



Welcome to our School Family!

'Where Learners Grow'

Congratulations! Your child is about to start the wonderful journey into primary school. We hope that the information in this booklet will help you in your preparations for the very exciting first days of school. Your child may have attended a nursery or playgroup and will be very excited about starting 'big school'.



Our Reception class (YR) is warm and welcoming, calm and purposeful and a really fun place to learn. Equipment has been carefully chosen to provide a stimulating and child centred environment where your child will take their next steps on their learning journey





Welcome to our School

A Typical Day in YR

Children in Reception learn through the Early Years Foundation Stage Curriculum which has seven areas of learning:



1. Physical development
2. Communication and Language
3. Literacy
4. Mathematics
5. Expressive Arts and Design
6. Understanding the World
7. Personal, Social and Emotional Development



8.55am	Doors open	Children enter school through the door outside Reception and Year 1 in the back playground through the gate nearest to the park. The children are to come into school on their own, so give your kisses on the doorstep.
9.00am	Self-registration Independent learning including access to outdoor provision Family Group Time	Children self-register and start their independent learning; this is based around their particular interests. Children who need supported learning will work with an adult during this time. Family Group Time - children have time with their key person to plan their independent learning.
11.00am	Dough Disco	Children follow the 'spread the happiness dough disco' routine to strengthen their hand muscles and improve their fine and gross motor skills. We also have a lot of fun doing it!
11.10am	Phonics	Children take part in a rigorous daily phonics session to enable them to develop early reading and writing skills.
11.35am	Pizza Massage/Story time/Reflection time	Children complete a daily massage routine on each others' backs; this improves our concentration, breathing and circulation. We may also share a story during this time.
11.45am	Lunchtime	Children eat in the school hall and then join the other children in the playground outside. YR children have a slightly longer lunchtime than the rest of school.
1.00pm	Registration and maths Independent learning Outdoor learning	Children self-register and then have a short maths-based session. The children will then choose their independent learning and have the opportunity to learn outside.
3.00pm	Story time/Helicopter story/ Assembly	A time to listen, share, sing and learn to reflect
3.30pm	Home time	Children are to be collected from the door outside Reception and Year 1.

Home time - please wait for your child in the playground outside the Reception door which is located in the "Chill-out Zone". Reception staff will ensure that a familiar adult is meeting each child as they will only be released to adults previously authorised by you. If, for whatever reason someone else is picking up your child, please let one of the staff know or call the office on 01535 633064.



Welcome to our School

Lunchtime

School meals are provided by 'Dolce'

Our school meals are cooked in our own kitchen. Fresh food is prepared daily by Miss Booker and her kitchen assistant, Mrs Dickinson. Both of our staff have family links with our school and get to know all the children well.

Our children are invited to dine daily in 'Blossoms Restaurant' in our school hall. We set the table with tablecloths and flowers and even play music! Children are encouraged to collect their meals and then choose from the salad and bread bar, use knives and forks and to always say 'please' and 'thank you'. We believe that every part of the day is a learning opportunity.

Parents order meal choices online via SchoolGrid either for single days or whole terms at a time—the menus are updated regularly.

Currently children in key stage one (Reception, Year 1 and Year 2) benefit from Universal Free School Meals – the Government covers the cost! However fussy you think your little eater is, we would encourage you to sign your child up for a school meal. You can be confident that, with the wide choice available, there will be something that your child will love. Information about our meal provider, Dolce, and how to register for SchoolGrid to pre-order meals is in your pack.

You can find out more about Dolce at <http://www.dolce.co.uk>

You may choose instead to send your child with a packed lunch. This should consist of a simple meal; we suggest a range from a sandwich, a drink, some fruit, a savoury or sweet snack and perhaps a yogurt. Past experience suggests that water or dilute squash in an easy to open plastic bottle is best to drink.

Please note that chocolate bars, fizzy drinks and soup/hot food are NOT allowed as part of a packed lunch. Like you, we are very aware that a well balanced diet really affects your child's ability to learn. We encourage you to try the option of a school lunch.



Welcome to our School

School Uniform

School uniform is available to buy from MC Sports on Sackville Street in Skipton, BD23 2PR, (01756) 791688.

Usually orders can also be placed via school and collected directly from the office but this service is currently unavailable.

Children can choose from

- Skirt or pinafore - grey or 'school tartan'
- Summer dress - green or purple gingham
- Trousers or shorts - grey or black
- Polo shirt - white or jade (with or without embroidered school badge)
- School sweatshirt/cardigan - jade or purple with embroidered school badge



Wellies and waterproofs (trousers and jacket) to be kept in school during term time.

Each child will be given a school PE bag free of charge. Please use this to provide a spare change of clothes to keep in school at all times. Replacement PE bags are available to order and pay for through school.

Children in Reception will not need PE kits until the spring term; we will inform you nearer the time about what your child will need.



Please ensure that all items of uniform, including shoes, are clearly labelled. We can only return lost items if they are named!



Welcome to our School

Useful Information

ParentPay—we operate a cashless school where payments are made directly through an online facility called ‘ParentPay’ or via our school website—full details are in your pack.

Before and After School Childcare

We have ‘Early Birds’ and ‘Roosters’ clubs which are managed and run by school staff and they are based in the school hall. We open from 7.45am in the morning and close at 6.00pm.



Book Bags

These small lightweight bags are great for bringing home books and letters. These are available to buy from the school office when your child has started school or you can buy directly from MC Sports.

Water Bottles

Water bottles are available to buy from the school office when your child has started school.

Absences due to illness

Please telephone the school office before 9.30am on (01535) 633064 if your child is going to be absent from school. This is so we know your child is safe with you. If no one is available to take your call, please leave a message on the answer machine. **Please do not email with regard to absence.** In some cases—such as sickness—we will ask you to keep your child off school for 48 hours. This is to minimise the risk of sickness spreading through school.

Family Holidays

The law states that we are unable to authorise holidays in term time for children aged five and above unless there are exceptional circumstances. Whilst some children in YR are only aged four, nevertheless we do not consider it in children’s best interests to have time out of school during term time. Should you wish to take your child out of school during term time, you should complete an ‘Application For Pupil Leave of Absence during Term Time’ form (available on the school website).



Welcome to our School

Useful Information

Working together—We believe that your child's learning opportunities are enhanced if we work together. We are always happy to see you, either informally for a quick chat at the end of the day or by appointment if more time is needed. We understand that children can become anxious about the smallest detail and it helps if these can be addressed quickly — no problem is insignificant to a four year old. There are also lots of opportunities throughout the year to visit school during the day (assemblies, open afternoon, 'stay and play' sessions) and evenings (parent consultations, concerts and events).

Snacks and Milk—Children are often hungry throughout the day. A variety of fresh fruit/vegetables are provided **free** every day. Your child is encouraged to bring a water bottle which can be refilled in school. Fresh milk is also delivered to school daily which is **free of charge** for children up to the age of 5 once you have registered them. Please see information in your pack for further details if you wish to register your child.

Keeping up to date with what is happening in school

Newsletter—we publish a regular school newsletter and will email it to you using the details you provide us with on your admission paperwork unless you tell us you do not want to receive it. If you don't have email, don't worry as paper copies are available from the school office.

Website www.wherelearnersgrow.co.uk

Our website is the place to find key information such as newsletters, policies, school calendar, letters home etc. Each class has their own class page for parents which will give you extra information throughout the year.

Facebook www.facebook.com/suttancpschool

Visit our regularly updated Facebook page!

Please note that, unlike personal Facebook accounts, this is NOT a communication forum for parent to parent or parent to school. It has been established in addition to our website to share information about the life of the school. We do not endorse the sharing of information about the school via any other Facebook Pages.

Twitter [Twitter@SuttonCPSchool](https://twitter.com/SuttonCPSchool)



Welcome to our School

Useful Information

Illness/Accident—If your child becomes ill during the day, we will contact you on the telephone numbers you give us. We will try not to contact you unnecessarily and will always try to get a balance between sending your child home and ‘jollying’ them along (which is impossible to get right all of the time!)

First Aid—A trained member of staff is available throughout the day and will administer first aid as necessary. If we have any cause for concern, we will inform you by phone during the day.

Contact Details—please ensure you keep us up to date with any changes to your contact details.

Medication

We can only administer medication which has been prescribed. If your child needs to have medicine in school, see the office staff who will ask you to complete an authorisation form giving them permission to administer medicine at lunchtime.

Special Educational Needs—if you think that your child has additional and different needs to other children of the same age, please make an appointment with the class teacher to discuss your concerns. Mrs Beetles, our Headteacher, is our SENCO (Special Educational Needs Coordinator) who will work closely with staff, parents and a range of other agencies such as; Paediatricians, Speech and Language Therapists, Prevention Service and CAMHS to support your child (and you) in every way that we can. We can also signpost you to other services too.



Welcome to our School

Getting Ready for School

There will be a transition period to help your child get ready for school. This will include welcome videos with the school staff, a virtual tour of our Early Years environment, stories from the Early Years team and letters home from your child's Year 6 buddy who will be there to help when they start school.

In September you will get the opportunity to bring your child into school to meet the staff and look around the classroom. You will also receive 1:1 contact with a member of the Early Years team so we can get to know your child and your family. We will hold a meeting for parents when you will be given lots of information about the year ahead. Your child will begin their transition visits into school, for short sessions initially, so that they will begin their school journey in a staggered start, gradually building up to full days. This transition period will take place over 3 weeks which will give them time to adjust to their new environment and their teachers. It is our ambition that we will have every child in school full-time by Monday 28th September 2020, however we recognise that some children will need a more bespoke transition phase before starting full-time.

Before the Big Day

It can be an anxious time for both you and your child but try not to worry as we have done this lots of times before! To ensure the transition is as smooth as possible, there are a number of things you can do. To help your child to become more independent in preparation for starting school, here are a few ideas but, please don't worry, as every child is different:

- Practise putting on and taking off their coat and hanging it up
- Recognise and look after their belongings
- Tidy away what they have been using
- Go to the toilet by themselves and wash their hands afterwards
- Put on their own shoes
- Blow their nose
- Use a knife, fork and spoon to eat
- Share, cooperate and take turns



The most important thing is to be positive, even if you don't feel that way yourself! You might like to read some words of advice from parents of Reception children in the 'about' section of our school website.



Welcome to our School

The First Day...

The first day at school is an important day for you and your child and we understand that it has the potential to be a little stressful!

- Have faith that your child will be able to manage. If you show your child that you are worried, they might feel that there is something to really worry about.
- Help them to feel prepared with an early night and a good breakfast beforehand and make special fuss of them putting on their uniform for the very first time. Tell them how excited you are for them!
- When you bring them to school for the first day, try not to linger. We will ask that you do not enter the cloakroom with your child as we start to develop their skills of independence straight away.
- Come into school for a cup of tea and a biscuit!
- Send them in with a smile, a kiss and encouragement to have fun - it is important to your child that you approve of this exciting day. If your child is tearful, we urge you not to stay too long - once in the classroom, children really do settle down quickly and Mum or Dad are often quickly forgotten. It is often you that is upset for much longer!
- Please be aware that children are not allowed to play on the trim trail or tree house before or after school, simply because there is no adult on duty to supervise them.

Settling into school life is different for every child but within a few weeks all of our children become confident and happy in their new environment.





Welcome to our School

Helping your child at home

There are lots of things you can do at home to help your child learn before they start school.

Everyday maths questions:

- How much do we need?
- Please fetch me two more...
- Are there enough?
- How far is it?
- How long will you be?
- How long is it?



Talk to your child and use the language of maths relating quantity, length, time, weight, colour and shape. Count and measure together. Play games such as dice games, snakes and ladders, lotto and dominoes.



Reading

- Reading together can be really special
- Make time to read together
- Go to your local library; make the most of the drop in sessions and free holiday clubs
- Look at all printed materials (comics, newspapers, packets, posters)
- Talk about pictures
- Always make time for a bedtime story!



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Welcome to our School

Helping your child at home

New learning takes time and everyone learns at different rates. Children spend approximately 15% of their waking hours in school and research shows that the children who learn best are the ones for whom learning continues when they are at home.

Be flexible in the early days of school. Don't worry if your child feels tired and a bit grumpy, especially after a week or so when the novelty of coming might be wearing off. Take the opportunity to let your child show you what they have been doing in their classroom.

Writing

- Encourage mark-making of any kind - use chalks, paint, crayons, water.
- Provide paper, pencils and pens.
- Look for real reasons for writing together; letters, messages and lists.
- Take a look at the number and cursive letter formation sheets enclosed and encourage your child to form them correctly.
- Try to encourage your child to hold his/her pencil correctly between the thumb and the first two fingers.
- Help your child to write their name independently.





Welcome to our School

Tapestry

Online Learning Journeys

In Reception we use an online learning tool called 'Tapestry'.

This enables all adults in the EYFS to record the children's learning as it happens, 'in the moment', and share it with you at home. We do this through photographs and by adding notes. Tapestry also allows you to add learning that takes place outside of school—which we love to see.

We often put our home learning on Tapestry and set challenges for you to have a go at with your child. We think that Tapestry is a really valuable learning tool and hope you will enjoy using it as much as we do.

Throughout the year our Rainbow Bear will be enjoying visits home and we look forward to seeing his adventures on Tapestry.



TAPESTRY
ONLINE LEARNING JOURNAL



Welcome to our School

And finally...

We hope that this information is both useful and reassuring and that the transition from home/playgroup/nursery to school is as smooth as it can be. We know that Sutton CP School is the right one for your child and here are just some of the many reasons why:

Ofsted, March 2019

"The Reception provision is well led. The leader and her staff work well together to ensure that children benefit from a stimulating learning environment, both indoors and outside. Staff manage children's behaviour well and children learn to manage their own risks."

"Staff know the children well and provision is planned to respond to children's needs and interests. Open-ended activities and resources encourage children to use their imagination and to be creative and independent."

"Children settle quickly into the Reception class because of the care taken to get to know each child and their family."

"Daily focused teaching of phonics and number concepts ensures that children make good progress in these areas and are well prepared for Year 1."

Excerpts from new starters' questionnaires for Parents

- "Don't worry as the staff are all welcoming and helpful. Any concerns you do have are quickly dealt with and staff keep you informed of your child's progress. A lovely experience."
- "Trust the staff - they know what they are doing. Mrs Beetles' advice to 'keep your face until you have dropped them off and cry later' really stuck with me (and it worked)".
- "Make the most of the new starters' package to help them settle and don't worry, the staff are great and know what they are doing."
- "Why wouldn't you send your child to this school? - Enjoy everything about the whole experience."