Reception Information Pack

www.strettonsugwas.com

Welcome to Reception

Dear Parents/Carers,

Welcome to New Bees Reception. We are so excited you will be joining us at the start of your child's learning journey through Stretton Sugwas School.

My Name is Mrs Quinn and I am the Reception teacher. I have been teaching for many years and I have a real joy and a deep understanding of the Early Years.

I hope this booklet will give you the information you need to start your child's first year of school confidently. If you have any questions at all please do not hesitate to get in touch.

We are inviting your child to attend some transition afternoons from 1.30pm—3pm on the following dates

Wednesday 18th June
Wednesday 25th June
Thursday 3rd July

If your child is already with us for that day, it will be a normal end to the day.

For the new parents, I would like to welcome you in for an information evening on Thursday 3th July at 6.30pm—7.30pm in our Reception classroom.

Starting school is a momentous occasion, full of discovery, growth and adventure. We appreciate that the transition can be a mix of high emotions and excitement for both parents and the children. Please know we are here to support and guide you all to ensure all children feel safe, happy and ready for their new chapter. Please do have a look at this useful website Home - Starting Reception

We look forward to meeting you and your child in the Summer term in preparation for them starting in September.

Best Wishes
Mrs Quinn
(Reception Teacher)

Contact details:

01432 760282

Our Vision

Our Aims

At Stretton Sugwas Academy we aim to provide the highest quality care and education for all our children in the Early Years Foundation Stage, thereby giving them a strong foundation for their future learning. We create a safe and happy environment with motivating and enjoyable learning experiences that enable children to become confident and independent. We value the individual child and work alongside parents and others to meet their needs and help every child to reach their full potential.

"Every child deserves the best possible start in life and support to fulfil their potential. A child's experience in the early years has a major impact on their future life chances. A secure, safe and happy childhood is important in its own right and it provides the foundation for children to make the most of their abilities and talents as they grow up."

We adhere to the Statutory Framework of the EYFS and the four guiding principles that shape practice within Early Years settings.

- Every child is a unique child, who is constantly learning and can be resilient, capable, confident and self-assured
- Children learn to be strong and independent through positive relationships with other adults and children
- Children develop and learn in different ways and at different rates
- Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners and parents/carers

Principles into practice

As part of our practice we:

- Provide a balanced curriculum, based on the EYFS, across the seven areas of learning, using play as the vehicle for learning
- Promote equality of opportunity and anti-discriminatory practice. We provide early intervention for those children who require additional support
- Work in partnership with parents/carers and within the wider context
- Plan challenging learning experiences, based on the individual child, informed by observation and assessment
- Provide opportunities for children to engage in activities that are adult-initiated and child-initiated, supported by the adult
- Provide a secure and safe learning environment indoors and out

Areas of Learning

The Curriculum

We plan an exciting and challenging curriculum based on our observation of children's needs, interests, and stages of development across the seven areas of learning to enable the children to achieve and exceed the early learning goals. All the seven areas of learning and development are important and inter-connected. Three areas are particularly crucial for igniting children's curiosity and enthusiasm for learning. These three areas of learning are the **prime** areas:

Communication and Language
Physical Development
Personal, Social and Emotional Development

Children are also supported through the four **specific** areas, through which the three prime areas are strengthened and applied. The **specific** areas are:

Literacy
Mathematics
Understanding the World
Expressive Arts and Design

Children are provided with a range of rich, meaningful first-hand experiences in which children explore, think creatively and are active. We aim to develop and foster positive attitudes towards learning, confidence, communication and physical development.

Physical Education and Extra Circular Opportunities
Developing the children's gross motor skills and ABC's (Agility, Balance and Co-ordination) is the foundation towards any physical activity. Imbedded in the weekly timetable there are a selection of different opportunities for the children to move their bodies like Forest Schools, Yoga and PE sessions. On a daily basis the children will be given the opportunity to enjoy playing on the outside equipment such as the Pirate Ship and trikes and bikes.

Inclusion and Equal Opportunities
Children with special educational needs will be supported as appropriate to enable them to access the curriculum fully. This includes children that are more able and those with specific learning difficulties and disabilities. Play Plans identify targets in specific areas of learning for those children with additional learning needs with the school's SEN Policy. The school's SEN Coordinator is responsible for providing additional information and advice to staff and parents and for arranging external intervention and support as necessary.

The Reception department will be supported with a fully qualified and skilled Learning Mentor. The team will work closely together to ensure that any Speech and Language and SEN needs are identified quickly and intervention is put in place promptly.

In line with the school's Equal Opportunities Policy, we will provide all children, regardless of ethnicity, culture, religion, home language, family background, learning difficulties, disabilities, gender or ability with equal access to all aspects of school life to ensure that every child is valued as an individual. All staff are role models and are aware of the influence they have in promoting positive attitudes and use that influence to challenge stereotypical attitudes.

Planning and Assessment

Planning

As a team, we write long term and medium term plans using the EYFS based on a series of topics each of which offers **experiences** in all seven areas. The mid term plans are made up of mini topics which are sent home for parents to see. This allows you to have an understanding of some of the experiences your child is having in school and for you to link their home experiences into our topic at school. These plans then inform our short-term weekly planning, alongside our observations, which remains flexible for unplanned circumstances or children's responses.

A love of books and stories is promoted throughout linking all mini topics to a specific text. The children are constantly surrounded by all the aspects of the curriculum given them opportunities through play and enhanced learning activities.

You can visit www.early-education.org.uk 'Development Matters in the Early Years Foundation Stage' for a detailed look at the areas of development we observe and assess in New Bees.

Observation and Assessment

We have devised out own 'Pupil Trackers' which works alongside 'Development Matters' objectives. These are updated termly and you will be invited in to look at your child's assessment and feedback. We also take this opportunity to celebrate your child's work at the end of every term, this is where they share what they have done with you. We call this our 'Open Celebration'.

Facebook

We share daily adventures and celebrate work and a wellbeing through our private New Bees Facebook page. Please look for our logo and ask for a request. This is a positive forum to keep you updated and not to be used in a negative way. Always contact room leaders directly to help and support.

Children's Welfare

Safeguarding
The Welfare Requirements stipulate that, 'providers must be alert to any issues in the child's life at home or elsewhere' (2021). Therefore the 'welfare of children is paramount'. We have robust policies and procedures (please see safeguarding policy) in order to safeguard children. If we have a concern about a child we will share these concerns with parents/carers. However, if sharing these concerns puts the child at risk of significant harm we will seek advice from Herefordshire Council staff within the MASH team, which may result in a referral to social services. Where there is a concern regarding the welfare of the children that has been shared with parents, staff have a responsibility to record details in a communication log, which is kept in the family file and locked in a cabinet.

Home School Links
In Reception, we recognize that the child's first educators are their parents/carers. We will keep you regularly informed with what is happening in Class, through **Arbor.** This is an APP where staff can communicate directly. We would use this platform to inform you about any important information, planning and information regarding trips. We do also encourage an open door policy, allowing parents to make an appointment or talk to the teacher about any issues they may have.

First Aid and Medical
If your child has any incident in school it will be dealt with and recorded. We will inform you of any accidents with an accident form which is sent home.

It is extremely important that staff are made aware of any medical conditions or allergies your child may have. Please ensure that you declare these on the relevant forms which you will be given for completion. If your child is ill, please could you inform us directly on **01432 760282 or via email admin@orchardmat.org.uk** as soon as possible in the morning.

In order to maintain health and safety requirements within the Early Years setting any child who has or who have had diarrhoea/ sickness within 48 hours of the incident will not be allowed to attend. Should your child become ill whilst in our care you will be contacted and asked to collect her/him.

Toileting
We encourage children to be toilet trained by the time they reach Reception, as this helps them to feel confident and independent at school. Our preschool is very happy to support parents with toilet training, however, it is vital that this process is fully committed to at home too.

Transitions and Settling

We aim for a smooth transition when children start Reception. We want to make this process as positive and supportive as possible.

Home to Reception

Its really important, for children who are new to New Bees to feel ready and prepared for their new adventure. Part of this process will include a phone conversation where we can make a plan, which is fitting for your child. There will also be opportunities for the children to attend transition sessions, which will enable them to experience their future learning environment, meet their peers and also the teaching team.

Pre School – Reception

During the Summer Term, the Reception teacher will undertake Preschool Class visits. The children will also be invited in for afternoon sessions where they can meet new friends and the teaching team. There will also be an opportunity for a meet and greet session for the parents too.

Reception to Year 1

We believe the transition into primary school in Year 1 is something that must be handled sensitively as they will be moving over to the 'Big School'. Sessions during the Summer Term where the children come to school, this allows them to become familiar with their new classroom and the staff. It also allows the staff to begin to get to know the children, their capabilities and interests.

Documentation

You will receive a link to sign up for Arbor if you aren't already signed up. It is important that you check this app, as this is where all communications are sent including being able to pay for trips and Club Stretton. Please add any additional contact information or medical history onto the app, including at least one other emergency contact.

Daily Routines

Attendance

Reception	
8.30-9.00	Flexi Arrival
9.00-3.00	School Day
3.00-3.30	Flexi Departure

Flexi Arrival/Departure

For the department to work harmoniously, with the amount of children entering at once, we have a free flow system where the children can enter at any point in the allocated arrival and departure time.

If you are running late or your child is ill please inform the office where you can leave a message or talk to a member of the team. If your child is not picked up and we are not informed then they will be taken to join the Afterschool Club where you will be charged at an hourly rate.

After School Club

We provide wrap around care from 7.50 am until 5.30 pm (Breakfast club from 7.50-8.50, Afterschool club 3.30-5.30) It's a set fee for whatever time you drop off and pick up.

Timings	Total price
Breakfast Club (7.50-8.40)	£5.00
Afterschool Club (3.30-4.30)	£5.50
Afterschool Club (3.30-5.30)	£8.00

If you wish for your child to attend any of these clubs please book through your account on Arbor prior to the session 24 hours before. If its on the day that you need to book last minute, then please ring directly to Mrs Weaver at the Office 01432 760282.

School Preparation

Uniform and Clothing

In Reception, we require all children to be in their school uniform. Navy Jumper/cardigan, Light Blue Polo Shirt, Grey shorts/trousers/skirts, grey socks (boys) Grey/Navy/Black/ white socks (girls), Grey/Black tights and black school shoes. Uniform can be plain and purchased from most supermarkets or you can buy the branded school uniform at https://www.schoolweardirect.co.uk/product-category/find-my-school/stretton-sugwas-new-bees/

Reception will have Forest School and PE sessions (light blue t-shirt, navy joggers or shorts and navy jumper) where children will be expected to come in, in appropriate clothing on the allocated day.

Personal Items

Each child attending Reception will require the following items, all of which should be **named**.

Reception
Blue Book Bag - for your child's Reading Record/Book A water bottle and lunch box (if required) Named wellies and puddle suit (to be left in school)

All of the above need to be in school every day if we are to ensure that all children have the opportunity to be outside whenever they want to be. If it's raining, we will splash in the puddles, if it's snowing or frosty we will make footprints, if it's muddy we will still play on the fields, therefore appropriate clothing and particularly spare clothes are needed.

Food and Drink

Fruit will be provided at snack times, daily milk is provided up until the age of 5. When your child turns 5 you will have a letter giving you the option to pay for your child to continue to have milk. fresh drinking water is accessible at all times.

Lunch time will run from 11.45-12.15. Hot lunches are available for free as part of the universal free school meals scheme. These need to be ordered on Parent Mail. You will receive an email when the new menu is live. These need to be ordered 2 weeks in advance. Alternatively you can send in a packed lunch.

Please remember that if you supply your child with a packed lunch it does need to be healthy in order to support our Healthy Eating Policy. (Sandwich, fruit, yoghurt, breakfast bar, for example). Please avoid sending anything containing nuts, including chocolate spread as we do have children with nut allergies.