

Rough Guide

to

Key Stage 1



“Choose the right path”

Welcome to St James’ C of E Infant and Nursery School.

Your child is at the heart of everything we do here at St James’. We will try our very best to ensure that your child is happy here and makes good progress in their education whilst at our school. We feel that we have a family like atmosphere and as such, please feel free to come and see any member of staff to discuss your child’s needs.



Our School Day

- 8.40am - School doors open – Busy Bee tasks in classroom.
8.45am Registration
8.45am School Entrance doors locked for security – you will now need to report to reception to enter school
8.45-9.00am Daily Task
9.00-10.30am Read Write Inc./ English
10.30am Collective Worship in the School Hall (once a month we have Collective Worship in St James' Church—parents are welcome to attend)
10.45am Playtime
11.00-12.00pm Lessons
12.00-1.15pm Lunch followed by playtime
1.00pm Registration
1.05-3.15pm Lessons
3.15pm End of the school day – please collect your child promptly from each class exit.



What your child will need – please ensure all items are labelled with your child's name

PE kit – black or navy shorts, white t-shirt, & trainers (children can come to school in their PE kits on PE days, for additional after school activities it can be brought in a bag on that day). Hoody's are an optional extra

Book Bag— these can be bought from school and are vital to bring home your child's books

Coat for outdoor play

Fresh drinking water – please fill your child's water bottle daily. Ensure it is clearly labelled with your child's name.

School Dinners

School dinners are provided free of charge in Key Stage 1. There are a variety of choices each day for your child to choose from. Our menu is available each week on the newsletter and dinners are ordered in advance via the SchoolMoney app.

Your child can bring a packed lunch if they prefer – we stipulate

- No fizzy drinks
- No nuts (we have children with nut allergies in school)
- Please include at least one piece of fruit/vegetable

If your child wants to go onto packed lunches from school dinners or vice versa, please let us know in advance, you can select the packed lunch option on SchoolMoney if you are sending in a packed lunch. If your child has any special dietary requirements please call into the school office to discuss their needs. Our school dinners are regularly monitored and are rated as having an extremely high standard and we recommend that your child tries them.





Lessons

Our lessons are completed according to subject and these may be topic based. You will receive information about the subjects your child will be studying over the course of the school year.

Phonics and Spelling

This is taught daily as part of our English programme called '*Read Write Inc*'. Your child will receive homework to reinforce the sounds taught in class.

Parent Information Meetings

During the autumn term you will be invited to a Key Stage 1 meeting. Teachers will share information about the Read Write Inc programme we use in school to teach phonics, spelling, reading and writing. Shortly you will receive a leaflet explaining the end of year expectations in reading, writing and maths. Please see the Maths Calculation Policy on our school website which explains how children are taught to calculate.

Homework

As the first term progresses, your child will start to receive homework. You will be sent home a Reading Record book. We recommend you read daily with your child, children will be awarded stars each time they read which will be put towards a reading certificate.

Your child will be allocated homework via the Seesaw app each week. This may contain a maths, English or a subject-based task covering something your child either needs to practise to consolidate their learning, or research-based to prepare them for what they will be doing in school.

Partnerships

We strongly believe that a partnership between the school and parents is the best way to educate your child. They learn more by parents reinforcing our methods at home and by the school supporting your child here at school.

During the first few weeks in school, your child will bring home a copy of the Home School Agreement. It states our pledge to you, to educate your child and we ask you to sign it along with the other documentation regarding Educational Visits etc.

We have an open door policy which means that your child's teacher is available before and after school if there is anything you want to discuss. We are happy to speak to you about any problem big or small. If you cannot speak to the teacher please come to the school office. Mrs Moore is available most mornings and at other times via an appointment. We also welcome emails and phone calls.

We also want to know about your child's achievements at home. Please tell us about any special achievements in clubs etc for our newsletter.



Absences from School

If your child is going to be absent from school it is vital that you let us know. Please telephone the school before 9.00am to let us know your child is ill. If your child has a hospital appointment, please let us know in advance. Try to arrange regular appointments such as routine dental visits outside of school time. If we have not received an explanation for your child's absence by 9.15am, we will record it as an unauthorised absence and will be contacting you the same day regarding this.



Holidays in Term Time

If you need to take your child out of school for any reason, please contact the office at least 1 month in advance as you will need to complete a request form and make an appointment to see the Head Teacher. Please note that family holidays will be classed as unauthorised absences except for the most exceptional circumstances – these can be discussed with the Head Teacher.

Communication

We will try to keep you updated via our weekly newsletter. Our website is also updated as often as possible. We also make our newsletters and menus available on our website and can also email them to you on request. We also communicate with you via our texting service. It is therefore vital that we have an up to date mobile number for you. There will be a data sheet for you to check which contains your contact details. This will come out in the first half term but if you have not already given us emergency contact details of someone who is able to pick up your child at short notice, please drop a note into the school office. **This is exceptionally important in case your child becomes ill in school.**

Your Child's Progress

Throughout the year there will be opportunities to discuss your child's progress. There will be a parents evening in the Autumn term to discuss how well your child has settled in and how well your child is doing in class. There will be a further parents evening in the Spring term to discuss your child's progress and you will be sent an end of year report in the summer term. You can also use your child's reading record to jot down observations about their reading. You can also make an appointment to see the class teacher after school at anytime during the school year to discuss your child's progress. If there is any point at which you are concerned about your child's progress or have any queries, please come into school straight away. Don't leave it until a scheduled parents evening. The sooner we know about an issue the sooner we can resolve it.



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