



BISHOP WILTON C. E. PRIMARY SCHOOL

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Friends of Bishop Wilton School

New Parents Help Sheet : Reception Children

Welcome to Bishop Wilton C.E. Primary School. Starting school feels as new and strange to parents as to children. We hope that this help sheet will give you the knowledge and confidence to be able to settle quickly and happily into your new school routines. If you have any worries or questions do not hesitate to contact the school. Parent governors or any of the parents – we will all be happy to help.

Before Your Child Starts School

Introductory Sessions: whenever possible your child will be invited to spend two afternoons at the school towards the end of the preceding term. The school will let you know the dates nearer the time. For one of the afternoons, your child will be invited to bring a packed lunch and join in lunchtime with the other children. The other children will know your child is coming and are always keen to welcome newcomers to the class.

School Uniform: school uniform is not compulsory but most of the children do wear it. Sweatshirts are ordered at the end of each term. At your child's introductory sessions you will be given an order form. The sweatshirts cost £5.00/£7.75 (at time of writing). Sweatshirts will normally arrive in the first week of the new term. To have polo shirts or roll neck jerseys embroidered with the school's name, bring these to the school. The cost is £1.00 per item; 50p goes to the Friends of the School Funds.

All items need to be marked with your child's name. Sweatshirt labels can be marked with indelible ink or nametapes. There is more information about uniform in the Prospectus.

Sports Kit: when your child starts school he/she will need a sports kit or tracksuit, t-shirt, shorts, plimsolls and trainers. Old things are fine. These need to be in a bag, which can be hung on your child's peg. Your child will do P.E. every week but not always on the same day.

Health, Inhalers and Medicines: you will receive forms to complete regarding your child's health prior to the Introductory Sessions. It is essential that medication is to be taken during school hours; it would be ideal for the parent to attend school and administer the medicine. If this is not possible, written instructions of time and amount must be provided. The child will be supervised. Cough sweets are not permitted.

Practical Preparation for your child: it is helpful if your child can dress and undress themselves (including shoes), take care of their own possessions and use the toilet.

Pre-School Reports: please give copies of any up-to-date nursery or playgroup reports to Mrs Sullivan as soon as possible after your child starts school.

The School Day

Arrival

- You can bring your child into the playground from 8.50 a.m. Please wait in the playground until the school bell rings at 9.00 a.m. The doors will be open at 8.50 a.m. in wet weather.
- Lunchboxes are placed in the marked crates in the corridor to the left of the infants' door.
- Coats are hung on the named pegs in the cloakroom.
- Your child will take their reading folder and any playtime snack into the classroom. Mrs Sullivan will explain to the child where to put their folder and reading books and they will put their snack in their own marked drawer.
- You can go into the classroom with your child or say goodbye in the cloakroom or playground – your child will probably tell you which they prefer!
- When the children enter Year 1 we like them to line up on the playground with the other children.

Food and Drink

- Children can help themselves to a drink of water in the classroom at any time.
- There is a playtime mid morning. (Children will be given a free piece of fruit to eat).
- Lunchtime is from 12.00 – 1.10 p.m. Children can bring either have a cooked school meal @ £1.50 per day, or bring a packed lunch or go home. If your child is eligible for free school meals please speak to Mrs Halley.

Collection

- School ends at 3.15 p.m. Please wait in the playground until the children come out.
- Your child will be out in the playground whether you are there or not, so if you are delayed ring the school (01759) 368313.
- On Fridays there is an opportunity to rent videos at 50p each. The proceeds to the Friends of the School Fund. Please do start to take advantage of this before your child starts school!

Reading Folders:

- Your child will be given a Reading Folder to keep. If you are able to, we would be grateful if you could donate £2.50 to The Friends of the School Fund to cover the cost.
- Within the first two weeks your child will be given a reading book to bring home. You will be asked to listen to your child read for a few minutes every day: Mrs Mackenzie will give you more specific guidance for your child. The children are also encouraged to choose library books to bring home and share with you.
- Any letters will be put in the Reading Folder so do check it every day.

Part Time Start

Until your child is five, you have the option of full or part time education. During this time, if you feel your child is finding (or is likely to find) the transition from home to school difficult, please discuss this with Mrs Sullivan to arrange a suitable programme.

Holidays and Absences

- If your child is going to be absent please inform the school no later than 9.30 a.m. on the day. Children must be collected if they have to leave during school time.
- If you plan to be on holiday during term time, you will need to fill in a Holiday Form. Only 10 days are allowed per year, at the discretion of the school.

You and The School

- The Head teacher is Mrs Halley. The Nursery Nurse is Mrs Sullivan, the Infants' Teacher is Mrs Mackenzie and Mrs Clark is the lower junior teacher. The school secretary is Mrs Dale.
- There are three Parent's Evenings per year, one in each term, when you will be invited to discuss your child's progress with their teacher. You can also speak with any member of staff at other times either after school or by arrangement. Your child will receive a report at the end of the summer term and you will have the opportunity to discuss this with the teachers if you wish.
- The headteacher also runs a 'surgery' from 3.00pm-5.00pm on Thursdays. This is a parents' facility. Please feel free to pop in and have a chat about anything of concern, or share your ideas with her.
- The Parent Governors are Mrs Suzanne Durie, Mr Alan Quinney and Mr David Mountain. They are here to help and are also in a position to pass on your views and comments about the running of the school.
- The Friends of the School meet formally once per term to discuss fundraising and the allocation of funds and to arrange social events. Your involvement is needed – please do come along.
- If you were able to help out in the school this would be very much appreciated. You might hear children read, help with the library or filing or with art classes, sewing or classroom displays. Please contact school.