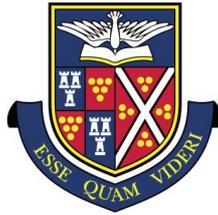


TRURO SCHOOL PREP

Pre-Prep Handbook

2022-2023



TRURO SCHOOL

PREP

We are delighted that you have chosen to join us in the Pre-Prep department at Truro School Prep. Our welcoming, vibrant and nurturing setting provides an ideal environment for your child to start upon what we hope will be a life-long love of learning. Careful care and attention are given to every child, ensuring that their needs are met, so that they can become confident and independent individuals who relate well to their peers and to others.

From the very start in Nursery, we encourage children to question, explore and to learn about themselves, others and the world about them. Our highly skilled and dedicated teaching staff ensure that whilst there is a strong focus on establishing firm foundations in literacy and numeracy we also offer a rich and broad-based curriculum, which ensures that all children have the opportunity to flourish. Our children also benefit from specialist teaching for PE, music, swimming, French and Spanish.

There are four year groups in the Pre-Prep Department:

- Nursery (3-4 years)
- Reception (4-5 years)
- Year 1 (5-6 years)
- Year 2 (6-7 years)

At Truro School Pre-Prep, we firmly believe that a happy child is a child who will learn. We encourage you all to share in your child's learning and be a part of our wonderful school community, through daily contact with class teachers, open assemblies and our many special events.

We look forward to a long and happy partnership with both yourselves and your child.

Ms Kate Williams (EYFS Coordinator)
Mr Louis Keveren (Key Stage 1 Coordinator)

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SECTION 1: Starting Nursery

It is our aim to make the very first experience of school as exciting as possible for every child. All new children are invited with their parents to attend stay and play sessions prior to them starting Nursery. This not only gives the children time to familiarise themselves with the Nursery environment and their new peers but also allows you as parents time to discuss any issues or concerns with our Nursery staff and to meet with other parents. These sessions enable your child to make the transition from home to school with more confidence.

We will send you an entry profile and a medical information sheet in your offer pack to complete prior to your child starting in the Nursery so that we have as much information as possible about how best to settle your child. If your child has any specific medical needs or dietary requirements we can also arrange for you to discuss these with our EYFS Coordinator or Key Stage 1 Coordinator, our school first aider or our Prep Support Services Manager to ensure that we fully provide for their needs.

You will also be given information concerning uniform requirements, timetabling of the Nursery day, sample menus and choice of activities and days your child will be attending. We hope that our Pre-Prep handbook will inform you further about our curriculum, key policies and daily routines.

We are very proud of our 'open door' policy and assure you that staff are always on hand to discuss any queries or concerns you may have. We have home/school books to share any additional day to day information together and make full use of Tapestry online journal.

For some children this may be the very first time that they are parted from you and we work very closely with you to ensure the most positive and happy start for your child, gradually building up the number and length of sessions as necessary.

Once your child is settled into the Nursery you will be invited to attend a short meeting with the class teacher to discuss the progress that they are making and to consider their next steps together. Thereafter, there will be regular opportunities to meet together to discuss the progress that your child is making and to also share your child's learning journey together.

Joining the Pre-Prep at other points:

Every effort is made to help your child quickly settle into our busy and happy department. Your child will be offered a taster session, where they can experience the structure of our school day themselves and we ensure that our pupils give a very warm welcome to them, offering genuine friendship and support. We have a parent representative for each class who will make themselves known to you and introduce you to other parents. They can also help answer any queries you may have.

SECTION 2: PRE-PREP SCHOOL DAY

Time	Lesson
7.45am	Breakfast Club – supervision is free
8:15am	School Opens - Pupils may be dropped off at the wooden shelter; if you arrive earlier, please take your child to the Breakfast Club located in the dining room in Treliske House.
8:40am	School Starts - Registration
9:00am	Lesson 1
9:20am	Lesson 2
10:20am	Break (snack available for pupils)
10:40am	Lesson 3
12:00am	Lesson 4
12noon	Nursery Lunch
	Lunch break
1:10pm- 1:30pm	Assembly
1:30pm	Lesson 5
2:15pm	Lesson 6
3:30pm	End of school (Nursery pupils can be collected from 3.20pm onwards)
3:45pm– 5.30pm	After School Wraparound Care
5.30pm - 6.15pm	Supper Club. There is a supervision charge of £6 made for all children who attend for any part of this time

Pupils to be collected from the outside door to their classrooms.

Playtimes

Playtimes are monitored by at least two members of staff.

School lunches are compulsory. Pupils have a choice of a traditional hot meal, a salad bar or a jacket potato. For pudding: yoghurt, fresh fruit and a hot pudding which is served every day using our self-service system.

Breakfast Club

Breakfast Club is available for pupils in the dining hall from 7.45am. **Supervision by Pre-Prep staff is free.** There is a small charge ranging from £2.50 for a hot breakfast to £1 for cereal. If children require food this must be ordered at the servery by 8.00. For those who are not eating, there will be simple games and activities.

After School Wraparound Care

After school wraparound care club runs from 3:45pm to 5:30pm and is held in the Pre-Prep building where a variety of activities are available. A snack will be offered. This must be ordered by 10.00am on the day.

For your information these are the details you will need to know:

- If you wish to book a regular place on a particular day, please email: wraparound@truroschool.com. Your child's name will then automatically be registered for that day each week for the term. If, however, your child does not require the reserved place, it is important that you let us know 24 hours in advance or at the latest by the beginning of the school day as this releases the place for another child.

If you require occasional use of our after-school care, please email on the day by **10.00am at the latest**. This ensures that we are within the correct ratios and sufficient food is available.

At 5.30pm, all pupils still at either club will be brought across to the dining hall to join the supper club in Treliske House, from where they should be collected.

- **Supper Club** starts at 5.30pm and continues until 6.15pm. There is a supervision charge of £6 made for all children who attend for any part of this time.

Parents may opt for their child to have a small, hot supper at this time (at no extra charge), but this must be ordered before 10.00am on the day.

If you would like to order a hot supper for your child, please contact the Reception Office by 10.00am on the day a hot meal is required. Please view the website's catering pages for the menu which will rotate on a three-week basis.

Clubs and Activities

We offer a wide range of after school extra-curricular activities where there is something for everyone.

Essential items

All pupils will need in school every day a pair of Wellington boots, a plain navy blue waterproof and a named water bottle. They will also need a school woolly hat in the winter months and a school cap during the summer months.

Please ensure that all items are clearly named. For coats and jumpers, please ensure a label is attached to the neck or collar.

SECTION 3: HOMEWORK

Pre-Prep Homework

In the Pre-Prep we believe that homework should be set regularly in order to provide reinforcement of work covered in class. It is our aim that homework tasks reflect our exciting and vibrant day.

The setting of homework helps teach our children how to structure and organise their learning, which helps provide good working habits that will make for successful transition into Prep.

Homework also helps enhance our home-school partnership and encourages parents to actively engage in their child's learning. We really value parent comments and feedback and the reading record book provides an excellent channel of communication between home and school.

It is, however, important to recognise that our school day is a long one and many children attend activities after school. Homework therefore remains optional within the Pre-Prep, with the exception of reading. Pupils in all the classes in Pre-Prep are encouraged to read with an adult every night.

We encourage parents to continue to read to their child throughout their time in Pre-Prep as reading aloud to a child plays a vital part in their reading success, helping develop vocabulary, listening and key language skills.

Once a child begins on a formal reading scheme, books are sent home and parents are encouraged to hear their child read on a daily basis and to read their school reading book at least three times before returning it. There will be set days when reading scheme books will be changed but children can access the school libraries and change these books whenever they desire.

Early Years:

Children in Reception follow the Read Write Inc phonic programme and occasional homework is set to consolidate letter formation and recognition. Topic related challenges or practical activities may also be sent home for parents to work on together with their child.

Years 1 and Year 2:

In addition to reading with an adult a list of common words to spell will be sent home from time to time which are linked to the classes reading. There may be a weekly maths or topic activity to consolidate the learning objective covered that week.

Children with SEND may also be set additional tasks.

To ensure progression and continuity, our reading records are passed on to the following class teacher.

A reading bag can be bought from the school uniform shop. It is also intended to be used as a 'general school bag'.

How to Help

Year 1 & Year 2

You are important partners in helping your children to learn and we ask that you spend ten to fifteen minutes each day with your child on at least one of the activities below.

Listening to them read
Helping them to learn common spellings
Helping them find items to bring to school which link to a topic
Playing games, learning to share and take turns
Helping with numeracy/literacy homework
Helping to do research into an educational topic
Practising handwriting

Time spent on these activities should be fun and an opportunity for you to talk to your children about the day.

Reading – How can you help?

Your child will be coming home each day with a reading book linked to the Read Write Inc programme. Please listen to them read this to you at least three times over consecutive days before sending this back to be exchanged. There will be set days that these books will be changed in class and these days may change so please leave them in the book bags every day. Your child will benefit from reading each day and talking about what they have read. Although we recommend listening to your child read every day there are no 'reading records'. We will also hear your child read every day and will see the progress made and the efforts put in at home immediately, as a result.

Spelling – How can you help?

Children will be sent home with a list of 'common exception words' that will be linked to the reading they will do throughout the year. Practice and quiz your children on how these are spelt. Spelling tests occur weekly within the Read Write Inc programme and all spellings are learnt as part of their phonics lessons.

One way that helps support spelling is:

Read – the word
Cover – the previous attempts up
Write – in the next available column
Check – to see if it's correct

Say the word slowly two or three times
Look for sounds that you can already spell (sh oo ch)
Sometimes there is an easy word in a long word

Notes

Your child will need to bring their reading bag to school each day. This bag is to keep their reading book, reading record book, spelling book, homework and any notes or letters from school. Please ask to see the folder each day.

SECTION 4: Reporting to Parents

We aim to work in genuine partnership with you based on establishing trusting and respectful relationships with a two-way flow of communication to meet your child's needs and achieve the best possible outcomes for all. We believe that working in partnership with parents underpins effective practice throughout a child's schooling.

- We have an open-door policy at the end of the school day, which allows parents to easily approach staff to discuss any minor issues. You are also welcome to arrange to meet staff at a mutually convenient time, to discuss your child's achievements, targets, progress and well-being;
- Parents are also encouraged to make use of their home/school link book to raise any minor issues or concerns. Staff undertake to feedback either in person, in writing, via a phone call or email. This helps parents who are unable to visit the class teacher to keep in touch and allows parents to play a key part in their child's learning and in turn offers staff invaluable input for increasing their knowledge of the unique child;
- During the first half of the autumn term and in the spring term you will be invited to a parent/teacher interview to discuss how your child has settled, progress made and together agree the next steps for their learning.

Reporting to Parents with children in the Nursery

- During the first half term the Nursery teacher will carry out an entry check on your child, focusing on the 3 Prime Areas, which will be shared with yourselves and targets will be jointly agreed;
- We encourage you to contribute to your child's progress record on Tapestry and comment on their child's learning diary;
- In the summer term the Nursery teacher will write a full written report and you will be encouraged to respond in writing. There will also be reports from specialist teachers such as PE and swimming.

Reporting to Parents with children in Reception

- You are given several opportunities to respond in writing to your child's progress record;
- As parents you are encouraged to celebrate with the Reception Staff 'WOW Achievements' for your child, which have happened at home. These are then celebrated in the class;
- In the summer term comments from specialist teachers will be added to the school report.
- In the summer term you will receive a school report commenting on all areas of learning including the three characteristics of effective learning: playing and exploring, active learning and creating and thinking critically. In the summer term data will be returned to Cornwall County Council of progress made in EYFS;
- Should your child require additional intervention or support, you are fully involved as parents in strategies to benefit your child and to create your child's own Individual Education Plan. You are involved as partners in strategies to benefit your child. Targets are set together for both home and school.

Reporting to Parents with children in Key Stage 1

- At the end of the autumn term you will receive a written report commenting on progress made that term in Maths, Literacy and Personal, Social and Emotional Development;
- At the end of the summer term you will receive a full written report commenting on all areas of the Key Stage 1 curriculum;
- As parents you are welcome to respond in writing and meet to discuss your child's report if you wish;
- In the spring term comments made by specialist teachers will also be shared during the parent/teacher conferences;
- In the summer term you will be invited to attend the Year 1 & 2 swimming gala.

SECTION 5: SMILEY BADGES & CERTIFICATES

Code of Good Work and Good Behaviour

We see discipline as the promotion of good behaviour and self-control. Our code of behaviour is founded in the caring ethos of our Pre-Prep. We aim to be positive, consistent, fair but firm.

Our aim is to develop:

1. Children's self-respect and self-esteem
2. Children's respect for others
3. Self-discipline/ self-regulation
4. An understanding of appropriate and responsible behaviour
5. Caring relationships
6. An awareness of the need for sensible rules, the reason for them and the need to abide by them
7. To promote and reward good work and behaviour
8. To generate a climate of praise rather than criticism

To encourage hard work, effort, attainment and good behaviour pupils can be awarded through: -

- a) verbal praise
- b) smiley badges, stickers, stars, stamps
- c) golden book certificates
- d) values tokens

In Reception, all pupils have a personal Good Work Chart with twelve spaces to collect Good Work/Behaviour Stickers. In Years 1 and 2 the children earn Class Dojo's.

The Golden Book award will be given to any child who has shown to have done something exceptional or very special during the week, which meets our school values.

We also celebrate excellent table manners. Pupils in Year 1 and 2 are awarded table points for good manners and the winning table is invited to the golden table to have lunch with the EYFS Coordinator or KS1 Coordinator.

SECTION 6: Our School Values

Our rewards, assemblies, circle times, PSHE and wellbeing sessions are all carried out with the aim of encouraging and supporting our children to hold to our core values: Curiosity, Compassion, Courage, Creativity and Confidence.

CORNISH CREATURES



Crow



Squirrel



Bee



Seal



Dolphin

LEARNING TOGETHER

Here at Truro Pre-Prep we have our 'Cornish Creatures' who help us promote excellent life long learning and social skills in line with the 3-18 values of Truro School. Each of the creatures have different strengths and skills to help support them and, in turn, help our children understand what those values mean and recognise them in themselves and others, developing pupil led positive reinforcement. Children receive tokens for achievements, which they place in a collection tube that leads to an end of half term award, such as a non-uniform day or movie matinee and receive a value sticker so parents can see the value their child has been rewarded for. A collaborative approach to earning rewards, as well as individual recognition, encourages a sense of community and allows us to recognise more achievements, of more children, more often.

CURIOSITY	HOW WILL IT HELP?
COMPASSION	HELP CHILDREN UNDERSTAND WHAT THEY ARE WORKING TOWARDS
CREATIVITY	SUPPORT RECOGNITION FOR EACH OTHERS STRENGTHS AND DIFFERENCES.
COURAGE	REWARD & RECOGNISE SPECIFIC VALUE MORE FREQUENTLY AND REACTIVELY
CONFIDENCE	TOKENS GIVEN TO ADD TO A COLLECTION TUBE FOR CHILDREN TO EARN A COLLABORATIVE REWARD
	CHILDREN'S VOICE IN HOW THEY ARE REWARDED
	UNDERSTANDING OF DEMOCRATIC CHOICE



TRURO SCHOOL

We would ask you to also adhere to the following Pre-Prep school rules:

Full school uniform must be worn to and from school and pupils must have the correct PE and Games kit. (See uniform list in Section 13).

Pupils are not allowed haircuts that emulate the extremes of fashion. Hair should not be coloured or bleached during term time.

Children with shoulder length hair or longer, should have their hair tied back using a discreet hair-elastic.

Pupils are not allowed to climb trees, fences, gates or to stand on benches or tables.

Pupils are not allowed to play on the outdoor equipment without a teacher on duty.

Pupils may not wear items of jewellery, with the exception of simple ear studs with pierced ears (which must be removed for games and PE), and items worn for religious reasons (with permission from the Head).

Pupils must not bring the following into school without express permission from the Head or the EYFS Coordinator or the Key Stage 1 Coordinator: food (sweets), electronic toys, mobile phones or footballs. Where crazes occur, the Head or the EYFS Coordinator or the Key Stage 1 Coordinator reserves the right to ban items that are deemed to be causing problems amongst the pupils.

SECTION 7: DISCIPLINE & BEHAVIOUR

At Truro School Prep we wish to promote positive behaviour in a welcoming and caring environment where strong relationships are based on respect, developing positive self-esteem in every pupil.

The School Behaviour Policy applies to all pupils at Truro School Prep from Nursery to Year 6.

It helps to provide an effective, safe, secure, happy and moral environment in which pupils are encouraged to thrive and develop academic, social and personal skills and qualities.

The policy promotes the orderly running of the school where school rules support our duty of care to all pupils helping them to determine the boundaries between acceptable and inappropriate behaviour; recognising how rewards and sanctions will be fairly and consistently applied.

The school has very high expectations of behaviour

It is the responsibility of all staff that policies and the school code of conduct are applied fairly and consistently. The promotion of good behaviour is the goal but it will sometimes be necessary to employ sanctions in order to support the school rules; sanctions will reflect the seriousness of the misdemeanour to deter pupils from repeating the behaviour and to deter others.

Any pupil that the school believes would benefit from additional support will be considered for a Pastoral Care Plan (PCP). This decision would be made after careful consideration and discussion with the form teacher, the EYFS Coordinator or the Key Stage 1 Coordinator, the parents, and the Head where appropriate.

The format of this will be determined by the needs of the pupil in question.

In all cases of managing a sanction the cause and effect is considered and strategies to help support pupils will be sympathetic to the needs and concerns of the pupil. Where necessary support through mentoring, counselling or therapy will be considered. This might include accessing external agencies.

The following guidelines are not exhaustive and the sanctions will be at a level that reflects the severity of the offence, the possible influence on others, and the maturity of the pupil.

All forms prepare their own 'code of conduct', which is agreed by all members of that form. This happens across the whole of Prep and Pre-Prep. On occasions, however, pupils do transgress the code, or indeed the school rules. In these cases, the following procedures then apply.

The sanctions used at the school are:

- Informal talk
- Temporary Withdrawal
- Time out / time out bench in Prep at break times
- Short morning detention (Prep)
- Lunchtime Detention (Prep)
- Head's Detention (Prep)
- Temporary Exclusion
- Permanent Exclusion

Nursery – Year Two

The named staff responsible for behaviour in the Pre-Prep are the EYFS Coordinator and the Key Stage 1 Coordinator. As a school we have high expectations of behaviour. The duty staff or Class Teacher deals with any minor breaches of discipline. The EYFS Coordinator and the Key Stage 1 Coordinator will be informed of all action taken and will follow-up as necessary.

The safety of pupils is paramount in all situations. Staff will work with parents to promote good behaviour and a consistent approach will be agreed to dissuade unwanted behaviour. Information regarding a particular pupil's needs will be discussed in weekly staff meetings to ensure continuity of approach from all adults working with the pupils concerned.

If a pupil's behaviour endangers the safety of others, the class teacher will withdraw the pupil from activity until they are ready to take part again.

All pupils in Reception, Year 1 and Year 2 are given three smiley faces on a chart at the start of each day

If a pupil should breach the class code of conduct or the school rules the following procedures apply:

- The incident is discussed with all parties and in most cases a simple, verbal reprimand is sufficient
- Pupils will be warned that repetition will lead to losing a smiley face.
- For more serious infringements and where pupils have demonstrably broken clearly understood norms of behaviour they may lose all three smiley faces
- If a pupil loses all three smiley faces in one day they will be asked to have a 'time out' session. This may mean sitting quietly in the hall or classroom. In the final instance a pupil may be given 'time out' with either the EYFS Coordinator or the Key Stage 1 Coordinator. An action plan may be drawn up with the Coordinators and the child to find a 'way back' and to reflect on behaviour
- Parents would be informed and if necessary would be invited in to speak with either the EYFS Coordinator or the Key Stage 1 Coordinator and the class teacher where a behaviour plan would be considered
- If the pupil's behaviour shows no sign of improving, the parents, class teacher and either the EYFS Coordinator or the Key Stage 1 Coordinator will meet to review the strategies that are in place and set new targets to promote improvement
- Outside agencies may be involved to advise or diagnose if there is an underlying cause for the behaviour. The Head of the Prep may also be involved.
- If the behaviour were to continue, and only in very extreme circumstances, temporary exclusion from class or school would be the next step
- Although these sanctions are in place it is not usual that a pupil needs more than the loss of a smiley face to modify behaviour.

Please see our whole school behaviour policy on the website for more information.

SECTION 8: ROUTINE MATTERS

ABSENCE FROM SCHOOL:

If your son or daughter is absent due to illness, please call the Reception Office immediately on 01872 272616 to let us know by 9am on the first day, at the latest. **On return** to school, please send a letter with your child to the class teacher, giving a brief explanation for your child's absence to place on file for our records.

Permission for absence can only be given under exceptional circumstances (such as for medical appointments) and with at least 24 hours' notice.

All requests for absence must be made to the Head. School holidays are very generous and requests for absence during term time can only be granted in very special circumstances; requests for absence for holidays will not be authorised. Please check the term dates carefully before booking flights or making travel arrangements.

Guardians

If as parents you are away from home during term time, please let the school know well in advance where you can be contacted and who is caring for your child during your absence with all the appropriate contact numbers.

Change of Address and Emergency Contact Numbers

We only find out that these are wrong when we need them. **PLEASE** let us know immediately if contact numbers change or your address changes.

It is a very good idea to write your contact details in the back of your child's homework diary.

Second Hand Clothing

For further information, please contact our Shop Manager on 01872 271461.

Items of Value

Please discourage your child from bringing money or any items other than those required for school into school. On the rare occasions when pupils are asked to bring money into school, please ensure that he or she has a named purse to put it in.

Sun Protection

We want our pupils to enjoy their time outside safely without the risk of the harmful effects of the sun. We ask that in the summer term all children wear a named school cap when outside.

Where possible, please apply sunscreen to your child before they come to school and send a named tube or bottle of sunscreen to be kept in school, should it be needed (please see Section 15 for further information about our sun safety policy).

Care of Sick Children

The health and welfare of all our pupils is of prime importance to us and we ask you all to adhere carefully to our policy (please see Page 31 on administering medicines and caring for sick children).

Should you have any queries regarding the health of your child, please do not hesitate to talk to a member of staff in the Pre-Prep or the school first aider.

SECTION 9: TRURO SCHOOL UNIFORM SHOP & UNIFORM LISTS

TRURO SCHOOL UNIFORM SHOP

School Uniform is available from our own shop which is situated at the bottom of the Senior School drive. There are a number of ways to purchase uniform:

- Order online at <https://www.monkhouse.com/c/4499/Truro-School>
Your items will be parcelled and sent to you at home.
- Order online at <https://www.monkhouse.com/c/4499/Truro-School>
for click and collect. Your items will be parcelled and sent to the School Uniform shop for you or your child to collect.
- Make an appointment to come in to the school shop by visiting:
<https://www.monkhouse.com/>

There are short appointments for existing parents and longer appointments for those wishing to purchase the full school uniform/games kit.

If you have any problems, please contact Monkhouse customer services on Customer Services: 0161 476 7216

Email: Truro.shop@monkhouse.com

Opening Hours (appointments to be made):

Monday	8.00am – 2.00pm
Tuesday	Closed
Wednesday	1.00pm – 6.00pm
Thursday	Closed
Friday	8.00am – 11.00am
Saturday	Closed
Sunday	Closed

Please note; the School Uniform Shop will be closed during the School holidays.

We are delighted to confirm that the School Uniform Shop will once again be selling second-hand uniforms.

All items received will be in quarantine for 72 hours prior to opening.

Upon opening, any garments deemed unsellable will need to be collected. Please do not send any white school shirts.

All items must be thoroughly washed and ironed prior to being brought to the store.

All second-hand sales are non-returnable.



**TRURO
SCHOOL
PREP**

School Uniform 2022/23 – Pre-Prep

Please choose one winter and one summer option for your child from the four uniform choices listed below

All items must be clearly named

Ties are only to be worn in Years 1 & 2

Nursery children only require PE kit in the summer term

All children

Navy waterproof fleece lined school coat (preferable), otherwise coat should be black or navy blue.

School V-neck jumper with stripe at neck

School Book Bag

1 pair of Wellington boots

***Please do not mix uniform from both columns**

Autumn/Spring Term	Autumn/Spring Term
Grey flannel trousers Short or long-sleeved shirt (plain white with collar – Years 1 & 2 only) Elasticated School Tie (Years 1 & 2 only) White polo shirt with collar (Early Years only) Navy socks Shoes (Black) School Beanie Hat	Grey flannel pinafore dress Short or long-sleeved reversed collar blouse (Years 1 & 2 only) White polo shirt with collar (Early Years only) Navy socks or tights Shoes (Black/Navy) School Beanie Hat
Summer Term	Autumn/Spring/Summer Term
Grey shorts Short or long sleeved shirt (plain white with collar - Years 1 & 2 only) White polo shirt with collar (Early Years only) Elasticated school tie (Years 1 & 2 only) Navy socks Closed-toe sandals (black/navy) Shoes (black/navy) School cap	Light blue/white striped dress with short white socks Closed-toe sandals (black/navy) Shoes (black/navy) School cap
Games/PE Kit:	Swimming Kit:
Plain white shorts Plain white polo (in addition to school uniform) Plain white socks 1 pair of PE shoes/trainers Navy-blue School PE Bag	Plain navy-blue trunks (fitted short style) – Boys Plain navy-blue costume - Girls School swimming hat 1 pair of named goggles 1 Bath towel Maroon school swimming bag

SECTION 10: FRIENDS OF TRURO SCHOOL

The purpose of the Society is to bring together parents and staff at the schools. It is run by a committee comprising of parent representatives, the Heads, school staff, a Governor and a member of the Former Pupils Association.

With children at Truro School and Truro School Prep parents are automatically members of the Society.

The Society runs a variety of fund-raising social events throughout the year, commencing with a New Parents and Pupils Day in September. Details of forthcoming events will appear in the 'Friday Bulletin', and 'The Friends' area of the website.

There is a coffee shop run by parents on a Friday morning in the Dining Hall open to all parents at drop-off times, 8.30am-9.00am.

TRAFFIC FLOW AND PARKING

Access to and parking within the school is limited and can become congested.

At the beginning and end of the school day a one-way system operates, whereby parents dropping off or collecting their children enter via the main gate from the main road (Tresawls Road) and exit via the back lane and gate on to Treliske Lane.

Please note there is a 15mph speed limit within the school grounds.

Parents collecting from the Pre-Prep [at the end of the school day](#) should aim to park either in front of Treliske House (the main building) or along the main drive.

For the system to flow, parents should aim to remain parked for the minimum time required to drop off or collect their children, so that their spaces can be vacated for others to use.

Between 8.40am and 3.15pm the wooden gate is shut to prevent access to the school roundabout from both the main drive and back lane; allowing the children to play safely in this area. If you pick your child up between these times, please return up the main drive which becomes a two-way system, and remember that there is no right turn out of the school entrance.

Please do not park where there are double yellow lines.

Please park in the marked bays only.

Please do not double park.

FEES FOR 2022 / 2023



FEES AND CHARGES

The fees and charges set out below will be applied from September 2022

For the Academic Year	2022/2023
FEES PER TERM	£
Senior	
1 st – Upper Sixth Form (including lunch)	5,195
Full boarder (excludes half term & holidays)	10,325
International Boarding Fee	11,260
Weekly boarder (Monday – Friday)	8,870
Flexi boarding (per night)	70
Day boarding	35
Prep	
Years 5 & 6 (including lunch)	4,770
Years 3 & 4 (including lunch)	4,595
Pre-Prep	
Years 1 & 2 (including lunch)	3,400
Nursery & Reception (without EYF)	3,235
4 full days (Nursery only without EYF)	2,588
3 full days (Nursery only without EYF)	1,941
2 full days (Nursery only without EYF)	1,294
1 full day (Nursery only without EYF)	647
Nursery full day with Early Years Funding (per day)	43.14
Nursery afternoon with Early Years Funding	Free
All	
Registration fee (not refundable)	100
Guarantee fee (refundable on final bill)	500

Fees are due in accordance with the School's Terms and Conditions which can be found on the School's website www.truroschoo.com

An International Boarding Supplement will be allocated to the standard Day Fee or Weekly Boarding Fee if applicable at a rate of £935 per term

SECTION 13: TERM DATES

TERM DATES FOR ACADEMIC YEAR 2022 – 2023

Autumn Term 2022

Begins	Wednesday	7 September
Half Term (2 weeks)	Monday	24 October
Return	Monday	7 November
End of Term	Thursday	15 December

Spring Term 2023

Begins	Wednesday	4 January
Half Term (1 week)	Monday	13 February
Return	Monday	20 February
Ends	Friday	31 March

Summer Term 2023

Begins	Wednesday	19 April
Half Term (1 week)	Monday	29 May
Return	Monday	5 June
Ends	Wednesday	5 July

SECTION 14: PRE-PREP POLICIES

The following policies may be found on the Truro School website:

<https://www.truroschool.com/parents/policies-nursery-pre-prep-and-prep/>

- Anti-Bullying
- Administering Medicines and Care of Sick Children
- Sun Protection Policy
- Complaints Procedure
- Pupil collection from the Pre-Prep
- Arrangements for the Supervision of EYFS
- Truro School Attendance Policy
- EYFS Policy
- Policy for the use of mobile phones by staff
- Child Protection and Safeguarding
- PSHEE Policy
- Behaviour Policy
- First Aid Policy
- Complaints Procedure
- Anti-Racism Policy
- Online Safety Policy
- EAL Policy
- SEND Policy
- Relationship and Health Education
- Fire Risk Assessment and Procedures
- Health and Safety
- Use of Images Policy