



# Reception Parents Welcome Pack

## 2021-2022



Welcome to Raunds Park Infant School; we are so pleased to be welcoming you and your child to our lovely school. We know that starting school is an important milestone for you and your child. We hope this booklet will provide you with all the information you need to ensure the move to school goes smoothly.

## Contents

1. General Information
2. Meet the Staff
3. Induction Program
4. Parents as Partners
5. The School Day
6. Learning in the Early Years Foundation Stage
7. Preparing your child for school
8. Preparing your child for school cont.
9. School Uniform
10. Other Information
11. Additional Information
12. Additional Information Cont.

## General Information

Our contact details are –

Raunds Park Infant School

Park Street

Raunds

Northants

NN9 6NB

Telephone number – 01933 622415

E-mail – [Admin@raundsparkinfants.org.uk](mailto:Admin@raundsparkinfants.org.uk)

School website – [www.raundsparkinfants.org.uk](http://www.raundsparkinfants.org.uk)

School Twitter – [@RaundsPark](https://twitter.com/RaundsPark)

Head Teacher – Mrs Lisa Jeffery

## Meet the Teachers



Mrs Susan Foster

Kingfishers Teacher  
Thurs/Fri

22 Years experience  
teaching including  
Reception and Year 1



Mrs Rachel Maxwell

Kingfishers Teacher  
Mon/Tues/Weds

15 Years experience  
teaching in Early Years

Specialism in Early  
Years from Cambridge  
University



Miss Julia Underwood

Robins Teacher

Deputy Head

SENCO

17 Years as a teacher  
at Raunds Park  
Infants

## Induction Programme

We will start the children on a part-time basis for a short period of time. Over our many years of teaching young children we have seen the benefits of part-time induction, and how it really helps the children to settle well. A child is not ready to learn until they are comfortable and happy in their environment; so this is our first priority when they start school.

Week	Time Attending
<p style="text-align: center;">Week 1</p> <p style="text-align: center;">WB: Monday 6<sup>th</sup> September</p>	<p style="text-align: center;">6<sup>th</sup> – 8<sup>th</sup> September 1 to 1 private sessions for Child &amp; Parent/Guardian</p> <p style="text-align: center;">9<sup>th</sup>-10<sup>th</sup> Children with surname A-L (8.55am -3.10pm)</p>
<p style="text-align: center;">Week 2</p> <p style="text-align: center;">WB Monday 13<sup>th</sup> September</p>	<p style="text-align: center;">13<sup>th</sup>-14<sup>th</sup> Children with surname M-Z (8.55am -3.10pm)</p> <p style="text-align: center;">15<sup>th</sup> Invite only (8.55am -3.10pm)</p> <p style="text-align: center;">16<sup>th</sup>-17<sup>th</sup> Children with surname A-L (8.55am -3.10pm)</p>
<p style="text-align: center;">Week 3</p> <p style="text-align: center;">WB Monday 20th September onwards</p>	<p style="text-align: center;">20<sup>th</sup>-21<sup>th</sup> Children with surname M-Z (8.55am -3.10pm)</p> <p style="text-align: center;">22<sup>nd</sup>-24<sup>th</sup> All the children staying for lunch (8.45 -8.55am – 1.10pm)</p>
<p style="text-align: center;">Full Time</p> <p style="text-align: center;">WB Monday 27th September onwards</p>	<p style="text-align: center;">8.45 - 8.55am - 3.10pm</p>

## Parents as Partners

We recognise that parents are the child's foremost and most influential educator. It is therefore crucial that the school and parents work together to help every child fulfil their full potential. We therefore welcome information about your child; their likes and dislikes, worries, achievements and anything else you feel we should know.

The teachers are usually available to speak to parents or carers at the end of the school day. Any important messages can also be passed on via the school office. Before school the teachers are busy preparing for the school day so have more time to talk at the end of the day. A member of staff always meets and greets the parents and children in the morning.

In Reception we use ILD to track and record children's progress. ILD is an Interactive Learning Diary that consists of photos, observations and videos of your child. Parents have told us they love being able to get a real insight into their child's first year at school. You will receive information about how to sign up to ILD during your child's first week of school.

We also use Twitter to share all the exciting things we do at school, and remind you about upcoming events. You can follow the school Twitter account – **@RaundsPark**

The Kingfisher class Twitter account is **@Kingfishers\_RPI**

The Robin class Twitter account is **@MissU\_Robins**



## The School Day

Our usual school day is as follows:

8.45 – 8.55am – A staggered start; the children enter school via the wooden gate near the Main Reception door.

8.55am – Register and hello

9.00am – Learning time in the Foundation Stage Unit will include phonics, handwriting, mathematics and topic based sessions. The rest of the time children are learning in all 7 areas of the EYFS curriculum and working across the unit.

10.10am – Play time

10.25am – Learning time

11.50am – Lunch time

1.00pm – Learning time

2.30pm – Play time

2.45pm – Story time

3.10pm – Home time



## Learning in the Early Years Foundation Stage

The children follow the Early Years Foundation Stage Framework.

This is divided into 7 areas-

- Communication and Language
- Personal, Social and Emotional Development
- Physical Development
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

The children explore these areas of learning in many ways. These include whole class teaching, small group work with an adult, independent work, and through playing with carefully selected activities chosen by the adults in Reception. The children spend a lot of time learning through play as this is believed to be the best way for young children to learn. We do not make a difference between play and work as the children themselves don't see the difference. We ensure that children learn through all the activities they participate in during their time in school. The children have opportunities to learn both indoors and outdoors, and we use the outdoor areas whatever the weather!



## Preparing your child for school

There are lots of things you can do to prepare your child for school. One of the main changes for them is getting used to being part of a bigger group, your child will be one in a class of other young children. It will help your child adapt to school life if they can help themselves and be independent. It is also useful if they have some key skills before starting school. Some of the things you can think about include whether your child can -

- Dress and undress themselves? Including fastening and unfastening their coat, doing up shoe laces (if necessary).
- Use the toilet independently and ask to go there? Clean themselves after using the toilet?
- Tidy up after him/herself?
- Recognise their own written name?
- Use cutlery to feed themselves or if they will be having a packed lunch – open packets, cartons etc?
- Share toys and equipment?
- Sing some nursery rhymes?
- Count to 10?
- Listen to and follow simple instructions – for example – go and get your shoes and put them on.

Some other important things you can do to help them prepare for school include getting them in a good routine of going to bed at a reasonable time and getting up on time, remember a 5-year-old needs about 11 hours sleep. Make sure you allow plenty of time for them to eat breakfast and get dressed independently, letting them do it themselves will be great preparation for school. Some children may need a little practise toileting independently over the Summer too before they start school. Most importantly always talk about the move to school positively, don't let your child see any worries you may have!

### Communication and Language

- Model and encourage me to use good listening skills (eye contact, no interrupting, taking turns in conversation, no distractions).
- Encourage me to listen and then respond. Speak clearly to me and support me in doing the same back.
- **I should be able to maintain attention for a short time and sit quietly when asked.**
- Ask me questions (how/why/who/when/what) to help develop my understanding. **I should be able to answer some questions.**
- Encourage and expect me to follow instructions (as soon as I am asked). Classroom instructions often contain several parts. Play games like "Simon Says" – introduce several parts to the instruction (e.g. Simon says touch your nose then clap your hands then put your hands on your head). Start with one instruction and build up to 2 or 3. **I should be able to follow and understand 2 part instructions** when I start school (e.g. Put your coat on and then find your shoes).
- Read me stories and encourage me to join in with my favourite bits. Ask me questions about the story. **I should be able to answer some questions and talk about the characters.**
- Encourage me to order and sequence events. Listen to a story- then retell it to mummy/daddy/granny etc. Look at photos from days out/holidays etc. and ask your child to organise them and retell what happened. Model using words such as: first, next, last, before, after, finally.

How can you help me  
with my learning in  
preparation for starting  
school?



### Physical Development

- Play games with me like football, throwing and catching.
- Encourage me to play with play dough (it gives great exercise for my fingers and builds up the muscles required for writing). Threading things is also great for this!
- Let me practise using scissors to cut! Show me how to hold scissors correctly.
- Encourage me to hold a pencil. I may not be able to write words yet, but I should be able to make marks, draw and copy letters. Encourage lower case letter formation from the start not capital letters - this is particularly important when writing your name. A capital letter should be used for the first letter only.
- When starting school, **I should be able to undress and dress myself independently. I need to be able to turn my clothes the right way around if they are inside out-** I will need to practise doing this at home. Allow your child to put on/take off their own clothes, coat, tights, socks, shoes, bag etc.
- Most of the time, I should be able to get to the toilet in time. **I must be able to wipe myself fully independently** (practise doing this using toilet paper rather than moist wipes).
- **I will need to be able to use a knife and fork to try cutting my own food.** Encourage me to use a knife and fork (rather than spoon) to eat my meals. **I should have some understanding of how I can be healthy.**

### Personal, Social and Emotional Development

- Encourage me to make new friends and talk to others. **I should be able to share and take turns** (I may sometimes need a little support to do this).
- Provide opportunities to play games where there is a winner and a loser (**I should understand that I cannot always win**).
- Encourage me to talk about my feelings. How do I feel in different situations? Why? How do others feel? How can we tell if someone is happy/sad/excited/lonely/worried/angry? **I should be able to talk about how I feel and understand how others might be feeling.**
- Give me lots of opportunities to make my own decisions. Would I prefer cereal or toast? Which present would be best for my friend? What am I most looking forward to about starting school?
- **I need to be able to think independently and make some simple decisions.**
- Encourage skills which support my personal and social development- collaboration/team work, resilience/not giving up, having courage/being brave enough to try new things.
- If I like to ask "why" ask me "well why do you think?" This gives me the chance to think for myself.

## School Uniform



The school colour is royal blue. Your child will need a royal blue sweatshirt, jumper or cardigan. Your child needs to wear a white shirt or polo shirt under this, and plain grey trousers, skirt or pinafore dress. Children can wear a blue and white gingham dress or dark grey shorts when the weather permits. Sensible black shoes should be worn, ones with Velcro fastenings are the easiest for young children. Hair decorations should be minimal.

Please name **all** items of clothing so that mislaid items can be returned easily! And please check regularly that names haven't come out of clothing.

Sweatshirts, cardigans, fleeces, book bags with the school logo on are available from Karl Sports Clothing <https://ksschoolwear.co.uk/product-category/raunds-park-infant-school/>



The children in reception have two outside play areas, and join the rest of the school at playtimes, so it is important that they are dressed for the weather. This includes coats, hats and gloves in the winter; and a sun hat and sun lotion in the summer.

Remember they may get a little messy too!

### Physical Education.

Children will need a white round neck T-shirt, navy shorts, navy jogging bottoms and a navy hoodie preferably with the school logo. This is available from <https://ksschoolwear.co.uk/product-category/raunds-park-infant-school/> They will also need sensible sports footwear (that they can fasten independently).

**Please remove earrings prior to PE lessons so your child can participate safely. Only stud earrings should be worn to school.** It would also be useful for all children to have a few spare pairs of pants/socks/tights in case they have an accident, as children usually prefer to change into their own clothes. These can be left in their book bags.

## Other information

### First day at school

Arrive on time, be cheerful and leave promptly. Don't worry if there are a few tears – this is perfectly normal (from parents and children!). Your child will settle quickly and make lots of friends.

### School dinners, milk and snack

All children in infant schools are entitled to a free school meal. Our meals will be provided by Manor School.



Children can also bring in a packed lunch. Please ensure this is in a suitable, **named** container. It is important that your child has a healthy, balanced meal at lunchtime so we ask that sweets, chocolate bars and fizzy drinks are not brought in packed lunch boxes. Some ideas for healthy packed lunches can be found on [www.nhs.uk/Change4Life](http://www.nhs.uk/Change4Life)

You can also order milk for your child to have at lunchtime. It is free to all children under 5 and it also may be free if you are on certain income benefits. It can be ordered from:

<https://www.coolmilk.com/parents/>

Every child in the school is also offered a healthy snack at play time. This is a piece of fruit, dried fruit or raw vegetables.

## Additional Information

Our school website has lots of information on it, so please have a look. We have created a Class page for New Starters with videos and specific information <https://www.raundsparkinfants.org.uk/index.php/children/newstarters> Additionally, you will find our policies on things such as Special Educational Needs and Behaviour, information about teaching and learning, and information about upcoming events. Our class pages on the website which give key information.

The school website address is [www.raundsparkinfants.org.uk](http://www.raundsparkinfants.org.uk)

Kingfisher class page: <https://www.raundsparkinfants.org.uk/index.php/children/kingfishers>

Robin class page: <https://www.raundsparkinfants.org.uk/index.php/children/robins>

## Illness and Medicines

We can give medicine at school for long term complaints such as asthma, or if your child has prescribed medicine following an illness. Ideally, medicine should be given at home if possible. The medicine must be in the original prescription bottle, labelled with child's name and dosage. We will also ask you to complete a medicine form from the school office.

If your child is unwell and unable to attend school, please phone the school office before 8.55am and let us know why they are off. If they have sickness and/or diarrhoea they must stay off school for 24 hours after the last bout. If you are not sure whether your child can attend school please ask in the school office for advice.

### Accidents and Injuries

We have several members of staff that are first aid trained, and a qualified first aider always goes on any out of school learning. They will deal with any bumps, bruises or injuries. Staff may also need to make a decision about whether children are well enough to stay at school. In making this decision we consider the physical condition of the child as well as their emotional well-being. These decisions can be hard to make, we act in “loco parentis” and with the well-being of the child as the most important factor.

If children are unwell or have an accident, parents or other emergency contacts will be phoned and asked to collect them. It is therefore essential that you keep us informed of current contact numbers. An accident form will be sent home with your child if he/she has had a bump to the head or any other injury that requires treatment.

### Values Education

We are very proud of our values education and believe it helps the children grow up to be good citizens. Each term the school has a value that we explore such as Kindness, Patience, Independence, Honesty, Curiosity or Bravery. Parents are informed of the value so they can also explore this at home.

### Photograph Consent

As part of your child’s education we often take photographs to record and celebrate their work. These photographs may be displayed around the school and on the school website. If for safeguarding reasons you do not want your child’s photograph to be taken please advise the school office. Information regarding our privacy notice is available on the school website.



We are looking forward to helping your child grow!