

Information Pack for Parent/Carers

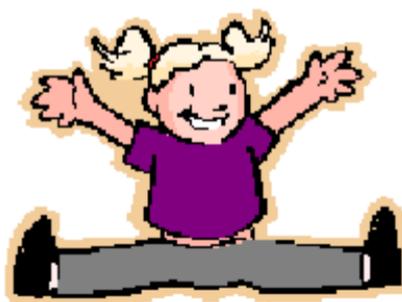


SEATHORNE PRIMARY ACADEMY

Welcome to Reception at
Seathorne, September 2022

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Introduction

At Seathorne Primary Academy we believe that the education of a child begins at home and continues as a partnership between home and school. We are delighted that you have chosen for your family to begin that partnership with us.

We believe that building good relations between us in school and our families can significantly enhance and improve children's experience of school and get them off to a great start in their school learning.

Starting school is a milestone for children and their families. We aim to make the transition from home to school, or from preschool into school, as smooth and as happy as possible.

Most children settle into our school without any difficulty at all, but for a few the experience may be harder to some degree. There are lots of possible reasons for this that are really not unusual, and most of them, we can help with quickly.

Some of the possible areas where difficulties might arise include;

- * Separation from a parent
- * The need to share the adults i.e. the teacher's attention with a large number of children
- * Self-help skills of going to the toilet on their own and changing clothes for going outdoors
- * Getting used to lunchtime in school and other busy times of day

If you are aware of any difficulties your child might experience - or have experienced in the past - that you think would be useful for us to know, please do get in touch.

We hope you find the rest of this information useful.

About us

At Seathorne Primary Academy our aim is to be a place where its children are valued, respected and empowered.

We aim to develop a life-long love of learning by offering rich and varied experiences, inspiration and great quality teaching in essential knowledge and skills.

We want to ensure that each child has the opportunity to become a caring, confident and curious young person with the skills and knowledge they need to succeed in the next stage of their life and learning.

We celebrate success and teach children to see challenges as opportunities for more learning.

We recognise that working successfully with our pupils' families is essential to achieving these aims. We aim to foster positive relationships with all our families and strategies to encourage this are integrated into school life.

We are part of the Greenwood Academies Trust, and our staff and pupils benefit from shared training, collaborative working practices alongside colleagues in other GAT schools throughout the East Midlands. We are proud to be part of the East Coast Greenwood family of schools.

Seathorne Values are the code by which we live, learn and work in our school. They are intended to support the personal, social and spiritual development of every pupil in our academy. We teach these values in our planned curriculum and include them throughout our approach to working with our pupils and families. Decisions we take in school are informed by these Values.

The whole Seathorne Academy community is involved in modelling and promoting these values - everyday, in every way.

Our Values are:

- Respect
- Friendship and Love
- Honesty
- Hope
- Determination
- Courage
- Acceptance

Our Values will be embedded in school life. Your children will learn about them in their time in school.

Every week, each class nominates a Star of the Week and a Seathorne Values award to children, and children can earn Housepoints every single day for demonstrating these values, especially through learning and their friendships.

Who's who?

At Seathorne you will meet a number of staff. Here are the key staff that you may need to speak to during your child's first year in school

 <p>Mr Matthew Wood, Principal and Safeguarding Lead</p>	 <p>Mrs Jac Reynolds, SENDCO</p>	 <p>Mr Richard Dennis, EYFS Leader</p>
 <p>Miss Savannah Lunn, EYFS Teacher</p>	 <p>Mrs Aimee Bartlett, EYFS Teacher (currently on maternity leave)</p>	 <p>Mrs Tracy Willoughby, EYFS TA</p>
 <p>Miss Melissa Parish, EYFS TA</p>	 <p>Mrs Alison North, EYFS TA</p>	 <p>Mrs Lisa Beardsall, EYFS TA</p>
 <p>Miss Lucy Payne, EYFS TA</p>	 <p>Mrs Kyleigh Ladds, EYFS TA</p>	 <p>Miss Lynsey Reeves, Cover Teacher and Sports Coach</p>

You might also meet

 <p data-bbox="411 577 775 607">Mrs Michelle Smith, Administrator</p>	 <p data-bbox="874 577 1217 607">Mrs Penny Yates, Administrator</p>
 <p data-bbox="400 898 788 958">Mrs Debbi Croxford, Family Welfare Officer and Safeguarding Officer</p>	 <p data-bbox="879 904 1209 965">Mrs Bev Davies, Inclusion and Attendance Officer</p>
 <p data-bbox="427 1243 759 1272">Mr Martin Guest, Site Manager</p>	

Before your child starts school

Contact with Home

You will receive two Microsoft Forms for you to complete.

The first requests basic information about your child and their preschool experience. The second is a general admission form requesting essential information including contact details and medical information.

We will be in touch with your child's preschool setting, and with you by telephone, during the summer term before your child starts school. We will generally make sure you have all visited our school to meet us beforehand as well.

We aim to phase the children into school over time, often this includes some visits during the summer term and then sometimes a phased start in the first week or two of the Autumn term.

The school day

All children will start **part time on Monday, 6 September** to enable them to get into the routine of school. After a week of part time attendance, children will start **full time from Monday, 13 September**. If we do not feel that your child is ready for full time, or you have concerns about it, we will discuss this with you.

Our school day is as follows;

8:50-9:00am	Main gates open to the KS1 playground and children go to their classroom through the fire door, from the playground. The children put their belongings away before the morning registration, in their own lockers.
9:00am	Register closes, everyone in and settled 😊
11:45-12:45pm	Lunchtime (times may vary a little bit but we tend to invite the youngest children to eat first). They also have supervised and fun playtime.
3:10-3:20pm	End of the school day and hometime

Daily Routines

Children are encouraged to organise themselves throughout the day.

For example, the morning routine often involves;

- Putting away of packed lunch box (if applicable)
- Putting their book bags away in a place for quick access during the day
- Self-registration, finding their own name and 'signing in'
- Greeting friends and teachers politely

Other routines for independence during the day might include

- Choosing for themselves when they have a healthy snack
- Seeking their own play equipment
- Tidying equipment away ready for other people to use
- Planning their own play activities with other children

You can help your child develop these skills at home by increasingly encouraging them to do things for themselves, such as

- Getting dressed
- Hanging up their own coats
- Tidying up after themselves
- Allowing them to make choices about routine things during the day

Hometime and Keeping Safe

At the end of the school day (3.00 -3:10pm) parents are asked to wait outside the KS1 gates and will come onto the playground once the children have come from their classrooms. Children will not be handed over to their adult until the class teacher has seen the adult collecting them and given them permission to go – we will send you child to you to make sure we have the right children with the right adults!

We ask that parents are prompt when picking up their children mainly for the sake of their child, but also to enable staff to continue with their duties.

There is a 10 minute window for drop offs and collections – this is designed so that not everyone has to arrive at the same time, and ensures there is smoother availability of parking nearby.

Try not to arrive before the start of the 10 minute windows because the gates will not open until the start of that time.

The school office MUST be informed of any last minute changes in the regular collection arrangements. We will not release children to adults we do not know or have permission from parents to collect – we check permission from the office and will ask for a handover password that you give to us as well.

Please ensure contact information shared with school is kept up to date.

Lunch time

At lunch time children have a choice of a school hotmeal or a packed lunch. **We STRONGLY recommend starting your children on school meals** – they are cooked in our own kitchen and are VERY tasty and nutritious. It is a perfect opportunity to develop fine motor skills involving the use of cutlery which can support writing skills later on, table manners and the social benefits of talking to each other over a meal. Adults from the EYFS team will often eat with the children as a role model as well.

And best of all, ALL children in Reception, Y1 and Y2 are provided with a FREE school meal.

These are called Universal Infant Free School Meals (UIFSM) and are NOT the same as Free School Meals for those who qualify for disadvantaged funding. We will send more information about that in the near future.

All children eat their meals in the main hall with other children – we have lunch over three sittings to ensure the hall is never over-crowded.

Children may bring a packed lunch if you are concerned they will not manage a school meal. They will need a named container for their lunch and a named container for their drink. We do ask that you do not send sweets, glass bottles or cans. Children having packed lunch are encouraged to take everything home with them so that you can monitor their food intake. Packed lunches **MUST NOT** contain nuts or have 'may contain nuts' / 'made in a factory that handles nuts' on the packaging due to allergies.

In preparation for lunchtimes, it would be most helpful if at home you could encourage your child to be more independent when opening packaging and also teach them to use a knife and fork.

Drinks and Snacks

During the morning children will have a break for playtime and be offered a free fruit snack. The Academy provides a piece of fruit free of charge each day. The choice of fruit differs daily and we cannot guarantee what fruit will be on offer. Therefore, if your child only eats a certain type of fruit, you may want to provide them with a piece of fruit which can be kept in their locker.

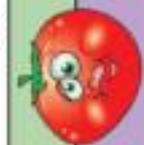
Children are encouraged to bring a named water bottle from home each day to drink during the day when they need to. This must be plain tap water only and can be refilled in school.

Children under 5 years are entitled to free milk. Milk may be purchased for those children over 5. We will register all children for free milk in September.

Sample school meals menu



GREENWOOD ACADEMIES TRUST

Monday Week 1	Tuesday Week 1	Wednesday Week 1	Thursday Week 1	Friday Week 1
Main Meal Choice	Main Meal Choice	Main Meal Choice	Main Meal Choice	Main Meal Choice
Chicken & Mushroom Pie, New Potatoes, Country Vegetable Mix and Gravy	Gammon Steak & Pineapple Slice, 1/2 Baked Potato and Whole Green Beans	Roast Turkey with Stuffing, Roast Potatoes, Cabbage Carrots and Gravy	Meat/Fish Pizza Selection, Mixed Salad and Coleslaw or Baked Beans	Lamb Moussaka, Garlic Bread and Sweetcorn or Mixed Salad
(V) Bean & Vegetable Bake, New Potatoes and Garden Peas 	(V) Vegetarian Sausage in a Hot Dog Roll with Mixed Salad	(V) Vegetable Pasta, Garlic Bread & Mixed Salad	(V) Vegetarian Pizza Selection, Mixed Salad & Coleslaw or Baked Beans	(V) Quorn Meatballs with Pasta, Garlic Bread & Sweetcorn or Mixed Salad
Jacket Potato with Cheese (V)	Jacket Potato with Tuna Mayonnaise or Baked Beans	Jacket Potato with Coleslaw (V)	Jacket Potato with Tuna & Sweetcorn	Jacket Potato with Cheese (V)
Sandwich Selection	Sandwich Selection	Sandwich Selection	Sandwich Selection	Sandwich Selection
Cheese	Chicken Mayonnaise	Tuna and Cucumber	Turkey	Tuna Mayonnaise
Ham and Cucumber	Cheese & Tomato (V)	Salad (V)	Cheese & Onion (V)	Cheese & Cucumber (V)
Egg Mayonnaise	Turkey Salad	Ham and Cheese	Egg & Salad (V)	Ham and Tomato
Dessert Choice	Dessert Choice	Dessert Choice	Dessert Choice	Dessert Choice
Eve's Pudding with Custard 	Fruit Pots	Banana Sponge with Custard	Pear Crumble With Custard	Strawberry Shortbread 
A selection of Yoghurts, Fresh Fruits and Bread is available on a daily basis.				
Greenwood Academies Trust understands that there are different types of vegetarian diet. Our menus reflect choices available for Lacto-ovo-vegetarians as this is the most common type of vegetarian diet.				

School Uniform

We expect all pupils to wear the full Seathorne uniform. Not only do children look smart and feel a sense of 'togetherness', but it also helps busy mornings run much more smoothly!

The link to our Uniform provider is here;

https://www.nationwideschooluniforms.co.uk/seathorne_primary_academy

You can order logo and plain items here. Plain items can also be bought from many other places as well.

When children are young and still learning to dress/undress it is better for them to wear clothes that are easy to remove. Velcro straps on shoes are ideal for young children to fasten independently.

Please ensure that all clothing is named, as this will ensure lost items can be returned.

When your child starts Seathorne you will be given a free book bag. If you are eligible for Pupil Premium (disadvantaged funding) you will also be able to order a free jumper or cardigan each year as well.



Uniform for Reception

The uniform comprises:

- Academy logo white polo shirt or plain white polo shirt
- Academy tie with a white stiff collared shirt for Year 5 and 6
- Mid-grey trousers or skirt or pinafore dress. Jeans and cords are not allowed.
- Academy jumper or cardigan, in purple, with the Academy logo. (Please note the Nationwide Uniform website states Y1-4, but this is from Nursery. You can select different sizes upon clicking the jumper).
- Black or grey socks with trousers. Grey or white socks, or mid-grey tights with skirts
- Summer dresses in the school's colours are available for warmer weather (Purple and white gingham)
- Academy book bag (optional)
- Academy PE bag (optional)
- School shoes, plain black - sensible and sturdy, suitable for play outdoors as well as indoors. NO boots or open-toe sandals are permitted.

PE Kit:

- Plain black shorts
- Plain white t-shirt
- Suitable footwear - Trainers (any colour as long as they are sensible and sturdy for sport) or black plimsolls
- Plain Black Tracksuit - long trousers and zipped hoody, no logos.

Parents are asked to provide:

- Coats - waterproof at all times of the year, and warm in the winter. No denim.
- Hair accessories to be Academy colours (Purple, purple gingham or Black). Hair clips and bobbles to be no bigger than a 50p.
- Wellington boots for everyday use in Nursery and Reception

****If your child wears earrings they must be removed on PE days. Staff are unable to remove or replace earrings***

We ask parents of children in Reception to make sure their child have wellies at all times, in school, and waterproof jackets & trousers for use by the children when they are learning outdoors.

As we spend a great deal of time outdoors all year round please ensure your child has appropriate clothing such as hat/scarf/gloves in winter and a peaked hat in summer. You are also advised to apply sunscreen to your child before the start of the school day.

The Early Years Foundation Stage Curriculum

Children who start school during the year they are 5 years old are also known as “Reception” children.

All children from Birth to five will follow the Early Years Foundation Stage Curriculum which has been revised for September 2021.

It recognises well planned play as a key strategy in which children learn with enjoyment whilst being challenged. It identifies seven areas of learning. Three are called ‘Prime areas’ and four are called ‘Specific areas’.

Mastering skills in the prime areas ensures children have greater success in the other specific areas. Activities are planned both indoors and outdoors in all weathers.

The areas of learning are:

Prime areas

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

Specific areas

- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design

You can read more about it if you would like to here;

<https://www.gov.uk/government/publications/development-matters--2>

Reading and Phonics

Every child will be given a Reading Log and a book bag when they start school.

It is important that you read with your children frequently, every day if you can. Please record the date and focus of the reading you do in their logs – in this case – points mean prizes with our Reading Challenge and, your notes are valuable information for us to see.

The children will have two books from school regularly – a Reading for Pleasure book for you to read with them, and a decodable book for practising their own phonic skills.

The decodable books will come home on a Friday and MUST be returned on Monday. The Reading for Pleasure books will be changed weekly as often as possible.

You can see more about our Phonics and Reading approach here;

<https://www.littlewandlelettersandsounds.org.uk/resources/for-parents/>

We will work towards whole class teaching in Phonics, Reading and Maths. We build up to this quite quickly in the Autumn term. You'll be amazed how much the children learn in a short space of time!

Assessment

During the first few weeks of starting school all the children will be individually assessed in order to identify the learning needs of each child.

Assessment will be carried out in a informal way and is a very important task if teachers are to make appropriate provision and plan suitable learning experiences for the children. **It is about getting to know your children as quickly as possible.**

We use a specialised app, called Tapestry, on our tablet devices to record observations of the children which are then shared electronically with you the day they have happened.

Initial assessments will also be used as a baseline, so that at the end of the year the class teacher may reflect upon the progress made by your child during Reception.

The Early Years Foundation Stage Profile is a record of progress and the learning needs of children in Reception classes. It also records and celebrates significant achievement. It is based on continuous observation and assessment on all seven areas of learning mentioned previously. Through this the class teacher is able to make professional judgements about your child's achievements and decide on the next steps in their learning. This process, known as 'Assessment for Learning', is central to raising achievement.

All children develop at their own rate and we urge parents to remember this when talking to friends – try not to compare your child to another then feeling worried that something is not right.

We have a relaxed classroom environment in which children will not be aware that they are being assessed.

Parents as Partners

You as a parent have a vital role to play in your child's education. You have been their teacher since birth and will know a great deal about your child.

There will be the opportunity to share information about your child in a formal way, during parent consultation evenings, and more informally, during day to day exchanges.

Tapestry is also a fantastic way of you being able to see what your child has done at school and for you to also add your own observations and comments.

We will hold parent teacher meetings twice per year (Autumn and Spring), and send you an annual report at the end of the summer term. We also aim to run stay and play or curriculum information sessions as well throughout the year.

Parents are also welcome and are encouraged to approach members of the EYFS team at any time to make comments, ask questions or share concerns about their child or the curriculum.

Parents can help their child further by taking an interest in school activities, supporting and helping with homework activities.

Communication

Talk to us!

We have an open-door policy. If you wish to discuss your child's education or have any queries, please do not hesitate to contact our school.

The end of the day is usually the best time to speak to the class teacher at collection time, or an appointment can be made by contacting staff via the office.

If you wish to see Mr Wood, Principal, or another member of staff for help, please also contact them through the school office.

Communication from Us

We ask ALL families to sign up with GroupcallXpressions through their free app. You can login once your child is registered in school, using the email address and telephone number you have given us for our records. You will then receive messages through the app and you can text us too, via the app. Mrs Smith will have information about this for you.

Being healthy

At Seathorne we encourage children to adopt healthy lifestyles by thinking carefully about what they eat and the amount of exercise they get.

As mentioned previously, all children are provided with a free piece of fruit daily. Fruit or vegetables such as carrots are the only food that is eaten during the morning.

We encourage those children who bring packed lunches to consider healthy choices. Sweets and fizzy drinks are not allowed at all. Other foods such as crisps and cakes are suitable in moderation or as occasional treats.

Packed lunches **MUST NOT** contain nuts or have 'may contain nuts' on the packaging due to allergies for other children and adults in school.

Sleep is essential for children when they are learning and growing.

We also ensure we have safe and secure routines – children learn so much better in established routines. Have a think about your routines at home and how they could help.

School Nurses and Health

We no longer have regular school nurse visits to school however, they do visit for vaccination programmes and height and weight checks when asked too.

Mental Health and Wellbeing

We have a very experienced and committed team of staff, some of whom have a specific responsibility for ensuring our pupils are in school, happy and healthy alongside ensuring they are learning.

We have access to some external service who offer support in areas such as alcohol or drugs support for families, family welfare and mental health for children in schools.

We are very proactive about approaching families if we can see they are struggling or if they approach us with worries or concerns for themselves.

This is a very valuable part of our way of working here at Seathorne and valuable for children and their families.

Frequently Asked Questions

When at school, what will happen if ...

My child becomes ill or has a serious accident?

*Parents are contacted when their child becomes unwell enough to remain in school or has a serious accident. It is therefore very important to keep us updated with your contact numbers - especially after a new mobile phone purchase!

*The school will firstly call an ambulance and then yourself in the unlikely event that your child has a serious injury and requires emergency aid

*All accidents are recorded on an individual sheet for each child. You will be asked to sign this at the end of the day and will also receive a copy of the accident form completed by one of our first aiders.

My child wets or soils themselves?

*As far as possible, children are encouraged to change themselves once they have an accident. We reassure children, and parents, that it is a common thing especially when they are engrossed in an activity. We do have some supplies of spare clothes in school, but it would be very helpful if you could provide a spare change of clothes which are kept in their PE bag (pants, socks, trousers/skirt)

*If the accident is possibly due to a stomach bug, we will telephone you so that you can take your child home until they are well enough to return to school, but at least **48 hours** after they are clear.

My child cannot put on or fasten their clothes?

*We encourage all children to have a go at dressing and undressing for themselves. We would also ask that you encourage this at home rather than doing it for them because you are in a hurry!

Frequently Asked Questions

What do I do if ...

I am unable to collect my child at short notice?

- *Telephone the academy (01754 764689) and discuss alternative arrangements for collection.

My child is ill?

- *Call the academy on the first day of illness to inform us. Children with sickness or diarrhoea need to be clear for 48 hours before returning to school to prevent germs spreading.
- *We ask you to let us know the nature of your child's illness.

My child needs to attend an appointment during the school day?

- *Tell us about the appointment and be ready to show evidence of that appointment for us to see or copy.
- *Collect and return your child to and from the main office so we can record your child in and out.

Someone else is collecting my child from school?

- *If it is only short term (1-2 days) tell the class teacher or contact the office.
- *If it is longer term please write a letter stating the person's name and their contact details. Please also include their relationship to the child.

It's snowing heavily?

- *Listen to the radio LincsFm where details of any school closure will be announced.
- *We will contact you by text message for any urgent last minute closures.

I have concerns about my child?

- *Contact the class teacher in the first instance. The best time is at the end of the day when there are less distractions.

I want to take my child on holiday?

- *We discourage all parents from taking children on holiday during term time. A 'leave of absence' form must be completed before any holiday arrangements are made. Your child's attendance will be taken into consideration before leave of absence is granted, however, circumstances MUST be 'exceptional'.

Checklist

Do you think you are ready for school? Check through this list to make sure you have everything!

Uniform

Cardigans/jumpers **

Plain white polo shirts

Skirts/dresses/Trousers

Shorts or checked dress (summer)

Smart, sensible black shoes (ideally with Velcro fastenings)

Socks (white or grey)

Tights (grey)

PE Kit

Plain black shorts with Academy logo **

Purple sports shirt with black panels and Academy logo **

Black plimsolls/trainers

Plain black tracksuit

Warm and waterproof outdoor coat with a hood.

Wellies

Academy book bag (containing reading books and reading log)

Academy PE bag

Water bottle

Healthy snack, if your child will need one

Have you completed the ADMISSIONS FORM?

Have you shared your child's birth certificate with the school office?

Contact details

Website: www.seathorneprimaryacademy.org

Seathorne Primary Academy
Count Alan Road
Winthorpe
Skegness
Lincolnshire
PE25 1HB

Tel: 01754 764689

Contact: Mrs Michelle Smith or Mrs Penny Yates

Email: admin@seathorneprimaryacademy.org

Twitter: @SeathorneAcad