

28th November 2023

Dear Parents / Carers

General Reminders

As we are at the beginning of the new academic year, please could we just give you a few general reminders concerning lunches, health, wellbeing and medical protocol across The Solent Schools.

We currently have children/adults in school with low/weakened immune systems and there are certain medical conditions that could severely compromise their health. Therefore we would respectfully request that you adhere to the following Government Health guidelines:

- If your child has sickness or diarrhoea, then we would advise that they are kept at home, returning to school 48 hours AFTER the last bout of illness.
- If your child is diagnosed with chicken pox, measles, flu or any other similar infectious childhood illness – that you keep your child off school and contact us immediately. We will then advise you of the Government recommended health guidelines for absence from school for your child.
- If your child is diagnosed with impetigo, please keep your child off school and contact us immediately. Your child can then return to school once the lesions have crusted and healed OR 48 hours after the onset of prescription antibiotic medication.
- Cold sores – please advise school.

If in doubt, it is always good practice to contact us.

Solent Infant School, Eveleigh Road, Farlington, Portsmouth, PO6 1DH
Executive Headteacher Mrs L Wilby
Head of School Mrs E Curthoys
Tel (023) 9237 1073 Email solentinfant@thesolentschools.org
Web solentinfant.thesolentschools.org

Solent Junior School, Solent Road, Drayton, Portsmouth, PO6 1HJ
Executive Headteacher Mrs L Wilby
Head of School Mrs L Peterkin-Aldred
Tel (023) 9237 5459 Email solentjunior@thesolentschools.org
Web solentjunior.thesolentschools.org



THE
DE CURCI TRUST

The De Curci Trust is a charitable company limited by guarantee registered in England and Wales with company number 10646541. Its registered office address is Springfield School, Central Road, Portsmouth, PO6 1QY, United Kingdom. Solent Infant School and Solent Junior School are business names used by The De Curci Trust.

Trustees: C Batstone, K Bochen, A Cufley, S Hamilton, A Eales, D Smith, S Spivey.
Chief Executive Officer: Ms S F Spivey BSc MA



Medication

If your child had specific medication held at school last term i.e. inhaler, epipen, allergy medication. Please can you make sure that new medication has been returned to school and signed in on the appropriate permission form if a new form is required. With any medication held at school, it is the parent's responsibility to ensure that the medication is in date and that there is a sufficient amount for their child's needs.

Any irregular medication needs to be brought into the school office by an adult and the appropriate permission for covering that week completed and signed. A new permission form will need to be completed for any subsequent weeks. Please note, medication should not come into school via the child's bookbag/bag.

For guidance on medication we can administer, please always check with the school office. But generally we can administer prescription medication (which must be in its original container/packaging with the prescription label clearly showing), pain medication and hay fever medication. Any medication coming in will need the appropriate spoon or syringe with it to enable the correct dose to be administered, as per the prescription label.

We also request that any medication given before school is timed to coincide with when we are able to administer it at school. Each school has set aside a specific time before lunch in which they are able to do this. Please see attached form for this information.

Inhalers

If your child has been diagnosed with asthma, please can a named asthma pump and spacer be brought into the school office. When this is brought in, we will ask you to sign a consent form, giving staff permission to administer your child's inhaler to them. We would also kindly request that you bring a copy of your child's asthma plan into school, so that we have all the information we need in order to care for your child.

Allergies

If your child is allergic to anything, please can you visit the school office to discuss this with them. They will give you a form so that you are able to detail all symptoms and the appropriate medication. If your child has an allergy and is having a school lunch, it is important that you have also shared this information with the school lunch provider. If you require their contact details please also ask at the school office.

Lunches and snacks

As we do have a number of children in school with nut allergies, we would like to kindly remind you that pupils should not be bringing into school any nuts, nut products or any food that lists nuts in the main ingredients. This includes Nutella based products, and some cereal bars.

As mentioned above, if your child has a food allergy OR intolerance then they will need to have a special diet in place before having a school lunch. Please see the school office for the appropriate paperwork if required.

Pre-ordering or school meals

School meals can be ordered online in advance via the School Gateway app that we have previously sent you the link for. If you are having a problem with registering for the app, please contact the school office





using the contact us form on the school website. Even though your child is able to order their own lunch on a daily basis in class at registration time, we would very much prefer that all meals are pre-ordered at home as this saves a considerable amount of time in the classroom in the morning. Meals need to be ordered up to 8am on the day using the app. You can also cancel any meals ordered, up to 8am on the day.

Reporting of absence

If your child is absent from school then it is the responsibility of the parent/carer to notify school of the reason.

Solent Infant School - please use the 'Report Sickness' tab on the top of the school website or alternatively ring the school office on 9237 1073 by no later than 9.15am.

Solent Junior School - please use the 'Report Sickness' tab on the top of the school website or alternatively please ring the school office on 9237 5459 by no later than 9.00am.

Please could we ask that you don't email in on the 'contact us' tab on the school website as this inbox is only checked periodically during the school day.

School day times and accessing the school site

Solent Infant School – the doors into the classroom open at 8.50am and close at 9am by which time your child should be in class ready for the register. The end of the school day is 3.15pm.

The gates will be opened to allow access to the school site approx. 10 mins beforehand. Please note all entry and exit into the school site is via the gates leading up through the tunnel along Eveleigh Road. The pedestrian gate in the car park should only be used on each occasion if you have a buggy/pushchair, or a child with a bike or scooter. As this entrance is first and foremost a car park, we are limiting foot traffic in it. This is for Safeguarding and Health and Safety reasons

Solent Junior School – the school gates open at 8.25am and close at 8.40am. The doors into the classroom open at 8.30am and close at 8.40am, by which time your child should be in class ready for the register. The end of the school day is 3.00pm. The gates will be opened to allow access to the school site approx. 10 mins beforehand. Please note all entry and exit into the school site is via the carpark gates for lower school and the office gates for upper school.

Security when entering school premises

Solent Infant School – If you should need to speak to a member of the office. Access is via the pedestrian gate at the bottom of the school driveway where you will find an intercom linked to the school office. Please press the buzzer, wait for a response, then report to the school office. Once in the main office entrance, **please do not release the door 'exit' button to let anyone else in, even if you recognise them.** All visitors into the school building must be granted access independently by the office staff.

Solent Junior School - If you should need to speak to a member of the office team please come to the office door, press the buzzer and wait for a response. Once in the main office entrance, **please do not release the door 'exit' button to let anyone else in, even if you recognise them.** All visitors into the school building must be granted access independently by the office staff.





Parking

School Car Parks

We would respectfully remind all parents/carers that the school car parks are for **STAFF ONLY**

Parking on the roads surrounding schools

Please can we remind you to be considerate when parking on the local roads and to not park across local residents' driveways causing an obstruction, even if it is for 5 minutes. Or on the double yellow lines, or right up to junctions. As this can cause an obstruction and for safety reasons also reduces visibility at the junction.

Please allow a little more time, parking further away in the local surrounding roads and walking the short distance to school as this will avoid congestion.

Money into school

Paying for trips, lunches etc can all be easily done via the School Gateway app.

Uniform

Details of the school uniform we ask your child to wear can be found on the school website under 'Our school', 'Our uniform'. Both schools operate a 'drop and shop' scheme once a fortnight on a Tuesday, in the playground at Solent Infant School and in the carpark at Solent Junior School. Whereby you can leave an item of uniform that no longer fits your child and take something in return. Or you can take an item and all we ask is that you pay a monetary contribution for the items you have taken, into the honesty box.

Please can you ensure that all your child's uniform is **clearly labelled with their name**. Any lost property left at school at the end of each term will be disposed of or given to charity.

We thank you in advance for your kind support and understanding.

Yours sincerely

Mrs C Winnicott
Bursar
Solent Infant School

Mrs T Dinsmore
Bursar
Solent Junior School

