



Welcome

#WeAreNewSilksworthAcademy



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WELCOME MESSAGE

MRS ROBINS
HEADTEACHER



Dear Parents and Carers,

Welcome to our New Silksworth Academy family.

At New Silksworth Academy we know how important it is to feel ready and prepared for starting school, whether you are starting in the Early Years or have transferred to NSA from somewhere else. We want children and families to feel as supported and prepared as possible which is why we have put together this useful welcome pack with everything you could need to be ready and raring to go for life at NSA.

It is our hope that this booklet will provide you with much of the information you need to help you make a smooth and settled start at our school. If there is any information you need that isn't provided in this booklet, our school website (www.newsilksworthacademy.co.uk) has very detailed information of all aspect of school life. We are looking forward to welcoming you into our school.

Mrs Robins

Mrs. Emma Robins

UNIFORM

At New Silksworth Academy we have a school uniform that we are very proud of, our uniform is compulsory throughout our school.

The sweatshirts with the school logo as well as book bags and PE bags, can be purchased from our uniform supplier, Elizabeth's Embroidery (<https://elizabethsschoolwear.com/collections/new-silksworth>)

Please make sure to mark all items of clothing with your child's name. Other items of uniform can be purchased from any high street store:

- White polo shirt
- Grey or black trousers, shorts or skirts or pinafore dress
- Blue gingham dresses may be worn by girls in the summer
- Plain black comfortable shoes

Children are not allowed to wear jewellery to school for health and safety reasons.

Your child will need a change of clothing for PE. This should include a pair of shorts, a T-shirt suitable shoes for physical activity.

The kit should be brought to school clean each Monday morning and left in a PE bag on your child's coat peg. It can be taken home to be washed on Fridays.



TIMES OF THE SCHOOL DAY

2 YEAR OLD PROVISION

Morning Session
8.45am - 11.45am

Afternoon Session
12.30pm - 3.30pm

NURSERY

Morning Session (AM Children)
8.45am - 11.45am

Afternoon Session (PM Children)
12.30pm - 3.30pm

KS1 (Reception - Year 2)
8.50am - 3.20pm

Doors open at 8.45am and the school day starts at 8:50am. Children who arrive at school after 8:50am should come to Main Reception where they will be escorted to class by a member of staff.

KS2 (Year 3 - Year 6)
8.55am - 3.25pm

Doors open at 8.45am and the school day starts at 8.55am. Children who arrive at school after 8.55am should access school via Main Reception



Hutchison appetite

The Appetite ordering and payment system ensures children and parents can order the meals that they want, and makes paying for meals much easier. The new system also cuts down on paperwork and staff time at your school. You will now be able to go online and order meals from home, view recipes, check ingredient information and block dishes which contain certain allergens.

Get an Account and Log In

Give your email address to the school office to get an Appetite account. You will receive an email from us with instructions for how to log in and get started.

Tell Us About Allergies

If your child has a common allergy, you can enter it on the website and it will be displayed to your cook at lunchtime. If your caterer supports it we will also disable any unsafe options on your menu when ordering. There is also a diabetic option.

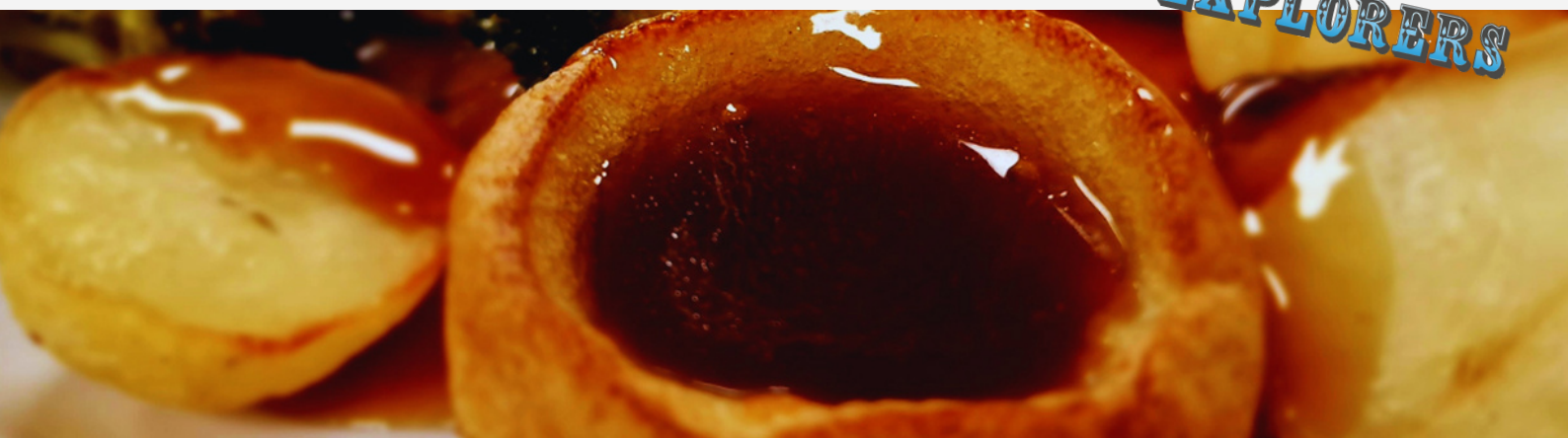
Click 'Direct Debit' or 'Card Payment' to Pay

If you have any children not entitled to free meals, you can pay for their meals By Direct Debit or bank card, if your school supports it. Direct debits are collected monthly in arrears and we notify of collections two weeks before. Sign up online - it is fast and easy. Alternatively you can pay by card (in advance).

Order Your Meals

It's really easy and you can order for a day or a whole term! The cut-off for ordering is 8.55am on the day in question.

THE
FOOD
EXPLORERS





We are pleased to announce that we accept payments online for items such as dinner money, school trips and clubs. Using a secure website called ParentPay you will be able to pay online using your credit/debit card. ParentPay will be our preferred method of making payments to school, although cash paid at the office is still currently an option.

What are the benefits to parents & pupils?

- ParentPay is easy-to-use and will offer you the freedom to make online payments whenever and wherever you like, 24/7
- The technology used is of the highest internet security available ensuring that your money will reach school safely – offering you peace of mind
- Payments can be made by credit/debit card
- Full payment histories, balance alerts and statements are available to you securely online at anytime

What are the benefits to our school?

- You can help us reduce workloads for all staff as no more counting cash, chasing debt and stop cash collection services
- Creates more time to lend to educational support and the smooth running of the school
- Improves school security
- Using ParentPay also ensures that all financial transactions are safe and secure - helping us to remove costs associated with us having to manage cash securely on the school premises
- The more parents that use ParentPay, the greater the benefit is to our school.

How to get started with ParentPay?

We will send you your account activation details. Once you receive these:

- Visit www.parentpay.com
- Enter your Activation username and password in the Account Login section of the homepage

NB. These are for one-time use only, please choose your own username and password for future access during the activation process

- Provide all the necessary information and choose your new username and password for your account - registering your email address will enable us to send you receipts and reminders
- Once activation is complete you can go straight to Items for payment, select which item(s) you want to add to your basket and proceed to complete your payment

If you have any questions, please contact the school finance office. For more information, visit www.parentpay.com/parents/



ClassDojo

What is ClassDojo?

ClassDojo is a school communication platform that teachers, students, and families use every day to build close-knit communities by sharing what's being learned in the classroom at home through photos, videos, and messages. Parents and teachers can communicate with each other with any questions and queries keeping lines of communication open efficiently, even during the school day.

Features:

Portfolios

ClassDojo Portfolios are digital student portfolios used by some of our classes, these allow certain students to share classwork with teachers and family. Teachers can also assign projects directly to students, which will be used for homework and home learning tasks. Teachers can view and approve student work on Portfolios and comment and like the work that is produced. Students can create and upload photos, videos, drawings through ClassDojo, and can also upload PDFs, and image files from any device to which teachers and parents can respond.

Stories

Stories are instantly updating streams of messages, pictures and videos similar to a Twitter-style timeline. Every class and school has their own Story, all of which are shared home with parents. School Story allows our teachers to share with all families connected to the school while Class Story allows our teachers to share with all families connected to their class.

Messages

Messages allow our teachers and parents to message each other, without needing to share phone numbers or contact details. Messages sent out of hours will not be seen by the the staff member until the next working day.



AFTER SCHOOL ACTIVITIES

Across the year at New Silksworth Academy, our learning continues beyond the classroom and the normal school day as we offer a variety of extra-curricular clubs. There are a variety of clubs on offer, some are offered exclusively to particular year groups (based on age requirement etc.) whereas others are open to all year groups – these details will be shared on the club letters that are sent out at the end of each half-term.

We ask that you please ensure your child has the correct kit/clothing as failure to provide this will result in your child not being able to take part. This is especially important for sports clubs.

Children must be collected promptly at the stated finishing time. If a child is late being collected. If somebody else is collecting your child, please ensure they are on your list of adults that are able to collect your child and are aware of the collection door.

We will ensure that our service is fully inclusive in meeting the needs of all children. Our setting is committed to anti-discriminatory practice to promote equality of opportunity and valuing diversity for all children and families. In accordance with Department of Education requirements we also promote the fundamental British Values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.



WRAPAROUND CARE

New Silksworth Academy offer a Breakfast and After School Club facility. This is based in the former Nursery building, situated at the front of the academy premises.

You can book your child's wraparound care via **ParentPay** or contacting the Main Office directly.

Prices are as follows:

BREAKFAST CLUB

This runs from 8.00am until 8.45am and is charged at £2.00 per session. Children are offered toast or cereal, which is included in the cost.

AFTER SCHOOL CLUB

This club is split into three separate sessions as follows:

Wraparound 1 - 3:30pm till 4:30pm = £3.50

Wraparound 2 - 4:30pm till 5:30pm = £3.50 (Only to be used if your child is attending one of our extra curricular activities)

Wraparound 3 - 3:30pm till 5:30pm = £7.00

Children are offered a snack (not a full meal) and again, this is included in the price.

PLEASE NOTE: All bookings need to be made in advance and full payment must be made at the time of booking. If children are collected more than 10 minutes late from their booked sessions, parents will be charged the full cost of the next session also. Any child booked in until 5.30pm who is collected late will be charged an additional £10.





NEW
SILKSWORTH
ACADEMY

ALLIANCE • AMBITION • ACHIEVEMENT

THANK YOU



Phone
0191 500 0015



Email
office@newsilksworthacademy.co.uk



Website
www.newsilksworthacademy.co.uk