



Welcome to Reception



ASPIRE • BELIEVE • PERSEVERE • ACHIEVE

Welcome to Swain House Primary School



I am delighted to welcome you and your child to Swain House Primary School. Starting school is an important milestone and we are dedicated to ensuring that the start of your child's learning journey is a smooth transition. The happiness and well-being of our children is our first priority.

The Reception staff welcome all of our children into a happy and caring environment where their full potential can be reached through well planned, meaningful and stimulating play opportunities and experiences. We aim to instil a curiosity and enthusiasm for learning which will continue throughout their school life and beyond.

We will always encourage you to be involved in your child's learning and to work in partnership with us to ensure that your child thrives and achieves the very best that they can during their time at our school. We are looking forward to working with you and your child during this exciting time in their life.

Mrs Clare Pugh, Headteacher.



Settling into Reception

Here at Swain House, we are proud to offer such a rich environment where children explore, learn and thrive. Through high quality experiences and interactions, children develop the skills, knowledge and characteristics needed to become effective learners. We offer a broad and balanced curriculum underpinned by play based learning opportunities that spark children's curiosity and imagination.

We understand that your child starting school can be an exciting yet anxious time for both parents and children and it is our aim to make the transition process as smooth and enjoyable as possible. We believe that a strong partnership between home and school is key in ensuring the transition process is successful, therefore we encourage you to speak to a member of the team as soon as possible if you or your child have any worries or questions about starting school.

We are so pleased you chose us to support your child through their educational journey and we look forward to working alongside you over this year and the following years to come.



Mrs Kayleigh Laycock,
Assistant Headteacher for
Early Years Foundation Stage.

Principles of Early Years Education

We are committed to meeting the needs of our youngest learners and ensure that firm principles underpin effective practice.

We believe:

- Every child is a unique individual and all children should feel included, safe and valued at our school.
- Strong, positive relationships between home and school are paramount in supporting each child to achieve their full potential.
- Children who are exposed to a rich and stimulating environment will be motivated to learn and such learning will be purposeful and memorable.
- Communication and language skills support learning across the whole curriculum and should be at the heart of everything we do.
- Children who develop and practise the characteristics of effective learning from an early age, will become lifelong learners.



“Children in the Early Years receive an excellent education.”
Ofsted, 2023

Early Years

Foundation Stage Framework

The Early Years Foundation Stage Statutory Framework sets the statutory requirements that must be met to ensure that children learn and develop well and are kept healthy and safe. Children need opportunities to develop effective learning strategies to support them in developing the skills needed to become lifelong learners. The following characteristics of effective teaching and learning are an integral part of our Early Years planning and provision here at Swain House.

- **Playing and exploring**
Children investigate and experience things, and 'have a go'.
- **Active learning**
Children concentrate and keep on trying if they encounter difficulties, and enjoy achievements.
- **Creating and thinking critically**
Children have and develop their own ideas, make links between ideas, and develop strategies for doing things.



“Children in Early Years make good progress because of the strong curriculum.”

Ofsted, 2023

The 7 areas of Learning and Development

There are seven areas of learning and development in Early Years and these are split into three prime and four specific areas.

Prime areas of learning are fundamental and support the development in all other areas of learning. Children develop skills and understanding within the prime areas through their early experiences and relationships.

The prime areas are:

- 1 Communication and Language
- 2 Personal, Social and Emotional Development
- 3 Physical Development

The specific areas of learning include essential skills and knowledge. They build upon the prime areas and support children to make links in their learning.

The specific areas are:

- 1 Literacy
- 2 Mathematics
- 3 Understanding the World
- 4 Expressive Arts and Design



The school day

Our school day starts at 8.30am when the children complete their first learning challenge. The doors are secured and the register is taken promptly at 8.40am. If your child arrives after this time, they will need to report to the school office to be registered late.

We offer a breakfast club and after school club for children from Nursery to Year 6 as follows:

Breakfast Club

7:30am – 8:30am	£2.40 each child, per day
7:45am – 8:30am	£1.90 each child, per day
8:00am – 8:30am	Free

(These prices are fixed whilst we are part of the early adopters scheme of the National Breakfast Club Programme.)

After School Club / Extra Club

3:00pm – 4:00pm	£2.50 each child, per day
3:00pm – 6:00pm	£7.00 each child, per day



Absences

Please phone the School Office if your child is absent (**01274**) **639049** before 8.30am on the morning of each absence. Please notify us in advance of any medical or dental appointments and provide proof of appointment to enable the absence to be authorised. Please try and arrange non urgent medical and dental appointments outside of school hours where possible.

The first few weeks

When it comes to transition, each child's individual needs are at the heart of everything we do. We admit children into Reception via a staggered approach with children initially joining in small groups to allow your child to calmly explore their new learning environment and develop positive relationships with their peers and school staff. For the first few days, Reception pupils will only attend school in the morning to support a smooth transition. After their first few days, your child will then have the opportunity to experience lunch for the first time before then moving to full days.



Please see the front of your admission pack (brown envelope) for your child's individual transition timetable.

Settling in tips

- Share your Transition booklet (inside blue book bag) together like a story on a regular basis so the staff and environment become familiar to your child.
- Talk about starting school with great excitement and practise the journey to and from school.
- Involve your child in the preparations for September such as buying and trying on their new uniform.
- Use school transition events (stay and plays) to develop friendships and try to build and maintain these over the summer.
- Support your child to develop their independence in eating using cutlery, using the toilet and dressing themselves.
- Set time aside to discuss how they feel about starting school and talk about it positively.
- Contact school to speak to a member of the Reception team if you have any worries or concerns about your child starting school.

Milk and snacks

In accordance with the Government's School Fruit and Vegetable scheme, Reception children will receive a free piece of fruit or vegetable each day.

We also ask for a contribution towards the enhancement fund of £3.50 per half term which will support us in providing additional snacks and experiences for our children. Reception children are encouraged to bring a named water bottle to school every day and can access this and fill it up in the classroom at any point throughout the day when needed. Milk is also available at snack time and is free for Reception children until they reach the age of 5. The term after they turn 5, milk will cost £10 per term (payable via parent pay).



School lunch

At lunchtime, your child will be supported in the dinner hall by familiar staff from Reception. You can send your child to school with a healthy packed lunch or they can have a cooked school meal. School meals are free for all children in Reception. The school meals menu is available on our website and is displayed in the parent's area just outside the Reception classrooms. If your child chooses to have a healthy packed lunch, please ensure it is in a named lunch box which will be stored in the cloakroom. Please ensure your child has a substantial main part of their lunch for example, a sandwich, wrap, pasta, salad or a roll alongside other healthy snack options and a drink. Fizzy drinks, chocolate and sweets are not permitted in lunch boxes as we promote healthy eating at our school.



Finding out about your child's learning

We value positive home-school communication and encourage parents and carers to be as involved in their child's education as possible. You will receive a letter at the start of every half term, outlining what your child will be learning during that half term and how you can support your child's learning at home. We also have a school newsletter that is sent out weekly that keeps you updated on things that are happening in school. We also use an online communication tool called 'Tapestry' to share your child's learning and achievements with you and to support you to spark conversations with your child about their day. You will receive a notification when a new photo has been added and we actively encourage you to send photos of things they do at home to share with their peers. At the end of the year, you have the opportunity to purchase a professionally printed book of their learning journey directly from Tapestry for a set fee.

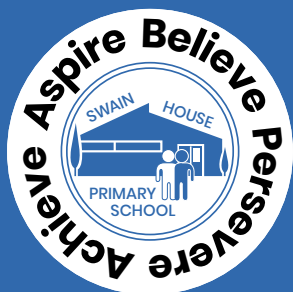
Finally

Again, we are so pleased that you have chosen Swain House Primary School for your child's primary education and we look forward to working in partnership with you over the coming years to ensure your child's time here is both successful and happy.

Mrs Clare Pugh, Headteacher and Mrs Kayleigh Laycock, Assistant Headteacher for Early Years Foundation Stage.



www.swainhouse.co.uk



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**“Adults in the
Early Years are
very effective in
supporting the
children.”**

Ofsted, 2023