



Queen Victoria Primary School
Reaching & Believing



Reception Induction Booklet

2022 - 2023



Reception Induction Booklet

Welcome to Reception! This can be an exciting but nerve wracking time for children and parents. Here is some information to help the transition into Reception.

If you have any other questions, please do not hesitate to contact us on 01384 812545.

You can also email us on: reception@queen-vic.dudley.sch.uk

Our Teachers

New Classes

When your child comes into Reception they will go into a new class. Our classes have special names;



Zebra Class - RA

Miss Fellows - Class Teacher/Reception Team Leader



Giraffe Class - RH

Mrs Duffield - Class Teacher (Monday-Wednesday)

Mrs Wood - Class Teacher (Thursday-Friday)

Our Teaching Assistants

Miss Jukes

Mrs Atkins



Mrs Rindl - Head Teacher

Mrs Hall - Deputy Head Teacher



Mrs Rindl

Mrs Hall

Where do we go to get in?

You can reach Reception through our main school gates and walk down the path, or you can come through the side gate from School Street.

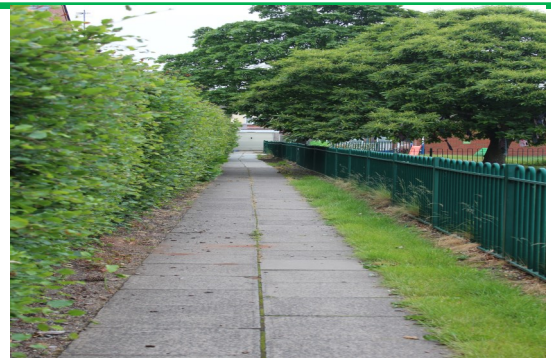
Each class has a different entrance door:

Giraffe Class (RH) and Zebra Class (RA) - the best way for you to get to your doors is from School Street or entering the site through the Main School gates, and walking down the path. You will then wait on the Reception playground. We will show you where to line up on the first day, we ask that you then wait in line until your child comes into school, or is released.

The pictures below show you which door you will go through.

We do ask that children do not touch any resources or toys on their way into school on the Early Years playground.

Giraffe Class Door



Path from the Main School entrance (Bilston Street entrance).



Entrance from School Street

Zebra Class Door



Early Years playground

School Times

It is important that your child attends school everyday, unless they are unwell. Please can you also refrain from taking holidays in term time; the children can miss out on a lot of learning in a short amount of time and it can be very disruptive for them. If your child's attendance becomes a concern, you may be asked to attend a meeting. If your child is unwell, please ring the office and let them know the reasons why.

- Reception doors open at **8:40am and stay open for 10 minutes until 8:50am**. After that your child will be marked as 'late'. Please try your best to be on time as teaching begins at 9:00am prompt each day.
- **Collection time is at 3:10pm**, if you are going to be late for any reason please contact the office, as reoccurring lateness could lead to a childcare charge. After 3:25pm your child will be taken to the Main School building.

When you drop off your child, they will be greeted by a member of staff at the door. You will hand your child over at the door and they will go inside to put their things away. You can use this time to pass on any messages or ask any questions.

Coming into School Continued

You do not need to send any toys into school with your child, we have got all the resources they will need. Children can become very upset when their personal belongings get broken or lost.

If your child gets upset when you drop them off, please do not be alarmed. They are building new attachments and getting used to their new surroundings. Our advice is to kiss them goodbye, and hand them over to the member of staff quickly and efficiently. The teacher inside will comfort your child and ensure that they are happy and safe. You can always give us a ring to check that your child has settled, to ease your worries too!

We operate a password system for collection; please ensure that anyone collecting your child knows your password, as anyone who is not recognised will be asked. It should be something unique that only you know, and any chosen people that you give it too. If it is going to be someone different collecting your child, please let us know either in the morning or with a phone call throughout the day.

If for any reason you would like to change your password, please speak to your child's class teacher.

What does my child need to bring to school?

- Your child can come in their outdoor wear - coat, hat, gloves and scarf, when needed. We suggest not to send your child in anything expensive as they will be learning outdoors, as part of their curriculum! Please ensure all clothing is named!
- Your child can bring a small bag to put on their peg; some parents include a change of clothes for emergencies or if they get wet or dirty outside.
- Your child can bring their own water bottle; this must contain water and not juice, fizzy pop or milk. Your child is provided with milk and fruit in school, so they do not need any further snacks.
- A packed lunch if your child wants to bring their own, but all Reception children are entitled to Universal Free School Meals - our menu is extensive.

Medicine

If your child has asthma you must make sure they have an inhaler in school - please take it to the school office on the first day and Mrs Farmer will help you fill out the correct forms. If your child is poorly and needs medicine while at school, please speak to your child's teacher.



Toileting

We have separate toilets for the boys and girls. The children can ask when they need to go to the toilet, however as we know some children may be a little shy - the teachers will encourage the children to go to the toilet much more in the first few weeks.

If your child is still in nappies, please work hard over the next few weeks to build their confidence in using the toilet. It will help their independence grow massively, ready for Reception. Our staff are trained to change children, if this is needed through the day.

Allergies

Please tell your child's teacher if your child is allergic to anything - we will make sure that all staff are aware, including the lunch time supervisors.

Lunchtime

In Reception, your child will stay for their lunch and have this in our dinner hall. All children in Reception, are entitled to Universal Free School Meals. In the morning, your child will choose from the tasty options-

- A hot dinner that will change daily (there is also a vegetarian option)
- A jacket potato with the choice of plain/cheese/beans - with access to the salad and cold pasta cart.
- A chicken wrap - with access to the salad and cold pasta cart.

At the beginning of term a menu will be sent home so that you can discuss the options at home with your child.

You can send your child with their own packed lunch. This needs to be a healthy and balanced packed lunch. The NHS have some brilliant ideas, if you are unsure of what to put in their lunchbox.

<https://www.nhs.uk/change4life/recipes/healthier-lunchboxes>

The children will be supported and guided through the lunchtime process during the first few weeks.

Please support your child to use a knife and fork at home during the next few weeks; this will help them at lunchtimes to become more independent. An idea is to also let your child use their packed lunch bag before school to ensure they can open/close it and get used to using it.



Illness and Accidents

If your child has any accidents or bumps they will be recorded by a qualified first aider. This will then be shared with you on collection. If your child has a head bump, then you will be phoned in the day to notify you—your child should be able to carry on at school as normal.

If your child becomes unwell, then we will contact you to collect them. If we are unable to reach you, we will ring whoever is next on the contact list, so please make sure this is up to date at all times.

If your child has sickness or diarrhoea, you will need to keep them at home for **48 hours**.

School Uniform

In Reception, the children are expected to wear school uniform. Please label every piece of uniform; the children are young and sometimes forget to put them in their trays, as much as we remind them. They are much easier to locate when they have their names in!

The expected dress code is:

Grey pinafore dress, skirt or trousers

Yellow t-shirt or white shirt (with or without logo)

Green cardigan or jumper (with or without logo)

Black shoes (no trainers)

No jewellery

Please put your hair in a bobble, if it is long

We advise that you leave a pair of wellies in school on your child's peg for their outdoor learning.

P.E Kit

On your child's chosen P.E day they can come to school dressed in their P.E kits for the whole day. The P.E day will be sent out to you in the first week at school.

This should be:

- White t-shirt/ polo top
- Blue or black shorts/ jogging bottoms
- Black pumps/ trainers

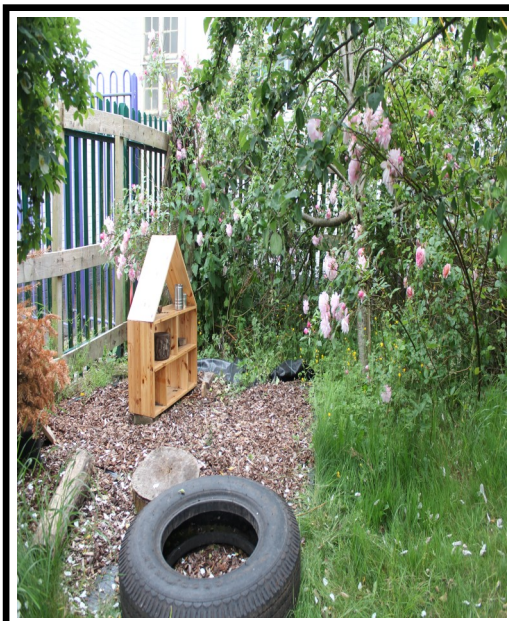
Earrings

Due to health and safety, if your child wears earrings, please remove them on the day of their P.E session. Teaching staff cannot remove earrings for the children and they may end up missing out on their lesson.



Our Curriculum

Starting in Reception, your child will be part of a bigger class than they have been used to. During the first few weeks, the children settle in to the new rules and routines. They will have Writing, Maths and Topic focus lessons in their classrooms with their class teachers. The children will get the opportunity to work in groups, on their own and in pairs. Throughout the lesson, they will have the chance to work with an adult and then work independently to apply their learning. We plan our lessons through a mix of exciting topics and the children's current interests. We will also have a daily phonics lesson, a daily maths input and handwriting.



Learning Through Play

In Reception, we follow the Early Years Curriculum. We believe it is important for children to learn through play. We have a mixture of focus sessions and 'Child-Initiated Learning time'. This is where the children can choose from activities across the Reception unit. The activities are carefully planned to the child's topics, needs and interests.

Our aim is to offer stimulating, open-ended play and exploration. This also follows through to our outdoor learning. Again, we carefully plan for experiences that the children can build on; this includes real life experiences.

There are lots of different areas for your child to choose from in Reception during Child - Initiated Learning;

- The Creative Area
- The Maths Area
- The Reading Area
- The Role Play Area
- The Writing Area
- The Fine Motor Area
- The Construction Area
- The Small World Area
- The Malleable Area

And not forgetting - the outdoor area. We have two lovely outdoor areas that we use to extend our learning and experiences. We ensure that there are opportunities for children to extend their skills and knowledge in all areas.

Early Reading

At Queen Victoria, we are passionate about early reading and phonics. Your child will have daily phonic sessions which move at a quick pace, where we learn a new sound each day. We follow the Little Wandle for Letters and Sounds scheme.

As your child becomes more confident with phonics, they will begin Reading Practice sessions. They will have a book to look at, discuss and read with a group. On Friday, they will have their book uploaded onto their online Big Cat account. Your log in details for this will be sent home in the first half term. Your child will also take home a book to share for pleasure, this will be changed weekly when your child returns their book.

We will host workshops and give out lots of information regarding early reading in the Autumn Term.

An Average Day at Queen Victoria Reception

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|-------|---|-------|---|
| 8:40 | - | 8:50 | Come into school, morning welcome and complete morning task |
| 8:50 | - | 9:00 | Register and lunch choices. |
| 9:00 | - | 9:30 | Phonics |
| 9:30 | - | 10.15 | Writing/Maths activities |
| 10:15 | - | 11:10 | Child Initiated Learning time, including outdoors. |
| 11:00 | - | 11:30 | Handwriting |
| 11:30 | - | 12:40 | Lunchtime |
| 12:40 | - | 1:00 | Afternoon register |
| 1:00 | - | 1:45 | Writing/Maths/topic activities |
| 1:45 | - | 2:30 | Child Initiated Learning time, including outdoors. |
| 2:30 | - | 3:00 | Tidy up, movement/songs/story/speaking and listening |
| 3:00 | | | Prepare for Home Time |

We plan learning around exciting topics and the children's interests. Each half term we send home an overview informing parents of what we are learning about that half term. This will help so that you can support their learning further. Below is an example of a parent's 'Curriculum Newsletter' from last year. These will be also found on the website.



Reception – Spring 2



Personal, Social and Emotional Development

In PSED, we will be looking at ways we can be healthy, including exercise, getting enough sleep and personal hygiene. We will consider which foods are healthy and which foods are 'treats'. Children will share their thoughts and opinions on which foods they like and be sensitive to other children's opinions. Towards the end of the half term, we will also talk about keeping ourselves safe and discuss 'Stranger Danger'.

Communication, Language and Literacy

In Literacy, we will be sharing lots of stories about food and growing. We will be looking at the stories: 'Jasper's Beanstalk', 'The Very Hungry Caterpillar' and 'Oliver's Vegetables'. We will be doing a range of different writing styles including, instructions, lists, labelling and sentence writing. This will be done through fiction and non-fiction writing. We will continue to improve our blending while reading using Phase 2 and Phase 3 sounds. We will recap our Phase 3 sounds focusing on blending with them more fluently. We will also be reading and spelling longer words of two syllables. We will continue to learn new vocabulary and their meaning from our phonics sessions and stories. In our reading sessions, we will continue to practise our phonics and blending, increasing fluency and understanding.

Learning Journey

Food marvellous food! What do you like to eat? Are you happy to try something new? It is time to find out more about eating well and being healthy.

We have got a very confused rabbit that needs our help! The rabbit always thought carrots were orange but he has found a seed packet that tells him they are different colours! Over the half term, we will be investigating are all carrots orange?

During our topic, we are going to learn about where our food comes from and how it is grown. We will use our senses to investigate foods, and find out where our food comes from. We will become gardeners and plant a variety of flowers and vegetables. We will learn about what we need to do to look after them. This will link into learning about healthy foods, and how to keep ourselves healthy.

We will learn about spring and how the seasons change, including the weather. We will investigate if this can affect our planting and growing. We will turn our role play area into a gardening centre to help to support our communication and language skills. Finally, we will celebrate Easter and learn the importance of Easter, before making lots of Easter crafts.

Physical Development

We will be working on our fine motor skills, using malleable resources such as play dough, tweezers, and small beads to make our fingers stronger. We will also be completing our fingers exercises during our handwriting sessions.

We will be taking aim this half term, learning how to throw and catch a ball, and then use our new skills within games. We will also continue to practice fastening our own coat zips.

Maths

In Maths, we will be learning about the numbers 9 and 10. We will be continuing to represent the numbers in a range of ways, compose the numbers by arranging them in different ways and we will be comparing different amounts of objects. We will be focusing on consolidating key skills we have already learnt including subitising numbers using a range of objects, such as the amount of dots on dice or dominoes. We will continue to have regular opportunities to practise counting on and back within 10 to develop understanding of quantities, sorting and matching objects and comparing and ordering quantities and measures. We will begin to build and identify numbers to 20 using a range of resources.

Parent Partnerships

- Thank you for all of your hard work during our Spring term so far.
- Keep reading your books weekly!
- **'Black Country Early Outcomes'** is a local and brilliant website for both schools and parents to use. It gives lots of support, activities and resources to use and support the children with their speech, language development and use of vocabulary.
<http://blackcountryearlyoutcomes.co.uk/>

Parent Partnerships

Our key value is communication - between school, parents and children. We always have someone that is available to speak with you, and if they are a little busy with something, they will give you a call back! Any worries or queries, we are here to help. We want to make your child's Reception year as memorable as possible for your child, but for you as parents too, so please do not hesitate to speak to us.

Below is a space for you to write any questions or notes.

School Website: <https://www.queenvictoriaprimary.com/>

School Office Phone Number: (01384) 812545

Start Date: Wednesday 7th September

AUTUMN TERM 2022

| | |
|--|-------------------------|
| Monday 5 th September | Inset Day |
| Tuesday 6 th September | Inset Day |
| Wednesday 7 th September | School Open to Children |
| Friday 21 nd October | Last Day of Term |
| Monday 24th - Friday 28th October | HALF TERM |
| Monday 31 st October | School opens |
| Friday 16 th December | Last day of Term |

My to - do list and questions:

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