



**Information for Parents and Carers of  
Reception Children 2025**



HELLO and WELCOME to Reception Class and Snaith Primary School!

We believe that the best way for children to learn and succeed is when we work in partnership with you.

We look forward to sharing in your child's journey as they continue to learn and grow. Please find information that will help in your child's smooth transition into Reception.

Mrs Calpin - Headteacher

### **SCHOOL TIMES**

Please see the letter you have been sent detailing the first week where we slightly vary the school day to help your child settle in to their new school environment, after which the following school times apply.

School gates open at 8.45am for you to walk round the outside of the school building and see your child into class at their classroom door. The school day begins at **8:55am**.

**It is important that your child attends punctually as the start of the day is an important time settling in and beginning lessons.**

The school day finishes at 3:30pm. (Doors open from 3:25pm) Please collect from the class door too.

### **LUNCH BREAK**

Lunch break is from 12:00 to 1:00pm.

Your child is entitled to a cooked school meal each day. The Government provides this FREE for each child from Reception to Year 2. However, if you believe you may be eligible for Free School Meals please contact the school office or go to our application form on the school website, as this can provide extra funding for education and support in school. Our cooks serve healthy meals in line with East Riding approved dietary recommendations, a new menu is available twice yearly. The menu will be shared with you before the school year commences. Children will be served lunch in classrooms as part of a 'family dining service' with the support of the staff and some of our older children on hand to support and model good table manners.

If your child has special dietary needs or particular food allergies, please let school know. Lunches for children with specific diets are delivered with the class food but on a separate plate to avoid any cross contamination. These are served by the staff to ensure that their needs are met.

If you have chosen for your child to bring a packed lunch, but we do ask that no fizzy drinks or sweets are included in this. Also, as we have several children with nut allergies, we ask that you do not send anything containing nuts please.

Children in reception eat lunch at 12 noon and then go out to play (or stay inside for activities if it is raining). The bell rings at 12:55pm and children come inside, have the chance to have a drink, go to the toilet etc. before registration at 1:00pm when afternoon lessons begin.



## WATER BOTTLES

Please can you provide a named water bottle containing plain water or diluted juice only (no fizzy or energy drinks). These will be sent home every night to be returned each day.

## PLAYTIMES

There is a break in the morning. In the afternoon children continue to engage in free flow provision in both the indoor and outdoor reception classroom provision areas.

Playtimes are either in the reception outdoor area, or, if on the school playground, the reception staff support children each break time in the first few weeks.

Our younger children (Reception, Year 1 and Year 2) have a free piece of fruit or vegetable each day which are available in class.

## ABSENCES

If your child is ill, we ask that you please ring the office on the morning of each day of their absence. You are very welcome to consult with us for advice on attendance with certain medical conditions. Please note that we are able to administer prescribed medicines if they are prescribed for 4 times a day, otherwise they should be given at home. We can only administer paracetamol in single dose form (sachets or age appropriate tablet form) for a maximum of 48 hours, unless prescribed. All medication needs to be signed in at the school office (please note we are no longer able to administer Ibuprofen).

If possible, we ask that medical appointments are made outside of school hours. If an appointment is required during school time please share proof of this with the office team in order for us to correctly authorise the absence.

If for any reason your child is not at school and we haven't received a message, we will make a courtesy call home to you to ensure your child is safe.

## THE IMPORTANCE OF ATTENDANCE

It is important that, unless children are ill, they attend school each day. It is proven that high attendance has a direct correlation with academic achievement. Good attendance is a high priority for school and the government. We will inform you every few weeks of your child's attendance record. This can also be viewed on Arbor.

Please note that there is no longer a provision in law for Headteachers to authorise an absence for the purpose of a term time holiday and in the event of this occurring it will be marked as **unauthorised** and likely to incur a Penalty Fine.

Any absence from school other than medical or illness requires parents to complete 'Absence from School for Exceptional Circumstances form' and submit this to school, giving sufficient time to enable the school to consider if the absence is authorised or unauthorised. School will notify parents of the decision before the absence. Forms and further information are on our school website.



## SCHOOL UNIFORM

### WHAT SHOULD MY CHILD WEAR?

Our smart school uniform is so often commented on by visitors and the general public when we are out and about. The uniform helps to promote a sense of belonging and pride in our school and each other. This consists of:

Burgundy sweatshirt or cardigan with school logo  
Pale blue polo shirt (logo optional)  
Black or grey trousers/skirt/shorts  
White, grey or black socks or tights  
School shoes (**NO trainers**)  
Optional: blue and white checked summer dresses  
Optional: Reversible fleece jacket with logo

#### Jewellery

For safety reasons jewellery should not be worn in school (other than watches). If ears are pierced gold or silver stud earrings may be worn, but they **MUST** be removed by the child for P.E.  
When children attend swimming lessons in Year 4 they will not be allowed to wear earrings.

### **PE**

Red P.E. Shorts (Plain black jogging bottoms for colder weather)  
White P.E. T-shirt (with red school name, optional)  
Plimsolls/trainers  
White P.E. socks

We will let you know which days your child will be doing PE and they should come to school in their PE kit on those days.

Long hair should always be tied back. Hair should not be shaved, spiked in the middle, or have tramlines. Headbands should be small and in school colours (no big floral decorations please). Hair should be of a natural colour and all styles to be conservative.

**SCHOOL BAGS & PE BAGS** - We strongly recommend that children have these items, to transport their letters, reading books and wonderful work to share with you. These are available from the school office. We ask that children **DO NOT** bring back packs/rucksacks to school. We are a cashless school, and will invoice you for these in September once your child is on roll and linked with our payment system. However, you are able to collect these from school prior to your child starting.

### **Uniform Suppliers**

We have several suppliers of our school uniform:

1. The Uniform Shop, Pasture Road, Goole, stock all our school uniform
2. MyClothing also have our logoed uniform to purchase online. The website address is: [www.myclothing.com](http://www.myclothing.com)  
Once on the website type in our school name - Snaithe Primary School.
3. As we strive to be a more sustainable school, pre-loved uniform can also be purchased from the school PTA for a nominal charge or donation. To enquire about stock, **email** [snaithta@hotmail.com](mailto:snaithta@hotmail.com)

**PLEASE ENSURE ALL CLOTHING, INCLUDING SHOES, IS CLEARLY LABELLED WITH YOUR CHILD'S NAME.**



## **VISITING RECEPTION**

"Visit session" for you and your child will take place in September. This visit will allow your child to familiarise themselves with their classroom and teachers. As mentioned in the letter sent to you, this will take place on Tuesday 2<sup>nd</sup> September, we are inviting you and your child to visit school for a stay and play hour to look around your child's class and for your child to meet and greet their teacher. Please contact school to book a date and time.

## **PASTORAL CARE AND PARTNERSHIPS WITH PARENTS**

Our aim is to ensure that our school is one in which children feel happy and secure, and where parents are partners with us in all aspects of their child's development and welfare.

If you have any concerns about your child, please speak to their class teacher. The easiest time to do this is at the end of the school day, but, of course, any urgent matters can be discussed at other times. We politely request that where possible you email the school office and a member of staff will get back to you. Anything that you can tell us helps us to understand your child better. It is important that you tell us of any worries they may have, particularly in their relationships with other children, no matter how small this may seem!

We believe that by involving parents in their child's education your child will be happier at school and achieve more. We actively welcome parents to join in a variety of activities. Some parents already help in the classrooms and around school and we are very grateful for their contribution.

Please ring / email the school if there is a problem or a question you wish to ask regarding your child. The phone number is:

**☎ 01405 860452**

**✉ [snaith.primary@eastriding.gov.uk](mailto:snaith.primary@eastriding.gov.uk)**

If we know, then we can help.

Our PTA consists of staff and parents. They arrange a number of fantastic fund-raising and social functions and provide a substantial amount of "extra/enhancement" materials for school. Please do give them your support: new ideas are very welcome. Remember, this group works for the benefit of our school/community and your children. Parents are always welcome to join meetings - look out for information about meetings and forthcoming events on newsletters.



## **SAFEGUARDING**

Children are dropped off and collected from their reception class door. For Safeguarding reasons, we will only allow children to go home with whoever has parental responsibility for your child. **If for any reason you give permission to another person to collect, please let the class teacher know in advance or telephone the school office.** If you require to take your child out of school for a medical appointment, we require a copy of the appointment and to be told who is collecting and at what time.

## **ROAD SAFETY**

We are very concerned about road safety, and the children are taught aspects of road safety as part of their work in school.

Because of the congestion outside school, particularly when it is wet, we would be grateful if you would:

- Keep the entrance and lay-by in front of school clear and do not park in the 'drop off only bay'.
- Park on the school side of Bourn Mill Balk Road facing the flow of traffic. (Please do not park in the school car park this is strictly for staff and visitors.)
- Come onto the school site to collect your child, rather than letting them come out on to the road to find you.
- Ensure that you do not reverse into the school entrance when driving away.
- Encourage your child to cross the road safely.
- Do not block the driveways of our local residents or entrance roads to cul-de-sac's near school.

These rules are, of course, to ensure the safety of all of our children.

## **INFORMATION SHARING**

We publish a weekly newsletter each Friday which has all of our current information or messages on. These newsletter is emailed weekly.

We ask everyone to download Arbor Portal/APP. This is our main tool of communication with our school community. This keeps you up to date with -

- Emails
- App/Text Messages
- Payment System
- Newsletters
- School Events
- Before and After School Club Bookings
- Parent Evening Bookings

You will shortly receive an invitation via email to download the school Arbor Portal/App. Check out the website - [www.snaitheprimary.org.uk](http://www.snaitheprimary.org.uk) when your children have started with us - we keep a photo gallery of each class and their exciting work in school.

You will be invited into school each term to discuss your child's progress and/or to take part in stay and learn sessions where we will share how we help your child learn. We send out reports in the spring and summer term. To keep you informed of your child's achievements and progress we use 'Evidence Me', a digital App which allows you to see



the posts and pictures which teachers upload, regarding your child's learning. You will also be invited to use this to share your child's achievements and experiences out of school with us. However, you are always welcome to make an appointment at other times to discuss your child's progress.

### **THE EARLY YEARS CURRICULUM**

In the reception class, children learn through 'play' and experiential learning. Activities are carefully planned to take children's knowledge and skills forward, with 'in the moment planning', enabling staff to make tweaks and adjustments based on children's needs and interests in order to maximise learning. The learning environments are carefully created and crafted to ensure every moment of the day is dedicated to nurturing children's learning.

Within the curriculum we also encourage children to develop the essential and key characteristics to become life long learners. This includes developing independence, resilience, active learning - exploring and critical or creative thinking.

Please see the link included to find out more about the curriculum we deliver along with our school website where we post our termly/half termly learning plans.

<https://foundationyears.org.uk/wp-content/uploads/2021/09/What-to-expect-in-the-EYFS-complete-FINAL-16.09-compressed.pdf>

The phonics programme we use is Read Write Inc. - there will be an opportunity to visit school in the first term to see how we teach phonics and experience lessons in action. We also offer online videos to help with practice at home.

### **MEET THE TEAM**

Please see the school website to find out more about the school team.

Some notable people are:

Mrs Calpin - Headteacher (Deputy Designated Safeguarding Lead)

Mr Pickering, Miss Todd - Assistant Head teachers

Miss Timney - Special Educational Needs Lead and Designated Safeguarding Lead.

Mrs McDermott - Early Years Foundation Lead

Office Team

Mrs Ford - School Business Manager

Mrs Wharam - School Administrator and Attendance Manager

Mrs Chesworth - Office Administrator, Before and After School Club Manager

Chair of Governors - Mr Chris Emsen



As always, if there is *anything* you wish to know, please do not hesitate to ask. We are always more than willing to speak to you about any concerns, queries, or celebrations you may have!

We look forward to working with you and your child.





**Headteacher:** Mrs Helen Calpin

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