

# St Werburgh's Primary School



## Reception Information Booklet

## Introduction

We look forward to welcoming your child to our school. Your child will attend the Silver Birch Annexe for Reception, Year 1 and Year 2. They will then transfer to Willow Site where they will continue their education in Year 3 to Year 6. They will visit the Willow Site during the school week with their class for whole school assemblies or as part of a class activity. This will help the children to feel that they are part of our whole school community.

We believe that education is, and must be, a partnership between home and school. As parents and carers, you have been your child's first teacher and we take great pleasure in joining with you to further your child's development. We want to make the change from home to school as smooth as possible. Starting at school is a major step for your child and there are many rules and procedures to be absorbed. The transition must be gradual and for that reason all children will begin on a part-time basis and build up to full-time.

Your child will need time to:

1. Build their confidence
2. Adjust to the needs of a busy classroom and new routine
3. Adjust to new intellectual demands
4. Develop the ability to concentrate
5. Learn to be away from home for a whole day
6. Establish a good relationship with adults working in class

To support their transition, your child will be able to see their new environment and meet their new teacher virtually and all these documents and videos will be available on our school website for you to revisit over the summer.

If you have any queries or concerns about anything, please come and talk to us. In this way, we can work together to give your child the best start to their school life.

## Home Visits

Each year we offer the opportunity of a personal home visit by the class teacher. This enables you and your child to meet your teacher in your home environment and forms a strong link between home and school. We are hoping to be able to carry these out in September in a socially distanced way or through a 1:1 video call.

This will give you the chance to speak privately about your child, home and nursery experience and share your child's early learning experiences with your child's teacher.

We will provide the date and time for your home visit or call before the end of July. Please try your best to keep to the day and time given so that everyone can have this special time with their teacher.

Raegan Kawonza

Daisy class



Asiya Dayib

Poppy class



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## Preparing your child for school

It would be useful if you could help your child with the following –

- Dress/ undress him or herself or at least have a good try
- Change shoes, daps
- Wash and dry hands
- Have a try at using a knife, fork and spoon
- Play appropriately and share toys with other children
- Be responsible for clearing away own toys and equipment
- Listen to a story and know how to sit quietly for a short time
- Hold a pencil and crayon in a way that is comfortable for them
- Recognise common colours
- Be able to recognise own written name
- Sing number songs and enjoy counting games
- Painting with large brushes
- Drawing with large crayons and pencils
- Use round ended scissors
- Use large jigsaws and constructional toys
- Model in play dough
- Know the sounds some letters make.

Do not worry if your child cannot do all these things. The most important thing is to talk with your child and encourage him/her to listen to you. Each child is an individual and they will develop at different rates.

## Helping your child with early learning experiences

### The importance of play

Play is children's 'work'! It helps them to gain confidence and courage. Through play children discover what they can do, how to feel and think, be imaginative and it enables them to practice skills they have learnt. It helps form friendships and develop language. Whilst in Reception, the children have long uninterrupted continuous provision sessions in the morning and afternoon. During this time, adults will be interacting constantly and 'teaching in the moment' delivering next steps to the children in their play.

### Talking and listening

Spending time with your child is the most valuable learning experience. Talk about topical events and expand their vocabulary encouraging him/her to:

- recognise months and seasons of the year
- use and understand positional vocabulary such as *on top of/ under/ in-between* etc
- name everyday objects found in and around the home
- name animals and special people in their lives

Encourage him/her to remember events such as holidays, journeys and meeting people.

Allow time for you to listen to your child talking – be patient and do not answer on their behalf. Model correct language back to them if they make mistakes. Answer questions in a straightforward, clear and truthful manner. Encourage your child to listen to you and be polite. Share experiences such as watching suitable television programmes and talk together about what has happened.

### Helping your child with reading

From the time your child is born, reading out loud is a positive influence. As your child grows, daily reading will help the brain make connections between the written and spoken word, widening vocabulary in the process.



Vocabulary knowledge equates to masterful spelling. In fact, reading, spelling and vocabulary are critically important to a child's lifelong achievement.

Books are a great source of enjoyment and you can provide the example by letting your child see you reading for enjoyment or information.

Read stories to your child. Use picture books and let him/her sit somewhere comfortable where they can see the pictures and talk about them. Encourage discussion about the stories and ask them to retell stories they know. Nursery rhymes are an important means of increasing a child's vocabulary and may be used to reinforce rhyming.

Children learn much through listening. So by talking to your child now, you are providing a good foundation for reading which will come later.

Children can start to read by pretending to read. They need to know that the words on a line run from left to right and that the lines are read from the top of the page to bottom. Follow the print with your finger as you read and your child's eyes will learn to follow your finger.

Children love to hear a favourite story again and again. They are learning about words and language patterns. They are also learning to 'predict' what will follow, which is an important reading skill. Pre-school children gradually become aware of certain words such as their own name, street name, shop names, bus stops and signs they see every day. Draw their attention to these words and explain their purpose, but do not make it a lesson or hard work.

Let your child help with the shopping, look for names on the packets, encourage your child to share in everyday activities, such as looking up television times, exploring holiday brochures or catalogues. Games like 'I spy' are useful when children know their letter sounds.

Children are very sensitive towards parental expectations, so always praise and encourage your child.

### Helping your child to write

If you want to help with writing, encourage your child to understand that we write for a purpose (even in the era of modern technology!) Hand-write letters, lists and postcards so they can see the process. Early writing will include lots of mark marking so enjoy making patterns, lines and scribbling.

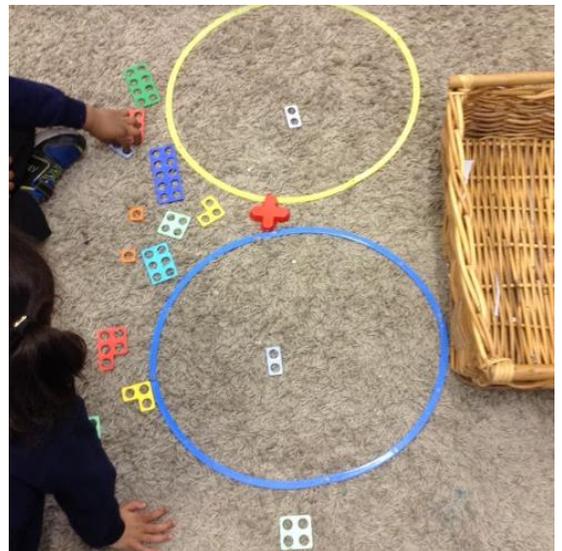


### Helping your child with early mathematics

The early work in mathematics will cover sorting, matching, comparison and counting activities leading on to simple addition, subtraction, multiplication and division.

Encourage children to carefully count out and match everyday items and understand vocabulary such as more than, less than, same, higher and lower. Use shapes to build and construct models and name them as you do so. Comment on patterns, as well as the height, weight and length of different objects.

Sharing number rhymes with your child e.g. 10 green bottles, will give them an understanding of number and sequencing.



## The Night Before School

It's almost here, the first day of school. Your child will be experiencing a mixture of emotions – bursting with excitement and importance – yet, despite all your reassurances, feeling very apprehensive, and maybe wishing they could stay at home with you. It's important to make this special night as calm and relaxed as you can for your child, so stick to your usual routine.

## The First Day

### *Where do I take my child?*

Please bring your child into their classroom (through the main gate and up the steps on the right) on the planned session that has been given to you. Please encourage independence from the first day by helping them to find their own peg. Give them responsibility for their belongings and let them hang up their coat and put away their book bag on their own. Routines established at the beginning make school life easier for the children and encourages them to take responsibility for their own belongings.

### *What time do I bring them?*

The school day for Reception class starts at 8.40am when the doors are open for children to come in to school. The register is completed at 8.55am so all children must be in the classroom by then or will be marked as late. Being on time is crucial as it means that all children feel part of their class from the beginning of the day. Children who are late will need to be taken to the school office where they will be registered by a member of staff and then taken to their class. Please support us in getting off to a good start with punctuality and helping your child form good habits for the future. The end of the school day is at 3.00pm and all children need to be collected at this time from their respective classroom doors.

Sessions times for part time days when your child first starts at school:

8.45am – 11.30am or 12.30pm – 3pm

### *What happens next?*

Parents and carers are encouraged to help their child settle into their new environment. Activities will be set out for the children to choose from and once you feel that your child is settled, you are free to leave when you are ready. Any siblings or buggies will not be permitted into the classroom area for health and safety reasons.

Please return on time to collect your child at the end of the session, children become anxious if they are left waiting when others have been collected. If for any reason you are delayed, please contact the school office.

At the end of the day please wait outside your child's external classroom door and the teacher will call your child to come to you. Please let your class teacher know/ write in the class collection book if you have made arrangements for someone else to collect your child because we will not release them to a different person without your prior permission.

*What do I need to bring to school?*

Your child will be provided with a free piece of fruit every day to eat when they are hungry at the snack table. This is provided by the government's healthy eating scheme so there is no need to send any other snack into school.



Milk is provided each morning for all children. Children will be able to drink water throughout the day when needed. If your child is allergic to dairy, please provide milk for them for us to keep in school.

Children will need to bring in their book bag daily. When the children are full time and routines are well established, they will also need to have a P.E bag in school to be left on their peg ready for the week ahead. P.E bags should contain a white t-shirt, navy shorts or leggings and a pair of black daps. A letter will come out to let you know when your child will need to start bringing in their P.E. kit so you may want to wait before buying clothes/shoes that they may grow out of.

Everything that comes into school should be clearly named to avoid items being lost. If it is named it is much easier for us to return items to the correct owner. As you can imagine there are 56 children in Reception all wearing the same school jumpers so if you want it returned please put their name on the label in permanent ink.

Do not bring toys to school unless asked to by your class teacher.

### *What about lunch?*

School meals will be provided free of charge for all children in Reception and Key Stage 1. If your child would prefer to bring a packed lunch, then that is fine. Each morning the children will self-register and put their names next to hot school meals, something from the salad bar or a packed lunch. You will be given a menu for the term in advance so please help them by making sure they know what they are having for lunch.

### *What do I do if my child is not well enough to attend school?*

Children will undoubtedly pick up colds when they start at school and will usually be well enough to attend if this is the case. If your child has something more serious and is not well enough to come to school, please telephone the school office on the first day of absence. If they have vomited or have had an upset tummy, then they will need to stay away from school for 48 hours to avoid passing it to others in the class.

### *What if I want to take a holiday in term time?*

Holidays in term time are not allowed. School cannot authorise a holiday during term time, if you choose to take your child out of school then the absence will show in the register as un-authorised absence. The Education Welfare officer checks the registers regularly and any un-authorised absence is noted by them.

If there is an exceptional circumstance that you feel you need to take your child out of school for, then you will need to write a letter to the governing body telling them where and when you will be going. Fixed Penalty Notices can be issued for unauthorised absence- please see our attendance policy online for more information.

### *Anything else that I need to know?*

During the school year you will have several opportunities to look at your child's work and talk with teachers. Both Reception classes have focus children weekly and this happens for each child every other term. Before being a focus child, class teachers will send out parent consultation forms and request any photos of what has been happening recently in your child's life for them to share in class. At the end of the following week there will be the opportunity to meet with your child's class teacher and discuss their learning and progress. You will receive a copy of a learning journey to take home from the week.

### *What do the children wear at school?*

The school uniform consists of:

- pale blue polo top (with school logo on but children can wear non logo tops if easier)
- navy sweatshirt or cardigan (with school logo on but children can wear non logo tops if easier)
- grey/black/navy trousers, skirts or pinafores
- blue striped or checked summer dresses
- we have fleece tops or coats with logo if needed

### *What childcare provision do you have?*

*Breakfast Club* is available from 7.45 – school time, this is held on Willow site. Places can be booked with school or can be used ad-hoc when required.

*After School Club* is available from 3.00 – 6.00pm Monday to Friday. Places for After School Club will need to be booked termly in advance.

Please speak to Karen Haines in Willow office if you require further information.

### *My child has an allergy.*

Please make sure school is aware of any allergies/intolerance that your child may have. School can administer any prescribed medication to your child when needed but we must have written permission before we can do this.

We know that your child will be happy at St Werburgh's Primary School but if you have any worries or concerns, your teacher or a member of the leadership team will always be ready to listen to you and your child. Please come and talk to us!

