

# Stokes Wood Primary School



Stokes Wood  
Primary School

*What we do today, matters tomorrow.*

## Parents' Handbook For Key Stage 1

# 2024/2025

**Dear Parents and Pupils,**

Welcome to our school and especially our Key Stage 1 classes.

**WHAT WE DO TODAY MATTERS TOMORROW**

**AIMING HIGH TOGETHER**

**BE INSPIRED**

**Mission Statement**

Stokes Wood Primary School will personalise the learning journey of each child, supporting them to develop as a confident, independent learner who will achieve challenging aspirations and contribute widely to the society of the future.

We will celebrate each child as the valued and unique individual that he or she is and educate them within a caring, safe and inspiring environment, where they learn to respect themselves and others, and see themselves as a significant part of an effective team.

The partnership, voice and contributions of the wider Stokes Wood community is essential in securing children who will become well rounded, responsible, resilient, fulfilled and happy individuals.

## Things you might like to know

Information for the parents of Years 1 and 2.

### Dropping off and collecting - for pupils in Key Stage 1

8.50am to 3.20pm (32.5 hours a week)

Class teachers open their doors at 8.50am. Parents must remain with their children until they are handed to their class teacher.

Children should be collected at **3.20pm** from the same door.

*If your child is being collected by someone else or going home with a friend, please give a note to your child's teacher in the morning or notify the office staff. Please note that children should be dropped off and collected by an adult (at least 18 years of age).*

**If you are delayed due to circumstances beyond your control, your children will be waiting in the office area. If it is possible, please phone as the children can become worried.**

### **Electric Gates**

The gates are closed and operated from the office via intercom.

There is no entry through the gates unless it is an emergency between 8.30 and 9.00am and 3pm and 3.30pm (Ambulance/fire/police) as this is when the children and their families are coming in and out of the school in high numbers. Please see risk assessments and other health and safety documents for other details about gate safety procedures.

**The field gate will no longer be in use for safeguarding reasons. This is at the advice of the Local Authority that**

**schools should only have one point of entry and that it should be monitored.**

### **School uniform**

**Children look very smart in their school uniform.**

**Stokes Wood uniform is as follows:**

- grey/black skirt/pinafore
- grey/black trousers
- white or light blue polo shirt
- royal blue sweatshirt or cardigan, with or without school logo
- royal blue fleece with or without school logo
- low-heeled shoes
- white or grey socks or grey/black tights
- blue and white checked dress for summer.

**Trainers should only be worn for outdoor games.**

**School sweatshirts, cardigans and fleeces with the school logo may be purchased from school. Order and pay on line using SCOPAY and collect from the office.**

**Uniform without the school logo can be purchased from a range of supermarkets and other clothes outlets.**

**PE kit is black or navy shorts, a blue polo shirt (shirt supplied and washed by school) and plimsolls/trainers (plimsolls for indoors).**

**You will be advised of your child's PE days.**

Boys and girls with long hair **MUST** tie it back to avoid hair hanging in the eyes/face of themselves or others. This will also help to prevent the spread of head lice and other infections.

We advise that children do not wear jewellery for health and safety reasons unless it is a religious requirement. Earrings should be small studs or small looped sleepers and must be removed or covered for PE.

It would be helpful if parents remove earrings/studs on PE days or send in micropore tape to cover them. Thank you. **School staff would rather NOT do this because of the possibility of infection spread or hurting your child inadvertently.**

**SMART WATCHES ARE NOT ALLOWED IN SCHOOL.**

As the children wear similar clothes, it is essential to label them with your child's name as you purchase new items.

### Seeing your child's teacher

There are parents' evenings in the autumn and spring terms and you will receive an invitation to attend several weeks before the dates. There is also an opportunity to discuss your child's end-of-year report if you feel this is necessary.

If you need to see the teacher for a substantial discussion outside these times, you can make an appointment at the office to see them, either before or after school. (Please bear in mind that it is difficult for the teachers to talk to you while they are supervising their class and when they are busy in the classroom preparing and assessing work.) An appointment is more preferable **or you can request a phone call from your child's class teacher.**

If you have a worry concerning your child that you feel has not been addressed satisfactorily by the class teacher, you can make an appointment to see Mrs Ciftci (Assistant Head Teacher), Miss Williams (Assistant Head Teacher) or Ela Sawicka from the pastoral team who will be pleased to help. If you are still concerned, please make an appointment with Mrs Gadsby, the head teacher who will also be pleased to help.

### What your child should bring to school

Your child will be supplied with all the academic equipment that they will need to take part in lessons.

Your child can have a free school dinner, or a **HEALTHY** packed lunch can be sent to school.

Click on the link for some creative healthy packed lunch ideas.

[Lunchbox ideas and recipes – Healthier Families - NHS \(www.nhs.uk\)](http://www.nhs.uk)

Please do not send cans or fizzy drinks or **any foods containing nuts**. Please note: all Y1 and Y2 pupils qualify for a free school meal if you wish to take this up.

However, if you are in receipt of financial benefits or support, it may mean the school can also benefit by receiving **£1454** per pupil! Please ask at the school office for a form to complete or apply online at:

<http://www.leicester.gov.uk/schools-and-learning/grants-and-allowances/free-school-meals/>

It will take only a few minutes.

*We have a number of children who are severely allergic to nuts. For this reason, we ask that no nuts or foods containing nuts are included in packed lunches.*

Children have access to water throughout the day.

Playtime fruit is provided for all children up to the age of 7. Children can bring in their own fruit or a cereal bar for break time: **CRISPS, CRISP-LIKE SNACKS, BISCUITS AND CHOCOLATE ARE NOT ALLOWED AT BREAKTIME!**

Children should not bring toys from home into school. Your child will store their reading bags in the classroom or in lockers during the day. **Please bring reading bags and reading books every day.** Library reading books are changed at least once a week.

### Milk

Families who wish to purchase milk **MUST** order it and pay for it half a term in advance. This can be done online

through COOL MILK. Unfortunately, milk is no longer available on a daily basis. Please ask at the office if you wish your child to have milk or apply online at:

<http://www.coolmilk.com/>

Families eligible for free school meals do not have to pay for milk (those families who have completed forms regarding benefits). These children will receive milk automatically.

### **Monies**

Children should not bring any money into school and should certainly not leave it in pockets or in bags. **All payments to school should be made on line through your Tucasi SCOPAY account.** We are a cashless school generally. Cash may be required on charity days. **Any concerns about using Scopay or if you do not have or have forgotten your log in please contact the office.**

<https://www.scopay.com/login>

Please remember that school events and trips cannot take place unless they are financially viable. This depends on parents/carers returning slips and paying voluntary contributions on line promptly.

### **How to find lost possessions**

We try to reunite children with named property but, as you would appreciate, we like to encourage the children to take personal responsibility.

**All property should be clearly named.**



You will find lost property boxes in the storage shelves in the hall. Ask at the office if you need to look for an item.

### **Attendance (Please see the Attendance Policy on the Policies tab of the School Website)**

The school has a major role in monitoring levels of attendance and in creating the appropriate climate in the school to foster regular attendance. We take our responsibilities seriously and carefully record all absences. There is a reward system for pupils who have 100% attendance for each term.

### **Absences**

Parents are asked to notify the school **on the first day of any absence**, either by personal call, text, e-mail, by telephone message or by sending a note with another child. If the school has not been notified of an absence, the school office, will telephone or text you to reassure the school that your child is safe with a responsible adult.

The new regulations state that if the school is **not** informed by the parents of visits to the doctor, dentist, illness, etc. **then these absences automatically become unauthorised**. It is therefore essential that any reasons for absence (even short absences) be given to the staff in the office. Under the Education Act 1992, records have to be kept on unauthorised absences and published in the school prospectus.

### **Late Arrival**

Please ensure that your child arrives in good time for school. Poor attendance and lateness disrupt the education of the individual and other members of the class.

### **Children arriving late must enter the school through reception.**

The school has a 'Signing in/out' electronic inventory to record children arriving late or leaving early. This also ensures an accurate record in case of fire or other emergencies on the premises. The adult bringing or collecting children must sign the children in and out.

### **Term Time Absence**

The law entitles every child of compulsory school age to an efficient, full-time education and parents have an additional legal duty to ensure their child attends that school regularly. This means your child must attend every day that the school is open, except in a small number of allowable circumstances such as being too ill to attend. School attendance is a key indicator for pupil attainment, wellbeing and future life chances.

The Department for Education (DfE) has announced a number of changes to the law relating to pupil attendance, new regulations can be found in [Working together to improve school attendance](#). These changes come into effect on 19<sup>th</sup> August 2024.

### **Applications for leave of absence guidelines**

Stokes Wood Primary School is very reluctant for a pupil to miss any part of their education.

1. In line with the Government guidance, the school management and its governors are unable to authorise any term time absence, unless our view is that there are **exceptional circumstances**. **Please note holidays taken in term time will NOT be authorised.**
2. If permission is granted, photocopies of airline or travel tickets will be required by the school office **before** you travel. If your request has been agreed, failure to provide this information will mean that the request is no longer agreed, and your child's absence will be classed as unauthorised.

3. We may also request copies of other travel related documents from you. We will advise you if this is the case. Where we do not receive copies of documents requested, this is likely to mean that we will not authorise some or all of any absence your child has in relation to this request.
4. If permission is granted, pupils must ensure that they are up to date with their schoolwork before they leave and in addition, it will be parents'/carers' responsibility to ensure that their son/daughter makes up any missed work in his/her **own time** upon return.
5. **The decision made by the school is final.**

Where we have reason to believe a child was absent and had been away/on holiday etc., where this information is from a third party (e.g. from the child or other children in the class), we will write to parents to say that we **understand the child was on holiday etc., and therefore, they may be issued with a Penalty Notice (per parent for each child) or, their case may be referred by the Local Authority directly to the Magistrates' Court.** (If parents don't come back at this point to challenge the information and prove the child wasn't taken away, the letter sent will be used in evidence in court.)

#### **For unauthorised absence from August 2024:**

Penalty Notices are fines of £160 per parent per child (discounted to £80 if paid within 21 days). If there is occasion to issue a second Penalty Notice for unauthorised leave of absence within a rolling 3 year period, it will be issued at the higher rate of £160 per parent per child, with no opportunity to pay at the lower level. A Penalty Notice cannot be issued if there is a third occasion of unauthorised leave of absence in the rolling 3 year period and it is highly likely that the local authority will take direct prosecution action in the Magistrates' Court which can result in you receiving a criminal conviction. Please also be aware that any cases of extended periods of unauthorised absence, linked to holidays or trips away, are highly likely to result in prosecution action by the local authority.

### **Appendix 3 - Circumstances for Issuing a Penalty Notice**

With the introduction of the new National Framework for Penalty Notices, here is the new guidance for the for Penalty Notice fines issued for unauthorised absence.

#### **Per Parent, Per Child**

- Penalty Notice fines will be issued to each parent, for each child who was absent.
- For example: 3 siblings absent for term time leave will result in each parent receiving 3 separate fines.

#### **5 Consecutive Days Leave during Term Time**

- Penalty Notice fines will be issued for term time leave of **5 or more** consecutive days
- Penalty Notices can be issued for fewer days if 5 consecutive days has happened before

#### **10sessions of Unauthorised Absence in a 10-week period**

- Penalty Notice fines will be considered when there have been **10 sessions** of absence **in a 10-week period.**

#### **First Offence**

- The first time a Penalty Notice is issued for Term Time Leave or irregular attendance the amount will be: £160 per parent, per child when paid within 28 days.
- Reduced to £80 per parent, per child if paid within 21 days.

### **Second Offence (within 3 years)**

- The second time a Penalty Notice is issued for Term Time Leave or irregular attendance the amount will be: £160 per parent, per child when paid within 28 days.
- No option to pay at £80 level

### **Third Offence and Any Further Offences (within 3 years)**

- The third time an offence is committed for Term Time Leave or irregular attendance a Penalty Notice will not be issued.
- The case will proceed to the Magistrates' court. Magistrate's fines can be up to £2,500 per parent, per child.
- Cases found guilty in Magistrates' Court can show on the parent's future DBS certificate and may impact on job applications and travel abroad.

### **Court prosecutions:**

- Penalty Notices will not automatically be issued.
- Parents are advised that where the LA considers that a Penalty Notice is not appropriate due to the level of concern about a child's absence, prosecution action may be taken.

Ultimately, as parents and teachers, we all want the best for our children. At Stokes Wood Primary School we place the pupils at the heart of everything we do. Please help us to do our very best for them by ensuring they come to school each day. Thank you for your ongoing support.

The school's current target for pupil attendance is 96%, which is high and reflects the importance that the school and parents attach to regular attendance.

### **Request for absence for religious observance**

In line with DfE guidance, for all religious observance, it is expected that only one day is to be authorised for each religious celebration and then only where it falls on a school day. Parents should request this absence from the head teacher beforehand.

### Medical information

Long-term medication for all children in need of it will be held by the class teacher and kept in a central place, which will be clearly marked. **It would be best practice if a second medication is available at school for playtimes, lunchtimes and PE. Please ensure any medication is clearly marked with your child's name and clearly written instructions.**

It is your duty as parent/guardian to ensure that the medication is in date.

**No medication can be allowed in school unless the appropriate form is completed and returned to school.**

Forms are available from the school office. Children requiring an epi-pen in school must have the relevant form completed by their GP. Please ask at the school office. (See Policy for Supporting Pupils with Medical Conditions and Administering Care and Medication to Children with Medical Needs).

Children who require a short course of medication, for example antibiotics, will normally **remain at home** until the course is finished.

If it is felt by a medical practitioner that the child is fit enough to return to school, the dosage can be adjusted so that none is required at lunch time, or if this is not possible, a parent/carer may administer the lunchtime dose by arrangement with the head teacher.

However, if the child is well enough to attend school, and a parent or carer cannot take either of these options, the head teacher, or deputy in her absence, or other nominated member of staff, will administer the medicine as long as there

are fully-written instructions and the medicine is in the original packaging.

Antibiotics should be held securely in the school office on these occasions.

Over the counter medicines will only be administered according to the dosage recommended on the container or box. Wherever possible parents or carers should administer these over-the counter medicines. Recent LA guidance states that: 'A child under 16 should never be given aspirin or medicines containing ibuprofen unless prescribed by a doctor.' The necessary forms should be completed by parents/carers as for prescribed medicines. If a doctor has advised ibuprofen but you have not been given a prescription, please ask for a signed note if you will need a member of staff to administer it.

### Safeguarding and Child Protection

Stokes Wood is committed to providing a safe and secure environment for children, staff and visitors, where all feel confident about their own safety or well-being of others.

Please note that all visitors to school must sign in at the main school office using an electronic sign in system. They will be provided with a badge which must be worn at all times whilst on the school site and they will also be asked to sign out upon leaving the school premises. This system ensures that children, staff and visitors are safeguarded. We would also ask you to report any suspicious circumstances to the school office immediately.

We believe that our school should provide a caring, positive, safe and stimulating environment, which promotes the social, physical and moral development of the individual child. The Education Act 2002, Section 175, has placed a duty on the Governing Body with regard to safeguarding and promoting the welfare of children in school. The Governors recognise that all staff and volunteers have a full and active part to play in protecting pupils from harm.

We will therefore, refer to and/or consult the **Leicester City Children's Services' Duty and Assessment Service (DAS)** regarding any concerns about the safety and wellbeing of pupils in line with our school policy and procedures for safeguarding children, the Local Safeguarding Children Board Procedures and national guidance. A copy of **our Safeguarding and Child Protection Policy** can be found on the school's website.

For your information **Mrs Gadsby** is the Designated Safeguarding Lead (DSL) with regard to Child Protection, and **Miss Stone, Miss Williams, Mrs Hardyman, Mrs Ela Sawicka, Miss Bramley and Mrs T Hardyman** are the Deputy DSLs.

### How you can help at school

We will always welcome willing volunteers to help at school. If you are able to make a regular commitment, your help will be appreciated. Please leave your details at the school office. You will be required to undertake a full DBS check.

### How I can help my child at home

There is a school Homework Policy which you can read on the school website or ask for a paper copy at the school office. If you wish to make a comment about homework, there will be an opportunity through the parent survey. Other policies are available on the school website at:

[www.stokeswood.leicester.sch.uk](http://www.stokeswood.leicester.sch.uk)

Paper copies of policies are available from the office.

In Years 1 and 2, children take part in guided reading on a daily basis. Home reading books are matched to the level of books read in school. Please read with your children for at least 10 minutes every day and record your comments in their Monkey reading diary. Library reading books will be changed at least once a week.

**Children should do homework activities for about 1 hour per week.**

Children in Year 1 are required to read for ten minutes a night - this is the most important thing you can be doing with your child. Additional homework will be given when appropriate and it will link to the child's current learning. This may be in the form of a worksheet or may be a task for them to be creative. (Please come to speak to a member of staff about the ways that you can make reading a fun and enjoyable time if you are finding this difficult).

In Year 2, children will be given spellings to learn each week. They will also be set tasks to support their maths work in school. Occasionally, children will be given a mini-topic-style task. They will be given ideas on how to present their work and where to get information.

We have reviewed the Foundation subject curriculum. ICT skills are taught and used to enhance learning in all areas of the curriculum supplemented by the Purple Mash scheme of work. Literacy and Maths are taught discretely but are developed further within the foundation subjects such as History, Geography and RE etc. In Maths, we will be covering the National Curriculum through the *Maths - No Problem!* scheme of work and additional resources where appropriate. Reading is taught through synthetic and systematic phonics (ALS programme) and shared and guided reading. More detailed information of the KS1 curriculum can be found on the school website.

Year 1

<u>Autumn Term</u>	
	<p><u>Literacy 1:</u> Talk for writing focus: Journey tales: 'We're going on a bear hunt'. Non-fiction focus: Instructions: 'How to make a bear snack'.</p> <p><u>Literacy 2:</u> Talk for writing focus: Losing tales: 'Room on the broom'. Non-fiction focus: Explanation text: How does Santa get ready for Christmas?</p> <p><u>Maths:</u> Numbers to 10, number bonds to 10, addition within 10, subtraction within 10,</p>

shapes and patterns, doubling and halving, 3D shapes, positions, numbers to 20, addition and subtraction within 20.

Mastering Number -Fluency

Science: Seasons, human body and senses

History: My grandparents and their toys (old and new).

Geography: Local Area - Places we go  
Where am I in the world?

Art: Full body portraits (Peter Blake),  
Pattern and Collage (Kandinsky)

Music: Charanga scheme of work.

ICT: Purple mash scheme of work.

PE: Basic movements - run, jump, kick, throw and catch. Football and tennis coaching.

Gymnastics - developing balance, agility and co-ordination.

RE: Ideas about God (Christianity),  
Celebrations

PSHE: Me and my relationships, Valuing  
Difference

Spring Term

Literacy 1: Talk for writing focus: Defeating the monster: 'The three little pigs'. Non-fiction focus: Recount: 'Fire station visit'.

Literacy 2: Talk for writing focus: Rags to Riches 'The Ugly Ducking'

Non-fiction focus : Non- chronological report



on animals.

Maths: Numbers to 40, addition and subtraction word problems, multiplication and division, fractions, counting to 100, time, money.

Mastering Number -Fluency.

Science: Naming and describing materials, Properties and uses of materials

History: Great Fire of London.  
King Richard III focus day.

Geography: Places we can visit.  
Where is New Parks in the world?

Art: Paper Sculpture (Alexander Calder),  
Painting skills (Sonia Delauney)

Music: Charanga scheme of work.

ICT: Purple mash scheme of work.

PE: Gymnastics - developing balance, agility and co-ordination. Dance - using simple movements.

RE: Sacred Places, Hinduism

PSHE: Keeping Myself Safe, Rights and responsibilities

**Summer Term**

Literacy 1: Talk for writing focus: Warning tale: 'Sleeping beauty'. Non-fiction focus: Persuasive text: 'A phonics party'.

Literacy 2: Talk for writing focus: Poetry: 'Hands- By Julia Donaldson'. Non-fiction

focus: recount.

Maths: Volume and capacity, mass, number, space, assessments and review. Measure.

Recap areas of weakness.

Mastering Number -Fluency

Science: Animals (vertebrates), Identifying plants and their parts

History: Explorers: Christopher Columbus

Geography: Our Wonderful World

Would you like to live in India?

Art: Drawing Skills (Stella Rankin), Texture (Van Gogh)

Music: Charanga scheme of work.

ICT: Purple mash scheme of work.

DT: Puppets (Textiles), Fruits and Vegetables

PE: Attacking and defending. Sports Day, races and team games.

RE: Creation Stories, Belonging

PSHE: Being my Best, Growing and Changing

## Year 2

### Autumn Term

#### The World

Trip to  
Twycross Zoo

Literacy: persuasion texts 'Gorse Hill City Farm' and 'Twycross Zoo', poetry, traditional tale 'Goldilocks and the Three Bears', discussion texts 'Should Goldilocks be punished?'

Maths: Place value - numbers to 100, simple addition, simple subtraction, money, time, problem solving (National Curriculum Year 2, Maths No Problem Textbook and Workbook)

Science: Snap Science: Local habitats, Choosing materials

Geography: People and their communities  
Where is home? (New Parks, Leicester, the UK)

History: Gunpowder Plot (Bonfire Night), festivals and anniversaries

Music: Charanga scheme of work (Simple patterns, Gospel, jazz) Christmas concert/production

PE: Skills in hockey, dance, tennis, gymnastics

PSHE: Me and my relationships, valuing difference

RE: Christianity, Islam

ICT: Coding, Internet safety and spreadsheets

DT: Structures (Baby Bear's Chair)

Art: Animal art (Henri Rousseau), paint mixing (Pamela Ward)

### Spring Term

Community  
Walk

Literacy: instructions 'How to be a green super hero', 'How to be a good friend', character flaw stories 'Litterbug Doug', journey stories 'The Smartest Giant in Town', non-chronological reports

'Rainbow Giants' and poetry.

Maths: Revision, adding with renaming, subtracting with renaming, multiplication, division, fractions, problem solving (National Curriculum Year 2, *Maths No Problem* Textbook and Workbook 2A and 2B)

Science: Snap Science: Growing seeds and bulbs, Growing up (animals and humans)

Geography: We are geographers - Maps. Where are these places and are they worth visiting?

History: The Victorians (significant people such as Mary Seacole)

Music: Charanga scheme of work (Pop, Marching Band)

PE: Skills in football, tag rugby, basketball, fitness

PSHE: Keeping myself safe, rights and responsibilities

RE: Festivals and celebrations, Religious stories

ICT: Creating pictures, Questioning

DT: Mechanisms (Moving monsters)

Art: Sculpture (Keith Haring), Drawing and Painting (VanGogh's Sunflowers)

**Summer Term**

Trip to  
Beaumanor Hall

Literacy: explanation texts 'How sunflowers grow' and 'The life cycle of a hen', poetry, defeating the monster stories (The Gruffalo and Baba Yaga), recount 'Our class trip to Beaumanor Hall', rags to riches stories 'Cinderella'.

Maths: Revision, 2-D and 3-D shapes, graphs and

measurement, incl. length, mass, volume, temperature. (National Curriculum Year 2, *Maths No Problem* Textbook and Workbook 2A and 2B)

Science: Snap Science: Changing materials, Growing healthy plants

Geography: Our Wonderful World (continents), What is life like in other places?

History: Living in the Victorian times (kitchen and home appliances then and now)

Music: Charanga scheme of work (Rock, Exploring improvisation)

PE: Skills in athletics, volleyball, cricket, rounders

PSHE: Sex and relationships education, being my best, growing and changing

RE: Caring for people, Inspiring leaders

ICT: Effective searching and making music, Presenting ideas

DT: Food and hygiene (A balanced diet)

Art: Working with pastels

**Maths: Problem solving based on the below areas of learning:**

Number and place value (hundreds, tens, ones), addition and subtraction (2- and 3-digit numbers), multiplication and division (x2, x5, x10, \*x3), fractions (halves, thirds, quarters), estimating, comparing and measuring in

kg, gr, m, mm, l, ml, °C, £, p, min, s; telling the time to five minutes (on digital and analogue clocks), 2D and 3D shapes and their properties, position and direction (including quarter anti/clockwise turns), statistics (interpreting and constructing pictograms, tally charts, block diagrams, tables, Carroll and Venn diagrams, problem solving.

## **Assemblies**

Assembly time is used for collective worship and to encourage social and emotional aspects of learning, school and British Values, Equality, diversity and the 6Rs. Assembly time is also used to share and celebrate success, special occasions - for example, birthdays, religious celebrations and achievements - presentation of certificates and awards.

Parents are invited into school on regular occasions to share assemblies and other special performances and celebrations. You are very welcome to attend at any time.

Thank you for taking the time to read this booklet.

If you can think of something that would be useful to include, please let us know so we could consider it for the next edition!

**Further information can be found in the school prospectus, on the school website, on the outdoor screens. It will also be sent to you in newsletters and notices during the year.**



### **Parent's Fact Sheet: Advice for you and your children when online.**

Know what your children are doing online and who they are talking to. Ask them to teach you to use any applications you have never used. Keeping the computer in a family room means that you can share your child's online experience – and that they are less likely to act inappropriately (for example, via webcam).

Help your children to understand that they should never give out personal details to online friends – personal information includes their

messenger ID, email address, mobile number and any pictures of themselves, their family or friends. If your child publishes a picture or video online, anyone can change it or share it. Remind them that anyone may be looking at their images and one day a future employer could!

If your child receives spam/junk email and texts, remind them never to believe them, reply to them or use them. It's not a good idea for your child to open files that are from people they don't know. They won't know what they contain – it could be a virus, or worse – an inappropriate image or film. Help your child to understand that some people lie online and therefore it's better to keep online mates online. They should never meet up with any strangers without an adult they trust.

Always keep communication open for a child to know that it's never too late to tell someone if something makes them feel uncomfortable.

Teach young people how to block someone online and how to report them if they feel uncomfortable.

**Pupils' mobile phones are NOT allowed in school.**

**Useful websites:**

[www.ceop.gov.uk](http://www.ceop.gov.uk)

[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

[www.getnetwise.org](http://www.getnetwise.org)

The online world is posing an ever-increasing risk to children and it is important that schools, parents and carers work together to take an active role in teaching children about online dangers. Learning how to act safely when using the internet is an incredibly important part of safeguarding our children.

Please click on the link below which will take you to the school website for links and policies to further information.

[Parents Information | Stokes Wood Primary](#) (scroll down)

[Policies | Stokes Wood Primary](#)

### Parental responsibility

If you have parental responsibility for your child, but live apart from each other, you are still entitled to information about their progress and participation in events at school. If you would like to receive a copy of their annual report, copies of school photos or information on assemblies and exhibitions, please e-mail:

[office@stokeswood.leicester.sch.uk](mailto:office@stokeswood.leicester.sch.uk)

The school website will give you more information about our school.

[www.stokeswood.leicester.sch.uk](http://www.stokeswood.leicester.sch.uk)

Wishing both you and your child a happy and successful year.  
The Key Stage 1 team.



