



TURVEY PRIMARY SCHOOL
May Road
Turvey
Bedfordshire
MK43 8DY

Telephone : (01234) 881259
Head Teacher : Mrs Sharon Coles

June 2025

Dear Parents

We are very pleased to be welcoming you and your child to Turvey Primary School.

We recognise that starting school can be a big step for everyone and to enable you and your child to settle into our school with ease, we have produced a "Welcome Pack", i.e. a pack of information relevant to the school which we thought you as parents would find useful. We pride ourselves on the close relationship we have with our parents and children and we are looking forward to working with you to make this a positive and enjoyable experience. Included in the pack are several forms which need to be completed, signed and returned to the School Office at your earliest convenience.

School Day

The school day begins at 8.50 a.m. prompt and finishes at 3.20 p.m. The gate opens at 8.40. The teachers ring bell at 8.50 and children line up. I would like to emphasise the importance of getting into good habits from the start of your child's school life by arriving at school on time.

The class teachers then bring the children back onto the playground at 3.20pm to meet their parents/carers. We politely request that the children do not use the play equipment before and after school or scoot. Extended care is offered by Pre-school. We also offer a free breakfast club from 8.20 - 8.50a.m and please see the enclosed leaflet for full details. We send out regular newsletters to parents which include dates for your diary. These dates are also on our school website : www.turveyprimary.co.uk

Food & Drink

We have attained National Healthy School Status and encourage a healthy diet and lifestyle. It is a policy of Turvey Primary School that that the children only have a fruit or vegetable snack mid morning. We are part of the National School Fruit and Vegetable Scheme and the children in Years R, 1 and 2 receive a piece of fresh fruit or a vegetable at morning break free of charge. Pupils in Years 3, 4, 5 and 6 are encouraged to bring their own fruit. The Reception children are also offered a carton of milk which is free of charge up until their 5th birthday. Fizzy drinks, sweets and chocolate are not permitted. All children need a named plastic water bottle with drinking spout and are encouraged to bring it into school each day filled with fresh water only. Metal water bottles are not permitted as they cause a lot of issues with spillages and add extra noise in the classrooms. We politely request that no nuts or nut products are brought into school due to life threatening allergies.

School Meals

We offer a hot school meal service which is free of charge for children in Reception, Year 1 and Year 2 (should you choose to have them) as part of the Government's Universal Free School Meal Scheme. Please complete and return the form included in this pack. The termly menu can be viewed on our website and includes two daily choices plus the option of a jacket potato. We encourage all children to try our school meals. It is helpful if you can share the daily choices with your child before school and you will receive copy for you to display at home at the beginning of term.

School Uniform

We believe that school uniform, plays a valuable role. It encourages identity with, and support for the school ethos ensuring all pupils feel welcome. We aim to make our uniform costs as low as possible and many items can be purchased from local shops/supermarkets. We encourage all children to have at least one polo shirt and one sweatshirt/cardigan with the school logo. These can be purchased online via the Price and Buckland website. It would be most helpful if all uniform, including P.E. equipment, is clearly named, as this helps reduce the risk of lost clothing in school. Iron on name labels can be purchased from several Ebay stores at a price of £2.75 for 25. Please note that names added in pen quickly wash off. Any lost property that is not named is placed in the box in the corridor. Our PTA (FOTSA) also run our pre-loved uniform shop and this will be available to purchase items on the Induction days.

On PE days the children come to school in PE kit so valuable time is not lost due to changing. You will be notified in September.

Toys

Toys are not permitted.

Term Dates/Holidays

Please find enclosed a list of current term dates. The law states that children of statutory school age must not be taken out of school during term time. Absence can only be authorised in exceptional circumstances. As a result of this law the local authority can issue fixed penalty notices. Our Attendance Policy is available from the School Office/website. Regular school attendance is crucial for children's academic and personal development. Missing just two days per month can significantly hinder their ability to keep up with lessons and develop essential skills.

Medicine/Illness

We are only able to administer medicine at school if it has been prescribed by a doctor and is in the original pharmacy packaging. Should your child need to take medication during the school day, please can you complete a medication form which is available from the school office.

In exceptional circumstances we can administer pain relief with permission at discretion of S Coles.

Please note that should your child be absent from school due to illness, it is important that you advise the office by 9 a.m. on the first day of absence so that the registers can be marked accordingly. We ask that children remain off school for 48 hours following any sickness and or diarrhoea.

Car Parking

In the interest of safety and security, I must request that the school car park is reserved for sole use of staff, deliveries and appointed visitors to the school only and is not to be used by parents dropping off or collecting children. Please can all parents be considerate of our neighbours when parking and avoid blocking driveways.

I trust I have covered most points of interest. If there is anything else however, please do not hesitate to telephone or call in at any time – no appointment necessary.

Finally, it just remains for me to welcome you and your child to Turvey Primary School during what I hope will prove to be both a valuable and happy time with us.

Yours sincerely

S. Coles
Headteacher

