

*Inspired by faith, we dare to
grow, believe and achieve, celebrating success together
and flourishing within our community*

Reception (Butterflies) Handbook



St Swithun's C of E Primary Academy
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Welcome to St Swithun's and to our Foundation Stage. We hope you find this handbook useful but if you need any further information then please do ask us.

Our Ethos and Values

- We welcome and value everyone as part of our Christian community.
- We work together as a team which represents and values the unique contributions of each individual.
- We learn together in a safe, secure and stable loving environment.
- We strive for excellence in all we do and say, building an atmosphere of trust and friendship.
- We endeavour to help each other to reach our full potential.
- We are committed to developing the spiritual and emotional well being of everyone in our community.

Our school is proud to be rooted in Christian values. Our core values are:

- Resilience
- Inclusion
- Ambition
- Integrity
- Love
- Courage

Key members of staff

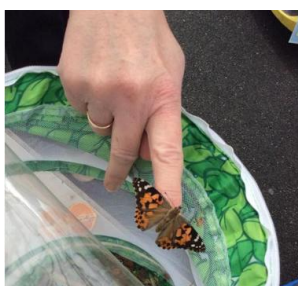
Executive Headteacher/ DSL	Mrs Martin
Head of School/ DSL / SENCO/ EYFS Lead	Mrs Howlett
Foundation Stage Teacher	Mrs Sheldon
Higher Level Teaching Assistant	Mrs Briers
Teaching Assistant	Mrs Said
Site Manager	Mr Martin
Office Manager	Mrs Gillum
Office Administration	Mrs Godbehere



Statement of intent

At St Swithun's Primary Academy our foundation stage aims to deliver an ambitious curriculum centred around high quality teaching and learning experiences. Children are encouraged to actively learn through playing and exploring, allowing them to think creatively and critically across all areas of the curriculum. We strive to give children the very best start in life and support needed to enable them to fulfil their full future potential and success. A rich, vibrant, positive learning environment enables us to develop a lifelong love of learning.

Foundation Stage unit



At St Swithun's we have a foundation stage unit that is made up of both nursery and reception age children. We like to call our nursery children Caterpillars that then grow into Butterflies which are our reception children. Children are taught in differentiated groups but come together for their child initiated play.

Admissions

All reception places are allocated through the local authority admissions team. You will be contacted by admissions to submit an application form the year before and they will be back in touch with you during the summer term with confirmation of the school that your child has been allocated. All children have to apply for a full time reception place in this way even if they attend our nursery.

School Hours

The Reception school day begins at 8:50am and finishes at 3:10pm.

Breakfast club

At St. Swithun's we offer a free healthy breakfast club from 8am. This is based in the school hall and is run by our trained breakfast club team. To book a place simply contact the main school office.

School meals

Lunch time is 12:00-1:00 and is served in the Dining Hall in Main School. All reception children receive universal free school meals. We offer a choice meal - these are shared weekly on Class Dojo and the children are asked every morning which option they would like to have. However, if you wish, your child can bring a packed lunch from home.

The School Day

Please wait with your child outside the front door of the foundation unit. The door will be opened at 8:50am and children will be encouraged to come and write their name and read a book before the register is taken. This is an opportunity for you to talk to us if you have any concerns or any messages you wish to pass on. Children will exit via the same door at 3:10pm, staff will open the classroom door and send the children out one at a time. If someone different is collecting your child, you must inform staff as we won't send children home with an unknown adult.

School Routines

Your child will have their own peg with a photo on for them to find easily each day to hang their wellingtons, spare clothes and coat on. The pegs for Reception are by the back door closest to the outdoor area. There is a box for the water bottles and lunch boxes if they have one and a box for their book bags to go into.

Learning at school

Child initiated learning through play

Throughout the day, we offer a play based curriculum. Children are invited to play alongside friends and explore the vast array of provision provided both inside and outside giving children an opportunity to practise and apply learning from their taught sessions.



Adult led activities.

Adults will also invite children over to join in with a planned activity which will support their next steps and progress throughout the whole curriculum.

Phonics session.

Children have a daily 'Little Wandle' session where they explore the sounds of the alphabet. Children quickly learn to put these sounds together to eventually read and write.



White Rose Maths

This session is an enjoyable and interactive session developing counting and number skills.

Carpet Sessions

Here the children learn wider curriculum subjects such as computing, R.E., P.S.H.E and Music.

Reading Practice Session.

As part of our 'Little Wandle' phonics scheme the children have 3 reading practice sessions a week, usually Monday, Tuesday and Wednesday. The book shared during these sessions will then be sent home to share at home.



Tuesdays

Every Tuesday we have a P.E. session with Mr Sennett-Neilson. On this day the children come to school in their P.E. kits for the day.



Snack time

Each day your child will be given a fresh piece of fruit and a drink. All children under the age of 5 are entitled to free milk. You need to register your child using the Cool Milk registration online at www.coolmilk.com. If they do not want milk they can have a drink of water from their water bottle. Once your child reaches 5 you must pay for milk and Cool Milk will invoice you. If your child has any allergies then please let staff know.

Personal Care

Children are allowed to go to the toilet throughout the day and can access the facilities without having to ask a member of staff. Please encourage your child to flush the toilet and wash their hands to maintain hygiene so that they naturally do this as part of their toileting routine.

We will help your child to put on their coat, gloves hat etc but we would ask that you work with us to help your child aim towards doing this independently.

Accidents



If your child has a minor injury at school we will fill in an accident report form and you will be given a copy at home time.

Communication

Communication is essential to form good partnerships between school and home; if your child is upset and worried about something i.e. the loss of a pet or a relative in hospital please let us know, in confidence, so that we can support your child. We run an open door policy and a member of staff will be available to talk to at drop off and pick up. This can also be communicated via our app "Class Dojo".

Illness

If your child is unwell and is not attending school please telephone the school office to inform us of their absence before 8:30am. If they are unwell at school we will contact you; please keep us informed of any changes in contact details. In the case of sickness and diarrhoea, your child is required to stay at home for 48 hours after the last episode.



School Uniform and Equipment

Boys:

White polo shirt

Grey knitted jumper/tank top with the school logo

Charcoal grey trousers/shorts

White/grey/black socks and black formal school shoes- NO TRAINERS

Girls:

White polo shirt

Grey knitted jumper/cardigan/tank top with the school logo

Charcoal grey trousers/skirt/pinafore dress

White/grey/black socks and black formal school shoes- NO TRAINERS

Your child will also require:

A book bag (We provide one of these to every child when they start)

A water bottle

A pair of wellington boots in a bag on their peg (the children go outside in all weathers and they will help to keep them dry!)

A spare pair of clothes (including pants and socks) in a named bag on your child's peg would be helpful in case of any accidents.

PLEASE ENSURE THAT ALL ITEMS ARE CLEARLY MARKED WITH YOUR CHILD'S NAME AS THIS IS THE ONLY WAY WE CAN RETURN THEM IN THE EVENT THEY GET LOST.

Learning at Home

Your child will bring home a school 'choosing' book which they will have selected from the book trolley to look at with you at home. Your child will also bring home their Little Wandle reading book for them to read to you following the reading practice sessions in school. Please sign the school reading diary to let us know how your child is getting on at home.

You can record the stories they have listened to at home as well and include any messages or information for staff. It is vitally important to hear your child read and to read to them too, we hope you will support us with this throughout their time in Foundation. As a school, we ask that children read a minimum of **3 times** a week at home.

Home learning activities will also be shared weekly on Class Dojo. Parents/ carers can share this home learning with staff using Tapestry.

Home - School Communication

ClassDojo

Please make sure you are fully signed up to 'ClassDojo' which is our parent app where you will receive messages, updates and celebrations to your child's class page.

Tapestry

We will create a learning journal for your child through a programme called Tapestry. We will provide you with a parent login so that you can follow your children along their learning journey.

Parent evenings

There will be a parent's evening in the Autumn and Spring Term and then a report in the Summer Term.

Reports

You will receive a school report in the summer term which will outline your child's progress and attainment across the year.

We hope this information is useful and answers any questions you may have. If you have any queries, questions or concerns please feel free to get in touch with a member of staff at any time.

The Foundation Stage Team