THE RADSTONE
Primary School

RECEPTION INFORMATION

THE RADSTONE Primary School

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WELCOME TO THE RADSTONE PRIMARY SCHOOL

The Radstone Primary School is a new and forward-thinking primary school located in the heart of the local community with stunning facilities. We are proud to be a part of The Hawksmoor Learning Trust, which has a very strong and long-established reputation for academic success, artistic and sporting excellence and a wide range of enrichment and extra-curricular activities.

We are a happy and vibrant, growing school, currently catering for 60 children within Reception. In September 2023, we will be welcoming a cohort of 60 Reception children. Soon we will grow to our full capacity of 420 children aged between 4 and 11 years. We have the highest aspirations for every child and place great value upon celebrating both individual achievement and personal development as the children learn and grow with us. Our aim is to provide a secure, happy, and well-ordered environment in which our children are challenged to make the very best of their talents, whilst developing new skills and interests.

At The Radstone Primary School we combine both the traditional and the modern, making full use of our state-of-the-art facilities to provide an outstanding curriculum in an exciting and stimulating setting. We will be *'Building Excellence'* in all aspects of our provision, delivering through the highest expectations, a talented staff team and a strong partnership with our parents and community.

We all look forward to meeting you soon.

Andrea Curtis

Executive Principal

STAFF AT THE RADSONE PRIMARY SCHOOL

We have an extremely dedicated team who work together to ensure the children of The Radstone Primary School receive the very best start to their education. I would like to take this opportunity to introduce you to The Radstone Primary School Staff Team:

Andrea Curtis
Executive Principal

Jenny Jeffery
Head of School

Michelle Beddall
Reception Teacher

Becky Fry
Reception Teacher

Sophie Matthews
Assistant Head

Rebecca Hughes
Assistant Head

Louise Alder
SENco

Starting Dates

Starting school is the first step in a long educational journey and we want to make sure that we get it right. A smooth transition into school allows the children to feel happy, settled and confident in their new environment, which, in turn engages learning. The transition process that we put into place for the children allows them time to enjoy their new school, initially in small group visit sessions, then building from mornings to tackling the whole school day. We are aware that many children have attended a Nursery for full days already. However, starting school is an exciting and exhausting process for the children, there is so much to learn each day and we do not want to overwhelm them. Our process has been successful over many years and we are very excited to start the new journey with you and your child.

September 2023

Wednesday 6th September	Stay and Play *Session time in your welcome letter.*
Thursday 7th September - **Tuesday 12th September**	Group Sessions *Session time in your welcome letter*
Wednesday 13th September	All children to have lunch. 9:00am – 1:00pm
Thursday 15th September onwards	Full Days - 8:30am - 3:15pm

Stay and Play

Come and join us in Reception with your child to stay and play for the session. This way your child can explore their new environment with the security of a familiar adult. You can introduce them to new friends, remind them of the teaching staff and help to familiarise them with the environment e.g. using the toilet. The activities that the children can access will then be kept the same, so that when they return without you there, they can feel secure knowing that they have enjoyed doing this with you.

Group Sessions

These visits provide a chance for your children to be introduced to the Reception environment in a smaller group. The children will have the opportunity to settle into the space and build relationships with peers and staff before joining whole group sessions.

Full Days and Lunchtimes

Once the children start with us for full school days, they will be introduced to the lunchtime routine, both eating and playing outside. Please remember to order their school dinners from this week onwards. All children in Reception, Year 1 and Year 2 are entitled to Universal Infant Free School Meals (UIFSM) which means you can order a hot lunch each day with no cost. From this week onwards we slowly build towards a full Reception timetable with activities such as PE and Forest School being slowly introduced. Your class teachers will keep you updated along the way via Class Dojo.

Meals are ordered through our lunch time provider Fresh Start. Meals for the week should be ordered by the previous Thursday by midday. Late orders up to the day of the meal will then only have the option of a jacket potato or sandwich.

Please ensure you have placed your order by Thursday 9th September.

School Times

8:30 am – 3:15 pm

Drop off/ Collection

The children will be dropped off at the Reception classroom from 8.30am and by 8.45am, entering via the outdoor area gates. We ask that you say goodbye to them at the gate and ensure that they are ready to come into school before leaving. We are aware that this can be a tricky time for some children and are always on hand to support them to settle. It is normal for them to have a few tears when you leave! Please could we just ask that if your child is upset that you wait with them until an adult is free to comfort them.

It is very important that the team know who will be dropping off and collecting your child from Reception. Please let us know in advance if this is going to be by anyone else by speaking to a member of the team or calling the school office. It must always be an adult that collects your child. We can then ensure that they arrive and leave Reception safely.

A Typical Reception Day

Our Reception timetable will vary depending on the day of the week and scheduled activities. However, all school days will include the following:

- **Registration:** Children will be registered in their class groups on the carpet.
- **Independent and Adult Focussed Activities**: This is when the children freely access the environment and learning activities. They will work either independently or in small groups and will always have an activity to complete with an adult.
- **Snack time**: Children will be provided with a daily fruit snack.
- **Carpet time**: This will happen during each session and is the children's whole class teaching time. During this time new skills, concepts and information will be introduced and discussed as a whole group.
- **Phonics/Mathematics/Literacy sessions**: The children will have timetabled Phonics, Maths and Literacy sessions in which they will work in groups to target their development in these key areas.
- **Story time**: Listening to stories is so important for children's development. Therefore, the children will have time to listen to and talk about a book daily.

THE RECEPTION AREA

Each day the Reception classroom will be set up with a range of activities to encourage the development of your child's learning. The Reception classroom will have many different learning areas which will be set up with a range of exciting activities each week, these include the following:

Creative Area

In this area the children will have access to:

- Malleable Play
- Messy Play
- Painting
- Skill Work

Classroom Area

In this space the children will have access to:

- Mark Making
- Reading Corner
- Writing
- Number Exploration
- Small World
- Role Play
- Construction

Outdoor Area

This area offers the children the opportunity to develop both their physical skills and activities which cover the full curriculum range. The areas outside include:

- Water Play
- Sand Play
- Builders Site
- Trikes & Scooters
- Music Exploration
- Performance Area
- Investigation

Literacy

The children will have a daily input on both Reading and Writing, this will be supported by independent activities and adult guided tasks. As a school we follow 'The Write Stuff' approach to writing. In Reception children's writing will be developed through deep and meaningful talk/listening, along with providing them with a rich repertoire of real and imagined experiences to ignite writing.

The children will be read to daily, during class story time and they will also have free access to a variety of texts. Within story time the children will develop the 'Book Talk' approach, using our 'Reading Rainbow' to discuss the text through a variety of different lens, ensuring we understand what we read. Further information will be provided in your child's reading folder.

Phonics

At The Radstone Primary School we use Read Write Inc. phonics because we want our children to learn to read as quickly as possible and then to keep on reading – to read widely and often and be a lifelong reader. They will have daily phonics sessions which are tailored to their knowledge level and will also be provided with a phonics rich environment and regular independent phonics activities.

Maths

Children in Reception will explore number, numerical patterns, shape, space, and measure through the White Rose Scheme of Work. The children will be taught daily Maths lessons, which will be supported in independent and adult focussed tasks. Learning will be broken down into small chunks which enables the children to acquire new knowledge and demonstrate understanding through play.

Themes

In Reception we like to change our area of learning on a weekly basis to capture and motivate the children with exciting themes and topics. These will come from the children's interests and experiences and can range from Pirates and Under the Sea to Space and Mini-beasts. Our classroom will reflect our topic and our learning activities will tie into the theme. This allows the children's learning experience to both be exciting and motivating but also to provide a range of activities and different approaches to learning.

Adult Guided Tasks

Much of the children's day will involve them independently accessing the environment and following their interests. The adults will always be on hand to support and extend the children's thinking through engaging in their play, modelling learning or questioning. However, the children will also complete adult guided tasks where they will work either individually or with a small group to complete an activity with a specific focus. These happen daily and allow us to introduce new skills and learning to the children.

Exciting Sessions

There are many other exciting additions that will be made to the Reception timetable. These will take place as a whole class and include:

Music: Time to explore rhythm, sounds and make music!

PE: We will be getting our bodies moving and learning how to keep healthy.

Forest School: Throughout the year the children will have the opportunity to attend Forest School and take part in planned outdoor activities which will be nature based. Allowing them time to explore and find out about the world around them.

Snack/Cooking: Each school day the children will be provided with fruit and water for their snack. We also have regular cooking experiences in our DT room. This is a special time where the children try new foods together, build an understanding of healthy eating and practise a range of cookery skills.

WHAT TO BRING TO RECEPTION

PE Kit

The children will need to wear their PE kit for their PE lessons. The school sports kit consists of a white t-shirt, purple shorts and black plimsolls. During Winter please provide a dark tracksuit and trainers as their sessions may be outside. When changing, we would like the children to be as independent as possible. Please help us with this by encouraging them to change independently at home. During the colder months we may ask for an outdoor kit.

Book bags

When children are ready they will be given the opportunity to bring home reading books and will need a school book bag in order to do so. These can be purchased from the uniform supplier. Book bags will also be used to send home important letters and your child's work. Please ensure these are checked on a regular basis.

Uniform

The children in Reception must wear school uniform. Please ensure this is **always named clearly.** Price and Buckland supply our cardigans, jumpers and other optional items. These can be ordered from their website and delivered either to the school (free of charge) or to your home address (delivery charged).

- Tartan Skirt. Tartan Pinafore dress or black trousers
- V-neck purple cardigan or V-neck purple jumper
- White short or long-sleeved shirt
- Optional purple gingham summer dress – **Summer Term only**
- Black trousers or black shorts in the summer
- Tie (clipped) (KS2 compulsory)
- Black socks, black tights or knee-high socks, or white ankle socks in summer
- Black sensible shoes or sandals with socks in the summer

THE FOUNDATION STAGE CURRICULUM

The Statutory Framework for the Early Years Foundation Stage explains how and what your child will be learning to support their healthy development.

Your child will be learning skills, acquiring new knowledge and demonstrating their understanding through 7 areas of learning and development.

Prime Areas

Children should mostly develop the 3 Prime Areas first. These are:

Communication and Language: listening, attention and understanding, speaking.

Physical Development: gross motor skills, fine motor skills.

Personal, Social and Emotional Development: self-regulation, managing self, building relationships.

These prime areas are those most essential for your child's healthy development and future learning.

Specific Areas

As children grow the Prime Areas will help them to develop skills in 4 specific areas. These are:

Literacy: Comprehension, word reading, writing.

Mathematics: Number, numerical patterns.

Understanding the World: Past and present, people, cultures and communities, the natural world.

Expressive Arts and Design: creating with materials, being imaginative and expressive.

These 7 areas are used to plan your child's learning and activities. The Reception team will make sure that the activities are suited to your child's unique needs. This is a little bit like a curriculum in primary and secondary schools, but it's suitable for very young children and it's designed to be really flexible so that staff can follow your child's unique needs and interests.

Children in the EYFS learn by playing and exploring, being active and through creative and critical thinking. These are known as the 'Characteristics of Effective Learning' and will be used to gain information on the way in which your child learns. Activities are then tailored to meet their learning style.

TAPESTRY

In the Foundation Stage we use on-line learning journeys to document children's learning and achievement. We are very passionate about the impact of this and feel the introduction of these has strengthened home-school links tremendously. Each child will have an individual learning journey through a piece of educational software called 'Tapestry'. By logging on with a secure username and password, you will be able to view all of your children's observations, photographs and even video from their time in Reception. You will also receive an email telling you when a new observation or piece of work is available for you to view. This will enable you to follow your child's individual progress closely and you can reflect upon achievements with your child. You can add comments so that we can find out about which activities your child really enjoyed and the learning they get up to at home.

Here's how to find it:

Enter www.eylj.org into your browser and log in with your username and password. Alternatively you can download the Tapestry app from the app store.

Assessment

Through the use of our Tapestry platform, adult focused activities and independent exploration, we will continually assess your child's learning and development with regards to their age-related expectations. Observations, photographs, videos, adult focused tasks, independent tasks and information from group work will be collected. Each observation will build a picture of whether your child is emerging or expected towards the typical behaviour of children their age in each area of learning. You will be informed of their level of progress, as well as detailed discussions of your child's development during Parents' Meetings.

TAPESTRY
ONLINE LEARNING JOURNAL

PARENT PARTNERSHIP

There are many ways in which you can get involved with your child's learning and help us in Reception, these include:

Family Reading: Each week there will be an opportunity for you to come into Reception and enjoy a story with your child.

Visitors: If you have a specific skill, occupation, and hobby or interest that you would like to share with us and wish to come in and talk/work with the children on this please let us know. We can then link this to our topic work and enhance the children's curriculum through our special visitors.

Learning Wishes: We would love to hear what your child's interests are at home and ask you to share this with us by placing a leaf on our Growing Wall. These can be questions, ideas, interests or topics; we will then cover these in our planning throughout the year.

Achievements: It is very important that you share with us your child's achievements and any significant learning steps they make at home. This helps us to build a picture of their learning and builds into our Foundation Stage Profile. This can be done using Tapestry. You can add your own observation and include text, photographs and videos to let us know what your child has been doing at home.

PARENT PARTNERSHIP CONTINUED

Working in partnership with you is of the upmost importance to us. There are many ways that you can get in touch with us to share ideas, discuss learning, speak about your child's time at school or raise any questions/concerns. Some of these are as follows:

Tapestry: This is the best way to share home learning and achievements with us. Uploading photos, comments and videos means we can celebrate these together as a group.

Drop Off/ Collection: At this point you can share information with any member of the team, we are always here to talk to! We will also pass on any key information about the day to you. We are aware this is a busy time, therefore, if you wish to wait or arrange a time that is less busy please feel free to do so!

Meetings: If you wish to speak to a member of the team for a longer meeting or in a private manor we can always arrange a meeting, or a member of the team to call you at a convenient time.

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What if my child is ill at school?

In Reception we always have a first aider available. If your child feels ill during the school day, we will always contact you using the contact information you provide to the school office. You can then collect your child and take them home until they are better. Please note that if your child has a sickness bug, pupils should not be returned to school until there has been a period of 48 hours with no sickness.

What if my child is ill at home?

Please contact the school office to report your child's absence. This can then be logged in the class register. Please apply the rule regarding sickness above.

What if my child has Special Educational Needs?

We would hope that we work with you to ascertain relevant information before your child begins Reception. During the term, your child's needs and progress will continue to be monitored by teaching staff and the school SENCo.

What if we would like to take our child on holiday during term time?

Please be aware that we cannot authorise holiday during term time. High levels of pupil attendance are expected to ensure continuity for pupils and good progress with learning. Attendance that falls below 95% will be monitored closely and poor attendance and holiday during term time can result in matters being referred and incur a fine.

Where can I find school policies?

To find policies including Safeguarding, Attendance, Admissions please see our school website, www.theradstone.academy/index

HOW WE WILL CONTACT YOU

E-mail

This is our primary means of communication. It will be used for letters, what's on guides, newsletters and other important information that we wish to pass onto you.

Text Messages

As a part of our First Aid policy we will always send you a text message if your child has bumped their head during the school day. Text messages will also be used for urgent reminders and any messages that we feel need to be picked up immediately.

Arbor

Once your child's details are logged onto our online system – Arbor, you will receive an email to set up an account. This can be done by downloading the Arbor App. Arbor enables you to see your child's profile, update information, eg new phone numbers, book teacher led clubs and consent and pay for any trips or events.

Bookbag Letters

These will be very few and far between as we try to minimise the amount of paper being sent home, however, on occasions when we require a permission slip e.g. for the minibus, we will send paper letters to allow for this. We will always send an email to notify you if a paper letter has been sent home.

Class Dojo

Teachers use Class Dojo to provide information, notices and reminders. It is also used to inform you about what the children will be learning each week. Class Dojo will tell you your child's achievements during the school day and has a story function. This will be used for any extra information about learning and what we are up to at school. You can expect occasional posts from teachers about what is happening in the classroom and the wider school, to help you feel more informed about day-to-day elements should you wish to.

As a means to celebrate our schools achievements we also have our Facebook and Facebook accounts, these will only be used for key events, trips, visits and celebrations. If you wish to follow us you can do so at: Facebook 'The Radstone' and Twitter @Radstoneprimary

HOW YOU CAN CONTACT US

Communication between teachers and parents is essential. No matter is too small and it is always best to bring these to the attention of a member of staff immediately. Likewise, please share new achievements and updates with us! We will always endeavour to get back to you on the same day or offer a further meeting at a convenient time. For further clarification, the options for you to communicate with us are:

Face to Face

We always prefer to speak to parents face to face. We know that drop off and collection times are busy, however, any member of staff will happily speak with you at this time or take a moment to arrange another convenient time.

Email

You can email the school office at any time at enquiries@trps.thlt.academy. These messages will then be directed to the correct person for their response. Emails are monitored throughout the school working day.

Phone Call

Mrs Coleman and Miss Wharton are always on hand in the school office to take a phone call from you. They can help with queries and questions, as well as passing messages on or arranging a reply call from a member of staff. The school phone number is **01280 390936.**

Our doors are always open to parents, and we enjoy working together with you to ensure that your child gets the best possible education.

THE RADSTONE PRIMARY SCHOOL TERM DATES 2023/2024

AUTUMN TERM

Start of Term: Wednesday 6th September 2023

Half Term: School closes Friday 20th October 2023

School re-opens: Tuesday 31st October 2023

End of Term School closes: Friday 22nd December 2023

SPRING TERM

Start of Term: Wednesday 8th January 2024

Half Term: School closes Friday 16th February 2024

School re-opens: Monday 20th February 2024

End of Term School closes: Thursday 29th March 2024

SUMMER TERM

Start of Term: Monday 15th April 2024

Bank Holiday school closed: Monday 6th May 2024

Half Term: School Closes Friday 24th May 2024

School re-opens: Tuesday 3rd June 2024

End of Term: School closes Friday 19th July 2024

PUPIL PREMIUM FUNDING – ARE YOU ELIGIBLE?

Are you in receipt of the following?

- Income support
- Jobseekers or employment allowance
- Child tax credit
- Working tax credit
- Universal credit

THEN YOU COULD BE ENTITLED TO RECEIVE THIS ADDITIONAL FINANCIAL SUPPORT FOR YOUR CHILD'S EDUCATION

As part of this, we will provide:

- A fully funded and complete set of new school uniform
- One fully paid peripatetic club opportunity for your child (music or sports)
- Educational school trips and visits paid for (plus a contribution towards all residential trips)
- The remaining funds will go towards supporting your child's academic progress within school

Please go to the following website to apply

https://www3.northamptonshire.gov.uk/councilservices/children-families-education/schools-and-education/Pages/pupil-premium.aspx

We are your Child Protection Officers

If you have any concerns or worries then please talk to a trusted adult in school

If you prefer you can come and talk directly to us

Andrea Curtis
Executive Principal

Jenny Jeffery
Head of School

Sophie Matthews
Assistant Head (DSL)

Louise
Alder
SENco

Michelle Beddall
Reception Teacher

Craig
Kirby
Safeguarding Governor

THE RADSTONE
Primary School

Poppyfields Way

Brackley

Northamptonshire

NN13 6GA

01280 390936