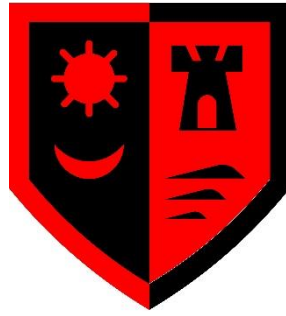


*Highbury Primary School*  
*'Valued as Individuals, Inspired*  
*and Nurtured as Learners'*



Year R - Welcome Pack



## Year R - Welcome

On behalf of the pupils, staff and governors, we would like to welcome you and your child to Highbury Primary School. We hope that the positive partnership between home and school will support your child's years in schooling.

This information booklet has been produced to help you when preparing your child for starting school.



# Starting School in Reception

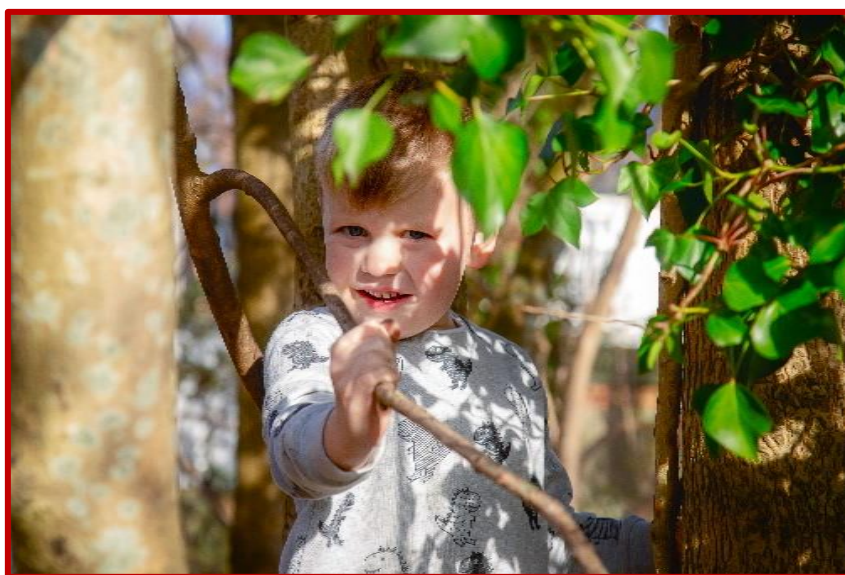
## STARTING SCHOOL

### Before the first day – some useful skills to have

Whatever your child's age, their first day at school is a huge milestone for them and for you and it is easy for them to become anxious about new routines and social situations. We will work with you to support your children so that they feel confident and see school as a positive and exciting experience. This will help soothe those first-day fears. The Reception Year is an important stage in their learning and in their development of social skills.

Here is a checklist of useful skills, which will help your child settle in quickly and become more independent:

Does your child like to.....	Can your child.....
Look at picture books with you?	Put on and take off their coat?
Look at counting books with you?	Put on and take off their socks and shoes?
Sort and count with you?	Undo and do up buttons?
Have stories read and told?	Wipe their nose?
Go for walks?	Go to the toilet and flush it afterwards?
Get up and go to bed regularly?	Wash their hands?
Spend time away from you?	Eat with a knife and fork?
Play with other children?	Speak clearly without shouting?
Help around the house?	Ask and answer questions?
Dress and wash him/herself?	Recite nursery rhymes?
Use paint, pencils, crayons?	Know the numbers up to 10?
Play with construction toys?	Recognise and name colours?
Talk to you about events?	Cut with scissors?
Do simple jigsaws?	Recognise their name?
	Recognise their belongings?



## In September

### **The first few days**

The introductory visits will help to familiarise your child with the school and some of our routines. We believe that our induction programme will contribute to a happy and positive start to school for your child. It is sometimes more difficult for parents to let go than it is for the children. On your very first day, you and your child will be invited into the classroom where the class teachers and early years' assistants will be waiting. This is a great opportunity for you to support your child and see how the class teachers work with them too. The class teacher will notify you of the time to leave before the school gates close. Throughout the year, the children are encouraged to enter the classroom independently and tears rarely last long. You will always be contacted if the need arises. At the end of the session, the children will be sent out one at a time when the Year R team can see you or who you have arranged to collect your child.

For safety reasons, we will not allow any child to leave with another adult unless we have verbal or written consent from a parent or carer. You would have already notified us of a password. This has happened in the past and can be embarrassing for both parties.

### **We will not allow anyone under the age of 16 to collect your child**

Initially, we are happy for you to bring your child into the classroom. As the term progresses, we would like you to encourage your children to become more independent and allow them to come into the classroom themselves.

### **The first few weeks**

Starting school will be a major step in your child's life and they will need time to adjust. They will undoubtedly be very tired in their first few weeks, or even for several months! The children's first few weeks at school are crucial in forming their attitude to education. You can be sure that we will be doing everything possible to make it an exciting, stimulating and enjoyable experience.

The classroom door opens at 8:30am. The early morning activities are an important part of the day. Your child will be marked late in the register if they are not in the classroom at 8:45am.



## The Early Years Curriculum - The Early Years Foundation Stage

‘I hear and I forget. I see and I remember. I do and I understand’. **Confucius**

Your child will be starting school for the very first time. This year is known as the Reception Year or Year R and is the last year of The Early Years Foundation Stage (EYFS). The EYFS has seven areas of learning. These areas of learning and development are extremely important. Three areas are particularly crucial for igniting children’s curiosity and enthusiasm for learning, and for building their capacity to learn, form relationships and thrive. These three areas are called the Prime Areas:

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

The four Specific Areas, through which the three prime areas are strengthened and applied, are:-

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design



Please click the link [For further information about the new Statutory Framework for the Early Years Foundation Stage](#)

Learning in the Foundation Stage takes a variety of forms and is carefully planned to incorporate these areas of learning. The children will have the opportunity to work with an adult, work in a small group or work independently. Children are offered ‘real life’ experiences so they can develop confidently with the skills they need to take the next steps in learning.

Opportunities across the year aim to support children’s learning by capturing their interests and inspiring them. The learning environment is set up to encourage active, curious, independent learners. Learning is planned and supported according to the needs of the individual, children are encouraged to make choices in the environment and children’s interests and motivations are supported to flourish.

# *The Curriculum at Highbury Primary School*

At Highbury Primary School, we aim to provide a memorable, engaging and relevant curriculum that meets the needs and interests of all the children to ensure that they make the best possible progress.

## Year R

The Early Years Foundation Stage (EYFS) is the statutory framework that sets the standards that we must meet to ensure that children learn and develop well and are kept healthy and safe. It gives children the broad range of skills that provide the foundation for future progress throughout school and life. These skills have been linked through a needs led and following the child's interests. This provides meaningful, relevant and memorable learning experiences for the children so they can apply their skills and knowledge to a range of experiences leading to a strong understanding of concepts. Throughout Year R there is a balance between teacher directed activities and activities initiated by the children themselves.















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Learners*

# School Uniform

The school colours for trousers, shorts, pinafore dresses and skirts are grey, red is the colour for cardigans and jumpers and a white shirt or polo shirt. Just as many people dress appropriately for their work so we would like children to dress correctly for school and feel that school uniform should be worn. This gives the children a sense of belonging to a community. School uniform can be bought from School Trends at [www.schooltrends.co.uk](http://www.schooltrends.co.uk). Uniform does not need to be branded. Black school shoes are to be worn, not trainers, sandals or ballet pumps.

You child in Year R has received a free bookbag, replacement book bags and PE bags can be ordered on our online payment Scopay system and collected from the school office.

Uniform	<p>Red jumper or cardigan with the logo</p> <p>White polo shirt with or without the logo</p> <p>Grey trousers, grey school skirt, grey pinafore, grey school shorts or grey trousers</p> <p>Summer dress - Red and White</p> <p>White ankle socks /grey tights/ grey or black socks</p> <p><b>Black school shoes (not trainers, sandals or ballet pumps)</b></p> <p>Book bag</p> 	        
PE Kit	<p>Red polo shirt</p> <p>Black shorts</p> <p>Trainers</p>	 

## General Information

PE kits and Forest School clothes should be brought into school on a Monday and taken home to be washed on the Friday so that children are able to change into their kits as and when required. For Forest School lessons, the children will need to bring suitable outdoor clothing including: old tracksuit bottoms or leggings, a sweatshirt, old trainers and in wet weather wellington boots. These will be kept in school and used when the children are accessing the outdoor environment in Year R.

**Please mark all your child's clothing.** Normally, if clothes are marked, they quickly find their way back to their owner. If your child does lose something, the first person to ask is the class teacher. Young children get very distressed when things go missing—please **LABEL** their clothes with iron on or stitch in labels as pen comes off in the wash.

**Jewellery must not be worn** to school as its loss or damage causes much upset. Large looped or pendant earrings are not permitted. Children with pierced ears should wear sleepers or studs. Please provide tape for your child so that these sleepers or studs can be covered for your child's safety during PE. Long hair must be tied back for PE.

### **Playtime, milk and snacks**

Milk will be available each day in the classroom during morning break for children in Year R. Fruit is provided for all Year R, Year 1 and Year 2 children and is shared with the class during this time.

### **Water Bottles**

Children will need to bring their own named water bottle, which they need to have in school every day. These will need to be taken home at the end of every day and brought back into school with fresh water. Bottles are available to buy from the school office.

### **Lunchtime**

School dinners are eaten in the school hall and supervised by the class teachers/Ts/Lunch Time Supervisors. Packed lunches for Year R children will be eaten in the classrooms. If your child is having a packed lunch, please write their names clearly on their lunchbox to avoid any confusion. **Food containing nuts and egg in its natural state must not be brought into school due to children suffering from severe allergies.** This includes **egg sandwiches, boiled eggs, scotch eggs, savoury eggs and homemade quiche.**

**Chocolate bars, sweets and fizzy/energy drinks are also not allowed in lunchboxes**



**As you may know, all infant school age pupils are entitled to a free school meal. In order for your child to have this, please complete the 'Free School Meal' application form even if your child may not want a school meal when they begin school.**

**What you need to do:**

**EVERYONE** needs to complete the application form whether they intend to take up free school meals or not.

Applying online will only take a few minutes and can be accessed via the following link at:  
Synergy - Enquiry ([servelec-synergy.com](https://portsmouth.cloud.servelec-synergy.com/SynergyWeb/))

<https://portsmouth.cloud.servelec-synergy.com/SynergyWeb/>

This form does require **your National Insurance or NASS number.**

**Medicines in school**

We regret that we are only able to administer prescribed medicines to pupils when a signed consent form has been completed. We are not able to administer non-prescription medication. If your child has been prescribed medicine for a condition that does not prevent them being in school, please come into the school office to complete a Medication Permission Form which you can find on the website. Medicine must be dropped off and collected by an adult every day from the school office where it will be stored.

We are only able to administer antibiotics prescribed to your child if they require it 4 times or more in a day.



## **Absences from School**

Please inform us via the Absence tab on the Studybugs App by 8:30 am if your child is absent from school. This must be completed **for each day** of your child's absence, even if your child has been sent home. If we do not hear from you, we will phone or send a Studybugs message to enquire why your child is not in school. If we still do not hear from you, this will be seen as a safeguarding concern and could result in a home visit. We monitor attendance very closely.

## **Absence for Holiday**

**PARENTS ARE DISCOURAGED FROM TAKING HOLIDAY DURING TERM TIME.**

If you plan to take your child out of school during term time, please complete a holiday form, which can be obtained from our website. The attendance regulations state that family holiday can be authorised at the discretion of the Headteacher for exceptional circumstances. This is defined by the DFE as being for a family crisis, or for families where leave can only be taken at specific times such as armed forces families.

Parents should not assume holiday will be authorised and apply for leave of absence before booking holidays. Failure to do so could lead to the issuing of a penalty notice. Under no circumstances will absences for family holidays in term time be authorised.

## **Contacting School**

The school office is open from 8.00am - 4.00pm daily. There will be a member of the office team in the school office every morning and afternoon. You can contact the school on 023 92375404.

Our preferred messaging system is called Studybugs. Studybugs provides a unique communication platform for children's health. Before your child joins our school, you will be given further details about how Studybugs works and how you can set this up.

Please do not leave urgent messages on the answer machine. If you have any questions at any time, please do not hesitate to contact the Office staff and they will be able to help or put you in contact with the appropriate member of staff.

When coming into school for a reason other than dropping off or collecting your child at the usual time, please do so via the school office. All visitors must be signed in and out to ensure the safety of our children.

If you want to contact the school via email please use:

**admin@highbury-prim.portsmouth.sch.uk**

The School address is: **Highbury Primary School, Dovercourt Road, Cosham, Portsmouth, PO6 2RZ**

## **Letters and Information**

Most letters and information will come home via Studybugs. There will be rare occasions when your child may receive information via their school book bag. Letters are also posted on the school website.

### Contact details

It is very important that we have up to date contact details for you at all times. If you change your contact number or emergency contacts please let us know in writing.

### Accessing the school

Families should access the school via the main gates at drop off and pick up times. The gates will be unlocked between 8.15 – 8.45am and again at 3.15pm. If you have to drive to school, then please park on one of the surrounding streets, **do not park or drop off on Dovercourt Road** as this road is extremely busy with children and families walking to and from school.

Thank you for your co-operation as we want to keep you and your children safe at all times.

## Involving Parents

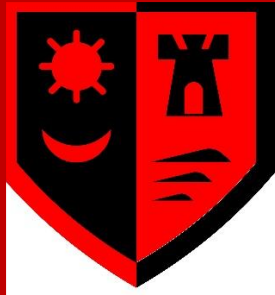
### Parent Helpers

Once your child has settled into school, you may feel that you would like to come into school to help. This may be for a short time on a regular basis or just for an occasional visit. This would be working in a different class or year group to your child/ren. You will be very welcome to help in this way with technology, cooking, sharing books, library sessions or school visits. All parents and carers who come into school to help are required to undertake a Disclosure Barring Service (DBS) check, which is something our administration team can provide you with more information

### Parents' Evenings

We value good communication with parents and carers and hope that this will be the start of a positive relationship between home and school. There will be various opportunities to meet both formally and informally throughout the year. Parents' Evening appointments will be booked through our Scopay App.





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Inspired and Nurtured  
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Respect, Resilience,  
Confidence, Kindness,  
Inclusive, Aspiration