



Reception Parent Information Booklet
2023-2024

MISSION STATEMENT

St Mary's Catholic Primary School is an important part of the Catholic Community of 'St. Mary and St. Anselm's' parish. One of the main tasks of the School is working with parents, the Parish and the Local Community to help the children as they grow in Faith and Knowledge.

We welcome your child into our school where

'We are happy living and learning in God's friendship.'

Welcome to St Mary's Primary School

Starting school...

At St Mary's we believe it is important that Home and School should work as closely as possible together. In order to make moving from Nursery or just starting School as easy and enjoyable as possible please help us by trying to encourage your child to be positive about the things they have done and achieved during the day.



Many children will have already had the benefits of the Nursery education provided here at St Mary's for the past few terms. We now wish to continue and build upon the excellent start the children have had.

If your child brings home some work to show you they are usually proud of it and may have worked very hard. Ask about the picture or the writing and do not forget to praise them for their efforts.

Remember... a happy, confident child enjoys discovering things for themselves; learning becomes easy and effective through play.

If your child is upset in the mornings as you try to leave them in class, please do not worry. From our experience, we have found it is best to make the drop off as quick as possible even if there are tears. It is usually only a matter of minutes after you have left, before he/she is playing happily with the other children. If there is a problem, we will always contact you.

A school day can seem a very long time when your child first starts. Do not be surprised if he/she comes home tired out, or if he/she reverts to babyish habits such as thumb sucking etc. They just need time to settle in.

If you have any worries or concerns no matter how small, please talk to the Reception staff, we have an 'open door' policy and are very approachable, we will do everything we can to help.

The school day

Morning session 8.45am to 11.45pm

Afternoon session 12:30pm to 3.20pm

School starts promptly at 8.45am

If your child is ill or is going to be, absent from school please phone the office before 9am. We have a legal duty to check where a child is when they are absent from school. If you child has an appointment and is going to be late into school please phone the office before 9 am.

When your child comes to the classroom in the mornings there will be many activities already set out so he/she can quickly settle down to a task.



Reception Staff:

Mrs Webster – Class teacher and EYFS Leader



Miss Rowley – Teaching Assistant



Uniform

- A blue jumper or cardigan;
- Tartan or grey skirt;
- Grey trousers;
- White polo t-shirt;
- Grey skirt, pinafore or trousers;
- Flat **black shoes** not boots or trainers;
- In summer a blue gingham dress may be worn;
- Waterproof coat;
- Wellies (Reception children only)

Please put your child's name on **all** clothing sent into school so that mistakes can be quickly rectified and owners of lost property can be found.

All uniform is available from 'Ann's Children's Wear' in Bacup Centre.

There is no requirement for parents to purchase the new logo clothing. All children (regardless of year group) may wear the old logo, the new logo or a plain option.

NO jewellery of any kind can be worn at school.

Long hair must be tied back.

No nail varnish please.

PE kit – black shorts, white T-shirt and black pumps.

Outdoor Play

Being outdoors has a positive impact on children's sense of wellbeing and helps all aspects of children's development.

We believe that outdoor play is an integral part of early learning. The children are allowed free access to the outdoors for a large amount of time during each session. Waterproof all-in-ones are available for the children. Children will need to bring in a pair of wellies and a coat, and these need to be in school every day. Please ensure your child is dressed suitably for the weather as we do continue our learning outdoors in all weathers.



Forest School

As part of our EYFS curriculum, children in Reception are fortunate enough to experience Forest School. We believe Forest School supports complete holistic development by offering alternative ways to learn, grow and develop through practical, hands on approach outside of the classroom. The children experience different opportunities such as kite making, den building, digging, climbing and playing in the mud. We access Forest School in all weathers and waterproofs are provided by school.



Codes of Behaviour

Our EYFS rules are

'Kind hands, Kind feet and Kind words.'



We expect all children to be well behaved as this creates a calm and happy atmosphere in the classroom and around school. This means being polite, caring towards others and respecting property and equipment. Children are encouraged to walk inside at all times. Children will be given reminders if they are not making the right choices. If a child is having particular problems then we may ask parents to come to school in order to work together to set up an individual behaviour programme.

Children will have the chance to earn 'celebration points' throughout the week for good behaviour, being polite and well-mannered, looking after others and our school and trying their best in lessons. When your child has 10 celebration points they can choose a present from the prize box.

PE and Games

For PE black shorts, a white T-shirt and black pumps are required. These should be named and left in school in a drawstring bag on your child's coat peg. In the interests of safety, no jewellery is to be worn at any time.

Snack Time

Fruit is provided for infant children by the National Fruit in Schools Scheme. Milk is provided for infant children by the County Council and is subsidised by the European Union up until your child turns 5 or if you are entitled to free school meals. The cost of milk after your child turns 5 is £9.00 per term. Water is available at all times throughout the day.

Please note we are a 'Smile4Life,' setting, which promotes healthy eating, and drinking, regular tooth brushing, adopting a healthier lifestyle and visiting a dentist regularly. To minimise the risk of tooth decay and promote good oral health it is important to keep all food and drinks containing sugar to mealtimes ONLY. Please help by not sending sweets into school as treats. To promote good dental habits we brush our teeth after lunch every day, to help us have a clean and healthy smile.



Lunch time

All Reception pupils are entitled to a free cooked dinner each day from our school kitchen. Mrs Hoyle, the school cook, provides an excellent choice of dinners, which are prepared on site. The children have an extended choice menu, which means that there is a choice of main courses and puddings. Fresh fruit and salad are also available. There is plenty of choice for your child to follow a healthy eating diet.



Medicines/Illness

It is important that your child is well in order to learn. Please let us know if your child is ill and unable to attend.

Action to be taken

Illness	Action to be taken
Vomiting	Exclusion for 48 hours after last occurrence
Diarrhoea	Exclusion for 48 hours after last occurrence
Chicken Pox	5 days from onset of rash
German Measles	5 days from onset of rash
Mumps	5 days from onset of swelling
Conjunctivitis	Follow doctor's advice
Measles	5 days from onset of rash
Impetigo	Exclusion until lesions are crusted or healed

If your child needs essential medication, e.g. an inhaler or epipen, a spare one must be kept at school, a care plan will need to be completed.



If your child needs medication prescribed by a doctor, you must complete an authorization form before we can administer any medicines to your child. No other medicines will be administered. Please note, it must be in the original packaging with the label clearly displayed.

Change of personal details

If you change your address, telephone number or the name and address of the emergency contacts please let the school know immediately so that if we need to contact you there will be no delay.

Parent Helpers

We are always grateful for parents who can spare the time to come into the school to help out on a voluntary basis. If you would like to help by either sharing a skill such as baking, singing, playing, craft activities or hearing children read please contact the school office.

Book Bags and Home Learning

In Reception we encourage parental involvement with your child's learning. At the start of the school year, one picture book will be sent home for you and your child to begin talking about stories and to encourage their imagination and communication skills. Later, once your child has begun the phonics programme, a phonics book will be sent home for them to enjoy, alongside homework relating to our class learning for them to complete. Book bags need to be brought into school every day. Reading books will be changed on Wednesdays and homework will also be collected in and given out on Wednesdays. Please hear your child read their book each night and practise phonics work, which is sent home. There is a home /school reading diary in the blue bag for you to make a comment in when your child has read to you at home.



Home Time

Please collect your child **promptly at 3.20 pm** outside the classroom. It is best to arrive 5 minutes before the children are due to go home. Please try to be punctual, there is nothing more distressing for a child than to see all the other children going home and they have to stay behind. If you have to make arrangements for someone else to collect your child then please inform the class teacher ASAP.

Educational Visits

On occasions, learning will take place outside the school grounds in the form of an educational visit. Learning through first hand experiences is extremely valuable and will often become your children's most memorable part of their education. If your child is taken off the school premises, we will give you plenty of notice and will ask for written permission to take your child off site. If consent is not given we will be unable to take your child and they will remain in school.



EYFS Pot

We kindly ask for a small donation of 50p per week towards the EYFS Pot. With this money the EYFS team plan and arrange a range of exciting activities in the classroom to enhance learning even further. This could be anything from sunflower seeds, rice, spaghetti, soap flakes or even ingredients to do some baking.

The Early Years Foundation Stage Curriculum

The Early Years Foundation Stage (EYFS) starts at birth and continues until the end of the Reception year. There are four themes to the EYFS:

- **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.
- **Enabling environments** – Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners and parents and carers.
- **Learning and development** - There are seven areas of learning and development. All areas of learning and development are important and interconnected. Each area of learning and development is implemented through planned, purposeful play.



There are seven areas of learning and development and are split into two sections:

The Prime Areas	
Personal, social and emotional development	<ul style="list-style-type: none"> • Self-regulation • Managing self • Building relationships
Communication and language	<ul style="list-style-type: none"> • Listening, Attention and Understanding • Speaking
Physical development	<ul style="list-style-type: none"> • Gross Motor skills • Fine motor skills

The Specific Areas	
Literacy	<ul style="list-style-type: none"> • Comprehension • Word reading • Writing
Maths	<ul style="list-style-type: none"> • Number • Numerical patterns
Understanding of the world	<ul style="list-style-type: none"> • Past and Present • People, Culture and Communities • The Natural World
Expressive arts and design	<ul style="list-style-type: none"> • Creating with materials • Being imaginative and expressive



Activities are planned around a long-term topic plan and also to reflect children's interests and individual circumstances in order to provide each child with a challenging and enjoyable experience. All curriculum plans are available to view on the school website.

Working closely with Nursery class

Our EYFS at St Mary's is made up of a Nursery class and a Reception class. Both classes follow the same topics and throughout the year will join together for various projects, play sessions, visitors in school and trips out of school.

Your Child's Progress/Reports

During your child's time in EYFS at St Mary's, they will have a special Learning Journey book which will document your child's achievement as the year progresses through photographs, observations and their creations. Learning Journeys are used to monitor the skills that your child is developing and records what your child has said or accomplished during their play and exploration. This enables staff to plan effectively in order to meet children's individual learning needs and next steps/targets, showing their progress along the way. It also serves as a reminder of the wonderful experiences children have and highlights discoveries that they make.

Throughout the year there will be opportunities for you to discuss your child's progress with the staff. You will be invited to parents evenings twice a year. Our school has an 'open-door policy' and parents are welcome to talk to teachers at the start and end of the school day. We believe that children progress well when parents and staff work together and share information. If you feel that your chat with teachers may take longer than a minute or so, please book a meeting with either the main school office or your class teacher.

We hope your child will have an enjoyable time with us and we look forward to meeting and getting to know you and your child.

And Finally

We hope that you and your child enjoy your time as part of our School community. Welcome to St Mary's Catholic Primary School. ☺

