



Address:
Lakes Primary School
West Dyke Road,
Redcar.
TS10 4JH



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office@lakesprimary.co.uk

Head Teacher: Mrs. H. Ede

10 September 2026

We hope the children have all enjoyed coming back to school and are starting to settle into our school routines. To help the school year run smoothly for our families we thought it may be useful to reshare and update on some key parts of our school day.

Start of the day

Our school day begins at **8:45am** each morning with the gates opening from 8:35am, we kindly ask that children do not enter the school site before this time as they will not be supervised.

School Office

The school office is open Monday – Friday from 8:30am – 4:00pm. If you need to contact the school office outside of these times please either email office@lakesprimary.co.uk or leave a voicemail, both of these will be picked up once the office opens.

Attendance and Absences

We love seeing our children in school, however we do appreciate that from time to time they may need to attend appointments or be too ill to come to school. We would appreciate if where possible appointments could be outside of the school day. If your child needs to leave for an appointment during the school day, proof of appointment will be requested, this can be an appointment card on their return to school or a text confirmation of the appointment. If your child is going to be absent from school, please report their absence by calling school and using the designated absence option 1 to report your child's absence. If your child needs to take a leave of absence, a form will need to be completed. Forms are available in the entrance foyer opposite the office window hatch.

School Meals

We are able to offer a healthy and nutritious school meal which can be paid via Arbor. Children in Reception to Year 2 are entitled to a free universal school meal. If you feel you may be entitled to a free school meal please contact Educational Benefits on 01642 771106 or online at <https://www.redcar-cleveland.gov.uk/schools-and-education/free-school-meals>. Alternatively, children may bring a packed lunch from home, however we kindly ask that sweets, chocolate bars and fizzy drinks are kept at home. Children may also choose to bring a piece of fruit to enjoy at morning break, grapes should always be cut up and whole fruits will also need to be cut up for children in EYFS. Children are asked to stick to their chosen meal arrangement for at least half a term, we also require that children have the same meal pattern each week (eg packed lunch Mon-Fri) however if you are experiencing difficulties please contact the office or arrange to meet with Danielle our school cook.

Please note we are a nut free school this extends to whole nuts, and foods that contain nuts such as Kinder Bueno's or Nutella spread.

After school Club and Breakfast Club

Breakfast Club and After School Club run daily during term time. Breakfast Club begins at 7:45am – 8:45am (£4.00 per session £2.00 per sibling). After School Club has two options 3:15pm – 4:30pm (£4.00 per session £2.00 per sibling) or 3:15pm – 6:00pm (£6.00 per session, £4.00 per sibling). Places can be booked via the Arbor app and can be done by families up to 5 minutes before the session starts, however if you are having difficulties or require a last minute booking please contact the office. Staffing and supplies are managed based on the numbers we have booked on to attend, meaning the system will still automatically charge even if your child does not attend. Therefore, if your child is going to be absent from school and you had a place in after school club booked or your child no longer requires their place, please inform the office as soon as possible prior to the after-school club session taking place to avoid being charged.

Please note that daily school attendance and After School Club are not linked so you will need to inform the office staff that they had a session booked. We are unable to refund for none cancelled - none attendance. Please be aware there is a charge for late collection after 6:00pm of £5.00

After School Clubs

We are exciting to be able to offer a range of free extended day activities. Letters to sign your children up will be coming out via Arbor over the coming weeks so do keep an eye out for them. We would love to see as many children as possible accessing these clubs.

