

Welcome to Hadleigh Community Primary School



Our Reception Unit

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We are a welcoming three form entry Reception Unit with three class bases, activity area and large outside space. We strive to provide high quality learning experiences with an education that is both enjoyable and inspirational. We ensure there is challenge to enable the children to take risks and develop skills to allow them to become independent learners. Through our partnerships with parents/carers and other relevant outside agencies we strive to provide a curriculum, which meet the needs and interests of our pupils. Children will learn to express and explore their ideas through play and specific structured activities.

This booklet explains our Reception routines and how you can be involved in school life.

Our School Day

Coming into School

Our current arrangements allow children to be dropped off by their parents from 8.35am at the South Lobby door. The teachers or LSAs are at the door and you can speak to them then, or at the end of the day. The registration session closes at 9am. If your child is not able to attend school then please telephone the school office or record your child's absence on Arbor.

Our school day ends at 3.10pm. Please wait outside the school on the playground and we will send your child out to you in an orderly manner. Please let us know if someone different is collecting your child.

Directed Teaching

There are certain activities that happen each day within your child's own class base, these are phonics and maths sessions, as well as teacher directed activities including developing our Understanding of the World around us. Every week the children also have a Physical Education (PE) session with Mr Peters and the PE team and a session with our music specialist teacher Mr Betts.



Child Led Learning (Learning through Play)

In Reception, children are encouraged to develop their learning through structured play activities and free play, in different situations. With effective adult support, they have opportunities through play to explore, develop and represent learning experiences, which help them make sense of the world. Children can practice, build up ideas, learn how to control themselves and understand the need for rules, sharing and co-operation. They have the opportunity to think creatively alongside others as well as on their own. They also have the ability to express fears and relive anxious experiences in a controlled

and safe environment. During the week the children will have the opportunity to flow between the different areas of the unit. They can access the different classrooms, the Activity room and the Outside area to engage in child led learning alongside their peers within the year group. Although we do have a covered area for the children to use outside, we are outside in all weathers and so we would ask that you ensure your child has a waterproof coat with them at all times.



Forest Schools

We attend weekly Forest School sessions in our onsite woodland within our individual classes. During these sessions children have the opportunity to play, lead and initiate their own ideas and activities. They are involved in 'risky play' through climbing trees, ladders, using tools and having fires. With adult support, the children learn how to assess and take reasonable and appropriate risks. The children have fun whilst developing holistically, including their emotional and spiritual aspects of learning where confidence and self-esteem can grow. They also learn to understand, appreciate and care for the natural environment. Our sessions take place all year so the children gain an awareness of the seasons and changes that happen in the natural world. The class teachers will let you know when your child will be participating in Forest Schools.



We request that your child leaves a pair of wellies in school for everyday use. We would encourage your child to bring their own waterproofs. Please ensure items come into school in a named bag so that clothes do not get lost. In extreme weather conditions, we review whether we can safely visit the Forest.

Reading at the heart of our curriculum

In Reception we enjoy reading different texts such as rhymes, information texts and stories to encourage reading for pleasure. We also provide the opportunity for children to choose a book from the Reception library to take home and share with family members. Children are also provided with a guided reading book. In the Spring term

the children are encouraged to take part in our Greatest Reads challenge. The children have daily phonics sessions and start to learn to read high frequency words. Once your child has started school we will provide you with more information about how we teach phonics within the school. The children will receive a reading book or activity every week to share with you at home.



Snack and Cooking

Every day the children will be offered a morning snack. They will be given a choice of fruit and also a healthy carbohydrate option, which may include toast or cereal such as Cheerios. The children will also have access to milk and water. Children are expected to bring in their own named water bottle, which should only contain 'plain' water and not juice. At different times of the year children will also be given the opportunity to taste food from around the world. We also complete cooking sessions linked to the different topics we are covering throughout the year. We fund cooking and snack through a termly donation. You can help us continue these sessions by making your termly payments via Arbor, which will contain information about our current pricing. Naturally we will ensure that we cater for dietary requirements when planning both snack and cooking activities.



Breaktime

Currently the Reception children have morning play time out on the patio playground. Reception are eligible for free fruit/vegetables through the Government scheme and children will either eat this in school or bring it home at the end of the day.

Lunchtime

The Reception children go to lunch in our main school hall at 11:40, prior to the older children starting their lunch. This allows the children the opportunity to eat in a quieter environment with their designated Early Years Midday Meals Supervisors. Your child's class teacher will support your child to make their lunch choices and help seat your child at the lunch tables.

Universal Free School Meals (UFSM)

All children in Reception, Year 1 and 2 are entitled to a free school meal. Our school menu is accessible on the school website. The children can choose from a selection of main courses and dessert options. There is a salad bar every day. We encourage the children to try a small portion of vegetables and/or fruit.

We encourage healthy eating for packed lunches, therefore please no sweets or chocolate bars please. Grapes, cherry tomatoes and large blueberries must be cut into quarters

length ways to reduce the risk of choking. Please also be aware that we are a nut free school. Water is provided for the children but you are more than welcome to provide a drink with a packed lunch if you wish.

Lunch play

After eating their lunch your child will be supported by the Early Years Midday Supervisors to access the school playgrounds. There is a designated quiet area on the playground in which children can rest. Initially in the Autumn term the Reception children will share the playground with Year 1 and Year 2. After this settling period they will then have the opportunity to mix with the other year groups throughout the school.

Equal opportunities and inclusion

We value all of our children as individuals irrespective of their culture, gender, race, religion, home language, background, ability or disability. Our school policies promote equal opportunities, inclusion and racial equality, which permeates all aspects of our curriculum. We will work with you and other agencies to provide an appropriate curriculum for any child identified as having additional needs. When teachers identify specific needs, they will provide children with the appropriate support/interventions to help close the gap between themselves and their peers.

Children with medical needs

Before children transition into our Reception Unit we will discuss specific medical needs with you and ensure that we are aware of how to cater for medical and dietary needs. It is therefore vital that if your child develops a medical condition or their dietary requirements change, you inform us immediately. All staff hold a relevant paediatric first aid qualification. If your child ever requires medication to be administered during the school day, then you will be required to fill out the appropriate forms and return them to the school office.

The Early Years Foundation Stage (Our Curriculum)

Children in the Reception classes work within the framework of The Early Years Foundation Stage (EYFS). The Early Years Foundation Stage is how the Government describes the time in your child's life between 0-5 years of age. a play based curriculum. The curriculum highlights how your child should be playing and learning across seven main areas of development. There are three Prime Areas and four Specific Areas of learning. They are as follows;

Prime Areas

Personal, Social and Emotional Development
Physical Development
Communication and Language

The prime areas of learning focus upon developing the key life skills your child needs to thrive and succeed in life. We encourage children to speak in full sentences and engage within back and forth conversations with both their peers and adults around them. Children are encouraged to identify their emotions and are supported to develop ways to regulate themselves. Children engage in regular physical activities to develop both gross and fine motor skills. In turn we support the children to develop comfortable pencil grips to aid their mark making and writing skills.

Specific Areas

Literacy
Mathematics
Understanding the World
Expressive Arts and Design

The specific areas of learning focus upon essential skills your child will develop throughout their time in Reception and the rest of their school journey. These areas of learning are often targeted through direct teaching sessions before being embedded into continuous provision for your child to extend and rehearse their knowledge and learning.

Throughout your child's EYFS learning journey teachers and LSAs will be supporting your child's development and learning through observation. They will be looking at your child's engagement, interest, problem solving and thinking skills. These observations may be uploaded onto Tapestry, our online learning journey tool.

In Partnership with Parents/Carers

We strive to create, maintain and develop partnerships with parents and carers as we recognise that together, we can have a significant impact on a child's learning. We welcome and actively encourage parents to participate in their child's learning journey.

Conversations:

Talking to the staff is very important - please let us know if there is anything, that you feel is important and that may affect your child during the day. These kinds of things are really useful to help us treat your child with consideration and care. A good time to share this kind of information is during dropping off and picking up times. If you have something more in depth or personal you wish to discuss, we can make an appointment for a time that is convenient for both parties.

Tapestry:

As a school we use an online learning journey called Tapestry. This allows you to see any observations of your child which staff have carried out. We use Tapestry to record weekly updates to keep you informed of the learning your child is participating within and topics we are following. We also use Tapestry to send any messages so please check it regularly. You are also able to 'like', or comment on observations and upload your own photos and videos from home. You will be asked to sign an 'Acceptable Usage Policy' before you can be issued with a username and password.



We also aim to keep you informed about the life of the school and your child's progress through:

- An information evening before your child joins our Reception unit,
- An induction questionnaire completed and then discussed with a Reception teacher prior to your child starting
- The use of WOW leaves
- Parents' Evenings and a summer term school report
- Newsletters sent via Arbor
- Weekly homework. These activities focus heavily on phonics, as being able to read is key to being an effective learner

We encourage and value parental help in school. Please discuss with your child's teacher about coming in to help after the first half term. We welcome your involvement in many of our activities: -

- reading with individual children
- creative activities

If you would like to become a regular helper in the class then you must have a DBS check. This is a very easy online process – please ask at the School Office.

Is your child school ready?

The more confident and independent your child is, the more easily they will settle into the daily routine of school life.

Our curriculum now expects children entering Reception to be able to recognise their own name as it helps them to locate their drawer and peg. We do expect all items of clothing to be named as well as shoes. We have toilets within the Reception Unit and our curriculum expects children to be increasingly independent in meeting their own care needs, e.g. independently using the toilet, and washing and drying their hands thoroughly. We do check that they have flushed the toilet and washed their hands. We are aware that accidents happen and to help your child deal with these situations please provide them with a spare pair of underwear and socks. We will change your child into their spare clothing. We therefore expect a set of spare clothes to be left in school every day.

Every day your child should come to school with,

- A small named book bag for their reading wallet
- A named water bottle
- A named coat or waterproof
- To allow access to the outdoor play area in all weathers, it is helpful if your child can leave a pair of wellingtons in school.

There are many ways you can help your child using everyday activities at home and out and about.

As a family, how can we help with our child's learning?

In Reception you can help your child by:

- Listening to your child read.
- Encouraging your child to complete their homework and then sharing their successes on Tapestry.
- Promote your child's love for reading by sharing their Reception library books with them and encouraging them to participate in The Reception Greatest Reads challenge.
- Taking your child to the library.
- Encouraging your child to be independent by ensuring that they can dress and undress themselves and that they can do up their zips and manage buttons.
- Encouraging your child to go to the toilet independently.
- Encouraging your child to use a knife and fork when eating.
- Support the teacher in focusing upon and practising any specific areas of development, such as writing their name independently.
- Encouraging your child to speak in fully formed sentences, not one-word answers, and encouraging your child to explain their ideas and opinions.

At Home

Laying the table – can you find a bigger plate for the cake?

Put a biscuit on each plate

Can you find me three apples?

Help with baking cakes

Making ice lollies and jellies

Sorting clothes for washing

Pairing socks/shoes

Playing cards or board games together

Singing number rhymes together

The above activities are good for numbers, counting, comparing and measuring Problem solving activities

Drawing, painting, creating and cutting

Retelling stories

Out and About

Reading signs, shop names, door numbers together

Talking about which coins to use to buy an ice cream