11 June 2025

Dear Parent/Carer

Please find attached paperwork relating to your child starting at Cayton School.

Please return the following documents, when you see your child’s class teacher in July.

Personal Record Card and additional adults to pick up Card

Adults authorised to collect

Local Visits and Photograph Permission Form

Home To School Agreement

GDPR Form

Acceptable Use Policy

Sun cream permission form

Intimate care form

Starting School Questionnaire

All About Me

SD1 Special Diet Request Form (If Applicable)

Please note that our school is NUT AWARE, no nuts or products that contact nuts are allowed onto our site. We are a healthy eating school and only water and fruit/dried fruit are permitted for snacks at break time. I have enclosed an up to date menu and if your child would like milk each day, please sign up via www.coolmilk.co.uk.

We also have a wellbeing dog, his name is Denzel! Please let me know if you may be allergic or have any questions about Denzel.

Enclosed in your pack is information for parents, information to help your child settle in at Cayton School and information that will help their class teacher get to know your child.

Once your child has started at Cayton School and I have the details from your child’s record card I can generate an activation letter for ParentPay. This is an online communication and payment system that Cayton School office has been using since September 2020. ParentPay will be used for dinner payments (payable from year 3 onwards), trip permissions/payments, texting and emailing.

It is very important that you activate your ParentPay account as soon as possible so that your child appears on the dinner register and you do not miss out on vital communication sent from school via ParentPay.

You will also receive an email inviting you to set up a Class Dojo account (please check your spam folder). Class Dojo is very much like Facebook for school! Parents will be able to see updates from their child’s class, and will have the facility to directly message their child’s class teacher.

If you have any problems activating any of your accounts please email admin@cayton.n-yorks.sch.uk and I will endeavour to help you.

With best wishes



Miss Clough

Office Manager