



Welcome Newsletter

September 2019



Dear Parents,

A very warm welcome to Reception at Sandringham Infant and Nursery School. We hope you and your child are looking forward to being part of Hedgehogs and Moles class. Please find below some early information about classroom organisation and home-school liaison.

Chatterpack

At the end of your child's second induction visit, we gave them a chatterpack folder to bring home. Please ensure these are returned to school as soon as possible and no later than Monday 16th September, as we are looking forward to sharing the contents with your child as they settle in to school over the coming weeks.

Drop Off and Collection

After your child's settling in visits and from Thursday 12th September, school starts at 8.40am every day and gates will close promptly at 8.50am so that the outdoor area for Reception and Nursery children can be opened. We ask that you follow the one-way system at drop off and collection times. Reception families are asked to enter the building using the side door by Year 1. Children enter their classroom via the cloakroom, having left their coats and bags in the correct place. For families with pushchairs, we kindly ask that these are not parked in the cloakroom during drop off as this causes congestion for children as they learn where to leave their belongings. The children are welcomed into class every day by their teacher and/or a teaching assistant. The one-way system asks parents to leave via the red sliding doors to the hall (opposite Hedgehogs class) out onto the playground, then around the building. Please do not exit school via the front entrance. Our one-way system reduces corridor congestion during this busy time of day. If you arrive after 8.50am and once the main gate has closed, please bring your child to the front office to be registered.

We appreciate that starting school is a new experience for many families and we are always happy to see you for any queries you may have. Arrival in the morning is an important time for your child and we must ensure that our focus remains on them. Unless you have an urgent query, please come and speak to us after school, once all the children have been dismissed safely. In an emergency however, please still make contact with the school during the day.

If your child is going to be collected by another adult at home time, please inform us by writing a message on the cloakroom whiteboards or by telephoning the school office. There is a parent information board in each cloakroom. Please take the opportunity each morning to look at this as we may have written messages for you to read.

Self Registration and Ordering Lunch

As your child arrives into the classroom we will help them to find their name peg. This will be your child's way of registering themselves into school before teachers take the formal register to welcome their class each morning and afternoon. The name peg is also used to help your child make their lunch choice. They will learn to attach their name peg to either the packed lunch sign or to a coloured band before a teaching assistant registers this with our online system.

School dinners offer a choice of red, green or yellow band. Please refer to our dinner menu online, the copy in your child's book bag or in the cloakrooms for these choices each day. For the first half term and whilst we establish this routine, please could you remind your child; before they come into the classroom, what they are having for lunch.

Book Bags

Please ensure your child brings their Sandringham book bag to school each day. These can have a small keyring attached to them to help your child identify it easily. Please do not encourage your child to use a home backpack as their school bag as they take up too much room on in the cloakroom boxes – our book bag is part of our uniform so we encourage all children to have one. Your child's book bag will and should always contain their reading folder with a reading book, yellow diary, letters and sounds book and a set of key words inside. Each morning, your child will leave their book bag in a coloured tray under their peg in the cloakroom. There may be notes, letters or drawings inside your child's bag so please check them at home regularly. Most letters are sent via email, but spare copies are available outside the school office.

Snack, Milk and Water Bottles

Each day your child will be offered a selection of fruit or vegetables for their morning snack. There is no need for you to provide this for them. Children can access our snack bar between 9.30-11am every morning. All children will be regularly reminded that snack is available, but it is up to them to decide when they feel hungry and would like a snack.

If you would like your child to have milk whilst at school, we would ask that you register for it with Cool Milk. This can be done online. The milk is free for children under 5, but can still be ordered for over 5s for a fee. Please see leaflet in your induction pack. If you have any problems registering please let the school office know.

At Sandringham, we encourage children to drink water to keep their brains hydrated and active for learning. Please ensure your child comes to school every day with their logo water bottle **filled only with water**. Children can refill their water bottle in school using the water fountains in the cloakroom. Please do not send in any other liquid for your child to drink (no squash please!) as it will be tipped away and refilled with fresh water.

Bike Helmets

If you have stated that you would like your child to wear a helmet when riding the wheelie toys at school, please ensure you send this in – we will not allow children to ride a bike without a helmet if their parent/guardian has stated that they should. We can either keep a

bicycle helmet in school for the week, or it can be sent in to school on the class' designated wheelie toy day. Each class has a day that they can use the wheelie toys over the lunch time hour - Moles class is a **Tuesday** and Hedgehogs class is a **Thursday**.

Reading Books

Your child's reading folder should come to school every day. Your help with reading is invaluable. Please date, sign and leave a short comment in the yellow reading diary when you have read with your child at home. Your child will read once a week in school with either one of the teachers or to a teaching assistant. They may also read to a parent helper.

Initially we would like to monitor the books your child reads as we do not want them to move too quickly through the initial reading stages. Once we feel they have some secure knowledge of key words and a good understanding of the text you will also be free to change your child's reading scheme book. We will leave you a note in your child's reading diary when you are able to do this. However please understand that if you change your child's books often and they seem to be moving through the reading stage quite quickly this does not mean that they will automatically move to the next stage. In some cases your child will revisit books they have already read with you and only once they have met reading targets will they then move to the next stage. This will only happen when they read with a member of staff.

Key Words

In addition to their reading books, the children will be given key words to learn. These words frequently appear in their reading books. Teachers and teaching assistants will regularly check to see whether your child can confidently read these words. If this is the case, they will be given a new set of words to learn.

Phonics

At Sandringham, we follow the Letters and Sounds programme for teaching phonics and support this teaching using Jolly Phonics. To begin with phonics sessions are taught as a whole class with teachers modelling how each letter sound is pronounced (e.g. 'sssss'), what the letter name is (e.g. pronounced 'es') and how these sounds are used to blend and segment words for reading and spelling (e.g. c-a-t = cat). Once we feel the children are ready, we will then set the children in groups according to their ability and short sessions will be tailored to meet individual needs.

Handwriting

Reception children are taught the correct formation and orientation of all letters in the alphabet. This year we will be teaching this in standard print. Children will not be learning the cursive script until they move into Year 1.

Library

We invite families to borrow books from our school library to share at home. All of our library books have barcodes and are part of a computerised system, whereby each child has their own account. New books may only be borrowed once the previous book has been returned. You may change your library book at your leisure. Lost or damaged books will incur a

replacement charge. Please note: our Library has been decorated this Summer and so will be closed for the first 2 weeks of term.

Uniform

Please ensure your child comes to school in the correct uniform every day. This includes shoes and hair accessories. Your child should wear black and comfortably fitting school shoes for every day activities at school. They will change into plimsolls or trainers as part of their PE kit on PE days. Long hair for both boys and girls should be tied back for school. Hair accessories must also be in school colours and we would ask that the recent craze for large fashion bows are not worn to school. Earrings are also not part of our school uniform and should not be worn during school hours.

PE Kit

Please bring PE bags to school at the beginning of each half term, and we will send them home at the end of each half term. PE kit consists of a white t-shirt with school logo, green shorts and black plimsolls or trainers. For outdoor sessions and during the colder winter months, children may wish to have a pair of dark green jogging bottoms also in their PE bag. All long hair must be tied back for school, but especially for PE. As PE kits only come home every half term, please could you also check your child's shoes occasionally for feet growth.

PE sessions for Hedgehogs Class are on a **Monday** and **Wednesday**.

PE sessions for Moles Class are on a **Wednesday** and **Thursday**.

Welly Boots

As part of our daily routine, Reception children have access to our outdoor classroom just as much as indoors. The doors are always open during free-flow learning time! With the Autumnal weather now approaching, we would ask that all children have a named pair of welly boots in school. These will be kept in a coloured box in our outdoor classroom. Please note that during the much colder and wetter weather and especially in snow, your child will not be allowed outside unless they have a pair of welly boots in school.

Birthdays

As we have achieved Healthy Schools status and with a large variety of allergies in school, it is with regret that children are not allowed to bring in sweets or cakes to give to their friends to celebrate their birthday - please save them for the party! If your child has a packed lunch, we ask that you do not include any nut products; particularly peanut butter in their sandwiches for the above reasons. Thank you.

Tissues

We get through a large quantity of tissues in class, particularly during the winter months. If you are happy to, please could you send in a box of tissues for us to use in the classroom.

Show and Tell

We welcome and celebrate children's achievements. Your child may wish to share their certificates and medals with their class, and special time is allocated for this during

Celebration Assembly on a Friday. However, children are not allowed to bring in toys to show unless it is their birthday. On this occasion they may then bring in one toy and a card to share with the class. Occasionally we may ask the children to bring in objects linked to our topic. If this is the case, there will be a message written on the whiteboard and a letter sent home via email.

Parent Helpers

Classrooms are busy places and we value all the help we can get! To ensure that all the children have settled into the school routines, we invite parent helpers in to school after the first half term (around November). We will let families know when we are ready for classroom support.

Teaching Staff

In addition to the teachers in Reception, over the course of the year your child will become very familiar with other teaching staff at Sandringham. Mrs Bird, our Higher Level Teaching Assistant will be regularly covering in both classes. Mrs Everingham, our PE coach will teach each class for an hour on a Wednesday morning, to cover the teachers Planning, Preparation and Assessment (PPA) time and Miss Hardy-Trodd joins the team as a SCITT (School Centered Initial Teacher Training) student. She will be working across both classes this year.

On a final note, Mrs Money and Miss Randles have arranged a coffee morning for Reception families on Friday 27th September at 9am in the main hall. The session will include how you can support your child with reading at home and is always a welcome opportunity for new families to meet other parents and have any questions answered.

Further dates and school events are communicated with parents in a fortnightly newsletter from Mrs Money, as well as being available on the school website and reminders from class teachers on the cloakroom whiteboards. Please refer to these regularly as means of keeping up to date with school news. Thank you.

We warmly welcome all our families to Sandringham.

Kind Regards

Miss Randles, Mrs Robinson and the Reception team