

## General Information

- **Please ensure you read and familiarise yourself with the policies and procedures** which can be found on the website at [www.whitechurchmontessori.com](http://www.whitechurchmontessori.com).
- Children attending the setting **MUST already be toilet trained**.
- At the start of the year please send in a bag with a complete set of spare clothes.
- Please write your child's name on his/her backpack, lunch box, bottle and any coat tags or jumpers they might wear to school.
- School Doors open at 9:00am - 12:00pm. Please drop off and collect at the front door.
- Please **wear runners** on **Tuesday** for Playball (TBC) and on **Fridays** for P.E.
- No personal toys and belongings should be brought to school, except on Wednesdays for 'Show and Tell'.
- We operate a 'Healthy Eating Policy', therefore we encourage fruit, a sandwich, and healthy snacks for lunches. **No pots of yogurts, sweets or crisps** please - Children can bring a treat in their lunches on Fridays.
- We have a **No Nuts policy** - please do not send in peanut butter, nutella or other nuts.
- Please put **perishable lunch items in a named sandwich bag** – these will be stored in a refrigerator.
- If your **child has been unwell** at all or has an infection (e.g coughing, sore throat, vomiting, upset stomach, conjunctivitis or tonsillitis etc) or has a temperature **PLEASE do not bring them to school**. (See school policy re infection control) *Note:* This is not an exhaustive list, due care and consideration must be given to the other children and staff.
- **Drive slowly** at all times and respect the grounds! Please park at the front of the church where possible. Please comply with the parish's Eco-Congregation (Environmental) Policy that **car engines should not be left running within the church grounds**.
- We value *parental involvement*. If you wish to discuss anything please do not hesitate to arrange a meeting in person or call. Parent teacher meetings will be held in February/March for school going children.
- We will observe the progress of each child by monitoring and recording on an ongoing basis.