

INFORMATION BOOKLET FOR PARENTS

WELCOME TO



# INFANT SCHOOL

*Achieving through.....*

**Challenge adventure discovery**

Your child will soon begin school life with us in our Reception (Foundation Stage) Class. We are pleased to welcome you to Thelwal Infant School. This booklet provides you with some information about starting school, but if you have any queries, please do not hesitate to contact us, either by phone 01925 267172 or by email [thelwall.infant@thebeamtrust.co.uk](mailto:thelwall.infant@thebeamtrust.co.uk)



## Starting School

Settling your child into our school routine may take a very short time or a comparatively long time, please do not worry! We aim to achieve a happy and stress free introduction into school life. Some children will skip into school and some will be reluctant, but they will all settle in in their own time.

Staff will be at the door to greet the children. Even if your child becomes upset it is best to leave your child with the teacher or the teaching assistant. We have found that although this can be a little stressful for you as a parent it is better for your child. Prolonging the separation can cause more anxiety for the child. We will be happy to telephone you, or you may contact the school to check on your child.

You are the most important influence in your child's life and we hope to work closely with you to ensure that your child continues to develop and be happy and secure. We will always strive to build strong relationships with parents to ensure the best possible outcomes for the children.

Although we ask that parents do not come into school in the mornings, staff are always available to speak to you after school, face to face or on the phone. If you need to speak to a member of staff urgently in the mornings please telephone school and we will make sure any messages get passed on.

Our EYFS lead and Deputy Headteacher, Mrs Houda can also be contacted via email on [mrshouda@thelwallinfantschool.co.uk](mailto:mrshouda@thelwallinfantschool.co.uk).

## Our School Community

As we note in the school prospectus, we strongly believe that it benefits the child not only in their work, but also in their relationships with staff, children and the community around them, if the parents themselves keep in close contact with the school.

If you are able to come into school to help you will be made to feel very welcome especially after your child has settled into school life. This would normally be on a regular basis, joining in with play, listening to children read etc. Please let us know if you wish to help out in school and you will be advised of a convenient time or day. DBS checks need to be carried out as a matter of course, to protect all concerned.

You will be kept informed of parents' evenings and other school events throughout the year. You will also be able to access a curriculum page on our school website briefly outlining your child's activities for that term. The school website also contains important information such as curriculum information, policies, dates for the term etc.

From time to time we may ask your views on things we are undertaking as a means of helping us evaluate the work that we do.

## Daily Routine and Equipment

<b>School start time</b>	<b>8.45 a.m.</b>
Break	10.30 to 10.45 a.m.
Lunch (2 sittings)	12.15 to 1.15 p.m.
Assembly	2:40 to 2:55pm.
School finishes	3.00 p.m.

All children should have a **school book bag** which can be purchased from the school office. It is important that they have the school ones as they are designed to fit into their tray.

Children have a named peg where they can hang their coat.

If they are having a packed lunch they have a bench under their peg where they can place their lunch box.

If they are having a hot dinner they will be asked to choose their meal from the daily meal choice menu.

Children also need to bring in a water bottle which they will be encouraged to drink from during the day. Please ensure it is named and with them every day.

At morning break the children are provided with a snack of wither fruit, crumpet, teacake or toast. This is 30p per day. The charge for snack will be added to your parent pay account, which is an online payment system that we use for all school transactions. Login information for this will be sent out once your child starts school). If you do not wish for your child to have a morning snack please let us know that you would like to opt out.

If it is a P.E day the children will need to come in their P.E kit. You will be informed by their teacher which days these are.

At the end of the school day you can pick your child up from the classroom doors (glass ones under the red shelter) at 3.00 p.m. If you are unable to collect your child from school, please let the school know as soon as possible.

In order to safeguard our children we will not allow them to leave unaccompanied, with an unrecognised adult or with anyone under the age of 16. In view of this, should you wish another adult to collect your child, (e.g. grandparents, etc.) please inform the class teacher.

## The Lunch Hour and Breaks

A free hot meal will be available for those who wish their child to have a school dinner. Reception staff will stay with the children at first to help them feel comfortable with the dinner routines, Yearm2 children will then take over as part of a 'dinner family' arrangement.

Packed lunches may also be brought in if you prefer. Please ensure that all containers for foods and drinks are non-breakable if you are sending a packed lunch. We do not allow fizzy drinks or sweets. Healthy morning break snacks are provided by the school at a cost of 30p per day. The snack money is paid via our online payment system.

Unless the weather is poor, children spend their break times and part of their lunch break outdoors. Reception children usually play in their own play area at first but once they have gained a little confidence they are given access to the whole playground area. Hooded coats should always be available for the children to wear due to our unpredictable weather!

Teaching staff and teaching assistants supervise the morning break and midday assistants and teaching assistants supervise at lunch times.

## Safety Outside School

The movement of cars outside the school building can expose children to unnecessary dangers. Therefore we request that when you bring your child to, or collect your child from school, car drivers **do not use the staff car park**, and please drive and park with consideration in Pelham Road or Richmond Avenue.

## Our Link Club

We have our own onsite wrap around care provision called 'Thelwall Link Club.' Thelwall Link club provides before and after school care for children from both the infant and junior schools. Breakfast club is available from 7.30am and after school club is available up until 6pm. Please look at the link club page on our

website to get information regarding charges.

## Absences

We are required to keep registers of all absences, particularly unauthorised absences. Parents are asked to contact the school in the event of the child being absent, prior to or in the morning. This can be done by telephone or email. It is essential that parents notify the school as to the reason for absence.

Parents should not take pupils on holidays in term time. Unless circumstances are exceptional absences will not be authorised.

We ask you to ensure that your child has completely recovered after an illness before returning to school, this is usually 48 hours after a sickness bug.

## Medicines in School

It is not the responsibility of the school to administer medicines. However, we do take responsibility if your child has an illness such as diabetes or asthma, or in exceptional circumstances where it is not possible for parents to come in to administer essential prescribed medication. In these instances an administration of medication form will need to be filled in and agreed by the Headteacher. Wherever possible medicine that needs to be administered in school hours should be done so by the parent. Please inform the Class teacher if you need to do this (e.g. if your child is on antibiotics).

**Please ensure that the school is informed of any relevant medical details with regard to your child.**

## Uniform

We have a very simple school uniform which consists of a grey skirt/pinafore dress or trousers, white or red polo shirt and red sweatshirt. A school fleece and waterproof coat are also available. In summer, red and white dresses and short trousers may be worn. School sweatshirts, cardigans, polo-shirts, fleeces, P.E kits and waterproofs can be ordered using the online uniform shop.

**Please note that book bags are supplied through the school office.**

Directions for online ordering: Visit [www.touchline-embroidery.co.uk](http://www.touchline-embroidery.co.uk) .

Click school shops. Select Thelwall Infant School.

Enter password: thel4456 (all lower case with no spaces).

Payments are made online.

To encourage independence it would be best to send your child in clothes with fastenings which can be easily undone when she/he goes to the toilet.

Accidents may sometimes happen but we will deal with them calmly and without reproach.

To avoid loss and mix-ups with clothing we would **really appreciate names in all items**, particularly jumpers and smaller items like hats and gloves. Please check regularly to make sure written names have not faded away in the wash! We try our best to keep track of children's personal belongings and encourage them to use their cloakroom pegs and trays to keep things safe.

### P.E.

We have a school PE kit which can also be ordered from the online uniform shop, or alternatively they can wear any red shorts and a plain white t-shirt. All children will need trainers for outdoor PE. On P.E days the children should come to school in their P.E kit with joggers and a jumper over the top if it is cold.

### Communication

All communication with parents is done through our school app PING. You will receive information about how to login to the app. All newsletters, trip permissions, parents evening bookings etc. are done through this. Therefore it is essential that parents have this set up. We will ensure parents are supported with the setting up of this if necessary.

### Early Years Curriculum

Early years' experience should build on what children already know and can do. The early years curriculum identifies 3 'Prime' areas and 4 'specific' areas of learning.

The 3 prime areas are:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

The 4 specific areas are:

- Literacy
- Mathematics

- Understanding the World
- Expressive Arts and Design

Large amounts of learning of the children's learning is delivered through structured play. The play-based activities that we provide will help children to:

- Be creative and use their imagination
- Contribute their own ideas
- Practice a wide variety of language skills, e.g. speaking and listening, reading, writing.
- Acquire mathematical skills and concepts
- Develop cognitive skills of reasoning and problem solving
- Develop scientific concepts and skills
- Reflect on their own feelings, develop confidence and a positive self-image
- Co-operate with others and learn to value others' ideas and contributions
- Realise the importance of rules
- Provide a learning situation which is placed within a context that is meaningful and enjoyable to the child

## Reading Development

We use a variety of techniques and books to teach reading in order for children to have a firm grasp of language and reading skills.

However, you can also help your child if you take an active part in her/his reading development by sharing their book with them every day.

When your child starts school a reading book will be given to take home and share with you. These books are colour coded and we will encourage your child to change their reading book every morning, selecting a new one from the colour coded baskets. More information about the colour coding system will be sent out in September.

To allow you to comment on your child's reading progress, a home/school reading diary will be sent with your child's first book.

We will hold a meeting for parents during the first half term to go explain the way we teach phonics and reading, including how you can support your child at home.

If you have any queries about reading development, please feel free to make an appointment with the class teacher.



