

Runnymede St Edward's Catholic Primary School

Inspire, challenge and support through faith

North Drive
Sandfield Park
Liverpool
L12 1LE

Head Teacher: Miss K Peaston



admin@runnymede-school.org.uk
www.runnymedestowards.co.uk
0151 281 2300

Dear Parents and Carers,

Welcome Back to School!

We hope you and your family had a restful and enjoyable summer break. We are looking forward to welcoming the children's smiling faces back in school, ready to begin a new academic year full of learning, growth, and opportunity.

We are delighted to welcome both our returning families and those who are new to our school family. Whether your child is starting their journey in Reception or moving up to a new year group, we are committed to ensuring they feel safe, supported, and excited about the year ahead.

Our dedicated staff have been working hard to prepare engaging lessons, creative activities, and a nurturing classroom environment. Over the summer break we have had significant building work undertaken, ranging from a new fire alarm system to classroom re-modelling and extensive areas of the school repainted. I would like to thank the handwork and dedication of all of the teams to ensure this work was finished in time. Whilst we will have to wait a little longer for the new junior toilets to be finished they will most definitely be worth the wait! Children in the juniors have been allocated alternative toilets during this time.

Please be mindful we still have building materials on the school site. It is imperative that you keep your children close to you and do not allow them to run around the site or climb on any railings/steps/ramps or barked/grass areas.

Once your child has been dismissed by your child's class teacher, children must be supervised at all times and are the responsibility of the adult collecting. School cannot accept any responsibility at this time.

Gates for entry and exit

	Entry Time	Place	Exit Time	Place
Year 1	08.40	Infant playground at the back of school via classroom door.	15.10	Via the classroom doors.



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Year 2	08.40	Via the hall door on the infant playground	15.10	Via the hall door on the infant playground.
Year 3	08.40	Via the main school gates at the front of school	15.10	Via the purple door.
Year 4	08.40	Via the main school gates at the front of school	15.15	To the left of the purple door, near the visitor's entrance.
Year 5	08.40	Via the main school gates at the front of school	15.20	In front of the main visitor ramp. Please do not stand on the pathway as the children will line up here.
Year 6	08.40	Via the main school ramp	15.20	Via the ramp by the EYFS class.

Please understand we are trialling some new entrance and exit procedures due to the increase in numbers. We will monitor this situation to see if it is successful as changes may need to be made. We ask for your patience during this time. We ask parents/carers form an orderly queue and inform the class teacher of your child's name.

If you wish to speak to the class teacher regarding any matters we politely ask that you wait until all children have been safely dismissed by the class teacher.

Uniforms:

Children should return to school in their 'winter uniform'. Please do not worry if you are waiting for any items.



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However, children in Year 1-2 must not bring in the Junior backpack as we do not have the storage facilities.

Please ensure **ALL items** of uniform/equipment is clearly labelled as staff will be unable to search for any items that are not labelled with your child's name.

Water bottles must not be of a large size. Children must not bring in 'Stanley' water bottles, 'Air Up' water bottles or have any flavoured water inside them – plain water only is allowed.

Snacks for Y3-6:

Snacks must be in a reusable container. No snacks in plastic wrappers are allowed to be brought in. Only a small piece of fruit or vegetable is allowed. No nuts.

Children in the infants will be provided with their snack. Please do not send anything in with your child.

Medication:

If your child has any allergies or requires medication please email the School Office to provide an up to date overview of these and to advise us of any necessary medication/treatment.

If your child has an inhaler they must have a spacer sent in with it.

All medicines must be handed into Mrs Hyam in the School Office tomorrow, children are not allowed to have any medication on their person whatsoever this includes throat lozenges, hay fever medication and creams of any sort. All medication must be clearly labelled with your child's name and class. Mrs Hyam will also ask you to complete a short medication form for our reference. Please allow time for this to be completed.

Jewellery:

Holiday hair wraps must be removed prior to school starting. Nail extensions, shellac/gel nail polish must also be removed. Jewellery is not permitted. A single small stud earring is permitted. Watches such as Apple watches or watches that can take images or calls are not permitted.

Pupil Collection:

Pupils from Reception-Year 5 must be collected/dropped off at the school gate by an adult. Children are not permitted to wait unattended on school yards or outside of school waiting for school to open.



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If a family member/friend is collecting your child you must inform the School Office. We will not release pupils without permission.

Year 6 pupils will be permitted to walk once the relevant permission has been sent out and completed. Year 6 pupils can bring in phones (for safety purposes) but these must be handed in to Miss Lamb each morning. School cannot be held responsible for the loss of a mobile phone.

We value the partnership between home and school, and know that working together brings the best outcomes for our children. If you ever have any questions, concerns, or suggestions, please don't hesitate to get in touch with your child's class teacher or the school office. There is always a member of the senior leadership team on morning gate duty.

Thank you for your continued support. Here's to a fantastic year ahead!

Kind regards,

Miss Peaston

