



Welcome Newsletter

September 2022



Dear Parents,

A very warm welcome to Reception at Sandringham Infant and Nursery Academy. We hope you and your child are looking forward to being part of Hedgehogs and Moles class. Please find below some early information about classroom organisation and home-school liaison.

Drop Off and Collection

From Monday 12th September, your child's school day will start at 8:40am. Please follow the one-way system at drop off and collection and please be mindful that the other year groups will also be arriving at this time. In the morning, we ask you to follow the main path up to the Nursery gates. Your child will be greeted by a member of the team and encouraged to walk the short distance to the classroom door where they will be met by the rest of the team. Your child will be encouraged to hold their own belongings so please ensure they are holding everything they need as you walk towards the drop off point and say goodbye. Parents/carers should then exit along the front of the building and out through the car park, following the steady flow of parents who are also doing the same. If you arrive late and the school gates are closed, please buzz at the front gate and a member of the office team will meet your child and take them to the classroom. The main gates close promptly at 8:50am as teachers are then needed in the classrooms to begin daily routines.

Your child's school day finishes at 3:10pm. The office will open the main gates just before this time. Please follow the flow of parents past the Reception classrooms and out onto the playground where you will find a post with your child's class name on it - Hedgehogs or Moles. Please form a line behind this and wait for your child's teacher to send your child to you. Please bear with us in the early days as the team learn to recognise faces. Be assured this will speed up as we get to know you. Thank you for your patience.

We appreciate that starting school is a new experience for many families and we are always happy to answer any queries you may have. If you need to speak to your child's teacher for longer than a quick comment, please contact the office and we will respond to you as quickly as we can. Arrival in the morning is an important time for your child and we must ensure that our focus remains on them and the movement of pedestrian traffic remains fluid.

If your child is going to be collected by another adult {other than regular faces we have met} at home time, please inform us by phone or email direct to the school office. Photographs of new adults may also be helpful in supporting staff to match names to faces!

Ordering Lunch

Please book your child's choices online via your SCOPAY account. Details of this would have been in your initial induction pack, but please contact office on info2@sandringham.kite.academy if you are not yet registered with the School Cash Office (SCOPAY). Lunches should be ordered in advance and the menu is also available on the school website for you to make choices from. For school dinners, children can have a red, green or yellow band option. Red tends to be a meat option, green a vegetarian option and yellow, a jacket potato with various fillings. Please also use this system if your child is having a packed lunch, so we know what they are having. Whilst we establish our new routines, we would really appreciate it if you could remind your child what they are having for lunch each day so they are prepared.

Snack, Milk and Water Bottles

Each day your child will be offered a selection of fruit or vegetables for their morning snack. There is no need for you to provide this for them. All children will be regularly reminded that snack is available, but it is up to them to decide when they feel hungry and would like a snack.

If you would like your child to have milk whilst at school, we would ask that you register for it with Cool Milk. This can be done online. The milk is free for children under 5, but can still be ordered for over 5s for a fee. Please refer to the leaflet in your induction pack. If you have any problems registering please let the school office know.

At Sandringham, we encourage children to drink water to keep their brains hydrated and active for learning. Please ensure your child comes to school every day with their named water bottle **filled only with water**. Children can refill their water bottle in school using the water fountains in the cloakroom. Please do not send in any other liquid for your child to drink (no squash please - even the clear variety) as it will be tipped away and refilled with fresh water.

Bike Helmets

If you have stated on your initial admission form that you would like your child to wear a helmet when riding the trikes and scooters at school, please ensure you send this in - we will not allow children to ride a bike or scooter without a helmet if their parent/carer has stated that they should. These will be kept in the classroom cloakrooms and will only come home if/when you need them to.

Book Bags

Please ensure your child brings their Sandringham book bag to school each day. Please do not send your child to school with a home backpack as they take up too much room in the cloakroom boxes. Your child may wish to have one key ring on their bag to make it easily identifiable to them, but please ensure this is small and not going to be a distraction to your child or appealing any other! The Sandringham book bag is part of our uniform so we encourage all children to have one. You will soon receive your child's reading folder which should come to and from school every day. There may be notes, letters or drawings inside your child's bag too so please check them at home regularly. Most letters are sent via email or uploaded onto Tapestry, but spare copies are available outside the school office.

Celebrating Success at Home

Alongside their reading folder, your child will bring home a handout for parents titled 'Celebrating Success at Home'. Please could you complete this and return to school as soon as possible. This will support teachers in their early assessments of what your child can do and where we may target our provision to ensure they continue to grow and develop.

Reading Books

Your help with reading at home is invaluable. All children benefit from repetition and consolidation of new learning concepts to ensure they become embedded in their memory. Your child will soon come home with a phonics book and a sharing book; one for them to read and the other for you to share together. Please date, sign and leave a short comment in the yellow reading diary when you have read with your child at home. Your child will read at least once a week in school with one of the teachers or to a learning support assistant.

Phonics

At Sandringham our phonics sessions are taught every morning to the whole class. Teachers model how each letter sound is pronounced (e.g. s being 'sssss'), what the letter name is (e.g. s is pronounced 'es') and how individual sounds are used to blend and segment words for reading and spelling (e.g. s-a-t = sat). Further information on the phonics scheme we follow at Sandringham will be sent home in due course.

Handwriting

Reception children are taught the correct formation and orientation of all letters in the alphabet. We teach this in standard print only. Children will learn the cursive script and joined handwriting when they move into Year 1.

Baseline Assessment

Following government guidelines and over the next few weeks we will be assessing what your child knows and can do, as they start school. The baseline this year is mandatory and aims to provide schools with a summary of children's performance on entry to school. The activities are practical, first hand and delivered through play. This will be a one to one opportunity for your child to interact with their teacher and they will be unaware that this is an assessment.

Library

All of our library books have barcodes and are part of a computerised system, whereby each child has their own account. After your child has settled we will begin visiting the library regularly. New books may only be borrowed once the previous book has been returned. Lost or damaged books will incur a replacement charge.

Uniform

Please ensure your child comes to school in the correct uniform every day. This includes shoes and hair accessories. Your child should wear black and comfortably fitting school shoes for every day activities at school. They will change into plimsolls or trainers as part of their PE kit on PE days. Long hair for both boys and girls should be tied back for school. Hair accessories must also be in school colours (dark green) and we would ask that the recent craze for large

fashion bows are not worn to school. Earrings are also not part of our school uniform and should not be worn during school hours. If you insist on your child wearing earrings to school, we will need you to sign a disclaimer accepting all responsibility for any injury. These can be sought from the school office.

PE Kit

Please bring PE backpacks to school at the beginning of each half term, and we will send them home at the end of each half term. PE kit consists of a white t-shirt with school logo, green shorts and black plimsolls or trainers. For outdoor sessions and during the colder winter months, children may wish to have a pair of dark green jogging bottoms also in their PE backpack. All long hair must be tied back for school, but especially for PE. As PE kits only come home every half term, please could you also check your child's shoes occasionally for feet growth.

PE sessions for both Reception classes are on a **Tuesday** and **Wednesday**.

Welly Boots

As part of our daily routine, Reception children have access to our outdoor classroom just as much as indoors. The doors are always open during free-flow learning time! With the Autumnal weather now approaching, we would ask that all children have a named pair of welly boots in school. These will be kept in a box in our outdoor classroom. Please note that during the much colder and wetter weather and especially in snow, your child will not be allowed outside unless they have a pair of welly boots in school.

Birthdays

As we have achieved Healthy Schools status and with a large variety of allergies in school, it is with regret that children are not allowed to bring in sweets or cakes to give to their friends to celebrate their birthday - please save them for the party! If your child has a packed lunch, we ask that you do not include any nut products; particularly peanut butter in their sandwiches or cereal bars for the above reasons. Thank you.

Tissues

We get through a large quantity of tissues in class, particularly during the winter months. If you are happy to, please could you send in a box of tissues for us to use in the classroom.

Show and Tell

We welcome and celebrate children's achievements, however due to a busy classroom timetable, children should not bring in toys from home unless it is their birthday. Bringing in toys or teddies from home that can't be played with or then get lost in the classroom then causes great upset. Please keep them at home! To acknowledge your child's birthday they may then bring in one toy and a card to share with the class. Occasionally we may ask the children to bring in objects linked to our topic. If this is the case, there will be a letter sent home via bookbags/email.

Teaching Staff

In addition to the teaching team in Reception, over the course of the year your child will become very familiar with other staff at Sandringham. Alongside Tom and Stan, our sports coaches, Mrs Kelly will teach in Reception on a Tuesday afternoon to cover teachers Planning, Preparation and Assessment (PPA) time. Mrs Warner will cover training opportunities for the teachers on a regular basis. Please see below for a full list and pictures of the staff your child will meet in Reception.

Important dates and school events are communicated with parents in a fortnightly newsletter from Mrs Money, as well as being available on the school website and through school comms email. Please refer to these regularly as means of keeping up to date with school news.

On a final note, we would like to invite you to a coffee afternoon for Reception families on **Wednesday 5th October at 2pm** in the school hall. The session will include details on phonics and reading and how you can support your child at home. This meeting is always a welcome opportunity for new families to meet other parents and have any questions answered.

We warmly welcome all our families to Sandringham.

Kind Regards

Miss Randles, Miss Hardy-Trodd and the Reception team

Please do not hesitate to ask us any questions. We are always here to help!



Miss S Randles
Early Years Team Leader
Hedgehogs Teacher



Miss E Hardy-Trodd
Moles Teacher



Mrs K Money
Head Teacher



Mrs B Raath
Learning Support Assistant



Mrs L Bleser
Learning Support Assistant



Mrs K Hammond
Learning Support Assistant



Tom and Stan
Sports Coaches
PPA Cover - Tuesday pm



Mrs J Kelly
Inclusion Manager
PPA Cover - Tuesday pm



Mrs C Warner
Nursery Teacher
Cover - Wednesday pm

WE HOPE THAT YOU AND YOUR CHILD ENJOY YOUR YEAR WITH US!