



## **CHILTON FOLIAT PRIMARY SCHOOL**

*Church of England, Voluntary Aided*

Stag Hill, Chilton Foliat, Hungerford RG17 0TF

Telephone: 01488 682630

Website: [www.chiltonfoliatprimary.org.uk](http://www.chiltonfoliatprimary.org.uk)

Email: [admin@chiltonfoliat.wilts.sch.uk](mailto:admin@chiltonfoliat.wilts.sch.uk)

Headteacher:  
Mrs Katie Turner

## **Welcome to the Early Years at Chilton Foliat Primary School**



## **A Complete Guide to your Child's First Year at School**

*With thankfulness, courage and love, we strive to improve heart and mind*

## **Introduction**

Starting school can be a daunting prospect for children and parents alike, with so much new information and new routines to take on board. With this in mind, we at Chilton Foliat Primary School have put together this booklet to try to answer some of the questions that both you and your child may have before the school year begins. We have tried to include all the relevant information we think you will need, but if there is anything you feel we haven't covered please let us know and we will endeavour to include it in our next publication of this booklet.

Here at Chilton Foliat School, we appreciate that Early Year's education is not just a preparation for the next stage in life – it is vitally important to prepare your child in their journey of lifelong learning. We understand that children will come to us with vastly different experiences, abilities and understanding of the world unique to themselves. As a result, we aim to offer a high standard of early year's education that considers the individual needs and nature of young children and builds upon what they already know and can do.



## **Members of the Early Years Foundation Stage Team**

- Mrs Julie Gibson – Reception Class Teacher
- Mrs Libby Stubbs – Teaching Assistant
- Miss Ingham – Reception Class Teacher (Friday)
- Mrs Hocking – Teaching Assistant (Friday)

We are here to make your child's first year at school as enjoyable as possible, so if you do have any worries or concerns, please let us know and we will be happy to help.

## **Aims for the Early Years at Chilton Foliat Primary School**

- ✓ To make the learning process a stimulating, interactive and pleasurable experience for all children.
- ✓ To focus on the process of developing skills.
- ✓ To provide for each child's individual needs; supporting and extending them where appropriate and allowing them to learn and develop at their own pace.
- ✓ To provide a broad and balanced curriculum, that is based around purposeful play and that can be built upon in Key Stage 1 and later years.
- ✓ To develop children's independence and self-esteem, by providing a safe, secure environment, in which children are not afraid to explore or make mistakes.



## **The Early Years Foundation Stage – What is it all about?**

- ✓ If your child attended a pre-school, nursery or childminder, s/he will have already begun the Early Years Foundation Stage Curriculum. The curriculum begins from birth and continues until the end of your child's Reception Year. If the Early Learning Goals are not reached by the end of the Reception Year, your child will have the opportunity to work towards them in Year 1.
- ✓ The Early Years Foundation Stage aims to build upon what children already know and can do, considering the parents'/carers' knowledge and understanding of their child.
- ✓ The Early Years Foundation Stage adopts a play-based curriculum.
- ✓ The Early Years Foundation places great importance on the fact that parents are children's first educators. An effective partnership between parents and the class teacher is encouraged to help achieve positive outcomes for the child.
- ✓ The Early Years Foundation Stage is underpinned by 'The Characteristics of Effective Learning'.
- ✓ The Early Years Foundation Stage helps practitioners to plan care and learning that is right for each child at each stage of their development.



## **Areas of the Early Years Foundation Stage Curriculum**

### **Prime Areas**

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

Involves:

- ✓ Encouraging children to develop positive attitudes to their learning.
- ✓ Promoting positive relationships and respect for themselves and others.
- ✓ Showing sensitivity for others' feelings, beliefs and needs.
- ✓ Encouraging children to manage their emotions and develop a positive sense of self.
- ✓ Encouraging independence, resilience and roles of responsibility.

- ✓ Learning how to look after his/her body, including the importance of healthy eating.

### Physical Development

Involves:

- ✓ Demonstrating strength, balance and coordination when playing.
- ✓ Moving energetically, running, jumping, dancing and negotiating space safely.
- ✓ Holding a pencil effectively and using a range of small tools, such as scissors, paint brushes and cutlery.



### Communication and Language

Involves:

- ✓ Encouraging children to listen attentively and respond with questions, comments and actions.
- ✓ Holding conversations with their teacher and peers.
- ✓ Participating in group discussions, making use of recently introduced vocabulary.
- ✓ Expressing their ideas about their experiences using full sentences.



### **Specific Areas**

#### Literacy

Involves:

- ✓ Encouraging children to develop a love of books through individual and shared reading of fiction and non-fiction.
- ✓ Reading words consistent with their phonemic knowledge by sound-blending.
- ✓ Demonstrating understanding of what has been read to them by retelling stories using their own words and recently introduced vocabulary.
- ✓ Writing recognisable letters and spelling words by identifying sounds in them.
- ✓ Writing simple phrases and sentences both in play and during phonics' lessons.



### Mathematics

Involves:

- ✓ Having a deep understanding of number to 10, including comparing quantities.
- ✓ Exploring and representing patterns within numbers to 10.
- ✓ Recalling number bonds involving addition and subtraction.
- ✓ Problem solving and investigation, through practical activities, which are within the children's own experiences.
- ✓ Building an understanding of shape, space and measures.



### Understanding the World

Involves:

- ✓ Developing a sense of past and present through talking about the lives of people around them and through stories read to them in class.
- ✓ Exploring the natural world around them, making observations and drawing pictures of plants and animals.
- ✓ Understanding the similarities and differences between different religious and cultural communities by providing topics, which allow the children to discover their own culture and those of other people.
- ✓ Understanding changes in the natural world around them by observing changes in the weather and seasons.



### Expressive Arts and Design

Involves:

- ✓ Singing and performing well-known songs, rhymes, poems and stories.
- ✓ Exploring materials, colour design and texture by using their senses.
- ✓ Inventing stories with their peers through listening to narratives and role play.
- ✓ Developing processes for design and art and sharing their creations with their peers using recently introduced vocabulary.

**Workshops for parents to support phonics and reading will be run throughout the year, details of which will be published at a later date.**



### The value of play in Early Years

Children naturally explore the world around them through play. It provides children with the opportunities to develop skills, explore and take risks in a safe, secure and fun environment. These skills will be refined and built upon as they move through life and through school.

In the Reception Class setting, play will be used to develop the following skills:

*Cooperation and organisational skills* such as sharing, turn taking, locating and replacing resources. This will be through playing games and daily routine activities.

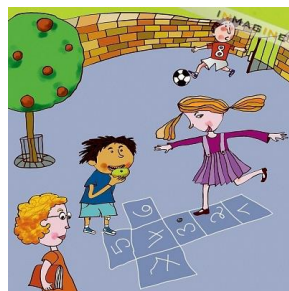
*Language, literacy and communication skills (verbal and non-verbal)* through conversation, discussion and role play, which in turn can help to develop listening skills.

*Fine and gross motor skills*, which help children to manipulate apparatus/tools and develop muscle and body movement. Activities include sand, water and block play, junk modelling plus gardening and mark making.

*Mathematics*, opportunities to develop these skills can arise from almost any activity, e.g. laying a table in the role – play area (matching 1 to 1), cooking activities (mass/sharing, simple fractions), and sand/water activities (capacity).

*Creative and imaginative* can be developed through role – play, music/singing, dance, construction and art activities.

Play also offers children the opportunity to become confident, independent learners and allows them to develop an understanding of the need to show care and concern for others. As the children move through the Foundation Stage, their skills will be built upon developmentally and the above tasks and activities will have a greater focus and structure to promote higher order thinking.



### **School opening times**

Chilton Foliat Primary School is open from 8.45am and registration is at 8.50am. If your child arrives after this time, please go to the office and sign in your child. Please be aware that your child will be marked late in the class register.

Your child will be expected to hang up their own coats on their peg and if having a packed lunch, place their lunchbox on the shelf. Water bottles will be stored in the classroom so that children can access them easily during the school day.

If your child arrives or leaves school using a taxi service, please let us know the arrangements for this by letter or e-mail.

Morning session 8.50am until 12.00pm  
Afternoon session 1.00pm until 3.20pm

Playtimes are as follows:

Morning break 10.30am until 10.45am  
Lunchtime break 12noon until 1pm

When it is time to collect your child from school at 3.20pm, please wait in the outdoor area for Roe Class. Your child will be handed over to you from the classroom.

If another adult will be collecting your child, please let the class teacher know when dropping off in the morning. If you are unable to do this, please let the office know by email before 12.30pm. In emergencies, please call the school office number. **We will be unable to release your child without a message from you.**



## **Lunch time**

Children in Early Years and KS1 are all entitled to free school meals, following a Government initiative in 2014. However, we still ask that you choose your child's meals each week through Parent Pay to enable our catering staff to plan accordingly. The School Menu is published termly; so you can order termly if you prefer. If you wish, you may provide your child with a packed lunch from home. Please support our Healthy Schools Initiative by providing a healthy packed lunch that does **not** include chocolate, sweets, crisps, nuts or fizzy drinks.

Children are encouraged to drink water throughout the day. Water should be brought in fresh each day in a named water bottle. If your child needs more water, they can refill their bottle throughout the day in the classroom.

Children are supervised at lunchtime by our team of Midday Supervisory Assistants.

## **What do I do if...?**

### *My child has a medical appointment:*

Where possible, we do ask that medical appointments are made out of school time. However, we do understand that this is not always possible. If your child has to be taken out of school for a medical appointment, the school must be advised in writing, so that it can be appropriately marked in the register. The letter can be handed to a member of staff in class. When you come to collect your child for your appointment, we ask for you to come to the office and sign your child out in a separate register.

### *My child is absent from school through illness:*

If your child is absent from school through illness it is important that you inform the school, by 8.50am on the first day of the illness so that hot dinner orders etc. can be cancelled immediately. You do not need to inform us each day of your child's illness. The school will contact parents if we have not received any information about your child's absence.

### *My child has head lice:*

The school office has useful information, courtesy of the School Nurse, on how to deal with head lice. Do not be embarrassed to let your class teacher know. It is quite common. We will not disclose your child's name but a general whole school email will go to other parents to make them aware of the situation, so that they can treat their own children as well.

### *I want to take my child out of school for a holiday:*

A child can only be kept from school for a legitimate reason:

- Illness or medical appointments



- Exclusion by the school
- Absence for educational purposes, with prior approval of the school or as required by law

All requests for absence during term time must be made in advance on a 'Leave of Absence Request Form'.

Absences may only be authorised at the discretion of the Head Teacher in EXCEPTIONAL circumstances. If an absence is not authorised but taken this will be recorded as an 'unauthorised absence' on a child's record. The Education Act 1996 gives powers to the Local Authority to issue Penalty Notices in this instance. The Local Authority monitors all absences and in addition, absence data is submitted to the Department of Children, Schools and Families. Please note that any absence during term time can be disruptive to your child's education and teachers are **not** expected to provide homework to cover this type of absence.



*I want to order a school uniform for my child:*

We believe a school uniform and a smart appearance promote a sense of identity and pride in our school. We ask parents to support the school uniform policy. Parents may purchase school uniform direct from our supplier, MAPAC, on [www.mapac.com](http://www.mapac.com). Details of how to order and school uniform requirements are provided on a separate sheet. The Friends also run second-hand uniform sales during each term.

The school uniform is red and grey, please see the detailed information supplied in the pack.

Please note that during the summer term the girls (weather permitting!) can wear a red checked school summer dress and sandals, which are secure. Boys can wear grey knee length school shorts and sandals.

PE kits should include red shorts, a white t-shirt, trainers and a red jogging suit. **Please ensure all items of uniform are labelled, including PE kits.**

*My child loses an item of clothing:*

If your child loses an item of clothing, please alert your child's class teacher. If it is not found, please inform the school office, as we sometimes keep a small amount of lost property.

*My child needs a change of clothes:*

In the Early Years, we are aware that accidents can sometimes happen if your child does not get to the toilet in time or they fall over in wet weather. We therefore ask that you **provide a bag with some spare clothes including underwear.** The bag can

be left in school on your child's peg. We do have a small stock of spare boys' and girls' clothing that the children may change into should an accident occur. If your child borrows any items from school, please ensure that it is washed and returned to use, otherwise our stocks will diminish!

*I wish for my child to have a mid – morning snack:*

All children in Roe Class receive a portion of fresh fruit or vegetables under the Government Scheme. This is a national healthy eating campaign aimed at getting children to eat five portions of fruit/vegetables each day.

All children under 5 are entitled to free milk. **If you would like your child to receive a daily carton, you will need to register with Cool Milk.** Once your child turns 5, they can still have a daily milk drink, but a small charge will apply. Forms are available in the starting school pack or from the school office.

*I have changed my emergency contact number(s):*

In your starting school pack, you will find an emergency contact form. This will need to be completed and returned to the school office. If any of the details you have given us change for any reason, please let us know as soon as possible. This way we will be able to contact you immediately should your child become ill or have an accident.

*If my child needs first aid:*

School staff will administer minor first aid if your child has a fall or bump. It is school policy to inform parents whenever a child has a knock to the head no matter how minor. We will also contact you if we believe your child needs medical attention or if they appear unwell during the day and need to go home. Staff in Roe Class are paediatric First Aid trained.

If your child has a course of prescribed medication that needs to be taken during the school day, a form (available from the school office) must be completed prior to any medication being given by school staff. Please note that no member of staff is under any obligation to administer medication to a child – but they are usually quite happy to help. All medication must be given to the school office for the correct storage.

**We are unable to administer any non-prescribed medication to children.**

If your child suffers from asthma, please ensure that this is recorded on your child's registration form and that a labelled inhaler is always available for their use within school. The inhaler should be periodically checked by parents to ensure that it is within its expiry date and has sufficient doses remaining.

**If your child needs an auto-injector, please contact the school as soon as possible.**

**We will need to make contact with the school nurse to put staff training and a care plan in place.**

## **Newsletters and letters home**

Please check your child's book bag regularly – we may send home periodic letters and leaflets informing you of events, requesting information etc. To improve communication with parents, much of the information is uploaded onto the school website or circulated via the school email system (SchoolComms). This may go into your junk email box at first. Please ensure that you check all your mailboxes. Parents in your child's class may also have set up a What's App group, which is a good way to keep in contact with others and gain insight into some of the events that take place in school.



## **Topic Overview**

Throughout the year the children in the Early Years Foundation Stage will explore several themes. Many parents often ask how they can help their child with their learning at home. With this in mind a topic web is uploaded onto the school website containing activities the children will complete in class, which could also be reinforced at home.

## **Training Days**

There are five non-teaching days (TD days) a year in addition to the school holidays when the school is closed to children. Dates for TD days within each academic year are usually set in the preceding June. A school calendar advising you of school holidays and TD days will be sent home in due course and will also be posted on the school website.

## **Collective Worship**

An act of collective worship is held daily for all children. These may be led by school staff, children, and members of the local church or other visitors to the school. Parents may, if they wish, withdraw their child. Please see the Headteacher for further information.

On Friday afternoons we invite parents to a Celebration Assembly in the school hall at 2.50. This is an assembly where children's achievements are celebrated.



### **Volunteers in school**

We are always happy to hear from any parent who would like to help within school. As part of our child protection procedures all volunteers must undergo a Disclosure and Barring Service check. Forms are available from the school office and the admin staff will be more than happy to help you complete the form.

### **Annual report and Parents' Evenings**

Parents receive an annual written report during the summer term. In addition, we hold two parents' evenings a year. These are an opportunity to discuss your child's progress with his/her teacher. However, if you have any concerns regarding either your child's progress or well-being please don't wait until a parents' evening but book an appointment to talk with your child's teacher after school.

### **Chilton Foliat School Friends**

We have an active and enthusiastic 'Parent Teacher Association', who organise events for both children and adults to raise money for the school, such as providing facilities for the Early Years outdoor area. These events have allowed the school to purchase resources we would not necessarily have been able to from the school's own budget.

### **Finally,**

We hope you found this booklet informative, however, if you have any further questions, please do not hesitate to contact us.



**Class Teacher: Mrs Julie Gibson**