

# West Melton Primary

*Striving for Success with Pride and Happiness*

## Early Years Foundation Stage

“**CREATIVE** people  
are **CURIOUS**, **(flexible)**,  
**PERSISTENT**,  
and **independent** with a  
**TREMENDOUS SPIRIT**  
of *adventure*  
& *a love of play.*”

**HENRI MATISSE**

## EYFS 'Off to a Good Start'

'Children make a good start in the Early Years Foundation Stage and are well prepared for Year 1.'

Ofsted April 2014

The learning environment, especially indoors, is well organised, attractively resourced and used profitably. Children delight in the variety of creative activities, and opportunities are taken to broaden children's horizons.

Ofsted September 2016

'There are high expectations for children's behaviour, and routines are well established. Children are happy, keen learners who behave well and show kindness to others.'

Ofsted April 2018

**This booklet is to provide parents and carers with important information about our Foundation Stage class and our procedures. If you would like further information on any matter relating to your child, please speak to a member of staff. We are always willing to help.**

## School Information:

Session Times: **Foundation Stage One** - 8.30am – 11.30am  
Or  
-12.00pm – 3.00pm

**Foundation Stage Two** - 8.45am – 3.05pm

**Foundation Stage One:** Children enter FS1 in the term following their 3rd birthday. All children are entitled to 15 hours of Early Years provision. FS1 is advisable but optional.

**Foundation Stage Two:** Children start FS2 in the September following their 4th birthday; this used to be known as 'Reception'. FS2 is **compulsory**

## Welcome to Foundation Stage

Our foundation stage unit welcomes your child with open arms.

We value the contribution every child brings to our unit which makes our unit a happy and friendly place to learn. Our mission, to 'Strive for Success, with Pride and Happiness', underpins all we do at West Melton.

Starting school is an important step in a child's life. We understand this and our aim is to provide a secure, stimulating and caring environment for all our children, where they learn through play, developing at their own pace, gaining confidence in their own abilities.

By providing a wide range of carefully planned, quality learning experiences we aim to ensure that all children will:

- Continue to develop their knowledge and understanding of the world around them
- Learn new skills
- Gain in confidence and self-esteem and move towards independence

## What Happens When My Child Starts School?

### Foundation Stage 1

Children are able to access our Foundation Stage 1 provision the term after their 3rd birthday. They will spend approximately one year as an FS1 pupil attending school mornings/afternoon only (see session times).

## **Foundation Stage 2**

They will start school full time as an FS2 pupil in the September after their 4th birthday.

The term before your child is due to attend our provision here at West Melton Primary school you will be invited to spend time in the foundation unit with your child. This provides you with an opportunity to meet the staff to pass on information about your child and to discuss any concerns you have before your child starts school. This gives your child an opportunity to meet the adults who will be looking after them and ensure there are some familiar faces for them when they venture into the 'big school' for the first time. It also gives your child the opportunity to become familiar with the foundation stage environment and their classmates.

You will receive a transition pack, which includes the admission forms you need to complete before your child attends school. The information you need to provide include name, date of birth, health information, contact numbers etc.

Transition days are arranged for your child to attend to help with their transition into our class and school community. Transition arrangements are tailored to each child's needs.

### **How to help your child transition into school?**

You can help to prepare your child for school by getting them used to spending time with other adults, and by talking to them about the types of activities they will be able to do in school. You can help your child by practising putting their coat and shoes on, familiarising them with their personal items e.g. water bottle, school bag and ensuring your child is toilet trained— if your child has any problems with this, please make sure that staff are informed so that an appropriate care plan can be arranged.

### **What will my child Learn at School?**

The EYFS curriculum designed for 3 -5 year olds (children in the Foundation Stage) is based on Stages of Development (age-related in months) leading to the achievement of Early Learning Goals. The curriculum is split into 7 areas focusing on 17 areas of development.

#### **Personal, Social and Emotional Development**

To give all our children the best opportunities to develop their personal, social and emotional skills, we include:

- Opportunities for children to work alone or in groups
- Development of independence skills e.g. dressing
- Positive imagery in books and displays
- Opportunities to give positive encouragement to children
- Positive role models by adults in school

#### **Communication and Language**

To give all our children the best opportunities to develop their communication, language and reading and writing skills we include:

- Speaking and listening activities with adults and each other

- Opportunities to share and enjoy a wide range of books
- Opportunities to see adults writing and for children to write for themselves e.g. shopping lists etc.

### **Mathematics**

To give all our children the best opportunities develop their mathematical skills we include:

- Different activities which develop counting, sorting, matching, working with numbers, shapes, space and measures
- Activities which develop mathematical understanding through stories, songs and games

### **Understanding the World**

To give all our children the best opportunities for developing their knowledge and understanding of the world around them we include:

- Activities which support children's work in science, history, geography, design and technology and information and communication technology (ICT)
- Activities based on first-hand experience that encourage exploration, observation, problem solving, prediction, critical thinking and discussion

### **Physical Development**

To give all our children the best opportunities for effective physical development we include:

- Quality time for children to use a range of tools to develop fine and gross motor skills and co-ordination, e.g. pencils, scissors etc.
- Space, both indoors and outdoors, to take part in a range of physical activities, e.g. ball games, tricycles etc.
- Weekly P.E lessons

### **Expressive Arts and Design**

To give all our children the best opportunities to develop their creative skills we include:

- Opportunities to develop creativity and expression through music, art, dance, role-play and imaginative play
- Opportunities to use and explore resources from different cultures
- Time for children to explore, develop ideas and respond to these by using all their senses

### **What Do I Need to Know?**

Children in Foundation Stage must be brought to school and collected by parents/carers or another designated adult (ie. over 16 years of age.)

#### **On arrival at school:**

Children enter school through their classrooms doors. When you arrive at school, please take your child into their classroom via the Foundation Stage entrance and make sure one of the staff knows he/she has arrived.

#### **At home time:**

Please be on time to collect your child from school. Young children need the security of knowing that you are waiting for them, and this avoids any unnecessary upset or worry.

If an emergency arises which causes you to be delayed, please ring school (see School Information) and let us know. We will then look after your child and reassure them until you arrive. If someone different is collecting your child, you must inform the staff beforehand. It is also a good idea to make sure your child knows too. We will not let your child leave the premises with anyone we do not know or have not been informed about.

**Foundation Stage One Absence:**

As a matter of courtesy, please inform the school office if your child is or is going to be absent from school.

**Foundation Stage Two Absence:**

All absences from school by children of compulsory school age are monitored closely both by the school and by the Educational Welfare Service, and absences without explanation are investigated. If your child is absent from school, you must inform the school office.

**Illness:**

Please consider very carefully whether it is appropriate for your child to be in school if they are ill. Young children are not happy in school when they are ill, and whilst good attendance is vital, it is also important that germs are not spread amongst other children. This is particularly important with sickness and diarrhoea; children should be clear for at least 48 hours before returning to school, as it spreads very quickly amongst young children.

Please make sure we are fully aware of any medical conditions your child suffers from (e.g. asthma, diabetes, allergies etc.).

**Medicine**

It is better that children do not have to be given medicines during school hours. However, if your child does require any medication whilst in school, and you are unable to come in to administer this yourself, you must fill in a form at the school office to provide us with written permission, the name of the medication, the dosage and the time it is required.

**Head lice:**

Unfortunately, incidences of head lice are a fact of life wherever children spend a lot of time in close proximity to each other. However, all parents/carers can help minimise this problem by regularly checking their children's hair and taking the appropriate precautions. Please remember that we in school are not allowed to check your child's hair for you – it is your responsibility.

**School Uniform:**

All children wear school uniform or clothing in the school colour (purple). Items of uniform with the school logo can be purchased and/or ordered from the school office or plain items can be purchased from high street retailers and supermarkets.

**Clothing for Activities:**

Many of the activities we do in Foundation Stage are quite messy! Although we provide aprons, we do ask that children do not come to school in their best clothes.

**FS2** children have PE lessons twice a week. For this they need a PE kit in school consisting of a pair of black shorts, a white t-shirt and a pair of plimsolls.

To encourage children to become independent, it is also important that they have clothes which they can manage by themselves. Belts, buckles, dungarees, laces are very difficult for small children to manage, especially if they leave going to the toilet until the last minute!

We do have a small stock of spare clothes in case of accidents, and we ask that you wash and return these straight away if your child has to borrow any.

In the autumn and winter months' warm waterproof coats and winter footwear e.g. wellington boots are needed.

We are not allowed to administer sun cream to your child (in case of allergies) so it is important that your child is appropriately protected in the summer to prevent sunburn. Please ensure that shoulders are covered by clothing and a sunhat is provided for wearing outdoors.

#### **Toys:**

Children do not need to bring toys to school. Please leave them at home where they are safe from loss or breakage.

#### **Snacks:**

Children in Foundation Stage are provided with free milk every day until they reach the age of 5 and every child will be provided with a daily fruit snack.

#### **Parents in Partnership**

We value the importance of having good strong relationships with our children's parents. It is in every child's best interest that school and parents/carers work in partnership to ensure they receive the best possible education and opportunities.

#### **How to Help Your Child Learn:**

We actively encourage parents/carers to continue with relevant learning and play activities at home. Here are some ideas of what you could do:-

- Share books regularly – read stories and talk about them
- Have pencils and paper available, and praise and value any marks they make
- Count everyday objects e.g. buttons on a coat
- Match objects e.g. cutlery to the number of people
- Encourage use of correct language e.g. tall, short, empty, full
- Encourage your child to share and take turns
- Sing songs and nursery rhymes

#### **Parent's Meeting:**

As parents/carers you will be formally invited into school on three occasions over the school year to discuss your child's progress and achievements. These take place at the start of your child's time in school, midway through and at the end of their time in the Foundation Stage class, before they move in to Year 1. During these meetings, it is very useful if you can inform staff of the progress your child has made at home in activities they have done out of school. It is also a good time to discuss any concerns which may have arisen at school or home regarding your child's progress in learning.

## Home/School Links - Dojo

To get to know your child better and improve our partnership with you as parents we have created a class Dojo page. The Dojo page allows both practitioners and parent to communicate about the child's achievements/experiences at home and school. Please share any experiences you feel shows your children's personal, social, emotional and academic development, this could be a short recount of an event, picture/writing, certificate or photograph. Any information you can provide is vitally important to getting to know your child and to gain a larger picture of your child's development.

## Home Learning



We ask that you read with your child at least 3 times per week. This needs to be recorded in your child's learning log.

Throughout the year we set home learning challenges to increase and enhance the children's opportunities.

## Keeping your children Safe

We take the safety of your children extremely seriously, therefore

- Entry to school is monitored; gates are kept locked
- All staff and visitors to the school are vetted before being allowed access to your children
- Clear procedures are in place regarding child protection; any concerns will be investigated as per current legislation, including advice sought from or referrals made to Social Care as necessary

Last but not least, try to give your child:-

- Time to listen
- Time to talk and share experiences and ideas
- Time to play

A child that is given time, will reward you by being interested and motivated and will want to learn.

Childhood is a very important and special time. We hope that your child will be happy at West Melton Primary School, and that you soon feel part of our school community too.

**Remember - parents/carers and staff working together play an important role in getting children 'off to a good start'.**

## Provision at West Melton Primary School.

### Early Years Provision Entitlements

All 3 to 4-year-olds in England are entitled to **15 hours** free childcare per week for 38 weeks of the year. Children are eligible for the entitlement the term after they are 3 years old.

Child Born Between	Term of eligible entry
1 <sup>st</sup> April- 31 <sup>st</sup> August	September
1 <sup>st</sup> September – 31 <sup>st</sup> December	January
1 <sup>st</sup> January- 31 <sup>st</sup> March	April

**Some** 3 to 4-year-olds are eligible for **30 hours** free **childcare** a week. Information on the eligibility factors can be found on the following website. <https://www.gov.uk/30-hours-free-childcare>

### Early Years Provision at West Melton Primary School

West Melton Primary School proudly offers provision to 3-4 year olds from the term after they are 3.

#### Session Times

15 hours	30 hours	30 hours plus
<p>Monday-Friday 8:30-11:30 (5 morning sessions)</p> <p style="text-align: center;"><b>Or</b></p> <p>Monday-Friday 12-3 (5 afternoon sessions)</p>	<p>Monday- Thursday 8:30-3</p> <p style="text-align: center;"><b>&amp;</b></p> <p>Friday 8:30-11:30</p> <p>30 hours' <b>eligibility code</b> needs to provide to school each term.</p>	<p>Monday- Friday 8:30- 3</p> <p>Additional cost of <b>£10 per week</b>.</p> <p>Additional provision needs to be <b>booked and paid for half termly</b> e.g. 6 week term= £60</p> <p>This <b>MUST</b> be paid prior to each half term. An invoice will be sent stating the date the balance must be paid.</p> <p><b>Please note</b> no refunds will be made if additional session is not used.</p>

To enrol your child into our FS1 provision please contact the school office **01709 760538/ office@westmeltonprimary.co.uk**

