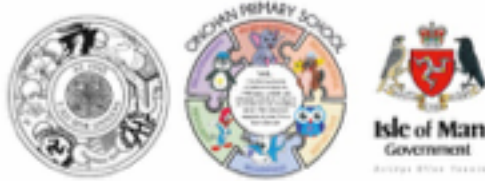




"Learning is a journey, to be taken together, one step at a time"



Onchan Primary School
 School Road, Onchan, Isle of Man IM3 4PD
 email: OnchanEnquiries@Sch.im
 tel: 01624 673465

Guide to Onchan School

Our School Day

Time	Activity
8.40-8.50am	Doors open for children to arrive and early morning activity is accessible.
8.50am	Register is taken and dinner choices are organised.
9-10.15am	Lessons.
10.15-10.30am	Morning Break.
10.30-12noon	Lessons.
12.00-1.05pm	Lunchtime.
1.05pm	Afternoon register is taken.
1.10-3.20pm	Foundation Stage lessons.
1.10-3.25pm	KS1 & KS2 lessons.
3.20pm	Foundation Stage children leave.
3.25pm	KS1 & KS2 finish children leave.
Daily Mile	Takes place at some point during the day (15 mins) of exercise walking/running outside regardless of weather (unless really extreme).

In all, bar really dreadful weather, the children will be outside at break and lunchtime. We all know how fast the weather can change from one minute to the next; for this reason it's very important for each child to have a **named** warm, waterproof coat and suitable shoes in school every day. If they do not have a coat, they will still go outside.

PE

Children need to have a PE kit in school at all times. Often we do outside PE as well as inside, so two sets are needed - one with black pumps, blue shorts and white t-shirt; and the other with trainers, joggers and a fleece/jumper - all items to be **named**. Hair must be tied back and all jewellery removed - earrings can be taped up - please provide the tape.

Nits

All children are liable to get nits from time to time. Please check your child's hair periodically and if you let other parents know, we can do our best to eliminate them!

Swimming

In the Autumn and Spring terms, all of KS2 go swimming on Friday mornings so will need to have suitable **named** swimming attire - boys trunks, not shorts, and girls in a one piece costume; anyone with long hair to have a hat on; no jewellery or earrings. More information on this will go out beforehand.

School Dinners

If you wish your child to have school dinners, please notify the school office. We need two weeks notice for any changes to/from school dinners. The prices vary per term depending on how many days there are. The price list for the year will be shown on our website and our Facebook page. All money to be paid in advance during the first two weeks of term. Cheques to be made payable to Isle of Man Government.

Milk

If you wish your child to have/stop having milk please let the school office know. Milk is payable half termly only, so any changes will be charged the full half term amount. Again all prices will be displayed on our website and our Facebook page and must be paid within the first two weeks of term, any cheques to be made payable to Onchan School.

Allergies & Asthma

Unfortunately, some of our children do have allergies. We ask that no nut products come onto school grounds (check snacks before sending them in) to ensure the safety of all children. If your child has an allergy or asthma, please ensure their teacher is aware, all the correct forms are completed and that school has 2 epipens/inhalers at all times. All our staff have had epipen training.

Illness

All children get ill at times; if your child will be off school, please call (673465) or email (enquiries@onchan.sch.im) the school office in the morning to let us know. If they have had diarrhea and/or vomiting, we do insist on them being off for 48 hours **after the last incident** to ensure it doesn't spread around the school.

Holidays

Obviously holidays during term time are not encouraged as your child can miss out on vital learning, however sometimes it is unavoidable. If you wish to take your child out of school, please send a letter or email to the school office (enquiries@onchan.sch.im). Unless there are extenuating circumstances, up to 5 days will be marked as authorised holiday and anything over that will be classed as unauthorised.

Inspire Afternoons

These are afternoons where parents/guardians are invited into school to join in with the children's learning. The children really enjoy showing their knowledge off to the adults in their lives; and it's good for the adults to have a better idea of how things are taught in school these days.

Meet the Teacher

There will be a Meet the Teacher evening held early in Autumn Term.

Parents Evening

These are generally held in the Spring Term. The children will have settled down in their classes and the teachers will be able to update you on the progress your child has made since September. It's also a good time to talk over any issues you or your child may have.

Snacks

We ask that all children from Y1 onwards bring in a healthy snack (fruit, vegetable, yoghurt) for morning break, to tide the children over until lunchtime, and a drink of water in a named bottle. Reception deal with snacks themselves; the teachers use snack time as a teaching tool and request that, for each child, cash is handed in a named envelope to their teachers; the teachers will let you know the amount.

Keeping in Touch

We try to make sure you always know what is happening and we use various means to keep parents informed, including the following:-

Facebook - Onchan Primary School - please 'like' our page.

Website - <https://onchan.sch.im> - please bookmark our website.

Class Dojo - information will be sent out giving logon information.

Email - Please ensure we have a valid email address to send out information.

Phone & SMS - We will phone if there is anything specific we need to talk about, or failing that, we will send a text.

Face to Face - On Monday mornings Mrs Richardson is free if you want to pop in for a chat about any issues.

Any information we need to tell you about is often sent out using one, or even all, of these methods, if you are not receiving information from us, please contact the office to check we have your information on our system correctly. Each year we will email you with a copy of the details we hold on our system, please check them thoroughly and contact the office with any changes. If we do not have the correct contact details, we can't contact you in an emergency. Whilst we understand it is not always convenient, but all parents need to be contactable during the school day, so ensure your mobile is turned on at all times. It is also very important that you inform the school about any changes to your child's medical information to ensure your child is looked after correctly whilst in our care.

Glossary

EYFS	Early Years Foundation Stage
F/S	Foundation Stage
Foundation Stage	Reception
KS1	Key Stage 1 (Years 1 & 2)
KS2	Key Stage 2 (Years 3-6)
LKS2	Lower Key Stage 2 (Years 3 & 4)
UKS2	Upper Key Stage 2 (Years 5 & 6)
SENCO	Special Educational Needs Coordinator
DDD	Dress Down Day - a day to wear your own clothes; often combined with a suggestion of items to bring for our School Fair.
OSA	Onchan School Association - the lovely parents and staff who do sterling work fundraising. They work really hard and are always keen to get more people involved.
ESO	Education Support Officer
SESO	Senior Education Support Officer
Inservice Days	Staff Training - school open for staff only, not pupils.
Twilight	Staff Training after school.

Brain Break

Short break in the afternoon to give the kids some fresh air and a learning rest.

