



Reception Information Booklet

Roberttown C of E (vc) Primary School

Church Road

Roberttown

WF15 8BE

Tel: 01924 403532

[Roberttown C of E \(vc\) Primary School - Home](#)

Headteacher: Miss L Horsfall



Dear Parents/Carers

Welcome to our Roberttown school family! We are looking forward to welcoming you and your child to Roberttown.

We value the partnership between home and school and want to get to know you and your child so that we can all work together to support your child's learning and development. It may seem hard to believe now but the next seven years will fly by!

We are a church school and we have close links with our local church, All Saints'. At the heart of our school are the story of 'The Good Samaritan' and our school vision.



This booklet contains lots of useful information to support you with any questions you may have about your child starting Reception. If there is anything else you would like to know, please feel free to speak to a member of the Reception team.

Thank you and we look forward to your child starting at Roberttown C of E Primary School.

Miss Laura Horsfall

Headteacher

Welcome to Reception

Our Staff

There is a Reception team of staff who will be responsible for your child's learning and their safety and wellbeing during the school day. There will always be a range of supportive staff available if you have any concerns or queries. You will have the opportunity to meet the team at the Reception open evening and teddy bears picnic.

Drop off and collection

Parents or responsible adults are required to bring their child into Reception and hand them over to a member of staff so that Reception staff can take over responsibility for their care. Please do your best to make sure your child is collected on time. If anyone other than the usual person will be collecting your child, please make a member of staff aware when you drop your child off.

The school day starts at **8.45am** each morning. You will be met each morning at the door of the classroom by the EYFS team, who will take your child inside. Any late arrivals (after **8.55am**) need to come into school through the main entrance door, as the classroom door will be locked. The school day will end at **3.15pm**. Please collect your child from the same door you dropped them off. Please wait in the playground area and when we see you, we will bring your child out to you.

Nursery Visits

Staff from the Reception team will be visiting your child in their current Nursery setting or at home, if they do not attend a Nursery. We find these visits help children settle into

Reception more easily and they enable staff to get to know your child much better. The visits tend to take about half an hour and are very informal.



Communication

Communicating with parents is an important part of what we do. Making sure you get the correct information about activities, events and things that really matter is something we care about.

At Roberttown we use Seesaw and/or Arbor to communicate between school and home. These are secure electronic communication systems to send messages between school and home.

Using Seesaw allows school to send private messages concerning individual pupils directly to a named carer (e.g. to advise on school closures due to bad weather conditions) as well as whole school messages (e.g. information on school trips, parents' evenings, newsletters and other school events).

To register you will be given a letter with a unique code and all the information required on how to sign up. **The sooner you register the sooner you will start receiving newsletters and communication from school.**

Please note that you must amend any changes to your address, e-mail or mobile numbers on Arbor, alternatively you can email into the school office. Please contact Mrs Pickering in the school office or e-mail office@rjis.org.uk should you have any problems.

Uniform

Reception children are required to wear the Roberttown school uniform. Please ensure that your child wears clothing that he or she can manage independently, particularly in view of toileting to avoid any accidents or unnecessary upset. Skirts and trousers with elasticated waist bands, coats with buttons that are easy to fasten and unfasten are points to consider when dressing your child. Please send your child with appropriate footwear



for school. Velcro shoes are a great help for young children to dress and undress themselves. The children always have access to outdoor provision whatever the weather so it is important your child has suitable clothing. The children will play outdoors every day in all weathers. Our playground gets very cold, so please ensure your child is well wrapped up during the winter months. We ask that all children bring in a pair of wellies, a waterproof coat and trousers that can be kept in school. During the summer, please provide a hat and apply sun-block at home before bringing your child to school. Our outdoor area does not have much shade, so these two things are essential. Please make sure all your child's clothing is marked with their name.

- Grey or black trousers/shorts, trousers, skirts, pinafores or culottes.
(No denim/tracksuit bottoms/cycling/jersey shorts)
- Plain white polo shirts/ blouses/ shirts.
- A school sweatshirt/sweatshirt cardigan (bearing the Roberttown logo) or a plain royal blue/navy cardigan/jumper/sweatshirt may be worn.
(Grey/white jumpers/sweatshirts/cardigans are not allowed.)



- A blue and white checked/striped school dress may be worn.
- Black shoes/trainers that allow the children to be active. **Slip on shoes/boots are not allowed.**
- Book bags/sweatshirts/cardigans with the school logo are available from Term Time Wear, a local company. Uniform may be purchased online, bought from their Huddersfield store or ordered and delivered to school for you to collect.
- Jewellery should not be worn in school for safety reasons.



PE kit

PE kit is a yellow t-shirt with logo and plain blue/black shorts. Children come to school in PE kits on their given PE day. Don't forget to 'name' all items. The PE kit is not needed until autumn 2, so please do not rush to buy these for September so that your children do not grow out of them! We will let you know in advance when we are starting PE and on which day.



Your Child's School Day

Learning in Reception

During the reception year, the children will be learning through structured adult-led activities and play. The play within the classroom and outdoor learning environment is both challenging and fun and it helps children develop a positive attitude towards learning for the rest of their school life.

The children will have daily Phonics and Maths focus sessions, which build over time in length and independence as we work towards Year 1. Phonics teaching is taught using The Little Wandle synthetic phonics scheme.

The children will engage in a range of different activities related to broad topics and inspired by books. Some of these activities will take place in large groups, some in smaller groups and some individually. There will be a mix of adult led and child-initiated activities. They will read with us three times per week.

There are seven areas of learning that shape the Early Years Curriculum. All areas of learning and development are important and inter-connected. The three prime areas are particularly crucial for igniting children's curiosity and enthusiasm for learning, and for building their capacity to learn, form relationships and thrive.

The Three prime areas are:

- Communication and language
- Physical development
- Personal, social and emotional development.



There are four specific areas through which the three prime areas are strengthened and applied. The specific areas are:

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

Record Keeping

Each child in Reception has a learning journey that is collated throughout the year and this is evidenced on Seesaw. This will consist of photographs and observations of key learning that your child has carried out. Members of the Reception staff are able to access each child's learning journey to keep track on progress across the curriculum.

Snack

Children and they are encouraged to self-manage their milk, snack and fruit at any time. Please see the milk letter in your pack if you would like your child to have a small carton of milk each day. Our school takes part in the National Fruit and Vegetable scheme which means every child will be provided with one piece of fruit daily towards their 'five a day'. Therefore, you do not need to send any snack or drinks with your child. Please supply your child with a water bottle- no juice allowed. **Please note we are a nut and strawberry free school. As a school we have a responsibility to keep our pupils, staff and visitors safe and to reduce risk of harm. Please do not bring any products containing nuts or strawberries into school.**

Our lending library

We have a 'class library' for your child to borrow a book to take home and share together. These books are changed on a weekly basis with your child's home reading book. It is recommended that you purchase a Roberttown CE Junior and Infant school book bag and that this is brought to school every day with their reading and library book inside. These can be purchased from School trends on our website.



Parent Participation

Here at Roberttown we view your child's education as a partnership between home and school. In order for your child to reach their full potential it is important that we work as a team. At the beginning of the school year, parents are asked to sign a contract: The Home School agreement. This identifies what we will do together, what we as staff will do, what we expect you as parents to do and finally what we ask of the children. Extracts from this can be found with this document.

We hold regular Stay and Play events where we welcome parents into the classroom to share in our learning and see what we have been getting up to in that term.

Seesaw



Seesaw

We use the Seesaw app to keep you up to date with what is happening in class and all the wonderful learning your child has been doing. In September you will receive a personal login to your account and when there are new Seesaw posts, you will be notified via the app. Parents are only notified about their own child's work, and all data is safe and secure.

Support from home

Many parents ask what we want children to do before they come to school. Here are the things which help to make the school day and routines simpler:

I can use the toilet independently and can wash and dry my hands.

I can put on and fasten my own coat and shoes.

I can use a knife and fork and spoon.

I can dress and undress for PE and can keep my belongings together.

Kirklees 50 things to do before you're five also offers some great suggestions of activities that will prepare your child for school.

<https://kirklees.50thingstodo.org/app/os#!50thingstodobefore5/kirklees-activities>

We understand that family life can be hectic and busy but we ask that you support your child at home by reading their home reading book every night, sharing their school library book and practising the sounds they have been learning in class. In September we hope that many children are able to write their name. We would appreciate any support and practice you can give at home with this over the summer holidays.

Other information

Medicines in School

If your child needs medical treatment administering at school e.g. inhaler for asthma, please talk to the teacher. Parental consent forms **must** be filled in before any medication can be given. These forms can be collected from the school office. Antibiotics are best left at home, and doses organised around the school day.

Be sure to tell us if your child has any medical problems and/or allergies so we can deal with them correctly if a problem arises.

If your child is Unwell

Please telephone the school office before 9am if your child is too unwell to attend school. Please ring 01924 403532

Medical Dental Appointments

Please try to make checkups for out of school hours or in the holidays as these will not be authorised in school time. If your child has a hospital appointment during school hours, please inform the school office and provide medical evidence of the appointment. If they will be late arriving at school please call the office to let them know.



Other Absences from School

If your child will absent from school for any reason other than medical please complete an 'Application for a pupil leave of absence' form available from reception. Holidays will not be authorised in term time and you will be fined.

Payments

At Roberttown CE Junior and Infants we offer a cashless payment system. Using a secure online payment portal you are able to pay for school meals, school trips, Rascals, breakfast club etc. using debit/credit cards.



Parent Pay - will be used for payments for school meals, Rascals and Breakfast Club, after school clubs and trips.

Children are welcome at our Breakfast Club and our After School Club, 'Rascals'. We will send out a letter with more information about these clubs and how to sign up.

For further information on using the online payment system, please contact Ann Cooper or Jane Malone in the school office.

E-mail: office@rjis.org.uk

Car Parking

You will appreciate that at the start and end of the school day there is considerable congestion on the roads around school. Please park considerately, remembering not to block any access points to drives and so that our children can cross safely. **Please do not park in the school car park**

Finally

If you would like to find out more about Roberttown CE Junior and Infant School, please visit our website [Roberttown CE\(VC\) J&I School - Home](#) and our school's Facebook and Instagram page. Please do not hesitate to ask about anything if you do have any concerns as our staff will be more than happy to help.

We look forward to your child starting Reception with us at Roberttown Junior and Infant School.

