

### Collecting Your Child From School.

You will be required to inform the office of a password for your child and the person(s) who will regularly collect your child from school at the end of the day. That person will be asked for the password if not familiar to the staff dismissing. If any other person will be collecting your child you must inform the office before the end of the school day, that person will be required to show proof of identity and know the password. This is done to ensure the safety of all of our children. Please be patient during the first few weeks as releasing the children will take a little longer as we get to know you.

### Change of Details

If you change your address, telephone number or any of the emergency contact numbers, it is important you let us know as soon as possible. It would be helpful if you do this via the school office.



### Attendance

*Your child is classed as being in compulsory education from the term after they turn 5.*

Education law requirements are as follows (once your child turns 5 and is in compulsory education): Parent/Carer's have a duty to ensure their child/children's regular attendance at school and failure to do so is an offence under section 444(1) of the Education Act 1996. **Good attendance leads to good progress.** Should you however choose to take leave of absence during term the school attendance policy makes it clear that this absence will not be authorised and school has a duty to inform the Education Welfare Service who may issue a Penalty Notice. A Penalty Notice of £60 could be imposed per child and per parent. If this is not paid within 21 days of receipt of the notice, then the cost may escalate or there is risk of prosecution.

### Absences

We are required by law to notify the Local Authority of any unauthorised absences of children, as this will be recorded as truancy. It is vital that you notify the school by telephone or email in the first instance. If a message is not received, the absence is marked as unauthorised and a home visit may occur to check that your child is safe. We are also monitoring and acting upon persistent lateness. For absence over 3 days, evidence of medication could be requested.

### Medication

If your child requires medication in school it must be sent in via the school office so that the appropriate forms can be completed. If your child has ANY special medical needs please see your class teacher to discuss them. Medication must be prescribed and in the original packaging.



# Perry Hall Primary School

## 2022-2023

## Transition to Reception



### Reception Staff:

Mrs Russell and Mrs Williams  
Mrs Phillips and Miss Silk  
Mrs Whetton and Mrs Hunter-Timmins  
Sports Coach: Mr Boneham

Executive Head: Miss Kohli

Head of School: Mrs Gibbins

Assistant Head/Phase Leader:

Mrs Dodd

Safeguarding and Inclusion:

Mrs Heer

SENCO: Mrs Russell

# Transition Period Group 1



As you are aware, we provide a brief transition period to support your children as they begin their learning journey with us. This table provides the dates and times for your child's staggered start in Reception.

Wednesday 7th September Group 1	Start 9.00am	Finish 11am
Friday 9th September Group 1	Start 9.00am	Finish 1pm
Tuesday 13th September All children	Start 9.00am	Finish 1pm
Wednesday 14th September All children	Start 9.00am	Finish 1pm
Thursday 15th September All children	Start 8.35am	Finish 3.15pm
Friday 16th September All children	Start 8.35am	Finish 1.15pm
Monday 19th September All children	Start 8.35am	Finish 3.15pm

Uniform - items embroidered with the school logo on can be purchased from



Showell Circus, WV10 9BA.

Please ensure all items of clothing are labelled.

Autumn/Winter (October-April)

- Sweatshirt – Dark green
- Shirt / Blouse– White
- Jumper /Cardigan - Dark green
- Tie – Dark green with yellow stripe (with or without elastic)
- Trousers – Grey
- Pinafore / Skirt – Grey
- Socks – white (girls), black/grey (boys)
- Shoes – flat / low heeled, closed toed, black
- Small ear studs can be worn but **must be covered or removed during PE** (please provide plasters to do so)
- No make up, nail varnish or transferrable tattoos
- No unnatural, dyed hair colours.

Summer: (April-October) as above with the addition of:

- All pupils – White polo shirts
- Summer dress - Green/White checked
- Shorts - Grey

PE Kit

- Plain t-shirt in your team's colour
- Black Shorts
- Black tracksuit bottoms
- Black hoodie
- Trainers.

PTA

The Parent Teacher Association provides social events for parents and children to raise funds to support the school's curriculum. We urge you to give them your support. If you are interested in joining the PTA, please let the office know.



### School Meals

All Reception and KSI children are entitled to Government Funded Universal FSM (Free School Meals). If you believe you are entitled to benefit related FSM then please contact the school office who will be able to check your eligibility. It is important that you claim for benefit-related FSM, if entitled, to also be eligible for additional benefits (i.e. free milk).

### School Milk

Reception children are entitled to free milk up until and including the term of their fifth birthday. Following their fifth birthday, milk is chargeable at the cost of £16 (unless claiming benefit related FSMs) to be paid via Parent Pay.



### Packed Lunch

If your child brings a packed lunch, can you please ensure that the lunch box contains a healthy lunch which may include a sandwich or equivalent, drink (not fizzy) and items of your child's choice (not sweets). To support our school's eco-school award, please consider the use of reusable containers for your child's food to reduce the amount of non-reusable plastics.

### Snacks

Children are encouraged to bring a named bottle of water/flavoured water each day. Please ensure that this is not a fizzy drink or squash as we are a healthy school. As well, please send in a healthy snack for morning break time, e.g. fruit, vegetables or other healthy alternatives.

A Guide to Building...

### Healthy Snacks & Lunchbox



## Transition Period Group 2



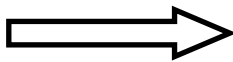
As you are aware, we provide a brief transition period to support your children as they begin the learning journey with us. This table provides the dates and times for your child's staggered start in Reception.

Thursday 8th September Group 2	Start 9.00am	Finish 11am
Monday 12th September Group 2	Start 9.00am	Finish 1pm
Tuesday 13th September All children	Start 9.00am	Finish 1pm
Wednesday 14th September All children	Start 9.00am	Finish 1pm
Thursday 15th September All children	Start 8.35am	Finish 3.15pm
Friday 16th September All children	Start 8.35am	Finish 1.15pm
Monday 19th September All children	Start 8.35am	Finish 3.15pm

# Arrival and Collection Locations

## Arrival

Please walk your child through the EYFS garden gate and escort them to their classroom door.



## RCR



## REP



## Collection

Please collect your child from their classroom door at the end of the day.

## School Times

### Morning



Our school gates are open between 8:35am and 8:45am. The register closes at 8:50am, therefore any child arriving after this time will receive a late mark. Start of the day activities are in place from 8:35am, please ensure your child is in school on time so that no learning time is lost.

### End Times

School finishes at 3:15 pm Monday-Thursday and 1:15pm on a Friday. If both parents/carers are working, Friday afternoon provision will be offered from 1:15pm until 3:15pm. To have a place in our Friday afternoon provision both parents/carers must provide evidence of working on a Friday afternoon. If your child is not collected by 3:30pm each day they will be put in to after school club at a charge.

### Extended School Paid Provision

Breakfast club runs from 7:45am daily.  
After school club runs from 3:15-5:55pm (a shorter session runs until 4:15pm).  
If you are interested in using the provision, further details and prices can be gained from the office.

### Term Dates



#### Autumn Term 2022

- Term Time: Wednesday 7 September 2022 to Friday 21 October 2022
- Half term: Monday 24 October 2022 to Friday 28 October 2022
- Term Time: Monday 31 October 2022 to Friday 16 December 2022

#### Spring Term 2023

- Term Time: Tuesday 3 January 2023 to Friday 17 February 2023
- Half term: Monday 20 February 2023 to Friday 24 February 2023
- Term Time: Monday 27 February 2023 to Friday 31 March 2023

#### Summer Term 2023

- Term Time: Monday 17 April 2023 to Friday 26 May 2023
- Half term: Monday 29 May 2023 to Friday 2 June 2023
- Term Time: Monday 5 June 2023 to Tuesday 25 July 2023

Please note that Monday 5<sup>th</sup> and Tuesday 6<sup>th</sup> September 2022 are whole school inset days so children commence school on Wednesday 7<sup>th</sup> September 2022.

Monday 31<sup>st</sup> October, Monday 5<sup>th</sup> June and Monday 3<sup>rd</sup> July are also INSET days.



# Helping your child at home

## Reading:

At school, teachers will focus on children's early reading through our phonics programme Read Write Inc.

Click on these links for more information:

[Read Write Inc. guide for parents](#)

[Sound Pronunciation Guide](#)



## Early Reading:

Share rhymes and stories with your child every day. Encourage them to develop book skills; such as handling the book carefully, holding it the correct way round, turning pages and talking about the pictures. When you have read a story, ask questions to support your child's understanding.

When your child is ready, we will send books with words for them to read.

Books will be changed **every Monday**.

Complete a brief summary of your child's reading at home, in their reading record.

**Homework:** This grid outlines our homework expectations.

Reception homework	What is required?	Given out?	Due back in?
Reading: School reading book (weekly)	Reading books will be sent home each Thursday and will need to be returned into school the following Monday. Please use your child's reading diary to let us know their reading progress at home.	Thursday.	Monday.
Read Write Inc. (weekly)	Your child will be provided with resources to practise at home, these can be kept with you at home.	Throughout the week.	N/A.
Topic Grid (termly)	A range of engaging tasks related to your child's termly topic and covering all areas, will be set each term. Children are to work through these tasks and send evidence of their completed outcomes in to school.	Towards the start of the term.	Throughout the term.

# Our Early Years' Vision

In the Early Years Foundation Stage at Perry Hall Primary School, we provide **an enabling environment which promotes the learning and development of every child attending our setting.**

Our EYFS curriculum is designed to **allow children to develop the knowledge and life skills that they need to succeed in life.** Children's learning is led through a balance of discrete, adult-led sessions and carefully planned continuous provision where children have the opportunity to investigate and apply their learning using our stimulating indoor and outdoor environments.

As a team, we feel it is of upmost importance to get to know children and their families as well as possible. We succeed in this through building effective partnerships with parents and carers to ensure the best possible start to school life for our children.





In Reception, the children will complete the following topics:

Autumn Term: Marvellous Me

Spring Term: Wild Thing's

Summer Term: What a Wonderful World.



During your child's time in Reception, they will be offered the opportunity to attend a number of school trips. The prices below are only approximate and may change.

**Autumn Term:**

Christmas Experience

Approximate cost: £ 20.00.

**Summer Term:**

Lower Drayton Farm

Approximate cost: £ 20.00.

The Educational Act 1988 makes it clear that parental contributions to the expenses of such ventures must be genuinely voluntary and that no child can be treated differently whether or not the parents have made a contribution.

Please note that in the event of insufficient contributions being received in advance, we may unfortunately have to take the decision to cancel the trip.

## Our Good to be Green Behaviour Policy

You can receive a 'Platinum Card' for going 'above and beyond' - you will receive a sticker on your bookmark, a certificate and a prize.

If you end your day on a 'Gold Card', you will receive a sticker on your bookmark.

When you have collected all of the stickers on the front of your bookmark, you will receive:

- a certificate
- a dip in the prize box.

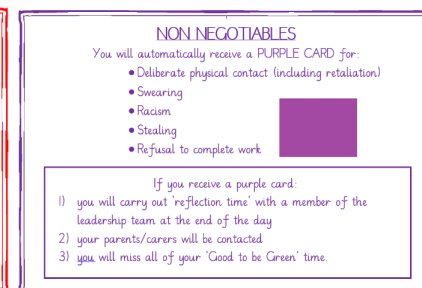
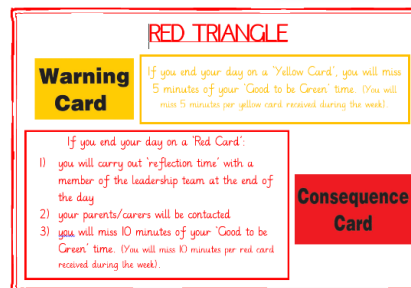
When you have collected all of the stickers on the back of your bookmark, you will receive:

- an invite for your grown-ups to join us in a celebration assembly (when assemblies are restarted)
- a certificate and a badge.

Places on the 'Wheel of Praise' are on offer at all times for showing a good attitude and lots of effort. At the end of each day, the 'Wheel of Praise' will be spun in each classroom and the winner will receive a dip in the prize box.



**IF YOU ARE ALWAYS 'GREEN'**  
At the end of each half term, if you have managed to stay 'green' for that half term, you will receive a 'treat activity'.



The full Good to be Green Behaviour Policy is followed by Reception in the Summer Term.