

Respect. Confidence. Support. Friendship. Kindness. Being Safe.
Honesty. Happiness



RHS INFORMATION SHEET

School Times

Doors open @ 8.40am - **School starts at 8.45am**

Assembly 10.30am -10.45am

Playtime 10.45am -11am

Lunchtime 12.00 -1.00pm (with Early Years and infants having a staggered early entry)

Infant play 2.00pm – 2.10pm

School finishes 3.15pm

School Lane Gates

For health & safety reason the gate on school lane is locked from:

8.40am – 9.15am

2.50pm – 3.30pm

Parents/carers are not allowed to use the staff car park.

Attendance

If your child is unwell, please inform the school office by telephone 016973 20650 or email admin@richill.cumbria.sch.uk before 8.45am – **NOT** class DoJo as staff do not always get chance to check messages in the morning. Failure to contact school may result in a doorstep visit.

Uniform

School uniform policy on the school website: <https://www.richmondhillprimary.co.uk/>

Uniform can be purchased from Gift & Stitch, 40 King Street, Aspatria

<https://www.giftandstitch.com/>

Nursery 3 Year Olds

Morning Session: 9am – 12 noon

Afternoon Session: 12 – 3pm

Lunch 12pm – 1pm

Dinner cost £2.00 per day

Extra hours available – £16.50 per session

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Nursery 2 Year Olds

Morning Session: 9am – 12 noon
Afternoon Session: 12 – 3pm
Lunch 12pm – 1pm
Dinner cost £2.00 per day
Extra hours available – £16.50 per session

School Dinners & Free School Meals

School dinners are ordered and paid for on SCHOOL MONEY. If you do not have a login please contact the school office. Dinners must be ordered by midnight the previous day, preferably for the full week, however you can also order for the full half term in advance if you prefer.

Nursery dinners are £2 and are also ordered and paid for on SCHOOL MONEY.

Children in Reception, Year 1 and Year 2 are entitled to universal free school meals. ALL children from Reception – Y2 are entitled to UFSM but they **do not** get the school holiday supermarket vouchers – you can however apply for Free School Meals.

To check if you are eligible for [Free School Meals](#) or [School Clothing Vouchers](#):

Apply online:

<https://www.cumberland.gov.uk/schools-and-education/free-school-meals-and-activities/free-school-meals-and-clothing-vouchers>

School dinners are prepared by our in-house catering staff. They are **£3.00** per day. We feel this is excellent value for money as the pupils get a choice of a nutritional hot meal, a choice of filled jacket potato, wrap or a sandwich and a choice of dessert. We also have available our daily salad bar and fresh bread

Packed Lunches

Pupils can bring a packed lunch if preferred, we advise a healthy packed lunch that does not contain sweets or chocolate. **For health & safety reasons we do not allow any nuts or food containing nuts or kiwi in school. This also applies to school trips etc**

School Money

Dinners, trips, clubs, transport, nursery fees etc are all paid on SCHOOL MONEY

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Bagels

ALL children have the option of having a free bagel in morning class

Milk

All children under 5 are entitled to free school milk daily

Fruit

A Free portion of fruit daily will be offered to all nursery, reception, year 1 & year 2 children
Junior children can bring a piece of fruit for morning break if they wish

Tuck Shop (Optional)

Special tuck every Friday @ 50p (money handed to class teacher in a named envelope)

Breakfast Club

Mon – Fri: 8am – 8.45am
£2.50 per session including a choice of breakfast and activities
No need to book just turn up!

After School Clubs

Pupils will be notified when clubs are running.

School Fund Sweetie Raffle (Optional)

Raffle every Tuesday & Thursday
Class teacher will sell a ticket and a sweet for 20p (this is optional)
The tickets then go into a raffle on Friday morning to win a prize!

Water Bottles

All children must have a **SCHOOL** water bottle. All children are gifted an initial water bottle by school. Replacement bottles and lids can be purchased from the office. Children must have **water only** in their bottle, no juice or fizzy drinks. Children have access to the water coolers at all times.

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Communications

All important information and updates will be emailed or texted to the child's number 1 contact. Please check these regularly so you do not miss any vital information.

Newsletters will usually be emailed on a Friday afternoon – these include any upcoming diary dates etc. ALL diary dates are also on the school website. **Please keep all your addresses, phone numbers and email addresses up to date with the school office**

School Website: www.richmondhillprimary.co.uk

The school website also has lots of information including, diary dates, term dates, newsletters, staffing, curriculum, class photos, school dinner menus, policies plus much more!

There is also a link to our school Facebook page on the website – we regularly post information, class photos etc.

If you have any further questions, please do not hesitate to contact Mrs Cattanach in the school office:

Email: admin@richill.cumbria.sch.uk

Tel: 016973 20650