



WELCOME



Mrs Helen Swanson, Principal

Dear Parents and Carers,

A very warm welcome to Drove Primary School, within this Welcome Pack, we have put together some very important information for parents and carers of children joining Drove Primary School.

Joining a new school can be challenging for both you and your child, we do hope we can help as much as possible. We have included information for you about school, what is required by both you and your child, and how you may like to help at home and in school.

For children to gain the most from their education, it is important that your child attends every day of the school term. On page 1 you will find our school times and term dates. Please call the school by 9.30am to report absence due to illness. We use a text messaging service to contact parents and to let you know important information.

All children are asked to dress in school uniform. Most of the items are standard and can be purchased from many shops. Our sweatshirts and cardigans need to be purchased from our suppliers, please see page 2 of this Welcome Pack.

Healthy eating is important to promote a health body and healthy mind. On Page 3 we have detailed the options available for your child's snack and lunch.

At Drove we have some very important learning resources that can really help your child with their learning in both literacy and numeracy, please see page 4.

We have a great network of help and support at Drove for parents and family, please see page 5. On the reverse of this page you will find a check list to help you remember all the items needed for your child's first day at Drove Primary School.

I look forward to seeing you and your child in school. Should you wish to organise a meeting with me, please call 01793 818608, email: admin@drove-pri.swindon.sch.uk or in person at the school office.

Yours,
Mrs Helen Swanson

Drove Primary School, Drove Road, Swindon, SN1 3AH
School Office Tel: 01793 818608
Mobile for Text only: 07904290860
Email: admin@drove-pri.swindon.sch.uk
Website: <http://drove-pri.swindon.sch.uk>

CHECK LIST for 1st Day at Drove Primary

		Done ✓
	Letters to be signed & taken to school;	
L1	Home School Agreement	
L2	Child Collect Password	
L3	E-Safety Agreement	
L4	Local Visits Permissions	
L5	Free School Lunch Application Form	
Page 1	Dates & Times	
	Check School start & finish times	
	Check School Holiday Dates	
	Check School contact telephone number for illness & absence	
Page 2	School Uniform	
	Sweatshirt or Cardigan, White polo top, trousers or skirt, black shoes	
	PE Kit in bag – T-shirt, shorts /trousers, daps / trainers	
	Label all items CLEARLY (sew-in or iron-on labels)	
	Book Bag	
Page 3	Lunch	
	Pre order school lunches	
	or Home Pack Lunch	
	Full water bottle	
	Free School Lunch Application Form	
Page 4	Homework & Learning at Home	
	Watch Phonics video	
	Print off 3 minutes Maths Sheets	
Page 5	Help & Support	
	All information about school - drove-pri.swindon.sch.uk	
	Parent Advisory Board	
	Drove Children's Centre	
	School Clubs & Activities	
	Moving Up – to Secondary School	

Your Teacher is called.....

Your Class is called

Your Start Date & Time is

To book an appointment, with your child's teacher please contact the school office.

Drove Primary - School Dates & Times

All children must attend school **every day** of the school term and **on time**.

If your child is ill, please call school on **01793 818608** or text **07904290860** before **9.30am**, to let us know the situation.

Please keep your telephone numbers and address up to date.

	Monday to Thursday	Friday
School Starts – All Classes	8.45am	8.45am
School Finish – All classes	3.30pm	1.00pm

Children can go into class from 8.35am each morning and choose a book to read.

Any child who is not in class at 8.45am is 'late' and needs to go to the office to sign in.




Sep-18							Oct-18							Nov-18						
M	27	3	10	17	24		M	1	8	15	22	29		M	5	12	19	26		
Tu	28	4	11	18	25		Tu	2	9	16	23	30		Tu	6	13	20	27		
W	29	5	12	19	26		W	3	10	17	24	31		W	7	14	21	28		
Th	30	6	13	20	27		Th	4	11	18	25			Th	1	8	15	22	29	
F	31	7	14	21	28		F	5	12	19	26			F	2	9	16	23	30	
Sa	1	8	15	22	29		Sa	6	13	20	27			Sa	3	10	17	24		
S	2	9	16	23	30		S	7	14	21	28			S	4	11	18	25		

Dec-18							Jan-19							Feb-19						
M		3	10	17	24	31	M		7	14	21	28		M		4	11	18	25	
Tu		4	11	18	25		Tu	1	8	15	22	29		Tu	5	12	19	26		
W		5	12	19	26		W	2	9	16	23	30		W	6	13	20	27		
Th		6	13	20	27		Th	3	10	17	24	31		Th	7	14	21	28		
F		7	14	21	28		F	4	11	18	25			F	1	8	15	22		
Sa	1	8	15	22	29		Sa	5	12	19	26			Sa	2	9	16	23		
S	2	9	16	23	30		S	6	13	20	27			S	3	10	17	24		

Mar-19							Apr-19							May-19						
M		4	11	18	25		M	1	8	15	22	29		M		6	13	20	27	
Tu		5	12	19	26		Tu	2	9	16	23	30		Tu	7	14	21	28		
W		6	13	20	27		W	3	10	17	24			W	1	8	15	22	29	
Th		7	14	21	28		Th	4	11	18	25			Th	2	9	16	23	30	
F	1	8	15	22	29		F	5	12	19	26			F	3	10	17	24	31	
Sa	2	9	16	23	30		Sa	6	13	20	27			Sa	4	11	18	25		
S	3	10	17	24	31		S	7	14	21	28			S	5	12	19	26		

Jun-19							Jul-19							Aug-19						
M		3	10	17	24		M	1	8	15	22	29		M		5	12	19	26	2
Tu		4	11	18	25		Tu	2	9	16	23	30		Tu		6	13	20	27	3
W		5	12	19	26		W	3	10	17	24	31		W		7	14	21	28	4
Th		6	13	20	27		Th	4	11	18	25			Th	1	8	15	22	29	5
F		7	14	21	28		F	5	12	19	26			F	2	9	16	23	30	6
Sa	1	8	15	22	29		Sa	6	13	20	27			Sa	3	10	17	24	31	7
S	2	9	16	23	30		S	7	14	21	28			S	4	11	18	25	1	8

Bank Holiday		School Holiday	
T.D. DAY		Polling Station	

Summer Bank Holiday 27th August 2018
 Christmas Day Holiday 25th December 2018
 Boxing Day Holiday 26th December 2018
 New Years Holiday 1st January 2019
 Good Friday 19th April 2019
 Easter Monday 22nd April 2019
 May Day Holiday 6th May 2019
 Spring Bank Holiday 27th May 2019

Term 1 = 38 days
 Term 2 = 35 days
 Term 3 = 30 days
 Term 4 = 30 days
 Term 5 = 23 days
 Term 6 = 39 days

In School	For Sports
Sweatshirt or cardigan with school logo White polo shirt Black or grey trousers, skirt, pinafore or shorts Blue & white gingham school dress Black Shoes (not trainers) Coat, Hat for Summer Book Bag £4 from School Office	PE Kit in a bag Plain white round neck t-shirt black or dark blue shorts/trousers daps or trainers PE Bag £3 from School Office

Please label all items CLEARLY. Iron-on/Sew-in labels are available on the internet and in shops.



School Sweatshirts & Cardigans to be ordered and purchased from the following supplier;

The Famous School Branches
 Unit 1B, The plaza
 Sanford Street
 Swindon SN1 1HE
 Telephone: 01793 520843

PE Kit in a Bag – Plain white t-shirt, black or dark blue shorts or jogging trousers, daps or trainers.



Additional Guidelines – Small stud earrings, religious jewellery and head coverings can be worn. All jewellery must be removed for sports. No makeup or nail varnish. Please see our uniform policy at drove-pri.swindon.sch.uk.

Healthy Eating in School

School Lunch

At Drove we offer an excellent choice of Halal and non Halal hot school lunches. All dishes are homemade, unless stated. Menus are on website; <http://drove-pri.swindon.sch.uk>.

All dinners must be pre-ordered in advance via ParentPay.

You will receive log in details for ParentPay this will enable you to pre-order and pay for dinners online. We have a dedicated computer in the school main reception for this purpose.

All children in Reception, Year 1 and Year 2 are entitled to a 'FREE' school lunch every day (they still need to be pre-ordered online).

Other children may be eligible for Free School Meals, please ask at the school office if you think you may be eligible. Year 3 to Year 6 children may choose to have a school lunch at the cost of **£2.15 per day**.

Home Pack Lunch

Children can bring in a lunch from home. To promote health body, healthy mind, we would like to advise you of the types of food that should be included in your child's lunch box. We would expect to see at least one of the foods, or something similar, from each section in your child's lunch. We do check to ensure your child's lunch supports our healthy body, healthy mind approach to food.

Section A



Sandwich



Parathas



Samosas



Pasta



Rice



Noodles

Section B



Tomatoes



Cucumber



Carrots



Cheese

Section C



Yoghurt



Fruit & Fruit Juice



Break Time Snack - All children in Reception, years 1 & 2 are given free fruit. Children in years 3 to 6 can bring in a snack for break time, chosen from the foods in section B & C above. No crisps or chocolate bars are allowed to be consumed at break time. There is a Tuck Shop open at break time providing healthy snacks.

Homework & Learning at Home



Book Bags are available from the School Office £4, for carrying reading and homework books.

Homework

We ask that all parents and carers spend time talking and supporting your child with their homework learning. Homework set by teachers is on Drove website <http://drove-pri.swindon.sch.uk>.

Reading - Each child has a Reading Record for parents to record how their child is progressing. The children are asked to read every day (10-20 mins) to their parents or carer. Prizes are won by the children according to the number of times they have read at home.



Spellings and times tables are given on Fridays. The children are then tested the following week. The children are asked to write a sentence for each word of their spelling test. Would you please mark these spellings, to confirm your child is using the words correctly.

Should you for any reason have any concerns about homework please contact your child's teacher.

Our full homework policy is available on drove-pri.swindon.sch.uk



LEARNING AT HOME – 'Phonics' Learning to Read & Write English

In addition to homework Drove has some very valuable learning resources for all parents and children.

On our website, drove-pri.swindon.sch.uk you will find videos which show how we teach reading and writing in English, this will help you support and learn with your child.

The introductions to these videos are in different languages. Please take the time to watch them on the internet. Should you not have access to the internet please ask the school office for a copy of the 'Phonics' DVD.

3 Minute Mental Maths

On our website we have '3 minute Maths' sheets, to help with your child's mental maths. It is important that your child has as much opportunity to practice their skills in this area.

Clubs & After School Activities – Extended Schools

As well as providing teaching and learning within school hours, the school also offers a variety of activities both during lunchtimes and after school; tag ruby, board games club, chess club, cookery club, football club, knitting club and science club. Please look on our www.droveprimaryschool.org or ask at school office.

Help & Support

Our website drove-pri.swindon.sch.uk has detailed information for parents.

We will communicate with you via the website, by text messages, letters, ParentPay, calls and meetings where applicable.

If you have any queries please ask at the school office.

Drove Nursery

We have three nursery's at Drove Primary School. Yellow and Green nurseries are for children aged 3 to 4 years, children can attend nursery for five '3 hour' sessions per week if places are available. This can be either 8.30am to 11.30am or 12.30pm to 3.30pm. Blue nursery operates the same session times and has government funded places for 2 year olds. To find out more please contact the nursery office on 01793 818600.



Tigers After School Club Drove runs an OfSTED registered after school club in a safe and stimulating environment at the cost of £7 per session: **3.30-5:45pm Monday to Thursday and 1:00-3:30pm Friday**. A snack is provided. For more information please contact the school office.

Language Support in School at Drove we have Teaching Assistants who speak other languages that can support children and teachers in school. Children are assessed in school and given extra support where needed.

Volunteers in School Should you wish to become involved in school we would be very pleased to hear from you. Please call the school office on 01793 818608 or email : admin@drove-pri.swindon.sch.uk

Moving Up to Secondary School Children move up to secondary school after year 6. Parents choose the school they wish their children to attend. Most children from Drove go to St Joseph's Roman Catholic College or Churchfields Academy. A small number of children go to the other schools in the Swindon area.

To find out more about moving up please see our 'Moving Up' guide on our website or ask at the school office.



Drove Primary School is a cashless school, all payments should be paid online or at a PayPoint store with a barcoded letter. If your child is in years 3 to 6 and has dinners regularly we can order a PayPoint card for payments.

Pay online...
for peace of mind



ParentPay



A convenient way to pay

Parents can now book and pay securely online for a range of items using a debit/credit card or through PayPoint. Paying online gives you the peace of mind that comes with knowing that your money has reached the school safely and is used for its intended purpose.

Pay online for

- School meals
- Trips
- And more

How to pay online...

- Step 1 - Have your activation letter ready
- Step 2 - Login at www.parentpay.com
- Step 3 - Follow instructions to activate account
- Step 4 - Click on 'Items due for payment'
- Step 5 - Click on 'Alerts' to set text/email alerts

“No more having
to look for change
or writing cheques.
It's so easy now”

ParentPay Parent.

 www.parentpay.com