



## Sherborne Primary School

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Executive Headteacher: Mr Ian Bartle BA Ed (Hons) NPQH

Head of School: Mrs Felicity Griffiths BA Hon QTS

# Sherborne Primary School

## Information for New Parents

### 2026-2027



We welcome you to Sherborne Primary School. We have put together some useful information for parents of children who are starting school in the foundation stage in September 2026.

### **Induction Days and Starting school:**

Your child will be invited to spend time in the foundation classes on 7<sup>th</sup> July 2026, to meet the staff and also to familiarise themselves with their new school environment. We have a short phased entry system for Reception children in September. Children will be part time for two weeks. We will let you know your child's induction program and start date by letter.

### **Independence:**

We understand that all children have different levels of independence. We do ask that all children can do a number of things independently before they start school.

These include:

- Go to the toilet independently, including flushing and hand washing
- Blow their own nose
- Put on their own coat and do the zip
- Take off their own coat and hang it up
- Get changed independently for PE, including taking off and putting on socks and tights
- Know at least 5 traditional nursery rhymes
- Know how to hold a book the correct way up and turn the pages

### **Communication:**

We recognise that parents are the primary educator in a child's life. A child's first year in school is so important and we want our parents to feel they can communicate openly and easily with their child's teacher. Parents are encouraged to come into class with their child each morning from 8:35am to 8.45am. There will be activities set up for you to share with your child and support them with their learning. We encourage children to be independent when coming into school so please support your children to put away their belongings and take off and hang up their own coat. Parents are always welcome to speak directly to their class teacher when dropping off or collecting from school.

### **Reading:**

Your child will be given a "homework" reading folder with information on how you can support them with their learning at home. **Please make sure your child brings this folder and its contents to school with them daily.** We also encourage that you read to your child on a daily basis so they develop a love of books and storytelling. We will be inviting you to a reading meeting during the first term.

### **Uniform:**

We are very proud of our school uniform and we expect all children to come to school dressed in their school uniform unless you are told otherwise (i.e. school trip or fundraising day). The school uniform consists of a green sweatshirt or cardigan (girls) with the school logo and a white polo shirt. Children can wear either black or grey trousers and girls can wear a grey or black skirt or pinafore. In the summer girls can wear a green gingham dress. We ask that children wear black school shoes and the children should be able to put them on independently- **no laces please!** PE kit consists of a white t-shirt with school logo and green shorts. Daps are required for the summer term only. The school uniform is available from **KITZ UK - Sherborne** located in South Western Business Park, Units 1-2, Sherborne DT9 3PS. Second hand uniform is also available through the PTA via the PTA facebook page. Please see the school office for details. **Please ensure that all items are NAMED.**



### **Snacks and Milk:**

The children enjoy a morning snack of fruit that is provided by the school. Milk is available for all children under 5 years of age under the Nursery Milk Scheme. If you would like your child to continue to enjoy milk after they turn 5, you must fill out a milk order form <https://www.coolmilk.com/> . Every child should bring their own water bottle filled with water only.

In the afternoon, the children will have the opportunity to cook, on occasion. The children get involved in all the preparations and clearing away and show great pride in doing so. A contribution of about £15 for the year towards this project is gratefully received. This can be paid for by using our school payment system, Arbor.

### **Lunch:**

All Children in EYFS and KS1 are entitled to free school meals and we totally encourage families to try them. It allows the children to try new foods and develop skills in using their cutlery. SAST are currently reviewing hot school meals and the link for September will follow very soon. If your child chooses to bring a packed lunch, we encourage healthy lunch boxes for the children. Please see a list of acceptable lunch box items: Due to allergies, Sherborne Primary is a Nut Free school. Please refer to <https://www.nhs.uk/change4life/recipes/healthier-lunchboxes> for healthy lunch box ideas. We are proud to be a plastic free school, so please refrain from using single use plastic.

#### *Examples of what to include:*

##### **Monday :**

Banana sandwich with wholemeal bread  
Tomato  
Boiled egg  
Low-fat Yogurt  
Small box of raisins  
Semi-skimmed milk

##### **Tuesday:**

Tuna sweetcorn wholemeal roll  
Reduced fat cheese triangle  
Satsuma



### **SCAPA:**

Sherborne Primary is proud to offer before and after school childcare for children from reception to year 6. Breakfast club runs from 7:45am until school starts and after school SCAPA runs from 3:15pm until 5.30pm. You must fill out a registration form and sessions are bookable via Arbor. We accept card payments online or you can also use childcare vouchers. We can accommodate up to 60 children at breakfast club 45 children after school and it is very popular. We also run childcare during the school holidays, which is popular not only with families at Sherborne Primary but other local schools. See the school website for further details [www.sherbornepri.dorset.sch.uk](http://www.sherbornepri.dorset.sch.uk)

### **Arbor: (Please action from September 2026)**

We are very excited to tell you that we are now launching the associated Arbor App for our parents and carers. This system is our payment area, for trips, SCAPA and any other data held.

The Arbor App – available on Android or iOS smart phones and tablets – has many useful features, allowing you to:

- notify us of new information about your child – e.g. changes to parent contact information, updates on dietary requirements or allergies, important medical information, etc.
- see data about your child's time at school, including attendance, assessment, and behaviour information.
- book places at school clubs and make payments for trips and events.
- receive messages from school via in-app notifications and email.

This video provides a short introduction to the Arbor App: <https://youtu.be/kFCuC1NyH5U>

We expect the Arbor App to become an essential part of how we do things at Sherborne Primary School and we encourage all parents/carers to download and set up the app.

### **What you need to do**

The first step is to **register an account with Arbor**. Please follow these steps:

1. Visit <https://login.arbor.sc/> and click 'Forgot Your Password?'
2. Enter your personal email address – this must be the email address with which we currently contact you.
3. You will receive an email with a link to set a password for your Arbor account – click this link to create a password.
4. Finally, you will need to accept the Arbor 'Ts and Cs' and then verify your account by confirming the date of birth of one of your children at the school.

The next step is to **download the Arbor App** to your smartphone or tablet. The Arbor App is available for free from both the Android Play store and the iOS App Store. Once you have

downloaded the Arbor App, you will be able to log in with your personal email address and the account password you set in the previous step.

**Important:** Please choose to enable notifications to the app, to ensure that you are alerted to messages sent by the school.

The Arbor App is ready for you to access immediately. We would be very grateful if you could please attempt to set up an account and let us know if you run into any problems.

I have provided links below to a couple of support articles from Arbor which might be helpful:

- [How to Log in to the Parent Portal and the Arbor App](#)
- [A Quick Introduction to Arbor for Parents and Guardians](#)

The Arbor App has a wide variety of functions which we will introduce gradually – you won't be able to find everything it can offer from day 1.

Initially, we will be using the app straight away to send messages to parents and to allow you to update your child's personal details. We will contact you again as we add important new functions to the Arbor App.

We hope that you find the Arbor App easy to install and use, but if you are having any problems, please contact the office so that we can help you.

### **The School Day and Absence:**

The morning bell rings at 8:40am when the classroom doors open. The school day will then start at 8:45am. The children have a morning break from 10:20am-10.40am and lunch from 12:00pm-1:10pm. The school day will end at 3:15pm.

If your child is absent from school you must notify the school office by telephone on 01935 812619 or via the office email ([office@sherbornepri.dorset.sch.uk](mailto:office@sherbornepri.dorset.sch.uk)) by 8:45am. If your child is absent and there is no reason provided, we will contact you by telephone to ask the reason. If your child needs to attend a medical appointment, please see the school office with a letter confirming your medical appointment.

### **Holidays during Term Time:**

Parents are discouraged from taking their children on holiday during term time and these are coded as unauthorised absence. It is important that children are in school to achieve to their full potential, as well as being a legal requirement. If you choose to take your child on holiday during term time, you must fill out a "leave of absence" form available from the school office. Mrs Griffiths Head of School will notify you in writing if the holiday has been approved.

### **Head Lice:**

Head lice is an ongoing issue in all schools and usually appears in cycles. We will advise you if we're having an 'outbreak' and we advise you to check your child's head regularly and use a 'comb and conditioner' method with a nit comb to keep head lice at bay. If we find that a child is severely affected by head lice we may ask for you to collect your child and treat them at home to prevent it from spreading further throughout the class.

### **Pupil Premium:**

#### **Apply for Pupil Premium/Free School Meals**

To apply visit the web site:

<https://www.dorsetcouncil.gov.uk/education--and-training/schools-and-learning/at-school/free-school-meals>

Pupil premium is extra funding given to the school to support more disadvantaged pupils of all abilities. Your child's school could receive pupil premium funding which they may use to support your child, for example, in school or with the costs of uniforms or trips.

Pupil premium is paid for pupils that are eligible for free school meals, or have been eligible for free school meals in the last 6 years. To qualify for free school meals, you must be in receipt of one of the following:

Your child may be able to get free school meals if you get any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit - provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

The school doesn't see any information about your income

If you require any further information about the above please do not hesitate to contact our Parent Support Adviser or the school office.

### **General Data Protection Regulation:**

The General Data Protection Regulation (GDPR) requires schools, other public authorities and businesses to identify and justify the lawful basis for collecting personal data. The point of this legislation is to make sure sensitive or private information about yourselves and your children stay safe. We are required to inform you of the types of data we collect, why it is held and with whom it may be shared. Please review a copy of our privacy notice on the Sherborne Area School's Trust website. [www.sast.org.uk](http://www.sast.org.uk)

If you have any questions about how GDPR affects you, you can contact the Trust's data protection officer Georgina Spirrell chief finance and operations officer

### **Summer Project:**

During the summer, we would like you to create a scrapbook with your child about themselves and their family. Over the summer, encourage your child to select photos or other special items to include in the scrapbook, which will be kept in school for their first year.

## ***SCHOOL HOLIDAYS 2026/2027***

### **Autumn Term:**

***Inset Day 1st September and 2nd<sup>h</sup> September 2026***

***Thursday 3rd September – All students back to School (not Reception children Home visit will take place Thursday 3<sup>rd</sup> September and Friday 4<sup>th</sup> September 2026***

***Monday 7<sup>th</sup> September All reception pupils start part time (letters to follow on sessions)***

***Inset Day: Friday 23<sup>rd</sup> October 2026***

**Half Term:** 26<sup>th</sup> until 30<sup>th</sup> October 2026

Last day of Autumn Term: Thursday 17<sup>th</sup> December 2026 for students

***Inset Day Friday 18th December 2026 (\*disaggregated)***

### **Spring Term:**

Monday 4<sup>th</sup> January 2027 – all students back to school

**Half term:** 15<sup>th</sup> until 19<sup>th</sup> February 2027

***Inset Day Monday 22nd February 2027***

Last day of Spring Term Thursday 25th March 2027

Friday 26<sup>th</sup> March 2027 (BANK HOLIDAY)

### **Summer Term:**



First day of summer term Tuesday 13<sup>th</sup> April 2027

***Inset Day: Monday 12<sup>th</sup> April 2027***

**Half Term:** 31<sup>st</sup> May until 4<sup>th</sup> June 2027

**Monday 3<sup>rd</sup> May 2027 BANK HOLIDAY**

***Inset Day: Monday 28<sup>th</sup> June 2027***

Last day of Summer Term: Wednesday 21<sup>st</sup> July 2027

