

Reception
Autumn Term 2017



Dear All,

Welcome to the Reception Class at Maple Primary School. We hope you all had a lovely summer break and are ready for the exciting term ahead. Our main priority in these first few weeks is to get to know your children and for them to enjoy coming to school. We look forward to seeing the progress they make in their learning and development across the year.

Weekly Routines and Reminders:

- Our PE days are **Thursday** and **Friday**, where we will have our formal lesson in the hall/field. Please could you ensure that all items of clothing are named and that the children have had lots of practice at getting dressed and undressed with as little help as possible! Outside physical activity will take place most days along with our daily run, on the running track around the field.
- **Birthday** - Children can bring in one present and some cards to show on their birthday.
- Please send your child with their book bag everyday as this is used for any letters, information or pieces of work.
- **Water Bottles** - these will be sent home **every night** for a good wash and need to come back into school every morning with fresh water.
- The children work outside during the course of the day so they should be sent with a warm/waterproof coat and appropriate footwear every day.
- There will be a notice board outside the classroom. Please check this regularly as this will include any information you need to know.
- Please check the school website (www.news.maple.herts.sch.uk) under our class page to view further information about the Reception curriculum overview, topic web and class twitter page (@mapleschoolrec).
- Over the course of the year we will be doing regular cooking sessions and food tasting. Please could you let us know if your child is allergic to any foods, or has any dietary restrictions.
- **Year 6 Reading Time** - Once a week the Year 6 class will come and read books to the Reception children.
- When you collect your child, please could we ask you to make yourself visible to your child and the teacher when they come out, as it is hard to spot individual people quickly. Your child will not be dismissed until you have been acknowledged. Please be patient with us as it may take a little while initially for us to recognise all your faces and link them to the right child! **If your child is going home with someone different from normal please can you fill out the form that will be on the window or email the office. We use a password system for if somebody other than yourselves is collecting your child. Please complete the form at the end of the newsletter and hand it back to us.**
- Children including pre-school children are **not** allowed to play on the apparatus before and after school.
- If there is any relevant information we should know that may affect your child's behaviour or mood in school (such as if a parent is away on business, a grandparent is poorly, a pet has died or changes in your home situation etc) please could you let us know as this helps us respond appropriately to them.
- Whilst your child is still settling into the school routine we will be assessing them in their main areas of learning which will be shared with you during October consultations. We would appreciate access to any Learning Journals from previous settings.
- **Reading** - The children will take part in guided reading sessions alongside phonics within Read Write Inc activities, in preparation for reading. This will all be explained in the Curriculum Evening (details below.) Reading books will be brought home when the children start full days at school.
- **'Show and Tell'** will take place on a **Friday**. This provides an opportunity for your child to bring into school items such as postcards, souvenirs, and photos from visits to share their outside experiences with the class. Please ensure your child is prepared to talk about their item and answer questions from the children. We ask however that they do not bring in toys. A rota system operates to ensure all children have an opportunity to participate. We will let you know when this will begin.

Materials

Reception consumes great supplies of stock and is forever in need of a variety of materials, unwanted items and general 'junk.'

If you are able to donate any of the following to Reception we would be most appreciative:

Boxes

Empty clean plastic bottles (not milk)

Clean margarine tubs

Buttons

Cloth/ fabric

Conkers

Fir cones

Key Workers

Reception has a key- worker system in operation. Your child will be allocated a staff member who will be responsible for the initial settling in period; this will enable your child to form a bond with his/ her key- worker. However, please note the key- worker does not have sole charge of your child throughout the day; as the teacher I have ultimate responsibility.

Staffing

We also have four Teaching Assistants (TA's) working in our class - Mrs Hobbs, Miss Hogg, Mrs Martin and Mrs Kite. Mrs Hobbs will teach the class in her role as a Higher Level Teaching Assistant on a Wednesday afternoon covering my PPA (Planning, Preparation and Assessment) time.

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Miss Baylis TA's - Miss Hogg Mrs Martin	Miss Baylis TA's - Mrs Hobbs Miss Hogg	Miss Baylis TA - Mrs Hobbs Miss Hogg	Miss Baylis TA's - Mrs Hobbs Mrs Kite	Miss Baylis TA's - Mrs Hobbs Mrs Martin
PM	Miss Baylis TA's - Miss Hogg Mrs Martin	Miss Baylis TA's - Mrs Hobbs Miss Hogg	(PPA) HTLA - Mrs Hobbs TA - Miss Hogg	Miss Baylis TA's - Mrs Hobbs	Miss Baylis TA's - Mrs Martin

Dates for your diary ... On **Tuesday 3rd October at 7.30-9.00** you are invited to a **Curriculum Evening**. This will be an opportunity for us to share in more detail how the Early Years Foundation Stage works and how we teach certain elements such as Read Write Inc (Phonics Scheme). We will also inform you about how the first few weeks have gone and for you to raise any issues or questions you may have.

Initial Meetings

Before the children start school full time I would like to have a short meeting with as many parents as possible. This will give you an opportunity to tell us about your child, help us to get to know you better and give us a chance to discuss whether we feel your child is ready for full days at school. A list will be put up outside the classroom on Monday next week. I would be grateful if you could sign up for an appointment. These will take place on the afternoons of **20th, 21st and 22nd September**.

Reminder

4th - 15th September - pick up at **12:00**

18th - 22nd September - children to stay for lunch - pick up at **1:30pm**

The children have been excellent at saying **Goodbye outside** the classroom in the morning and we look forward to this continuing as this enables us to have a smoother and quicker start to the day. Thank you for your cooperation

and support. We look forward to getting to know you as we all work together to make your child's first year at Maple School a happy and successful one.

I am looking forward to the busy term ahead and I hope that this newsletter is helpful. If, during the term, you have any questions or queries please come and see me. If I cannot speak there and then I will arrange a mutually convenient time.

With thanks for your support

Miss Baylis and the Reception Team

.....

Name of child _____

Class _____

Password _____

Please complete and hand back to a member of the Reception team. Thank you.