

Starting Reception – what you need to know!

A message from Mr. Fowlie (Headteacher):

‘Welcome to the Lantern Lane Primary and Nursery School community.



Every child is very special to us. We are looking forward to working in partnership with you to ensure your child’s time with us is happy and successful.

We hope you find the following information helpful in supporting your child’s transition into Reception.

Thank you for taking the time to read this information. If you have any queries, please speak to us.’

Before you read on, please make sure you have:

- Completed our ‘starting reception’ questionnaire – this is important to make sure your child has a flying start to their time with us!
- Joined ClassDojo – we’ll be posting updates before your child’s start with us in September to help transition.
- Join our School Gateway app?
- Read our starting reception guide. There are key skills that schools expect children to be learning before their first day. Practising these will help build your child’s confidence and independence, helping them feel emotionally and practically prepared to start school.



Organisation

In Reception, children are in two classes, named after famous children's authors:



Rosen class taught by Mrs Jones and Miss Outhwaite



Donaldson class taught by Mrs Moore

Children have their own classroom where they keep their belongings, complete whole class activities and take part in carpet time with their teacher. For much of the day, they enjoy accessing activities across both classrooms and our outdoor space, supported by our reception team.

Our learning

Children learn through 'taught' sessions on the carpet in maths & phonics, small group work on key skills, and - for most of their time - play and exploration. We have a range of activities and areas, with a different theme every half term, which help develop skills in different areas.

The children work towards the Early Learning Goals, which are the expectations for most children to reach by the end of the foundation stage. These goals are organised into seven areas of learning:

- Personal, Social and Emotional Development
- Communication and Language Development
- Physical Development
- Literacy Development
- Mathematical Development
- Understanding of the World
- Expressive Arts & Design

For more information on what your child will learn, please see the "Early Years Foundation Stage" page on our website.

Start & end of the school day

In the morning, please drop your child off at their classroom door. Classroom doors open at 8:40am and close at 8.50am. After 8.50am, the register is closed, and you will need to take your child to the school office to be registered as late.

The school day finishes at 3:15pm. When collecting your child, please wait near your classroom door and the children will be sent to you.

Uniform & what to bring to school

We believe it is important for all children to wear our uniform. It makes us all feel part of Lantern Lane. Our uniform policy is available from our website.

Uniform with the school logo on can be purchased through our supplier 'Big Fish' via their website: <https://www.bigfishschoolwear.co.uk> All clothing should be clearly labelled with your child's name. This is especially important, as uniform items look similar and can easily be confused for another child's. The school cannot accept responsibility for any lost items. Suitable school uniform without the school logo on can be purchased from Big Fish or local supermarkets and pre-loved uniform can be purchased from our school.

For health and safety, we do not allow children to wear jewellery to school (except for small, flat stud earrings and watches). These must be removed for all PE lessons. If earrings cannot be removed, then children will be asked to wear tape over them for health and safety reasons. All other jewellery is not permitted, unless permission has been granted by the head teacher following a written request due to religious or medical reasons from the parent/carer. Children are not permitted to wear make-up and/or nail varnish to school. Long hair must be tied back securely during PE lessons.

At lunchtimes, we go outside whatever the weather! This is part of our Outdoor Play and Learning programme (OPAL) which provides our children with amazing play experiences – den building, mud kitchens and more! Without suitable clothing, your child will not be able to play with some of our equipment.

It is important that your child has the following named items in school and are prepared for all weathers!

:

- Waterproof coat and waterproof trousers (or an all-in-one waterproof suit)
- Wellies
- If your child loves messy play, spare socks, shorts and tops would be a great idea too.

Each day your child will need to bring to school:

- Their reading book and tricky words sheet
- A water bottle labelled with their name (water only please).
- A lunchbox with your child's name on if they are having a packed lunch.

Wraparound Care

Our breakfast & after school club are ran by ACE Sports Coaching and take place in the school hall. Our wraparound care runs from 7:30am before and until 5:45pm after school. Children are taken from breakfast club to their classroom at the beginning of the school day and escorted from the classroom to after school club at the end of the day, by ACE staff.

Information about the provision for these sessions and booking details can be found on their website: <https://www.acesportscoaching.co.uk/>

Communication

Please ensure that you have signed up for ClassDojo & School Gateway – these apps are how we send all communications.

School Gateway app is used for all communications linked to **administrative** matters between home-school, including:

- Payments for trips
- Whole school communications including newsletters and term dates
- Updating contact details
- School dinners
- Scheduled or emergency school closures (for example, for staff training days)

ClassDojo is used for all communications linked to your child's **learning and class/school activities**, including:

- Celebrating learning
- Letting you know about your child's day
- Upcoming school/year/class events
- Reminders
- Class activities or teacher requests
- Newsletters

Please remember that teachers are only able to have brief, essential conversations with parents at the beginning and end of the school day, as their priority is supervising and supporting the children.

We appreciate that starting school is a big step, and in the first few weeks we will share key information and answer any queries about how your child is settling.

For longer conversations, please always get in touch with your child's class teacher first by messaging them on ClassDojo or contacting our office to arrange a suitable time to talk to them. Your child's class teacher will be able to deal with and resolve most concerns.

We hold two parents and carers evenings throughout the year to discuss your child's progress, and you will receive an annual report at the end of each school year.

Medical needs

If your child has a medical condition or requires medication to be kept in school (either on a short-term or long-term basis) please make sure you inform the school office.

If your child requires medication to be kept at school in case of emergency (inhalers for example) or prescription medication which needs to be taken during school hours, we ask that you complete a medical form in advance and that medication is given to the office team.

Reading at home

Making sure your child loves reading and becomes a confident reader is important to us. We expect parents and carers to 'drop everything for ten' at home and either read with or listen to their children read for ten minutes every day. We reward children at school for reading at home.

Your child will bring home two reading books. One will be from our school phonics scheme (Twinkl Phonics) and match their current phonic knowledge. This book is for your child to read to you. The other book will be a free choice book from our library. This book will be chosen by your child and is for you to read to them.

Please log when your child reads at home using our 'Pageticker' app – we'll provide you with all the login details. It makes it quick and easy. Normally, we ask that a child reads their phonics book at least three times before it is changed.

Top tips:

- Read every day – little and often makes a big difference
- Talk about the story and pictures
- Make it fun and cosy!

Tricky words will be in the children's Tricky Words book. These are words that your child will see read regularly. We encourage your child to learn these by sight to support their reading. New tricky words will be added to their books through the year

Top tips for helping at home

Wellbeing

- Talk about feelings – name them together
- Keep routines calm and consistent
- Celebrate small successes

Take interest in learning

- Ask: "What did you enjoy today?"
- Listen and follow your child's interests
- Share praise and encouragement

Helping our school community

The Lantern Lane Fundraising Group is a friendly group of parents/carers who raise funds to provide memorable experiences and resources for our children. Fundraising events include discos, craft events and a summer BBQ! New members to the group are always welcome, as are any ideas and suggestions for future events. Please contact the school office if you are interested in getting involved.

We are grateful to have many parents/carers who volunteer their time; either on trips, reading with pupils or helping with activities. If you can help, please speak to your child's class teacher.

Lunch & snack times

Children have a choice of a school dinner or packed lunch brought from home every day – the children say whether they are having a packed lunch or school dinner each morning during our register.

Our catering team provide healthy, tasty food with a three-week menu cycle, which is changed each term. Children are helped to get their food & are supervised by our play team. Once the children have finished their meal, they go out to play in the playground, supervised by the play team.

School dinners are free for children in Reception, Year 1 and Year 2 and those that qualify for benefits related free school meals in older year groups.

Each child will receive a piece of fruit for their snack time. Milk is free until every child's 5th birthday. After this, you can opt to pay for milk. You must register your child for milk even if they are under the age of 5 otherwise milk will not be available for them. You can register online - www.coolmilk.com

If your child has any specific dietary requirements, please speak to our office team who will ensure these are met.

Attendance & punctuality

It's important that children are in school, on time, every day. We aim for our all children to have at least 97% attendance with as many children on 100% attendance as possible. To give your children the best chances and opportunities, they must be in school.

If your child is going to be absent from school, phone the school on 01509 820112 and choose option 1. Let us know your child's name, class and reason they are not at school. Parents should contact school each subsequent day of absence. To authorise the absence, we need to know exactly what is wrong with your child.

If your child has a doctor, hospital or dentist appointment during school time, then please let us know in advance and provide a copy of the appointment confirmation.

In the event of a pupil being brought to school late, please take your child to our office and sign in, including a reason for lateness. Please make sure they are here in plenty of time, remember our classrooms doors open at 8.40am and close promptly at 8:50am.

If you wish to take your child out of school during term time for a holiday, please be aware that a leave of absence form must be completed in advance. These are available from our school office. Any application for leave must establish that there are exceptional circumstances and the Head Teacher must be satisfied that the circumstances warrant the granting of leave. Parents do not have any entitlement to take their children on holiday during term time.

**MOMENTS
MATTER,
ATTENDANCE
COUNTS.**

School Houses

When your child starts with us, they will be allocated to one of four houses, all named after local historical figures. We ensure that siblings are in the same house. Houses have friendly competitions throughout the year and special 'house events'. During these, children are welcome to come to school on that day wearing a t-shirt in their house colours.

Roulstone

Bley

Mills

De Ferrers

Pupil Premium

Even though every child receives free school meals in Reception and Key Stage 1, it is still important that you register for free school meals if you are eligible.

If your child is registered successfully, we receive extra funding to support your child in school and offer you benefits such as free school milk and subsidised school trips where possible. It also means you can access the free Holiday Activities and Food programme (HAF) and be entitled to other benefits.

Please apply if you receive any of the following:

- Universal Credit with annual household earnings of £7,400 or less
- support under Part VI of the Immigration and Asylum Act 1999
- Income-related Employment and Support Allowance
- Guarantee element of Pension Credit
- [families with no recourse to public funds](#) (NRPF)

Registering is quick and easy – You can apply by telephoning 0300 500 8080 or by visiting <https://www.nottinghamshire.gov.uk/education/school-meals/free-school-meals-and-milk> If you need any help, please speak to a member of staff. No one will know you have registered and it will not affect any other benefits you are claiming.

Lantern Lane

PRIMARY SCHOOL

Confidence. Achievement.
Respect. Enthusiasm.

