

Dear Parents/Carers,

Transfer Day, Friday 28th June

We are looking forward to seeing everyone on Monday for our transfer day and thought we would just outline the arrangements for the day:

- Pupils will meet in the Sports Hall – please arrive between 8.40am and 8.45am.
- You can either drop your child off or wait with them in the Sports Hall. You will be able to wave them off as they go with their Tutor at 8.50am.
- Please pick your child up from the Sports Hall at 3.10pm.
- Please remember that we do not allow cars entry to the School Campus at the start and finish of the school day.
- What your child should bring:
 - a healthy snack (no nuts or sesame – see information below)
 - a named water bottle
 - a packed lunch – if your child is entitled to free school meals and you would like a lunch provided (ham/cheese or tuna baguette, drink, fruit and cake) this must be ordered at the Emmanuel school office by no later than Wednesday 26th June.
 - a sensible pencil case
 - These can be carried in a small bag/rucksack.
- If your child has any medication that they need to have in school (Epipen etc) this can be brought to the office after you have dropped your child off on transfer day as we will need a permission to administer medication form completed. Please collect the medication at the end of transfer day from the office and then return it to us on the first day of term.

Important Allergy Information

As you know Emmanuel operates a “no nuts policy” which means that children must not bring products that contain whole or part nuts into school. We must also now operate a “no sesame policy” which means that children must not bring in any products containing sesame including sesame oil. Food labels that state “may contain sesame” or “produced in a factory which may contain sesame” are precautionary and **are therefore permitted**, just not sesame listed as a whole ingredient. This can include, but is not limited to Hummus, sushi, breads/crackers that contain actual sesame seeds, cereals such as granola and muesli, protein and cereal bars. We appreciate that this may well impact pupils’ normal routines, however I am sure you can understand the need for your support in adhering to this very important medical need.

Free School Meal – Uniform Grant

If your child has been identified as being entitled to free school meals by their first, your child will be given a letter to bring home on transfer day with reference to the uniform grant that is available to you.

Second Hand Uniform Sale

The PTFA will be holding a second-hand uniform sale on Transfer Day at pick up and drop off outside the Sports Hall. Card and cash payments will be accepted.

I also attach to this email a copy of the Powerpoint presentation that was given at the parents' information evening which includes the information above and some important information about the new term in September.

Kind regards,

Miss C Stinson
Head of Year 5