



# Welcome to Lostwithiel Primary School

Your guide to helping your child settle  
at school.



## **Information for parents of new children**

Welcome to Apple Tree Class! We are the Reception Class in school and we share our new building with Cherry class, the Year ones. We each have a new classroom and a separate outdoor learning environment that we are very proud of.

In order to help you settle your child into 'school life' we have included in the pack some information about what will happen.

Drop off time in the morning is 8.45am. The security door automatically releases at 8.45am so no need to knock or ring the bell. We have a covered area outside of our classroom so please feel free to wait under there until the main door opens. Parents and younger siblings are welcome to come into the classroom from 8.45 am each morning to help your child find an activity on arrival. This is a great opportunity to let us know anything important and gives us the chance to keep you informed. Teachers and support staff will be available during this time.

### **Staff**

Teaching in Apple Tree Class this year is Miss Ellie Liddle. We are delighted to welcome her to our school family and already know her very well as she trained with us. Miss Liddle will have two release afternoons and during this time the class will be taught by Mrs Kate Webber. Apple Tree Class has one full time teaching assistant, Mrs Barbara George.

### **On Arrival**

We aim to encourage children to become as independent as they can, as quickly as they can. Your role on arrival each morning is to support and praise all efforts that your child makes towards taking responsibility for their belongings and developing self help skills.

What happens?

- Children take off their own coat and hang it on a named peg.
- Select a new reading book for you and your child to share at home together. Children place book bag in the basket in the classroom.
- Select a lunch option with your child from the menu and record their choice on the sheet provided.
- Packed lunches can be left in the cloakroom under your child's peg.  
Please ensure lunchboxes have an ice pack in them.

### **Pre-Registration Activity**

Activities will be out on the tables as you arrive. These are for you and your child to play with in order to help settle them. These activities are varied

throughout the year depending on the needs of the children. Activities include jigsaws, Lego, writing practice, drawing and tracing etc.

What happens?

- Children find the activity
- Adult and child practice that activity together
- Adult demonstrates, praises and celebrates achievement – let us share that too!
- When your child is settled, say goodbye and leave the classroom, you do not have to wait until 9am.

### **Departure (9am):**

Parents are asked to leave in the morning by nine o'clock; we do not ring a bell. We anticipate that most children will be ready to settle for registration on their own, however if your child is likely to need extra support when you leave please let us know. We are experts in the art of distraction!

You are welcome to telephone us during the morning for reassurance or we can easily send you a class dojo message. Experience tells us that most children settle down once parents have gone and activities begin! We will always contact you if your child is worried or unhappy.

What happens?

- Help settle your child
- Say goodbye and leave the classroom
- Registration and learning begins
- The main door and gates are locked

### **Home time:**

Parents collect children from the classroom at 1 o'clock in the first week, after lunch. After the first week children will stay all day at school and home time is at 3.15pm. The gate nearest to our classroom will be unlocked just before 3.15pm each day for your convenience. We politely request parents and younger siblings not to tap on the windows or doors whilst we are getting ready to leave the classroom. Home times are very busy for us and we need the full attention of the children in order to make sure that notes, pictures, sweatshirts etc are going home to the correct households!

What happens?

- Children find own coat and put it on
- Children find own bag
- Children are given reading book bags, letters, pictures etc

- Teacher unlocks the door and allows out one child at a time if she can see their parent
- Uncollected children remain in the classroom until parent arrives

**If someone other than yourself will be collecting your child please let us know. You can always send a message via class dojo.**

If, for any reason, you will be late please telephone/message via dojo as soon as possible so that we can explain the situation to your child and keep them busy until you arrive!

Please feel free to check how your child's day was at the end of the day. We welcome this opportunity to meet with parents and discuss your child's progress. At the end of every day we also send home a class dojo message informing you of some of the learning that has been taking place in class. This is to help you chat with your child about their day.

### **Assessment and reporting:**

We will use your child's pre-school data as a starting point. We always meet with pre-school providers to discuss any children starting school with us. During the first half term at school we will be getting to know, observing and assessing your child. This will provide us with an accurate picture of what your child already knows and can do. This assessment is called a 'Baseline' and it is done through observation. The children will not know that it is happening!

We will share this information with you after the first half term. These observations help to inform our planning so that we can provide learning opportunities that are exciting and relevant to your child. Foundation Stage Profiles are updated each term.

### **Uniform:**

Children will need a **green** polo shirt, black trousers, shorts or skirts. Black school shoes and a school green jumper, fleece or green cardigan. You will also need to purchase a school book bag. We have a selection of uniform to show at the 'Welcome Evening'. Wovina in Bodmin stock our school uniform for us. We also ask that **all** children bring a pair of named Wellington boots to leave in school. This helps us access our outside area at all times. We supply waterproofs for every child.

You can help your child in the following way:

- ✓ Purchase trousers and skirts with elastic waists
- ✓ Purchase polo shirts rather than shirts and blouses
- ✓ Practice changing at home, talk through the process
- ✓ Show children where to find their name on each article of clothing

- ✓ Purchase shoes that children can do up **themselves**, e.g. velcro
- ✓ Purchase a small backpack for snacks, waterproof coat and lunchbox

## IF THEY WEAR IT OR CARRY IT - NAME IT!

Children need to bring a coat every day please.



### **Books:**

Once you have your child's book bag we will be sending home a school reading book, reading record and set 1 sounds book. Your child's book bag needs to be brought to school each day. Research has shown that children who read daily at home for just 5 minutes progress much quicker than those just reading at school. We ask that parents write in their child's reading record book to show that they have read at home. Please do not put snacks in your child's book bag as our books have been ruined in the past by squashed bananas and burst fruit packets! We will also visit the school library every week to allow your child to choose another book to share at home.

### **Reading Books:**

Children just joining the reception class will have a reading book with pictures to stimulate language development and no text at first.

**This is a crucial stage in learning to read and must not be rushed.**

Children at this stage are developing their vocabulary and book handling skills.

It is important to remember that your child will be taught reading skills systematically during 'Read, write, inc.' sessions. We are keen to ensure that neither parents nor children become anxious about reading. We follow 'Read, write, inc.' as a phonic teaching scheme. Children will learn the sounds that letters make rather than the letter name. This approach helps children to be able to blend words faster. Please look online at the Ruth Miskin 'Read, write, inc.' website for further information for parents.

Our books are easy to access and we encourage you as parents to change your child's reading book every morning with your child. Just select a new book, of the same level and pop it into their book bag. The children will also have a set 1 sounds book to practice saying the letter sounds with you at home.



## What will my child do at school?

The first week at school will be a time of adjustment for the children. We are aware that everything will be new and a little bit daunting for them and it will be our key priority to make sure that everyone feels safe and happy at school. During the first week we will be running a staggered entry. We will invite a few children to start school each day, slowly growing the numbers to allow us time to settle each new starter and all parents. During this first week the children will go home after lunch. Pick up time on your child's first week will be at 1pm.

<b>Week Beginning 4<sup>th</sup> September 2018</b> <i>We have selected names at random and we will allow time in the welcome evening to swap days around to ensure we have the best match for children. e.g. Please do not worry if your child is not starting with a close friend. We can sort this.</i>					
8.45 - 1	Monday	Tuesday	Wednesday	Thursday	Friday
	Staff training day	<b>Noah</b> <b>Marley</b> <b>Zinzi</b> <b>Matilda</b> <b>Amelia</b> <b>Adelphe</b>	<b>William</b> <b>Jasper</b> <b>Sebastian</b> <b>Toby</b> <b>Flynn</b> Noah Marley Zinzi Matilda Amelia Adelphe	<b>Emily</b> <b>Inigo</b> <b>Freddie</b> <b>Nell</b> <b>Otto</b> William Jasper Sebastian Toby Flynn Noah Marley Zinzi Matilda Amelia Adelphe	<b>Denny</b> <b>Indigo</b> <b>Marla</b> <b>Isaac-James</b> <b>Brea</b> Emily Inigo Freddie Nell Otto William Jasper Sebastian Toby Flynn Noah Marley Zinzi Matilda Amelia Adelphe

By the second week the children will stay all day. Pick up is at 3.15pm.

In the Reception year we continue with the statutory EYFS Curriculum which children began at pre-school/nursery. This curriculum continues throughout the reception year. There will be plenty of opportunity to learn through play and our timetable will be flexible and ever-changing to fit in with the needs of the children.

During the school day the children will be given plenty of opportunities to stop for a drink and a snack. We do not have set times for these breaks as every day is different! We respond to the children's needs and stop according to how they are coping! Children under the age of 5 are entitled to free milk at school. If your child does not like milk they will be able to have water. We always have water available for the children to drink in the classroom. We have free fruit available for all children for snack time. Your child is welcome to bring in a snack from home as well. Starting school is hungry work! Please can this be a healthy choice such as; a small sandwich, fruit, crackers, bread sticks, fruit bar as just a few suggestions. **We do not allow crisps in school.**

During the week we will visit the hall, field or playground for 'Leap into life'. This is a P.E based scheme that encourages 20 minutes of regular exercise. The scheme is packed full of fun games and introduces key skills in a lively and creative way. The children love it and it also allows us to introduce the children to these areas within the school in an exciting and playful manner. The children will have a daily 'RWI (read, write, inc.) session. This will encourage the children to learn letter sounds, blend sounds into read words and segment sounds in order to spell. The children also have constant access to sand, water, writing, painting, construction, modelling and our beautiful outside area. This means that the children can access what they need and not just what is put out for them. All of this makes for a busy time at school, early nights can be a big help!

We hope that this information has been helpful and if there is anything else, however small, please come and see us. Parental help in the classroom is always welcomed. We may need a couple of weeks to make sure your child is settled without you but it is always wonderful to have an army of keen volunteers! Please come and chat to us if you would like to come and help in our class.

Looking forward to September,

Kate Webber and Ellie Liddle

