

# Welcome to Gilbert Scott

## Early Years Foundation Stage

Headteacher: Mrs Gandolfo

Deputy Headteacher: Miss Wakefield

Early Years Foundation Stage Co-ordinator: Mrs Adams

Teachers: Miss Thorpe and Mrs Peach

Nursery Early Years Educator: Mrs Marriott / Miss Faassen (Maternity Leave)

Reception Teaching Assistant: Mrs McKavannagh

Additional Teaching Assistants support children with special educational needs and pupils with English as an additional language

### Our Aims

The aims for the Early Years Foundation Stage coincide with those indicated within the school brochure.

We aim to:-

- ⇒ Create a happy learning environment, where your child's needs are met and his/her experiences complement those provided within the home environment.
- ⇒ Help each child to develop socially so that he/she is aware of the needs of others and learns to work, play and deal with each other and adults in socially accepted ways.
- ⇒ Help your child to develop skills, knowledge and attitudes necessary to lay the foundations of learning.
- ⇒ Help your child to think, to plan his/her own activities, and then to evaluate them. To increase his/her understanding and to improve his/her language skills. This is achieved through play, which allows children to be creative, to explore and investigate materials, to experiment and test their ideas and reflect on their conclusions.

We achieve these aims through following the guidance in the Early Years Foundation Stage curriculum. This provides a broad, balanced play based curriculum in which each child is encouraged to achieve his/her full potential, and stimulated to learn. The day has a consistent daily routine which is balanced between child initiated activities (during Work Time) and adult planned activities (Small Group and Large Group Times). The children will plan to play outside as well as inside, and are encouraged to do so whatever the weather.

### Gilbert Scott Foundation Stage Unit

The Nursery and Reception classes run as a Unit. The learning environment, including two classrooms and an outside area, are shared. The rooms are used as bases for the classes and during child initiated activities (work time), all areas are accessible to the children. This benefits all children by providing a wide range of resources, having more space in which to develop and freedom of choice for the children promotes the development of positive learning dispositions. Nursery and Reception children will be taught by all teachers during the course of the week, as well as the Early Years Educator and Teaching Assistants. The staff in Nursery and Reception work closely together, with all children benefiting from the broader range of skills of a team of practitioners. If your child begins at our school in the Nursery year, they will have familiar adults and routines until the start of Year 1 and this helps to reduce anxiety and build confidence and emotional security. You and your child's class teacher will be their key worker. However all members of staff are encouraged to form strong positive relationships and may provide individual support and will be happy to have a chat about your child's progress, achievements etc.

## **Routines of the Early Years Foundation Stage – times/activities are subject to change**

• Welcome and Phonics time  
(Nursery parents are encouraged to come in with their child to complete an early morning activity. For the first few weeks this applies to Reception parents as well.

**Start times - 8.45 Nursery  
/ 8.55 Reception**

- Large Group and Small Group activities led by our teachers
- Work time - Child initiated activities (inside and outside)
- Tidy up time, toilet time and small group book time
- Talking time - Fruit time and recall time with key worker
- Large group time - stories, singing, music and movement
- Home Time for Nursery (Lunch Club begins) / *Reception Lunch Time* **End of Nursery - 11.45**

- *Reception: Large group Maths teaching*
- *Reception: Work Time - Child initiated activities (inside and outside) and small group activities led by our teachers*
- *(Reception: PE and ICT at certain times during the week)*
- *Reception: Tidy up time and recall time*
- *Reception: Circle Time and stories*
- *Home Time for Reception*

**End of Reception day - 3.10**

## **Learning Journals**

Each child has an Early Years Foundation Stage Learning Journal and an All About Me book. This includes observations, photos and samples of work. During your child's time in the Early Years Foundation Stage you will have opportunities to look at their Learning Journal to see their progress. It is hoped that as parents and carers you too, will share the achievements / experiences your child accomplishes at home. This could include - photographs of family celebrations, outings and holidays / things your child tells you about school / when your child does something new at home, e.g. fastens his/her coat, writes his/her name, draws a picture of a person or object; writing and reads a phone number or shopping list etc / tickets to cinema; football; swimming; a farm or theme park. These are added to the All About Me folder and children can access these in their book area.

## **Helping Your Child**

- **FIRST WEEK** - Children vary tremendously in the way they react to new experiences. If your child does not settle at once, do not worry, the best way to help is to give your child support and encourage him/her to be independent and confident and try not to become upset with them. Nursery parents are asked to allow time to stay (if needed) and insist that your child comes each day.
- **SLEEP & BREAKFAST** - Please make sure your child has at least 12 hours sleep at night and has breakfast before school. This helps your child in many ways, particularly with their concentration skills.
- **WALKING TO SCHOOL** - We recommend that your child walks to and from school and is not brought to school in a buggy. There are no facilities to store buggies or children's bikes/scooters.
- **HOME READING** - Reading is the most important skill your child will learn at school. Children need encouragement to read books and to listen to and enjoy stories. Please spend a little time each day sharing a book with your child. The Nursery operates a book lending system where your child has the opportunity to choose a storybook to take home. As your child moves through to Reception, their reading will develop into a more structured programme. Your child will be given a scheme book and a story book which you can read to them, maybe as a bedtime story. They will also have a reading diary in their book bag, which will serve as a way of tracking your child's reading progress. We would ask you to write a comment in your child's diary and bring their book bag to school everyday. *Reception Parents will be invited to a meeting in September when we will discuss the different approaches used at school to teach reading.* Always be positive and encouraging when your child reads with you, and if you have any concerns [however small], come and see us.

**Your help with all these points will help your children and us a great deal.**

## School Information and Times

Nursery children Mornings only 8.45am - 11.45am

Reception children Full time: 8.55am - 3.10pm

The Nursery and Reception children should enter by the Early Years Foundation Stage gate and be collected from the same area. This gate opens at 8.45am for the Nursery and we ask Reception children and parents to wait outside this gate until 8.55am. At all other times during the day, please go to the main office.

**Please bring your child on time**, as a lot of the teacher input work takes place at the start of the session, and it's important your child does not miss this work.

**Please collect your child on time**, or please telephone if you are delayed. If we know that you may be a little late at the end of the session, we can reassure your child that you will be along soon. Make sure you tell us if anyone different is collecting your child. We will not let him or her go with someone else unless you have told us first.

## Nursery Lunch Club and Afternoon Provision

This is available to all Nursery children. Please see additional letter for further information.

## Attendance

**It is essential for your child's progress and learning that he/she attends every day.**

If your child is not attending, you **must** call 020 8657 4722 to report the absence from school. Please try and do this before 9am, otherwise we may call/text you to find out why your child is not at school.

## Medication

Staff will only administer long term medications for conditions such as asthma and eczema.

## Early Years Foundation Stage Uniform (PLEASE NAME ALL CLOTHING AND SHOES)

The children in Nursery & Reception must wear:

- ⇒ Gilbert Scott Primary School navy jumper (£8.00) or fleece (£10.50)
- ⇒ Navy blue tracksuit bottoms (£6.75) or grey trousers
- ⇒ Pale blue polo shirt.
- ⇒ Grey school dresses or skirts
- ⇒ Please dress your child in **black** sensible footwear with Velcro fasteners. Trainers or flat soled shoes are suitable (no ballet pumps please).

Although we have aprons, clothes sometimes will get paint, glue or mud on them. Make sure **all main clothing is named**, especially outdoor clothes. Named warm coats, hats and gloves must be worn during cold weather as your child may spend long periods of time outside. If it is raining they will need proper waterproof mac, hood and wellingtons to wear. In the summer time, girls may wear blue summer dresses and boys may wear school style shorts. Please also provide a sunhat and apply sun cream to your child before school.

## Nursery children only - Change of clothes bag

Toileting accidents do happen and for this reason we ask you to provide spare clothes in a named plastic bag.

## Reception children only - PE Kits

*Your child must have the correct PE kit (plimsolls, black shorts and a white t-shirt). These must be named and placed in a Gilbert Scott Primary School kit bag (which is given to your child when they start school).*

## Jewellery

For your child's safety, jewellery is not worn in school. If earrings are worn, there must be a maximum of one small plain gold or silver ear stud per ear, in the lobe. The school accepts no responsibility for loss or damage to jewellery.

## Cooking Activities, Fruit time and School milk

We ask for a contribution each half term of £2.00 to cover the cost of healthy eating activities that take place in the classroom. Your child will be provided with a fruit snack each day. Children under five are given the opportunity to have free school milk. If you would like your child to be included in this scheme please send off the form provided by Cool Milk or apply online. Please also send into school everyday a sports water bottle that is named containing only water. This must be taken home everyday to be washed and refilled.

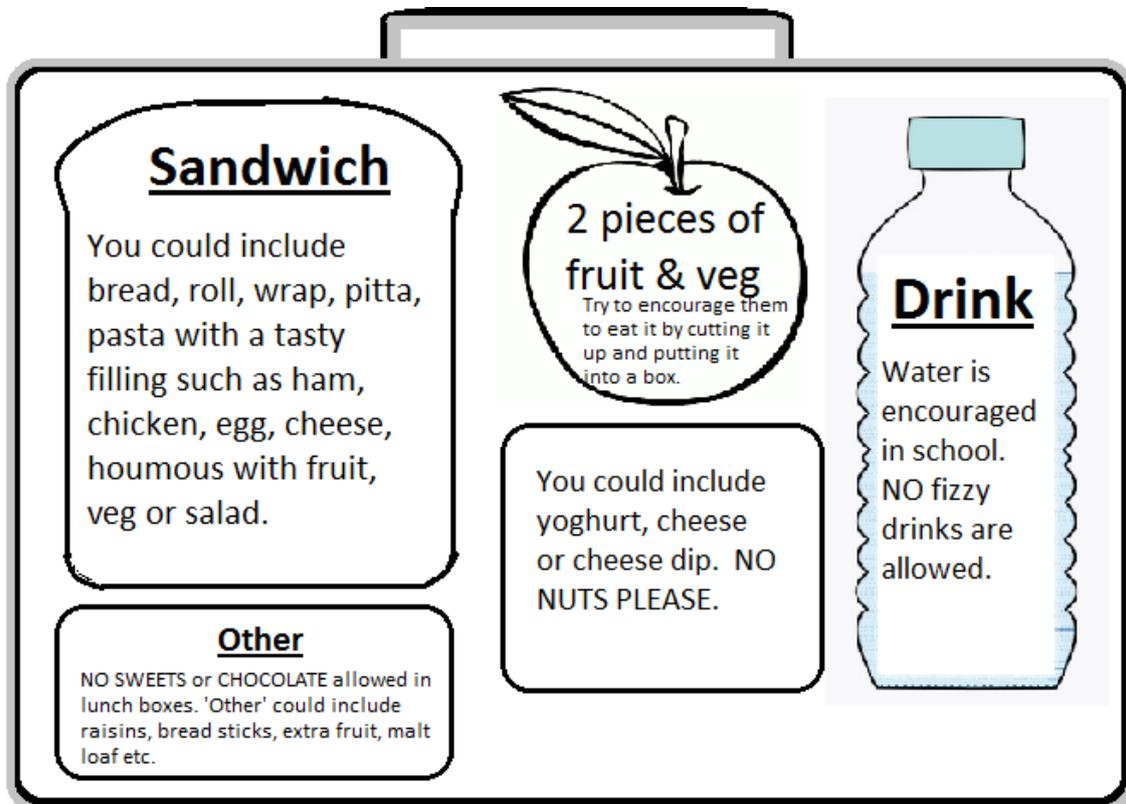
## Reception Parents - Are you in receipt of income support / child tax credits?

Please complete the form within your welcome pack. This enables the school to apply for extra funding to support your child within school.

## Reception children only - School Lunches

**School Dinners** - Universal Free School Dinners are now available to all Reception, Year One and Year Two pupils from September 2014.

**Packed Lunches** - Our school is a Healthy School and promotes healthy lunchboxes. Below is a guide to the types of food you could include in your child's lunchbox:



## Parent Helpers

Parents who would like to help at school are **most** welcome, but we ask you to first let your child become settled and confident in school. We do like parents to help in the classroom to play board games, to help with changing books, to read stories and anything you might like to do. All parents helping regularly within school have to complete a DBS check (formerly known as a CRB).

**If you have any worries, come in and share them with us. We hope we can help and we are always pleased to see you.** Parents are welcome to come and see us at any time about any worries or concerns they feel. If there has been any change within the family, whether of a happy or sad nature, we would be grateful to know about it, so that we can help families wherever possible, and make sure we are aware and able to help the child in school in the best supportive way.

Mrs Adams - EYFS Co-ordinator

*Gilbert Scott Primary School, Farnborough Avenue, South Croydon, CR2 8HD  
Tel: 020 8657 4722*