



# St. Mary's C of E (VC) Primary School

Devon County Council, Children and Young People's Services

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**Silver Award**  
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Friday, 21 September 2018

Dear Parents

Having finished the first full week in school there are a few things that I would like to share with you to ensure the smooth running of the school and the children being given the best possibility of settling in and achieving well each day. The advice may also save you some money!

### Speaking to staff at the beginning of the school day

Whilst you are welcome to come into classrooms in the morning it is important that by 9:00am, when I close the front gate, you have left the classroom so that the class teacher can complete the register and dinner list and maximise the time that the children have for their learning activities. If you need to speak to the class teacher or Teaching Assistant and you feel that this may take longer than the time you have before 9:00am then please make an appointment to speak to them at a mutually agreeable time. This will mean that you can have a private conversation and the adult can give you their full attention at a time where they will be less pressured.

### Labelling personal items

At the end of last term we had several bags full of clothing and possessions that were unclaimed and unnamed. This was cleared out but we already have a considerable amount of 'lost property' accumulating, all of which is not labelled. With 420 children wearing school uniform it is highly unlikely that you will get a jumper or cardigan returned if it does not have your child's name clearly written in it. All labelled items should now be returned to the child's classroom area so that they can find these easily. This also applies to lunchboxes, water bottles, bags etc. A Sharpie Permanent Marker pen is the most effective way of doing this. Please help us to get your child's possessions back to them (and save you having to buy replacements) by doing this!

### Car Parks

As you may have noticed, the car park opposite the school has become busier this week. This is partly due to our car park having limited space due to the ground works which has been completed, but also due to the opening of a new school at the Springfield Centre and the associated staff parking there. Please note that the other car parks (Cattle Market and Bank End Overflow) are also available to you under the terms of your concession pass. **Please do not park or wait on the double yellow lines outside the school site unless you have a *Blue Badge* as this inconsiderate parking has the potential to put our children at risk.** The further you can park away from the school the safer it will be for the children. Thank you for your consideration.

Thank you for your support.

Adrian Scarrett

A partner school in the

