

General Information:

Name of School: Pembroke Dock Community School

Address: Bush Street, Pembroke Dock, SA72 6LQ

Number on Roll: 650+

Name of Headteacher: Mrs Michele Thomas

Name of Senior Mentor: Mr Stefan Jenkins and Mrs Leanne Prevel

Email address: jenkins129@hwbbmail.net

Phone Number: 01646684872

Absence:

Please ensure that you *phone* before 8.00a.m. if you are unable to attend school. Leave a message if the answer phone picks up the call. Please email senior mentor using address above.

Parking Arrangements:

It would be advantageous to car share, as the parking is limited. There is overflow parking opposite the school.

Daily Routines:

Start of Day: 9am

Expected Arrival of Staff (including students): Between 8 and 8.30

End of Day: 3.15

Expected Departure of Staff (including students): Observation days 3.30-3.45. Teaching days 4pm

Breaktime/s:

Year 5 and 6

am – 10.55am-11.15am

pm – N/A

Lunchtime: 12.15-1pm

Assemblies: Thursday and Friday morning

Safeguarding Officer: Mrs Thomas Headteacher, Mr Stefan Jenkins Deputy Headteacher.

Please refer to guidelines available in school. Please refer also to the Safeguarding Procedure Card provided by SWWCTE.