



# Welcome to St Alphege CE Junior School

## Useful Contact Information

Executive Headteacher: Mr R. Morrissey  
Deputy Head: Mrs R. Hope  
Chairman of Governors: Mrs. P. Price  
Tel. No: 0121 704 2714  
E-mail: officejun@stalphege.solihull.sch.uk

## The School Day

**School Gates open at 8.35 am**  
**Registration 8.45-8.50 am**  
**School Day begins at 8.50 am prompt**  
**School Day finishes at 3.10 pm**  
**Office opening times – 8.30 am – 3.45 pm**

## Absence

If your child is unable to attend school, it is essential that you notify school **before 9.30 am**. When your child returns to school please confirm the reason for absence in writing to the class teacher. Prior notice must be given in writing (copies of official letters where possible, e.g hospital ) for all appointments taking place during the school day. *Failure to inform the school of your child's absence before 9.30 am will lead to the implementation of internal procedures, which include provision for the notification of Solihull Police.*

## School Uniform

Stockist of School uniform:  
Early Years  
407 – 411 Stratford Road  
Shirley  
B90 4AA  
Tel: 0121 733 1456

### Junior School Uniform List

Grey St Alphege School jumper or cardigan (Regulation stripe – Early Years)	Optional Yellow St Alphege Summer Dress - Button with tie belt, not zipped (Summer term & first half Autumn term only)
School tie (Regulation stripe- Early Years)	Optional grey school shorts (Summer term & first half Autumn term only)
Grey school trousers or skirt	Black blazer with school badge (optional)
White blouse or shirt	<b>Plain Black</b> school coat (plain lining)
Black, grey or white socks/ tights	Reversible black jacket with school logo (optional - Early Years) fleece lined
Black shoes	Painting art apron or overall

## PE Kit

House coloured 'T' shirt
House coloured sweatshirt *
Black PE shorts or skorts
Black tracksuit bottoms (outdoor games) *
Outdoor trainers
House coloured football socks
White sports socks (Summer term only)

## House System

A house system operates throughout the school:  
Aidan (yellow)  
Alban (red)  
Bede (blue)  
Columba (green)

\*These items are essential for outdoor games lessons taking place during the winter months.

**Jewellery should not be worn except watches and small stud earrings.**

## Communicating with the Class Teacher

- Homework diaries are used by the children to record their weekly homework. The diary is also used to record any additional information provided by the class teacher. Parents are asked to support the teacher by ensuring the homework is completed and returned to school on time. The homework diary should be signed by the parent to acknowledge completion of homework. The diary is then checked and signed by school staff.
- Children also use homework diaries to record their weekly spelling test score. Scores are also recorded for the fortnightly arithmetic maths test and times tables test (alternating weeks).
- The homework diary can be a very useful means of communication between home and school. Any brief messages can be written in the homework diary.
- Reading diaries are used on a daily basis by the children. When listening to your child read, please sign and comment in the space provided within the diary.
- If you wish to arrange an appointment to meet with the Class Teacher, please email the school office stating a reason or request via the homework diary.
- Please ensure any necessary medication (prescribed by your doctor) required during the school day, eg inhalers, epipens, hayfever medicine is handed into reception in a named clear plastic zip tie bag (eg sandwich bag) and a medicine consent form is completed (available from reception). It is vitally important that we receive medication on the child's first day of school.

## Equipment required

School bag (large enough to hold an A4 folder)

Pencil case

Pencil

Eraser

Blue Pen

Small ruler

Coloured pencils

Glue Stick (e.g. Pritt)

A4 ring binder (not lever arch)

Painting art apron or overall (as uniform list)

**\*\*PLEASE NAME ALL UNIFORM AND  
EQUIPMENT TO ENSURE THAT  
IT IS RETURNED TO YOUR CHILD  
IF MISLAID\*\***

*Further information can be found on our school website:*

*<http://www.stalphege.solihull.sch.uk/>*