

Welcome to



Reception Class
2023—2024

Parent Guide

Nurturing. Inspiring. Achieving



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Nurturing. Inspiring. Achieving

Welcome!

We are delighted you have chosen Holy Trinity C of E Academy as your child's school and we look forward to welcoming your family into our school community.

This booklet contains details of what to expect in the coming weeks as your child begins their transition from pre-school and of what to expect once school begins in September.

We hope that your child enjoyed their visits to school. We have loved meeting them all and showing them their new classroom.

Our website contains many of the forms mentioned in this booklet along with key school policies and information about our fantastic 'Friends' parent committee.

As a Church of England school, Christian values underpin and permeate all that we do. It truly matters to us that your child is happy and excited about starting school, therefore if you have any questions or concerns please do not hesitate to get in touch.

Best wishes,

Mrs Couse (Teacher) & Miss Allen (Teaching Assistant)

School belongings

School uniform

- * Green jumper or cardigan (with or without logo)
- * White polo shirt (with or without logo)
- * Grey or black skirt or pinafore dress
- * Grey or black trousers or shorts during the warmer months
- * Green gingham dress during the warmer months
- * Smart, black school shoes



School items with logo, including book bag and PE bag are available from www.ohmclothing.co.uk

PE Kit

- * Plain t-shirt and shorts (any colours)
- * Jogging/tracksuit bottoms and jumper (colder months)
- * Trainers
- * PE bag

Your child will also need:

- A book bag/rucksack
- * Named water bottle
- * Pair of wellies for outside play/learning



Please name everything! Your child's belongings are likely to go missing at some stage (jumpers left on the playground, shoes taken off in the role play area, exchanged clothes when getting undressed for PE). If they are named, we can easily return them to you. If items are not named, they will be put into lost property.

Our School Day

Once your child is attending on a full-time basis, the school day is as follows;



8.45am - 8.55am Start of the school day

The school gates onto the playground will open at 8.45am. Please arrive at school between 8.45am—8.55am. You are welcome to come into the classroom with your child to briefly settle them at an activity.

As they become more confident in school we encourage independence by saying goodbye at their pegs.



9am - 12:15pm Morning session

12:15pm—1.15pm Lunchtime

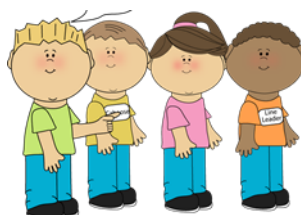
1:15pm - 3.30pm Afternoon session

3.30pm End of the school day



The school gates will open just before 3:30pm. Please wait on the main playground and we will dismiss the children one at a time through the gate.

Please give us a wave when your child is at the front of the line!



Please let us know in advance if someone different is picking up your child.

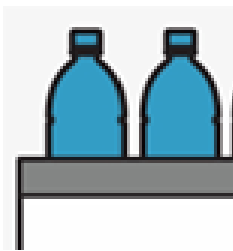
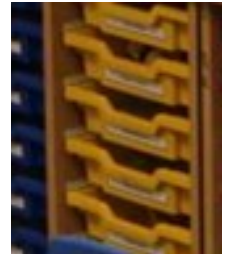
Morning routine

In Reception, when the children start school they have their morning jobs to do to get them ready for their day:



Find your peg and hang up your coat.

Put your book bag in your drawer.



Put your water bottle in the tray.

Choose an activity and say hello to your friends.



Encouraging your child to pack and carry their own book bag in the morning will help them to develop independence and can also help to distract from any early morning worries.

Lunch and snacks



Morning snack

Free fruit is provided for all children. This is a great way to encourage healthy eating habits and it doesn't take long for all children to happily eat their choice of fruit.

If you would prefer to send your child in with their own snack, please note that we ask this to be either fruit or vegetables only.

Milk is provided too - please register your child using the link below:

www.coolmilk.com/register

Milk is free for all children under 5 years, then parents have to pay a small charge.



Water Children are encouraged to drink from their water bottles throughout the day. Please can you ensure drinks bottles are filled with water rather than squash.

Lunch Children in Reception, Year 1 and Year 2 are entitled to a free school meal but this **must be ordered in advance**. Our school lunch provider is **Lataca**. In order to register with them please fill in the separate form included with this information pack.



Packed Lunches

We have a number of children in school with nut allergies so please make sure that your child's packed lunch doesn't contain any nut products (eg, nutella, peanut butter, cereal bars, etc).

Learning to Learn

A major part of settling into school is learning to deal with life as part of a larger group. Learning to share, take turns and wait for attention are all important life skills children need to develop and we need your help to encourage these positive behaviours.

At Holy Trinity, we have a positive behaviour policy based on praise, encouragement and nurturing self-esteem. We encourage children to take responsibility for their actions and behaviour and aim to work alongside families to inspire children to achieve their potential.

In Reception, our class rules are:

- * We are kind and helpful to others.
- * We look after our school and our belongings.
- * We are honest and don't cover up the truth.
- * We listen to each other and our grown ups.

We are always keen to reward positive behaviour and learning and have a variety of ways we do this within Reception and throughout the school.

From time to time children may make poor choices and will need reminders and encouragement to stay on track. If necessary, children may be given "time out" from playtime so they can calm down, reflect on what happened and change behaviours to get back on track.

Our school behaviour policy can be found on our website.



Ready for school

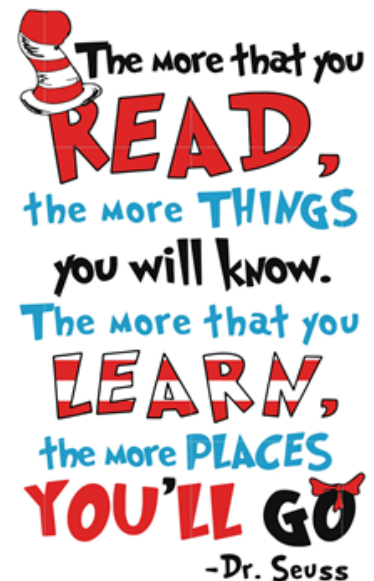
Starting school is an exciting time in your child's life, but it can be daunting for both parents and children, especially in the current climate. Our role at Holy Trinity is to keep your children safe and make them feel settled and happy in school. On the next few pages, there are some tips and practical advice about ways you can help your child to feel confident and happy about starting school too.

Early Years Foundation Stage

In Reception, children learn through a mixture of child initiated play and adult directed activities. We plan a rich and exciting curriculum that enables your child to thrive in their first year at school. Every day, the children will be engaged in quality indoor and outdoor learning that focuses on all areas of the EYFS framework and meets their needs and interests.

Learning to read!

At Holy Trinity Academy, we love to read and teaching your child to read is one of our greatest joys. In the Autumn term, we will hold a 'Reading workshop' so you can find out how best to support your child with this key life skill. In the meantime, reading regularly to your child helps to stimulate imagination, curiosity and unlocks a whole new world of words!



What if my child is upset when I leave them?

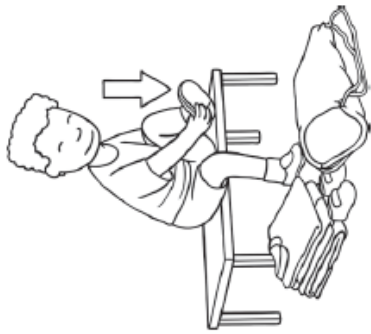
From time to time your child may get upset when you leave in the morning. This is normal and nothing to worry about - they will soon settle and we'll ring if we can to let you know everything is fine. It is easier for your child if you get into a routine of saying a quick good-bye and then you go. We promise we'll settle them and soon have them smiling again.

Things I am learning to do:

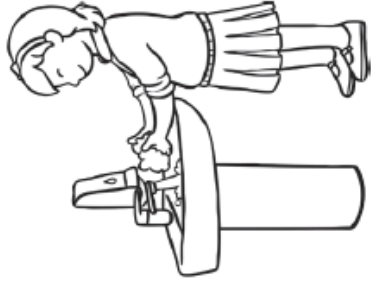
Tick the things that you can do by yourself - don't worry if there are things you can't do just yet. Maybe you could practice them during the summer! You could colour the pictures too.



Put on my coat.
 Fasten my coat.



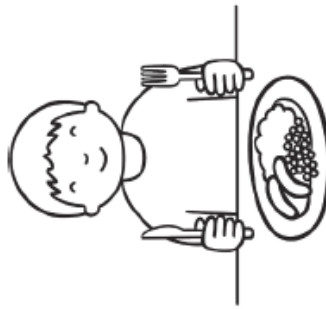
Put on my shoes.
 Fasten my shoes.



Wash and dry my hands.



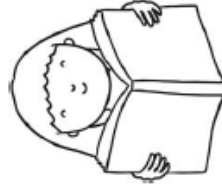
Use the toilet by myself.



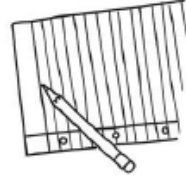
Use a knife and fork.
 Open my lunchbox and snacks.



Get dressed.
 Get undressed.



Write my name.
 Read my name.



Breakfast Club



Breakfast Club

Breakfast Club runs from 7.30-8.30 Monday to Friday. You are welcome to use this on an ad-hoc basis and there is no need to pre-book. Prices differ depending on arrival time (pre or post 8am) and whether or not your child needs to eat breakfast at school. Currently the charges are as follows:

Arriving between 7:30-8am £3.50 for child care, £4.50 to include breakfast.

Arriving after 8am £2.50 for child care, £3.50 to include breakfast. There is more information available on the school website

<https://www.holytrinitycalne.co.uk/breakfast-club/>

After School Sports Clubs

A range of after school sports clubs are also available so look out for details in the newsletter that will go out in September.



Other Information

What if my child is unwell?

If your child is not well enough to attend school please phone the office that morning, before 9.00 and leave a message. If your child has suffered from sickness or diarrhoea we ask that you keep them at home for 48 hours after it stops, to prevent the spread of infection.



What if my child has additional needs?

Before your child starts we will meet with yourselves and, where possible, their pre-school. All of your child's records will be passed on to us so we can continue providing the support that is required. If you have any concerns please talk to us!

What if my child has medical needs?

Please let us know as soon as possible. There is a form included with this pack which you can fill in.

If your child has been prescribed an inhaler, epi-pen or similar we will need a spare be kept in school.

Useful links

For children starting school this September, there are a number of fantastic website links that you may find useful. Some advice, fun activities and handy tips!

Starting Primary School:

<https://www.bbc.co.uk/bitesize/collections/starting-primary-school/1>

Tiny Happy People Excellent bank of ideas and resources for little ones:

<https://www.bbc.co.uk/tiny-happy-people>

Starting school with cbeebies:

<https://www.bbc.co.uk/cbeebies/curations/starting-school-curation>

Useful guidance and documents:

<https://www.pacey.org.uk/partnerships/starting-school-together/preparation/>



Checklist

For parents:

- Please make sure the 'Emergency Contact Form' is fully completed and returned **before 24th July 2023.**
- Order your child's school meals at least two weeks in advance.
- Register for milk **before 2nd September 2023.**
- School uniform and PE kit including water bottle, book bag and PE bag.
- Name all belongings - name tags, fabric pen or biro.

For children (see 'Things I am learning to do'):

- I can put my shoes on and take them off.
- I can get dressed and undressed by myself.
- I can go to the toilet and wash my hands independently.
- I can recognise my name (on my book bag, PE bag, clothes).
- I can eat with a knife and fork.
- I can open my own water bottle.
- I can listen to a story and sing a nursery rhyme.
- I can count from 1 - 10 and count objects.

Useful contacts

School office: 01249 812424

School email: enquiries@holytrinitycalne.wilts.sch.uk

School website: <http://holytrinitycalne.co.uk/>

School facebook page:

<https://www.facebook.com/Holy-Trinity-C-of-E-Academy-Calne-180341559332458/>

School address: Holy Trinity C of E Academy,
1 Quemerford,
Calne,
SN11 0AR

Senior Leadership Team

Headteacher: Mr Graham Shore

Deputy Head: Mr Joe Rumley

SENCO & Pastoral Leader : Mrs Pam Upton

