

# St Thomas More RC Primary School

## Early Years Foundation Stage

### Reception Class



September 2020

Dear Parents,

Thank you for your support over the first few days of the academic year, it's been a busy start and we are pleased with how well the children are 'settling in.'

Within this letter, we will be providing you with some information about our Reception class.

#### **Mornings:**

In line with our current school arrangements to support the staggered entry times for all children at St Thomas More's School we will be opening our Reception door at 8.25am. School begins at 8.40am. Following Government Guidance, we are unable to allow parents into the school building. A member of the Reception team will be situated 'on the door' to guide the children into the building safely. Please ensure that you follow the directions around the school site. Entry to the school site is via the staff car park and once your child has safely entered the school building, please continue to follow the directions and 'flow' of pedestrians and exit the site via the parent car park path/gate. We are requesting that one adult only accompanies their child to school each day.

**We do ask that the outdoor equipment and resources are not used in the mornings before the school day begins.**

#### **End of the school day:**

We release all Reception children using the same door as the children use in the mornings. We have 45 children in the Reception class and therefore this can take us a little longer to release the children, we appreciate your understanding and patience with this routine.

At the end of the school day, we will be opening our Reception door at 2.50pm. This is in line with our current school arrangements and is in place to 'stagger' collection times for all of our children in St Thomas More's School. In line with our safeguarding policy, the Reception team member 'on the door' will ask each adult who they have come to collect, **please state the name of your child to the member of the Reception team 'on the door.'** We will then call your child's name to be released from class.

We will be sending a form for you to complete to inform the Reception team of drop off/collection arrangements for your child, for example if other relatives will be collecting your child/other childcare arrangements are in place on certain days. Please return your completed forms back to the Reception team as soon as possible.

#### **Contact with our Reception team:**

Due to the current circumstances, we are unable to share information with parents (face-to-face) at the beginning/end of the school day. This is due to the arrangements that our school has made to ensure that we safely manage the number of people on the school site. However, we would like to re-assure you that we are more than happy to discuss and share information with you about your child. If you do have information that you need to share with our team about your child, or have any questions,

queries or matters you wish to discuss, please contact the school office and we will be able to make an appointment for you to discuss these with a member of our Reception team. You can also contact all of our Reception team via the email addresses below:

Miss Banim - [bbanim@stthomasmorerc.rochdale.sch.uk](mailto:bbanim@stthomasmorerc.rochdale.sch.uk)

Miss Barran - [cebarran@stthomasmorerc.rochdale.sch.uk](mailto:cebarran@stthomasmorerc.rochdale.sch.uk)

Just to explain again that we all work together in Reception and share the same indoor and outdoor environments. All 45 children work with all members of our Reception team (Mrs Coughlan, Miss Banim, Miss Crowley and Miss Barran) throughout the course of each day.

We believe strongly about having positive relationships with all of our children and families. You can speak to any member of our Reception team (via the methods we have explained above) throughout the year about all aspects of your child's well-being and development and we will share any relevant information amongst the team to ensure your child's needs are fully met.

### **Snacks and lunches:**

Snacks - We will be providing the children with a snack during their day at school which comprise of drinks of milk or water, fruits, seasonal vegetables, crackers, breadsticks etc. We do collect a £1 voluntary snack donation each week which enables us to provide a variety of snacks each day. Please send this donation into school each Friday in a labelled envelope. Thank you.

Lunches - If your child is staying for lunch, we do ask that this is sent in each day in a labelled lunch bag. We find that up to four items (with a drink) is an ample amount for the children to eat at lunchtime.

### **Wellingtons and uniform:**

Wellingtons - We will be accessing the outdoor environment throughout the course of each day. If you haven't already done so, please send in a pair of labelled wellington boots that can be kept at school. Thank you.

Uniform - Please label all items of your child's uniform and personal belongings. Thank you.

### **PE Kits:**

Due to the current situation, we will be asking that the children come into school wearing their PE kits on their scheduled PE day. The children will remain in their kits for the duration of that day. Our PE day in Reception is Monday. We will begin our sessions in a number of weeks once we have settled the children into school. We will notify you when we will begin our weekly PE sessions. Please continue to send your child in their uniforms each day until you receive this information. Thank you.

If you have any questions or queries, please do not hesitate to contact us via the methods we have explained above.

Many thanks for your continued support,

The Reception team

