



*Come as you are and grow with us*



**Welcome to Reception  
at  
St Michael's Catholic  
Primary School**

# Welcome to St Michaels

Dear Parents,

We would like to take this opportunity to welcome you and your child to St Michael's

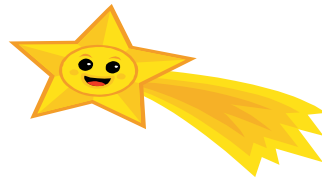
We are delighted that you have chosen St Michaels as your child's school. Our aim is to ensure that your child is happy and fulfilled during their time with us. We will encourage, guide, motivate and support them to reach their fullest potential.

This booklet has been prepared to provide you and your child with some useful information and answer some of the common questions parents may have as their child starts in Reception class.

If you have any further questions about your child starting school please feel free to contact me here at school to discuss them further. We want the transition from Nursery to Reception to be as smooth as possible for both you and your child.

Yours sincerely

*Charlotte Chapman*  
Executive Head teacher



## Contact Details:

Cumber Street North, Elswick, Newcastle Upon Tyne NE4 7RE

Telephone: 0191 2739383

Email: [enquiries@st-michaels.school](mailto:enquiries@st-michaels.school)

**EYFS Lead & Reception teacher:** Miss Fowler

**Reception Teaching Assistant:** Mrs Monkley

**Reception Teaching Assistant:** Mrs Jarek

# Take a look around



Secret Garden



Hall



## Take a look around



Reception Classroom



Nursery Classroom



Outdoor Classroom

## School Hours

The school day is organised as follows:

Doors open	8.45am
School starts	8.50am
Lunch	11:30am
School ends	3.20pm



## Breakfast Club

St Michaels offers a breakfast club providing early morning care. It runs daily, from 8.00am until 9.00am. Please contact the school office for further details.

## Settling In

Most children are excited about starting school and settle in to the routine of the school day quickly. However some children may become upset at your leaving—this is natural and our staff are very experienced at dealing with these situations.

The children are collected at the same gate for pick up as when they are dropped off on a morning.

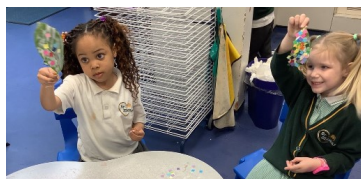


## Learning in Reception

*Safe, secure and happy learning environment*



*Meet the needs of each individual child*



*Caring, attractive and stimulating environment*



*Development in all areas-  
Educational and social*

## Meet Our Team



**Executive Headteacher**  
Mrs Chapman



**Head of School**  
Miss Consterdine

### SEND Teaching Assistants



Miss Moat



Mrs Wilson



Mrs Webb

### EYFS Lunchtime Supervisors



Mrs Vitty



Mrs Bishop



## Meet Our Team



**EYFS lead & Reception Teacher**  
Miss Fowler



**Nursery Teacher**  
Miss Wadsley



**EYFS Higher Level teaching assistant**  
Mrs Monkley



**EYFS teaching assistant**  
Mrs Jarek

**EYFS teaching assistant**  
Mrs Exley



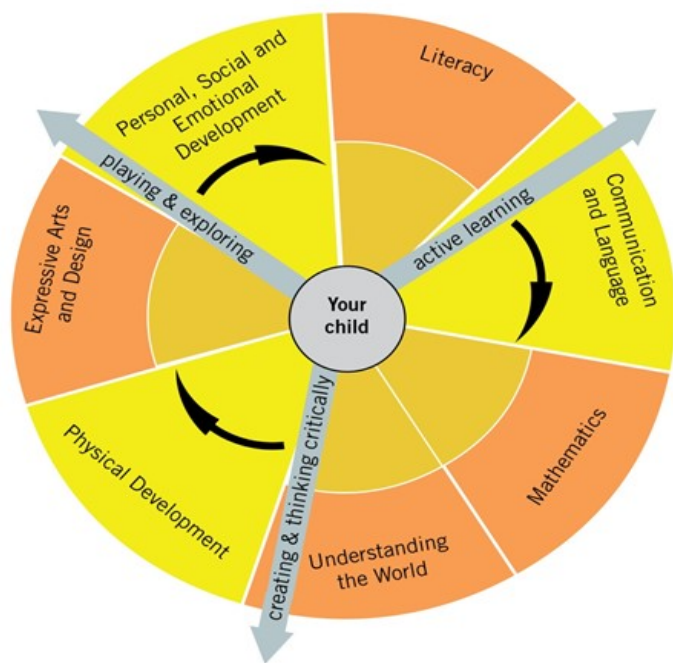
**EYFS teaching assistant**  
Mrs Mohsin

## Our behaviour system

We have a whole school approach to behaviour which begins in Nursery. Children begin each day on green and can move up to blue or gold for positive behaviour or down to amber or red for not following the school rules. Please support us in maintain our high standards of behaviour. This display is up in the Reception classroom:



## The Early Years Curriculum



Children learn new skills, acquire new knowledge and demonstrate their understanding in 7 areas of learning and development.

### Prime areas:

Personal, Social and Emotional Development  
Communication and Language  
Physical Development

### Specific areas:

Literacy  
Mathematics  
Understanding of the World  
Expressive Arts and Design

Children mostly develop in 3 prime areas first, which then supports development in the 4 specific areas.

These 7 areas support and guide the teaching and learning of the EYFS

## Checklist

- Please ensure your child comes to school in full school uniform. This includes **black shoes not trainers.**
- Please name **all** items of uniform.
- Children should always have a suitable coat with them. Wellies can be left at school too.

## Parent, Teachers and Friends Association

At St Michaels we are fortunate to have a very hardworking PTFA. They run social events for the children and also undertake fundraising events. Their work is vital to the school and very much appreciated. In order to ensure the continued success of the PTFA we need parents to volunteer to be part of this group and help with the organisation and running of these events. If you are interested in finding out more, please contact the school office.

## School Website and Facebook Page

The school website is a great way to keep up to date with what is happening in school. It is full of news and useful information about our school. Do take a look!

<http://www.st-michaels.school/>

You can also keep up to date using our Facebook Page. Search St Michaels Catholic Primary School.

## And finally...

We look forward to learning and creating special memories together!

## Helping us

We acknowledge the importance of parents as a child's first educators and aim to work together with parents. We attach great importance to the relationship between home and school in maximising the learning of your child. Children settle into school more quickly and make more rapid progress with their learning when parents and school work together in partnership.

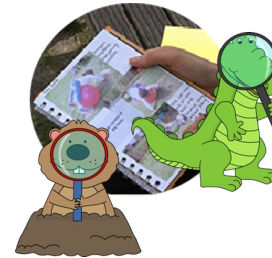
## Workshops

Over the year, parent workshops will be offered to share some of the ways in which we are teaching your children to learn new skills, such as reading and phonics. Please do support these workshops wherever possible.

## Reading Together

Supporting your child's reading development is one of the most important things you can do for them over the coming year. Children who are supported at home and heard to read on a regular basis, make accelerated progress in reading. Reading contributes to all areas of learning across the curriculum. Your child will be given a reading book to take home weekly. We ask that you try and read this book or talk about it with your children at home. They will gain points on the Once Upon a Time chart in school for every comment that is written in their reading journal. Your child will be given a specific day to bring their reading book each week.

## Assessment



The government have introduced a baseline assessment and a baseline judgement will be reported for each child within the first six weeks of their time in Reception class. This will be completed through observations of your child to help create an accurate picture of their starting point. Throughout the Early Years we will continue to constantly observe, assess and record children's progress. This enables us to plan and provide activities relevant to each child so as to maximise learning. These observations will form your child's Learning Journal.

Photographs of your child's actions or achievements, quotations from discussions with your child or evidence of tracings and mark making activities, all inform the observations made. Parents too are encouraged to report to staff on observations made at home and outside of school that may inform your child's stage of development, using the parental proud stars.

By the end of the Reception Year... Children are assessed as 'Emerging' or 'Expected' in relation to the 17 ELG's and a report is written commenting on how your child learns using the 3 Characteristics of Effective Learning.

**This makes up the EYFS Profile.**

## Special Educational Needs

Through our observations children with a special educational need are identified at an early stage and strategies are developed between the teacher and the school's Special Educational Needs Co-ordinator (SENCO) to address the concerns. Partnerships with outside agencies such as Speech Therapists and Educational Psychologists will be developed if required. The earlier such concerns are addressed the better. Please do inform the school of any specialists currently involved with your child or if you would like a referral to be made.



## Other Useful Information



### Uniform

We take pride in our appearance. Uniform is from The School Outfit. Jumpers are £15.99, cardigans are £16.99, tank tops are £14.99, polo tops are £6.99, book bags are £6.99.

### Outdoor Clothing

Our children spend a lot of time learning outdoors, in all weathers. It is therefore essential that children come to school dressed appropriately in protective clothing for when accessing their curriculum outdoors. We ask that if possible, children bring in a pair of wellies to keep in school ready for Forest School.

### School Lunches

School dinners at St Michaels are freshly cooked on site daily and are of a very high standard. All children in reception class are, as a result of the governments universal free school meals offer, entitled to a free school meal. Parents in receipt of benefits **must claim** this entitlement by completing the relevant forms provided.

### Drinks and Snacks

Children are provided with a piece of fruit or vegetable free of charge as part of the Fruit in Schools initiative.

### Medication

It is your responsibility to ensure school is aware of any medical condition your child may have. Children with asthma must have an inhaler in school at all times. Prescribed medicine should be administered at home wherever possible. If medication is required during the school day it will be administered by a first aider upon completion of the appropriate forms by parents. All medicines must carry a dispensing label with the child's name and the correct dosage clearly shown. A dosage spoon should also be provided.

### Book Bags

Book bags are available to buy online. They are £6.99. These are extremely useful. Your children will bring home letters, drawings, home-work and reading books.

## Helping your child

You can help your child to settle quickly into school by talking positively about the experience. It would also be useful to encourage your child to carry out tasks for themselves, such as getting dressed, putting their shoes on and zipping up their coat. Independence is a great confidence booster. The children quickly want to manage these tasks alone to show how grown up they are!

### Attendance

Regular attendance at school is vital. The Reception year is fast paced and full of fun learning opportunities. If children are absent from school they are likely to miss out on lots of new learning and this will affect their progress. There are times, due to illness that your child is unable to attend school. If this happens please ensure that you contact the school office, stating the reason for your child's absence.

### Punctuality

The school doors open at 8.45am and the school day begins promptly at 8:50am with registration. This is a very important part of the school day as children are recorded as present or absent at this time. It is also part of our daily routine and offers the children the chance to start the day in the best possible way. Please try and ensure your child arrives in good time.

### Seesaw

Some of your child's learning will be recorded on Seesaw which is an online learning platform. Your child will bring home a code with in their first week of school so you can access this platform at home. We urge you to take time to sign up.