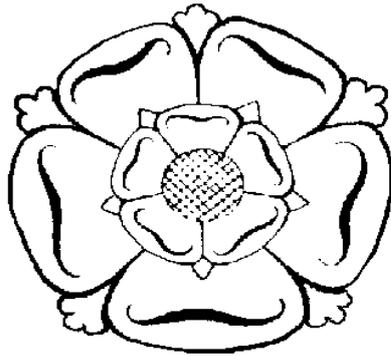


# Kings Langley Primary School



## Reception Class Welcome Booklet



A very warm welcome to you and your child!

Starting in the Reception Class is an exciting new time and we hope that this will be the beginning of a long and happy association with the school!

Included in this booklet is general information about the Reception Class and how it runs. We hope that you will find it useful. If you need any further information, please do not hesitate to talk to a member of the school staff or visit our website: [www.kingslangley-pri.herts.sch.uk](http://www.kingslangley-pri.herts.sch.uk)

### **Reception Times**

- School starts at 8.50am
- School finishes at 3.20pm

Children should wait with their parent outside the Reception classrooms until the doors open at 8.40am and should be collected on time at the end of each school day. If you arrive after 8.50am in the morning, you will need to take your child to the main school office to be registered.

We encourage our children to come into the classroom on their own, and put their bags and belongings into their trays themselves. If you want to speak to a member of the Reception staff team, you can arrange to see someone at the end of the day as the start of a school day is usually a very busy time.

It is very important to inform us if anyone else is due to collect your child that day. Please tell a member of staff at the start of the day, or telephone the school office, should arrangements change during the session time.

### **Organisation**

The Reception Unit is divided into two classes, with a large shared area. Activities are planned to develop the different areas of the Early Years Foundation Stage Curriculum. Some activities will be child initiated and some will be adult led. The curriculum is taught using a balanced approach, covering all seven areas of learning.

Learning occurs both indoors and outdoors, in a secure and stimulating environment.

### **Snack Time**

Milk can be ordered at the start of each school term, through the school office. A free piece of fruit is also provided for every child, daily, subsidised by the government. If your child has any allergies or health issue, please inform the school office.

Please note that all children will need a named water bottle each day and a sun hat in the Summer Term.

## The Reception Curriculum

The children follow the Early Years Foundation Stage Framework. This framework consists of 'prime' and 'specific' areas and the children will be offered a variety of activities across the seven areas of learning and development.

**Prime Areas**:- *These are fundamental and support development in all other areas.*

1. **Personal, Social and Emotional** - activities to foster personal development and social skills such as playing together, sharing and turn taking;
2. **Communication and Language** - activities to help children develop their self-confidence and self-expression and develop speaking and listening with understanding;
3. **Physical Development** - activities to help children develop co-ordination, both for large movements such as those involved in hopping and jumping and finer movements such as those involved in writing, cutting, sticking and manipulating equipment, and to learn about healthy living.

**Specific Areas**:- *These grow out of the prime areas and include essential skills and knowledge.*

1. **Literacy** - to help children to develop early reading and writing skills and foster an interest in books;
2. **Mathematics** - activities to help children develop early ideas of numbers and counting, time, shape and measures;
3. **Understanding the World** - activities to help the children understand early concepts relating to science, ICT, place and community;
4. **Expressive Arts and Design**- activities to help children learn about colour, music, dance, drama and explore a wide range of media and materials.

The exact nature of activities will be determined by the needs of the individual children, but the overall planning is guided by the framework set out in *Early Years Foundation Stage Curriculum* document. The children will be working towards 'Early Learning Goals' in each area. Children will develop all of the seven areas each week and are continually assessed to ensure progress. Learning journals are completed which children will take home at the end of their time in Reception.

### Helping Your Child

You can help to prepare your child for the Reception Class by encouraging him/her to be independent e.g. dressing and undressing themselves and using a knife and fork. Please help your child by providing them with easy fitting clothes and velcro fastening shoes. You may want to keep spare clothes in your child's P.E. bag in case of accidents.

Please talk to your child about things that you do or places you have been to help them recall events and sequence ideas. Sharing a story and discussing it will help with early reading skills. Remember to give your child lots of opportunities to use pencils and crayons to develop their fine motor skills and help them learn to write their own name.

Take every opportunity to count with your child when you are out or doing activities at home. Look for shapes and patterns in their environment - this will help develop their mathematical skills. Talk about the outside world to develop their observational skills and to help them find out about their surroundings.

Children will not be allowed to bring toys in to school.

Important events or information will be displayed on the classroom windows. General information, parent evening consultations times, changes to routines etc. will be sent home regularly via letter or email.

### **Consultations**

Formal consultations about your child's progress are held twice, during their time in Reception. Once, within the first half term of your child starting and then again during the first half of the Spring Term. In the Summer Term, there is also a School Open Evening when the whole school, including the Nursery, is open for parents to view.

### **Phonics**

Children are helped to learn the sounds of letters using a 'Phonics Bug' programme. Each letter is learnt by its sound, with an action to help remember the sound. Children are introduced to groups of sounds each week. We then blend and build them into words.

### **Reading Books**

Children will bring a reading scheme book home each week, for you to enjoy with your child. They will also have a log book for you to comment on their level of enjoyment and participation - you will find information on how to share books with your child inside the front cover.

### **Letter Formation**

From the beginning of the Foundation Stage, the children begin to learn to write the correct letter formation. All writing needs to be in lower case except for proper names or for the start of a sentence. As children are ready, they begin to use a cursive handwriting style.

**We look forward to your child joining our school and developing a long and supportive relationship with you.**