

# An 'A to Z' of Starting School at Barncroft Primary School!



## Assemblies

When we feel the Reception children are ready, we start to attend singing assembly. This is led by a specialist music teacher. The children enjoying learning new songs.

## Assessments and Baseline

Throughout the first term we focus on the Foundation Stage Profile which helps us assess and find out what your child knows and can do. Once we know this we can plan their next learning steps. As part of this process we complete a Baseline Record which is based on our observations of your child in the first few weeks at school. We update the Foundation Stage Profile throughout the year so that we can monitor your child's progress. We frequently assess how your child is getting on with learning letter sounds and on their reading and maths progress. We will always tell you what your child's next steps in learning are so that you can support them at home. Children who are well supported at home always make the most progress.

## Attendance

Children are expected to come to school every day unless they are too poorly to do so. It is not acceptable to have a day off to celebrate birthdays. We work hard to encourage good attendance and we would ask you to support us in this. Children who have 100% attendance at the end of each week, receive a special sticker on a Friday. When your child first starts school they will come on a part-time basis for a very short period of time. The school day begins at 8.45am and ends at 3.15pm for Reception children.

## Book Bags

These are available from school and every child will need one to carry home books, letters etc. No other bags are acceptable. Please ensure that your child is prepared for school each day by making sure they bring their book bag and its contents to school every day. Please check the bag daily for letters etc. We would ask that you look after everything that your child brings home from school.



## Breakfast Club

Breakfast club is open to all children from 8.00am. Children must arrive by 8.20 to allow time to eat. The children eat toast and cereals and choose from hot and cold drinks. The Breakfast Club Team is managed by Mrs Pearson who has worked at our school for a long time.

## Contact Details

Please tell us if you move house or change any of your phone numbers. Mrs Oliver and Mrs Watts who man the front desk will take any information from you.



## Class Pets!

Each class has a pet (cuddly toy!) that the children take turns to take home each night. Each one comes with their own little book for the children to draw and write in. Please help your child with drawing and doing a bit of writing in the book - the children love to share what they've done at home. Please remember to get your little one to bring the pet back to school the next day so that we can find out about what they've been up to and so that others can enjoy them.



## Curriculum Information

Each term we update our website to tell you the kind of things the children will be learning about. We truly believe that learning does not just take place at school and so we hope that you will support our work. This information also gives you some ideas for things to do at home to help your child on their learning journey. Our website:

[www.barncroftprimary.co.uk](http://www.barncroftprimary.co.uk)



## Dropping off and Collecting

Please come into class school through our Reception playground but leave via the door in the corridor. We ask you to do this to ease congestion in the classrooms. Encourage your child to hang up their coat and then come into the classroom. Help your child to choose their lunch at the computer. After that encourage your child to put their book bag into their tray. Please feel welcome to stay for a few minutes just to help your child settle into an activity.

We return the registers to the school office by 9.05am so if you arrive at school after this please come into school via the main entrance and report to the school office. Your child's name can then be marked in the register.

When you collect your child please wait in our Reception playground away from the glass doors. We need to make sure that the children can see you so please try to space out a bit to make it a bit easier for the little ones to spot you.

Please help us by not being late when you collect your child as it causes worry and upset.

For safety reasons please **DO NOT** bring cars into the school grounds. We also ask that you **DO NOT** bring dogs on site or allow your child to ride bikes or scooters. Please also note that we are a **NON-SMOKING** site.

If you need to collect your child early for any reason please let Mrs Oliver (am) or Mrs Watts (pm) on the front desk know. Don't forget to tell the class teacher as well!

## Early Learning Goals (ELGs)

These goals describe the learning developments that each child should achieve by the end of the Reception year. The ELGs are demanding and not always easy for individual children to achieve. However, we work very hard to encourage all children to achieve. We know that children have a much better chance of achieving the goals if they are well supported at home. This is why we very much look forward to working in partnership with you - so that YOUR child can achieve their best.



## Earrings

We prefer that children **DO NOT** wear earrings to school. If earrings *must* be worn then they should be studs. Children should not wear earrings on PE or swimming days (we will advise you of PE days). Children are NOT allowed to take part in PE lessons wearing earrings and we are NOT allowed to remove children's earrings.

## Fruit, Milk and Water

The children are given a piece of fruit and a drink of milk each day. This is very popular with the children. Fruit remains free throughout the lower school. Milk is given only in Reception classes and is also free. In the summer term milk is only available in class for children who are still 4. All children may have milk at lunchtime if they wish.

Every child in our school has their own water bottle which they are free to fill at our cold water fountains. Children are encouraged to drink water throughout the day. If a child doesn't like to drink milk at then they may drink fresh water instead.



## Governors

The Governors of our school meet regularly to discuss all aspects of school life. At various points throughout the year the Governors invite parents to come and meet them for a chat. If you feel you would like to be involved with our Governing body please let us know - you would be most welcome.

## Help Us!

If you would like to help your child's class teacher or help our school in any way please come and chat to us - there is always lots to do and any help is greatly appreciated! We especially appreciate support with sharing books with children.

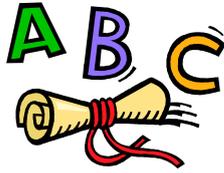
## Homework

We ALL have a responsibility to help young children learn.

Children who get good help and support at home/outside of school make the most progress. If you spend just a few minutes each day helping your child to learn and use the sounds of the alphabet then they will 'take off' more quickly than children who don't get the support.

Please help your child in this important year by spending just a few minutes a day to support their learning. This might be with numbers, letters, books, writing or talking about things.

**Please help us to encourage the children to enjoy learning and also encourage them to look after/keep safe the things we send home.**



Please could all reading books and the Reading and Maths Card be brought into school every day.

### **Illness, Medicines, Bump Notes and Head Lice**

Please telephone the school if your child is poorly and unable to attend (9248 2331). You will hear an automated message: press '1' and leave a message regarding your child's absence.



If your child complains of feeling unwell we will contact you to come and collect them. It is VITAL therefore, that your contact details are up to date.

Only *prescribed* medicines can be administered in school. This is done by Mrs Watson who works in the school office or by any of the Teaching Assistants in school who are all trained in First Aid. You must fill in a form for this - you can get one from the school office.

If your child is hurt at school we will send you a 'bump note'. Bump notes are ALWAYS sent home if a child bangs their head, for whatever reason. Sometimes it seems children are always taking home bump notes but if you are concerned do come and see us.

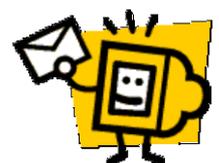


Please be on the look out for Head Lice in your child's hair and if you spot any, treat the hair straight away.

Advice on how to treat Head Lice was included in your registration pack. You can also get help from our school office or the chemist. You will be informed if Head Lice have been spotted in class. If we happen to spot nits (the egg cases) or live lice we will telephone you and ask you to collect your child from school so that they can be treated straight away: please please don't be offended by this, we just want to help eliminate head lice from the children's hair.

### **Library**

To support your child with learning to read we would highly recommend that you join the local library.



## Newsletter

A school newsletter is sent home every week on a Friday. This will include the lunch choices for the following week.

Please check your child's book bag regularly for this newsletter.

## Outdoor Resources

Please do not allow your toddlers to get out the resources out of our storage boxes or trays outside. The activities out are carefully planned and set up for the day to develop your children's learning.



## 'PPA' Time (Planning, Preparation and Assessment)

Once a week, in the afternoon, the Reception teachers will not be in the classroom. We meet together to discuss, **P**lan, **P**repare and **A**ssess the children's work and play. This is a very important part of our job where we discuss children's progress and next steps in learning. We follow the Foundation Stage Curriculum Guidance and try hard to give the children a broad range of experiences that are motivating, stimulating, creative, fun and educational! We continually work within children's stages of development whilst aiming for them all to achieve the Early Learning Goals. While we are out of our classes, another teacher plus our Teaching Assistants work with the children on activities that we have planned and organised in line with our Long Term Plan. Children soon get to know other members of staff.

## Parent Meetings (Assertive Mentoring) and School Report

Throughout the year there will be more formal opportunities for you to talk with the teacher about your child. Your child will be present at these meetings as we believe it is important they take responsibility for their own learning. The first meeting usually happens in November: we will let you know how your child has settled into school, share our assessment information with you and also let you know their next steps in learning. We will meet again each term to discuss your child's progress. Written reports will be sent out in July and these inform you of which Early Learning Goals your child has achieved. This report also sets the next set of learning targets for your child and these are also shared with their Year One teacher.

Please come and see us at any time if you feel you need to discuss some aspect of your child's schooling. We feel it is very important to make good links with the children's parents and carers so that we can all support the children's learning.

If your child is having a particular difficulty we will let you know so that we can work together to sort out any problems. Our aim is that all children make good progress during their Reception year and that as many as possible achieve the Early Learning Goals in all areas of learning.

## Photos

You may want to take photos of your child's first day at school. Please do not take photos for social media with other children are in the background.

## Play Date!

Each term you will be invited to a play date. You can come and spend an hour in your child's class joining in with activities.

## Praise, Rewards and Celebrations

Your child will be praised for good behaviour, good manners and working, learning and playing well.



Throughout our school each child has a 'learning behaviour card' which contains 8 spaces for us to sign when your child has done well. Children can be awarded 'good learning' for showing critical, creative, caring or collaborative learning. They learn about these aspects of learning in their Philosophy for Children lessons. When a card is complete your child will receive a small toy as a reward and they can collect toys from the set each time they complete a card. A trophy is awarded when 7 cards are complete. Every week in every class a pupil is awarded the 'Learner of the Week' certificate and their name is recorded on a star on the display in the hall. Their name also appears on the Newsletter.

Please make a huge fuss of your child's achievements!

## Professional Development

As trained teachers our professional development is very important to us and we like to take opportunities to further develop our skills of working with children and managing our curriculum subjects. Occasionally we may attend courses or conferences that help us do this. We always tell the children if we are not going to be in class so that we can prepare them for our absence. The Supply teachers we use are familiar with our school and follow all of our routines and systems which are so important to the children. Locally, we have a strong Early Years Cluster group which consists of the Early Years Managers from all of the local schools. The meetings take place half-termly after school and focus on issues affecting young children. YR Teachers and members of Barnowls and other local pre-schools attend these meetings.



## Reading and Maths Record

Your child will be given one of these during their first few weeks at school. It gives you an idea of some of the skills your child already has and what their next steps are. The record lists all the books that your child has shared with you. Please fill in ONE space per day to tell us the reading experiences that are going on at home or when you are out and about, and ONE space to tell us about any maths practise you have done. Our expectation is that every child will be supported at home and that they will share a book and practise number with an adult at least on a daily basis. Records are collected in class every morning and all those children who have worked at home the night before



will get a raisin treat and lots of praise. As children complete each record book they are rewarded with certificates and badges.

Children should be able to read simple words and sentences by the end of the Reception year: we will send details of how you can make a major contribution to this.

## Reading Scheme

After a few weeks at school your child will start bringing home a reading book each day. We will show them which box to choose from. We use a range of reading schemes including fiction and non fiction books. At first your child will bring picture books home. This gives you an opportunity to support them in talking about the pictures, holding the books carefully and turning the pages.

## School Dinners

All children in KS1 are entitled to UNIVERSAL FREE SCHOOL DINNERS. We would strongly encourage every parent to take advantage of this. Children will eat their lunch in our music room hall. Our school dinners are cooked on the premises and are very popular across the whole school.

It is absolutely VITAL that if you are in receipt of benefits that would entitle you to free school meals anyway, that you fill in a form with Mrs Cromey in the school office as this brings extra funding to the school. This extra funding is used to employ more support staff and purchase resources that support children's learning.

## Special Person and Monitors

Children take it in turns to be the 'Special Person' of their class. The Special Person collects and delivers the register to the office, lines up first and may have other duties too! At the end of the day the other children say nice things about the Special Person and he/she gets a certificate. The children love to be the Special Person as they wear a special label for the day and get a nice song sung to them!



## Toilets

Children can go to the toilet at any time. If your child has 'an accident' we can usually deal with it in school - we don't make any fuss! Sometimes it can happen if your little one is engrossed in something they are doing. If we send your child home in unfamiliar clothes please just give them a wash and give them back to us as soon as you can.

## Toys

We ask that children do not bring in toys from home as it often leads to upsets.



## Uniform

We are very proud of our uniform and request that children come to school wearing it everyday. Purple Barncroft School sweatshirts are available from the school office, as are Barncroft cardigans (for girls) and fleeces which are now very popular. If you wish to buy any of these items or a new book bag, Mrs Cromey will be pleased to help you anytime. We would also appreciate it if you could supply your child with a pair of wellies to leave in school.

We prefer the children to wear shoes (**NOT trainers please**) that **DO NOT HAVE LACES** unless your child is totally confident with tying/untying them.  
**PLEASE NAME EVERYTHING.**



Your child will be given a Barncroft kit bag to keep their PE kit in. They need to have plimsolls (**NO TRAINERS PLEASE**), plain shorts in their PE bag. A coloured T-shirt will be provided by the Friends of Barncroft.

PE bags should be hung on your child's coat peg. We will make sure that your child brings their bag home each half term so that their kit can be washed. **PLEASE NAME EVERYTHING INCLUDING THE BAG!**



## Word Building pack

Our Teaching Assistants have worked very hard to produce a 'Word Building Pack' for every child in YR. We will show you how to use the packs which help children to learn the **SOUNDS** of the alphabet and how to **BLEND** the sounds together to build words. The website [www.mrthorn.co.uk](http://www.mrthorn.co.uk) is excellent for showing you what sounds (phonemes) the letters make. We call this **PHONICS**.

## FINALLY!

Remember we are here to do the best job we can for **YOUR** child.  
Please support us in our work.

We very much look forward to working **WITH** you  
for the benefit of **YOUR** child.

### The Reception Team 2016/2017 are:

Mrs J. Devine	Star Class Teacher and Reception/Year One Phase Leader
Mrs E Dodds	Star Class Teacher
Mrs L. Watts	Star Class Teaching Assistant
Mrs S. Hurd	Star Class Teaching Assistant
Mrs J. Hobbs	Sun Class Teacher
Miss J. Clooney	Sun Class Teaching Assistant
Mrs H. Watson	Sun Class Teaching Assistant
Mrs. L. Bailey	Higher Level Teaching Assistant Speech and Language
Mrs D. Price	One to One Teaching Assistant



It is possible that we may also have parent helpers or NVQ students in class to support our work.  
Please approach any member of staff for help.