



# Welcome to St James' C of E Infant and Nursery School



# Reception

*This booklet is designed to give you some general information about our school, information about the Reception Year and hopefully answer any questions you may have. We hope you find it useful.*

## **School Times**

8:40am: School doors open. Children will be dropped off at the door and take part in activities around the classroom to aide their transition into school.

8:50am: Registration and 1<sup>st</sup> session begins.

10.30am: Collective worship

10.45am: Snack and playtime.

11:00am: 2<sup>nd</sup> session begins.

12- 1:00pm: Lunch Time.

1:00pm: 3<sup>rd</sup> session begins.

3.15pm – School finishes. Please tell us if someone different is picking up your child.

## **Uniform**

### **Boys**

Gold polo shirt

Burgundy sweatshirt

Grey school trousers (long or short)

### **Girls**

Gold polo shirt

Burgundy sweatshirt/cardigan

Grey trousers/skirt/pinafore

Dresses can be worn in summer (maroon, red or yellow)

You are free to buy uniform from any outlet. They are available to buy from school on School Money. Alternatively, you can order from myclothing.com on-line or Haig Embroidery Service at Haig Enterprise Park. PE bags and Book bags are available to buy from school as are fleece jackets and reversible jackets. Please ensure you order from one of the above outlets to ensure that you get uniform with the correct badge on.

Could you send your child in with a spare change of clothes in case of an accident. Those could be kept in a bag on their peg.

## **PE- Boys and Girls**

Dark shorts, gold t-shirt with school badge on, plimsolls (velcro ones)/plain trainers

The children can come to school wearing their PE kits on the days they do PE. We will confirm which days in September.

## **Footwear**

Black shoes (velcro fastenings on shoes are easier to manage than laces). Please ensure these are suitable for comfort and safety. If your child comes to school in boots they will need a change of footwear as they are not suitable to wear all day. Coloured trainers are not permitted.

You will also need to provide your child with a pair of wellington boots for use in the outdoor area. We have a rack that children will be able to store them on.

## **Bookbag**

Bookbags are available to buy in schools alongside our uniform. Please only bring one bag to school and please check this bag each night for letters and any notes from school. The bags need to be big enough to hold books. We do sell bookbags with our badge on the front.

## **School Money**

We are a 'cashless' school now and you will be receiving details regarding setting up a School Money account. This will allow you to make any payments such as order uniform, order school dinners, book onto EBASC, other after school clubs, make donations to school and many other actions.

## **Safeguarding at school.**

You will be asked who will usually collect your child at home time. Please inform the teacher in the morning if it will be someone different. Under sixteens are **not** permitted to collect a child. If an emergency arises please ring school.

**It is school policy that children are not allowed to wear jewellery such as bracelets and necklaces. Stud earrings can be worn but must be removed on any PE days. All items of uniform must be clearly labelled with your child's full name. Your child will find this helpful when taking cardigans and jumpers off.**

### **Medication in school**

Inhalers can be kept in the school office once you have completed a medical consent form. Medication prescribed by your GP (which need to be administered four times a day) can be given by a member of the senior leadership team with your written consent if it's in the original box with instruction leaflet and your child's name, date of birth and address on the label. Please ask at the office for a consent form.

### **Illness.**

During their time at school, the children may have a number of illnesses. In line with the School Attendance Policy we are required to make **first day contact** with any child who is absent from school. Parents/carers must ensure that they contact school before 9.30am on the **morning of the first day of absence** and let us know the reason for a child's absence. Your child should be clear of sickness for 48 hours, before returning to school.

We do have an answer phone available during the evenings, early mornings and weekends so that parent/carers are able to leave a message at any time. **Telephone: (01946) 691970**

### **Our Healthy School.**

#### **Snacktime**

To promote healthy eating each child receives a piece of fruit or a vegetable on a daily basis. This is normally eaten during playtime. It is regularly, apples, pears, satsumas, bananas, tomatoes and carrots. If you feel your child doesn't like the daily snack, you can provide them with their own piece of fruit in a clearly labelled box. Please let the teacher know if your child has any allergies. Your child will need a water bottle, please ensure it has fresh **water** in it daily (no flavoured water, juices etc). These are sent home to be washed every day.

#### **School Milk Scheme**

Children under the age of 5 years are entitled to the milk free of charge. They will receive a carton of semi-skimmed milk at snacktime.

### **School Dinners**

School meals are freshly cooked at school each day by our School Cook. You need to order your child's meals in advance, on School Money (link to follow). We feel that we offer a range of nutritious meals that appeal to the children. Our school councilors are very active when deciding new menus. If your child would prefer, they can bring in a packed lunch instead.

### **Packed Lunch**

If you choose to send packed lunch, your child's lunch box needs to be named and they are stored outside the classroom on your child's peg. We encourage healthy eating so no fizzy drinks, sweets or chocolate. Please try to include a piece of fruit each day. We are a NUT FREE school so please check labels on any items for your child's packed lunch.

If your child would like to change from packed lunch to school meal, or vice versa, please call the school office.

### **Lunchtime.**

There are two dinner sittings with mixed age groups.

*First sitting (for Early Years children only)*

11:40am to 12.10pm - Lunch    12.10pm to 1.00pm – Playtime



Nursery children and Reception children will eat together in the hall, separate to the rest of the school so that they have a quieter dining experience and staff can help them.

Reception Year is an important year in your child's 'school life'. We try to make the transition from nursery/home to school as friendly and welcoming as possible. Our Induction Programme usually involves our teachers visiting the local nurseries. In June, there is an Stay and Play session for parents in school and you should have received information regarding this with this pack. We have a move up morning where the children come to school, meet their teachers (if they did not already know them) and have fun in the classroom. If you are concerned about how your child will settle into the school, please discuss this during the home visit (see below). There is also a parents' evening for Reception in October as well as further meetings to provide parents information and support with our curriculum.

### **Home Visits (for new to the school children only)**

At the beginning of September, we carry out our home visits for children **new** to the school, the class teacher and teaching assistant will visit each child at home. This is an informal visit where we can talk to you and your child about starting school. It enables parents to share any confidential information or discuss any concerns. During the home visit we will ask you for the "starting school" booklet that provides us with information about your child. (This is included in this pack).

## The First Term

The first term at school is very busy, with so many new things to learn and do. It can also be a very tiring term for the children as they adjust to school life, so it is helpful if they have a good bedtime routine. As always, if you have any worries or concerns, we operate an open door policy and you will be free to discuss these with your class teacher or you can arrange an appointment with the headteacher.

## Parents' Evening

There are two parents' meetings during the school year. The first meeting is an opportunity to discuss how your child has settled into school. During the year the teacher and senior teaching assistant will carry out observations and assessments of each child. This information will be used to complete the Foundation Stage Profile and form part of the 'End of Year Report'. If you have any worries or concerns during the year, please share these with your child's teacher or teaching assistant, so that we can help to solve any problems.



## **How to help your child before starting school!/,**

- Please make sure they can get dressed/undressed independently (using their uniform and P.E kit so they get used to them). **It is very important that you label clothes as all uniform and P.E kit look the same to us.**
- Your child should be able to get their school coat on independently and try to fasten it.
- Please ensure your child can take themselves to the toilet independently and can wash and dry their hands.
- Being able to recognise their name is important as it means they can find their water bottle, coat peg and clothes.
- One of the most important ways you can help your child is ensuring you read a book together each night. Research shows the impact a bedtime story has on children's learning. It helps them with reading, writing and speaking.
- Developing your child's speech is very important and you can do this simply by discussing and sharing what you have been doing during your day at tea time.
- Most children will have attended some form of pre-school provision but if they haven't, please make sure that their first day at school isn't their first day of being somewhere without you.

# Meet our Early Years Team.



*Miss Johnstone  
Nursery Teacher*



*Mrs Cocksedge  
Reception Teacher*



*Mrs Chambers  
Reception Teacher*



*Mr Wilnison*



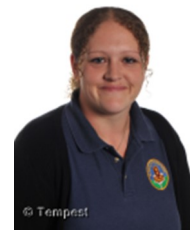
*Miss Bragg*



*Miss Cullnean*



*Miss Bibby*



*Mrs Irwin*



*Mrs Frankland*

*Teaching Assistants*

# Other adults you will meet.



*Mrs Moore  
Executive Head*



*Miss Stephanie  
Sapsed  
Head of School*



*Mrs Brown  
School Business*



*Miss O'Neil  
Administrator*



*Miss Brown  
After School*

The Early Years Foundation Stage of education is for children from birth to five years old. It is divided into seven learning areas, which are broken down further to 17 areas.



*The early years are vital in children's development. Children develop rapidly during this time – physically, intellectually, emotionally and socially. The EYFS is about developing key learning skills such as listening, speaking, concentration, persistence and learning to work together and cooperate with other children. It is also about developing early communication, literacy and numeracy skills that will prepare young children for Key Stage 1 of the National Curriculum.*



Play is an important part of the EYFS and is essential in promoting characteristics of learning as set out in the EYFS handbook. Well-planned play, both indoors and outdoors, is a key way in which young children learn with enjoyment and challenge. Through play, in a secure environment with effective adult support, children can –

- *explore, develop and represent learning experiences that help them make sense of the world*
- *practise and build up ideas, concepts and skills*
- *learn how to control impulses and understand the need for rules*
- *be alone, be alongside others or co-operate as they talk or rehearse their feelings*
- *take risk and make mistakes*
- *communicate with others as they investigate or solve problems*
- *express fears or relive anxious experiences in controlled and safe situations*

### **Our Early Years Unit**

Our unit provides a safe, caring and stimulating environment. Although we have two classrooms we have an adjoining door that creates a larger environment for the children to play and learn in. This also means that all of the children from both classes will mix throughout the day. Our indoor and outdoor learning environments are split into discrete areas of learning and activities (sand, water, home corner etc). We encourage the children to use these areas independently but all have enhancements to extend learning and provide challenges. The children often practise the skills they have been taught in the adult led activities.

***We hope your child will be happy at***

***St James' C of E Infant and Nursery School and we look forward to welcoming you in September.***

