

# Hunmanby Primary School



## Ladybirds Reception Class



## Information for Parents

**Welcome to Ladybirds**  
**Hunmanby Primary School Reception Class**

Thank you for choosing Ladybirds, our Reception class at Hunmanby Primary School. We aim to make the transition from Nursery to Reception as smooth and positive as possible, by providing high quality education and care in a safe, supportive environment with experienced and qualified staff. Our staff are always available to answer any of your queries. Please feel free to contact us for more information.

**Contact Details**

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Hunmanby Primary School  
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**Staff**

**Headteacher:** Mr Conrad Fox

**EYFS/ KS1 Leader and Reception Teacher:** Mrs L Callaghan

**Ladybirds Advanced Teaching Assistant:** Mrs H Robson

**Ladybirds Advanced Teaching Assistant:** Mrs I Flett

**PLEASE NOTE: Due to the ongoing impact of COVID-19, some of the information in this brochure may change temporarily as we follow the Government Guidance on providing a safe and effective education. We will endeavour, as much as possible, to offer the same level of provision to ensure your child continues to receive a high quality Early Years experience and feels safe and secure.**

All staff have either a level 3 or level 2 qualification. There is always one member of Paediatric First Aid qualified staff on the premises.

**Admissions**

Ladybirds Reception pupils attend **full time** from September. Our Maximum Admission Limit is 30 children.

**Our Indoor Classroom**

We believe play underpins all development and learning for young children. We plan experiences that build on children's interests and their spontaneous play as much as possible. We use our observations of the children to help understand the child's current stage of development and ensure that activities are well matched to the children's needs and address the next steps in learning. The curriculum is planned to promote progress in all areas of learning, through planned, purposeful play, with both child-initiated and adult-led activities.



Ladybirds' classroom offers opportunities for children to:

- Make friendships, show kindness to others, learn to share and take turns
- Develop their communication, listening and language skills
- Build their mathematical understanding
- Use imagination in their play
- Discover the world around them
- Enjoy tactile and sensory experiences
- Engage in creative activities
- Develop physical and mark making skills
- Operate technological equipment



### Our Outdoor Classroom

We value outdoor play experiences and therefore use our outdoor area in all weathers. Please can you ensure your child is dressed appropriately for all weathers. During winter please provide named wellies (if coming in wellies please also bring shoes to change into), gloves, hat and a suitable coat. We have some spare wellies. In summer please provide your children with appropriate clothing and a sun hat. As your child will be climbing and running, open-toed sandals are not allowed. We ask parents to apply sun screen to all exposed areas of children's skin before school. **Please ensure all items are named!**

Children might get muddy. Perhaps use an old coat, so that it doesn't matter too much if they come home dirty. It probably means they've had a great time!

Our outdoor environment offers:

- Large construction area with crates, planks and tyres.
- A range of surfaces including soft matting, hard surface, barked area, large grassed area and slope
- Water and sand play areas
- Sound wall
- Willow tunnel
- Mud kitchen
- Construction areas
- Bikes and scooters
- Opportunities for planting
- Den making
- A large area for games
- Opportunities for quiet reading
- Mark making opportunities



## Learning to deal with risk

Our environment offers children physical challenges and we support children in making judgements about staying safe. Children are given real scissors and sometimes tools. All our activities are “risk assessed” but accidents may happen. If your child has a minor accident we will inform you with an accident form at the end of the session. If your child becomes ill or has a more serious injury, they will be looked after by someone qualified in first aid and you will be contacted.

## In to nature - Forest School

We are very lucky to have a Forest School on site and children love the opportunities we provide to explore the natural environment. Forest School allows our children to learn through play and provides them with opportunities to take risks and learn in settings with wider boundaries. It builds a sense of independence, high self-esteem and team work. The children are encouraged to investigate and explore whilst respecting all living things. Children learn best from first hand experiences but health and safety considerations are always of paramount importance.

## Curriculum

The **Early Years Foundation Stage framework** informs our planning and daily practice.

- **A Unique Child:** Every child is a unique child who is constantly learning and can be resilient, capable, confident and self-assured.
- **Positive Relationships:** Children learn to be strong and independent through positive relationships where there is a strong partnership between practitioners and parents and carers.
- **Enabling Environments:** Children learn and develop well in enabling environments, which encourage independence.

Learning and development is based on the **Characteristics of Effective Learning:**

### Playing and Exploring:

Finding out and exploring; Playing with what they know; Being willing and ‘having a go’

### Active Learning:

Being involved and concentrating; Keeping trying; Enjoying achieving what they set out to do

### Creating and thinking critically:

Having their own ideas; Making links; Choosing ways to do things

The curriculum is divided into 7 areas of learning and development:

**3 Prime areas** – Personal, Social and Emotional Development, Physical Development and Communication and Language

**4 Specific areas** – Literacy, Mathematics, Understanding the World and Expressive Arts and Design

## Meeting Individual Needs

Our curriculum is planned to meet the range of different needs and interests of children. We make provision for groups or individuals who need extra support or additional challenge to enable them to fulfil their potential. The learning is achieved through a mix of play based opportunities, adult support and adult led activities. During short daily sessions we also provide adult directed teaching. These will involve:

- Speaking and listening activities

- Circle time
- Literacy activities
- Phonics time
- Dough Disco for finger strengthening
- Music and movement
- Maths activities
- Songs, rhymes and story time



## Settling In

The settling in process is a very important part of your child's time in Ladybirds. Your child will be invited to attend a transition meeting in the summer term before they start in Ladybirds. It gives your child the opportunity to meet new friends and the staff. Children who have been at Butterflies (our Nursery provision) will have had daily opportunities to get to know Ladybirds staff and meet other children.

At the start of the term, your child will then be assigned a key worker. Their role is to ensure that your child's care meets their individual needs, to help them settle into class and to build a strong relationship with their parents or carers.

We ask parents and carers to complete registration forms via the office. It is important that we have information about medical conditions, allergies, contact details etc. Most children settle in very quickly, others may take longer. We understand parents' anxieties during these early days. We regularly have opportunities for parents to join in with children's activities, such as 'Stay and Play' sessions and special events. Each term there will be an opportunity to meet staff and discuss children's learning.

## Daily Routines and timetable

School starts: 8.45am (our door closes at 9.00am)

School finishes: 3.10pm

Please bring and collect your child promptly to reduce anxiety. Outside of these times, children will need to be brought or collected via the main school entrance due to registration and safety requirements.

## Start and finish of the day

Please line up with your child at the Ladybirds Reception classroom door. Help your child to 'self-register' outside. You may want to talk to the key worker or other member of staff if you need to pass on information. Children usually settle better with a quick goodbye, so be cheerful and try not to prolong it. If there is a problem with your child we will let you know but usually they are okay once parents have left and they get busy playing.

**As we move through the year, our morning routine changes to develop children's independence and prepare for the next school year.**

At the end of the day, we ask parents and carers to wait outside the classroom door. A member of staff will open the door and will call out individual child's names when parents/ carers arrive. In this way we can ensure children's safety. If you are unavoidably delayed please let us know, so that we can reassure your child.

**It is vital we know who is collecting your child from school.** Please let us know if someone different is coming and preferably introduce them to us, as we never let a child go with an unknown person. Ladybirds children

must be brought into and collected from school by a responsible adult. If there is someone you trust to pick up your child without you telling us each day, please inform staff.

### **At the toilet**

The majority of children are fully toilet trained by the time they start school. However we understand accidents can happen and we will support your child to change clothing if required. We have some spare clothes – please wash the ones belonging to school and return them. It is useful for each child to have some spare named clothes in their bag as our supplies are limited.

### **Clothing/ Uniform**

School uniform is worn in Ladybirds and can be pre-ordered from the school office. Please dress your child in easy to manage clothing as this helps to develop their independence, particularly with toileting and changing for PE.

**Children in Reception need a PE kit.** This consists of a white t-shirt, black shorts and black pumps. We also do outdoor PE and it is useful if children have a pair of jogging pants and trainers for colder weather. **PE kits should be left at school and will be sent home at the end of each half term to be washed.**

### **Messy Play**

Water, paint, glue and gloop (such as cornflower mixed with water) are used regularly and some children like to investigate with their hands. We have aprons for children to wear, but sometimes clothes will get wet or messy. **Please do not expect your child to keep clean at school!** Children who are worried about getting dirty may not learn. Reassure your child that you do not mind it they look a bit untidy when you pick them up. **We play outside daily and use our Forest Schools area, so a warm waterproof coat and footwear are essential every day.** Wellington boots are also very useful!

### **Snacks and Milk**

We encourage children to access a fresh fruit snack each day. Fresh water will be available and milk is provided as part of the Free Milk scheme for children until they turn 5. After they turn 5, parents can pay for milk on a half-termly basis.

### **Lunch**

**All Reception children are entitled to a Free School Meal** and have a choice of meals, including:

- Hot school lunch
- Cold school lunch (sandwiches with choice of fillings)
- Jacket potato (with choice of toppings)
- Packed lunch (in line with the school's Healthy Eating policy)

If your child has any specific dietary requirements, please let staff know.

### **Absence and Illness**

Children should attend on every school day. However, in the case of illness please let them recover at home. **If your child is ill** – please contact the school immediately. **Medical appointments** – if your child has a dental, clinic or any other medical appointment, please inform school. **Family holidays** - it is very important to a child's

progress that they attend regularly and while we appreciate the importance of family time and the educational value of some trips, it can be detrimental to a child's progress, friendships or behaviour if they miss school.

### **Medication**

Any medication needs a prescribed medicine form to be completed at the office, in line with school policy. Please inform staff of the requirements.

### **Book Bag**

Each child will receive a school Book Bag if they do not already have one – please remember to bring it every day and choose a new Home Sharing book with your child. All Reception children will receive a school reading book within the first few weeks of the Autumn term. Each child will read with an adult in school at least weekly. Staff in school will change these books for children. **Please read regularly with your child at home to help them make progress.**

### **Look out for head lice!**

We'd rather not think about it but as your child starts school full time it is a good time to start the regular habit of checking for head lice. When you have washed your child's hair, use ordinary conditioner and comb through the hair with a fine-toothed comb. This should remove any eggs before they hatch. Make this part of your regular hygiene routine like cleaning teeth and the problem won't get out of hand.

### **Toys**

Toys brought from home can get lost amongst the ones that belong to school so please leave them at home.

### **Mobile phones**

Mobile phones must not be used whilst in the Early Years areas. Phones should be turned off prior to entering – no calls should be made or received and photographs should not be taken.

### **Communication**

Each child will have a Home-School communication book. Staff will use these to note down any issues and other information you may need. Please feel free to use this book to note down anything you feel staff may need to be aware of.

### **Tapestry**



We use a web-based interactive Learning Journey tool called Tapestry to record observations and assessments of children's learning and development. Staff take photos, record videos and make notes on an iPad. By logging on with a secure username and password you will be able to view all of your children's observations, photographs and videos. You will even receive an email telling you when a new observation or piece of work is available for you to view. This will enable you to follow your child's individual progress closely and you can

reflect upon their achievements with your child. You can add comments so that we as a staff find out about which activities your child really enjoyed and the learning they get up to at home.

Each EYFS class has their own secure Tapestry website, stored on a highly secure server which is monitored closely. You will be asked to provide an email address so that we can set up access to your child's Learning Journey electronically. Please note each parent only has access to their own child's Learning Journey. We will also give you detailed information on how to view/use your child's Learning Journey.

If you do not have access to e-mail, please don't worry! Your child is still able to have an online Learning Journey and we will regularly print out observations and add them to the Learning Journey books so that you and your child can read through them together.

### **Tips for Starting School**

As parents, you play a vital role in the education of your child. This process begins long before they come to school. As the time for full-time school approaches, there are ways in which you can help prepare your child and make their entry to school a happy time. Here are a few suggestions:

- Encourage them to dress and use the toilet as independently as possible
- Be positive about starting school (hide any of your own worries or fears)
- Play games together e.g. I Spy, snakes and ladders, snap
- Help your child to realise how numbers occur in everyday life
- Inform the school of any health, social or emotional problems
- When practising spelling your child's name, please encourage them to use lower case letters (except for the starting letter). Also, teach the letter sound as well as the letter name.

Please read the enclosed poster for lots more information about getting ready for school.

We hope you have found this booklet informative but do not hesitate to ask for any further information you may require. We are very much looking forward to welcoming your child into Ladybirds Reception class. We hope this will be an enjoyable and positive entry to Hunmanby Primary School.