

Ladysmith Federation

Welcome to Reception

A guide for Ladysmith parents and carers



Ladysmith Infant & Nursery School
Ladysmith Road, Exeter, Devon, EX1 2PS

Telephone No. 01392 271596
E-mail: infant.admin@ladysmithfederation.net
Website: www.ladysmithfederation.net

Ambition  Adventure  Achievement

CONTENTS

Included in this pack:

Welcome to Ladysmith Infant & Nursery School

- Ethos
- Reception Team
- Transition
- The School Day
- Lunchtimes
- EYFS Curriculum
- Special Educational Needs
- Free School Meals
- Snacks
- Birthdays
- Allergies
- Medication
- Asthma Sufferers

Welcome

On behalf of the school community; governors, the staff and partners, welcome. We hope that this will be the start of a very happy time in your child's education.

These pages provide you with information on Ladysmith Infant and Nursery School, its aims, curriculum and activities and what to expect in your child's first year at school. If you have any questions, at any time, please ask. There are no silly questions when it comes to ensuring that your child has a smooth transition to school.

Confidence in Ladysmith comes from knowing and understanding what is happening. We hope that you are able to take an active and positive interest in what your child is doing at our school. We have shared responsibility for your children's learning. This shared responsibility underpins our philosophy. It is therefore essential that mutual understanding, involvement and trust form the basis of this partnership.

We welcome your involvement and look forward to developing our partnership while your child is in the School.



Ethos

At Ladysmith Infant and Nursery School, we aim to establish an atmosphere that is secure and reassuring, continuing to foster the warmth, care and trust of home. We seek to encourage and develop positive attitudes - such as respect for each other's ideas, taking turns, sharing and tolerance - whereby each child can be accepted as an individual with different needs, skills and interests. Each child's contribution is valued and care is taken to explore ways to celebrate success and ambition, adventure, achievement.

Ambition ■ Adventure ■ Achievement

Reception Team



Squirrel Class



**Mrs Amy Joomun
Teacher**



**Mrs Amy Youde
Teacher**



**Miss Helen Moore
Teaching Assistant**



Rabbit Class



**Mrs Liz Martin
Teacher**



**Mrs Karen Steer
Teaching Assistant**



**Mrs Abi Brown
Teaching Assistant**



Hedgehog Class



**Mr Lee Bastyan
Teacher**



**Mrs Mandy Edwards
Teaching Assistant**



**Mrs Apryl Jewell
Teaching Assistant**

Transition

Transitions are milestone events for children and have an effect on their development. They are times of exciting change and of new opportunities and growth for every child. They can also be times of uncertainty where surroundings are not the same, expectations and procedures different and faces are unfamiliar, so getting transition right is vital for every child. Our transition process is designed to ease children into school gradually. This ensures that your child is totally familiar with routines and the new school environment before they start school.

Transition Induction programme

Phase One: Preliminary Information Gathering and Sharing

- Letter home requesting information
- Visits to current nursery and pre-school setting, arranged by school with pre-schools
- Parent Information Evening

Phase Two: Visits to School and Home

- Stay and Play sessions at School on Thursday 1st July.
- Home Visits. These will take place on the 8th, 9th and 10th September. We will inform you of your allocated appointment time.

Phase Three: Transition to School

- **Monday 13th, Tuesday 14th and Wednesday 15th September** – children stay from 8.50am until 11.45am. One class per day stays for lunch, with parents invited to accompany them on that day.
- **Thursday 16th September** – Children stay all day (with optional 1.15pm finish on both Thursday 16th and Friday 17th if your child needs a little more time to transition into school.)

Monday 20th September onwards

All children stay all day, unless they are on a part-time timetable. This would need to be agreed with the parents, teacher and Head of School. Children stay all day from 8.50am and can have either a packed lunch a hot dinner or go home for lunch. If your child goes home for lunch, they must be back for registration at 12.45pm promptly. Children are picked up at the end of the school day at 3.20pm.

The School Day

The school day begins at 8.50am with a lunch break from 11.45am to 12.45pm and ends at 3.20pm. When arriving please spend a few moments settling your child in for the session. You will need to choose their lunch option, hang up their belongings and settle them into an activity.

Please remember when picking up your child, whether for lunch or at the end of the day, to do so promptly, as being late is unsettling for young children.

If children are being collected by someone who is not the regular named collector, it is important that you inform the class teacher or school office, otherwise they will stay with us until we can confirm the arrangements.

It is essential that if your child arrives late or you have to take them out of school early, that you report to the office. Please report the reason for any absence to the office staff or to your child's class teacher before 9.10am on the first morning of absence.

Lunch times

All children in Reception, Year 1 and Year 2 at Ladysmith Infant and Nursery School automatically get free school meals. We encourage children to try the school meals, which are freshly cooked on site, and there is plenty of choice each day. Dinner menus are given out in advance so you can look through the options with your child. It is possible to have a mixture of packed lunches and school meals in the same week.

Children choose their meal option with the adult dropping them off as they come into class.

Characteristics of Effective Learning

We want children to be happy, secure, lifelong learners and we promote this through the EYFS (Early Years Foundation Stage) Characteristics of Effective Learning:

Playing and Exploring - Engagement

- Finding out and exploring (Curious Cat)
- Playing with what they know (Playful Puppy)
- Being willing to have a go (Can-do Bird)

Active Learning - Motivation

- Being involved and concentrating (Concentrating Dolphin)
- Keeping trying (Persevering Bear)
- Enjoying and achieving what they set out to do (Achieving Beaver)

Creating and Thinking Critically - Thinking

- Having their own ideas (Thinking Chimp)
- Making links (Linking Spider)
- Choosing ways to do things (Strategy Squirrel)

Our curriculum (what the children learn) links these characteristics to animals, which we use throughout the EYFS and into year 1. If a child is ready to learn and understands their learning behaviours, they will make good progress. Recognising the learning behaviours that we use and reinforcing them at home will help your child to understand their own strengths when learning and those that are developing.

The Early Years Foundation Stage Curriculum

Children learn and develop through playing, exploring, being active, creative and being asked questions to help their thinking. Throughout their time in reception at Ladysmith, your child will be learning skills, acquiring new knowledge and demonstrating their understanding through seven areas of learning and development.

The Prime areas:

1. Communication and language: *This area of learning includes attention, listening, speaking and understanding in different situations and for different purposes*
2. Physical development: *This aspect helps children gain confidence in what they can do and enables them to feel the benefits of being healthy and active*
3. Personal, social and emotional development: *Children learn best when they feel happy and safe. PSE development gives children the best opportunity for success in all other areas of learning*

These prime areas are those most essential for your child's healthy development and future learning. As children grow, the prime areas will help them to develop skills in four specific areas.

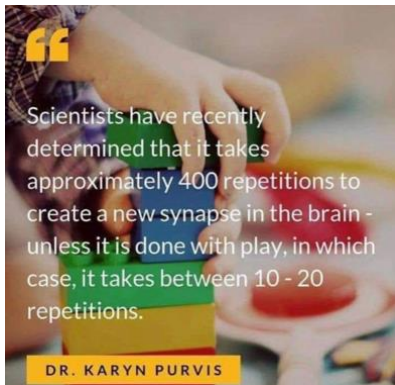
The Specific areas:

- Literacy: *This focuses on reading and writing including synthetic phonic teaching alongside fostering a love of books and opportunities to mark make and write*
- Mathematics: *Maths will be developed through stories, songs, games and imaginative play, as well as direct teaching allowing children to explore numbers, shapes and measures whilst continually solving problems*
- Understanding the world: *Forming the foundations for later work in Science, Humanities and Computing, this aspect allows the children to explore and develop their understanding of the world and other people through observations and first hand experiences*
- Expressive arts and design: *This aspect is where we get creative, exploring media and materials, developing ideas and making choices about how to express themselves*

The EYFS Curriculum forms the basis for our planning and what we provide for the reception children at Ladysmith. All the children have access to a stimulating and challenging curriculum where the central element is play. This is carefully planned to extend and build on the children's experiences from pre-school and home.

Using careful observation and quality interactions, the learning experiences of all children will be developed and their progress will be monitored as they work towards the Early Learning Goals. These observations inform the EYFS Profile which is completed at the end of your child's reception year and forms the basis of the annual report which you will receive in July.

The Importance of Play



The link between play and learning is central to the Early Years Foundation Stage. Through play, children develop language skills, their emotions and creativity, social and intellectual skills. Play enables children to develop confidence and an early independence, which gives them skills to tackle simple problems and challenges. Our Ladysmith reception team recognise the importance of play and ensure that there is plenty of time throughout the day for children to develop their learning indoors and outdoors through exploring and discovering their immediate world. It is here they practise new ideas and skills, they take risks, show imagination and solve

problems on their own or with others.

The role that adults have is crucial. For most children their play is natural and spontaneous although some children may need extra help from adults. Our teachers and teaching assistants observe and play with the children to see how they learn, what their interests are, what inspires them and how to best support them in their learning journey. They value play and provide safe but challenging environments that support and extend learning and development. Staff take their lead from each child's stage of development. Activities designed to stretch and challenge combine with repetition and practice. We recognise that children develop in different ways and we celebrate the uniqueness of every child. Learning is not a race.



Tapestry



At Ladysmith Infant and Nursery school, we are using an online system of recording your child's learning in Reception. Instead of using the old paper book style way of recording, we are able to instantly upload photos, videos and observations of your children while they are learning.

We are using Tapestry, a system, which is hosted in the UK on secure servers. Tapestry is a website which can be accessed on a computer or laptop, and also on any Apple or Android device such as a tablet or smart phone. You will have secure access (via email address and password) to your child's Learning Journey and, in addition to viewing our contributions; we will also be encouraging you to add to it by uploading photos and comments, or commenting on observations made by us, therefore building up a complete profile of your child's learning journey whilst in their Reception year.

The safeguarding of our children is very important to us. Everything that is added to Tapestry will be added to our school account and can only be viewed by school staff that use the system, and also yourself, using your own log on. You will only have access to your child's learning journey and this cannot be seen by other parents.

Ambition  Adventure  Achievement

Special Educational Needs

It is really helpful to gather as much information about your child before the term begins, as this will enable us to cater for any individual needs your child may have.

If you have any concerns that you feel the school should know about, could you please make contact with the school, by telephone or by having a chat with the Special Educational Needs & Disabilities Co-ordinator or your child's teacher. Mrs Keenor, our SENDco can be contacted via email at hkeenor@ladysmithfederation.net

These concerns may include;

- You think your child has some learning difficulties
- He/she has a medical need [e.g. hearing problem, speech difficulties etc.] that may affect their learning
- Has had support from outside agencies [e.g. Speech and Language Therapist, Physiotherapist]
- He/she finds it difficult to interact with other children

Pupil Premium

Currently, pupils in Years 1 and 2 as well as Reception children all receive free school meals; these are paid by government funding. This provision is called Universal Free School Meals.

In addition to this funding, parents in low income families or those that are unemployed can also apply for Pupil Premium funding. Pupil Premium funding can also give children access to some discounted educational trips and events throughout their school years.

Please read on to find out how to check if you are eligible and if so, how to apply for this financial support.

The Pupil Premium was introduced by the Government in April 2011. It was designed to give additional money to support schools in 'closing the gap' in attainment and progress of children:

- *Whose parents have a family income of under £7400*
- *Whose parents are service personnel (SCEI)*
- *Who are looked after by the local authority (CLA)*

How do I apply?

To apply for Pupil Premium you will need to apply online: at https://oneonline.devon.gov.uk/CCSCitizenPortal_LIVE/Account/Login?Ret or you can search for 'Pupil Premium Citizen Portal'

This is the quickest and easiest way to apply and will result in you getting an instant decision. You will need to register on the portal using an email address before you can apply.

The purpose of the Pupil Premium is to help schools to provide targeted support for these students to enable them to achieve in school.

We think there may be many families who could be eligible but have not applied for a range of reasons. The Pupil Premium money could make a big difference to your child's future: your child could receive more direct support with key skills, clubs, uniform and mentoring. They will also benefit via investment in specialist training for staff, better resources, social and emotional support and more.

No one will know you have registered and it will not affect any other benefits you are claiming.

Attendance

Regular attendance at school is essential for all children. There is an expectation from the Local Authority and the school, that children will achieve 96% attendance or above. It is important that parents carefully consider the implications of taking their child out of school during term time.

Snacks

In Foundation Stage, we have snacks which cover a variety of fruit, breads, milk and water. On Fridays the children have toast with preserves and there is a small charge of £5.00 per term to cover this and the ingredients for cookery lessons. This can be paid via ParentMail at the start of each term.

Birthdays

Birthdays are special days for many and in all our classes teachers and children celebrate everyone's birthday. As a healthy school we would ask for your support in not sending in cakes, sweets or chocolates.

Allergies

We are a nut-free school. Please do not give your child anything containing nuts in their lunchbox; this is important due to children's allergies. If your child has eaten a product containing nuts before coming to school, please make sure they have thoroughly washed their hands before arriving.

Medication

School staff will administer medication to children if necessary. If your child has medication that needs/may need to be given at school (*including a Ventolin inhaler*), a separate form will need to be completed for each medication. We have included a medical form with this pack – please get in touch if you require any further copies.

We have included an information request form in this pack which you will need to return to school if your child has a medical condition.

Asthma

If your child suffers from asthma and is likely to need an inhaler whilst in school please remember to complete the necessary medical form (in this pack) and give it, together with your child's named inhaler, to the class teacher.

Additional Information

- Please do not allow children to bring toys or keepsakes into school as they are often lost or broken.
- We welcome and value parental help in the classroom. If you would like to come in on a regular basis – or just have a spare afternoon – we would be happy for you to work with us. Please arrange with the class teacher to help later in the term when the new children have settled in. Before helping in school or on a trip everyone has to obtain a D.B.S. (Disclosure and Barring Certificate). Application forms are available from the school office.
- Safeguarding, attendance and other important policies can be found on our website www.ladysmithfederation.net
- Our Family Support Worker is on hand to offer advice and re-assurance to families. Please contact your child's teacher or the school office if you would like any support.

Please remember to sign and return any relevant consent forms by Friday 16th July.

- Permission for Trips – SOE3 form
- Medicines – if applicable
- Getting to know you sheet

Ambition 🌊 Adventure 🌊 Achievement

