

# Chapelford Village Primary School 2022



A guide for parents and carers of children  
entering the Foundation Stage.



## **Welcome**

We hope that you find this brochure useful as you begin to prepare for your child to start school. We know that you have made an important decision for your child to attend Chapelford Village and we are delighted to welcome you into our school community.

At Chapelford Village, we are working hard to establish a reputation as a school in pursuit of high educational standards, whilst developing confident, happy citizens for the future. Understandably, you want as much information as possible about the school. The information contained in this brochure gives you an overview of the Foundation Stage provision here at Chapelford Village.

If you have any concerns, questions or comments, please do not hesitate to contact us. We fully understand the importance of the journey you are about to embark upon and would like to assist you in any way possible.

These notes are intended to answer the practical queries you may have. Further information on the philosophy, ethos, policy and curriculum of the school may be found in the school prospectus.

## **Adults collecting Children**

Please make staff aware of who will be regularly collecting your child. Should there be a change in the person collecting then, if possible, please inform your child's class teacher on the day in person or by email. We are, however, aware that there are times when carers are delayed; in this instance please telephone the school as soon as possible so that we are aware that someone will arrive shortly. Should children be left at school we will use the contact information to ring you. If someone comes to collect your child that we haven't seen before and we haven't received a message to say, we will contact parents and any names on the contact list. Please bear with us over the first half term while we get used to all the new faces at home time. We will only send out the children when we see the adult who is picking them up. Our main priority is sending the children home safely and over the first few weeks it may take a little longer until we become familiar with the adults collecting.

## **School Uniform**

The children wear school uniform and we believe that this builds a close identity with the school. It solves the difficult decisions about 'what to wear' and reduces the pressure on parents and children to compete in being 'the height of fashion'. The uniform is appropriate wear for the activities of the classroom and gives a high quality to the standards and appearance within the school.

School uniform details are available in the school prospectus and on the school website. It can be purchased at Warrington School Wear. We also have order forms at the

school office if you would like to use Mr Watts who also supplies and prints school uniform polo shirts, cardigans and jumpers and SG Embroidery also supply uniform and can be purchased via their online shop.

All children need to have a PE kit, which should be kept in school at all times, in a drawstring type bag in the cloakroom cupboard. We consider that it is healthy and hygienic for children to change for P.E. lessons. It would be useful to include spare underpants, knickers and socks to help us cope with any accidents. A change of footwear is essential and elasticated gym pumps are cheap, easy to change and appropriate. Trainers are not safe on P.E. apparatus. Please ensure you **label** all of these items with your child's name, including their P.E. bag and pumps. P.E. kits will be sent home each half term so they can be washed and returned for the start of the next half term.

The wearing of jewellery **is not** allowed in the interest of safety. Whenever children have had their ears pierced we recommend that only studs are safe and if they cannot be removed they must be taped over with micropore tape, which we ask that you provide.

### **Reading Books**

Once your child is settled into school and started our Read Write Inc phonics programme they will bring home a book that is carefully matched to their reading ability. We do expect that you read with your child 5 times a week and write a comment in your child's reading diary. Don't forget that this can include comments about other books they may enjoy reading at home. Reading books are not sent home in the first half term as we spend time introducing the school's reading scheme to the children.

Reading book bags can be purchased from Warrington School Wear Shop or a slightly different design here at school for £5, which help to keep your child's book safe. It is important that our children learn to value and care for books from an early age, a book bag is a valuable part of this training. We also use your child's book bag to send home any letters from school; therefore we ask that you do not put your child's water bottle in their book bag. This ensures our reading books are kept safe and dry and you do not get soggy letters!

### **Home learning**

All home learning is shared online via the app Seesaw. You will receive login details when your child starts school with us. This is an excellent opportunity for your child to engage in purposeful activity which enhances their learning experiences and taps into their individual interests. Teachers will issue home learning each half term before starting a new topic each. There is a choice from a variety of activities which promote

reading and writing, applying literacy skills to a meaningful context, investigating, researching and finding out information.

Children will also have a copy of the Read Write Inc phonics sounds to practise at home and keywords. Key words consist of green words (words that are phonetically decodable) and red word (words that aren't phonetically decodable). More information about our Read Write Inc phonics scheme will be provided in autumn term.

After Christmas children will receive maths home learning every 2 weeks. This is a chance for the children to consolidate what they have been learning in class during the week. Please try to encourage your child to complete as much of their home learning as independently as possible.

Please remember that there is no obligation to do home learning should you feel it to be inappropriate for your child or family but we would hope that this would not be the case.

### **Snack**

We take part in a national fruit scheme which encourages the children to eat a piece of fruit every day in an attempt to promote lifelong healthy eating. The children are offered a piece of fresh fruit or vegetable daily and they always have access to drinking water. We ask to not send in individual snacks for the children as we have children we allergies in each class.

Your child will also require a water bottle in school every day. Water bottles are available from school at a cost of £2.00. This is to ensure your child has enough fluid during the day to help their brains work well. Please ensure your child's name is clearly visible on their water bottle at all times.

### **Lunch**

You may choose from the following arrangements on termly basis: -

- Your child may bring a cold packed lunch to school in a named container.
- Your child is entitled to a universal free school meal provided by the school kitchen.

You will be able to sign your child up for a term for either a packed lunch or school dinner.

If you would like your child to stay for school dinners and they require a specific meal due, for example to; religious reasons, food intolerance, allergy, celiac, vegetarian etc., please let us know and we will let the school cook know.

### **Peanut Allergy**

There are several children in school that have an allergic reaction to peanuts, which in some cases can be extremely serious.

We ask for your help with this matter by not using peanut butter or Nutella as a filling for any sandwiches or allowing children to bring peanuts into school, or items such as M&M's, Snickers, birthday cakes and sweets that also contain peanuts.

As part of our drive for National Healthy School's status we are requesting that children refrain from bringing in sweets and cakes for their birthday. This ensures that children with allergies are not subjected to any dangers within school and that we are encouraging a healthy diet.

### **Health and Medicine**

If your child is poorly and not able to come to school, please inform the school office or a member of staff as soon as possible either by phone, in person or by letter. All reasons of absence have to be recorded by the school. **Please remember that if your child is ill the best place for them is at home.**

Children who are unwell, or who are suffering from infectious conditions should be kept at home until they have fully recovered **(48 hours after the last episode of sickness or diarrhoea).**

If your child suffers from a chronic condition that requires medication e.g. asthma, epilepsy, etc please see the class teacher so that arrangements for administering medication can be made. A medicine form will need to be completed and this can be obtained from the school office.

We regret that school staff cannot administer non-prescription medicines or any prescription medicine that is less than four doses per day.

If your child becomes unwell during school time we may need to contact you. Please ensure that you give work-place telephone numbers and that these are **updated** when appropriate.

### **Holidays**

Regular attendance at school is most important and all absence has to be recorded as authorised or unauthorised. Absence can only be authorised in exceptional circumstances so if you need to take your child out of school during term time a request should be made in writing to the Headteacher.

### **Parental Involvement**

Regular communication between parents and teaching staff is one of the most positive ways in which children can be supported through their school years and we seek to encourage this dialogue wherever possible.

We have an online learning journey called Tapestry that you can sign up via email which will enable you to share their learning journey, see photographs and videos, celebrate their achievements alongside them as they grow and develop. Parents will receive regular observations of their children completing and taking part in a range of activities. This allows parents to have a fantastic insight of all the fun and learning that goes on each day in school. Parents can also add their own observations and photographs to the online learning journey to share fantastic learning from home.

Parents will receive letters and texts to keep them informed about events in school, including Reception Newsletters, which are specifically designed to inform parents of what will be happening within our classes.

We hope you will always feel comfortable about approaching staff with any problems or queries but we do ask that you respect that priority must be given to the children at the beginning of the day. If you need to speak with your child's teacher please make an appointment to do so or see them at the end of the school day.

If you have an issue or concern we need to know about it so that it can be dealt with. Please do not rely on second hand information.

There are formal opportunities for parent-teacher consultations throughout the year. You will be able to talk about your child's progress and discuss ways in which you can help them to develop further. These parent teacher consultations take place once during the Autumn term and once during the Spring term. An individual written report is sent home at the end of the school year in the Summer term, giving information about your child's academic progress and personal development. We do have an open-door policy and if you do have any concerns we can always arrange a time one evening after school.

### **The Chapelford Parent Teacher Association (CHAPTA)**

There is a very supportive group of parents who work hard throughout the year raising money for the school and organising social events for children and parents. This group, which has a charitable status, is called The Chapelford Parent Teacher Association (CHAPTA) and membership is open to all parents, friends and relatives. You are most welcome to join this group, and are invited to attend all meetings and functions.

### **Educational Visits**

As part of the curriculum educational visits will be arranged. The visits may include in-house visits, where outside experts come in to school, local visits e.g. to the local church or they may be further afield e.g. Chester Zoo. You will always be informed of these by letter and you will be required to give written permission.

### **The Early Years Foundation Stage**

Your child will enter the Reception class in his/her final year of the Early Years Foundation Stage. An ongoing assessment process from entry in September involves classroom practitioners observing children whilst working alongside them in both child led and adult directed activities, inside and out and in all areas of learning. This results in each child's Early Years Foundation Stage Profile - a statutory requirement at the end of the Foundation Stage (i.e. the summer term of the Reception class). These observations help us to recognise children's strengths and abilities and to plan for the next steps needed in their learning.

### **Starting School - What can parents do?**

As Parents you have been your child's first educators. At Chapelford Village we want to work in partnership with you to make sure they get a good start to their educational career through school. As parents you can help enable your child's independence and get them ready to start school by encouraging them to do the following before starting:-

1. To listen carefully and follow instructions
2. To tidy things away that they have used - toys, books, crayons, etc.
3. To dress and undress themselves independently
4. To tie shoe laces and fasten buckles and zips
5. To use the toilet independently and wash their hands afterwards
6. To recognise their name on their belongings and write their name
7. To recognise their own belongings such as coat, hat, bag etc
8. To count to 10 and begin to recognise these numbers by sight
9. To be familiar with nursery rhymes and have some favourite stories i.e. The Gruffalo
10. To be able to share and take turns with others

### **Documentation**

There are a number of documents that need to be completed prior to your child starting school which have been sent via email. Reception staff ask if parents could fill in the 'All About Me' booklet with their child. It is of paramount importance we

have all of these forms completed **before** your child starts school to ensure we are fully informed of all essential information about your child.

### **Tapestry**

In EYFS we have an online learning journey called Tapestry, where each child has their own individual profile. We use Tapestry to update parents with what your child has been learning about in school each week. We upload a range of observations, photographs and videos so you can see what your child has been up to. We have fantastic feedback from parents about Tapestry as we know how hard it can be to get information out of your child at the end of a busy school day. Parents can also upload their own observations and photographs to share with teachers what children have been doing at home. Once the children start school, we will send information of how to create an account.

### **General**

- Please clearly label all items of clothing including coats, shoes, PE kits, hats, gloves, book bags and water bottles.
- If your child has a packed lunch, please ensure their name and class number is clearly visible on the outside of the packed lunch.
- It would really help us out if your child can recognise their own name on belongings.
- Book bags will be used for carrying reading books and letters to and from school. Children will not need any additional bags including rucksacks.
- Please keep water bottles out of book bags as this prevents water damage on school reading books and letters.
- Please bring book bags every day to school.
- PE kits will stay in school and be sent home each half term to be washed.
- Outdoor learning is an essential part of the curriculum in EYFS. Please ensure your child has suitable clothing dependant on the weather e.g. coat, hats, scarves, sun hat etc
- We ask the children not to bring in toys from home as these can get lost or broken and cause upset in school.
- At the end of each day we have 'show and tell' when the children have the opportunity to tell the class some exciting news or show something that is special to them. It is lovely to celebrate special achievements outside of school together or read a special story.

### **Teaching Staff**

Head teacher: Mrs Joanne Hewson



Deputy Head: Mrs Laura Tottie

SENDCO Mrs Lisa McDavid  
EYFS Phase Leader: Miss Lydia Saxon

Teaching Staff: TBC

School Office: Mrs Helen Buckley  
Miss Jayne Edge  
Miss Emma Welsh

### **Contact Details**

*Address:* Chapelford Village Primary School  
Santa Rosa Boulevard  
Great Sankey  
Warrington  
WA5 3AL

*Telephone:* 01925 712554

*Email:* [office@chapelfordvillageprimary.co.uk](mailto:office@chapelfordvillageprimary.co.uk)

*Website:* [www.chapelfordvillageprimary.co.uk](http://www.chapelfordvillageprimary.co.uk)

## Just Playing

When I am building in the blocks, please don't say I'm "just playing". For you see, I'm learning as I play, about balance and shapes. Who knows I may be an architect someday.

When I'm getting all dressed up, setting the table, caring for the babies, don't get the idea "I'm just playing". For you see, I'm learning as I play, I may be a mother or a father someday.

When you see me up to my elbows in paint or standing at an easel, or moulding and shaping clay, please don't let me hear you say, "He's just playing". For you see I'm learning as I play. I'm expressing myself and being creative. I may want to be an artist or an inventor someday.

When you see me sitting in a chair 'reading' to an imaginary audience, please don't laugh and think I'm "just playing". For, you see, I'm learning as I play. I may be a teacher someday.

When you see me combing the bushes for bugs, or packing my pockets with choice things I find, don't pass it off as "just play". For you see, I'm learning as I play. I may be a scientist someday.

When you see me engrossed in a puzzle or some 'plaything' at my school, please don't feel the time is wasted in 'play'. For you see, I'm learning as I play. I'm learning to solve problems and concentrate. I may be in business someday.

When you see me cooking or tasting foods, please don't think that because I enjoy it, it is "just play". I'm learning to follow direction and see differences. I may be a cook someday.

When you see me learning to skip, hop, run and move my body, please don't say I'm "just playing". For you see, I'm learning how my body works. I may be a doctor, nurse or athlete someday.

When you ask me what I've done at school today, and I say: "I just played", please don't misunderstand me. For you see, I'm learning as I play. I'm learning to enjoy and be successful in my work. I'm preparing for tomorrow. Today, I am a child and my work is play.

~ Author unknown

School Creed

This is our school

Let peace dwell here

Let the rooms be full of contentment

Let love abide here

Love of one another

Love of mankind

Love of life itself

And love of God.

Let us remember that,

As many hands build a house,

So many hearts make a school.