

# Welcome to Two Rivers Primary School





Laura Slinn - Executive Head Teacher



Marie Povey - Deputy Head Teacher and DSL



Gill Sutton - morning receptionist



Julie Garey - afternoon receptionist



Collette Harding: Assistant Head



Michelle Roberts: Assistant Head

# Important Information

- School starts Thursday September 3<sup>rd</sup> 2020
- Autumn Half Term October 26<sup>th</sup> - 30<sup>th</sup> October
- Break up for Xmas holiday Friday Dec 18<sup>th</sup>
- School Telephone number - 01827 426123
- School website - [www.tworiversschool.net](http://www.tworiversschool.net)

# The School Day

- Currently we offer a supervised morning play session for drop off at 8am for the cost of £3 each day, simply call the office the day before to book.
- On both sites school starts at 9.10am.
- If you bring your child to school please do not arrive before 8.50am, you may then stay with your child in reception until 9am when the hall doors open for drop off. If at the EYFS centre please wait at the gate.
- Any letters etc. must be handed in at the school office, please don't put correspondence in your child's bag.
- Once the bell sounds please say goodbye to your child. It gets very busy at the start and end of the day when the buses are unloading so please be aware of children, wheelchairs, buggies etc. as you leave.
- All children will be given a reading bag and a log in letter for Class DoJo- please use this to keep in touch with the classroom staff.
- Any urgent queries please phone the school office and ask for one of the Senior Leadership Team and one of them will get back to you as soon as possible
- Alternatively you can email us [office@tworiversschool.net](mailto:office@tworiversschool.net)

- On both sites school finishes at 3.10pm. If you are collecting your child please arrive promptly but no earlier than 3.00pm and wait in the reception area - your child will be brought to you.
- If your child has been given a seat on the school transport you will be notified of pick up/drop off times, drivers and escort name etc. by Staffordshire County Council. This will usually be towards the end of August. They can be contacted on 01785 278213
- Letters and correspondence should come to school via the Escort - please use a sealed envelope if it is private and confidential.
- If your child is ill and unable to attend school or has a medical appointment please ring the school office, as soon as possible and give Gill brief details of the illness. You will be sent a text message if we have not received a message from you.
- If you are unable to collect your child from school you must inform us as to who will be collecting them. You will be asked to provide a password.
- We will not send a child home with a substitute parent if you have not informed us beforehand.
- We have to operate the County policy on refusing leave for holidays during school time. If you can provide evidence of extenuating circumstances or need for respite we will **CONSIDER** your request.
- Details of after school clubs/activities will be sent out as and when they are running.

# Primary School Uniform



Royal Blue sweatshirt or cardigan  
Black trousers or skirt  
White/Royal Blue Polo Shirt  
Black shoes  
Summer dress  
Reversible coat (optional)

# P.E Kit



Black shorts  
White T shirt  
Black pumps/trainers

Uniform can be purchased from uniform  
S.K School Uniform  
57 Buckingham Rd,  
Tamworth  
B79 7UR  
01827 705779



# Communication



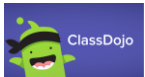
Phone: 01827 426123



Website: [www.tworiversschool.net](http://www.tworiversschool.net)



App: MyEd - please download the app as this allows us to message you for free



Class DoJo: You will be given a log in and this is your direct link to class

# Red Phase Team EYFS and KS 1



Simone Parry - EYFS lead Torc  
Centre



Lorraine Taylor

# Red Phase Team EYFS and KS 1



Saskia Brumwell-Cordell



Rosie Salek

# Yellow Phase KS 2



Demi Williams



Fiona Bradley

# Yellow Phase KS 2



Amy Hart



Claire Cope Collins

# Blue Phase KS 2



Michelle Roberts



Dawn Gessey-Jones

# Blue Phase KS 2



Kerry Hancock



Kelly Bailey

# Dinner Time

Dinnertime is a teaching session and we concentrate on teaching table manners, using cutlery and crockery appropriately and trying new tastes & textures.

Dinner money is £2.30 per day, payable via Parent Pay.

All Key Stage 1 and Early Years pupils are entitled to a Free School Meal but you must register for this.

Gill or Julie in the school office will register you if you fill in the application form.

Please register as it brings extra money into school - all information is confidential.

Your child may have sandwiches or a cooked dinner.



# Social Media

- School has a Facebook page and a closed Facebook page- please like and follow us at Two Rivers School.
- Please do not ask members of staff to be "friends" - this is not permitted by School Safeguarding Policies.
- If your children are using these sites please be responsible and monitor their usage - many issues that start online often end up in school and can cause a lot of distress to pupils and staff:- we are vigilant of Peer on Peer abuse.
- Please do not post pictures of other children on Facebook as many parents do not give permission for this.
- If you have an issue with something that has happened at School please contact us directly and we will try to sort it out - please do not use Social Media to air any grievances.
- We also have a website whereby you can find information and pictures of events going on in school.
- [www.tworiversschool.net](http://www.tworiversschool.net) and click on the Primary button.

# Safeguarding

- It is everyone's responsibility to keep our children safe and free from harm.
- At Two Rivers we take this responsibility very seriously and always follow Government and Local Authority guidelines.
- We always work closely with other statutory agencies such as health providers and Social Services to ensure continuity of care.
- The Designated Safeguarding Officer is currently Marie Povey and the Deputy is Laura Slinn, but please speak to any member of staff if you have concerns about your child at school.
- In September we will have a new member of the team - Richard, he will be our DSL and will work closely with Sue our family liason worker.
- If your child has an accident at home please inform either myself, the school nurse or the class teacher as soon as possible as we will investigate any unexplained or unusual marks and bruises etc.
- There is information on the parents board in Reception about what to do if you think a child is not safe.

# Finally

We hope that your child will be happy and settled at Two Rivers Primary School and that parents feel valued and welcome in school.

By working together we can provide the best possible opportunities for your child to enable them to thrive and succeed to their full potential.