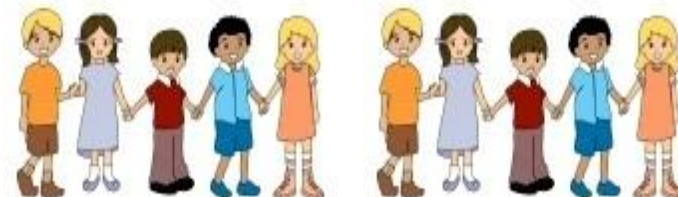


Round Hill Primary School
Dream, Believe, Achieve Together

Parents Welcome Pack



Welcome to Round Hill Primary School

Meet our Head Teacher and Senior Leadership Team



Mr Adrian Nash
Head Teacher

Dear Parents/Carers,

At Round Hill Primary School we believe that education is about inspiring young children to engage in a lifetime of learning.

Along with the staff, governors and pupils, we intend to make Round Hill an outstanding school. Success in most ventures requires vision, determination, and teamwork. The staff team are determined to get the right balance between traditional values with the demands of a rapidly changing world. We are passionate and determined to offer your child a high quality education and to ensure your child reaches their full potential.

With your support and the encouragement you can give your child, we can build a strong partnership, which will enhance your child's education at Round Hill. Excellent communication with parents is important to us. It is a good idea to check the Round Hill School Website regularly as copies of all letters to parents are posted there as well many other details about school life.

Adrian Nash

Head Teacher



Mrs Joanne Hewitt
Deputy Head Teacher



Mrs Stacey Yates
Assistant Head Teacher



Mrs Lauren Briggs
SENCO



Mrs Jill Munro
SENCO

Welcome to Round Hill – From the Chair of Governors (Gill Robins)

On behalf of the governing body, I am delighted to welcome you to the Round Hill community. We trust that your child's time with us will be a positive and happy part of their learning journey. Round Hill is an amazing place to learn, to grow, to work and to play – a place where every child is recognised as an individual, each with their own unique personality and way of looking at the world around them.

The governing body is comprised of 12 governors, which include the Head; staff; parents, and governors co-opted from the local community who bring a wide range of skills and experience to the process of governance. You can find details about each of the governors on the school website, together with more information about how the governing body operates and minutes of recent meetings.

The role of the governor is often summed up as 'a critical friend' to the Head and the wider school. The responsibilities which the role brings include:

- ensuring that the school's vision and values are embedded in every aspect of school life,
- setting strategic direction,
- approving the annual budget,
- scrutinising policies to secure compliance,
- reviewing progress against the budget, planning and targets,
- providing support and challenge to the Head,
- appointing the Head teacher.

As well as participating in full governing body meetings twice each term, we also take individual responsibility for different aspects of governance, which include areas such as safeguarding; Head teacher appraisal; school improvement, or health and safety. There are also a Chair and two vice-chairs.

Whilst it requires commitment to be a governor, it is a rewarding and interesting role. During your time at Round Hill, you will hear about vacancies on the governing body. If you are interested, enthusiastic about governance and you have a real desire to get involved, do let us know and a governor will meet with you and chat with you further. There is plenty of training, mentoring and support available, so please don't worry about needing particular qualifications in order to join us on the governing body.

We hope you really enjoy your time at Round Hill and that you and your family find your place in the community – I look forward to working with you if that is as part of the governing body!

Every best wish to you and your child,

Gill Robins, Chair, Round Hill governing body

School Day

Please read the table below carefully to see the start and finish times for all year groups from September 2022. The timings allow flexibility for parents to move from one playground to another at both drop off and pick up. Interventions will still take place between 8.30 a.m. and 8.50 a.m. for some children. Gates will close promptly at 9.00 a.m. and anyone late must enter through the main entrance.

	Arrive in Playground	Start Time	Finish Time	Dropping Off	Collecting
EYFS	8.50 a.m.	9.00 a.m.	3.30 p.m.	Small playground	Small playground
Year 1 and 2*	8.50 a.m.	9.00 a.m.	3.30 p.m.	Large playground	Small playground
Year 3 and 4	8.50 a.m.	9.00 a.m.	3.35 p.m.	Large playground	Large playground
Year 5 and 6	8.50 a.m.	9.00 a.m.	3.35 p.m.	Large playground	Large Playground

*Please note, Squirrels will continue to be collected from the large playground.

School Uniform

Please ensure that all clothing and footwear is clearly marked with your child's name. As you can appreciate we have lots of identical clothing and it makes it a lot easier to return to the owner when labelled.

At Round Hill we encourage all children to wear school uniform. Please check the recommended list of options and ensure your child comes to school suitably dressed.

Recommended List

Sweatshirt, jumper and cardigans	Plain red or navy, with or without school logo
Shirts	Long or short sleeved white collared or polo shirt. White, red or navy
Trousers or shorts	Grey or black
Skirt or pinafore dress	Grey or black
Summer dresses	Checked or striped Red or blue
Footwear	Black sensible shoes (no high heels or open toed shoes). Non logo'd black trainers are allowed.
Jewellery / Hair / Nail Varnish	Only a watch and stud earrings if required No nail varnish Long hair must be tied back in PE and swimming.
PE/Games	Black shorts/skorts and white t-shirt. For outdoor games in cold weather - red /navy sweatshirt or hoody, black jogging bottoms or leggings. Plimsolls or trainers.

Items of clothing for religious reasons are allowed.

A list of our uniform suppliers can be found on our [school website](#).

PE/Games

Children can come into school dressed in their PE kit on their PE day. You will be informed which day of the week is your child's PE day.

Visits to Beeston Library

All children need to be registered at the library across the car park. Classes visit Beeston Library regularly. Children need to bring their library card and a separate book bag on these days.

Drinking Bottles

It is really important for the children to be able to access drinking water throughout the day. We ask that you provide a bottle of water for your child to bring to school each day. Please **do not** send bottles with squash, milk or juice.

School Dinners

Hot school lunches are provided at school. All children in Foundation Stage and KS1 are entitled to a free meal. For older children the cost is £2.40 per day. We have our own kitchen on site and our school cook produces a variety of healthy dishes each week. We also offer a daily vegetarian option. If your child's diet does not suit any of the menus due to food allergies or intolerances, religious or cultural beliefs please indicate this on your confidential information form so that we can make alternative arrangements for your child.

If you do not wish for your child to have a hot school lunch then you will need to provide a packed lunch for your child each day. This should be brought in a lunch box or bag. A drink should be included, separately from their water bottle, specifically for lunch time. This can be a carton of fruit juice or more water but please do not pack fizzy drinks and cans or bottles. We encourage children to eat healthily and would appreciate your co-operation in avoiding sweets, chocolates or large amounts of sugary items. The children have about half an hour to eat, to allow them some playtime, so bear this in mind when deciding what quantities to provide.

sQuid

At Round Hill we use sQuid, a cashless payment system to purchase school meals and pay for school trips.

You will receive a guide and registration letter containing a purse number and 3 digit security code to enable you to open your sQuid account. This will be provided shortly after your child's first day at school.

Milk

Parents can purchase milk for their children to drink during the morning. If you would like your child to receive milk you will need to register at www.coolmilk.com If you have any difficulties with this process please speak to a member of the office team.

Snacks

All children in Foundation and KS1 are provided with a free piece of fruit or vegetable each morning. For children in KS2 there is a tuck shop during morning playtime from which children can purchase a healthy snack for either 10p, 20p or 30p.

Before and After School Care

Roundabout is a childcare facility that provides on-site wraparound care for Round Hill children. Sessions run from 7.45 am – 9.00 am and from 3.30pm – 6:00 pm each day during term time (including INSET days) only. For more information about this service please contact Roundabout on **07939 521033**.

Medicines

The consent of the Head Teacher must be obtained before any medications prescribed by the doctor can be administered in school.

The schools policy is that medicines required to be taken on a four times per day basis should be given before school, after school and at bedtime. Any medical issues which fall outside these guidelines must be discussed with the child's teacher and Head Teacher.

Children using asthma inhalers must have an inhaler in school at all times which should be clearly labelled with their name.

School Nurse

If you have any concerns or need more information about the service please contact **Dovecote House** on **0115 8835500**.

Round Hill Association (RHA)

The RHA helps the school through fundraising activities and by holding social activities for parents and children. All parents automatically belong to the association and many help either by serving on the committee or by offering support at particular events. A regular meeting is held once a month in a local pub in Beeston at 8:00 pm, everyone is welcome. Please look on the school website for more information about events and meetings or to contact an RHA member.

Absences Procedures

Regular attendance at school is a shared responsibility of parents, school and the Local Authority.

Absence Reporting – children who are not at school

If your child is ill and going to be absent from school, you must complete the Absence Daily Reporting Form that you will find on the [school website](#). Forms must be completed daily by 9.30 a.m. on every day of absence.

Communication Between Home and School

Communication between home and school is important to us. Please remember to let us have your up-to-date mobile phone number/e-mail address and let us know of any changes so that we can contact you in case of emergency along with any other regular communications. If you need to contact a member of staff, all emails should be directed to office@roundhill.notts.sch.uk and they will then be disseminated to the appropriate person.

A reminder that we have a Round Hill Primary School App. The app is FREE and is called School News and is available on all major platforms. You need to enter the school Postcode NG91AE to find and link to our school.

School Website

You can find extensive information about our school, on our [school website](#). There is a lot of useful information under the Virtual Office tab including forthcoming dates and events.

ClassDojo

Please visit the [ClassDojo page](#) on our school website to learn more about the ClassDojo App which all teachers at Round Hill use to connect with their parents. The information on the website tells you exactly what we use ClassDojo for and how to create an account.

Volunteer helpers

We welcome your offer of help in school. If you would like to help in school or assist on trips and outings you are required to fill in an application form followed by a DBS form. Please get in touch with the school office who will send you a volunteer application form.

Musical Instrument Tuition

In Year 3 all children learn to play the Ukulele as a class. They are able to borrow the instrument from school free of charge. In Years 4, 5 and 6 children have the opportunity to have lessons on a range of instruments. The lessons are provided by teachers from Inspire Music Services as well as some private tutors. There is a termly charge for the lessons along with a one off payment to hire an instrument. The school office sends out the invoices for these lessons during each term. If you would like more information about this please ask a member of the Office team.

Clubs

The school offers a range of lunchtime and after school clubs for a variety of age groups. Please see your child's teacher for what is currently available.

Holidays in Term Time

You must get permission from the Head Teacher if you want to take your child out of school during term time. You can only do this if:

- you make an application to the head teacher in advance (as a parent that the child normally lives with)
- there are exceptional circumstances

You must complete the [Leave of Absence Request](#) form on our website. However unless there are exceptional circumstances holidays will not be authorised during term time.