



Parent Handbook

September 2022

We expect children to attend school each day and to be on time. Lateness disrupts the lesson for other children and is taken very seriously at New City. The school has a policy of telephoning families on the first day of absence to see why your child is not in school. This policy is in place to keep your child safe. To avoid the need to call you, we ask all parents use StudyBugs to let the school know the reason for your child's absence.

School day times

Start of the Day

Arrival (Children to start lining up from 8:20) The bell will go at 8:25.

	Tunmarsh	Coronation
8:30	Reception Year 1 Year 6	Year 2 Year 3 Year 4 Year 5

Home Time

	Tunmarsh	Coronation
2:50	Year 1 Year 6 Reception	Year 2 HUB Year 3 Year 4 Year 5

Nursery

30 Hours	Enter through Nursery Gate 8:30	Home time 2:30
AM Nursery	Enter through Nursery Gate 8:30	Home time 11:30
PM Nursery	Enter through Nursery Gate 12:00	Home time 3:00

Learning HUB

Enter through Coronation Road	8:30
Home Time via Coronation Road	2:50

Children may have a school lunch, bring a packed lunch or choose to go home for lunch. Currently school dinners are free for all primary school children in Newham. There is a choice of menu and a wide variety of food types available. Halal meat and vegetarian options are available every day and children with special dietary needs can be provided for. Please come to see us and we will discuss this with you further. Drinks are provided and children are encouraged to eat a healthy balanced diet. Children staying with a packed lunch may bring a drink. Please do not send children to school with cans or glass containers.

On our website are a range of policies that will help and guide you including our uniform and attendance policies. Our newsletter each week will keep you updated with regards to the school menu and events taking place in the school

Communication

If you have any queries you can email your class teacher via the year group email. For example: year2@newcity.boleyntrust.org. You can also email the school at info@newcity.boleyntrust.org

All information including policies and newsletters can be found on our website at www.newcity.boleyntrust.org