



Walsingham CE Primary School

EYFS PROSPECTUS FOR PARENTS AND CARERS



Joining the Federation family

Welcome to Walsingham CE Primary School, part of the Pilgrim Federation of Church of England Primary Schools. Walsingham is one of four Norfolk schools who work together for the benefit of the children in all four settings. We like to think our schools are branches of one big family tree and we warmly welcome you and your child/children to our school.



Getting started

Before your child starts school there is an Admission Form that needs completing to ensure their transition is a smooth one. There is also a questionnaire designed to help the staff get to know your child before they start. Please return these as soon as possible so that we can ensure that we hold all the necessary details.

The transition process

You will have been contacted to invite your child to attend four transition sessions at the school. On the first and second day, your child will be invited for a school morning, the third will include staying for lunch and the final session will be almost a full school day. The dates and specific timings will be on your invitation. Parents and carers are very welcome to contact the class teacher at any time about their child's transition to school.

Early days

For the first week, a member of the Hedgehog staff will meet your child at the gate and bring them into school so that we can settle them in; however we ask that from week two, children come in on their own from the gate along with the other children. The member of staff on duty in the morning will relay any messages you have to the class teacher. A child's first days in school can be a worrying time for parents and many of our staff have experienced this themselves with their own children. In our experience, children settle much quicker and far better when the change of moving up to 'big school' is used as a vehicle to introduce new ideas such as Mum and Dad won't be staying with you, or being away from home all day. This new situation means the children have no prior knowledge of what happens once you are a big school child and will usually accept the changes quite readily. We often find that, when parents linger, this extends the upset for both parent and child and that the child often relaxes within minutes of the parent leaving. Children are very good at tugging at your heart strings and we are here all the way to help the children, and you, have the smoothest transition. Staff are always happy to give you a call once school has begun to let you know how your child has settled and that they are ok. Alternatively you can speak to staff at any time by phoning in and we will return your call if we are not available immediately. You may prefer to speak to staff after school, just ring the office and we can arrange this for you. Staff may be available at the start of the day but we respectfully ask that this is avoided where possible as staff will be setting up the day's activities and want to be fully ready for your children.



Practical matters

Your child will need to come to school wearing the uniform on the enclosed form. On PE days, your child should come to school in their Federation PE kit. The contents of the kit are also listed on the form. There are set timetabled PE days which you will be informed of at the start of term. Your child will be issued with a book bag during a moving up to school transition session. They will need this every day and will be given their first home/school reading record in their first week. This book is where you write down how reading at home has gone. Likewise, we will write to you in the book about reading at school.

Lunch - School dinner options are available from a termly menu and offer a hot dinner, a vegetarian choice, a jacket potato or a school packed lunch. A copy of the school lunch menu will be given to you. Children can also bring a packed lunch from home. All children in Reception qualify for universal infant free school meals but if you receive one of the benefits listed on the Free School Meals form in your pack, please complete and return the form as it means the school can get additional funding and your child will continue to get free meals.

Health - please make sure we are up to date with any medical issues relating to your child so we can ensure their needs are met in school.

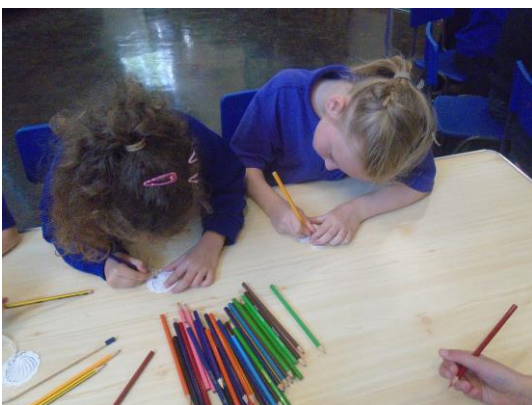
Medication - if your child needs medication whilst at school, please complete a medication form available from the office. We are unable to administer medicine without written authority from you on a completed form detailing the nature of the illness and the dose to be given. Prescription medication must be in the original box with the label showing the prescription is for the child.

Illness - If your child is ill please keep them at home. Illness quickly spreads among small children and staff! If your child has experienced sickness and/or diarrhoea they must be kept off school for a full 48 hours.

Head lice - It is quite common for children to experience head lice during their early school days and sometimes even beyond! Please be vigilant and check your child's hair regularly. It is best to keep long hair tied up. If you find head lice, your local pharmacist will be able to advise on treatments.

Uniform

Uniform can be ordered from the school office and must be worn. Please ensure everything is labelled with your child's name!



School timings

Children may arrive on site from 8.30am where a member of staff will be on duty at the gate to greet parents and children, to deal with any queries and relay any messages to other staff. Children can play on the playground and must be on site by 8.45am. School ends at 3.15pm and parents and carers collect children from the gate. Buses and taxis are available for eligible children; please speak to the Norfolk County Council transport department for more information. An application for transport can be made when you register your child for school.

The school day

Once in school, Reception children choose from a small selection of play opportunities for the first 20 minutes of the day while their older classmates complete morning work. We have registration followed by collective worship and phonics. The first lesson is usually literacy, followed by maths and afternoons are spent exploring the term's learning theme. For EYFS children, these subjects are organised into areas of learning as follows:

- Communication and language
- Literacy
- Mathematics
- Physical development
- Expressive art and design
- Understanding the world
- Personal, social and emotional development

Parents will receive regular newsletters giving information about events going on in school and learning that has taken place.



Reception children join the rest of the class for the start of the lesson and then go off to do their focussed adult-led task with a staff member (sometimes the teacher, sometimes the teaching assistant). This is regularly swapped around so the teacher has worked with all children regularly and has a good overview of how everyone is getting on. After their adult-led activity on the subject of the lesson in hand, they go for learning play. Learning play is where two thirds of the EYFS curriculum is delivered. It consists of a range of play opportunities carefully planned by the teacher to further explore the subject and themes of the topic, the areas of study that week, the children's particular educational needs and the children's own interests, where possible. The member of staff working with the children will take observational notes and photographs of what the children are learning through their play and this goes into the learning journey which tracks their development across their foundation year. Children then rejoin the class at the end of the lesson for the round up and to see how everyone has got on with the learning.



Learning play

Expect your child to spend long periods of time outside accessing learning opportunities both indoors and out. We go out in most weathers and although we do have waterproofs and some spare wellies, we do ask that your child has a warm coat that can be worn beneath the waterproof and if possible bring in a pair of wellies (named) that we can keep at school.

Reading and phonics

We use a programme called Little Wandle Letters and Sounds Revised to teach phonics and reading across the school.

Although your child will be taught to read at school, you can have a huge impact on their reading journey by continuing their practice at home.

There are two types of reading book that your child may bring home:

Reading practice book

This book has been carefully matched to your child's current reading level and will be changed once a week. If your child is reading it with little help, please don't worry that it's too easy - your child needs to develop fluency and confidence in reading.

Listen to them read the book. Remember to give them lots of praise - celebrate their success! If they can't read a word, read it to them. After they have finished, talk about the book together.

Library book

In order to encourage your child to become a lifelong reader, it is important that they learn to read for pleasure. The library book is a book they have chosen for you to enjoy together and will be swapped every Friday.

Please remember that you shouldn't expect your child to read this alone. Read it to or with them. Discuss the pictures, enjoy the story, predict what might happen next, use different voices for the characters, explore the facts in a non-fiction book. The main thing is that you have fun!

Reading is recorded in the home link book your child will receive during their first week. This is also for you to write in when you read with them at home. You will receive information on phonics and reading support at the transition meeting prior to your child starting, or shortly after arriving in school if you were unable to attend this opportunity. There will be opportunities to come into school and learn about phonics with your child's class teacher if you are unfamiliar with this or curious to know more.

Reading progress

Through the progression in phonics children learn the sounds and their corresponding letters to sound out words. This aids reading enormously and has been given greater significance on the curriculum in recent years. Children start to learn to read by simply enjoying books, sitting and looking and listening to a story shared with an adult. From there, they learn to read the pictures and work out what might be happening from the illustrations. Many children will receive picture only books as they start in Reception to build these vital comprehension skills. Phonic knowledge then begins to develop and children will begin to sound out very simple words. They will begin to bring home first word and short caption books at this time. Phonics leaflet books with simple word and caption build up practice also come home. Please try to read with your child as often as possible to support their early reading. Experience tells us that only through regular reading at home and at school do children make good progress. It is the experience of trying new skills with both the teacher in the focussed environment and at home where the brain will assimilate what it has learnt throughout the day, which secures the learning. Reading is exceptionally important but it is also exceptionally variable and we know and respect that all children learn and develop at their own pace. We urge parents to allow their child to develop at their own rate.

Preparing for school

You have already laid the important foundations for your child's learning by bringing your child to the induction sessions, engaging with the transition process and by caring for and supporting your child through their pre-school years.

There are no set things your child should be able to do by the time they enter formal schooling. However, it would benefit your child and help them get off to a good start if they already possess some basic skills.

- Dressing and undressing themselves, including shoes. Shoes which don't have laces are best!
- Managing themselves on the toilet.
- Managing their own food and drink; using a knife and fork properly.
- Managing their own personal hygiene such as nose wiping and hand washing.
- Recognising and writing their own name.
- Counting to 5 or even 10.

If your child has not mastered these skills then not to worry, we will get straight onto it, but it would give them the best start if they can and saves a lot of learning time that we can use for curriculum delivery.

Emergency contacts

Please keep our records up to date with your current contact details and that of anyone you wish us to call in an emergency. We also respectfully request that if you intend your child to go home with someone else that you let us know in advance. We take the safeguarding of children in our school very seriously and no child will leave us with another adult unless we have direct permission and instruction from a parent. So, if you make an arrangement at the school gate in the morning for a tea time play date the same day, please give us a ring and let us know.



And finally...

We are here to answer any questions you may have regarding your child's transition. Please contact your child's class teacher at any time. Useful contact numbers are below. We share the aim - to make your child's time with us as happy and successful as possible! We look forward to working with you to help your child reach their full potential.

Our school staff

Mrs Josie Sutton and Mr Henry Latta will be EYFS and KS1 Class Teachers.

Mrs Cheryl Lingwood is our Teaching Assistant for this class.

They are always on hand to help both parents and children with any worries.

Mrs Anita Wilson will be KS2 Teacher.

Mrs Vickey Guymer is the Teaching Assistant in KS2.

Miss Helen Frier is our Executive Deputy Head Teacher and Special Needs Co-ordinator and she visits all four schools throughout a week. To find out when she is in Walsingham, please ask at the office.

Mr Tom Snowdon is our Executive Head Teacher and visits all four schools throughout a week. To find out when he is in Walsingham, please ask at the office.

Useful contacts:

- Contact Mrs Sutton, Mr Latta, Mrs Wilson, Mr Snowdon and Miss Frier on the office number 01328 820265 or e-mail office@walsingham.norfolk.sch.uk