

1st Day Check List

For Parents

- Ensure that you have completed and handed in all of the forms handed out at the welcome meeting.

Relax - we will do everything we can to keep your child happy, learning and having fun!

For Children

- Have you got your labelled school uniform on?
- Have you left all of your jewellery at home (except stud or sleeper earrings in pierced ears if its not PE day)?
- Have you got your book bag ready?
- Have you got a named P.E kit in a P.E bag?
- Have you got your water bottle?
- Have you got a big smile ready?



Welcome to The Glapton Academy

F2 Parent Information Pack

Staff



Mrs Hurst
Headteacher



Mrs Eden-Smith
EYFS Lead &
F2 Teacher



Miss Haywood
F2 Teacher





























Mrs Fletcher
F2 Teacher

Phonics

We follow the Essential Letters and Sounds scheme to teach Phonics. We will provide a workshop early on in the year to explain everything you need to know to support your child with Phonics. Below are the handwriting rhymes we use to teach letter formation. Please use these to support your child to form letters correctly when doing any writing at home.

ELS - Handwriting Rhymes

ELS Essential Letters and Sounds

	Swerve around the snake		Around the ostrich's body		Down the long ladder
	Around the head, down the body		Curl around the camel's back		Swoop down the tentacles and dot the head
	Down her body and cross her shoulders		Down the body, up the arm, down the leg		Down the tongue, up the tongue
	Down his body, around his face		Around the head and down the trunk		Hop to the top, land and hop, land and hop
	Down her body, spot her idea		Under the umbrella and down to the tip		Criss-cross the kiss
	Down the bird and over the nest		Down her body, up over the arm		Under the hull and down to the anchor
	Meerkat, mound, mound		From his head to his feet, up and over his back		Zig and zag
	Over his back and around the tail, up his neck and down to his feet		Down the person and around the wheel		Around the feather and down the pen
	Start at his ear, around the face and down the beard		Over the ear, down to the tail and across the jaw		

Helping to prepare your child for school

Encourage speaking and listening

Most of the EYFS curriculum is dependent on an ability to speak and communicate well.

Our curriculum requires children to be able to develop their own narratives and explanations, recount experiences, talk about their likes, discuss similarities and differences, ask for help when needed, speak in a group, demonstrate their understanding of concepts and use everyday mathematical language to describe and solve problems,

There are many simple things that you can do at home to help your child to develop their speaking skills prior to starting school to enable them to access the curriculum as effectively as possible.

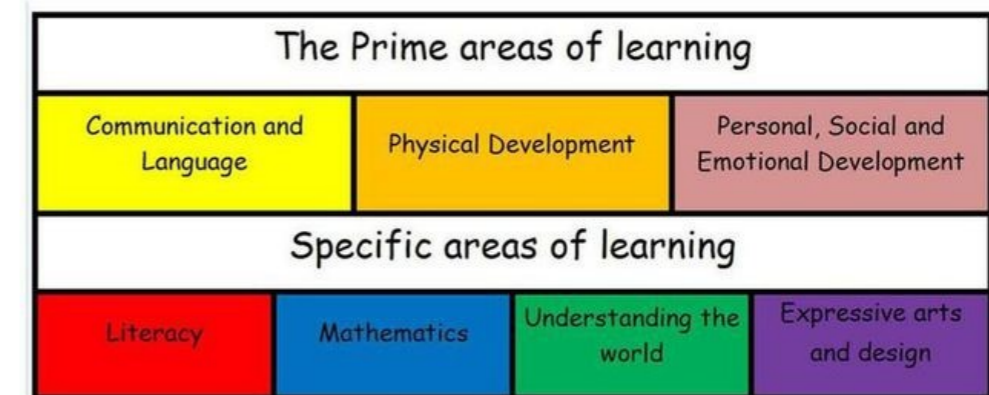
- Play **with** them regularly - through play, you can model role playing, turn taking and story telling and introduce new vocabulary and experiences to children.
- Involve children in your regular daily routine and talk about the ordinary things you do each day e.g. Offering explanations while making dinner or doing the washing together.
- Go out for walks and discuss what you can see and hear. This is an ideal time to immerse children in new vocabulary. Children are curious and will want to learn about the world around them. Take time to answer their questions.
 - Recite nursery rhymes and sing well known songs together.
- Read books! By the age of 5, a child who has been read to every day will have been exposed to almost 80, 000 words.

Learning and Development

The foundation stage begins when children reach the age of three and many children first attend some form of pre-school or our nursery. Children are admitted to school at the beginning of the Autumn Term. They attend the Foundation 2 (F2) classes which is the last stage of the foundation stage.

The foundation stage is a distinct stage with its own 'Early Learning Goals'. There are 17 Early Learning Goals which the children aim to achieve by the end of foundation stage.

This comprises of 3 Prime Areas and 4 Specific Areas.



Children start to develop their literacy and numeracy skills. Through drama, music, creative and physical activities they are encouraged to develop a wide range of social and motor skills. These areas will be planned for and taught through a mixture of adult led activities and child initiated play. We have high expectations, but are sensitive to the fact that children are of mixed abilities and need to develop at their own pace. Our overall aim is to make learning fun and enjoyable.



Characteristics of Effective Learning

In addition to the Early Learning Goals, children will also be supported to develop the following skills to help them to become effective learners.



Playing and Exploring—Engagement

Finding out and exploring	Playing with what I know	Being willing to have a go
I am curious about objects, events and people	I pretend with objects	I initiate activities
I use my senses to explore the world around me	I represent experience when I am playing	I seek challenges
I engage in open ended activities	I pretend to be someone else when I am playing	I have a 'can do' attitude
I show particular interests	I act out things with my friends, family and teachers	I take risks, engage in new activities and learn from 'trial and error'

Active Learning—Motivation

Being involved and concentrating	Keep on trying	Enjoy achieving what I set out to do
I can focus on an activity for a period of time	I keep on trying when something is challenging	When I meet a goal I am satisfied
I find some things fascinating	If something is difficult I try harder and try different approaches	I am proud of how I do things (not just the end result)
I am not easily distracted	I bounce back after activities	I enjoy challenge for my own sake, not just for praise and rewards.
I pay attention to details		

Creating and Thinking Critically—Thinking

Having my own ideas	Making links	Choosing ways to do things
I think of ideas	I notice patterns and make links between experiences	I plan how I will solve problems and I make decisions
I find ways to solve problems	I make predictions	I think about how well my activity is going
I think of new ways to do things	I test my ideas to see if they were correct or not	I change how I do things sometimes
	I think about grouping, sequencing and cause and effect	I think about how well my approach worked

Helping to prepare your child for school

Talk to your child about starting school - Use our welcome booklet for children to help your child understand what will happen during a typical school day.

Help them to become more independent - Allowing your child to get dressed, take their jumper on and off, put on their coat and shoes on their own and go to the toilet independently will help them massively when they start school.

Help your child to learn to recognise and begin to write their name - This will help them to find their pegs and drawers in the classroom to put their belongings away safely. It will also allow them to label their own art work with their name to ensure it can be sent home at the end of the day.

Read them stories - Develop a love of reading and help your child to develop understanding of books by asking them questions and talking about what you have read.



Snap, Crackle and Pop and Planet Play

We offer a Breakfast club from 7.30 until school starts each day, in the KS1 hall. Sessions are charged at £3.50 per day for the first child and £3.00 for each additional sibling. The cost includes a delicious healthy breakfast, which will usually be a choice of cereal, toast with toppings, fruit juice and milk or water. To book a place at breakfast club, you will need to complete a registration form which is available on the school website or at the link below, then book sessions on the School Gateway App.

https://forms.office.com/pages/responsepage.aspx?id=HCBDF7GB0EQWbJW_OwBUanHQSAkeEhAsDSI1DyLH BUM1cxTEVMRzdCWVd6RjhIMFVFVDI1NTREWS4u

[id=HCBDF7GB0EQWbJW_OwBUanHQSAkeEhAsDSI1DyLH BUM1cxTEVMRzdCWVd6RjhIMFVFVDI1NTREWS4u](https://forms.office.com/pages/responsepage.aspx?id=HCBDF7GB0EQWbJW_OwBUanHQSAkeEhAsDSI1DyLH BUM1cxTEVMRzdCWVd6RjhIMFVFVDI1NTREWS4u)

We also offer an after school club (Planet Play) which can be booked in the same way as Snap, Crackle and Pop. Sessions are £7.50 for the first child and £6.50 for each additional sibling and this included a healthy tea.

Reporting Absences

If your child is going to be absent or late, please telephone the school office or send a note to inform us. Any sickness or diarrhoea, must be followed by 24 hours absence. Children who become ill during the school day are looked after by a first aider and if necessary, parents or carers will be contacted and asked to collect the child from school. It is very important that we have a contact telephone number where we can contact you during the school day.

If you wish to take your child out of school in term time, you will need to request leave of absence in writing to the Head Teacher. You must make sure you have permission from the Head Teacher before taking your child out of school. Holidays are not authorised during term time.

Administering Medicine

We have a number of children in school who use asthma inhalers. If your child needs to have an inhaler in school please bring it in, named, to a member of staff and help us fill in a form describing your child's needs. Children with asthma will be supported by a first aider to take their inhaler if required. All teaching assistants in school have basic first aid qualifications. If your child requires other medication whilst in school please contact the school office to complete a medical administration permission form.

Toileting

Children must be toilet trained before starting school unless they have a specific medical or development need which prevents this from being possible. In preparation for starting school, you can help your child become more independent by training them to take care of their own toileting needs. Children will need to be able to pull trousers up and down, wipe themselves after using the toilet and wash their hands independently. Please ensure that their clothing is easy for them to undo to encourage their independence in toileting e.g. no tight buttons or belts. Children have free access to the toilets during child initiated time and staff will remind them to use the toilets at key times in the school day but sometimes accidents do happen. We will always let you know if your child has had an accident, either by a phone call home or at the end of the school day. We will keep spare pants in school just in case.

Working Together

We look forward to developing a genuine partnership with you over the coming years, so that together we can achieve the best possible education for your child. An important part of partnership is communication. In order to assist this at the start of the year you will be given a partnership book, in which both you and school will be able to make daily contact. We will record reading, put homework activities in and other messages too. You can send messages to us using this book and these will be checked daily.

Parent Helpers

We always need, and enjoy, having help from parents and carers. If you have any spare time, even just half an hour, please let us know. There are many ways in which you can help. Here are just a few!

- Playing games
- Baking
- Reading
- Painting activities
- Sharing skills/experiences

It is our policy that all parents regularly working with the children will have to undergo an enhanced DBS check prior to helping out in school. We are sure you will fully support this. All parents must also abide by the Parent Helper and Volunteer Policy which does mean you will not be helping out in your own child's classroom except for one off events such as a school trip.

How will I know how my child is getting on?

We have Come in and Share sessions once a term where you will be invited to come into your child's classroom for the first part of the morning to support your children in their learning and see what they are currently learning. In addition to this, we run parents evenings twice a year where you will have the opportunity to discuss your child's progress with the class teacher. You will also receive a formal school report for your child every year. You will also build up a relationship with your child's class teachers and teaching assistants who will be available each morning on the playground before school starts.

Parental Concerns

Please feel free to come and talk to us about your child should you have any concerns or if any problems arise, no matter how small you may think they are. We are always here to listen and to help. You may speak to us at the beginning or the end of the day, or if you wish you may make an appointment for a longer chat.



School Rules and Behaviour Policy

We believe that every pupil can choose to behave well and, in our academy, the vast majority do so every day. We have high expectations of pupils' behaviour and have a clear framework in place to ensure that our standards remain high.

Our behaviour system involves the use of six academy rules; a class behaviour record; paired classes; the collection of 'Dojo Points'; regular positive behaviour weeks and spot rewards such as Chance Cards, and Marvellous Manners Awards.

We also hold a Thank You Club to simply say THANK YOU to the children who keep to the rules every day over a decided period of time.

We have Six Rules that must be followed at all times and in all places.

1. I will follow instructions the 1st time I am asked.

2. I will look at, and listen to the person who is talking without interrupting.

3. I will be where I am supposed to be at all times.

4. I will show respect and care for my school and everyone in it.

5. I will move around school quietly and sensibly.

6. I will only use kind, sensible and truthful words.

Going Home

Our school day ends at 3.20. Children's safety is our priority. We dismiss the children once we can see the parent or adult that is collecting them. This may mean that at times your child is a little later leaving school but it is vital for us to be certain that all children are leaving with the correct grown up.

Please let us know if someone other than yourself will be collecting your child at the end of the day. Any child that is not collected promptly will be brought to the Reception area by their class teacher or teaching assistant. The office staff will call you to let you know that they need collecting.

Reading Books

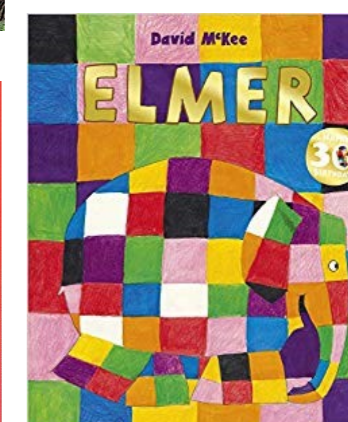
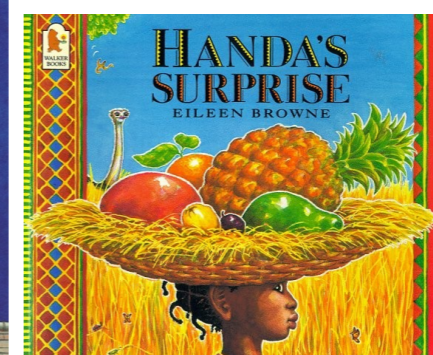
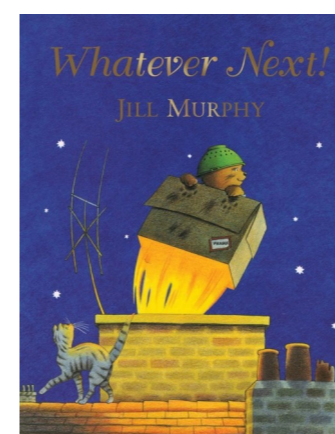
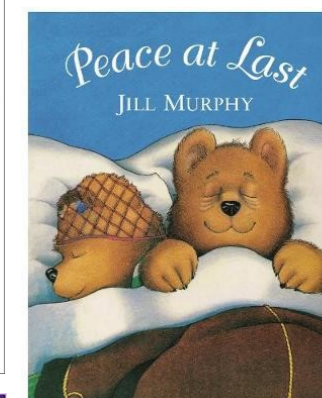
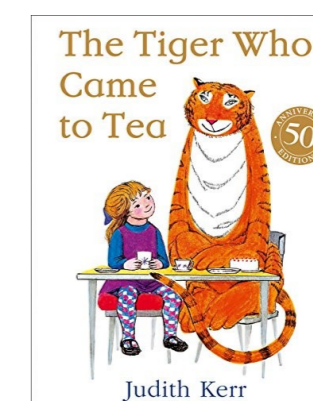
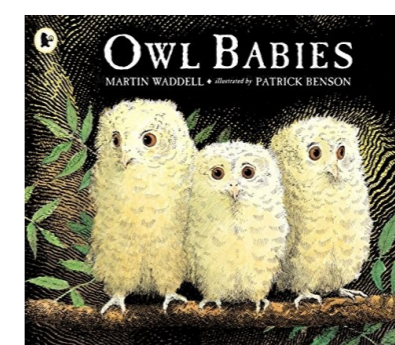
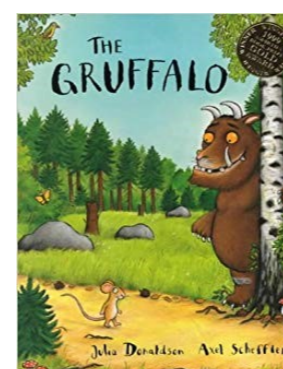
Children will start off with a sharing book. This is a book with pictures and no words. Share the book with your child and encourage them to talk about what is happening in the pictures or make up their own story using the pictures. Once they are able to blend and segment simple words, they will be given a reading book. Your child will also be assigned books on Oxford Owl. You can find details on how to sign up for Oxford Owl by following the link below.

<https://www.glaptonacademy.co.uk/wp-content/uploads/2022/01/How-to-Oxford-Owl-1.pdf>

You will be given a partnership book to record comments in when you share/read a book with your child. Practising reading at home is invaluable!

Ensure you also spend time reading to your child. Share a story at bedtime and encourage them to develop a love of reading. This is so important!

Here are some stories we would recommend.



Lunchtime



Children will be provided with a hot school dinner as part of our dining system. The school dinner will be free of charge until they reach the end of Year Two. Children will have a choice of what to have for lunch which will be noted at registration. Please help them choose BEFORE they come to school so that they can tell their teacher. Children are encouraged to eat all of their lunch and try foods they might not usually have. When children have finished eating their lunch, they will walk from the dinner hall to the playground where they will have time to run around and play before lunch time ends at 1 o'clock when they will return to their classrooms for the start of the afternoon session.

A sample dinner menu can be viewed on our website, at the

link below.

[April.May-Menu-Glapton-2-Page-Menu.pdf](http://glaptonacademy.co.uk/April.May-Menu-Glapton-2-Page-Menu.pdf)
(glaptonacademy.co.uk)

Milk

All children will receive a free carton of milk each day until the term of their 5th birthday. After this, milk can be purchased at a small cost. **You will need to apply online using the following link to receive this milk.**

https://www.freshpastures.co.uk/parent_register.php

School Milk UK may also be contacted by phone 01924 908499.



Benefits-related Free School Meals/Milk

If you are in receipt of qualifying benefits you may be eligible to claim for free school meals/milk, please click on this link to apply:

[Nottingham City Council Pupil Benefits](#)

National Fruit Scheme

All children will also get a piece of fruit each day up until Year 2, free of charge. A selection of fruits are offered throughout the week and children can access this from the snack table whenever they feel hungry during continuous provision time.

Water bottles

In addition to this, your child **must** bring a bottle of **water** to school, clearly labelled with their name, which they can access at any time during the day. A medical or dietician note will be required for anything other than water.

School Uniform Policy

We expect all of our children to be in full uniform every day.

- **Red** jumper or cardigan containing the school logo
- **White** polo shirt with the school logo
- **Grey** trousers, shorts, skirt or pinafore
- **Red** gingham summer dress
- Plain red, black, white or grey tights
- White or grey socks for girls
- Grey socks for boys
- **Black** shoes (not trainers or plimsolls)
- No nail varnish
- Earrings should be **plain gold/silver** studs and a watch can be worn **when a child can tell the time**
- Long hair should be tied back with plain, simple bobbles and headbands in line with school colours

Please ensure that your child's name is in all items of clothing. Sometimes items of clothing do go missing and it is a lot easier to find them if they are clearly labelled! Your child will be taking part in lots of interesting and sometimes messy experiences, even though aprons are available they may come home a little dirty!

Please give your child opportunities to practise getting changed on their own at home before they start school in September.



Information on our school uniform and options for purchasing can be found on our website - full details can be found here:

<https://www.glaptonacademy.co.uk/parents/uniform/>

We ask that children bring only their book bag and water bottle each day, any larger bags and rucksacks are not permitted.

The School Day

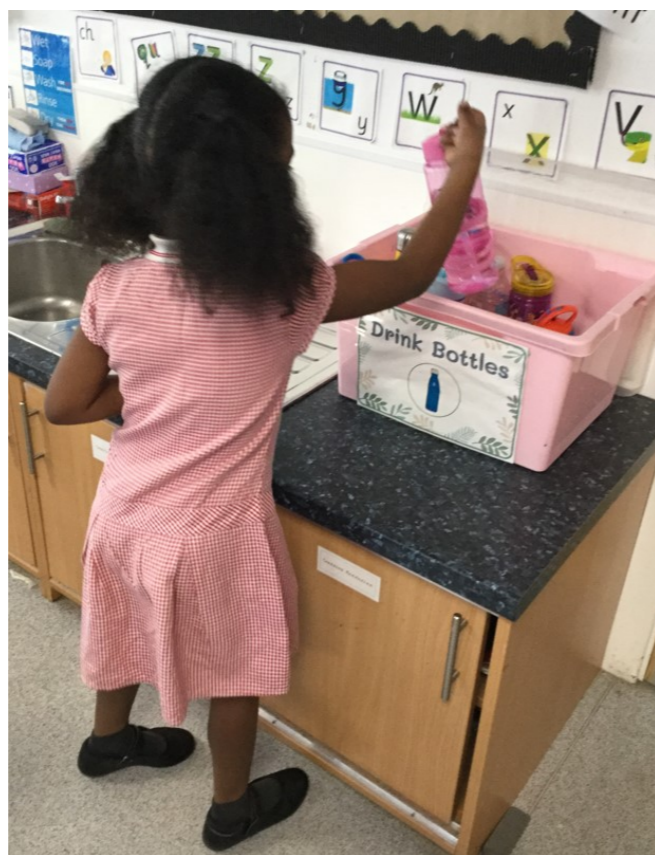
Arriving at School

At the start of the day, you should line your child up with their class on the KS1 playground. Teaching staff will be out on the playground from 8.40 am and are available during this time to speak to both parents and children. The bell will ring at 8.50 am and the class teachers will take their class into school. Parents should say goodbye to their children on the playground.

Any children arriving after this time should be taken to the school office and signed in.



The children will then go into the classroom, hang up their coats, put their belongings away, and sit on the carpet for registration.



Classroom Set Up

The two F2 classrooms will be run as a unit. When the children are not working with an adult on a teacher led activity, they will be able to move freely between both classrooms and the outdoor area where there will be a range of activities to enable them to learn through play in their new garden.

Adults will be in these areas to facilitate play with the children and to observe their progress.

Children will play outside regardless of the weather. Please provide wellies in winter and sunhats and sun cream in summer!

The School Day

The school day is a busy one and will be similar to the example below.

8.40— Children line up with their class on the playground

8.50—Children are taken into school by their class teacher.

8:50 - 9:00 Register is taken.

9.00 - Phonics session

9.20 - Teacher Led/Continuous Provision activities.

10.00 —Assembly (Children will attend a celebration assembly on a Friday)

10.30—Maths Input

10.45—Teacher Led/Continuous Provision activities

11.30—VIPERS and rhyme time

12.00 - Lunchtime

1.00—Registration/Teaching Input

1:30—Teacher Led/Continuous Provision activities.

2.45—Name practise

3.00—Story Time

3.15—Home Time



PE

Children in F2 will also take part in a teacher led PE session at least once a week. This is a major part of their physical development and it is important that they take part each week. Children must have the correct PE kit in school each day to enable them to take part. These should be in a clearly labelled bag and brought to school on a Monday then taken home each Friday to wash.

- **Black** shorts/Black jogging bottoms or leggings in winter - **NO LOGOS**
- **White** t-shirt
- Trainers or plimsolls
- Earrings must always be removed. They may only be covered up on PE days if ears are newly pierced.

Although there will always be an adult available to support your child in changing for PE, it is important that they begin to develop skills in dressing themselves. It is expected that all children will be able to dress independently and to begin to manage buttons and zips by the end of the year.