



Baildon Church of England Primary School

September 2020

Dear Parent/Carer

Nursery

I would like to welcome you and your child to our school. As an office team we are here to help you with any queries that you may have during your time at Baildon Church of England Primary School.

We hope the below FAQ's will help with any queries you may have throughout the year:

What should I do if my child is ill or unable to attend school for any reason?

You should either phone school on 01274 598540 and select option 2 to leave a message regarding your child's illness or email office@baildonce.co.uk prior to 8.30am on the morning of the absence.

What if my child arrives late for school for any reason?

You should bring your child to the office to sign in.

How do I make payments to school?

We operate a cashless school which means all payments for trips, dinners and activities etc should be made via the following website <https://login.eduspot.co.uk/public/portal/parent/?app=schoolmoney>. If you have returned all of your contact details forms, you should have received a link and password over the last couple of days.

What are the school hours for nursery?

Arrival at school: 8.40am-8.50am

Collection of Morning Only children: 11.40am

Arrival at school for Afternoon Only children: 12.30pm

Collection from school: 3.30pm

What are the office hours?

The office will be open from 8am -4pm.

Who should I contact if I have a general school query?

Please email office@baildonce.co.uk, we aim to respond to emails within 48 hours. However, this can be longer during busier periods. If your query is urgent, please phone 01274 598540.

How do we keep up to date with school news?

A newsletter is emailed and put on our website www.baildonce.co.uk each Friday during term time. Please ensure you read the newsletter as it contains important information and dates.

'The Lord says for I know the plans I have for you... plans to give you hope and a future.'

Coverdale Way, Baildon, Shipley, West Yorkshire, BD17 6TE

Telephone: 01274 598540 • Website: www.baildonce.co.uk • Email: office@baildonce.co.uk
Headteacher: Mrs Kathryn Savage

Do I need to pay for school meals?

(30 Hours / 2.5 Days Children Only)

Nursery children do pay for school meals, school meals cost £1.20 per day. All payments are required one week in advance and payment is made via the online system. We do not accept payment by childcare vouchers for school meals.

Can my child have a packed lunch?

Children can bring a healthy packed lunch to school if they prefer. We ask children not to bring chocolate or sweets and all food items must be nut free. Please can children also bring water and not fizzy drinks or fruit juice.

Do I need to pay for nursery lunchtime supervision?

(30 Hours / 2.5 Days Children Only)

As was explained in previous communications, we will require a payment of £2 per child per dinner time to cover the cost of staff during this period. A termly amount will be placed on our online payment system for you to make this payment. The fee up until October half term is £50.00, please make this payment as soon as possible. Payments can be made by the childcare voucher scheme.

Am I entitled to free school meals (Benefit Services)?

(30 Hours / 2.50 Days Children Only)

For more information and to apply for free school meals please follow the link below,

<https://www.bradford.gov.uk/benefits/applying-for-benefits/free-school-meals/>

Please see the flyer attached for more information.

Can my child have school milk?

Children in Nursery are entitled to milk free of charge, they will receive a 189ml carton of semi skimmed milk daily.

Can my child attend breakfast club?

Unfortunately Nursery children are unable to attend breakfast club.

What if my child needs medication?

All medication must be prescribed by a GP, we can only administer medication that is prescribed for four times a day and only one of those doses can be administered by school. A request to administer medication form must be completed and all named medication taken to the office. A form can be downloaded by following the link below. Medication must not be sent into school with your child.

<https://baildonce.co.uk/virtual-office/medical-policy/>

Letters

Letters will be emailed out and uploaded to the virtual office section of the website. If you think you may have missed a communication or you need to clarify something, please check this section of the website first.

If you have any other queries do not hesitate to contact us.

Kind regards

Philip Hiley
Business Manager

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