





BURY CE PRIMARY SCHOOL



Information Pack

Bury CE Primary School Class Groupings

<u>Class name</u>	<u>Year group</u>
Little Owl Class 	Reception
Kestrel Class 	Year 1 and 2
Sparrowhawk Class 	Year 3 and 4
Buzzard Class 	Year 5 and 6

Bury CE Primary School Staff

Headteacher - Mr Thomas Moore

Class Base	Year Groups	Teaching staff
Little Owl Class	Year R	Miss Laura Webb
Kestrel Class	Yr 1 & Yr 2	Mrs Rachel Seymour
Sparrowhawk Class	Yr 3 & Yr 4	Miss Katie Willett
Buzzard Class	Yr 5 & Yr 6	Mrs Laura Braun

Teaching Assistants

Miss E Capel
Mr Gatrell
Ms Christine Rowland
Mrs Deborah Clark
Mrs Jill Maynard
Mrs Rachel Seymour
Mrs Gammon
Mr Mott

School Business Manager
Caretaker
Special Needs Coordinator
PPA Teacher
Music Teacher

The school office is your first port of call for information and queries.

Office hours are term time 8:30-16.00 (15:30 on Thursdays and Fridays), telephone number 01798 831502, email office@bury.school

Mrs Clark in the office can help with everything, including uniform, school dinners, lateness, absence, changes to pick up arrangements and making appointments with staff.

School Times

Morning session	8:40am - 12:15pm
Lunch time	12:15pm - 1:10pm
Afternoon session	1:10pm - 3:15pm

Morning arrival

Children may arrive from 8.30am as a member of staff is on duty. At 8.40am the bell goes and all children line up with their class. Reception, Year 1 and Year 2 children will meet their teacher at the Early Years garden gate at the front of the school.

Book bags and drink bottles

When coming into school, children can deposit their book bags and water bottles in the relevant box inside the classroom.

Late arrivals

The back door and side gate is locked at 8.40 am. Any latecomers should go into school through the front door.

Collection time

School finishes at 3.15 pm for all year groups. Parents wait in the playground until each class has lined up. Yr R, 1 & 2 parents should pick their children up from the early Years garden gate at the end of the day.

Children are handed over to parents - please let us know if you are not collecting your child by writing in the 'Going Home' book for their class which is kept in the front reception area. A letter will be sent home in September asking you to list anyone else that you give your permission for your child to go home with e.g. Grandparents, other relatives/friends etc.

Absence

If your child is sick please inform the office by telephone on (01798) 831502, no later than 9am. When your child returns to school please confirm the reason for absence in writing.

Holidays in term time cannot be authorised by the Head Teacher unless there are exceptional circumstances.

School Uniform

All children are encouraged to wear and take pride in their school uniform.

Uniform can be obtained from <https://www.sussexuniforms.co.uk/collections/bury-primary> and there is a link on the school website - www.bury.w-sussex.sch.uk

Please make sure that all uniform is named. Nametapes can be ordered from www.nametape.co.uk and if you use our unique code no 501381, you will also be helping to fundraise for our school.

PE kit (named) should be worn to school instead of uniform on your child's PE day. Book bags should be kept in the box in the classroom.

Children should have a waterproof coat in school. Wellington boots need to be in school each day as we go outside into the woods at any time and whatever the weather.

During hot weather children should have a sun hat/cap, and should come to school having already applied sun cream that will last throughout the day.

All clothing and belongings should be clearly named.

Personal belongings should be kept to a minimum please.

Uniform:

Grey skirts, gingham green dress, grey trousers or shorts, white button necked polo shirt, bottle green cardigan or sweatshirt embroidered with school logo, grey or white socks or bottle green/grey tights.

Suitable dark shoes. Sling back shoes, open toes and heels are not allowed.



PE Kit:

Green Bury T-shirt, black shorts (track suits may be worn in the winter for outside lessons), plimsolls or trainers.

Spare Clothes

It is useful for your child to keep a spare set of underwear/clothing in a bag, in case of any accidents.

Bury Rangers:

Wellington boots, outside clothing appropriate to the weather conditions, Bury Rangers hoodies can also be bought and worn for Bury Rangers or PE. Children should come to school in their Bury Rangers kit on their Bury Rangers day.

Eating and Drinking

KS1 children (Years R, 1 and 2) are offered a free fruit snack in the morning and a drink of water. KS2 children may bring their own healthy snack of fruit or veg for morning break. School milk and hot meals are available. As from September 2014 all children in years R-2 are entitled to a free hot school meal. See the website for details. Free school meals are also available for other children whose parents receive certain benefits. Please ask in the office for details.

If your child has a packed lunch this should be provided in a named lunch box containing easy to open containers, packets, etc. In addition a drink bottle (no fizzy drinks) should be provided. If a child does not eat something they are not permitted to dispose of it - rather it is put back in the lunchbox so that you know what they have (or haven't) eaten.

We are a nut free school, please do not send food containing nuts as this will be returned home or disposed of if it is open.

A water bottle should be brought to school each day and will be available throughout the day. This is for water only.

Bury Rangers

The aim of Bury Rangers is to develop the skills of collaboration and co-operation, team building, and awareness and care of the natural environment. Each year through the seasons the children will develop their knowledge and understanding of the natural world in a woodland setting.

This woodland will become their special place and a sense of stewardship is crucial to the ethos of our Bury Rangers. Children will make their own choices, whilst understanding the risks and challenges of the tasks that they complete. Children will improve their understanding and appreciation of their outside environment and the impact of their own actions on a place.

