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| Whitefield logo.jpg | Early Years, Foundation StageReception Class Ages 4-5 |

Key Person Information

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| What is a key person |  | When is the key person available? |  | Our Ethos:  |
| A key person has special responsibilities for working with a small number of children, giving them the reassurance to feel safe and cared for and building relationships with their parents. |  | Your key person should be available at:-* dropping off time
* picking up times
* parents’ evenings
 |  | At Whitefield, we help our school community to be the best they can be, striving for academic excellence within our safe, happy and positive environment. |
| The key person will:* help your child settle in
* help your child to feel confident and safe
* meet the needs of your child
* record the development and progress of your child
* support the transition between nursery and reception and later the transition between reception and key stage one.
 |  | If:* you have any concerns regarding your child and feel the need for a personal appointment other than the above times
* or you would like to speak to the classteacher, please contact the school on 01772 744449
 |  | We enable self-belief, care and respect for all; learning together to be proud of every achievement reached. |

We will allocate your child their key person by the end of September.