



Kirby Muxloe Primary School



Key Information for Parents and Carers

August 2025

Our School Vision and Values

Our vision for KMPS:

“Life in modern Britain is vibrant and exciting with many challenges and opportunities. It is vital that a child’s first school equips them with both a love of learning and a strong moral compass. At Kirby Muxloe Primary School, we aim to provide a safe, inclusive, welcoming and inspiring environment for learning and personal growth. We want every child to maximise their potential in all aspects of school life and to build kind instincts that enable them to make a positive difference to their community.”

Our school motto:

‘Good people, great learners’ (summarises the personal and learning values that are set out below)

Our school values and linked qualities:

Kindness through: Words and Actions, Gratitude, Empathy and Helpfulness

Integrity by being: Honest, Fair, Trustworthy and Ethical

Respect by: Listening, Being Courteous, Showing Humility and Following the Rules

Resilience by being: Courageous, Optimistic, Patient and Self Confident

Aspiration by being: Dedicated, Independent, Organised and Problem Solvers

Reflectiveness by being: Curious, Adaptable, Creative and Analytical

Start & End of the Day

Once on site, children go straight into their external classroom doors. Children in Y2 to enter via white doors near the pirate ship and leave via the hall side doors. Children in YR - Y3 to be handed over personally to parents/ carers. If somebody new is picking up, you must inform the teacher otherwise your child will not be released to them.

Y3/4/5 will generally enter the 2 storey block via the main doors and Y6 via their external doors, being encouraged to enter and exit the building on their own. Please let your child’s teacher know if your child is walking home on their own (Year 4, 5 and 6 only).

Morning		Afternoon	
Site Gates Open & Children start arriving	8:30	Site Gates Open & children are dismissed	15:10
Site Gates Close	8:40	Site Gates Close	15:20
Register	8:40-8:45		

Late Arrivals:

Any child arriving after 8:40 will need to walk/ be brought round to the main front entrance. Please do ensure your child gets to school on time as it has a big impact to their start to the day and they often miss vital early learning activity.

Uniform and Equipment

School Uniform

All children will be expected to wear uniform in accordance with the school's policy, which includes restrictions on jewellery and smart watches (on the website with a visual guide). Mobile phones are discouraged, but if absolutely necessary for after school communications, Y5/6 children must give to staff at registration to be secured for the day (further details in mobile phone and smart devices policy).

What children can bring from home

Bag (if really needed and only as big as necessary) coat, book, snack, water bottle & packed lunch only.

Children can bring in sweets for birthdays but these must be individually wrapped.

Children are not to bring in toys.

Home School Communication

School Website

www.kmprimary.org - includes a variety of information for parents and carers, including:

- Policies & procedures
- Dates and latest news
- Helpful guides and information

Contact from School to Home

General information and updates will be sent to you via the My Child at School app. This will include letters about events, dates and individual messages about your child. You may also receive a phone call from school staff and occasionally other messages. Whilst we use Tapestry in Reception and Seesaw for homework and digital learning, we do not use them for contacting parents and carers.

In the event of a school closure, an urgent message will be sent via MCAS and placed on the school website.

Contact from Home to School

If you want to convey a very quick piece of information to your child's teacher, you can catch them in the morning or leave a message via the school office.

If you want to talk to a member of school staff about something that requires a longer conversation, please phone/ email the school office. It will generally not be possible for a member of staff to speak to you immediately due to the fact they will most likely be in class or engaged in other pre-planned activity, but the relevant member of staff will respond to you as quickly as possible. Giving as much information as you can to the office team member will help speed this up. As stated above, Tapestry and Seesaw are only for recording learning. Please do not send messages to staff via this platform as they will not be responded to.

We expect staff, parents and carers to remain calm and kind during conversations, even when disagreements exist. If you are unhappy, our complaints procedure is on the school website, or can be requested from the school office.