

Welcome to Reception



Welcome to our Reception Class

This document contains some of the information that Parents find most useful and we hope that it comes in handy for quick reference.

Start of the school day

Children can be brought into the classroom from 8.45 am onwards, provided the teacher is already there. Children must **not** be left unattended in the classroom or the playground. The children will register themselves using our IWB. The school day starts when the bell rings at 8.55, and that is when the lunch register is completed. It is important that your child arrives on time as we will go straight into our Dough Gym lesson. We are very aware about security and for this reason we will be locking the door shortly after the start of school bell. If the door is locked please ring the bell to be let in.

Arriving at school late

In order to ensure that all adults on the site are known by us we ask that if you bring your child to school late, you come in through the Reception Office area, where your child can be signed in. Parents should not be on the school site after registration unless they have been signed in and are wearing a badge.

Coats and bags

Please help us by clearly naming your child's coat. We use our outdoor space in all weathers so please bring a coat each day. We also have to walk to the KS2 hall which is in the top building and the weather often changes during the day. There is very little room amongst the pegs in our cloakroom so please do not hang bags on the pegs. The children often become upset because they cannot get to their coat when bags are in the way. Children do not need to bring a bag to school unless there is a specific need which has been discussed with us.

Book Bags

Your child will be given a book bag, school will provide the first bag but we ask that parents replace any lost bags. Your child will bring home a variety of books, either books that they are learning to read, or a book of their own choice for you to share. Your child may not have a reading scheme book until we feel his/her phonic knowledge is sufficient to start more formal reading. It is a great help if you could set aside a little time to read with your child at home, and if you have any comments these can be jotted down in the reading diary kept in your child's book bag. At times your child will bring home a phonics or maths game to play. It would be really helpful if you could fill in the feedback form so we know how they got on.

School lunches

All children in EYFS/KS1 are now entitled to a free school meal each day. There is a menu on the Parent Notice Board.

Snacks

The children have a fruit snack during the morning which is provided by the 'Five a Day Scheme'. We have water and milk available so that the children can get themselves a drink. If you wish you can send in a bottle of water to keep in school but we do ask that it is just water and not juice or fizzy drinks. We are a healthy school and ask that children do not bring sweets to school.

PE and Uniform

Your child will not need a PE kit until Sports Day which will be next summer. All children are asked to have a T shirt which is the same colour as the school team they are in. You should have received the name of their team when you were given your child's start date. We follow the LEAP PE programme and children do not need to get changed in order to do this. Please remember to label all items of clothing, especially sweatshirts and shoes, with your child's name. We often have several brand new items of clothing that go missing, they all look the same and are the same size so we cannot guarantee that lost items will be returned if they are not named.

Absences, illness and medicines in school

Your child will probably come down with a few illnesses during his/her first year at school. Unfortunately this also tends to affect the whole family. Illnesses pass from child to child very easily so we ask that if your child is ill you keep them home. Many parents tell us "he wanted to come" which is pleasing to hear, however, we ask that you think of the other families and staff who are at risk of catching bugs too. If your child has had vomiting or diarrhoea please keep them home for 48 hours after their last bout of sickness or diarrhoea as this kind of bug spreads very quickly. This 48 hour rule applies to staff as well. From time to time it is necessary for children to take prescribed medicines during the school day. When this happens, please speak to one of the secretaries in reception, they will ask you to fill in a short form and leave the original medicine container. We can only agree to administer medicine that has been prescribed by a Doctor. If your child is absent we ask that you telephone and let us know. If a child is absent and we have not been informed of the reason why then we will contact you. If you know in advance that your child will be absent on a particular day then please inform us.

Homework

Your child will be given a homework book after half term and each week there will be an activity related to what he/she has been learning. If you have any questions about homework then please speak to a member of staff.

Asthma

Brunel is an 'Asthma Aware' school and it is our policy that children with asthma should have full and immediate access to their reliever inhaler at all times. Every effort is made to support children with asthma and to promote awareness of their needs throughout the whole school. Please make sure that your child has a spare inhaler in school. Your GP will be more than happy to give you a spare inhaler to be kept in school.

Collecting Children

If for any reason you will not be collecting your child yourself, please let us know as we will not let the children go with anyone we are unsure of. We use a password system in order to ensure that children are collected by known people. *Please make sure you have provided us with a password.* If during the day you find that you will be unable to collect your child then please telephone to let us know. If you need to collect your child before the end of the day please go to the Reception Office area and they will phone down for your child. It would be helpful if you could check your contact details with Reception, especially if you have a new mobile phone number.

Tapestry

All parents should have received a link to set up their accounts. Parents of the children who attended Brunel Nursery should be able to carry on with the same account.

Wet days

On wet days please wait under the covered walkway and a member of staff will ask you to come in and collect your child when they are ready.

Teaching Assistants

Mrs Borlase, Mrs James and Mrs Bennett are our classroom assistants, they are very happy to talk to parents if Mrs Matthews is busy.

I am always available at the end of school sessions to talk to parents. It is very important that I am free to settle the children at the start of the school day. Therefore, if you have a query then please speak to one of the Teaching Assistants. If needed, they can arrange for me to speak to you after school when the children have gone home.

Mrs K Matthews

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