

How can we help our child get ready for school?

1. Make sure your child can put on and take off their own uniform including their coats and shoes.
2. Make sure your child is managing their own toileting and hygiene.
3. Encourage children to put away their own belongings, even if it is just their shoes and coat.
4. Have tidy up times, make it fun and time your child or have a race!
5. Practise writing their first name.
6. Practise using their lunch box, opening it up and eating within a given time.
7. Even if you are feeling anxious about your child starting school, talk positively about what is going to happen in September. There are some lovely books that you can read which explore starting school. I know Chichester library will probably have a special section!
8. Make sure "starting school conversations" are light and every now and then. Do please avoid any which start with, "What would Mrs Smyth say if she could see you.....?". It is important the children do not consider me as some distant threat!

Enjoy your summer holiday and we look forward to seeing you all very soon!



Boxgrove CE Primary School

Welcome to Squirrel Class!





Current Organisation

In September 2017 there will be 9 Year Two children, 10 Year One children and 11 Reception children.

The staff working in Squirrel Class will be:

Mrs Theresa Smyth: Full time class teacher and Assistant Head

And at different times throughout the week:

Mrs Sheri Halfacree: Class teacher—part time /PPA cover

Mrs Rosey Harris: Teaching Assistant

Mrs Whittle: Teaching Assistant

Mrs Brackley: Teaching Assistant

Mrs Ross: Teaching Assistant

Routines

The School Day

Morning class doors open at **8.40am**

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 7.45am.)



Food and Drink

The children are provided with free fruit every day.

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 or see the link on our website

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

Lunches are eaten in 1 of 3 areas Your child always eats in the same room. They are supervised by an adult and are supported by their peers. Please only pack what you know your child can eat in the 25 minutes. If not eating a hot school dinner



How do you encourage and teach positive behaviour?

Within the first two weeks, the class will agree a class charter which focuses on behaviour expectations. They will be involved in creating this charter, using stories and role play as a starting point. It will be shared with parents/carers and children will be praised for demonstrating positive behaviour.

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

1. Remind child of the charter and support them to reflect, apologise.
2. Briefly remove child from situation and support them to apologise before returning to activity
3. Provide time out in our quiet space where children spend a short time reflecting on their behaviour, before being supported to apologise and reintegrate into an 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.

How can we be involved in our child's learning and school life?

- Be ready to listen **when** your child **wants** to talk about school
- Sharing their reading books and telling stories at bedtimes
- Enjoy and support your child in their small homework task, which comes home at the start of each half term
- Do pop in to our "drop ins" to see any learning or see what your child likes to play with
- Come along to class assemblies or other class events throughout the year. We always try and give plenty of notice and other family members are welcome if you have work commitments
- Attend curriculum evenings which give an insight into a subject area
- Attend and take part in the Friends of Boxgrove fantastic events throughout the year. They always need new faces and support.

What will my child be learning?

The children in their Reception Year follow the Early Years Foundation Stage Curriculum. There are **3 Prime areas** which are considered crucial in building children's capacity to learn, form relationships and thrive.

These are: Communication and Language



Physical development

Personal, social and emotional development

There are **four specific areas**:

literacy, mathematics, understanding the world, expressive arts & 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.

Below is a typical day for our Acorns (YR children):

8-40-8.50: arrive and settle

9.00-10.00: self initiated learning with phonic/English focus

10.00-10.15: tidy, fruit and milk

10.15-10.30: adult focused session: sharing a Big Book

10.30-10.45: playtime (initial weeks separate from school)

10.45-11.00: adult led phonics session (daily learning)

11.00-12.00: self initiated learning with number focus

12.00 - 12.10: prepare for lunch **12.10 - 1.00:** lunch

1.00-1.30: quiet time: sharing books, puzzles

1.30-2.30: self initiated learning with topic focus



2.30-2.45: playtime

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

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 will be sent 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, I 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 encouraging 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 after their first week in school. This will be accompanied by a record book for you to write comments in about how they tackled the book. Your child will read in a variety of ways through the school 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 (also on 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. Board at the front of school has extra advertising of local events etc.
6. 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. Summer term: meeting about the Early Years Profile Report
4. End of Year Report and additional Parents evening for anyone with any concerns arising from the report.