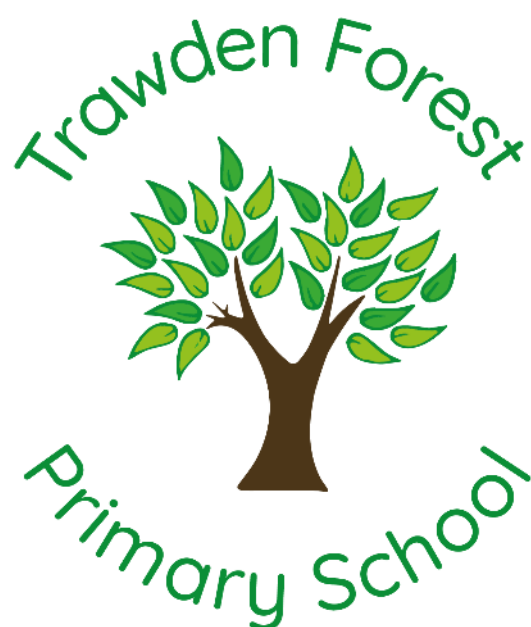


Introduction to the

EARLY YEARS FOUNDATION STAGE

at

**Trawden Forest Primary School**



## Introduction

### Welcome!

We would like to say hello and welcome to all of the children who will be starting at Trawden Forest Primary School this year. We are really pleased that you have chosen our school and can't wait to get to know you all. We look forward to working together to ensure that the next seven years of your child's school life are happy and that they achieve their full potential in all areas.

We hope that this booklet will help you to prepare for your child starting school. If you have any concerns or questions that you would like to ask, then please contact the school. We are always happy to help and want to put you and your child at ease ahead of them starting school.

### Our Vision

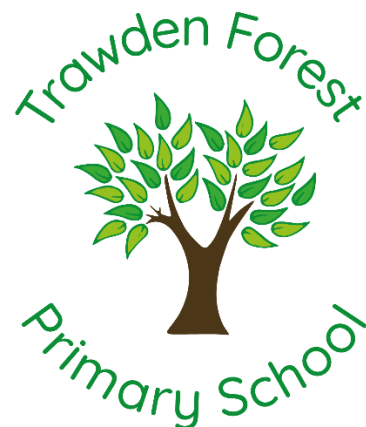
As a school community, we nurture our pupils to become motivated and resilient so that they can reach their full potential, whilst encouraged to be curious and develop a life-long love of learning. We understand that each pupil possesses unique qualities and we seek to recognise their individuality and develop who they are in a safe, respectful and caring environment. Here at Trawden, we aim for every child to acquire essential knowledge to become successful and this is firmly rooted in our ethos where **'every child matters; every moment counts.'**

The teaching staff in our unit are:

Mrs Beetham

Mrs Smith

Mrs Alcock





## Preparing Your Child for School

Starting school can be exciting but it can also be an apprehensive time for some children. The experience is new and quite often the children will only know one or two others. However, there are ways in which you can help your child to prepare for his or her big day.

One of the biggest things you can do to help your child is to encourage them to be independent in all aspects of daily life. Please support your child to:

- put on and take off their uniforms and coats
- use a tissue to wipe and blow their nose
- use the toilet properly, flush it and wash their hands afterwards
- take turns and share
- to use a knife, fork and spoon

Reading stories about starting school, and talking to your child about the kinds of activities that they will carry out in school, e.g. painting, writing, playing, counting, listening to stories etc. will also help.



# Trawden Forest Primary School

## Uniform List

### School uniform

school logo **bottle green** sweatshirt or cardigan  
**white** polo shirt

**black** school trousers for winter

**black** school shorts for summer

\* **bottle green** and **white** checked dress for summer

\* **green checked** skirt / pinafore (or plain black skirt / pinafore)

**white** or **black** socks

**black** tights

**black** school shoes

**NO jeans**

**NO trainers or boots**

**NO jewellery, make-up or nail varnish**

### P.E. Kit

**white** round neck t-shirt

**black** shorts

**black** pumps (indoor)

**plain black** or **white** trainers (outdoor)

**plain black** tracksuit bottoms / leggings (outdoor)

\* **plain black** tracksuit top (outdoor)

drawstring pump bag

\* = optional

<https://www.trawden.lancs.sch.uk/parents/uniform>

### Forest School

**Waterproof** suit or coat

**Waterproof** trousers

boots / wellies

spare socks

hat and gloves

### Extras

\* bottle green school book bag

\* bottle green school logo coat

\* named water bottle

\* green small logo ruck sack

**Note:** watches are allowed; earrings must be plain studs. Long hair must be tied back and hair accessories should be plain and in school colours (green or black)

**Our school uniform is available to buy direct and online from: -**

<https://www.jeanjunction.com/>

300 Burnley Road,

Colne,

Lancashire,

BB8 8JN

01282 868743



## Starting School



When your child starts school, please remember that it is an exhausting business, so don't be surprised if they are extremely tired when they come home!

To make life easier for the children, and for us, please ensure that they have their names on **everything** (PE kits, water bottles, lunch boxes, coats, skirts, trousers, jumpers etc.). It is very easy for a child to pick up the wrong jumper which can lead to chaos! There are lots of labels available online to order and you can use the offer below if you would like to.

**[www.mynametags.com](http://www.mynametags.com)**

Did you know that with every order from Mynametags.com, the school receives 24% of the sale? Simply use our school ID code 22718 at the checkout. With a huge range of labels for clothing & accessories, the company has won awards for the quality of its products.





## THE SCHOOL DAY

The gates open at **8:30am** and the doors open at **8:45am** and children should come in through their classroom door from that time. School finishes at **3:30pm** and children should be collected from their classroom door.

Please see our school web page for holiday details:

<https://trawden.lancs.sch.uk/about-us/termdates>

## School Dinners

All children are entitled to universal free school meals in Reception, Year 1 and Year 2.



A selection of healthy lunch and delicious choices is prepared freshly on site each day and we recommend that all children have a school dinner. Many of our staff have one each day too!

If you prefer, children may bring a healthy packed lunch in a named lunch box (no glass please). Within school, we encourage healthy eating and we ask that you please DO NOT send chocolate, sweets or fizzy drinks to school.

## Drinks and Snacks

All children are entitled to free milk until they are 5 years old which is provided direct to school via **Cool Milk Ltd**.

You have the option to pay for your child's milk after they turn 5. You will be sent information from our milk suppliers before your child starts school with all the details on how to apply online for milk. By logging in directly with our suppliers, **Cool Milk Ltd**, you are able to opt in or out when needed. The lists are updated weekly in school. Children will be given the opportunity to drink their milk during the afternoon.



**All the infant children in school are provided with a free piece of fruit or a vegetable each morning as a snack.**

In addition, if you wish for your child to have a small snack for the afternoon, please ensure it is healthy and only 1 item e.g. fresh fruit, raisins, cereal bars etc.

All children will need to bring their own named water bottle into school which they are encouraged to access throughout the day. Please ensure that the bottle is only filled with water.

The children keep these in class in the drinks box and at the end of each day, they are sent home so that they can be washed thoroughly and then refilled for the following day. If a child drinks all of their water, then the children are able to refill it at school.

## Contact Details

We use ParentMail - a parent's text messaging service to keep you up to date with newsletters, important events and notices. This system is also used to make payments to school, so please make sure you give your details so that you will receive your registering email/text from us then you can be added to this service. Further information can be found here.

<https://www.parentmail.co.uk/help/parenthelp/>



Please inform us of any phone number or address changes as soon as possible. This can be done by contacting the school office.

### Who can collect your child from school?

You will be filling in a data collection sheet asking you to name the people that you authorise to be contacted by school and who can pick up your child. This is a statutory requirement for the Early Years Foundation Stage. It is important that you make us aware of any changes which need to be made to the list. We will also ask you to provide a password so that if, for any reason, a different person is collecting your child you can give them the password so that we are aware that they have been authorised by you.

### Attendance

Due to changes in government legislation as of September 2013, Head Teachers cannot authorise any leave of absence, such as family holidays, during term time unless there are exceptional circumstances.

If you do take your child out during term time and it has not been authorised, your child will receive an unauthorised absence.

Lancashire County Council school attendance officers regularly monitor school attendance. If any issues arise, appropriate action may be taken.

### Appointments in School Time

We politely request that you make appointments for your child outside school time. We do realise that sometimes it is just not possible to get an appointment after school - especially if it is an emergency. Therefore, any appointments taken during the day will be unauthorised unless we are provided with evidence (letter/appointment card). Thank you for your support and understanding.



### **What if my child is ill?**

If your child is ill, please phone school on the first morning of their absence by 9.30am. Also, if you know in advance that your child will be absent e.g. doctor's appointment, please ring or send a note to their teacher so we can mark it as authorised in the register.

### **What if my child has medication to take during school hours?**

Staff will administer medication prescribed by a doctor (if it is required 4 times a day) but you must complete a consent form from the school office. Please hand the medication to the office staff.

Also could you please ensure the medication is clearly labelled with your child's name and class. It is your responsibility to ensure that the medicine is in date and change it accordingly so make a note of the expiry date. We will send the medication home at the end of each year.

Please note: If your child requires Paracetamol, Calpol etc. then arrangements can be made for you to come in to school and administer it to your child.

School telephone number: **01282 865242**

# The Early Years Foundation Stage Curriculum

The Early Years Foundation Stage (EYFS) applies to all children from birth to five. The EYFS is important in its own right, and in preparing children for later schooling. The **Early Learning Goals** set out what is expected of most children by the end of the Foundation Stage.

The principles of the Early Years Foundation Stage are aimed at:

- Allowing your child to develop as a unique child.
- Allowing your child to develop positive relationships.
- Allowing your child to learn within enabling environments.
- Allowing your child to experience opportunities that will enable them to learn and develop.

These principles are delivered through seven areas of learning.

Three are considered 'prime' areas. These are :-

- Communication and Language,
- Physical Development,
- Personal, Social and Emotional Development.

The four 'specific' areas, through which the prime areas are developed, are :-

- Literacy,
- Mathematics,
- Understanding the World,
- Expressive Arts and Design.



Each of the seven areas of learning hold equal importance and are delivered through a careful balance of adult-directed and child-initiated activities, with learning becoming more formal towards the end of the Reception year, to prepare children for transition to Year 1.

Forest School underpins our whole school ethos and teaches the children many skills such as team work, resilience and problem solving as well as developing their language and communication skills.

## Play in the Early Years Foundation Stage



Play is a vital part of learning. Through play, the children explore and develop learning experiences, which help them to make sense of the world. They are given the opportunity to think creatively alongside other children as well as on their own. They communicate with others as they

investigate and solve problems and are able to express fears or make mistakes in a controlled and safe environment. We provide a nurturing environment through which we support the children to develop their relationships with others and how to recognise, name and manage their emotions.

## Themes and Topics

The themes and topics which are explored within the Early Years Foundation Stage, will largely be directed by the interests of the children. You can help to enhance your child's learning by allowing them to bring in artefacts and books relating to the theme, or if you have a particular interest/ work within an area which is linked to the theme, then you would be welcome to come and talk to the children.





## Home Learning

Research tells us that what happens at home makes the biggest difference to your child's early learning and development. Playing together, singing, enjoying books, visiting the library, painting, drawing and finding out through play about letters, numbers and shapes are important activities to do at home. These activities are learning opportunities. These learning activities will make a difference to your child's learning right up to secondary school. Sharing books and reading stories will help your child to develop a lifelong love of reading.

We use 'Bug Club' to support our teaching of phonics and this is reinforced with games and activities. We will send phonics activities home for you to support your child with their learning. As the year progresses, your child will be given a physical book and set phonetically decodable eBooks. We will give you more information about this in the Autumn term.

If a Home Reading book becomes lost or damaged, please inform school as soon as possible so that your child does not miss out on reading opportunities. There is a charge for replacement books.

## Key Worker System

All children in reception will have a Key worker. A key worker has responsibilities for the well-being of a small group of children to ensure that their emotional and physical needs are met and to help those children in the group feel safe and cared for.

Small groups foster close bonds between the child and the key worker in a way that large groups cannot easily do. These groups allow the key worker to better 'tune into' children's play and their conversation to really get to know the children in the group well. Children feel settled and happy and are more confident to explore and as a result become more capable learners.

At Trawden Forest, we use Key Worker group sessions to give children these opportunities alongside whole class and individual activities. Once the children have settled in in September, we will let you know who your child's key worker will be.

## School Buddy

In Reception, all children will have an appointed school buddy from Year 6. These children will be a friend and a guide to our school on their visit days, their first weeks of school and other sessions throughout the year. This gives them someone to help them settle in, talk to and look up to.



## Celebrating Success

At Trawden Forest Primary School, we always encourage the children to do their best and they are rewarded for good and improved work, behaviour and attitude.

In our Celebration Assembly each Friday morning, a child / children from every year group will receive a 'Star Award' in recognition of achievement and progress in class. They will also receive a birthday card from school on the Friday assembly before their birthday.

Attendance is also very important to us and whole class attendance is calculated on a weekly basis. The class with 100% attendance for the week is awarded a certificate.

We celebrate not only what the children have achieved within school, but also any extracurricular successes that they may have and children are encouraged to bring in any certificates or awards from out-of-school activities to be given in assembly.

If your child is going to receive an award on Friday, you will be sent a text message on Thursday lunch time to invite to join for the celebration assembly on Friday.





**Finally!**



We hope that this booklet has answered some of your questions and will help to make the transition to our school as smooth as possible. We hope that both you and your child will feel confident and relaxed about joining us and becoming part of our Trawden Forest Primary School family.

If you have any questions or concerns, then please feel free to contact us at any point – we are always happy to help!

We look forward to seeing you soon!

Contact details:

01282 865242

[head@trawden.lancs.sch.uk](mailto:head@trawden.lancs.sch.uk)

[bursar@trawden.lancs.sch.uk](mailto:bursar@trawden.lancs.sch.uk)

[gbeetham@trawden.lancs.sch.uk](mailto:gbeetham@trawden.lancs.sch.uk)

[dsmith@trawden.lancs.sch.uk](mailto:dsmith@trawden.lancs.sch.uk)

[calcock@trawden.lancs.sch.uk](mailto:calcock@trawden.lancs.sch.uk)

