



# Welcome to Reception



Telephone: 01363 83292  
admin@lapford-primary.devon.sch.uk

Welcome to Lapford Community Primary School. Your child will join **Robins Class** and be taught by **Mrs Kelly Tanner and Mrs Eden Skinner** (class teachers) and supported by a team of Early Years staff.



Our Reception pupils are taught in a foundation unit with all Early Years pupils in order to support the delivery of high-quality Early Years provision. There is a designated classroom area, and pupils also have the benefit of full access to independent learning and purposeful play in our free flow provision indoors and outdoors.

## Curriculum

At Lapford Community Primary School, we pride ourselves on our exciting and engaging Early Years environment. We offer the children a wide range of multi-sensory learning opportunities both indoors and outdoors, and provide a creative and interactive curriculum. Reception and Nursery children follow the Early Years Foundation Stage Framework (EYFS). The framework is divided into seven areas of learning: Communication & language, Personal, Social and Emotional development, Physical development, Literacy, Mathematics, Understanding the World & Expressive Arts and Design.

Children are taught through a mixture of carefully planned tasks, real life experiences and rich play opportunities. Their development is tracked through daily observations of child-



initiated interactions and adult-led tasks. For more information on our EYFS curriculum, please see the school website.

## Tapestry

You may already be familiar with Tapestry, an online learning journal. Photographs and observations will be made of your child and you can access these on the Tapestry website using your login and password. You can add your own observations from home by uploading a photograph and explaining what your child was doing, this can be an excellent talking point between staff and children. If you do not have a login, please speak to the class teacher or ask at the School Office.

## School Uniform

### Uniform and Kit List:

- School sweatshirt or plain red cardigan/ jumper
- Black trousers, shorts (no belts), skirt or pinafore dress
- In warm weather a red and white check dress may be worn.
- White polo shirt
- Socks should be black or grey
- Tights should be black or red
- Black shoes



**School Jumpers**, which include the logo, are available to purchase from FLS (Friends of Lapford Community Primary School) via the School Office. They are available in Sizes Age 3-4, 4-6, 7-8, 9-11 for £10 each. Online payment is made via our payments App.

**Shoes:** We ask that children wear school shoes that are appropriate for playtimes and running around. Shoes should be black with either Velcro, buckles or elasticated fastenings, no laces please!

### PE Kit:

- Plain White t-shirt and black shorts
- Plimsolls or trainers with Velcro fastenings
- Spare socks (if your child wears tights)
- Black jogging bottoms or leggings are optional in cold weather
- PE bag of your choice (something your child will recognise)

### Your child will also need:

- A change of clothes including underwear and socks for any small accidents; this can be kept in their school bag or their PE bag. (Please remember to send them back in, washed, if they use them)
- A pair of wellington boots, to stay in school.

- A sensible waterproof coat.
- Warm hats and gloves in colder weather
- A sun hat and sun cream in the summer
- A named water bottle. Please send in water only: no juice, squash or other drinks.

**Please note: ALL CLOTHING AND BELONGINGS MUST BE NAMED.**

## **School Bags**

Your child will be provided with a book bag and a home/school reading diary which need to be brought to school each day.

## **School Meals**

Your child will be entitled to a Universal Infant Free School Meal. A copy of the School Menu which operates on a three-week rotation will be sent to you at the start of term. You may already have used our payments App to order lunches online, if not, you will receive joining instructions at the very start of Term. Lunches can be ordered up to midnight the previous day.

## **Packed Lunch**

Our healthy eating policy encourages children to bring a healthy packed lunch. Please do not put any sweets or chocolate bars in their lunch box. Cake/flapjacks etc. can be sent in for dessert but we encourage children not to eat these every day.

## **Payments**

Chulmleigh Academy Schools are cashless. All payments are taken via 'MyEd', our payments App. School Jumpers can be purchased this way; proceeds go to the Friends of Lapford School (FLS).

## **Fruit & Milk**

Children receive free milk in Robins' Class. A piece of fresh fruit is also provided each day to children in Early Years and Key Stage 1.

## **Sickness/Absence**

Should your child be unwell, please telephone the school, or send a message via our communications App - MyEd, before the start of school, to inform us your child is going to be absent. Please keep us informed daily if your child remains unwell by sending a message via the App or leaving a message on the answerphone. It is a statutory requirement for us to authorise each day of absence; the School will chase up any absences unaccounted for. If your child has a medical appointment, please bring your appointment letter/card to the School Office, so that we may make a copy for your child's file.

## **Morning Routine**

School gates open at 08:45 and children are led into school by staff at 08:55. Registration takes place at 9.00am. Please ensure that your child is in school by this time as lessons begin promptly.

If your child arrives after the register has closed, you must sign them in at Reception to ensure we have them registered for the day.

## **End of Day Routine**

Please collect your child at the end of the day from the Robins' Class gate. A member of staff will safely pass your child over to you at 3.30, the end of the school day. If someone else is picking up your child, please inform the teacher or ring the School Office to leave a message. If this will be a regular arrangement, then please write a short letter of authorisation.

## **Contact with School Staff**

Should you have any queries, concerns or comments, we are always happy to hear them. If you need a longer or more private chat about your child, it is best to ask staff to arrange an appointment after school as the mornings can be busy with all the children arriving. Please do tell us if there has been a change to your child's normal routine or circumstances.

## **Homework**

In Early Years Foundation Stage, the main focus for homework is reading. There is an expectation that your child reads with an adult at home daily. Children will bring home reading books and will be expected to read these at least three times in order to build confidence. Please see our Reading Policy on the School Website for further information. There will be a phonics meeting and workshop in the Autumn term for parents to provide more information on early reading.

In addition to a reading book, your child will bring home new sounds and words each week to practise reading and recognising. It is far better to spend 5 minutes each day on this than to sit down for a long period once a week.

## **Awards**

All children will be assigned a house team and can earn house points (dojos) for great behaviour, thoughtfulness and super work. Each week, the house team who have earned the most house points are rewarded in our Celebration Assembly. We also have weekly class awards for excellent learning: 'Star of the Week' and for demonstrating our values of compassion, ambition and trust: 'Lapford Legend'. These awards are presented at Celebration assemblies on a Friday morning. If your child achieves awards outside of school, for example swimming badges, sports trophies etc. please do let us know and send these in so that we can celebrate with them in school assembly.

## **Facebook**

We have a busy school Facebook page. You can find it here:

<https://www.facebook.com/LapfordPrimarySchool/>

Staff regularly update the page with news and pictures showing what the children are up to at school.

## Parents' Meetings

Meetings take place twice yearly in the Autumn and Spring terms. However, if you have any concerns, please do not hesitate in letting the school know as soon as possible.

## Special Education Needs and Disabilities

Some children may present with additional special educational needs and require more targeted support, for example with their speech and language skills or social skills. Staff will always discuss this with you and work with you to find the best way to support your child. Our school SEN lead is Mrs Rebecca Cookson.

## Behaviour

Children can only learn if they are in a safe, welcoming environment. We expect children to follow school rules and to be kind and considerate to others. We manage behaviour positively and always celebrate and reward good behaviour with stickers, house points or positive postcards.

Sometimes, children may not behave in the way we expect. We use a clear sanctions system to deal with negative behaviours:

1. Children are reminded of the behaviour we expect to see
2. Children receive a warning that they need to change their behaviour
3. If behaviour continues, children are given a red card.
4. Children will attend a "Repair and Reflect" session with their teacher the following day to talk about what went wrong.

If there are any ongoing concerns regarding behaviour at school, staff will contact you to discuss this further.

## Friends of Lapford School – FLS

The 'Friends of Lapford School' are a voluntary group who raise funds to support the school. FLS would like new members and actively encourage parents to attend meetings and join the very friendly group of volunteers. A teacher is always present at meetings and new ideas are especially welcomed. The funds raised by FLS are used to subsidise school trips, enrichment activities and toys and resources for the children.

FLS have a dedicated Facebook page. Please search for "Friends of Lapford School."

## How can I help my child at home?

## **Reading, reading and more reading!**

As well as hearing your child read, please read stories to your child as it is very beneficial for children to be exposed to the vocabulary and themes of books that are not at their own reading level. Children who hear stories at home make better progress across the curriculum, have a more advanced vocabulary and find it easier to think of their own ideas and write their own stories. Each Tuesday, our Reception children visit the school library to choose a reading for pleasure book. This book can be read to your child and enjoyed and talked about together. When you listen to your child reading their home reading book, talk to them about what they are reading as this is just as important as them decoding the words to learn to read.

Encourage your child to build up their arm and hand muscles for writing by doing fine motor activities at home, such as threading beads, colouring, using playdoh, playing with pegboards or Lego.

Encourage independence, by asking your child to dress/ undress themselves, do up their coat and shoes, carry their own school bag etc.

Do lots of counting. Counting steps, cars that go by, peas on a plate...anything you can think of! Point out numbers in the environment on houses, car number plates, phone numbers.

## **Finally...**

We love your ideas, and we love your input! If you have ideas, or you have something interesting you could share with the children, let us know.

We look forward to welcoming your child to our school.

**Mrs Tanner and Mrs Skinner – Class Teachers**  
**Mrs Wright – Head of School**

**Lapford Community Primary School is committed to the safeguarding of children at all times. All our staff are obliged to report any allegations of abuse.**

**The Designated Safeguarding Leads are Mrs Jessica Wright (Head of School), Mrs Kelly Tanner (Robins Class Teacher) and Mrs Sarah Healey (Primary Deputy Executive Headteacher)**