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St Peter's CE Primary Academy, Hednesford

Reception information
September 2023

Our academy motto



Our Reception Staff



Mrs Brown
Class teacher



Mrs Hayward
Class teacher



Mrs Evans
Teaching assistant



Mrs Grimshaw
Teaching assistant

Academy Leaders



Mr Will Stevens
Headteacher



Mrs Lisa Tarbuck
Deputy Headteacher



Miss Rosie Chandler
Academy Bursar (Finance and Funding)



Mrs Melanie Yates-Boothby
EYFS Leader

Parents as partners

As parents/guardians, you are your child's main educators; no-one knows your child like you do. At St Peter's we highly value your knowledge and opinions, and will use these at every opportunity to personalise your child's learning experience.

We aim to involve you as much as possible in your child's education.

Attendance

100% attendance = Friendships & knowledge



Reception Classes

We have two Reception classes:

Mrs Brown's class (REB)

Mrs Hayward's class (REH)

Parents will receive notification of which class their child has been placed in via email and is invited to make an appointment to meet their child's class teacher during the Summer term.



Reception classrooms



Suitable clothing for Reception

Clothing and shoes that children can take off and put on themselves.

***Please ensure every item of clothing has your child's name on.**

No PE kit is needed at the start of Reception- PE kit is not needed until January. It can be kept in school in a separate bag from then on.

Every day outdoor wear:

Coat / waterproof jacket

Cap and sunscreen

Wellies (which can be kept in school too)



Uniform

Our uniform is available to order online.

Please see our website for more [details](#).

Please label every item with your child's name. This is so lost items are easy to return to the right family.

It is also useful to put a spare set of clothing in your child's bag - just in case.



Milk and fruit snack bar

- Fruit is free and is available at snack time.
- Water is available to drink at all times.
- Children are entitled to free milk until their 5th birthday, then milk is available at a charge each day.
- We ask all pupils to attend school with their own named water bottle.



School Dinners

All children in Reception, Year 1 and Year 2 are currently eligible for a free school meal every day under the government's Universal Free School Meals scheme. This is an automatic entitlement. If your child would prefer a packed lunch made at home, parents can choose to provide this instead.

Reception pupils will eat their meals in the academy hall with their teachers.



Pupil Premium and Free School Meals

If parents fulfil certain, income-based criteria, they may be entitled to claim for Free School Meals for your child. If you think you are eligible for Free School Meals, please apply at:

<https://www.staffordshire.gov.uk/Education/Educational-awardsbenefits/FreeSchoolMeals/Apply-online.aspx>

Even if your child is about to enter Reception and is entitled to a free meal already, please do apply anyway as it enables the school to access six years of additional funding for your child under the Pupil Premium scheme too. This additional funding enables school to provide wider opportunities, experiences and invest in resources to raise pupil attainment.

Keystones

Before and After School Club - Keystones

- Run by the school, on school premises, by staff employed by St Peter's.
- Team works closely with EYFS staff to plan provision and contribute to children's learning journeys.
- Care is offered before school from 7am, then after school until 6pm.
- All details of the provision, including times and prices are available on the Academy Website (linked above).
- Sessions are booked on a weekly basis, a week in advance using our School Money system. Parents new to school will have their account set up over the summer for the start of next term.



School Money – payments and bookings

When your child starts with us in September, you will be allocated login details for our payment system, School Money. This web-based system can be accessed from your web browser or by downloading the Teacher2Parents app (EduSpot), from your app store.

This system is used to book meal choices, pay for school services including Keystones (before and after school club) and to give consent for educational visits etc.

A guide to School Money can be found on [our website here](#).



Useful links for school groups

If you would like to find out more, click on the links.

[Friends of St. Peter's](#)

[Governors at St. Peter's](#)



Pupil Data Capture Forms

Thank you to all parents who have already completed the online pupil data capture forms that have been emailed to you. If you haven't completed a form for your child yet, please do so by 30th June 2023.



Meet the teacher events

Parents are invited to have a transition consultation with their child's class teacher. Details of this have been sent via email and can be booked via the link in the letter.

Parents can choose whether this is in person or a phone call.

It is an opportunity to pass on information about your child and for them to meet their teacher.



Transition Visits

On Thursday 20th and Friday 21st July, we are inviting all our new reception pupils to attend two full days at St. Peter's to meet their teachers and to settle into our Reception routines.

Children are to arrive through, and be collected from, the Early Years entrance from Reservoir Road and be dropped off at the Reception entrance with a member of staff.

These transition days will start at 9am and finish at 3.00pm.

Full details of the arrangements for transition will be available on our newsletter and will also be emailed out to new parents.

Transition Visits

Pupils should wear their St. Peter's uniform if they already have it or they can wear their own clothes if they are new to St. Peter's.

If you wish for your child to have a hot meal from school, this can be ordered on the day with the teacher at a cost of £2.50 per pupil and this will be added as a charge to your School Money account in September. Otherwise, please send a packed lunch including a drink into school with your child.

All children are encouraged to bring a water bottle for use during the day. No PE kits will be required in school on these days.

Transition Information

In addition to our transition days, we will shortly be releasing a series of welcome videos for children to watch so they can look around their classrooms, meet their teachers and see information about things they will experience in school such as where they will eat their dinner. There are also 'meet the teacher' slides available to share with your child to help them get to know their teacher.

These may be of use to share before the transition visits and as a refresher to help them prepare for starting school in September.



September Starting Dates

Wednesday 6th September 2022

All children will start school full time unless separate arrangements have been made.

On the first day, we would like children to arrive between 9.30am and 10am.

Collection will be between 3.00 and 3.10pm as normal.

From then on, the normal school day starts at 8.55am, with children arriving for Reception from 8.45am.



Normal Session times

8: 55am – 11:45am

11.30am-12.30pm Lunch

12:30 – 3:00pm

Doors open at 8:45am

Children finish school at 3.00pm and can be collected
up until 3.10pm



Coming to school on the first day...



...using the Reception entrance between 9.30am and 10am on 6th September

How can I help my child to prepare for school?

- To sit and listen carefully
- To recognise their own name
- To speak to an adult to ask for help
- To follow instructions given by an adult
- To be aware of other children
- To understand boundaries and expectations of behaviour
- To be toilet-trained and use it independently
- To be able to take off their coat and put on shoes
- To talk in full sentences
- To open and enjoy a book
- To understand the word 'stop' and that such a phrase might be used to prevent danger

We know that your child's transition to Reception is very important and we want to do all we can to ensure that they feel prepared for their first day in Reception.

Please feel free to contact the Reception staff, the academy office or myself, to help answer any questions you may have.

We look forward to working with you and your child in the years to come, to give them the very best start to their education and to help them Reach for the Sky!

Mr Stevens.

