



Back Lane, Tregony, Truro, TR2 5RP
Telephone: 01872 530643
Headteacher: Mrs Kate Douglass
Email: secretary@tregony.cornwall.sch.uk
Website: www.tregonycpschool.co.uk/website

Tregony CP School
Back Lane
Tregony
Truro
Cornwall
TR2 5RP
Phone/Fax: 01872 530643
Email: secretary@tregony.cornwall.sch.uk
www.tregony.eschools.co.uk
Headteacher: Mrs K Douglass
(1:1 Hons: Education; NPQSL)

Dear Parents/ Carers,

We would like to take this opportunity to welcome you to our school. This letter includes some useful information so that you and your child are aware of our school routines so that your child settles quickly into school life when they start in September.

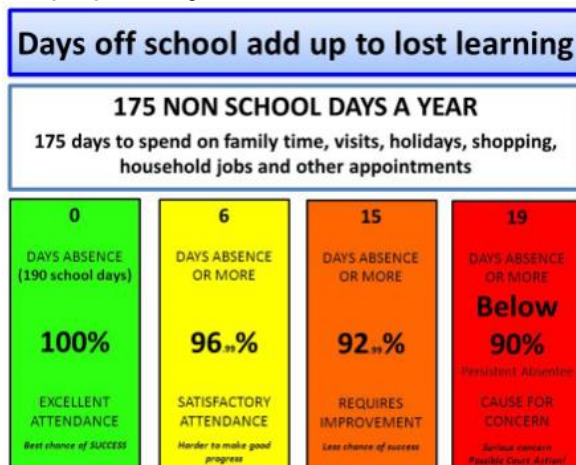
Home/School Agreement

As Tregony is part of The Roseland Multi Academy Trust, we have a collective home/school agreement, which we ask all parents to sign. This agreement outlines our expectations of your participation in your child's education and your responsibilities in ensuring that your child is suitably dressed, has the correct equipment, is punctual and has good attendance.

Attendance

We have a target of 97% attendance across The Roseland Multi Academy Trust and each child counts towards us achieving this. Holidays are never permitted during term time. We have absence application forms for exceptional circumstances on our website, which it is at the Academy's discretion to authorise or not.

In order to achieve a 'Good' Ofsted rating, attendance must be 95% - 100%. All attendance is monitored with The Educational Welfare Officer. If your child/children's attendance falls below 95% in a term, you will receive a letter offering support to improve your child's attendance. Good attendance is key to academic success. Please refer to the attendance file on our school website for further guidance on attendance and illness.



Uniform

We are proud to be members of our school community and our uniform is an important part of our belonging. We ask that all pupils wear the appropriate uniform at all times. This consists of the following:

Black or grey trousers/shorts or skirt/pinafore dress
Red checked dress for the warmer months
Red jumper or cardigan (preferably with the school logo)
Back shoes (no heels, trainers or boots)

PE Kit

Black shorts
White t-shirt (not one that is worn all day)
Black plimsolls or trainers

Coats

Children need to have a coat in school especially as we spend as much time as possible outside. There are red fleeces available or red waterproof jackets, both with the school logo, but any coat that will keep children warm and dry is suitable.

It is essential that all uniforms are labelled with your child's name and that PE kits are in school all week. School uniform can be ordered from School Trends. Please see the separate letter regarding this.

Other Equipment

We will provide your child with all the equipment they need. We discourage your child from bringing in toys etc. We ask that your child brings in their provided, red school bag with their reading book and reading record book each day. Reading books will be changed depending on your child's phonics group.

The gate opens at 8.40am, where children enter their class via the classroom door. Parents are not permitted to enter the classroom due to safeguarding reasons. The gate into the playground and classes will be locked at 8.55am and late arrivals should enter via the front entrance. Prompt arrivals are essential as children start their daily routines and work as soon as the bell rings at 8.55am. If a pupil arrives after this time, this is marked as an unauthorised absence. We ask that if you need to speak to your child's class teacher you may email them or arrange to meet them at a mutually convenient time. If you have any other concerns, please email me using head@tregony.cornwall.sch.uk.

Lateness/Illness

If your child is ill, please phone the school to let us know. If an absence is not reported by 9:30am, we will contact you to establish the reason for their absence; this is to safeguard our children and is a statutory requirement.

Parking

Tregony is a growing school and drop off and pick up times can be very busy. For safety, please reverse your cars into parking spaces and walk to school if you live locally. Please also consider car sharing if another family lives close by as our car park gets very full. If there is insufficient parking, parents may park in the car park on the sports field, located by Tregony Sports Club. Please can we politely request that you do not block entrances and exits or obstruct nearby residents' garages and houses.

Dinners

You can pay for dinners on a weekly basis or further in advance if you wish. Payments should be made via ParentPay. You will be set up with an account during the first week of term (please see the attached letter). There is a termly menu, which is posted on our website. Children are asked in the morning what their food preference is. Infants (Reception, Year 1 and Year 2) are all entitled to free school meals, so no payment is necessary until your child becomes a year 3.

Pupil Premium

If you are entitled to Pupil Premium funding (in receipt of certain benefits), your child will have free school meals. **It is essential that you apply for this, even if your child is entitled to a free school meal because they are in Key Stage 1.** The school also receives money to support your child with their learning. If you are not sure whether you are eligible, you can access information on the Cornwall Council website; <https://www.cornwall.gov.uk/education-and-learning/schools-and-colleges/school-meals/application-for-free-school-meals-and-pupil-premium/>, click on Pupil Premium and type in your National Insurance number. It will then tell you if you are eligible and how to go about claiming it. If you need some guidance with this, please let us know and we can support you through this process.

Packed Lunches and Snacks

Your child is welcome to have a packed lunch, although the government actively encourages all infants to take up the offer of a free, hot meal. An advice leaflet outlining the contents of a healthy lunch is on our website and available at school. We do not permit sweets, fizzy drinks or energy drinks. Pupils in the Key Stage One classes are given free fruit for their snack so it is not necessary for you to provide a morning snack. All pupils must bring in a bottle filled with water each day.

Wrap Around and Breakfast Club

Breakfast Club runs daily from 7:45 am-8:45 am each morning. A morning session costs £5.00.

After school Wrap Around Care runs from 3:20 pm to 5:30 pm at a cost of £7.00 per session. Children need to be booked in and sessions paid for in advance, so that we can ensure a sufficient staff ratio. We cannot guarantee a place and places do fill up quickly on a first-come-first-served basis.

Camps

Year One and Year Two: One-night sleepover in school during the Summer Term.

Year 3 and Year 4: Two days and one night away from school at various locations across Cornwall during the Summer Term.

Year 5 and Year 6: Alternates between Porthpean camp and a London Trip.

Swimming

Swimming lessons take place at Polkyth Leisure Centre during the Spring Term; the school pays for the lessons and parents contribute towards transport.

Homework

When children first start school, the basis of homework is enjoying reading books and phonics practice. This is essential in ensuring that your child can access all aspects of the curriculum and is therefore crucial to academic success. We ask that all pupils read a minimum of four times a week. To encourage your child to read at home, we have a reading reward system called 'Karate Reading'. Just like the Japanese Martial Art, Reading Karate is about practising a skill and working your way up through a series of bands/belts. We hope that it will encourage your child to read at home and help them to achieve all the different coloured wristbands. It's great fun, and boosts children's self-image as a reader by developing their reading skills, strategies and comprehension. We know from experience and research, that those children who read regularly at home are the most successful in their education. Please take a look at our school website, under the 'Curriculum' heading where there is lots of information and guidance and about supporting your child with reading and phonics at home.

Communication

Our website is an important channel of communication. It includes all necessary information including class pages which share what your child/children will be learning each half term, in each subject so that you can support your child with their learning at home.

The weekly newsletter is emailed directly to you so that you can keep up-to-date with what your child has been learning that week. It is also an opportunity to celebrate some of the achievements across the school.

The school also has a Facebook page with reminders and photographs showing some of the learning and extra-curricular activities that take place at school.

A secure online Learning Journal will be used to record photos, observations and comments, in line with the Early Years Foundation Stage curriculum. This system allows us to work with parents and carers to share information and record the children's play and learning in and outside of the classroom. Tapestry provides each individual child with their own Learning Journal held online. Parents and Carers are given a log-in using their email and password

(which is pre-set by us but can be changed by you to make it more secure). All of our staff are given a secure log-in. They can then upload observations, photos or videos; recording children's achievements and assessing their learning in reference to the EYFS curriculum. Parents can change their settings so that an email is then automatically generated informing them when an observation has been added so they can have a look and add any comments of their own.

Parents' Evenings and Progress Reports

We have three Parents' Evenings per year: one half way through the Autumn Term, one near Easter and the third after we have issued pupils' end of year reports. That being said, if you have a question regarding your child's progress outside of this, please do not hesitate to contact your child's class teacher.

Extra-Curricular Clubs

Each half term, a variety of after school clubs are offered. These include sports, craft, cookery and gardening. Some specify Key Stage 1 or Key Stage 2 children, whilst others are mixed. Children can choose a maximum of two to attend at a cost of 50p session. We also offer sports coaching from outside agencies with varying costs. We do not offer clubs for our reception children during the first half-term as they adjust to school life.

Fundraising Events

We are keen to start a thriving PTA and would appreciate your support with this, as all money raised contributes to the cost of trips and treats!

Yours faithfully,

K P Douglass

Mrs Kate Douglass
Headteacher

