

Nettleham CofE (VA) Junior School – The School Day

8.45 – 8.55	Children arrive at school in playground
8.55	Registration – school begins
9.05	Lessons
10.15	Break
10.30	Lessons
12.15	Lunch
13.15	Lessons
15.10	Assembly/Act of Worship
15.30	End of School Day

School Uniform

The school has the following guidelines for uniform:

Red sweatshirt or cardigan with embroidered school crest

White polo shirt with school crest

(These were introduced as they can be worn under sweatshirts in Winter and on cooler days but provide a cool, practical and smart option without a sweatshirt on warm Summer days.

White shirts or blouses are an alternative to a polo shirt.

Grey trousers or skirt. (Girls are welcome to wear tailored grey trousers)

Black shoes. (Girls should not wear shoes with high heels as these are dangerous in the playground).

Dresses in red/white or green/white are acceptable alternative wear for girls in Summer.

Jewellery should not be worn to school. The only exceptions would be a plain wristwatch and small stud earrings if strictly necessary.

Clothing for PE: (Please ensure all clothing and shoes are marked with the child's name)

Red School T Shirt

Black Shorts

School Sweat Shirt

Black Jogging Bottoms

White sports socks

Trainers

Plimsolls (optional for Summer wear on the yard or in the hall in the case of verrucas.)

A sweatshirt and jogging bottoms are essential for PE outside on colder days. Girls may choose to wear a red or black leotard for indoor PE.

**What does a
typical day
look like?**

Our school has eight classes; these are two parallel mixed ability classes in each year of the school.

Times:	08.45 - 08.55	Children arrive at school
	08.55	School begins
	09.00	Registration
	09.05	Lessons
	10.15	Break
	10.30	Lessons
	12.15	Lunch
	13.15	Lessons
	15.05	Assembly/Act of Worship
	15.30	End of school day

Total school time, excluding breaks: 26.25 hours per week.

Time spent teaching, excluding Assembly/Collective Worship/Registration: 23.75 hours per week.

A typical timetable for a class

	8.55 - 9.05		10.15 - 10.30	10.30 - 11.30	11.30 - 12.15	12.15 - 1.15	1.15 - 3.00	3.05 - 3.30	
Mon	R E G I S T E R	English	B R E A K	Maths	Spellings	L U N C H	Science	A S S E M B L Y	
Tues		English		PE	Maths		Computing		
Wed		English		Maths	Guided Reading		History / Geography		
Thurs		Maths		English	Handwriting		PE		Music
Fri		English		Maths	RE		Art / DT		

Our school gates are opened at 8.45am. A member of staff is always standing at the gates to greet your child and several other members of staff are on the playground supervising. Please allow your child to walk into the playground independently. 8.45am is the point where we take responsibility for your child. We advise you to stay with your child until the gate is open.



At 8.55am the whistle will go and children are expected to stand still. A second whistle is blown and your child will walk sensibly to line up - each class has its own set place for lining up. The teacher on duty will send in each class in.

Your child will make their way into the cloakroom where they will be expected to unpack their own bag and come into the classroom ready to learn. Packed lunch boxes and water bottles are brought into the classroom as well as pencil cases in the upper years. In Year 3 all stationery needed for learning is already set out on tables. PE bags are hung on pegs in the cloakroom - aim to send your child's PE bag in every Monday with them. They will be expected to undress and dress themselves as part of their PE lesson. Changing for PE is the easiest time when clothes can become mixed up. Please ensure all of your child's clothing is labelled - even shoes! Our lost property box is kept in the school hall and unlabelled items of clothing are put in there.

The class teacher and year group teaching assistant are always there to greet the children as they enter the cloakroom and classroom. Registration takes place followed by the first lesson of learning.



Break time takes place at 10.15am and children are allowed out to play. There is always a minimum of 4 members of staff on duty. We ask the children to bring a healthy snack to eat at playtime, either a fruit or salad vegetables. Children are reminded to go to the toilet during break times rather than disrupting their learning time.



We have our first aid area in the Year 3 alcove. If a child has an accident on the playground they will be escorted in by another child or in serious cases an adult. There is always a member of staff ready to deal with any injuries. A slip will be filled in to notify you if it is felt necessary. If the weather exceptionally bad, it becomes a 'wet playtime' and the children remain inside their classroom where they can play with games or draw.

After playtime, your child will be back in the class ready for the next lesson of learning.



We pride ourselves on our creative curriculum and the variety of opportunities and experiences we can offer your child.



Lunchtime begins with your child being invited to say *Grace*. It is said in unison as a class. After that your child will be dismissed by the class teacher and asked to wash their hands and collect their lunch.



Children who have a packed lunch will eat in their own classroom and there is a midday supervisor in each Year 3 classroom. Some of our Year 6 children will come and eat in the classroom too.

**A typical prayer said is
"Bless dear Lord our daily
food, please make us
strong and make us good."**

Children who have hot school meals will make their way up to the Year 6 classrooms where the meals are served. A member of staff takes Year 3s to the classrooms until the routine is familiar. Again, there are members of staff supervising each classroom and the children tend to be seated in friendship groups.



The children are let out onto the playground at 12.45pm and have half an hour to play. There will always be 5 midday supervisors on duty outside and another on duty in the first aid area. There is always a good atmosphere on the playground with children playing happily. We have a team of older children who take their role of buddying very seriously who will make

sure that your child is playing games.

During the warmer months when the grass is dry, the children are allowed onto the field to have a picnic lunch and play. Children must have trainers in school with them to go onto the field as we do insist on a change of shoes when the children have been on the grass.



For the last 15 minutes of play, either Mr Gibbons or a senior member of teaching staff comes out onto the playground. At the end of play the whistle is blown and children line up.

Gentle reminders to encourage your child to use the toilet or have a drink are given before learning commences. Water bottles are kept in the classroom.

A whole afternoon of creative learning!



As lessons conclude for the day, your child will pack their bag and it is at this time letters are given out too. We suggest that your child has a Nettleham Junior School book bag (on sale via Uniform Direct/Price & Buckland) to put in important letters. It will also be used to transport reading books and homework to and from school. If you wanted to include a sturdier folder inside, feel free to.

Your child will be taken into Assembly where Mr Gibbons leads. Our gatherings tend to have a religious basis in line with our Christian ethos. They are a time where we reflect upon our Christian values. Thursday assemblies are very much worship based and our led by our RE leads Mrs Fane and Mrs Hollamby. Friday is our praise assembly where the adults working in school award certificates on a



weekly basis; they celebrate a child's achievement be it academic, sporting, social or moral. Parents aren't normally invited to these given the sheer number of certificates given out each week and it is a nice surprise to see your child come out of school on a Friday with a certificate. We also visit the Church for a special services led by Father Richard or members of our school staff to celebrate events in the Christian calendar such as Christmas, Easter and Pentecost.



Every half term we hold a Governor's Certificate Assembly. One child is nominated against the values of the fruits of the Holy Spirit: love, joy, peace, patience, kindness, goodness,

faithfulness, gentleness and self-control. One of our Governors is invited in to present these certificates. If your child is nominated you will be invited to come and watch your child receive their award in our special assembly.



As assembly finishes Mr Gibbons sends the classes back one at a time to be dismissed by the class teacher for 3.30pm.

Your child will make their way out onto the playground to meet whoever is collecting them. It is a system that works well and encourages maturity and independence in junior school. If for any reason the person collecting changes during the day please notify the School Office so that the class teacher and child are made aware. It is made clear to the children that if the person collecting them is not there then they **MUST** make their way to the School Office for us to contact parents. Some parents choose to wait outside the school; others stand in the playground - please ensure your child is aware of your preference.

**What will the
first couple of
weeks look
like?**

Firstly your child will receive a big welcome to the next stage in their learning journey at the Junior School!

The first day will consist of introductions to the various members of staff that will be working with your child. As well as your child's main class teacher, they will encounter other teachers that will teach at various times in the week too. This may be due to grouping for lessons such as spellings, guided reading, handwriting. It is also due to 'PPA time' where a teacher is allocated a half day release from the classroom for planning, preparation and assessment time.



Timetables are organised so that it is the same member of staff that teaches during PPA release time. The fully qualified covering teacher plans and delivers lessons in which they specialise. Currently, Mrs Stevens teaches RE in both Year 3 classes. Our current Year 3 teachers are Miss Booth who teaches 3B and Miss Thompson and Mrs Stevens who teach 3TS.

There are year group teaching assistants that your child will meet and others that may be supporting the needs of individuals in the year group. There are a lot of faces to put names to and each member of staff has a name badge to help. For parents we have a notice board in our reception area that has the name of every member of staff and their role in school. Feel free to come in and have a look. It is there for you.

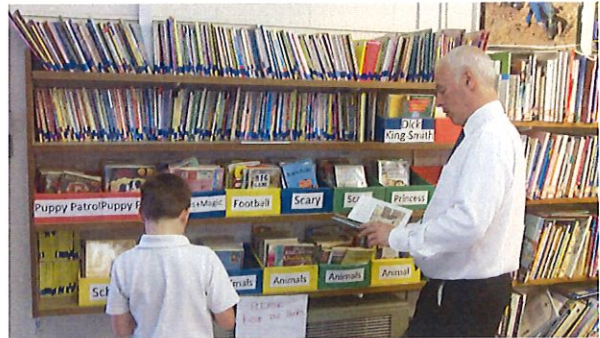


Your child will also be introduced to the routines that we have in place. Often the first day will consist of lessons that recap what the children have got up to in the six weeks summer holiday. On the move up day in July your child will be asked to keep souvenirs from days out or holidays taken so that they have a reminder for this task.

Initially over the first couple of weeks, the children will be given what we call our baseline assessments - they give us a guide of where your child is at on their learning journey. We use these results alongside any transition data to determine your child's individual targets.

These assessments are subtly carried out and your child should not feel like they are completing tests.

Your child will receive a reading book within the first couple of weeks of starting at our school. We will assess your child's reading and match them with a book from our school library. You may find the book is 'easier' than previous books, but our intention is to provide them with a book they can confidently read and then move them up to the next level. This gives your child a boost in confidence.



You will be invited to a 'Welcome to Year 3' meeting where the teachers will introduce themselves again and go through what will be expected of your child in more detail. At the meeting the Year 3 curriculum will be explained to you in more detail and you will receive an outline of any trips your child will be going on that year. Holding the meeting a couple of weeks in allows you and your child time to settle before the routines of homework are introduced. It is an opportunity to speak with your child's class teacher too.

Our school has an open door policy where we will always make time to listen to any query or concern, no matter how small. Parents have told us it can be difficult in the transition period to judge when to come and talk to a member of staff. Feel free to pop in to the School Office. Mrs Duxbury or Ms Ainsworth will be happy to make an appointment for you to meet the member of staff that you require. You can call on 01522 750376 or drop an email to enquiries@nettleham-junior.lincs.sch.uk

This is an important transition for you as well as your child and we want it to run as smoothly as possible.

Finally, here's a quick checklist of what your child needs to bring on that first day

- Bookbag that includes 'reminder souvenirs' for an initial writing task
- PE kit with every item labelled
- Trainers to wear on the field at lunchtime
- Water bottle
- Healthy snack
- Packed lunch if applicable



HOT SCHOOL MEALS AT NETTLEHAM JUNIOR SCHOOL

IMPORTANT INFORMATION:

HOT SCHOOL MEALS ARE NORMALLY ORDERED ONLINE BUT DUE TO TECHNICAL I.T. ISSUES MEALS WILL BE ORDERED MANUALLY FOR THE FIRST TWO WEEKS BACK AT SCHOOL (I.E. W/C TUESDAY, 4TH SEPTEMBER & MONDAY, 10TH SEPTEMBER). IN EARLY JUNE YOU WILL RECEIVE A LETTER WITH THE MENU AND INFORMATION ON HOW TO ORDER AND PAY. THE DEADLINE FOR RECEIPT OF ORDERS FOR THE FIRST TWO WEEKS IN SEPTEMBER WILL BE WEDNESDAY, 11TH JULY.

FIRST WEEK BACK IN SCHOOL IN SEPTEMBER YOU WILL RECEIVE A LETTER VIA YOUR CHILD WITH YOUR WISEPAY REGISTRATION/ LOG-IN DETAILS AND INSTRUCTIONS ON HOW TO ORDER ONLINE HOT SCHOOL MEALS.

Dear Parents/ Carers,

We offer hot school meals that are provided by 'Will's Diner' – the catering department of William Farr Church of England Comprehensive School. The meals are cooked on the William Farr site and transported to us in 'hot boxes'. The meals are eaten together in classrooms that are designated as 'hot meal' classrooms in mixed age groups. The quality and range of the menu is very good. The menu changes daily over a six week term. There is usually a Meat or Vegetarian option each day. If your child has any other specific dietary needs please contact us to discuss.

The cost of a day's meal – two courses – is £2.40. Meals are ordered online using our WISEPAY online payment service. You can order meals a week at a time or for the whole half term, but you will not be able to change the order once you have checked out. What we find works best is for parents to order hot school meals on a weekly/fortnightly basis as this minimizes any inconvenience if there is a school trip or sporting event organized at short notice. We always try to give plenty of notice of our trips/events but sometimes things happen/change quickly in a school environment and this is not always possible. If your child is off school due to sickness we will not be able to refund you. **Unfortunately if you miss the deadline we are unable to order meals on your behalf.**

If your child is entitled to free school meals, you must order a meal for him/her and check-out. There will be no requirement to pay. We do recommend that you regularly check your WISEPAY account to keep track of what you've ordered as time passes very quickly! **NB: please note universal free school meals end once your child is in Year 3. You are only entitled to free school meals if you meet certain criteria and pupil premium does not automatically entitle you to FSMs. Enclosed in this pack is all the information you will need including a form which we ask you to complete and return to us which will enable us to check if you qualify for free school meals.**

Please note orders must be placed the Wednesday before the Monday of the week required – for example if you wanted meals for w/c Monday, 18th June you would have had to have ordered by Wednesday, 12.00 noon on Wednesday, 13th June.

A copy of the current menu is available from the school office or on our School Website www.nettleham-junior.lincs.sch.uk which will give you an idea of the type of meals provided.

Please contact us if you require any further information.

Yours sincerely,

David Gibbons
Headteacher



Nettleham

Church of England Aided
Junior School

enquiries@nettleham-junior.lincs.sch.uk
www.nettleham-junior.lincs.sch.uk



Dear Parents/Carers,

School Uniform Suppliers

We have 3 suppliers of our school uniform.

Price and Buckland (online only) www.pbparentsonline.co.uk/nettleham

Uniform Direct (online & shop) – details below.

http://www.uniform-direct.com/acatalog/Primary_Schools.html

and available for you to buy from Uniform Direct's store – details below.

Uniform Direct
33 High St, Lincoln
Lincoln
LN5 7DQ
01522 510016

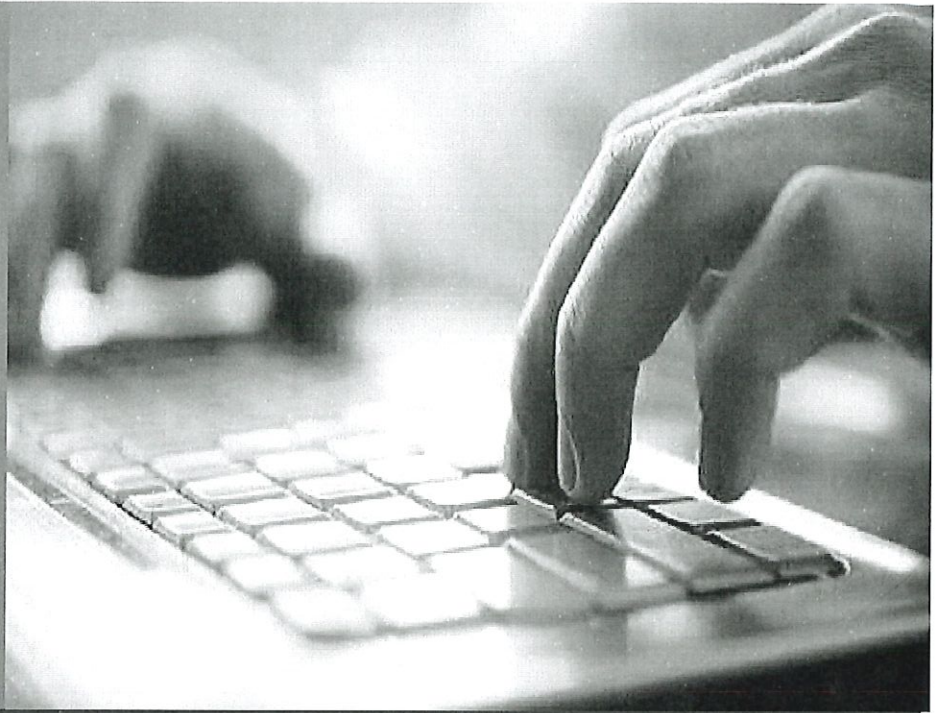
F&F Tesco's Embroidered Uniforms (online)
www.ff-ues.com (The Nettleham Church of England Voluntary Aided
Junior School) with Tesco's donating 5% of every purchase back to school.

Yours sincerely,

Mr. D. Gibbons
Headteacher

New Online School Uniform Shop!

Price & Buckland have launched a brand new web platform for you to order your uniform!



To view your online shop log on to
www.pbparentsonline.co.uk/nettleham

The Benefits

Expected delivery dates - As well as having the option to choose where to receive your delivery, our new platform also gives you expected despatch and delivery dates.

Increased communication - As well as increasing the information you see on the website (current order status), you will also receive an automated email when your refund is processed.

Brand new photographic visuals - We have invested a lot of time into photographing each and every one of our garments to ensure that the visual representation is absolutely correct.

Brand new sizing charts - We have taken on board feedback regarding our size charts and re-designed them to ensure that they are easy to follow.

Forgotten password link - We understand that with all of the usernames and passwords you have that you cannot possibly be expected to remember them all, therefore we have developed a 'Forgotten Password' link in order for you to refresh your memory.

Easy to access returns information & FAQ - We understand that sometimes things need to be returned to us and sometimes our customers have questions, we have listened to your questions and compiled detailed answers that we have posted on our website.

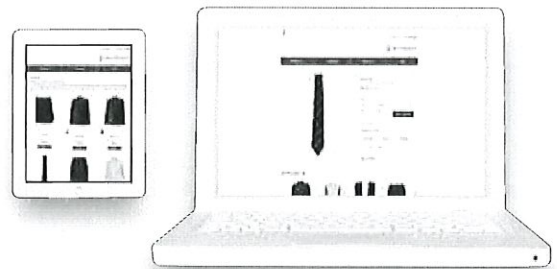
So what do I do now?

- Log onto our website using the above link
- Re-register your details with us
- Sign up to our newsletter for news and offers
- View our new site
- Purchase any uniform you need

Things to consider

As this is an entirely new platform, all existing customers will need to re-register, this does mean that you are unable to see any previous order history.

We are more than happy to answer any questions or queries you have about previous or outstanding orders by phone or by email in order to make this transition as smooth as possible.



Get In Touch

Price & Buckland Ltd - Benneworth Close,
Hucknall, Nottingham NG15 6EL

Call | 0115 964 0827 Fax | 0115 964 0769

Email | webenquiry@price-buckland.co.uk

Visit | www.pbparentsonline.co.uk/nettleham

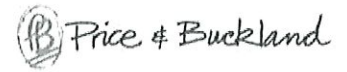


Nettleham Church of England Aided Junior School

 Price & Buckland



Nettleham Church of England Aided Junior School



Your Selection

Nettleham CE Junior School

1 2

Type: Nettleham CE Junior School

Welcome to the online uniform shop.

You can choose to have your uniform delivered either to your home/work address or take advantage of the 2 FREE monthly deliveries into school. For more information click on the Delivery Information tab.



Crew Neck Sweatshirt

7010C5925
£9.50



Cardigan

7260C5925
£10.75



Polo Shirt

2011C5925
£8.00



Boys Trousers

33066PNETT0001
£9.50



Girls Trousers

33189PNETT0001
£9.50



Pleated Skirt

33021PNETT0001
£9.50

For your convenience we do accept deliveries into school.

To be included in the final delivery to school your order with P&B must be placed by 12.00 midday on Friday, 22nd June for delivery to school on 9th July.

Orders can of course still be made for home delivery at any time.



Shadow Stripe Shorts

32080PNETT0001
£4.75



Microtech Shorts

6300PNETT0001
£4.75



Tracksuit Bottoms

6800PNETT0001
£11.50

view: 12 / all / products per page

1 2

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- [Returns](#)
- [FAQ](#)
- [Privacy Policy](#)
- [How to Order](#)

Enter Email Here...

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VAT no. GB 117 3000 25



Your Selection

Nettleham CE Junior School

1 2

Type: Nettleham CE Junior School

Welcome to the online uniform shop.

You can choose to have your uniform delivered either to your home/work address or take advantage of the 2 FREE monthly deliveries into school. For more information click on the Delivery Information tab.



Showerproof Fleece

38120C5925
£15.50



Fleece Jacket

38130C5925
£12.50

Delivery Information

Deliveries to your home or work address should be despatched within 5 working days. Please allow longer during the very busy summer months. A postage and packing charge will be applied at checkout. You will receive an e-mail when your order is despatched.

If deliveries are accepted into school, they will be made on the 2nd and 4th Monday of each month. Final ordering deadline for inclusion within these deliveries is the 1st and 3rd Monday of each month. Delivery of items to school is free of charge. Please see the products page in order to find out if your school accepts deliveries.

School deliveries during the holidays may vary. Please contact the school for more details.

For all schools outside the UK, deliveries will be made into school on the 1st Monday of every month. The final ordering deadline for guaranteed inclusion is the 3rd Friday of every month. You will still receive an email to say that the order has been despatched, but your order will be included in the next scheduled delivery to the school.

For your convenience we do accept deliveries into school.

To be included in the final delivery to school your order with P&B must be placed online by 12.00 midday on Friday, 22nd June for delivery to school on 9th July

**NETTLEHAM C of E JUNIOR SCHOOL
RETAIL PRICE LIST MARCH 2017**

RED CREW NECK SWEATSHIRT EMBROIDERED

24	26	28	30	32	34	XS (36)	S (38)
£7.00	£8.00	£8.00	£8.00	£8.00	£8.00	£10.00	£10.00

RED SWEAT CARDIGAN EMBROIDERED CHEST

24	26	28	30	32	34	XS (36)
£8.00	£8.00	£9.00	£9.00	£9.00	£10.00	£11.00

WHITE POLO SHIRT EMBROIDERED

24	26	28	30	32	34	36	38
£5.00	£5.00	£5.00	£6.00	£6.00	£7.00	£7.00	£7.00

RED REVERSIBLE JACKET EMBROIDERED ONE SIDE

3/4	5/6	7/8	9/10	11/12	13
£17.00	£17.00	£17.00	£17.00	£17.00	£17.00

RED EMBROIDERED FLEECE

3/4	5/6	7/8	9/10	11/12	13
£13.00	£13.00	£13.00	£13.00	£13.00	£13.00

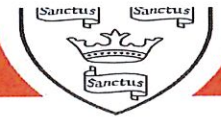
WHITE EMBROIDERED CREW NECK PE T-SHIRT

3/4	5/6	7/8	9/10	11/13	S	M	L
£4.00	£4.00	£4.00	£4.00	£4.00	£5.00	£5.00	£5.00

BLACK JUNIOR PE SHORTS £3.00

RED EMBROIDERED DELUXE BOOKBAG £5.00

RED EMBROIDERED RUCKSACK STYLE PE BAG £3.50



REQUEST FOR AUTHORISED & HOLIDAY ABSENCE

PLEASE NOTE THE GOVERNMENT HAVE ISSUED VERY CLEAR GUIDANCE THAT SCHOOLS SHOULD NOT GRANT HOLIDAY LEAVE EXCEPT IN VERY SPECIAL CIRCUMSTANCES.

TO CONSIDER AUTHORISING REQUESTS FOR ABSENCE OUR GOVERNORS REQUIRE INFORMATION THAT DEMONSTRATES THIS REQUEST MEETS THE CRITERIA OF BEING AN 'EXCEPTIONAL' CASE. PLEASE GIVE AS MUCH INFORMATION AS YOU CAN TO EXPLAIN WHY THIS APPLICATION IS 'EXCEPTIONAL'.

NAME OF CHILD

CLASS

DATES REQUESTED THAT CHILD IS ABSENCE (INCLUSIVE)

NUMBER OF DAYS REQUESTED:

REASON FOR ABSENCE:

DATE OF REQUEST:

SIGNED: _____
PARENT/CARER

PERCENTAGE OF ATTENDANCE THIS YEAR:


NUMBER OF PREVIOUS HOLIDAY AUTHORISED ABSENCES:


ABSENCE AUTHORISED / ABSENCE NOT AUTHORISED
HEADTEACHER: _____


HEADTEACHER COMMENTS:

Name _____

List food stored in the freezers


 _____

 _____


 _____

 _____

What is the temperature in the freezer unit?

 _____

Describe what it felt like in the freezer

 _____

Freezer Facts



Nettleham

Church of England Aided
Junior School

enquiries@nettleham-junior.lincs.sch.uk
www.nettleham-junior.lincs.sch.uk



NETTLEHAM JUNIOR SCHOOL – SICKNESS/ABSENCE REPORTING

If your child is unwell please ring school (or email us on enquiries@nettleham-junior.lincs.sch.uk) before 10.00 a.m. on the day your child's illness starts. We have a designated option on our new phone system where you are able to leave a message reporting an absence. However, it is essential that we know **exactly** what it is your child is unwell with – we have some messages simply saying their child is "poorly" or "sick". In order for us to keep track of what illnesses we have in school it is essential that you let us have the precise nature of any sickness – **particularly if it is an infectious disease i.e. chickenpox, measles, german measles, mumps, whooping cough, scarlet fever etc. There are children in school who have medical conditions which can be seriously affected by contact with these illnesses.**

If your child is going to absent for more than a couple of days could you please let us know - again either by email or a quick phone message. On your child's return please send a letter or email, outlining the details of the illness, confirming how long they have been absent and that they are fit to return to school.

We also get queries regarding how long a child should be kept away from school. We follow the guidelines issued by the Health Protection Agency a copy of which is attached. Should you require a paper copy please call into school.

Thank you for your co-operation in this matter and your continued support of our school.

Yours sincerely,

Mr. D. Gibbons
Headteacher

Mill Hill, Nettleham, Lincoln LN2 2PE
Tel 01522 750376

2. Rashes and skin infections

Children with rashes should be considered infectious and assessed by their doctor.

Infection or complaint	Recommended period to be kept away from school, nursery or childminders	Comments
Athlete's foot	None	Athlete's foot is not a serious condition. Treatment is recommended
Chickenpox	Until all vesicles have crusted over	<i>See: Vulnerable Children and Female Staff – Pregnancy</i>
Cold sores, (Herpes simplex)	None	Avoid kissing and contact with the sores. Cold sores are generally mild and self-limiting
German measles (rubella)*	Four days from onset of rash (as per " <u>Green Book</u> ")	Preventable by immunisation (MMR x2 doses). <i>See: Female Staff – Pregnancy</i>
Hand, foot and mouth	None	Contact your local HPT if a large number of children are affected. Exclusion may be considered in some circumstances
Impetigo	Until lesions are crusted and healed, or 48 hours after starting antibiotic treatment	Antibiotic treatment speeds healing and reduces the infectious period
Measles*	Four days from onset of rash	Preventable by vaccination (MMR x2). <i>See: Vulnerable Children and Female Staff – Pregnancy</i>
Molluscum contagiosum	None	A self-limiting condition
Ringworm	Exclusion not usually required	Treatment is required
Roseola (infantum)	None	None
Scabies	Child can return after first treatment	Household and close contacts require treatment
Scarlet fever*	Child can return 24 hours after starting appropriate antibiotic treatment	Antibiotic treatment is recommended for the affected child

Slapped cheek/fifth disease. Parvovirus B19	None (once rash has developed)	<i>See: Vulnerable Children and Female Staff – Pregnancy</i>
Shingles	Exclude only if rash is weeping and cannot be covered	Can cause chickenpox in those who are not immune, ie have not had chickenpox. It is spread by very close contact and touch. If further information is required, contact your local PHE centre. <i>See: Vulnerable Children and Female Staff – Pregnancy</i>
Warts and verrucae	None	Verrucae should be covered in swimming pools, gymnasiums and changing rooms

3. Diarrhoea and vomiting illness

Infection or complaint	Recommended period to be kept away from school, nursery or childminders	Comments
Diarrhoea and/or vomiting	48 hours from last episode of diarrhoea or vomiting	
<i>E. coli</i> O157 VTEC Typhoid* [and paratyphoid*] (enteric fever) Shigella (dysentery)	Should be excluded for 48 hours from the last episode of diarrhoea. Further exclusion may be required for some children until they are no longer excreting	Further exclusion is required for children aged five years or younger and those who have difficulty in adhering to hygiene practices. Children in these categories should be excluded until there is evidence of microbiological clearance. This guidance may also apply to some contacts who may also require microbiological clearance. Please consult your local PHE centre for further advice
Cryptosporidiosis	Exclude for 48 hours from the last episode of diarrhoea	Exclusion from swimming is advisable for two weeks after the diarrhoea has settled

4. Respiratory infections

Infection or complaint	Recommended period to be kept away from school, nursery or childminders	Comments
Flu (influenza)	Until recovered	<i>See: Vulnerable Children</i>
Tuberculosis*	Always consult your local PHE centre	Requires prolonged close contact for spread
Whooping cough* (pertussis)	Five days from starting antibiotic treatment, or 21 days from onset of illness if no antibiotic treatment	Preventable by vaccination. After treatment, non-infectious coughing may continue for many weeks. Your local PHE centre will organise any contact tracing necessary

5. Other infections

Infection or complaint	Recommended period to be kept away from school, nursery or child minders	Comments
Conjunctivitis	None	If an outbreak/cluster occurs, consult your local PHE centre
Diphtheria *	Exclusion is essential. Always consult with your local HPT	Family contacts must be excluded until cleared to return by your local PHE centre. Preventable by vaccination. Your local PHE centre will organise any contact tracing necessary
Glandular fever	None	
Head lice	None	Treatment is recommended only in cases where live lice have been seen
Hepatitis A*	Exclude until seven days after onset of jaundice (or seven days after symptom onset if no jaundice)	In an outbreak of hepatitis A, your local PHE centre will advise on control measures

Hepatitis B*, C*, HIV/AIDS	None	Hepatitis B and C and HIV are bloodborne viruses that are not infectious through casual contact. For cleaning of body fluid spills see: <i>Good Hygiene Practice</i>
Meningococcal meningitis*/ septicaemia*	Until recovered	Meningitis C is preventable by vaccination There is no reason to exclude siblings or other close contacts of a case. In case of an outbreak, it may be necessary to provide antibiotics with or without meningococcal vaccination to close school contacts. Your local PHE centre will advise on any action is needed
Meningitis* due to other bacteria	Until recovered	Hib and pneumococcal meningitis are preventable by vaccination. There is no reason to exclude siblings or other close contacts of a case. Your local PHE centre will give advice on any action needed
Meningitis viral*	None	Milder illness. There is no reason to exclude siblings and other close contacts of a case. Contact tracing is not required
MRSA	None	Good hygiene, in particular handwashing and environmental cleaning, are important to minimise any danger of spread. If further information is required, contact your local PHE centre
Mumps*	Exclude child for five days after onset of swelling	Preventable by vaccination (MMR x2 doses)
Threadworms	None	Treatment is recommended for the child and household contacts
Tonsillitis	None	There are many causes, but most cases are due to viruses and do not need an antibiotic

* denotes a notifiable disease. It is a statutory requirement that doctors report a notifiable disease to the proper officer of the local authority (usually a consultant in communicable disease control). In addition, organisations may be required via locally agreed arrangements to inform their local PHE centre. Regulating bodies (for example, Office for Standards in Education (OFSTED)/Commission for Social Care Inspection (CSCI)) may wish to be informed – please refer to local policy.

Outbreaks: if an outbreak of infectious disease is suspected, please contact your local PHE centre.

2018/19	School Terms, Holidays & Training Days
TERM 1	Tuesday, 4 th September, 2018 to Friday, 19 th October
TERM 2	Tuesday, 30 th October, 2018 to Thursday, 20 th December
TERM 3	Monday, 7 th January, 2019 to Friday, 15 th February
TERM 4	Monday, 25 th February, 2019 to Friday, 5 th April
TERM 5	Tuesday, 23 rd April, 2019 to Friday, 24 th May
TERM 6	Monday, 3 rd June, 2019 to Friday, 19 th July
Training Days	Monday, 3rd September - Monday, 29th October – Friday, 21st December Friday, 4th January, Monday, 22nd July
Bank Holidays	Tuesday, 25 th and Wednesday, 26 th December 2018 Tuesday, 1 st January, 2019 Friday, 19 th April & Monday, 22 nd April 2019 Monday, 6 th and Monday, 27 th May, 2019
2019/20	School Terms, Holidays & Training Days
TERM 1	Wednesday, 4 th September to Friday, 18 th October 2019
TERM 2	Tuesday, 29 th October to Thursday, 19 th December 2019
TERM 3	Monday, 6 th January to Friday, 14 th February 2020
TERM 4	Monday, 24 th February to Thursday, 2 nd April 2020
TERM 5	Monday, 20 th April to Thursday, 21 st May 2020
TERM 6	Monday, 1 st June to Tuesday, 21 st July 2020
Training Days	Tuesday, 3rd September, Monday, 28th October, Friday, 3rd April, Friday, 22nd May, Wednesday, 22nd July
Bank Holidays	Monday, 4 th May & Monday, 25 th May 2020

