

Dear Parents/Carers,

Welcome to Reception

We are hoping you attended the Reception Intake meeting that took place on Tuesday 13 July where you would have had the opportunity to meet the staff and ask any questions you had. You should have also obtained extra information about your child's journey at Brook Primary and joining our school community.

Starting Reception

Given the continued easing of Covid-19 restrictions, we hope that September will bring excitement for children starting the new academic year.

All children will start full time from **Monday 6 September**.
Our school day is **8:50am – 3:20pm**

Reception entrance

Access to Reception will be through the gate which is situated to the left of the main school entrance which can be located via Oak Park Road or George Street. There will be a member of staff waiting to greet you by the entrance. A one way system will be in operation. You will collect your child from the same location. Please ensure you have completed the collection arrangements form. The teacher will only dismiss your child to the people on this form due to safeguarding. The first couple of weeks, this can take some time as we are getting to know parents/carers and your child's safety is our priority. Please be patient with us at this time. There will be a member of staff that you can pass any message to your child's class teacher.

What your child will need

We take pride in our uniform and all children need to wear school uniform at all times apart from the day they have PE (please see the separate form for uniform and PE kits which we require children to wear at Brook Primary School) Please ensure all clothing is clearly labelled with your child's name. We teach children to become independent learners and take ownership of their personal belongings.

Your child's PE day will be a Friday

Please turn over

Respect ★ Pride ★ Challenge ★ Independent ★ Resilient

Brook Primary School, George Street, Wordsley, Stourbridge, DY8 5YN

Tel: 01384 389888 Email: info@brook.dudley.sch.uk Website: <https://brook.sch.life>

Lunchtime Arrangements

There are a number of options for lunch. We do operate a cashless pay system and lunches do have to be booked in advance through ParentPay. This will be set up on Thursday 2 September and you will receive an e-mail with a username and password.

Your child can have a hot lunch (there will be daily options so you can choose the meal for your child - including a vegetarian option and pudding options) A jacket potato with a choice of fillings or a sandwich with a selection of fillings. All have pudding options. You can also choose to provide your child with their own packed lunch. These are provided free of charge. If your child has a dietary requirement, please ensure you have put details on their forms and make staff aware of specific requirements. **Your child will have lunch in their classroom.** This may change to the school dining hall depending on government guidelines. The class will always be accompanied by a familiar adult during this time.

Please provide your child with a drink (we are a healthy promoting school so ask that there are no fizzy drinks and are low in sugar) This can be a carton or a water bottle which can be refilled. We do have water fountains so children can refill their bottles when required. Please ensure any items are clearly labelled with your child's name.

What else will my child need?

Within the daily timetable, children will have a morning snack time. We provide the children with fresh fruit and milk. You do not need to provide your child with any other snack. If your child does not drink milk you can provide your child with a water bottle for this time. Please ensure this is clearly labelled.

Your child can have a book bag to keep their personal items together. You can purchase a Brook Primary book bag from the Uniform shop in Kingswinford, otherwise we ask a small bag so that it can be hung on their peg or in their tray.

Please turn over

Other Information

In our previous letter there was some forms we asked you to complete. If you haven't already, please return the forms to the school office as soon as possible.

Survey: <https://forms.office.com/r/0NB6jdZW7C> this link is also available on the Starting School Section of the our website.

- New student details form
- Parental consents form
- Photographs and film consent form
- School Life and ParentPay permission form
- Collection arrangements

You can find lots of useful information about Brook Primary School on our website: <https://brook.sch.life> including information about our Before and After School Club - Buddies

We are committed to ensuring that every child feels secure, confident and excited about their next stage of learning.

Please do not hesitate to pop in or pick up the phone if you have any concerns at all.

More information about our school can be found on the Starting School section on the school website at <http://brook.sch.uk>.

We very much look forward to welcoming you and your child/children into the Brook Primary School Community. If you have any further queries please do not hesitate to contact us.

Yours sincerely



Mrs Fellows
Head Teacher