



Boxgrove Primary School

Welcome to Squirrel Class





If you wish support to your child to be ready for starting school, here are some things you can do to support them:

#### **Home support with transition**

Dressing and undressing themselves  
Put socks and tights on  
Put shoes on correct feet  
Put coat on and begin to do up zip  
Hang coat up by the hook

#### **Using the Toilet**

Go to the toilet by themselves  
Wipe own bottom  
Wash and dry hands

#### **Lunch time**

Eating with good table manners  
Using a knife and fork  
Sharing and taking turns  
Drinking out of a cup without a lid

#### **Sharing toys and being prepared to take turns**

Work together to tidy up toys and understand we put toys back where they belong  
Saying please and thank you  
Understand simple rules  
Look after their own belongings

#### **Skills needed to help in the classroom**

Holding pencils, crayons and brushes with correct grip  
Handling scissors safely and cutting with correct actions  
Being able to sit quietly and listen for short periods of time  
Being able to recognise their own name

Enjoy your summer holiday and we look forward to seeing you in September!



#### **Starting School**

Starting school is a very special time in a young child's and parents/carers life. We all want to see our children happy and settled and a good start to school is important for long term social and educational benefits. At Boxgrove we do everything possible to help our Reception children settle in and feel safe. A key aim to our transition is to support the child and family to feel comfortable and safe in their new environment and ensure that we communicate and collaborate as much as possible. This in turn will help the child to feel secure, confident and in a position to tackle the challenges ahead.

Parents play a key role in supporting their child to feel comfortable with the transition process. It is important that children and parents are given opportunities to familiarise themselves with the school environment so they can start building relationships with the key members of staff. Parents and carers need to have clear information about what will be happening and what their role will be in the process.

We know that starting school may be tricky for some children after a break from nursery during lockdown and the summer holidays we will work with you to support your child to have a smooth transition.

#### **A reminder of the arrangements for September**

Their first day of school for children in Reception will be on Monday 7th September. Ordinarily, we would be welcoming children in full-time at the start of the year if you felt that was appropriate for your child. However, given the lack of opportunity for visits before term starts, we have planned a phased approach to the start of term.

Monday 7th: 9.15am-11.15am (if your child is particularly anxious you are welcome to stay with them for this session.)

Tuesday 8th: 9.00am -11.30am

Wednesday 9th: 8.45am -1.15pm

Thursday 10th: 8.45am -1.15pm

Friday 11th : 8.45am -1.15pm

From Monday 14th the children can be in school for the whole school day. If you feel that, your child will not be able to cope with this, or if you would like your child to attend school part time, please speak to us. Given the unique circumstances, we can be more flexible around your child's needs.

## Current Organisation

In September 2020 Squirrel Class will be a mixed Reception, Year 1 and Year 2 Class

The staff working in Squirrel Class will be:

Miss Kitty Bertrand: Class teacher

Mrs Sheri Halfacree: PPA teacher

Mrs Desiree Goodchild : Teaching Assistant

Mrs Meg Brackley: Teaching Assistant.

Mrs Emily Squires: Teaching Assistant.

Not all of these adults are with the children all of the time. There will usually be three adults working with the children at least one of these will be a teacher.

## Routines

### The School Day



Morning class doors open at **8.35am**

Gate closes and Register marked at **8.50am**

Pick up at end of day at class door **3.15pm**

**Please do try and be on time for pick up as children can become anxious if no one arrives for them. If a different person is going to collect your child , please let the class teacher know. We will NOT release a child to any unknown person, unless we have been told.**

If your child is unwell please contact the school office before 9am on: **773309 (The office is manned from 8.00am.)**

### Food and Drink



The children are provided with free fruit every day. They can take the fruit at any time, unless involved in an adult led activity, although we do stop for a specific snack time mid morning too.

Milk is free until your child turns 5. If you wish your child to have milk Mrs Sheehan has the relevant forms in the office.

Water bottles are provided as your child starts school. They are returned daily for washing and refilling.

Lunches are eaten in 1 of the 3 classrooms or our community room. Your child always eats in the same room. They are supervised by an adult and are supported by their peers. Children in Reception, year 1 and year 2 are entitled to Universal Free School Meals and we encourage to take this option for your child. Please help them with this by ensuring they are confident with a knife and fork before they start school.

Below is a typical day in Squirrel Class in the first term of Reception:

**8-40-8.50:** arrive and settle

**8.50-9.15:** settle and focused time with adult for 1:1 name/numeral writing

**9.15-9.30:** adult input as whole group (number focus)

**9.30-10.00:** child initiated learning with a number focus

**10.00-10.10:** snack and drink

**10.10-10.30:** phonics

**10.30-10.45:** playtime

**10.45 - 11.00:** child initiated learning with a phonic focus

**11.00-11.35:** outdoor learning (large equipment/bikes/ exploration)

**11.40-12.10:** reflection time, story time (home /lunch)

**1.00-1.30:** reading skills: everybody reading in class

**1.30– 2.30:** child initiated learning (topic focus)

**2.30-2.45:** afternoon playtime with Years One and Two

**2.45-3.15:** story/music/circle time and packing for home time.

### How do you encourage and teach positive behaviour?

Many of the strategies we use in school are based on good parenting techniques.

Within the first two weeks, the class will agree a set of “we are great at...”. They will be involved in setting these ways of working, using stories and role play as a starting point. Children will be praised for following these.

If children subsequently forget these and behave inappropriately there are a number of steps we use.

1. Remind child of the rules and support them to apologise and return to the activity
2. Remove child from activity or situation and support them to apologise and back into new area or different activity

Of course each child is an individual and reacts and behaves in different ways. In a school community it is vital that the boundaries are clear, concise and consistent, to ensure the children can access and maximise their academic learning.



### What will my child be learning?

Government and early years' professionals describe the time in your child's life between birth and age 5.



This is a very important stage as it helps your child get ready for school as well as preparing them for their future learning and successes. From when your child is born up until the age of 5, their early years' experience should be happy, active, exciting, fun and secure; and support their development, care and learning needs.

Nurseries, pre-schools, reception classes and child-minders registered to deliver the Early Years Foundation Stage must follow a legal document called the Early Years Foundation Stage Framework.

Learning in the Early Years takes place through a rich, play-based curriculum, and is based very much on the children's interests. Learning opportunities are offered inside and outside – encouraging development through active exploration and physical activity.

The curriculum is designed to meet all seven areas of learning described in the 'Early Learning Goals':

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



The Early Years Curriculum states that children should learn indoors and out, and make choices and decisions about how and where they wish to learn. This helps to foster independence and allows children to make links in their learning.

Your child will spend part of each day involved in short focused adult led activities, especially in phonics and number learning. Initially these input sessions will be very short, with opportunities to carry on the learning in a very hand-on way, throughout the learning environment.



### What if my child is ill or upset during school?

If your child becomes poorly or has an accident that requires further medical attention, during the school day, we will call you. **Please make sure we always have up to date contact details in the office.**

If your child has a minor accident in school, they will be treated by our trained first aiders and a note made in our school log. If the injury is to the head, you will receive a note home.

If your child is sick, please ensure **they stay at home for 48 hours** after the last bout of vomiting or diarrhoea. This ensures that we prevent the spreading of germs to children and staff.

If your child becomes upset for any reason, they will be shown the compassion and understanding that you would provide at home. We will allow children time to calm down, explain their worries if possible and reassure and comfort. If your child is regularly upset, we will of course communicate our concerns with you. Often it can be a sign of tiredness or the onset of illness or possibly be a reaction to a change of circumstance.



### What if we are concerned or need to speak to the staff?

Children who can see open, friendly communication between home and school, settle much more easily and feel secure within their setting.

- With this in mind, we are always available in the morning for a quick chat. We are often able to put parents minds at rest very quickly, and you can go about your day feeling happier!
- If it is clear that we will need a longer discussion, the class teacher can always see you at the end of your child's day or if necessary schedule a meeting.
- It is very important that you address issues with us directly. We cannot deal with problems or concerns if we do not know about them.
- Equally if we need to speak to you about a concern, we will raise this as soon as possible.

It is only by building an honest, open and respectful line of communication, that the home school partnership can flourish.

## Toilets



Your child will be able to go to the toilet as and when they need to go. They are close to the classroom and in the first few days, we will ensure that we have “toilet stops” to make sure everyone is certain where to go and how to sign or ask an adult.

In the case of a child wetting/soiling their pants, they will be offered clean pants and uniform. We are not able to change or clean your child. Soiled clothing will be sent home in a carrier bag, with no fuss. Please ensure you return the spare clothing. It may sometimes be necessary for us to contact you to help with the cleaning and changing.

It is often the case that children become so absorbed in their learning, they forget to go to the toilet. Please do not worry if your child has the odd “accident”.

## Settling in and saying Goodbye.

In the first couple of weeks we understand that you will wish to ensure your child has settled before saying goodbye to them, though please remember that our day starts at 8.50am. As you start to feel your child managing this more confidently, begin to make the steps to separate at the classroom door. We expect the children to independently put away their belongings and will be training them to do this.

By the end of the first half term, we will start to stand at the classroom door and bring the children in on their own. This may seem like a big step, but most children are surprisingly ready and able to do this. Of course there are always exceptions and we are sensitive to the needs of the individual child.

If your child has been particularly upset in the morning, we will always phone to let you know that they have settled. It is often the case that children are quickly distracted by a busy classroom.



## Reading Books

Your child will bring a book home to share within the first week of school. This will be accompanied by a record book for you to write comments in about how they tackled the book. Your child will share a book in school, with an adult at least three times a week.



## How will we know what is going on in school?

We have a variety of communication systems in place, all designed to keep you as informed and as involved as possible.



1. **Check book bags daily** for letters.
2. Blue newsletter sent home on Friday with news and dates and are uploaded to the school website.
3. Communication board outside classroom, check on drop off and pick up.
4. Half -Term topic letters to tell you about learning and key dates.
5. We are always available if you are ever unsure about anything, just ask!



## How will we know about our child's progress?

We will always try and share anecdotal information with you about your child's development, but also have several formal opportunities for you to meet with the teacher and discuss progress.

1. Six week in 30 minute appointment for every family, during the school day, to discuss initial settling in and any concerns
2. Spring term parents evening appointment for every family
3. End of Year Report and additional Parents evening for anyone with any concerns arising from the report.