



Early Years: Reception

-General information



Welcome to Charlton!

We hope that you find the information here useful in helping your child to make a successful transition to Reception.



What does my child need to bring each day?



A book bag



A clear water bottle (no juice or flavoured water please)



A coat or waterproof jacket



Well fitting, 'grippy' shoes

Please make sure all the items are named.

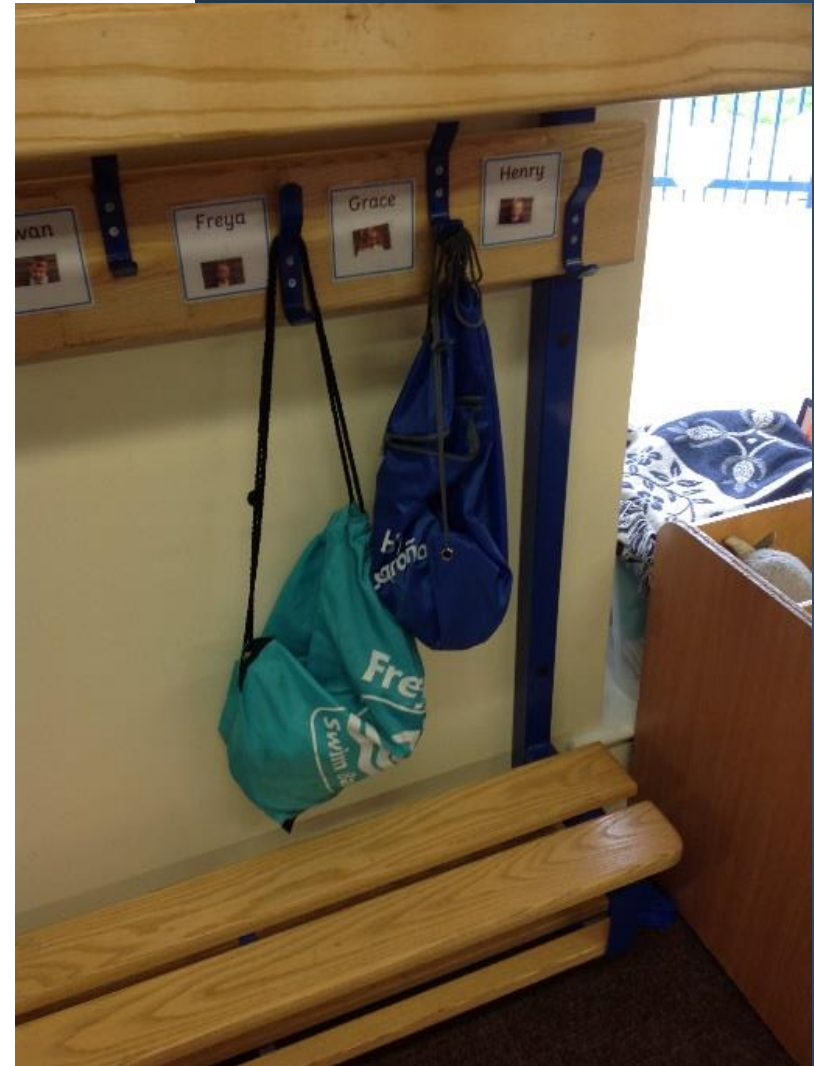


Where do we wait before school?

- ❖ In the morning, please wait at the blue gate until the doors are opened at 8.50. Children attending Breakfast club will arrive slightly earlier so that staff can get them sorted and settled.

Where do we put our coat and bag?

- ❖ The children are supported by the staff to put their coat on their cloakroom peg and sort their other belongings. Each child has their own peg with their name next to it.
- ❖ Once the children are used to coming into school and know where everything is, they are encouraged to sort their belongings out independently.



Book bags and Water bottles

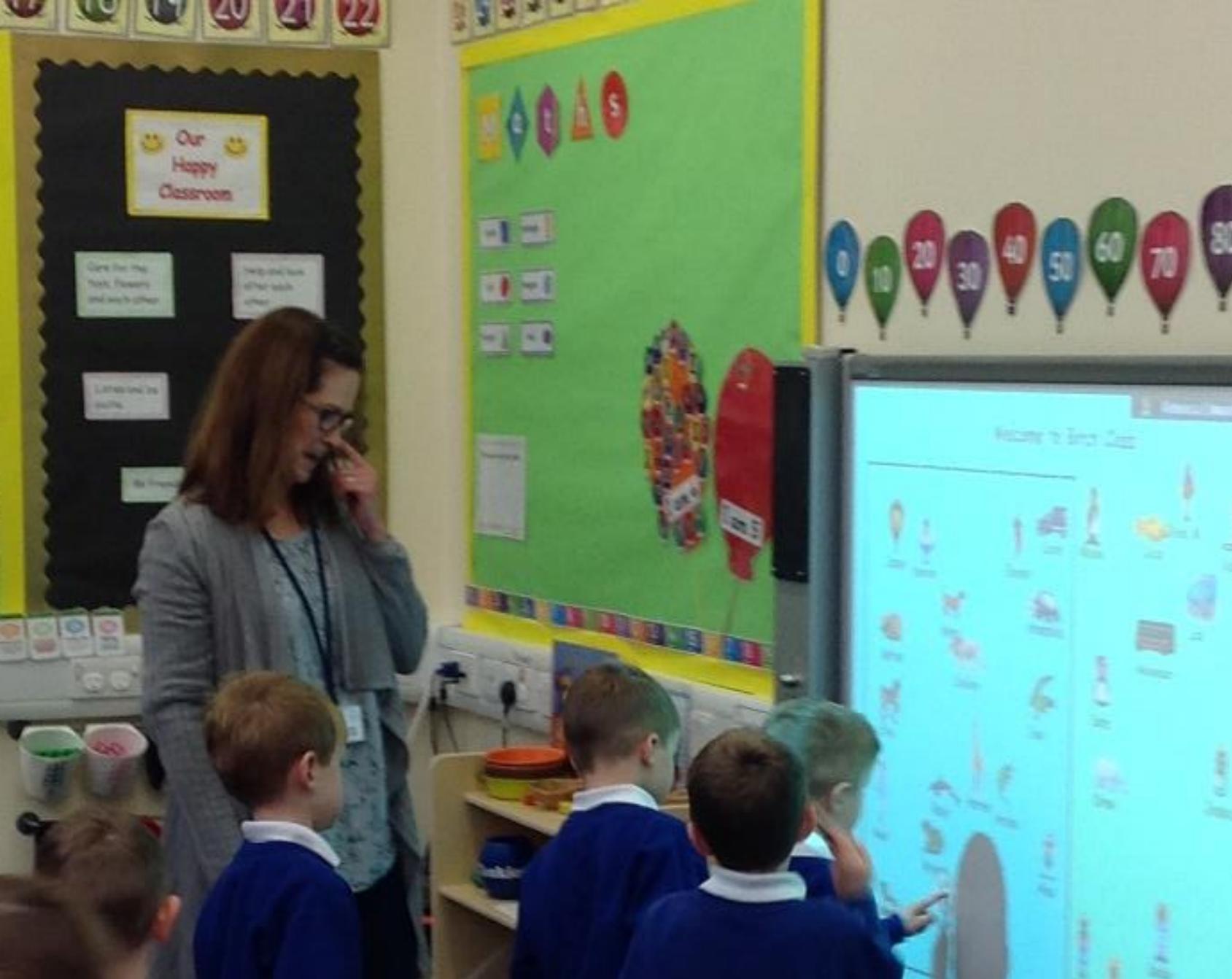
- ❖ Your child will have a tray to keep their book bag in.
- ❖ PLEASE check in your child's book bag at the end of each day as there are often letters and children's work that they will want to share with you.
- ❖ Water bottles go in the tray in the classroom.





Can we borrow books for our children?

- ❖ We have a library system for borrowing books. Children change their 'sharing book' on a Friday.
- ❖ We ask that you share books regularly with your child (ideally on a daily basis).
- ❖ When your child is ready, a weekly 'home reader' will be provided, linked to our Little Wandle Phonics Scheme.



Classroom register

- ❖ When your child comes into the classroom, they will need to sign in on the Interactive Whiteboard.

Morning activities

- ❖ We have lots of activities for children to play with when they first arrive at school. This is a lovely time for them to chat to friends and the adults and start their day. Each day a group of children go outside to do a 'morning activity' with a grown up.



Snack time

- During the morning, your child will be offered snack .
This will usually be a piece of fruit along with a drink from their water bottle.
- During the afternoon , your child will be encouraged to have a cup of milk or water.



Lunch time



- We have our lunch at 11.30 in the main school hall. Reception children have their lunch first, followed by the older year groups.
- Once they have finished their lunch, they are brought back to the unit to play in our garden.

A day in the life of a Reception Child

8.50am – Arrive and Self-register

8.50-9.20 – Child Initiated Learning and Morning Activity

9.20-9.40- Phonics



9.40-10.00 – Carpet time discussions/story and snack.

Choosing the Leader of the Day

10.00-10.10 – Outside free play



10.10-11.00 – Child initiated activities – Inside and outside

11.00-11.30- Quiet time – Key skills teaching and Learning- Prime Areas

11.30-12.30 – Lunch in hall followed by play in the Foundation Garden



12.30-12.45 – Key Skills teaching – Maths



12.45-1.30 – Phonics/Group reading
Milk and Water



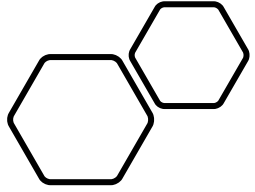
1.30-2.30 – Child initiated learning – Inside and outside

2.30-3.00 – Tidy up, celebration time and story



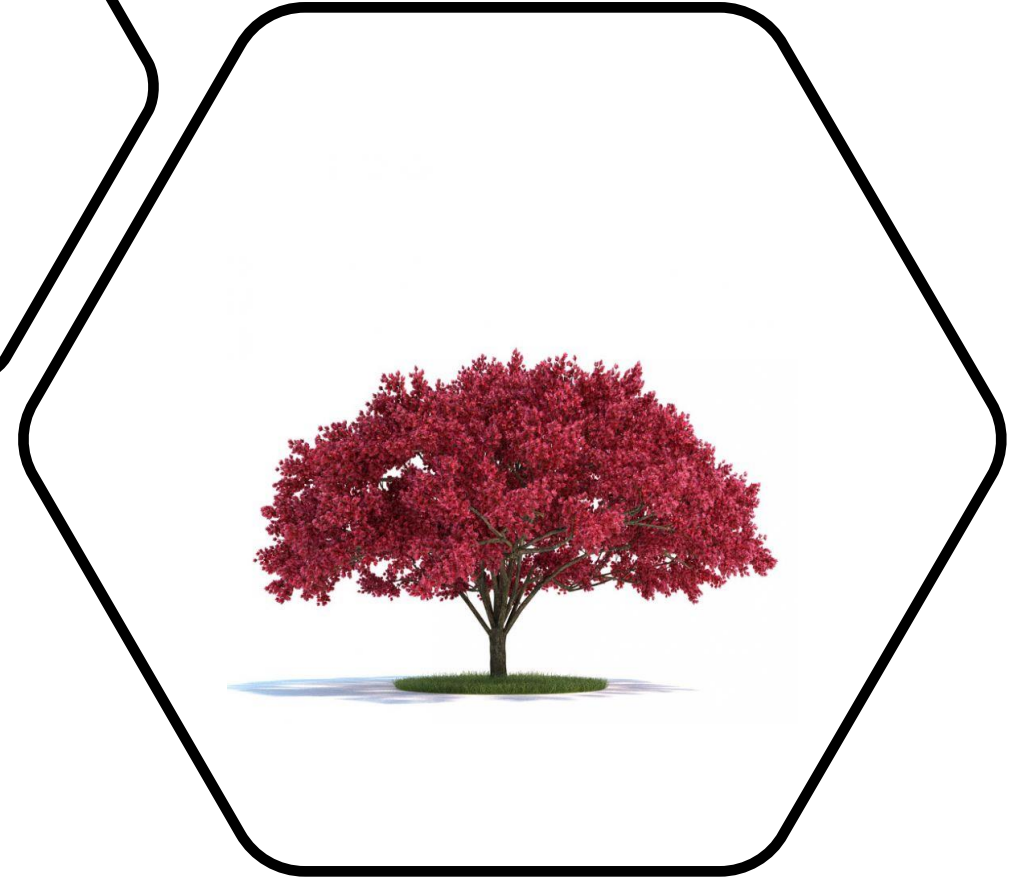
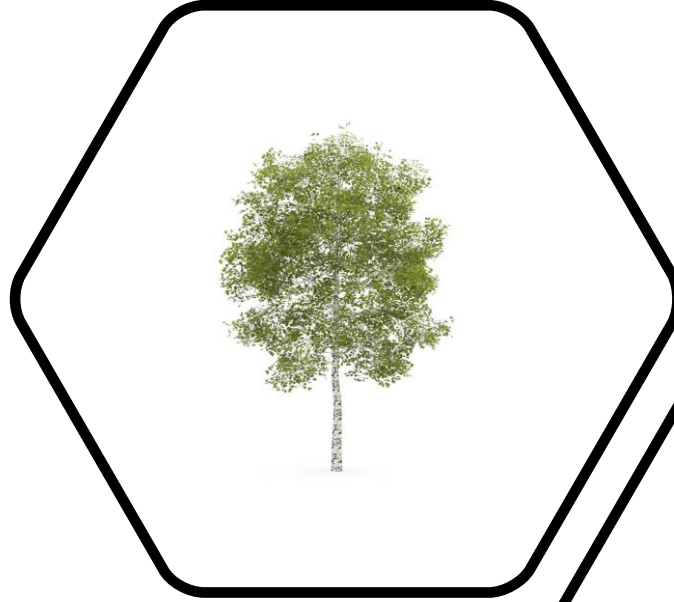
3.00- Get ready to go home





What happens at home time?

- ❖ The side gate will be opened by a member of staff at 3.10.
- ❖ Please wait by the signs on the fence. Please stand on the side that your child's class is. This helps the staff to find the correct parents!



Pick up information

- ❖ If someone other than a parent is picking up your child at the end of the day, please tell a member of staff on the gate who this person will be or contact the school office.
- ❖ This person must be one of those listed on the 'Collection from school' form. If it is not one of those people listed, you must inform the class teacher or school office in person or by email: officech@charlton.vale-academy.org

Home time continued...

- ❖ We will only pass your child to someone who parents have named as being able to collect your child.
- ❖ If a child is uncollected, we will keep them with us while we contact parents, so please do not worry. Please contact the office if you know you are going to be late.

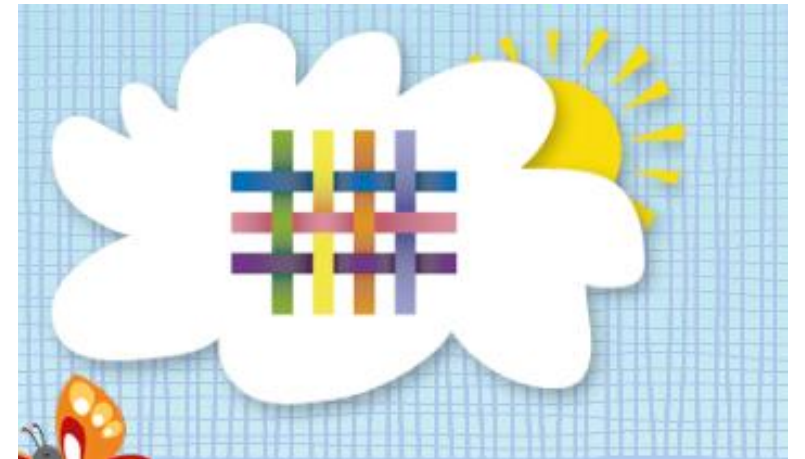
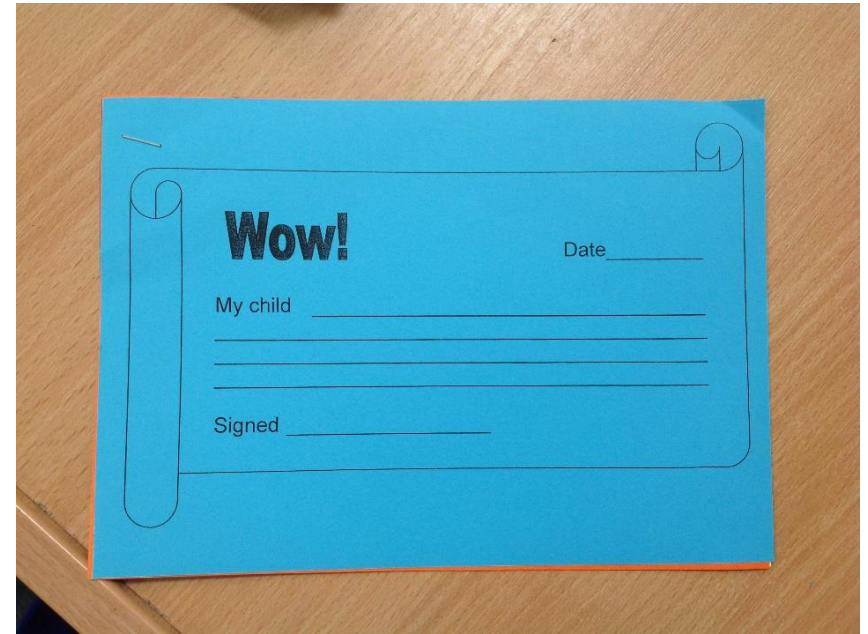
Reward systems

- ❖ We have a marble jar in each classroom. If children show behaviour linked to our school values (being happy, kind or responsible) they may get to put a marble in the jar. Once the jar is full, the class will have a treat such as a trip to the park, popcorn and short DVD or making biscuits.
- ❖ Children may receive a 'Happy wall' sticker for displaying a characteristic of effective learning i.e. having a go at something new, not giving up when something is tricky etc.



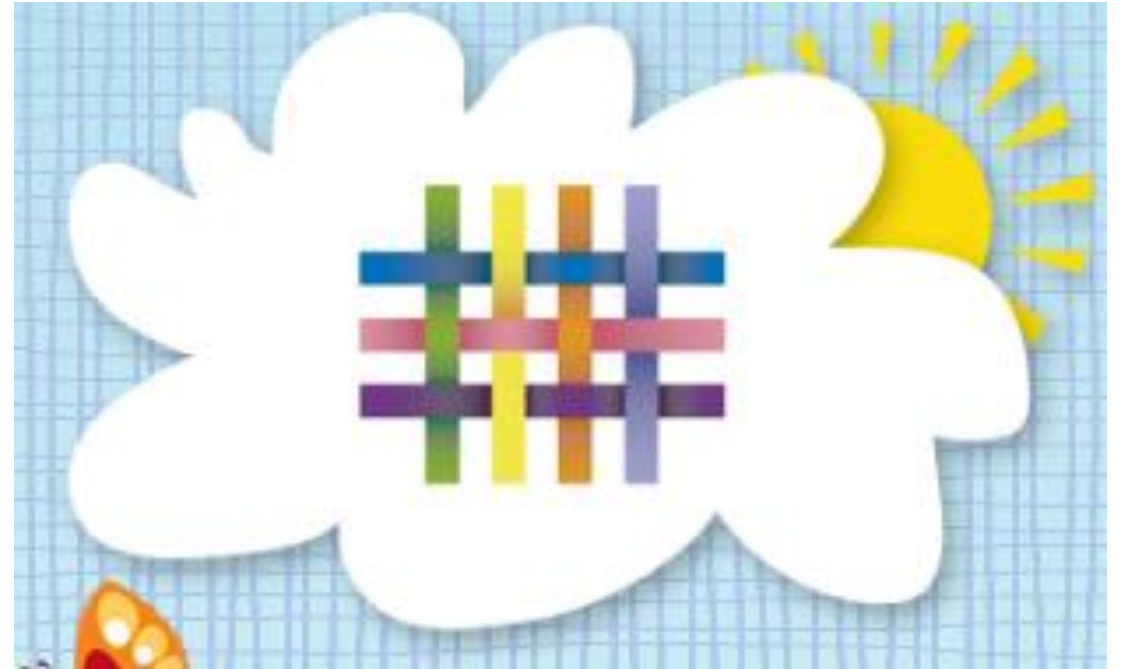
WOW cheques

- ❖ We will send home a book of 'WOW' cheques, which we ask for you to fill in at home when your child does something that they haven't done before or have done something that displays one of our school values. We share this with the class, and your child will get a marble to put in the jar.
- ❖ If you would prefer to add this 'Wow' to Tapestry, your child will be able to share this with their class.



Tapestry Learning Journal

- ❖ This is an on-line secure learning journal. It is used to capture moments in your child's learning and is a fantastic form of communication between home and school.
- ❖ Many parents enjoy the fact that it can be a starting point for those 'What have you done at school today?' questions, which can often result in a response of 'nothing' or 'I can't remember'!
- ❖ As registered members, parents can also upload photographs of activities children may have done at home.
- ❖ Alongside school emails, it is also the main way for us to send Reception class reminders, Forest school lists and parent information (via memos)



Parent meetings

- We will have a family meeting with you when your child starts school, so that we can get to know them a little better from the people who know them best....you!
- After the first half term, we will have a Parents' Evening to talk about how your child is settling into school life.
- In Term 4 or 5, there will be another parent meeting for your child when we will discuss how they are getting on in the different areas of Learning.

There will also be further opportunities to learn about areas of learning throughout the year. Information about these events will be shared with you closer to the time.



Other
Frequently
asked
questions...



How do you plan for my child's learning?

- The *Early Years Statutory Framework*, outlines the requirements that all Early Years settings must follow to underpin their practice.
- We use '*Development Matters*' to guide us when planning activities, to ensure progression of skills. Themes are used to teach Key Skills. These may be adapted to include the children's interests.
- Children's interests are followed and developed through their child-initiated play.
- More information about our curriculum will be shared at the Parent Information meetings.

A play-based curriculum

- ❖ In Reception, play and practical learning are key approaches to teaching and learning
- ❖ These include a balance of 'child initiated' activities, which stem from the children's own interests and choices, and 'adult-led' activities which are planned by the adults to enhance and develop children's learning by focusing on their individual learning needs.
- ❖ We use the indoor and outdoor environments to achieve this. We incorporate opportunities to visit other places and invite 'experts' into our unit to develop the children's curiosity about the world around them.



- An overview of the term's planning is put on Tapestry at the beginning of each term. Weekly overviews are also shared on Tapestry.
- We use a scheme called 'Little Wandle' to support the teaching of reading. Phonic sounds that have been taught are on the weekly overviews. Videos to support phonic sounds are also added to Tapestry.
- 'Tapestry' observations highlight individual children's learning.
- An end of year report is sent out during the final term, which reports on your child's achievement on the Early Years Foundation Stage profile.
- At any time you wish to ask about how your child is getting on, please talk to your child's class teacher. If we have any worries, concerns or highlights, we may ask to speak to you.

How do I know what my child is learning at school?

Is it possible to help in my child's classroom?

❖ The short answer to this is, 'Yes please'!

However, there are a number of processes which we must follow to ensure effective safeguarding. This involves all volunteers having a DBS, and so we ask that if you are interested in becoming a volunteer, that you contact the school office who will provide further information and start the process with you.

officech@Charlton.vale-academy.org



READING
is my
SUPERPOWER



What is Forest School?

- ❖ Forest School is a unique way of building independence, self-esteem and a positive attitude towards the learning of our children as they explore and experience the natural world for themselves.
- ❖ In Reception, the children are split into 2 groups and we aim to take 1 group from each class each week. During most sessions, the children go down to our on-site Forest school, but we may also go for a local walk.
- ❖ Our Forest school leader is Marianne Hales (one of our Teaching Assistants). We will need at least one parent helper for each session.



I need to talk to a member of staff. When is the best time?

- ❖ We have an open door policy at Charlton, and we encourage you to talk us about any questions or concerns you may have. Your child will be allocated a key worker at the beginning of the year, but ALL staff will help wherever they can (or direct you to someone who can help you).
- ❖ If you wish to tell us about something that might affect your child during the day, then please talk to a member of staff in the morning. This might include if your child has had a bad night's sleep, or if a parent is away with work; anything unusual that may affect your child that day.
- ❖ If your concern needs more attention, please email the school office F.A.O Mrs. Edwards or your child's class teacher and we will arrange a mutually convenient time, especially as the beginnings and ends of day can be a little hectic!



My child has been poorly- what do I do?

- ❖ If your child is unable to attend school, please notify the main office by calling the absence line to report your child's absence before 9am on the day of the absence and each subsequent day of absence), and advise when they are expected to return.
- ❖ If you believe your child is not well enough for school, please make that decision for them. Children will often still wish to come, but, as the parent, you ultimately need to make that decision to ensure that bugs and germs are not transferred to other children or staff members.
- ❖ If your child has had vomiting or diarrhoea, they must remain off school for **48 hours** after the last episode.
- ❖ If your child has needed Calpol, please do not send them into school. Children at this young age, often decline rapidly after the 4 hour Calpol 'window.'
- ❖ If your child has been **prescribed** an antibiotic or medicine, but is well enough to attend school, we can administer this as long as a medical form has been completed (this can be found on the school website or from the main office). **Please note, we are unable to administer any medicine without this form.**
- ❖ If your child becomes ill during the school day, we will contact you. Please go straight to the main office if you get a call.



Medical Matters

Accident Forms- If your child has a minor accident at school, we will send home an accident form and/or notify you by phone.

Bumps to the head.

If your child has a bump to the head, we will contact you by phone.

If your child has an allergy, please inform us



Sunscreen- Please apply a 12-hour cream, before the session. If you feel your child needs it reapplying, you must provide a named bottle of cream and fill in a form