The Rivers C.of E. Academy Trust

# St Clement's CofE Primary School

## Welcome to Reception Class




Love Learn and Be Extraordinary

*"Love your neighbour as you love yourself" Luke 10:27*

# Welcome

Dear Parents

Welcome to St Clement's CofE Primary School This is an exciting time for your family as your child begins their school life with us. We hope that your child will be very happy, and enjoy many achievements, while they are here.

We have put together a practical guide combining information and advice from other parents and teachers. Some of the information it contains will already have been provided to you, but we have repeated this and provided some very basic practical advice for you to refer to in one document to help you settle your child into school as easily as possible.

In term-time, your queries can be referred to your child's class teacher, Mrs Bishop or Miss Grey in the school office.

We hope you find the booklet useful. Please let us know if you think there is something we have missed out so that we might include it in the future.

Yours sincerely

**Mrs. Pemberton (Assistant Headteacher EYFS Lead)**



# Getting Ready for School

# What will they need?

## Uniform for School and Pre-School

Our uniform plays a very important part in giving our school its identity. It helps to develop loyalty and pride in belonging to St Clement's CofE Primary School and Pre-School. Please support us by ensuring that children come to school in the correct uniform.

All uniform and book bags can be purchased via this direct link to your school's online uniform shop https://price-buckland.co.uk/st-clements-ce-primary-school-worcester

Please use the following email address if you have any queries about uniform: office-stc@riverscofe.co.uk.

Please note that **only uniform items with the school logo on them need to be purchased from the uniform shop** e.g. cardigan/sweatshirt. All other uniform items, including the blue checked summer dress, may be purchased from a shop/supermarket of your choice, and **do not** need to be embroidered.

## Hair Accessories and Styles

Hair should be neat and tidy and not an extreme style. Long hair should be tied back for safety reasons. Plain blue or black hair bands and bobbles should be worn to school. Large bows and colourful hairbands are not suitable. Hair colourants are not allowed unless special permission is given i.e. for fund-raising events.

## School Winter Uniform

| |
|---|
| Grey school skirt/grey pinafore/grey school trousers |
| Blue polo shirt |
| Blue sweatshirt cardigan/sweatshirt with school logo |
| Grey/ black tights or socks |
| Sensible black/brown shoes - no fashion shoes, trainer shoes, trainers or boots |

## School Summer Uniform

| |
|---|
| Blue checked dress or grey school skirt/grey pinafore/grey school trousers/grey culottes/grey shorts |
| Blue polo shirt |
| Blue sweatshirt cardigan/sweatshirt with school logo |
| White or grey socks |
| Sensible summer black/brown shoes - no fashion shoes, trainer shoes, trainers or boots |

## School PE Kit

| **Indoor** | **Outdoor** |
|---|---|
| Black shorts | Black shorts |
| Blue T-shirt | Blue T-shirt |
| Indoor lessons will be done barefooted (black pumps may be worn on medical grounds if a letter is sent to school) | Pumps/trainers for playground work |
| | Black/navy jogging bottoms and Black/ navy sweatshirt |

All kit must be labelled and kept in a suitable PE Bag. This should be brought into school at the start of each half term (it is sent home in holiday periods to be washed).

## Labelling School Uniform and PE Kit

Every item of school uniform and PE Kit (including the PE Kit Bag) must be labelled with your child's name. As you can imagine, if a child loses a sweatshirt, and there are a number of sweatshirts without a name, it is impossible for the teacher to determine which sweatshirt belongs towhom. It can waste a lot of valuable time. Please clearly label all clothes that come into school.

## Outdoor learning

All children have weekly 'Outdoor Learning' sessions during the year in Reception and Year 1. The children will come into school in their uniform, and we ask that you bring in wellies that can be kept in school (named). We also ask that you ensure you child brings a named coat to school every day. We have a full set of waterproofs in school for the children to use, but they are welcome to bring in their own if you prefer.





## Lunch Boxes and Hot Meals

All Reception children will be entitled to free lunches from September, but some may attract additional funding for the school. Universal free school meal forms can be found by following this link: https://emsi.worcestershire.gov.uk/CitizenPortal_LIVE/en.

**This needs to be completed for every child whether or not you believe them to be entitled to free school meals**. All reception children are eligible for free hot dinners.

You **must** order your child's lunch via the online system which can be found by following the link https://www.eatsmarteducatering.co.uk/ Meal bookings have to be done for the whole half term and you will receive an email or text from the school office when it is time to complete you next order. If you prefer, your child can bring a packed lunch to school. The school promotes "healthy eating" and the children are encouraged to eat their sandwiches first before any other goodies.

Whilst the children are encouraged to be independent, there are Lunchtime Supervisors to assist your child, if necessary, with tasks such as cutting up apples and opening drinks.

If you are unsure of what to put in your child's lunch box, then the following may help. https://www.nhs.uk/change4life/recipes/healthier-lunchboxes

- 2 or 3 squares of sandwich
- Drink in an unbreakable flask (no fizzy drinks or glass bottles allowed)
- Yoghurt (provide a spoon)
- Piece of fruit
- Small cake or small chocolate biscuit bar (other sweets are not allowed) or crisps

**WE ARE A NUT FREE SCHOOL. NO NUTS OR ITEMS CONTAINING NUTS SHOULD NOT BE BROUGHT INTO SCHOOL AT ANYTIME.**



## Book Bags

Every child must have a school book bag and these can be purchased via the school office, as per the uniform sales. Your child does not need any other items to start school such as pens or pencils.

## Drinks and Snacks

Milk is provided free of charge up until your child's 5th birthday. In order for your child to receive this, please complete the online Cool Milk form at www.coolmilk.com. Your child will also need a named water bottle, filled with water please, which they will have freely available to them throughout the day. Please keep this separate from your child's book bag to avoid spills.

All children are provided with a piece of fruit during the morning session.

# First Day at School

## Your child's class

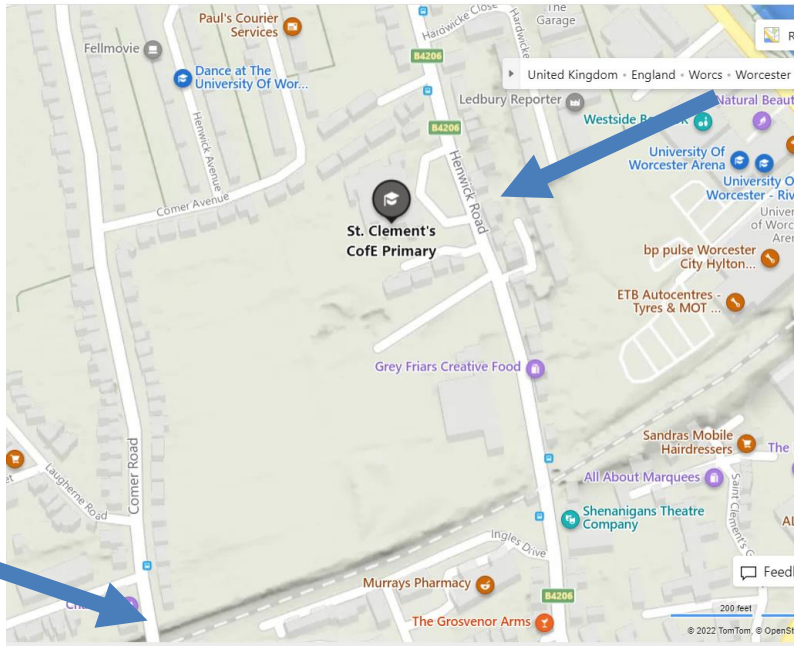
Your child will be joining our Reception Classes.

The Class Teacher is **Miss Reece** and the class learning assistant is **Mrs. Bhogal and Mrs. Brookes.**

Another member of teaching staff will teach your child one afternoon per week when Miss Reece has her planning, preparation and assessment session (PPA).

## Bringing your child to school

If you bring your child to school by car, please be aware that we do not have any parking available on site for drop off and collection times. You can bring you child into school using either the Henwick Road or Comer Road entrance.




For the first week please feel free to bring your child in past the gate and into their classroom and find their peg, where you can help them hang up their coats and belongings.

After the first week or two, we encourage the children to say 'goodbye' on the playground so they can be independent and go into school on their own. A member of the Reception Team will be either on the gate or in the classroom ready to receive the children each morning.

## Collecting you child from school

Please wait at the Reception gate (by the quiet area) until it is unlocked the class teacher will then hand over children individually from the gate. Please be patient with us as it can take a little time.
Please inform the office if you have to change your collection arrangements during the day, if you will be late collecting your child or if your child is going home with someone else. **We will not hand children over without prior permission.**
Once children have been handed over, they become the responsibility of the collecting adult. Play equipment on the playground must not be used by children before or after school.

## School Day

- School gates open at 8:35 am
- School Day starts 8:45am the morning includes small group adult led activities, child-initiated learning, phonics, maths, snack, English
- Lunch Break starts at 11:45am
- Afternoon lessons start at 12:45 pm
- Afternoon activities include small group adult led activities, child-initiated learning, PE, forest school, story-time
- School ends at 3:10 p.m.



## Reading

Reading is very important to us at St Clement's. We will be following a phonics and reading scheme called 'Little Wandle Letters and Sound revised'.

The children will be learning letter formation and sounds in school. This begins immediately upon starting Reception class.

Soon we will be sending books home for you to help your child practice and show off their reading at home.

Every week your child will bring home a class reading books and a free choice book from the class reading corner. The class adults will change these books once a week. The class reading books are colour coded on the spine. It is good for your child to read the books more than once to become secure with the new words they come across in each text. It also helps to give them more confidence when reading.



## Communication between home and school

This section explains some of the ways school will communicate with you and how you, as parents, can communicate with school.

If you wish to talk to the class teacher, the best time is at the end of the school day. Alternatively, messages can be passed on through the member of staff on the gate or through arranging an appointment through the school office.

## School Office

The Office Manager is Mrs. Bishop, and the Office Administrator is Mrs. Grey.

Payment and permission slips for trips/school lunches is through 'ParentPay'. Information for this can be found separately.

## Notifying School of Absences

Sickness - If your child is ill, let the school office know by 8:50am (telephone 01905 423861) Parents must keep the school informed daily.

Doctor/Dentist Appointments - Notify the office, in advance if possible.

Holiday Leave - There is no entitlement for holidays in term time. The Head Teacher and the may only authorise, 'exceptional circumstances' for example, leave to attend a funeral. A leave of absence form must be completed detailing the exceptional circumstances. This is to be sent into school prior to the event for the Head Teacher. These can be obtained from the school office.

## Parents' Evenings and School Reports

Parents' Evenings are held in the Autumn and Summer terms. At these meetings, you will be able to talk about how your child has settled and the progress they are making.

Written reports are sent to parents/guardians in the second half of the Spring term. There will be an opportunity for you to meet to discuss the report during the Summer term.

In addition to these, there will be parent workshops on various curriculum areas, which you will be informed about throughout the year.

## Newsletters

Our school newsletter is sent out weekly on a Friday. This is a celebration of learning from the week as well as useful for sharing information about various events or notifications from school. We do not provide a paper copy of this newsletter (in an attempt to save as many trees as possible), instead it is emailed out and a copy is always available on our school website for your reference.

## Social Media

St Clement's uses Facebook to share information with parents,carers and the local community. These are worth following for information.

## Getting ready for school

Your child learns more in their early years than at any other time in their life. To help them make the best start to their reception year it is hugely beneficial if over the coming months you can practice the following skills:

- Familiarity with a range of nursery rhymes and traditional stories such as The Three Little Pigs and popular stories such as The Gruffalo
- Taking their coat and shoes on and off without help
- Dressing and undressing themselves ready for PE
- Ability to ask to go to the toilet and use the toilet independently, including washing and drying hands
- Ability to sit at a table to eat using a knife and fork
- Recognising their own name

## Reading

At school, we recognise the great importance of reading and the influence that parents and carers can have on children's literacy. Reading is a very complex skill and children learn to read in a variety of ways. Here are some ideas to help you to support your child's reading:

- Recite nursery rhymes
- Read, role play and retell traditional stories such as Goldilocks and the Three Bears
- Share picture books and talk about them
- Make up stories together
- Show them that you enjoy reading and value books
- Visit the library
- Talk, talk, talk
- Spilt words up into sounds to help develop their phonic knowledge. Can you get your c oa t? Let's go to the sh o p s.

## Writing

Learning to write is fun! Early writing involves control of lots of muscles in the hand. Thingsyou can try at home are:

- Let the children see you writing and let them try too
- Dot-to-dots, mazes or spot the difference
- Colouring inside the lines
- Use scissors safely
- Giant writing in the sand, mud, water
- Make models with play dough
- Help them to write their name

## Numbers

At this age, maths is all around. Spotting numbers on signs, counting out amounts, recognising who was first or second in a race or spotting patterns are all important mathematical skills that can easily be practiced at home.

- Encourage counting objects by pointing individually at them
- Talk about quantities using words like bigger/smaller and more/less
- Encourage them to recognise the patterns on dice or dominoes as representing numbers
- Play games that involve counting e.g. snakes and ladders, Orchard Games
- Look for house numbers
- Sing number songs e.g. 1 2 3 4 5 Once I caught a fish alive

