of the School Fruit and Vegetable Scheme.

Voluntary helpers

We encourage parents and other members of the community to visit the school and help in the classroom or lend a hand with extra-curricular activities, or just enjoy our fundraising and social events. If you are interested in becoming involved, please ask.

PTA

MMVCS, our PTA, aims to provide a friendly link between parents, staff and children, by working together for the benefit of the school. If you are able to support our school, please don't hesitate to contact us.

Home School Agreement

We believe it is essential to have strong links between home, school and the community. All children, parents and our Headteacher are asked to sign a Home School Agreement that outlines the intentions of all three parties.

School Policies

For a school to offer high quality education and care, it needs policies. Policies help develop and define a set of consistent rules, procedures and protocols.

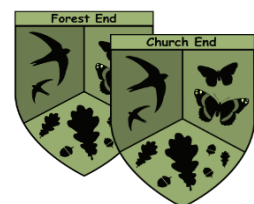
Policies are also useful to parents.

Please visit the school website:

www.marstonmoreteyneschool.org

and click on 'About Our School' and then scroll down to 'Policies and Information for Parents' to read some of our policies.

We hope that you and your child will be very happy at our school!



Uniform

All the children wear uniform, which helps to give them a sense of pride and belonging to the school.

We ask that all clothing is clearly marked with your child's name to ensure that any items that are mislaid can be returned. Our uniform consists of:

Boys

- White polo shirt
- Grey or black trousers
- Red sweatshirt
- Red fleece
- Sensible black shoes/trainers - not trainers with light/sound effects

Girls

- White polo shirt
- Grey or black dress/skirt or trousers
- Red sweatshirt or cardigan
- Red fleece
- Red and white dress for summer
- Sensible black shoes/trainers with toe protection- not shoes with light/sound effects)

PE

For indoor and outdoor PE lessons your child will need the following kit:

- Black shorts
- Any plain colour, non-logo T shirt
- Plimsolls/trainers
- Plain black tracksuit for outside

For summer, your child will also need a swimming costume.

Please make sure that your child has a full, named PE kit in school at all times so that they do not miss our exciting PE and games lessons. We consider PE to be an essential part of your child's educational experience and development.