



Once your child starts full time, please see the below start and finish times:

Start and Finish Times September 2024

- The gates will open at 8.25am.
- The doors will open for all children at 8.30am
- Reception registration will be at 8.50am when the doors will close. The end of the day will be at 3pm. Drop off and pick up outside classrooms
- KS1 (Years 1 and 2) registration will be at 8.40am when the doors will close. The end of the day will be 3.10pm
- Years 3 and 6 registrations will be at 8.40am. The end of the day will be at 3.10pm
- Years 4 and 5 registrations will be at 8.45am when the doors will close. The end of the day will be at 3.15pm

Please note that if anyone other than your child's parent/carers are collecting them from school, you must notify the School Office of this change as soon as possible on 0208 654 2260.



School Uniform Reception

Reception		
	Boys	Girls
Winter	<ul style="list-style-type: none"> • Grey school trousers • St. John's logo white polo shirt OR plain white polo shirt • School jumper • Plain grey socks • Black shoes - no boots or trainers • School Blazer OR plain/navy/black coat without logos • 	<ul style="list-style-type: none"> • Navy blue pinafore with plain white polo shirt OR • Grey school trousers with St. John's logo white OR plain white polo shirt • School jumper OR cardigan • Plain white socks (not navy) OR • Navy tights • Black shoes - no boots or trainers • School Blazer OR plain/navy/black coat without logos
Summer	<ul style="list-style-type: none"> • Grey school shorts OR trousers • John's logo white polo shirt OR plain white polo shirt • School jumper • Plain grey socks • Black shoes - no sandals or trainers 	<ul style="list-style-type: none"> • Gold striped dress (available at <u>Marks & Spencer</u> or 2nd hand from our Olive Branch Cafe) - optional white shorts underneath • School jumper OR cardigan • Plain white socks • Black shoes - no sandals or trainers

For PE all children will need:

- Plain white t-shirt
- Plain navy shorts
- Plain navy tracksuit
- Trainers - velcro-fastening trainers are suggested for children who cannot yet tie laces independently

All uniform is available from www.bubblegumschoolwear.com

The following items are available from St. John's School Association (SJSA):

Book Bag - Hats (summer caps and winter beanies)

Hair and accessories:

All hair bands, ribbons, scrunchies etc. should be plain and in school colours (gold or navy). Hair which is below the shoulders should be tied back so that it does not distract children from their learning. Elaborate hairstyles and decorative items (including patterned cuttings and mohicans) are not allowed.

No jewellery (including all earrings) or nail varnish is to be worn. If parents/carers wish to have their child's ears pierced we ask that they do this at the beginning of the summer holiday so that they have time to heal before returning to school in September.

PLEASE MAKE SURE ALL YOUR CHILD'S UNIFORM IS CLEARLY LABELLED WITH THEIR NAME (USING MACHINE-WASHABLE PEN OR SEW-IN / STICK-IN LABELS).

Mrs M Martin
Head Teacher

T 020 8654 2260

E office@st-johns.croydon.sch.uk

St. John's Church of England (V.A.) School
Spring Park Road
Shirley
Croydon
CR0 5EL



Dear Parent/Carer

Our School Milk Scheme

Our school provides a milk scheme that is available to all of our pupils and we would like to invite you to register your child. School milk is free for under-5s, and for over-5s it is available at a subsidised* price per day.

Each child that registers with Cool Milk will receive a 189ml portion of semi-skimmed milk every day, delivered fresh and chilled to the classroom. Their school milk will not only provide them with essential nutrients, but as it is rehydrating and energy boosting it also bridges the gap between breakfast and lunch to help children stay focused. For more information on how milk can benefit children visit www.coolmilk.com/why-milk-is-great.

How to register

If your child is under five:

- Register online at www.coolmilk.com
- Register by a Tuesday at 5pm for your child's free milk to start the following week
- Free milk will continue until the Friday before your child's fifth birthday. You will receive a payment request four weeks before their birthday - if you wish your child to continue to receive school milk, simply make a payment

If your child is five or older:

- Register and pay online at www.coolmilk.com
- You can pay Cool Milk either online, over the phone or at a local PayPoint in half-termly, termly or annual instalments.
- Please pay by a Tuesday at 5pm for your child's milk to start the following week

If you have any questions regarding school milk please visit www.coolmilk.com or contact Cool Milk directly on 0844 854 2913.

Kind regards

Martina Martin
Head teacher

* Milk for under-5s is provided free of charge, fully funded by the Department of Health. Milk for over-5s is subsidised by the Rural Payments Agency and the E.U.

Mrs M Martin
Head Teacher

T 020 8654 2260
W st-johns.croydon.sch.uk
E office@st-johns.croydon.sch.uk

St. John's Church of England (V.A.) School

Spring Park Road
Shirley
Croydon
CR0 5EL



Dear Parent/Carer,

Universal Infant Free School Meals

All children in the infants currently receive a free school meal each day under the Universal Infant Free School Meals (UIFSM) scheme. Each child will receive a delicious, nutritional meal which will help them maximise their learning potential at this critically important time in their school career, without the need for you to register.

In addition, children in KS2 are also currently entitled to a Free School Meal under the Mayor of London's scheme.

It is still important for the school to know if you are in receipt of the following benefits as this will enable the school to receive additional funding to support your child's education:

- Income Support
- Income-based Jobseeker's Allowance or Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on
- Universal Credit, provided you have an annual net earned income not exceeding £7,400 (£616.67 per month)

Your child might also be eligible if you're in a household with no recourse to public funds (NRPF), subject to a maximum income threshold. This is for children of:

- Zambrano and Chen carers (non-EEA nationals caring for a British citizen residing in the UK)
- British National (Overseas) passport holders
- Spousal visa, work visa, or student visa holders
- Those with no immigration status
- Families with a right to remain in the UK under Article 8 of the European Convention of Human Rights
- Families receiving support under Section 17 of the Children Act 1989 who are subject to a no recourse to public funds restriction
- Certain failed asylum seekers supported under Section 4 of the Immigration and Asylum Act 1999

If you meet the criteria, please complete and return the attached form.

If you do not meet the criteria, there is no need to complete the form as your child will still receive a meal under the Universal Infant Free School Meals Scheme, which doesn't require you to register.

If you have any concerns or queries, please contact the school.

Thank you for your support.



Martina Martin
Head Teacher

ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Child's Date of Birth			Name of School
		D D	MM	YYYY	
		D D	MM	YYYY	
		D D	MM	YYYY	

PARENT/GUARDIAN DETAILS

	Parent/Guardian 1						Parent/Guardian 2					
Last name												
First Name												
Date of Birth	DD	MM	YYYY	DD	MM	YYYY	DD	MM	YYYY	DD	MM	YYYY
National Insurance Number*												
National Asylum Support Service (NASS) Number*		/		/				/		/		
Daytime Telephone Number												
Mobile Number												
Address												
	Postcode:						Postcode:					

FAMILY INCOME AND BENEFIT DETAILS

If you receive any of the benefits listed below, please place an X in this box.

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support from NASS under part 6 of the Immigration and Asylum Act 1999
- the guarantee element of Pension Credit
- Child Tax Credit (with no Working Tax Credit)
- Working Tax Credit run-on
- Universal Credit.

Universal Credit

If you are in receipt of **Universal Credit**, is your net earned family income over £7,400 per year? (Please place an X in the appropriate box).

Your net earned income is your household income after taxes and deductions. It does **not** include income through Universal Credit or other benefits that you may receive.

Yes No Unsure

Child Tax Credit

If you are in receipt of **Child Tax Credit**, is your joint gross annual income over £16,190 per year? (Please place an X in the appropriate box).

Your joint gross income is your household income before taxes are taken into account.

Yes No Unsure

Families with No Recourse to Public Funds (NRPF)

Please tick the immigration category you are applying under. (Please place an X in the appropriate box).

- | | |
|--|---|
| <input type="checkbox"/> Zambrano | <input type="checkbox"/> Article 8 of the ECHR |
| <input type="checkbox"/> Chen | <input type="checkbox"/> BN(O) Passport holder |
| <input type="checkbox"/> Spousal visa holder | <input type="checkbox"/> Work visa holder |
| <input type="checkbox"/> Student visa holder | <input type="checkbox"/> Section 4 of the Immigration & Asylum Act 1999 |
| <input type="checkbox"/> Other | |

You will now be required to complete an additional form, available from the School Office.

If you're not sure whether you receive one of the listed benefits, or what your household income is, but you would still like us to check whether your child is eligible for free school meals, please place an X in this box.

DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority purposes. I agree to the local authority using this information to process my application for free school meals. I also agree to notify the local authority in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/guardian:

Date:.....

Thank you for completing this form and helping to make sure your child's school is as well funded as possible.

How the information in this form will be used

The information you provide in this form will be used by the school to confirm receipt of one of the listed welfare benefits and to decide whether the pupil is eligible for free school meals.

You only need to complete this form once and it will last for the duration of your child's time at their current school.

We are committed to ensuring that the personal and sensitive information that we hold about you is protected and kept safe and secure, and we have measures in place to prevent the loss, misuse or alteration of your personal information. We will use the information you provide to assess entitlement to free school meals.



St John's School Association

SJSA

www.pta-events.co.uk/sjsashirley
www.facebook.com/stjohnsschoolcommunity
sjsashirley@gmail.com



WELCOME TO ST JOHN'S

On behalf of the St John's School Association (SJSA) we would like to warmly welcome you to St John's. The SJSA (school PTA) is a voluntary organisation made up of parents/carers, teachers, and school staff. As a parent/carer of a child at St John's, you are automatically a member of the SJSA and we welcome anyone who would like to get involved. The skills, experience and enthusiasm provided by parents and teachers play a vital role in the SJSA's success and all contributions, big or small, are greatly appreciated.

Schools now, more than ever, are faced with shrinking budgets and growing class sizes – not to mention high standards for teacher and student performance – and so schools need the support of families and the community. Through fundraising events, the SJSA has been able to:

- raise funds to enrich the education of all children at St John's School and support school activities.
- help build a sense of community between parents, staff and others associated with the school.
- ensure that children enjoy their time here by providing fun social events and other SJSA sponsored activities.

HOW CAN YOU GET INVOLVED IN THE SJSA?

Getting involved is easy, and is a fantastic way to gain confidence, meet parents from different year groups, and find out what's going on at the school. You can also help to decide how funds are spent. You could:

- Become a committee member (elected in at the AGM meeting held in October).
- Volunteer to help at an event or join a sub-committee.
- Put your special talents to good use – whatever you're good at – we can find a job to utilise your skill.
- Come along to a meeting or contact the chair or secretary. All parents/carers are welcome.
- Share ideas – this is your school and we value your input so if you have an idea about fundraising or an event, please get in touch!

The SJSA is registered with the Charity Commission as 1032601.

SJSA events run and other fundraising this year:

- Christmas Cards
- Christmas Fair
- Readathon
- Book/Cake Sale
- Bingo/Quiz Night
- School Discos
- Easter Egg Hunt
- Nearly New Sales
- St John's Church Cinema

Items purchased by the SJSA this year:

- 13 iPads
- Buddy Benches and Picnic Tables
- Christmas Pantomime
- Classroom Board Games
- King's Coronation Workshops
- KS1 – Read, Write, Inc Phonics Books
- Music Equipment
- Science Items
- Sports Equipment
- Stationery Items
- Wellbeing Items
- Year Subscription to Twinkl Ultimate

Mrs M Martin
Head Teacher

T 020 8654 2260
F 020 8239 7134
E office@st-johns.croydon.sch.uk

St. John's Church of England (V.A.) School
Spring Park Road
Shirley
Croydon
CR0 5EL



Dear Parents/Carers

In this school we try to create an environment where everyone cares for and respects each other and where everyone can feel safe and secure. Our Golden Rule is Love One Another. We ask that parents/carers support us in this aim by showing courtesy at all times to adults and children both in and around the school premises, particularly in the following ways:

- If you have a concern, please make an appointment to see the Head Teacher or Class Teacher for a private, after school meeting.
- If you have a disagreement with another parent, please observe a courteous manner or **walk away** from any situation that could be abusive. Adults arguing in a loud or aggressive manner can cause distress to children and may cause them to feel insecure about school.
- If you are experiencing difficulties with a child who is not in your care, please discuss the problem with a Class Teacher or the Head Teacher. Do not take matters into your own hands.

In order to ensure the best possible environment for all the children's safety, anyone who finds themselves unable to co-operate with these requests will be reported to the Local Authority.

It may be ruled that the behaviour/conduct is not acceptable and that the adults concerned must not enter the school premises without prior appointment, confirmed in writing, for a set period of time.

Staff, Governors and the Local Authority take these matters very seriously. We assure you that incidents brought to our attention are followed up.

Please note that St. John's is a non-smoking site, therefore smoking (including vaporisers) is not permitted anywhere on the school grounds.

We would like to thank you for supporting us to ensure the children witness good role models of behaviour and self-control and can feel safe and secure.

Yours sincerely

Martina Martin
Head Teacher



Reach More Parents by Weduc Parent Communication App for iPhone and Android phones

In September you will receive a text or email with an enrolment code and instructions of how to sign up to Weduc. If you have a child already attending St. John's you will not need to sign up again as your younger child will be automatically added to your current Weduc account.

You will receive Weduc messages regarding your child in Reception from September, please note you will need to ensure that your devices notification settings are programmed to alert you to new notices. You are able to download to app immediately (see QR codes below) but will not yet be able to login.

What is Weduc?

Weduc is a secure web based platform that empowers communication, linking schools to teachers, students and parents, sharing messages, photos, videos, evaluations, best practices and links. We are deeply committed in involving all educational players, sharing knowledge, in search of a better education.

What do St John's use Weduc for?

We use Weduc as our primary communication method with parents. It enables parents to view upcoming dates on our school calendar, be notified of important events or opportunities for your child, it allows parents to pay for school lunches for their child/ren and apply for extracurricular activities without the need for paper forms.

What happens if I do not download the App?

You may miss important information regarding your child/ren and will not have access to the bookings system for activities, lunches and trips

Who has access to the information in my profile?

Only those who you allow it - by default, only teachers and parents of your child's class can view your profile. Your personal profile consists of data that decide to share, and only those. Your personal contacts are not visible to anyone.

Will any information regarding my child be made publicly available on the internet?

No. Weduc is a closed network, requires username and password which only gives access to limited amount of information. All information regarding students are private and no one else has access.



Mrs. M. Martin
Head Teacher

St. John's Church of England (V.A.) School

T 020 8654 2260
W st-johns.croydon.sch.uk
E office@st-johns.croydon.sch.uk

Spring Park Road
Shirley
Croydon
CR0 5EL



Dear Parents/Carers,

ANNUAL CONTRIBUTION TOWARDS SCHOOL DEVELOPMENT FUND

As a Voluntary Aided Primary School, each year we are obliged to pay a set sum per pupil to the Diocesan Building Fund. This fund assists with the upkeep and improvement of our buildings. In addition to this fund, we are also expected to contribute a further 10% of any other funded capital building projects.

In order to minimise the impact of this financial contribution on our school budget we ask every parent/carer who is able, to contribute £50 per child to the School Development Fund, from which we make the payment to the Diocese. Contributing to the School Development Fund is a great way to support the School and to ensure that our buildings and facilities are kept in the best condition.

Whilst the School Development Fund payments are voluntary, any shortfall has to be funded from the School's budget which already has huge pressure on it.

We do hope that all parents/carers will support the school by contributing to the fund, enabling us to continue to improve the school's environment, whilst ensuring the education budget is protected and used for the greater benefit of the children at St. John's.

Details on how to pay can be found below, and if applicable please complete a gift aid form, as this really does help to increase the contributions made, making your donation go further.

Should you have any queries, please do not hesitate to contact me via School Office.

Thank you for your support.

Yours faithfully,

Clare Mackenzie
School Business Manager

How to pay?

We offer two different methods of payment:

1. Our preferred method of payment is via standing order which needs to be set up directly with your bank. This sets up a payment and will mean that you will not have to arrange future payments as they will be automatic. Please use your Child's initial and surname as the bank reference.

Please arrange payment to: St. John's Development Account
Sort Code: 56-00-46
Account No: 31015387

Payment can either be made in four instalments or as one payment: Please instruct your bank as follows:

- the sum of £12.50 to be taken in quarterly instalments on the 28th days of October, January, April and July commencing on 28th October 2024.

OR

- the sum of £50 to be taken annually; the first payment should be on 28th October 2024 and thereafter annually on the 28th October starting 28th October 2024.
2. *Alternatively, contributions can be collected through Reach More Parents by Weduc – our online payments system. Enrolment details for this platform will be sent to you once your child starts in September.*

Gift aid

If you are a UK tax payer, you can decide to 'Gift Aid' your contribution. Using Gift Aid means that for every pound you give, the school can claim an extra 25 pence from the Inland Revenue. Gift Aid is a fantastic way of boosting our finances and therefore we would be grateful for you to complete the attached Declaration and return it to the School Office. You only need to submit the form once as we can reclaim gift aid from all future contributions.

Mrs. M. Martin
Head Teacher

St. John's Church of England (V.A.) School



T 020 8654 2260
W st-johns.croydon.sch.uk
E office@st-johns.croydon.sch.uk

Spring Park Road
Shirley
Croydon
CR0 5EL

GIFT AID DECLARATION

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

St. John's Church of England (V.A.) School

I want to Gift Aid any donations I make to St. John's Church of England (V.A.) School.

Please Tick

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

Donor's details – It is Important that all sections are completed!

Title..... First name.....

Surname.....

Full home address.....

..... Postcode.....

Date.....

Signed:

Name(s) of children at St. John's.....Class

.....Class

.....Class

Please notify St. John's Church of England (V.A.) if you:

- *Want to cancel this declaration*
- *Change your name or home address*
- *No longer pay sufficient tax on your income and/or capital gains*

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.