



Helpful Information

School Details	Droxford Junior School , Union Lane, Droxford, Southampton. SO32 3QR Tel/Fax No. 01489 877537 Headteacher: Mr Ross Irving Email: adminoffice@droxford.hants.sch.uk Website: droxfordjunior.ik.org
School Hours	Morning session 9.00am - 12.00 Afternoon session 1.00pm - 3.30pm School Office hours 8.30am - 4.00pm
Emergency Closures	Emergency closures will be notified, where possible, by Primary Contact text and/or email For closure information refer to www.droxfordjunior.co.uk and/or http://www.hants.gov.uk/learning
Finance	All cheques to be made payable to 'Hampshire County Council' unless advised otherwise
After School Clubs	Details of after school clubs can be found on the school website www.droxfordjunior.co.uk Email: afterschoolclubs@droxford.hants.sch.uk
Absence	Email adminoffice@droxford.hants.sch or telephone 01489 877537 or text 01489 232027 by 9.30am each day of absence
Medicines	Medicines can only be given at school if a completed medicine form has been provided. A medicine form can be obtained from the school website or the school office.
Communication - School to Parent	The school uses Scopay. Please ensure your details are up to date. Please notify the school office if you are temporarily unable to print documents
Communication - Parent to School	Doctor/Dentist appointments etc. Send a note to the teacher on the day or day before advising of the appointment time. Please encourage your child to make their way to the school office at the correct time. Urgent messages will be notified to children via their register - where possible please can parents/carers notify the school office during the morning It would be appreciated if 'play dates' could be arranged without school involvement
Communication - Parent to Teacher	Best time to telephone or drop in 8.30-8.50am. If you are concerned about your child's progress or well-being please telephone/email to arrange an appointment
Friends of Droxford School (FODS)	Details of events can be found on the school website: www.droxfordjunior.co.uk Email: fods@droxford.hants.sch.uk Cheques to be made payable to 'FODS'
School Uniform	Skoolkit, 23 Trinity Street, Fareham, Hampshire Website www.skoolkit.co.uk
School Transport	All school bus queries to Tel No. 01962 846924
Governors	Chair person: Mick Keegan Governors email: elizabeth.walker@droxford.hants.sch.uk



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available on the website: www.droxfordjunior.co.uk

School Details	Contact Us
School Hours	Parents -> Term Dates
Emergency Closures	Parents -> Emergency Closure
Finance	Parents -> Online Payments
After School Clubs	Children -> Clubs
Leave of Absence	Parents -> Forms
Medicines	Parents -> Forms
Communication - School to Parent	The school uses Scopay. <i>Please notify the school office if you are temporarily unable to print documents</i>
Communication - Parent to School	<i>Urgent messages will be notified to children via their register - where possible please can parents/carers notify the school office during the morning</i> <i>It would be appreciated if 'play dates' could be arranged without school involvement</i>
Communication - Parent to Teacher	Parents
Friends of Droxford School (FODS)	Parents -> FODS <i>Cheques to be made payable to 'FODS'</i>
School Uniform	Parents -> School Uniform
School Transport	<i>All school bus queries to Hampshire Transport Tel No. 01962 846924</i>
Governors	Our School -> Governors