



# Midsomer Norton Primary School

*An inclusive, community school in the heart of Midsomer Norton.*

High Street  
Midsomer Norton  
Radstock  
BA3 2DR  
Telephone: 01761412289  
Email: [office@midsomernortonprimary.co.uk](mailto:office@midsomernortonprimary.co.uk)  
Website: [www.midsomernortonprimary.com](http://www.midsomernortonprimary.com)  
Head of School: Ms Sarah Biss  
Executive Headteacher: Mr Alun Randell  
**'Part of the Midsomer Norton Schools Partnership'**

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1st September 2025

## **Welcome back!**

Dear Parent/Carer,

We hope you all had a wonderful summer. We are looking forward to a great year ahead and excited to welcome the children back on Wednesday 3rd September. Below is some useful information for the start of the term.

### **The School Day**

The school doors open at 8:35 a.m. and lessons begin promptly at 8:45 a.m. Please ensure your child arrives with enough time to hang up their coat and bag. Children arriving after 8:45 a.m. must report to the office and will be marked as late.

The school day ends at 3:15 p.m.

- Reception and Key Stage 1 children will be dismissed by their teacher on the lower playground to their parent or carer.
- Reception will be collected from the same door they entered.
- Mars class will leave from the door they entered on the lower playground.
- Venus class will leave through their classroom door.
- Pluto will leave from the side exit facing Sainsbury's.
- Older children will enter from the top playground and at the end of the day can either join their siblings and leave with that class on the lower playground or exit with their teacher on the top playground.
- Please let the staff know you are there so they can get used to recognising you- this takes a while with a new class!

If someone other than a parent or carer will be collecting your child, please leave a message on the door or call the office.

### **ParentPay**

ParentPay is our online system for booking school lunches, breakfast and after-school clubs, sports activities, and trips. If you have not yet activated your account, please do so as soon as possible. Children new to the school this year will receive their activation details within the next few days.

## **School Lunches**

School lunches must be booked by 12:00 p.m. on the Thursday of the week prior. If you haven't already booked lunches for this week, please send your child a packed lunch.

When booking, be sure to select a main course and a dessert for each day and press the save button. You can book up to a full term in advance.

- Lunches are provided free of charge for children from Reception to Year 2.
- For children in Year 3 to Year 6, lunches are £2.80 per day, unless your child is eligible for Free School Meals.

If you believe your child may be eligible for benefit-related free school meals: We strongly encourage you to apply as soon as possible. Even if your child does not wish to have school meals every day, their eligibility for free school meals secures valuable Pupil Premium funding for the school, which directly benefits all children. Please apply via

<https://www.bathnes.gov.uk/apply-free-school-meals> or by calling 01225 39 43 17.

## **Breakfast & After-School Clubs**

Breakfast Club is available from 7:00 a.m. to 8:35 a.m., and After-School Club runs from 3:15 p.m. to 6:00 p.m. We ask that you book these sessions at least one week in advance.

If you need to book a session with less than one week's notice, please contact the school office, and we can make the booking for you. If you need to cancel a session, we require one week's notice for a refund. We can only offer refunds for sickness or school-related events unless one week's notice has been given. If you are paying via taxfree childcare / vouchers please advise the office each time a payment is made.

## **School Communication**

Our primary method of communication with parents is now through the Arbor App. It's incredibly important that you download this app as soon as possible to stay informed.

The Arbor App is where we'll share important updates, news, and information about your child's school life as well as booking parents' evenings etc. It's the fastest and most reliable way for us to communicate with you, so having it on your phone or tablet is essential.

If you haven't downloaded it yet, please do so right away. You can find instructions on how to get started on our school website. Just go to the Families section and click on the Parent Help Guide.

## **Social Media**

To stay connected and see what's happening at our school, please follow us on our official Facebook and Instagram pages. We regularly post updates, photos, and important reminders. This is a great way to get a glimpse into your child's day and keep up with school events.



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## Office

Our office is open from 8am - 4.00pm. Please do not hesitate to pop in or contact us at any time with any questions you may have.

## School Policies

At Midsomer Norton Primary we have many policies that we share with all schools within the Midsomer Norton Schools partnership. All policies can be found following the link below. Please ensure you are fully aware of the attendance and safeguarding policy -

<https://www.midsomernortonschoolspartnership.com/trust-policies.htm>

## Governors

Our Chair of Governors is Kath Cox. If you would like to contact her at any time, please email [kathryn.cox@msnpartnership.com](mailto:kathryn.cox@msnpartnership.com). Please note this is a voluntary position so emails are checked often but not daily. Please also feel free to contact our Clerk of Governors Laura Stuart on [lstuart@midsomernorton.mnsp.org.uk](mailto:lstuart@midsomernorton.mnsp.org.uk).

## Website

As we start the new term, please take a moment to visit your child's class page on the school website. These pages are a fantastic resource and are regularly updated with lots of useful information.

On their class page, you'll find:

- A curriculum overview to see what your child will be learning this term.
- A round-up of all the wonderful things they got up to last term.
- Important updates, including which days your child will be doing PE.

To make things easier, children are welcome to come to school on their PE day already dressed in their PE kit and trainers.

Checking these pages is a lovely way to stay connected with your child's school life and learning journey.

[Midsomer Norton Primary School | Home](#)

## Medical Conditions

We understand that from time to time, your child may need to take medication during school

hours. Our staff can administer prescribed medication to your child, provided it has been formally prescribed by a doctor. Please note that we are not permitted to administer any non-prescribed medication, such as Calpol or other over-the-counter remedies. If your child requires medication during the school day, please follow the link below & complete the required form. This ensures we have all the correct information to care for your child safely.

[Administration of medicine Parental Agreement](#)

## **Walking Home from School**

We give families the option if they would like their child/ children in year 5/6 to walk home without an adult collecting them at the end of the school day.

Should you, as parents/carers, feel that your child is mature enough to cope with this responsibility, please complete the google form on the link below. If you have not completed this form and returned it to the office your child will not be able to walk home without an adult collecting them on the first day of term.

Walking home permissions

<https://forms.gle/hFULCF2dkYXz21hz8>

## **Term Dates**

The term dates for [2025/2026](#) can be viewed here.

## **Dates for your Diary**

Make sure you keep an eye on the parent calendar on our school website for all the important dates! We're always updating it with upcoming events so it's the best place to find everything you need to know to stay on top of the school schedule.

If you have any questions at any time, please do not hesitate to ask.

Best wishes

The School Office