



Windsor Hill Primary School
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Principal: Miss I McKane
Vice-Principal: Mr. P. Morrow

School Website: www.windsorhillps.co.uk

Monday 21st August 2023

Dear Parent / Guardian,

Restarting Arrangements – August 2023

As a school staff we are very much looking forward to welcoming children back to school after what I hope was a lovely summer break, despite the wet weather. We also look forward to getting to know our new parents in the coming weeks and months. P1 induction is slightly different, but our P2 – P7 children will meet their new teachers on **Wednesday 30th & Thursday 31st August** for two **induction mornings** from 9:00am to 12:30pm.

To help to reduce congestion at the gate on these two mornings P2 – P4 will be accompanied to the gate at 12:20pm with P5 – P7 following at 12:30pm.

BREAKFAST CLUB

Breakfast club is available each morning from 8:00am from Wednesday 30th August at a cost of £2.00 per day. Juice/milk and toast will be available each morning and the children will be escorted to their class @ 8:45am.

2 – 3 CLUB

It is planned that 2 – 3 club will operate from Monday 5th September and booking forms will be available in school and on the website next week. Cost is £2.00 per day.

ACCESS TO SCHOOL

Parents, other than P1 Parents, are asked *not to accompany their children into the school building in the mornings.*

ARRIVAL AT SCHOOL

The school door will be open from 8:45 am – 9:00am each morning and at the beginning of a new year we encourage everyone to arrive promptly so that classes can start on time @ 9:00am. On entry the children should all go straight to their own class. Please do not, if at all possible, allow your children to gather at the school door before 8:45am.

SCHOOL MEALS

School dinners will begin again on **Friday 1st September**. Cost of school meals is currently unchanged - £2.60 per day or £13.00 per week. A menu for September will be available on the school website early next week with paper copies available from the office: <https://www.windsorhillps.co.uk/school-dinner-menus/>

FREE SCHOOL MEALS AND UNIFORM GRANT

Please ensure that those who may be eligible for free school meals and uniform grant have made a new application for this school year as soon as possible if you have not already done so. **Free meals cannot be provided until clearance is given by the EA.** Further details are available at EA: <https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants>. *Anyone who has trouble with online applications should contact the office immediately where paper forms are available.*

Payment for dinners should be sent to school on **Monday morning** in a sealed envelope with the pupil's name and dates dinner is required written on the front. (Cheques can be made payable to 'Education Authority'. Cash can be sent with the exact money please.)

Healthy Breaks - as we endeavour to encourage and establish healthy eating habits with our children, in line with Department of Education Guidelines, we continue to operate a “milk and/or fruit only” break time snack. We once again ask parents for their continued support regarding this policy. **Fruit may be bought from the canteen for 30p per item or portion, up to a maximum of two items.** P1 have their own snack arrangements which Mrs. Jennett will inform parents about directly.

Uniforms

Please ensure that your child wears the correct school uniform everyday as this fosters a sense of identity and belonging. I trust that the excellent adherence to this request will be maintained throughout the year by all our pupils. Navy tracksuits and polo shirts may only be worn on designated PE and swimming days, and for after school sports activities. **Alternative tracksuit tops, t-shirts and bottoms should not be worn.**

Please ensure that all items of clothing and equipment are clearly named. **‘Sew-on’ name tags or indelible ink laundry markers are recommended;** names written on labels with felt tips or biro pen quickly wash off.

The support of parents is invaluable as we strive to meet the needs of our pupils and encourage ‘Care, Courtesy and Consideration’ in all aspects of school life. In Windsor Hill we aim to put the best interests of your children as our first priority. Should you at any time during the year ahead have any queries or concerns, please contact myself or your child’s class teacher.

I hope you all have a lovely Bank holiday weekend and look forward to seeing the children on Wednesday 30th August.

Yours faithfully
I. McKane
Principal