



*In our school we are respectful and kind.
We take responsibility for our own
actions and help each other to make the
right choices.*

Contact Us

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PARENTS HANDBOOK

Foundation Stage



EYFS
2021-22



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Principal's Welcome

Dear Parents and Carers,

Welcome to our school community! We hope this handbook will be helpful and give you all the information you may need to answer your questions around starting school.

At the Infant Junior School and Camp Education we have an 'open door' policy, staff will be happy to answer your questions or to explain anything that is unclear. Our Foundation Stage staff work hard to make sure that your child's first years at school are happy and enjoyable. We're sure that your child will enjoy their experiences but if there is anything you would like to discuss, please don't hesitate to speak to us.

This booklet includes ways that families and staff can work together to make your child's stay with us happy and productive. We look forward to building a strong and positive relationship with you and your family so you can be fully involved with our school and your child's education.

Anne Milston
Principal.





Hello, my name is Pete the Pirate.
I am here to answer any
questions you might have about
starting nursery or school.

Hello, my name is Fiona the Fairy. I am here to
help guide you through this booklet. I imagine
that you are very excited about starting school.
Shall we get started? Have a look at our aims
below:



In the Foundation Stage our aims are to:

- Provide a happy, safe and attractive environment in which everyone is made welcome.
- Offer the best educational opportunities for every child in a planned and stimulating way.
- Develop a caring, supportive attitude between staff; to work together as a team; to encourage staff to develop themselves professionally and personally.
- Establish a mutually supportive partnership with parents, family and community and to work together to encourage children to take a full role in their school community





What will the children be learning?

We organise and plan learning opportunities within the Foundation Stage based on the latest UK Government guidance for the Early Years Foundation Stage (EYFS). This offers a balanced curriculum with play activities related to the seven areas of the Foundation Stage.

Personal, Social and Emotional Development

making relationships; self-confidence and self-awareness; managing feelings and behaviour

Communication and Language

speaking; listening and attention; understanding

Physical Development

moving and handling; health and self-care

Literacy

reading; writing

Mathematics

numbers; shape, space and measures

Understanding the World

people and communities; the World; technology

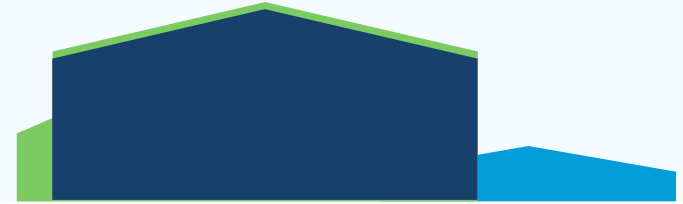
Expressive Arts and Design

exploring and using media and materials; being imaginative



Our curriculum is delivered through carefully planned and monitored play activities which are aimed at encouraging your child to interact with others and the environment around them. The ways in which a child engages with other people and their environment are referred to as 'characteristics of effective learning'. They underpin learning and development across all areas and support your child in becoming an effective and motivated learner.

Over the year, children will develop and refine these characteristics by engaging with different experiences, finding out for themselves and exploring, playing with things that are familiar to them and being willing to have a go! They will be motivated to be involved, develop their concentration and skills of perseverance. They will also develop their critical thinking skills by making links in their learning, choosing their own ways to do things and have the chance to adapt their learning.





What sort of activities are on offer?

Work and play are often centred on a theme, or topic; the topics cover all the areas of learning. Activities may be indoors or outdoors. The activities could include:

- Adult focused activities – where staff work directly with a group of children
- Adult initiated activities – staff set out activities for the children to participate independently – for example a table set with natural materials and microscopes to look carefully, then paper and pencils for drawing what they see.
- Child initiated activities – children can choose from the equipment available to them – the home corner, boxes with bricks, cars and road maps, playdough.

Staff will support and extend the children's learning through carefully chosen interaction.



What are the class times?

FS1 & FS2 are located in the grounds of Stanley House. Our times are:

Morning Session

8.45am – 11.45am

Afternoon Session

1.15pm – 3.15pm

To avoid accidents in the playground, parents or carers must always supervise children before and after these times.

Please close the playground gates to help us keep the children safe.





How does the school keep in touch with parents and guardians?

We are committed to working with parents and carers and work to build a good relationship so that together we can best support your child's development.

We keep in touch through:

- Home/school link book, used to send messages between home and school.
- Talking about any concerns when you drop your child off or collect them. (The start of the session is often very busy if you would like the chance to discuss something in more detail please arrange a time with the teacher.)
- School newsletter keeps you informed of whole school matters.
- school website www.primary.ac.fk will keep you up to date with events and celebration of children's successes.
- Parents are invited to share your child's Learning Journey with photos and observations on activities they have participated in throughout the year.
- Written report at the end of the school year.
- Written messages will be distributed or e-mailed about events or meetings.
- Observations of your child's learning, taken using evidence me app, are emailed to parents.



How can parents and carers help their child at home?



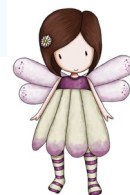
In the early years, children are learning all of the time! They learn by doing things for themselves and by seeing others do things. They learn best when learning is fun and playful. Being able to play together, to share toys and space with other children, to take turns and to listen are important social skills that will all contribute to a child's success as they embark on their learning journey.

Here are some suggestions for you to try at home:

- **Talk** with your child: say/sing nursery rhymes, simple action songs, talk about things that interest your child (e.g. animals) about things around you, about things you see in town. Play word games such as "I Spy", Point to words in the environment and talk to your child about what they see e.g. shops and road signs, notices in the supermarket and signs around the house such as 'on', 'off', 'hot', 'cold', 'push'. Put magnetic letters on your fridge and make simple words. Point out familiar words on cereal packets, labels etc.
- **Play** with your child: not only will your child learn important social skills such as taking turns, they will also increase their vocabulary. Try sorting games, play snap, picture dominoes and jigsaws. Drawing, using paint, colouring in with crayons, making models with play dough and plasticine all encourage hand control.
- **Listen** to your child: answer their questions. A child's questions show you how they are learning to fit together new ideas and skills and so increase their knowledge of the world around them.



- **Encourage** your child to listen to and understand what is being said to them. Their ability to learn effectively relies on being able to understand the spoken word e.g. to follow instructions. Ask your child to carry out simple tasks such as “Please bring me the book off the table”, gradually increase length and complexity to build up to “Please take off your hat and coat and put them on the chair in the kitchen, then come and sit by me while we read a story”
- **Read to** your child. Children enjoy listening to stories and sharing a book with an adult. Point to the words as you read them, it helps them to make the connection between the written and spoken word. By allowing your child to see you reading and by sharing books with your child, you are showing them the value of reading, the entertainment and enjoyment that can be gained and so to build a lifelong reading habit. Remember, Grandparents and older brothers or sisters can read to them too!



How do the teachers assess the children and their progress?

An important aspect of our role is to observe children's learning in a variety of situations so that we can constantly monitor their progression, and set their next steps in learning. We use iPods to record our observations. These observations are emailed to parents. Please feel free to book an appointment with a member of staff if you would like a meeting about these observations.

When the children enter Foundation Stage 1 we conduct a baseline assessment which then creates a profile. The electronic profile is updated periodically throughout Foundation Stage 1 and 2 with the information gathered from the observations.

Individual books called 'Learning Journeys' are also used to monitor and record progression. These will contain notes, photographs and sometimes more detailed descriptions of things your child has done in class.



What should a parent/carer do when their child is not well or able to attend school?

Absence

If your child is absent for any reason, please inform us straight away by telephoning the school office before the session on 27294 or email to secretary@primary.ac.fk

Illness and injuries

Please keep your child at home if he/she is unwell. It is especially important to keep your child at home until at least 48 hours following a bout of sickness or diarrhoea to prevent it spreading among other children and staff. Should your child become sick at school, we will contact you and you may be asked to come and take them home.

In case of injury, staff will immediately assess the situation and treat the injury with basic first aid. If injuries require professional medical attention, staff will contact an ambulance and then parents/guardians. When a child is injured, parents will always be notified, regardless of the severity of the injury.

Only when absolutely essential will medication be administered at school. If a child requires an epi-pen or an inhaler, one should be obtained from the doctor and left at school with written permission where it will be kept in case of an emergency. Please ensure these are kept in date.



Toileting and FS1

We would like children to have begun toilet training before they join FS1. If your child has particular toileting needs, then please discuss this with us before your child starts. Even when children are toilet trained occasional accidents can happen so it would be helpful if your child has a spare set of clothes to keep in school in case of emergencies. If school clothes are borrowed, please ensure these are laundered and returned to school. We will inform parents of any accidents.

Safeguarding

We take safeguarding the children very seriously and our staff are fully trained to address any concerns they may have. This is in line with our Safeguarding and Child Protection policy, a copy of which is available on our website.





Additional Information

Who we are

You will soon know the staff in Foundation Stage 1 and 2. We occasionally have supply staff working with us when someone is ill or away for any reason. Occasionally there may be adults from other agencies working in the class such as an Educational Psychologist or Speech Therapist. If your child is involved in these visits then we would have always discussed it beforehand and asked for your consent to any such involvement.

Library

FS2 children use the school library (FS1 have their own in class) and have the opportunity to change their book. The children's first book bag is provided, and subsequent book bags can be purchased from the school office.

Admission Form

When your child first starts school, you will be asked to fill out a contact form. It is very important that we then have an up to date address and telephone number for contacting you if there is a problem or accident. The form also asks for details such as medication and ongoing medical conditions. It is very important that these are filled out so that we are aware of issues such as allergies.

Dental & Vision Check-Ups

Dental and vision checks occur during the year. You will be notified in writing of these and asked to give your consent. They are usually very basic check-ups and if the medical staff deem necessary, they will write to you to schedule a follow up appointment.



Snack

Snack is an important part of the day where children learn about hygiene, likes and dislikes and develop their social interaction. As part of our Healthy Schools initiative please provide snacks for the children which include healthy, nutritious and varied foods such as cheese, milk and fruit. No sweets or chocolate please. Drinking water is always available for the children.



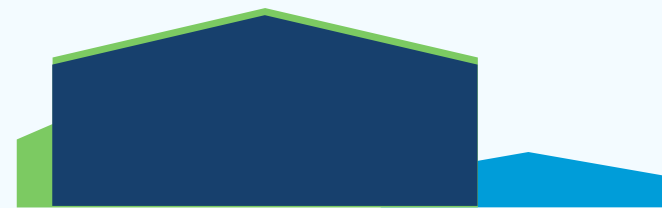
Clothing

Please ensure that ALL clothing and shoes are clearly named and try not to send children in their best clothes! We encourage children to become independent and self-reliant. They will learn best through their own efforts and sometimes that means getting dirty. We do provide aprons and coveralls.

As part of the Early Years Foundation Stage Curriculum we will be venturing outside in all weathers. It would be beneficial for the children if they have warm, waterproof clothes, or sun hats and sun screen, depending on the weather. A range of comfortable, easy to wear school-branded clothing is available from Warrah Design on kerri@warrahworkshop.co.uk or see the website www.warrahworkshop.co.uk

Dropping off and picking up

You access the Foundation Stage classrooms from John Street via the pedestrian gate to the east of the main vehicle entrance to Stanley House, then go down the path around Sir Rex Hunt House. Please do NOT walk through the front of Stanley House grounds or down their driveway. You can park on John Street or any of the surrounding streets, but please do not park inside Stanley House grounds or on





Toys, Jewellery, Sweets, Hair

Please discourage your child from bringing toys to school. Toys invariably get lost or broken, and this is upsetting for the child. However, objects of general interest are very welcome and children are encouraged to show and talk about these in school.

Wearing of jewellery is discouraged. Jewellery is easily lost or broken and is often unsafe. Dangling earrings are a hazard and are not to be worn in school. If your child has pierced ears please send them wearing sleepers or studs.

Parents often give sweets as a treat, but these cannot be shared with all the class, so please wait until the children are out of school grounds. Long hair should, where possible, be tied back as it can be frustrating and annoying for young children to have hair falling into paint, glue or other play activities. It also helps to prevent spread of head lice.

General guidance for both FS1 & FS2

Please be punctual when dropping off and collecting your child otherwise he/she may begin to feel distressed. For safety reasons, FS1 and FS2 children must be delivered and collected by an adult. For the same reasons, children need to be supervised by an adult in the playground until direct handover with the staff when the bell rings. It is not appropriate for them to be left in the playground alone. We also request that FS1 and FS2 children do not arrive or depart from school by taxi unless accompanied by an adult.

Can someone else pick my child up?

We need to know that the children are safe and will not let another parent or friend take your child, even when it's someone we know, unless you have told us about this beforehand. Please let us know who is going to pick up your child. Please make sure we have up to date contact telephone numbers on your child's forms so that we can call if we need to contact you.



Academic Year 2021-22

September '21						
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31						

November '21						
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December '21						
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July '22						
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August '22						
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28	29	30	31			



Term Time



Half Term



End of Term Break



School Closed / Public Holiday

Public Holidays

Monday 4th October 2021 Peat Cutting Monday (School Closed)
 Wednesday 8th December 2021 Battle Day (School Closed)
 Friday 15th April 2022 Good Friday (School Closed)
 Thursday 21st April 2022 HM Queen's Birthday (during School holidays)
 Tuesday 14th June 2022 Liberation Day (during School holidays)