



XP.
TRUST

Parents / Carers information

Green Top
2024/2025



Communication



Phase Leader email addresses:

EYFS - Miss Carter - eyfs@greentopschool.org

KS1 - Mrs Shaw - ks1@greentopschool.org

Y3/4 - Mr Mumby - y3-4@greentopschool.org

Y5/6 - Miss Knowles - y5-6@greentopschool.org

In the first instance please speak to crew leader or class teacher.



Mrs Hay
Mrs Burton

KS1 Playground

Mrs Wallace
Mrs Jones

NURSERY

Mrs Jackson



Mr Ambler



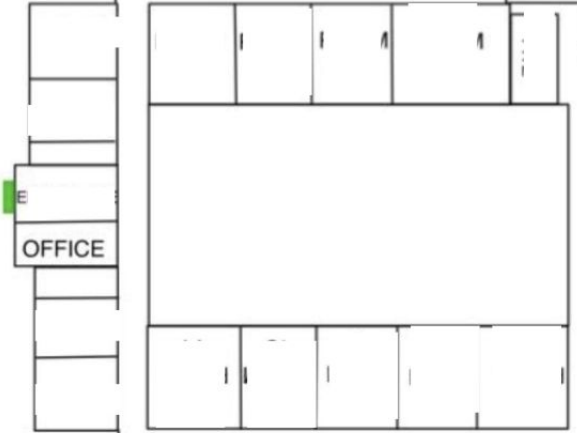
Miss Knowles

Miss Schon
Miss Rodgers

Mr Gerrard
Mrs Shaw

WET
AREA

HALL



OFFICE

P

Kitchen

KS2 Field

KS2
Playground

Mrs Pearson
Mr Mumby

Mrs Dutton
Mr Taylor

Miss Walton
Mrs Spetch

Start of the day

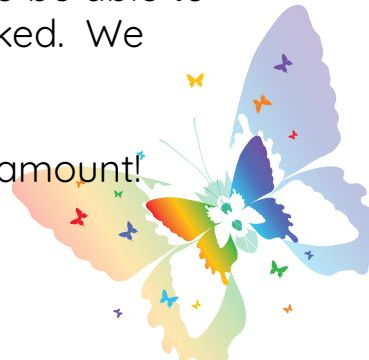


Doors open at 8:30am and learning starts as soon as the children are in class with crew starting at 8:40.

A member of staff will be on the doors until 8:40. If you have children at different locations around the school building, please don't worry, the door will still be open when you arrive. In addition to this, older children can access the building at their younger siblings door and walk through school to their classroom.

Gates will be locked at 8:50am daily. This gives a 20 minute window to ensure all parents are out of the school grounds before they are locked. We would like our children to be able to access the outside environment quicker but we can't do this until the gates are locked. We appreciate your support with this!

If you are late daily, this loss of learning time adds up over time to a considerable amount!



Water bottles



- Children should bring water bottles to school daily.
- Water bottles should only contain water due to other children's allergies and spills on carpets in the classrooms, can attract insects and rodents.
- Juice can only be allowed with a medical note.



After School Clubs



EYFS

- Children who are in nursery and reception will be in the nursery building for their EYFS After school Club. Collection is at 4pm. Children accessing a club will be taken to club from class.

Whole school

- Parents need to sign up to after school clubs at the start of each term using the Google form.
- Clubs will start the second week of every term and will happen every week
- Collection of the clubs will be from their normal corridor doors at 4pm



Breakfast Club



Should you wish to access our **breakfast club** you can book by contacting Mrs Fitzpatrick: office@greentopschool.org .

Please include the following details: name, teacher, any allergies/dietary requirements, days required and a Contact number.

Breakfast club runs from **7:30am to 8:30am daily at £2** per day which should be **paid in advance** via ParentPay.



Sunset



Should you wish to access our **sunset club** you can book by contacting Mrs Fitzpatrick:
office@greentopschool.org .

Please include the following details: name, teacher, any allergies/dietary requirements, days required and a Contact number.

Sunset club runs from **4pm to 5:30pm daily at £5** per day which should be **paid in advance via ParentPay.**



Community meetings (Crew Champion)



If your child is chosen to be awarded with the Crew Champion certificate you will be invited to attend via a text message the day before.

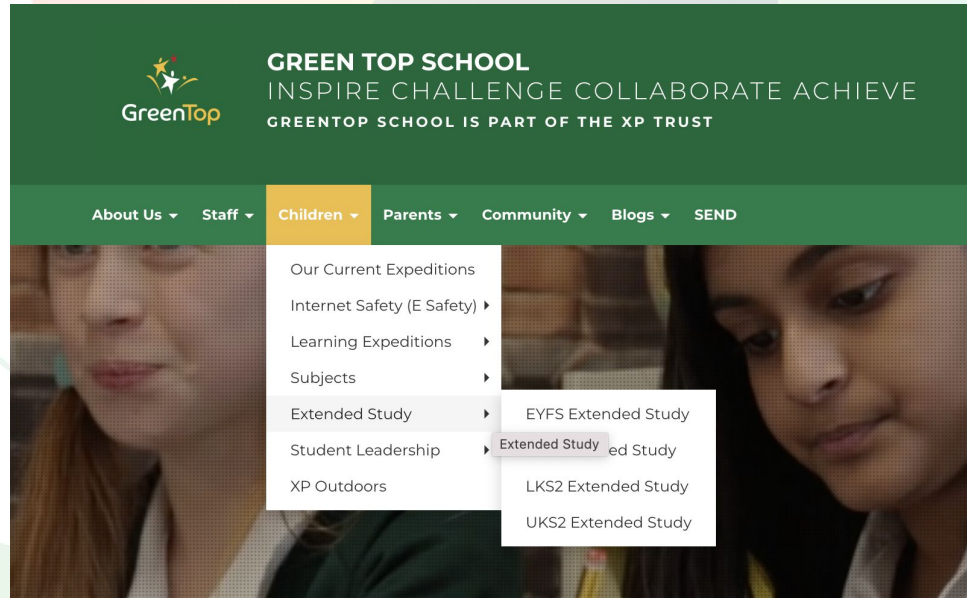
Phase	Day	Information
EYFS	Wednesday	2:30 pm - please arrive at the office where you will be shown to the hall.
KS1	Thursday	
LKS2	Tuesday	
UKS2	Monday	



Extended Study



If you would like to engage in extended study activities with your child. The extended study activities can be found on the school website under the 'children tab'



Uniform



Please ensure you add your child's name to ALL of their belongings. We are improving the amount of lost property in school with the things we are putting in place but names not being added to uniform seems to be the main issue we need to resolve.

Also, if you require support with uniform, please contact us and we will support where possible.

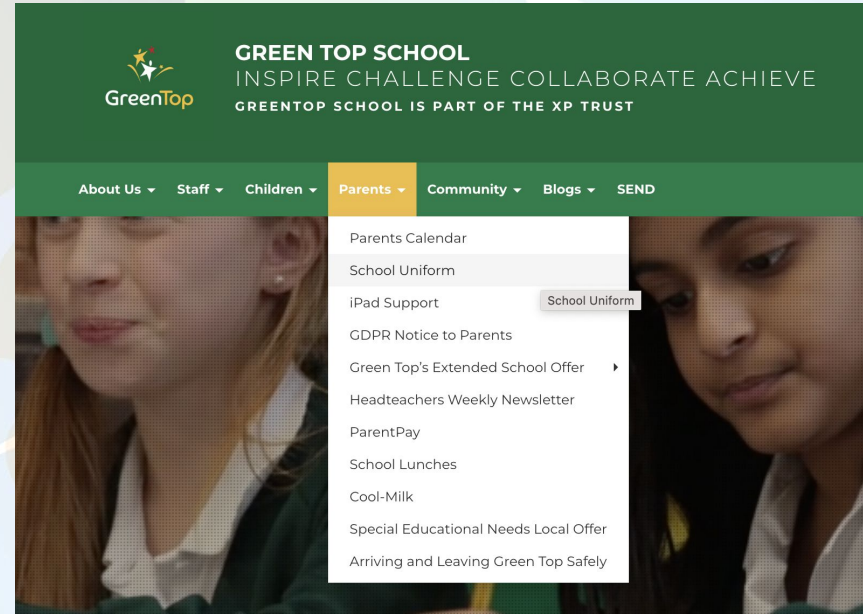
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PE KITS

- Please ensure that PE kits are in school on PE days. It is important that the children have the correct kit and footwear to ensure safety during the lesson. We also don't want children ruining their school shoes due to wearing them for PE and if it is outdoors, covering their shoes and uniform in mud!
- Correct PE kits MUST be worn in order to attend competitions and tournaments.
- All bags and kits will be sent home on a Friday so corridors are clear. Please send children's clean PE kits back into school on a Monday morning ready for their PE lesson.
- We have outside coaches delivering PE lessons this year and correct kit MUST be available for the children to take part safely in these sessions.

If you need any further information or support regarding PE kit, please contact your phase leader!



PE kit

- Dark Green Polo shirt (preferred School logo) and black shorts
- Trainers / pumps for indoors
- Ear-rings removed for P.E



XP Outdoor KITS



Suggested kit (if you need any support with the following items, please let us know - we don't expect you to buy additional clothing):

Winter Kit

- Long sleeved jumper
- Long trousers - waterproof if possible
- Warm hat and gloves
- Wellies or boots
- Waterproof coat

Summer Kit

- Change of clothes (old / sensible clothing for outdoor activities)
- Sunscreen
- Sun hat
- Water bottle



Personal belongings



- **EYFS** - Please can children bring spare clothes in their school bag in case a change of clothing is needed. Children will have access to water at all times.
- **Whole school** - no toys or personal belongings should be brought into school.
- **Whole school** - children **MUST NOT** bring sports equipment (including footballs) from home



Mobile Phones



- Mobile phones **MUST** not be brought into school by children unless they are in Year 5/6 and walk to/from school alone (which parents **must** give written permission for). Where possible, bringing mobile phones into school should be avoided.
- The phones will need to be handed in at the school office.
- Should a mobile phone be brought to school, it **MUST** be taken to the office and collected at 3pm or 3:55 if attending a club.



Safety Around the school grounds



- Please **DON'T** drive into the school grounds to drop off in a morning and pick up at the end of the day. This is extremely dangerous for our children. Please use Bridge Street car park and help us to keep our children and community safe!
- Please walk down the path and not the drive, keep yourself safe!
- Please dismount your bikes / scooters on the school premises for everyone's safety.
- Use the scooter / bike parking bays on their playground to park them until the end of the school day.

We continue to receive complaints from our neighbours and parents regarding parking. Neighbours drives are being blocked, this is not OK. More importantly, our parents are concerned about the safety of our children and we couldn't agree more! Once again we would like to remind you of the nearby Bridge Street car park, please use this to ensure the safety of our children. I also advise that anyone with further complaints should contact Doncaster council or even the community police who have supported us in the past.

