

WELCOME TO MARYLAND.

This pack contains most information you will need as a new parent/carer in our school. Our important policies and other information can be found on our website, which we hope you will visit.

Maryland Primary School has been open on this present site since January 1968. The Infant and Junior schools were amalgamated to become a Primary school on 1st September 1990.

The main building consists of 14 classrooms (6 on the infant side and 8 on the Junior side of the school). There are two interlinked halls with 3 teaching spaces, two dining rooms, two school libraries, a resources room, 2 computer suites, administration block and staff room. There is a 78 place Nursery with a parent room on site. There are 2 playgrounds and 2 grass play areas (one of which is a large nature garden). The Children's Centre provides excellent services from 8am-6pm for children from 0-5 years, 51 weeks of the year.

The school lets out indoor and outdoor spaces, except classrooms, for functions and regular meeting groups. A room in the Children's Centre is also available for hire. Ask for a lettings leaflet from the school office.

YEAR GROUPS AND KEY STAGES

Nursery – aged 3 – 4 } **Foundation Stage**
Reception – aged 4 – 5 }

Year 1 – aged 5 - 6 } **Key stage 1**
Year 2 – aged 6 – 7 }

Year 3 – aged 7 – 8 } **Key stage 2**
Year 4 – aged 8 – 9 }
Year 5 – aged 9 – 10 }
Year 6 – aged 10 – 11 }

The school day

Morning session 8.55a.m. - 12 midday

Afternoon session 1.00 p.m. - 3.15p.m.

Please note:

Classroom doors are locked 5 minutes after the start of the day. Late pupils need to register at the school reception desk.

Break times:

10.30 a.m. -10.45 a.m., lunch break 12.00-1.00p.m., 2.15 p.m. - 2.30 p.m.

Nursery times:

Morning session 8.45a.m.-11.45a.m.

Afternoon session 12.20p.m.-3.20p.m.

Children's Centre:

8a.m. - 5.30p.m.

School Friend:

8 a.m.- 8.55a.m. and 3.15 p.m.- 6 p.m.

BEFORE SCHOOL

You are required to supervise infant children in the playground until the school day starts. Junior children may come to school and wait in the playground unsupervised from 8.30am. However, we will not be held responsible for them until our staff duty of care begins at the beginning of the school day.

COLLECTING YOUR CHILD FROM SCHOOL

No child will be allowed to leave the school premises during school hours, with the exception of visits to the clinic, doctor or dentist, where prior permission should be sought from the Headteacher. Never collect your child from the playground or classroom without first going through the correct procedure. Always go to the school office on arrival.

At the end of the day children who are not collected within five minutes will be taken to the office to await collection. Those who are not collected within a further 45 minutes and whose parents cannot be contacted may be taken to the Police Station or Social Services in Stratford. All infant children need to be collected by a person over 16 years old (in Reception, by a named adult only).