



Dear Parents,

We hope you have all had a wonderful summer break and would like to welcome you to Reception Class. This year your teacher and support staff will be: Miss O'Rourke and Mrs Meischke. We have planned an exciting year ahead, full of stimulating educational activities to support your child with their learning. We hope the following information will prove helpful:

### **School Day Times**

The Reception class day starts at 8:50 and after saying goodbye, your child should choose a table top activity. We would ask that you work with us to encourage your child to become independent in placing their book bag, lunchbox, drinks bottle and coat in their appropriate places. The Reception school day ends at 3:15. Please ensure your child arrives and is collected on time.

### **Topics**

During the year the children will be learning about the following topic areas:

<b>Half Term</b>	<b>Topic Area</b>
Autumn 1	All about me
Autumn 2	Autumn, Colours and Christmas
Spring 1	Fairytales
Spring 2	Food
Summer 1	Animals
Summer 2	Journeys

Please support your child's learning by talking about our topics as we cover them. If you are able to provide any resources or assistance enhancing our role play areas, we would appreciate this greatly.

### **Letters and Sounds**

Work on Jolly Phonics and 'Letters and Sounds' will start in the week beginning Monday 20<sup>th</sup> September. I will be holding a 'phonics workshop' in the next few weeks to inform you of how your child will be learning to read and write at school.

**Sharing/News Day** is on a Monday. Please encourage your child to share some news about their weekend. They may also bring in a related item.

### **PE**

Please ensure your child has a named PE kit consisting of shorts and a t-shirt in a named, draw stringed bag. Your child will require plimsolls as part of this kit.

### **Book Borrowing**

The 'Sharing Pack' system will continue as in Nursery initially. Your child will change his or her book pack on the same day each week. Please ensure all 'Sharing Pack' items are present before returning the pack. Days will be as follows:

**Monday – Red team**

**Tuesday – Blue team**

**Wednesday – Orange team**

**Thursday – Green team**

**Friday – Yellow team**

(Week commencing 20<sup>th</sup> September)

### **Illness**

Please let us know if your child is ill and will not be attending school. If you are unable to inform the school of an absence on the day, we must have a letter or telephone call explaining the situation promptly following it. If your child requires medicine at school, a form must be filled in before staff are able to give any medicines.

Although Swine Flu seems to have died down at present, we will remain vigilant and to follow County advice on hand washing to minimise the risk. If your child is unwell at school and we suspect that they may have Swine Flu we will let you know. If your child is unwell at home and you think that they may have it please let us know as soon as possible.

### **Tissues**

We greatly appreciated all the families who sent in a box or two of tissues last year. We get through a huge amount with general sniffles, sneezes and the odd tear. For this year, please would you send in a box of tissues this month and we will let you know when we need some more.

### **Health & Safety**

All children must have a sun hat in the summer term. Please remember the children should not wear jewellery to school, except watches, stud earrings and medic alert jewellery for serious medical conditions.

### **Water Bottles**

It is the school policy that the children have access to fresh drinking water throughout the day. This is separate to drinks at playtime and lunchtime. Please provide your child with a named bottle with a sports lid, which will be taken home every night and refilled with water for the next day. Frozen water is not allowed in the classroom and it is now school policy that children are not allowed to bring in sweets on their birthday, although we will still obviously celebrate this in class.

### **Snacks**

The school participates in a 'Free Fruit and Vegetable Scheme.' However if your child prefers, they are allowed to bring in their own healthy snack (fruit or vegetable).

## **Behaviour**

Our policy is designed to promote a consistent approach to maintaining good behaviour within the school so that all children learn to develop positive, pro-social behaviour. We aim to praise rather than punish and to develop an ethos where children seek to win praise rather than attract punishment. It is acknowledged that this can best be achieved by a positive approach to discipline. The vast majority of children will seek praise and rewards. In the classroom this is given in a variety of ways:

- words of praise and encouragement
- a reward sticker or mark of praise in a child's book
- display of a good piece of work
- public acknowledgement of good behaviour, work etc in assembly
- messages to parents
- sharing work with the Headteacher or other staff
- certificates

Each class agrees, publishes and displays a set of Golden Rules that they believe will help everyone in their class to work purposefully and to get along harmoniously in the class and the playground.

Behaviour at Morgans is generally very good. On the rare occasion of more serious offences the school will follow the school behavioural policy.

## **Parent Mail**

We will be sending information on topic areas, and what as a parent you can do to help reinforce school based learning at home using this system every few weeks. If you are not yet registered for this please see us at the end of the day and we can help register you. The schools weekly 'Morgans Mail' is also sent in this manner and is displayed on the school website.

We operate an open door policy, however if a matter requires longer than a minute or two, please ask for an appointment. We will be only too pleased to see you. As you can imagine the start of the day is a very busy period, and we wish to focus our attention on the children's learning. Obviously on certain occasions it is important we know of any matters which may affect your child's welfare throughout the day. In such instances please speak to one of us at the start of the day.

We look forward to working with you to ensure your child has a productive and fun filled Reception experience over the year.

Many thanks for your understanding and help with these matters.

Lauren O'Rourke

Samantha Meischke