



Reception Checklist for Starting School

1	Morning session: Afternoon session:	8.50am-12noon 1.15pm-3.30pm Please collect children from the classroom patio door. If you are collecting/dropping off at 12pm or 1.15pm, please use the gate on Henleaze Park.
2		Please name ALL children's clothing, lunch boxes, drink bottles, reading folders.
3	Reading folder	Please provide a waterproof flat folder (suitable to fit in classroom drawers) to carry books to and from school. School reading folders are available for purchase from "The Famous School branches" at 186-190 Henleaze Road.
4	Coats	As we use the outside learning environment daily, it is important that your child always has a suitable coat in school.
5	Drinks	Please ensure your child has a drink of water in a named container which they can use by themselves.
6	Milk	Free for under fives and available for over fives for a small charge. If you wish your child to continue to receive milk once they have turned five, please contact School Milk Services on 01934 510950 to arrange payment.
7	Fruit	School fruit is provided daily. When your child attends full time they should bring another piece of fruit in a named container.
8	PE	Please supply a bag with a white t-shirt and black/navy school shorts (all named) as per the Uniform Policy. Please provide a pair of trainers for outdoor PE activities.
9	Staying for Lunch:	School dinners are now FREE OF CHARGE for all infant aged children. They have a daily choice of a hot meal or salad bar option. Should your child decide to bring a packed lunch, please provide a suitably named container/lunch box which they can use by themselves.
10	Absences	To ensure the safety and welfare of the children we ask that you telephone the school office on the first day of your child's absence before 9.00am and on each subsequent day until your child returns to school, giving a full explanation for the absence. Once you have made telephone contact there is no requirement for a written note on your child's return to school. However, if you have not made contact with the school you must send a retrospective written note to explain your child's absence.
11	Sickness	If a child has been ill with sickness and diarrhea, please ensure that they have been free of symptoms for 48 hours before returning them to school.
12	Medicines	We can administer prescribed medicines subject to completion of the necessary indemnity form which can be obtained from the school office. It is vital that you make your class teacher aware of any medical conditions, such as allergies (ie: nuts), asthma etc.