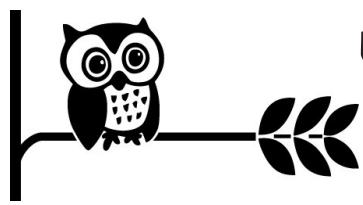


Reception



OSWALD ROAD
PRIMARY SCHOOL





Welcome to Oswald Road Primary School

Welcome to Oswald Road Primary School, located in the heart of Chorlton, Manchester, inspiring children aged 3-11. At Oswald Road we aim to provide the highest quality care and education for all our children, thereby giving them a strong foundation for their future learning. We create a safe and happy environment with motivating and enjoyable learning experiences that enable children to become confident and independent. We value the individual child and work alongside parents, carers and others to meet their needs and help every child to reach their full potential. All of your child's achievements will be recorded in their individual 'Tapestry' online learning journal, which you and your child will have access to throughout the year.

As part of our practice we:

- Deliver an exciting and varied, play-centred curriculum, based on the Early Years Foundation Stage (EYFS), across the 7 areas of learning.
- Promote equality of opportunity and anti-discriminatory practice.
- We provide early intervention for those children who require additional support.
- Work in partnership with parents/carers to develop links in the local community.
- Plan challenging and stimulating learning experiences, based on the individual child, informed by observation and assessment.
- Provide learning experiences developed from child-led ideas.
- Build strong relationships with the children in our care.
- Provide nurturing and inspiring indoor and outdoor learning environments.
- Inspire a love of learning and independence that will remain with them throughout school.

“Leaders provide children in the early years with a stimulating curriculum. The children are excited and engaged in their learning and develop understanding and skills well.”
(Ofsted, 2018)



Staffing in Early Years

Each of the three Reception classes has a teacher and teaching assistant. You will be given information as to who your child's teacher and teaching assistant is before your child starts with us in September.

Arrival & Collection of Children

Reception doors open at 8:45am. Each day we have a morning activity and we encourage you to support your child with this when you arrive. If you need to speak to a member of staff, the morning is a good time to do this (although we are happy to set up meetings at different times for your convenience).

Our school day starts at 8:55am. It is important that all children are in the class by this time so that our learning can begin promptly.

The day ends at 3:25pm. Children are dropped off and collected directly from the classroom.

The Reception staff are part of Oswald Road Primary School and have responsibilities outside of the classroom. It is therefore important that children are collected on time at 3:25pm so that staff can fulfil their duties. Before and after school care is available for a fee, from 'Early Birds' and 'Owl Club'. Please enquire at the school office for more information.

Tapestry Online Learning Journals

Tapestry is a secure online learning journal used to record photos, observations and comments in line with the Early Years Foundation Stage (EYFS) curriculum. It is used to build up a record of your child's experiences during their time in Nursery and Reception.

Not every activity the children do will be recorded, but as a rough guide there will usually be a new entry each week. All information held on the platform is kept securely and can be downloaded at the end of your child's EYFS journey. Parents can also upload their own thoughts and comments and evidence of their child's achievements at home.



“Children’s behaviour in Early Years is exceptional. They cooperate well and understand how to help each other and how to share.”
(Ofsted, 2018)

How We Learn in Reception

In Reception children learn through a combination of adult-directed and child-initiated activities, which take place indoors and outdoors. We cover 6 half-termly topics over the year. More in-depth information about these topics will be sent out to you each half term. We also participate in trips around the local and wider community to enrich our learning. If you feel that you have any skills or knowledge that may further enrich our topic we welcome you to get involved, just speak to your child's teacher.

Each week we have a book of the week which is linked to our half-termly topic. These books form the basis of our learning for that week.

We begin each morning and afternoon with a whole class carpet session, which is teacher-led and linked to one of the 7 areas of learning.

The children then work in small groups with either the teacher or teaching assistant on activities linked to the carpet session. For example, if we are learning maths we may all sing a counting song together on the carpet and then practise counting out different amounts in small groups.

In Reception the children complete 3 daily challenges. These are independent tasks planned around our book of the week. One is literacy based, one is maths based and one is a creative activity. The challenges will be written up in your child's classroom every day, so please feel free to look at it and talk to your child about what they will be learning. We will ask you to talk to your child about their challenges at the end of each school day.

The children will also have continuous access to different areas (both indoor and outdoor) throughout the day. These include music, bikes, balls, construction and ICT.

“We are very happy here at Oswald Road and continue to be impressed with the level of attention towards the children during their transition and as they become part of the Oswald Road community.” Reception Parent

Reading

One of our main focuses in Reception is reading. We follow the Letters and Sounds scheme and we teach reading through phonics, which is delivered for 20 minutes each day. In Reception we primarily teach Phase 2 and 3 (see additional phonics sheet for more information).

Over the course of a week the children will also take part in a shared reading and individual reading sessions.

Once a week your child will get a school reading book. This is for you to share with them at home. You will also be given some tricky words to practise with your child at home. We will be running a reading workshop in the autumn term where we will give you more information about reading.

If the reading books are not returned or reading diaries are not signed on the given day we will not be able to issue a new book. There is a charge for lost books.

Sharing Books at Home

Sharing books and stories with your child at home is very important in helping to develop the necessary skills for learning to read.

Here are some guidelines to follow when reading with your child:

- Sit comfortably in a position where your child can easily see the pictures.
- Talk about where the front cover is, pointing out the title and name of the author.
- Read the story, allowing your child to make comments and predict what might happen next. Make sure your child is reading from left to right and pointing to each word as they read it.
- Encourage your child to sound words out using their phonics and point out any tricky words.
- Having read the story, encourage your child to talk about it and possibly re-tell it in her/his own words and complete fun activities such as acting out parts or writing a sentence about it.

Writing at Home

As well as sharing books, it is also important that you encourage your child to write at home. Please remind them to use the correct letter formation (see phonics pack for more information). Don't worry if your child's words are not spelt correctly – it is important that they use their phonics to write the sounds they can hear.

Some writing opportunities at home:

- Helping you to write a shopping list
- Writing birthday/holiday cards
- Writing invitations/thank you cards
- Writing their name
- Writing lists of things at home (eg. their toys)

Parent Workshops

We run a series of workshops throughout the year which all parents and carers are expected to attend. These include workshops on reading, phonics and maths, which are designed to help parents work alongside school by explaining how these subjects are taught in Nursery & Reception.

These workshops will be incorporated into our Stay & Play sessions, as we understand that for working parents it can be difficult to get time off work. We will provide as much notice as possible for these events to allow parents to make the necessary arrangements. There is an expectation that all parents will attend.



Book Bags

Book bags can be purchased from the school office. It is important that your child brings their book bag to school every day. Reading books, letters and pieces of the children's work will all be sent home in their book bags, so please check them at the end of every school day.

Clothing

It is best to dress your child in comfortable clothes, suitable for indoor and outdoor play, like the school's standard set of clothes (which is optional- please see the office for stockists). We have a non-optional dress code that all children must follow (details of which can be found on the school website). All children must wear a red jumper for any trip outside of the school grounds. This helps staff identify children quickly and ensure that all children are safe.

In Reception we encourage children to dress independently, so coats and shoes with fairly simple fastenings are best. The children will have access to the outside area whatever the weather, so it would be useful for a raincoat and wellies to be kept on your child's coat peg. We also ask that you provide a full set of spare clothes, which can be used in case of accidents. Please make sure that all items of clothing are clearly labelled.

Food & Drink

All Reception children are provided with a fruit snack daily. Milk can be ordered from the office and is free to children under 5. Please find attached a milk letter inside your welcome pack. All Reception aged children are entitled to a free school lunch every day. Alternatively, you are welcome to provide your child with a packed lunch from home.

School dinners are cooked on the premises in our kitchen and meet the Government's nutritional standards. They comply with dietary and religious requirements. Menus are designed in-house and can be found on our school website. Fresh drinking water is available to children at all times. A record is kept of any special dietary requirements or food allergies, taken from the child's admission form.

Accidents, Sickness & Medication

There is always a member of staff with a relevant First Aid Qualification on the school's site and an up-to-date first aid box is kept on the premises at all times. Minor accidents are recorded on a secure online system. Please inform us if your child contracts an infectious illness/disease or if they have any other medical problems that we should be aware of as soon as possible.

We are unable to accept children who are ill. Please do not send them for 48 hours after sickness and/or diarrhoea. Any child suffering from an infectious disease should be kept home from school for the appropriate period of time advised by the doctor.

The Reception staff will keep up-to-date records on children's health (eg. allergies). If your child needs medication, you will need to complete the relevant forms- please speak to your child's teacher.

Fire Procedures

Fire drills are carried out termly. When the fire alarm sounds, the children will be evacuated out of the building to their safe point. The toilets will be checked by a staff member for any remaining children. A headcount/register will then be taken to ensure all children and adults are accounted for. Emergency contact numbers will be available from your registration forms for us to contact you should it be necessary. It is therefore your responsibility to inform us if this contact information has changed.

Health & Safety

If you would like to see a copy of the school's Health and Safety Policy please contact the school office. Smoking is not permitted in any area of the school. Reception is insured under the school's public and employers liability insurance. A classroom risk assessment is carried out termly and/or whenever any significant change takes place. An outside risk assessment of the Early Years playground is carried out daily. The toys and equipment on offer provide opportunities for children, with adult help where necessary, to develop new skills and concepts in the course of their play and exploration.



Security & Collection of Children

Steps are taken to ensure the premises and surrounding site is secure. Main entry and exit doors are security coded. The perimeter gates are locked shortly after 9.10am and are not reopened again until 3.10pm. If you are late to drop-off or collect outside session hours within the school day, please report to the school office. Please let the office staff know if your child is going to be late or absent.

If your child is going to be collected by someone that we have not seen before, Reception staff will ask for a pickup password (a secret word of your choice). There is a slip for you to select the word of your choice inside your information pack.

All staff are Enhanced DBS checked before being employed by us, as are students and volunteers. For more information please see our Safeguarding Policy.

Complaints

If there is anything you are unhappy about, please do not hesitate to speak to your child's teacher or the EYFS Phase Lead, Miss Tracanna. If you are still unhappy with the outcome, please follow our complaints policy, which can be found on the school website.

Policies

Our school policies can be found at www.oswaldroad.co.uk



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