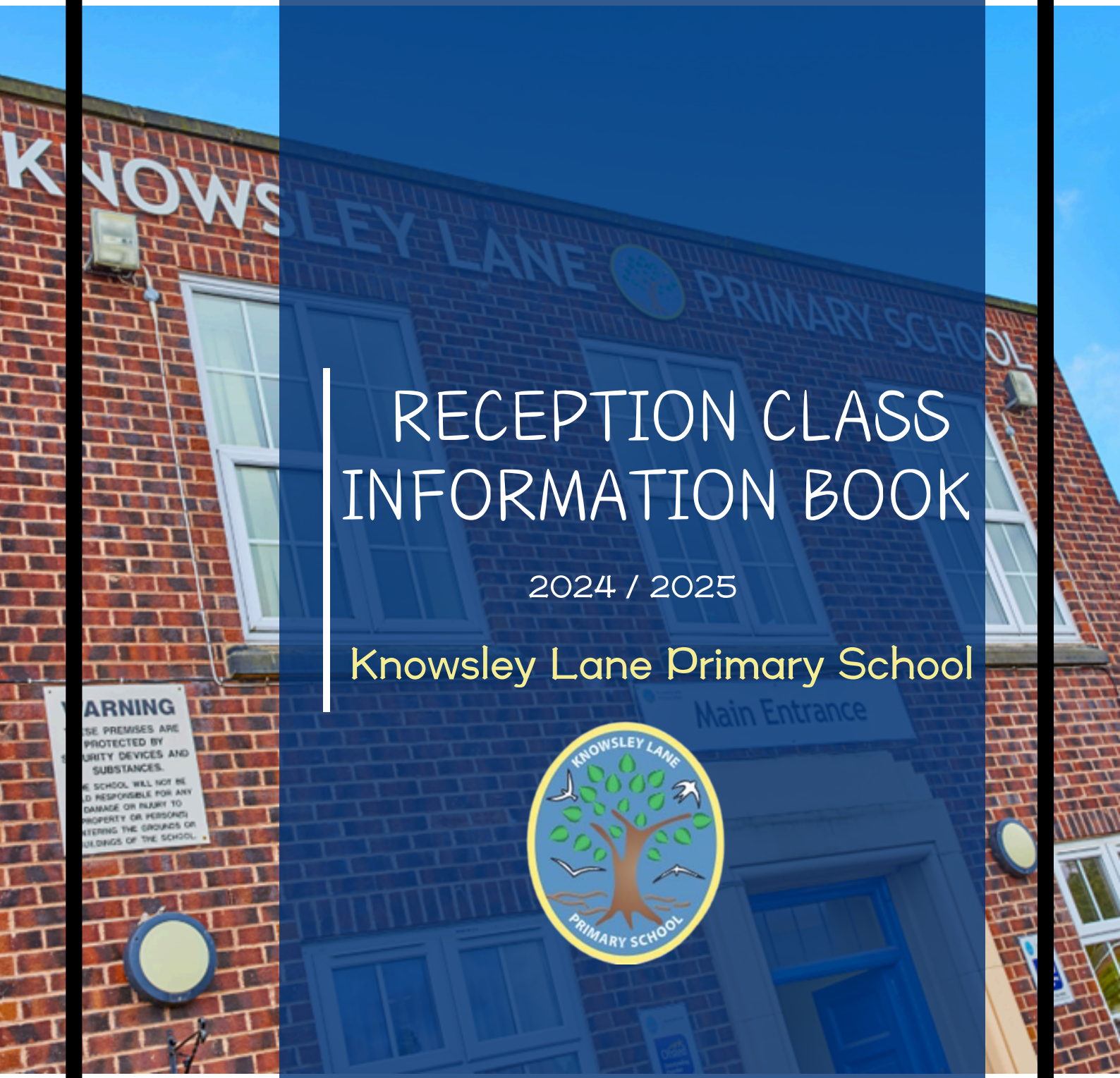


RECEPTION CLASS INFORMATION BOOK

2024 / 2025

Knowsley Lane Primary School

VANTAGE ACADEMY TRUST

Roots & Wings

'Learning @ Knowsley Lane inspires us to discover, explore and use our knowledge, skills and understanding to develop ourselves as citizens of tomorrow.'

Thank you for choosing our school.
We hope this handbook will help to answer any questions you may have and provide you and your child with the relevant information that will help to make starting in Reception a happy time and a smooth transition between home and school.
Obviously we will not be able to answer every question in this booklet or cover every circumstance or eventuality but we will always do our best to keep you informed on a regular basis and welcome any questions that you may have.

MEET OUR TEAM



Miss Charlotte Henshall
Class Teacher



Mrs Laura Weir
Class Teacher



Mrs Mandy Chaplin
Teaching Assistant



Mrs Nicola Barton
Teaching Assistant



Miss Lorna Barry
Teaching Assistant



Miss Jill Albertina
Cheif Executive Officer



Mrs Linda Lord
Principal



Miss Catherine Martin
Vice Principal



Miss Emma Fitzgerald
Class Teacher & Assistant Principal



Mrs Susan Whittle
Learning Mentor

STARTING IN THE RECEPTION CLASS

GETTING TO KNOW YOUR CHILD

We understand that starting school is an extremely exciting time for both you and your child. But we also understand that some parents and children may have a few small worries. We believe that parents are our 'partners' in developing children's learning and we foster this culture at Knowsley Lane. You should have been given a 'Getting to know your child' questionnaire during the welcome meeting. Please complete this and return to us on your stay and play session. The information you provide will help us to get to know your child a little better, ensuring their transition into school is a smooth process.

SETTLING IN

Your child will be given a start date posted out during the summer term. The length of the 'settling in period' is flexible and will continue until your child feels happy and secure. This may take longer for some children than others but please don't worry, all the staff are very used to these situations. We will discuss your child's individual needs with you.



GENERAL INFORMATION

SESSION TIMES

The school day starts at 8:45 am and ends at 3:15 pm. The classroom door is open from 8.45am until 8.55am. The children enter from the gates near the Astley Road Entrance. Please can all parents and carers remain off the ramp at hometime so we can ensure the safe dismissal of all children.

ATTENDANCE

Regular daily attendance is vital to help boost your child's self-confidence and independence and help them to achieve good educational progress. If your child is unable to attend, for whatever reason, please telephone 0151 556 9999 text 07786201169 or email klpoffice@vantageacademies.co.uk to let us know straight away.

SNACK

During the the school day, we provide a free daily snack, which is either milk or water with fruit and a slice of toast. We aim to encourage healthy eating and to develop independence, sharing, and social skills. The children help themselves to their snack and access their own drink. Please send your child with a bottle of water, each day.

LUNCH TIMES

Children can choose to have either a school dinner or a packed lunch. School meals are free to all Reception children. Please look at the menu in the school office and ensure your child is familiar with the types of food they will have at school. PLEASE encourage your child to independently use a knife and fork – it will really help them when they start.

BIRTHDAYS

We love to celebrate birthdays and the birthday person will be sung to and made to feel special. Some parents like to bring in a cake for the children to share which is fine, although we do ask that they are shop bought-with a list of ingredients for us to check. We ask that you don't send in any chocolates with nuts, toffee lollies, etc. as some children would not be allowed to have them due to allergies or religious reasons and we want everyone to be able to celebrate your child's birthday.







GENERAL INFORMATION

SAFETY

- We will only allow you or a named person on our list to take your child. If a friend or relative is coming to collect your child instead of you, please phone the school office beforehand.
- Your child can not go home with an older brother or sister; there must be a responsible adult (someone over the age of 16 years).
- Please let staff know if you are going to be late collecting your child. It is quite distressing for young children to still be waiting when the other children have gone.
- Please keep us updated on any changes to emergency contact numbers, and addresses.
- Please inform the school if your child has any allergies or dietary requirements.
- If your child is asthmatic and requires an inhaler, please bring this into the office in it's original box. You will be asked to complete a medical consent form. The inhaler can be kept in the classroom for swift access and should be clearly labelled with your child's name.
- If your child has any other medical conditions please inform the school immediately as a care plan may be required.

PREPARATION FOR SCHOOL

Please help your child to learn to dress and undress themselves. This will definitely help the children during times when they will be required to change into other clothing, such as a wetsuit.

It is expected that all children are fully toilet trained when they start school, unless there is a medical or developmental reason, although accidents can happen. It would be really helpful if children could have a spare set of underwear and clothing to keep in their bags in case this happens. Should your child be provided with spare clothes from school, please wash and return them as soon as possible. Sometimes accidents do happen.



SCHOOL UNIFORM

SAFETY

Children attending school must wear the school uniform. It looks smart and encourages the children to feel part of a team. The uniform consists of:







UNIFORM

- Blue Knowsley Lane sweatshirt or cardigan
- White plain polo shirt
- Grey skirt/trousers
- Blue/white check summer dress
- Black Velcro shoes. No laces!

PE KIT

- White t-shirt
- Plain black shorts
- Black pull-on or velcro strap pumps

PE kits are only required in summer term.

No jewellery is allowed for safety reasons.

Logo uniform can be purchased at Schoolwear by Lisa, 0151 259 8277

Skirts and trousers with elasticated waists are more suitable, to enable children to dress and undress by themselves more easily.

PLEASE PUT YOUR CHILD'S NAME IN ALL CLOTHING.

We struggle to return items without a name.

CLOTHING FOR OUTDOOR PLAY

As we give equal value to the play experiences planned for outdoors as those indoors, the children have continuous access to both areas – whatever the weather – throughout the year.

They need suitable outdoor clothes to allow them to do this:-

A coat they can put on themselves fairly easily, or at least have a go.

Hat, mittens/gloves in cold weather, sun hat, suncream when hot, and a pair of wellies (to stay at school).

Children will be provided with insulated rainsuits for outdoor learning sessions.

PLEASE NOTE:

Some of the outdoor work can be quite messy, so coats or jackets need to be practical.

LEARNING IN RECEPTION

What and how the children learn in Reception Class is based on a range of learning experiences designed for our youngest children. It is called THE EARLY YEARS FOUNDATION STAGE CURRICULUM (EYFS). This goes from birth and continues up to the end of the Reception class.

At Knowsley Lane, we believe that Reception Class children should experience a balanced combination of self-initiated, open-ended play and direct teaching in adult-led activities. We are flexible practitioners, who follow children's interests, respond to their ideas for developing play activities, and provide structured activities (which can also be playful) to teach specific knowledge and skills.

We are committed to the four themes of The Early Years Foundation Stage, which are:

A Unique Child
Every child is a competent learner from birth who can be resilient, capable, confident and self-assured.

Enabling Environments
The environment plays a key role in supporting and extending children's development and learning.

Positive Relationships
Children learn to be strong and independent from a base of loving and secure relationships with parents and/or a key person.

Learning and Developing
Children develop and learn in different ways and learn at different rates and all areas of learning and developing are equally important and inter-connected.

THE EARLY YEARS FOUNDATION STAGE CURRICULUM is organised into seven areas of learning:

PERSONAL, SOCIAL AND EMOTIONAL DEVELOPMENT

- To be interested and concentrate on activities
- How to share and take turns
- To develop confidence and become independent
- To know what is 'right' and what is 'wrong'
- To become part of a group and understand other people's needs and views





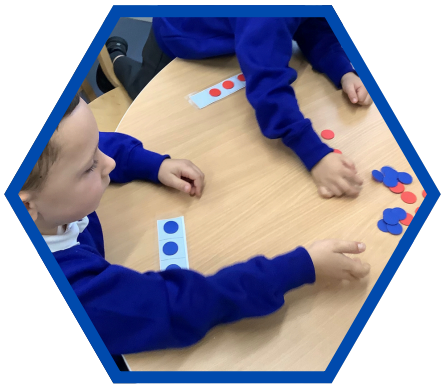
COMMUNCTION AND LANGUAGE

- To listen to stories and books
- To follow instructions
- To answer questions
- To speak to adults and children
- To make up own stories

PHYSICAL DEVELOPMENT

- Getting exercise and using outdoor equipment
- Learning how to use tools and scissors
- Being able to thread and sew
- Knowing how to stay clean and healthy
- How to put on their own coat on/use the toilet





MATHEMATICAL DEVELOPMENT

- Learning to count and recognise numbers
- Learning to subitise to 5
- Naming and describing shapes
- Being able to sort, match and make patterns
- Learning about size and measuring

LITERACY

- Children learn rhyming language in stories
- They are exposed to initial sounds
- To begin to orally blend CVC words
- To understand what they have read and talk about it





EXPRESSIVE ARTS AND DESIGN

- Art and craft activities- painting, gluing, making models
- Music and dancing
- Imaginative play such as dressing up and shop play

CHARACTERISTICS OF EFFECTIVE LEARNING

The characteristics of effective learning are the ways in which children engage with other people and their environment They underpin the learning and development across all areas and support children to become and remain an effective and motivated learner. The different ways this can happen are:

PLAYING AND EXPLORING

Engagement– This focuses on the way your child investigates and experiences things, as well as their willingness to 'have a go'

ACTIVE LEARNING

Motivation– This characteristic is about whether your child concentrates and keeps trying if they encounter difficulties and if they enjoy their achievements.

CREATING AND THINKING CRITICALLY

Thinking– This looks at whether your child has, and can develop their own ideas, make links between ideas and develop strategies for doing things.

We encourage the children to think about the ways they learn and to identify with the different characteristics.



HOW THE RECEPTION SPACE IS ORGANISED

At Knowsley Lane, the indoor and outdoor spaces are organised to allow children to move around, to work on the floor and on table tops- individually and in small or larger groups. For much of the time both classes have equal access to both classrooms and outdoors. For this reason small 'workshop areas', both indoors and out, have been created to allow the children to learn through.

For most of the sessions, children have continuous access to the indoor and outdoor 'workshops' but children are guided to specific tasks as well and provided with short bursts of intensive focused teaching.
Equipment is organised and labelled so that children know where to find what they need and can be independent.
All areas of the curriculum are covered by different experiences and activities that reflect the children's interests and build on their knowledge and skills. Many activities are based around IEYC units which may last for several weeks. Each unit is based on our children's current interests and will be planned around what they say and do. Some work is seasonal such as Winter or Spring but will still be based upon what the children need at the time.

THE ROLE OF THE ADULT

The role of the adult is vital in supporting children's learning through planned play and extending and developing children's spontaneous play. They enable children to explore, develop, and use their curiosity and imagination to help them make sense of the world. They allow them to practise skills, build up ideas and concepts, think creatively, and communicate with others as they investigate and solve problems.

MONITORING AND ASSESSMENT

All children are assessed continuously, in an informal way, whilst they are in the Reception Class. Staff observe and monitor their skills as they work in the different areas. This enables us to plan our activities to suit each child's needs and to further develop their knowledge, skills, and understanding in all the important areas of learning. Observations and assessments are regularly planned to inform our preparations for the 'next step'. You will be sent an email or text message to join our online Tapestry portal. Here, you will get to see, like and comment on your child's learning in Reception.

SCHOOL AND HOME AS ONE

PARENTAL INVOLVEMENT

In the Autumn and Spring terms, there are Parent-Teacher Conferences but parents are always welcome to speak to anyone in the Reception Class team; please arrange to come in at any time if you are worried or concerned about something. It is vital that parents and staff work together, as this has such a positive impact on your child's learning and development. We run many workshops throughout the year and we encourage all of our parents to take part. We have found that our parents thoroughly enjoy learning alongside their child.

READING AT HOME

Reading books will be given to your child once they are ready to fluently read a phonics book. Previous to the children bringing a book home, they will be provided with phonics home learning linked to our Read Write Inc programme. We will be encouraging your child to share a book with you at least **3 times a week**; - it is vital that you get into this good habit straight away! All children may also choose a library book every week. Please share this with them – a love of books really gets them off to a good start.

HOME LEARNING ACTIVITIES

In addition to reading, your child may be given some home learning tasks. These activities will support your child's learning in school.

CLASS DOJO

This is an online communication app that will keep you updated with what is happening in the Reception class. We recommend that all parents and carers download the app and keep connected. We also love to hear of children learning outside of school so you can share pictures and messages with us.






SCHOOL AND HOME AS ONE

HOW YOU CAN HELP AT HOME

- Make time to talk through what your child has done that day.
- Share books (including the ones we send home from school), songs, and games with your child and talk about them together.
- Encourage your child to use pens, pencils, chalk, paints, and simple tools such as scissors.
- Talk to your child, introducing new words whenever you can. Children learning English as an additional language need first to develop confidence in their home language.
- Help your child to recognise shapes, colours, numbers, and words in familiar places such as food packets, street signs, and advertisements.
- Provide opportunities for your child to investigate and ask questions about the world around them.
- Write your child's name and help him or her to recognise it. (Only use a capital letter for the first letter of each name- use lower case for the rest of the letters.)
- Introduce the language of counting during activities such as cooking and shopping.
- Provide opportunities for running, climbing, kicking a ball, and chasing – a visit to the park is free!
- Let your child enjoy and invent sounds, words, songs, music and rhymes.
- Ensure your child has enough sleep – in bed by 7.30 p.m. at the latest!



CONTINUING THE JOURNEY

Your child's journey with us continues from Reception, into KS1 and KS2 and the transition is carefully planned at every stage to support your child. During their time at Knowsley Lane, we aim to provide our children with many memories and qualities to support them in their teenage years.



We are so excited to welcome your child into our school and look forward to meeting them.

If you have any queries or concerns, please do not hesitate to get in touch with either Mrs Linda Lord (School Principal) or Miss Emma Fitzgerald (Early Years Lead) on 01515569999.