

Parental Involvement

In school, we have an active PTA who raise funds for the children through events. We are always keen to welcome volunteers into school, if this is something of interest to you, please speak to the school office or contact the PTA direct on woodlands.pta@hotmail.com

Meet Angus!

We are pleased to introduce our school dog, Angus — also known as “Gorgeous Gus”!

At Woodlands, we believe animals can support children’s learning and wellbeing by helping them develop responsibility, empathy and caring skills. With parental permission, children may have opportunities to interact with Gus in a safe and supportive environment.



WELCOME TO WOODLANDS PRIMARY SCHOOL



READY - RESPECTFUL - SAFE

Headteacher - Dr Victoria Carr

Woodlands Primary School

Eddisbury Road

Whitby

Ellesmere Port

CH66 2JT

Tel - 0151 329 3164

Email - admin@woodlands.cheshire.sch.uk

Web - www.woodlands.cheshire.sch.uk

Dear Parents and Carers,

Welcome to Woodlands Primary School! We are so delighted to have your child join us. We believe that by working together with families, we can help every child achieve their very best. At Woodlands, we encourage children to be curious, confident, and excited about learning.

This booklet will answer some common questions and if you need anything else, please feel free to contact the school—we're always happy to help.

Warm wishes,

Woodlands Primary School

Sessions

Morning Session -

Nursery & Pre-School	8:45am - 11:45am
Infants & Reception	8:55am - 12:30pm
Juniors Yrs 3 & 4	8:50am - 12 noon
Juniors Yrs 5 & 6	8:50am - 12:30pm

Nursery & Pre-School Full Day
9:00am - 3:00pm or 9:00am - 3:30pm
Dependant on funding/charges

Afternoon Session -

Nursery & Pre-School	12:30pm - 3:30pm
Infants & Reception	1:15pm - 3:15pm
Juniors Yrs 3 & 4	12:50pm - 3:20pm
Juniors Yrs 5 & 6	1:20pm - 3:20pm

School Hours

Children can enter their classrooms from 8:45am each morning, this is to help aid smooth transitions from home to school.

The school day starts at 8:50am for Juniors and 8:55am for Infants, so please make sure your child arrives on time.

Being punctual is very important. Arriving late can mean children miss important learning and may feel unsettled at the start of the day.

At Woodlands we have an open-door policy, and your child's class teacher is often available to speak with you at the end of the day or is contactable by the class email.

Out of School Provision - Sunbeams

We offer wrap-around care at Woodlands before and after school through our Sunbeams Club. To use this service, parents/carers must complete a Data Collection Form.

Bookings can be made via ParentPay at least 3 days in advance, more details are available from the school office or on our website.

Pupil Premium Funding

Pupil Premium provides extra funding to help eligible children from Reception to Year 6 achieve their best in school.

Your child may qualify if you receive certain benefits, including:

- Free School Meals
- Income Support
- Child Tax Credit
- Income-Based Jobseeker's Allowance

For more information and how to apply, please visit the Pupil Premium page under the 'Our School' section on our website:

www.woodlands.cheshire.sch.uk

For Nursery and Pre-School children, Early Years Pupil Premium can be applied for online through:

[Cheshire West and Chester Early Years Pupil Premium](#)

General Information

Starting school is an exciting time for both children and parents. Children often learn through play in the Foundation Stage, with activities carefully planned around their interests and development. A strong home-school partnership helps children settle happily and achieve their best. We welcome parents into school to support with activities — please ask if you would like more information. Before starting school, it is helpful if your child can practise:

- Dressing and undressing independently
- Hanging up coats and bags
- Using the toilet and washing hands properly
- Using a knife and fork
- Tidying away toys
- Sharing and taking turns

Forms

Please return your child's Data Collection Form as soon as possible so we have up-to-date emergency contact, medical and dietary information.

When your child starts school, we will also ask you to complete consent forms, including:

- Photographic Consent
- Internet Use Consent
- Home-School Agreement
- Local Area Visit Consent
- School Dog Permission



We appreciate there is a lot of paperwork, but these forms help us keep your child safe and well supported in school.

Communication

At Woodlands, we keep parents informed through regular updates, photos and celebrations shared by class teachers:

- Tapestry for EYFS
- Seesaw for Years 1–6

You will receive account details once your child is enrolled.

We also use ParentPay which allows us to contact parents by email with a weekly Friday bulletin, important dates, events and school information. Activation details will be sent home after enrolment. For more information about school life, please visit our website: www.woodlands.cheshire.sch.uk

Payments

Payments for school dinners, snacks, trips, clubs and Nursery or Pre-School sessions can be made online using ParentPay.

Once your child has joined the school, you will be given your unique activation code from the school office.

Please note: the school no longer accepts cash or cheque payments.

School Uniform

Our school colours are green and grey. Children wear a green Woodlands sweatshirt or cardigan with a white polo shirt or blouse, grey trousers, skirt or pinafore. In warmer weather, they can wear grey shorts or green gingham dresses. Nursery children do not need to wear uniform, as this is optional.

Branded uniform can be bought online or from local shops such as The Uniform Shop or Uniformity however, supermarket and other store items are also fine. You can also buy items like PE kits, book bags, and coats if you wish.

Children should wear sensible black shoes (no trainers, boots, or heels). Please avoid lace-up shoes for younger children. No jewellery or large hair accessories, and long hair should be tied back.

Physical Education

Children should come to school on their PE day wearing their PE kit:

- White T-shirt
- Black shorts
- Outdoor trainers

Plain black tracksuits may also be needed during colder months.



Please ensure all items are clearly labelled with your child's name. We are a large school and labelled items are more likely to find their way back to you

Water Bottles

As part of our healthy school ethos, children are expected to bring a named water bottle to school each day. We recommend a clear plastic bottle with a drinking spout to help reduce spills. Bottles should be taken home, cleaned and refilled daily. Please make sure your child's name is clearly written on the bottle.



Illness

If your child is unwell and cannot attend school, please contact the school office and leave a voicemail before 9am letting us know the reason for their absence. If your child has sickness or diarrhoea, they must stay at home for 48 hours after their last episode. Please contact school for advice about other infectious illnesses. Please make sure we always have up-to-date contact and emergency telephone numbers. If your child needs antibiotics 4 times a day, we may be able to give a lunchtime dose in school. A medication form must be completed at the school office. School staff are generally unable to administer creams, drops or non-prescribed medication.

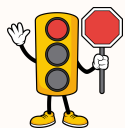
Registration and Attendance

Registers are taken at the start of each day. If your child arrives late, please go to the school office to sign them in. Children arriving after 9am will be marked late, and after 9:30am this will be recorded as an unauthorised absence.

If your child is absent, please phone the school on the first day and leave a message. Unexplained absences will be recorded as unauthorised.

Holidays should not be taken during term time. Leave will only be granted in exceptional circumstances, and a request form must be completed in advance. Unauthorised absences may result in a fine.

Where possible, please arrange medical or dental appointments outside of school hours.



Road and Parking Safety

Please help us keep all children safe by parking considerately around school.

Do not park on zigzag lines, across driveways, opposite junctions or double park. Parents must not park or drop children off in the school car park. Children should enter school through the pupil gates. The School Streets initiative means that Eddisbury Road is only accessible by car to blue badge and permit holders between the following hours:

- 8:30am–9:00am
- 2:45pm–3:30pm

Parents may use the footpath through the Junior school grounds from Randle Meadow before and after school.

Food and Snacks

Children can have a school dinner or bring a packed lunch. Infant school dinners are currently free. For Nursery and Junior children, school dinners cost £3.20 per day (£16.00 per week), unless your child is eligible for Free School Meals (FSM). School meals also include a healthy drink. Payments must be made in advance online using ParentPay (details will be provided when your child starts school).

Each morning, children will tell their teacher whether they are having a school dinner or a packed lunch, and which meal option they would like, there is no need to pre-book. Our menu offers a choice of meals and runs on a 3-week rotation. Please visit our website to view the menu. To check eligibility for Free School Meals, please call 0300 123 7039 or visit [Cheshire West and Chester Free School Meals](#).

Children with packed lunches may bring a cold drink (no glass bottles, fizzy drinks or cans). Water is always available in school.

Nursery and Pre-School children are provided with healthy snacks during each session at a cost of 20p per session.

Reception and Infant children receive a free mid-morning snack of fruit or vegetables each day, they may also purchase a hot snack, this can be booked via ParentPay at a cost of 80p.

Reception hot snack is a slice of toast each day, Year 1 & Year 2's snack will vary each day according to our snack menu.

As a Healthy School, we ask that Junior children bring only healthy snacks such as fruit or vegetables. Please do not send sweets or sugary snacks.

Grapes must be cut lengthways to reduce choking risk. Please avoid sending pre-packed "lunchables" where possible, as these can be difficult for children to open. Lunches should be healthy, no chocolate bars or sweets.

For Years 1–6, snacks can also be pre-booked through ParentPay for 80p per day (e.g. toast, cheese on toast or bacon butties).

