



September 2018

Dear Parents/Carers,

Welcome to Reception!

It has been lovely to meet all the children and to see them beginning to settle in and get to know each other.

Our main focus this half term is to familiarise the children with school life and to ensure all children are well settled and confident with the routines of Reception. We will be playing lots of games to help the children to get to know each other better.

Over the next few weeks, we will begin to put up a Weekly Overview in the classrooms and on the school website. This will give you more detail about some of the learning that will take place that week.

Please let us know about any medical conditions, food intolerances, allergies, etc. and keep us up to date if this changes. If your child has any prescribed medication such as inhalers, please make sure we have these in school and that they are within date.

Early Years Evening

You are invited to our EYFS Evening on **Thursday 4th October 2018 7-8pm**. This is a chance for you to gain an understanding of how we work in the Early Years Foundation Stage, and how each child's learning is catered for across the different areas of learning in Reception and Nursery. From **7.00pm** you are invited to have a look around your child's classroom, where you will be able to see some of the things that they have been doing since starting school. There will then be a talk in the Hall at **7.30pm**.

Dropping off/ Going home

The classroom doors are opened at 8.50am. You are welcome to come into class from this time to read a story to your child and settle them into class for the school day. At 9am we ask parents/carers to leave and the classroom doors are locked. All children must be in class and ready for 9am, when we do the register. It is very important that children arrive on time to ensure they have a settled start to the day and don't miss any of the learning. If you arrive at school after 9am, please register your child in the office.

Parents/carers are not allowed into the corridors for security reasons, but one of the Reception team will be around to help your child hang things on their peg if they need a hand.

Pick-up time is 3.10pm. If your pick-up arrangement differs from normal then please let us know in advance.

Absence

If your child is not in school due to illness or for any other reason please phone or email the school before 9am to explain why: admin@coleridgeprimary.net This is for safeguarding reasons and your child is at risk of having an 'unauthorised absence' if we do not know the reason. If you need to request additional time off school for your child then you **must** fill in an 'Application for pupil leave of absence during term time' form, available at either office. Thank you for your co-operation.

Headteacher Leon Choueke

After School

You are welcome to stay on the school grounds at the end of the school day until 3.45pm. However, if you are staying, please use the **Haselmere Road (Year 1 and 2) playground**. After school hours it is your responsibility to look after your child in the playground. Staff cannot monitor behaviour issues once school has closed as they are busy meeting, preparing and planning for the following day.

Cooking money

In Reception we aim to have a small group cooking activity each week. We also make play dough for the children to use. Each class has a 'Cooking Money Pot' and we ask for a weekly donation of 50p where possible for ingredients, to enable us to run these activities.

Parent/carer helpers

After October half-term, once all the children are settled, we will welcome any parent/carer helpers. You can help out with a group activity, playing games, reading stories, cooking etc. If you are available to help, please speak to your child's class teacher to arrange a time to come in.

If you have a particular skill that you would like to come in and use with the children, working with the whole class or with small groups, please let us know and we can arrange a session and plan accordingly next half term.

Junk

We have junk modelling workshops in our middle areas and so appreciate all donations of newspaper, cardboard boxes, cardboard tubes etc. Any other Art resources are also always gratefully received.

Water Bottles

Please make sure your child brings in a water bottle labelled with their name so that they can have access to this throughout the day.

PE

In the next couple of weeks we will be starting PE.

All children will need a PE kit consisting of a t-shirt and shorts which can be left in a small named bag in their group PE box underneath the pegs in the corridor. On their PE days (displayed in classrooms), please ensure children are wearing clothes they can easily take off and put on independently, although we are always around to help where necessary.

Clothes

Children have access to outside in all weather conditions - please ensure that children are dressed appropriately. Children need suitable footwear for running around outside and using the bikes and the climbing frame. Please label the clothes that your child wears to school with their name; this prevents items of clothing going missing. Lost items can be found in the Lost Property Box which is located next to the office. Lost Property will be sent to charity at the end of each half term so please check before the Thursday of the last week of half term.

Contact details

If you change your mobile phone number, email address or any other contact details please inform the office immediately.

Headteacher Leon Choueke

77 Crouch End Hill London N8 8DN Telephone 020 8340 3173
Website www.coleridgeprimary.net email admin@coleridgeprimary.net

Dates for your diary:

Thursday 26th September 2018 - Leon Choueke will be presenting information to parents and carers about plans for further school development and the forthcoming year; we hope you are able to make one of the meetings. The meetings will be in West hall at 9.10am and repeated at 7.30pm

Thursday 4th October 2018 – 7-8pm - Early Years Evening

Thursday 18th October – Parents' Evening – 4-6pm and 6.30-8pm in West Hall (for all year groups – more info will be sent about signing up for appointments nearer the time)

Friday 19th October – last day of half term

Monday 29th October – children return to school for Autumn 2 half term

Tuesday 11th - 14th December 2018 – there will be performances of the school play – more information will be sent soon.

Friday 21st December – last day of school for children

Monday 7th January 2019 – children return to school for Spring term

For more information about term dates, please see Haringey website:

<https://www.haringey.gov.uk/children-and-families/schools-and-education/information-parents/term-dates>

INSET days – these are training days for staff when school is closed to all children.

Friday 2nd November 2018

Monday 24th June 2019

Monday 22nd July 2019

Tuesday 23rd July 2019

Please remember to keep checking the information board in your child's classroom and the website for additional information. If you have any questions or concerns please come in and speak to us; we are always around at drop-off and pick-up times, and if you need more than a quick chat we can make an appointment for a mutually convenient time.

Thank you for all your support and co-operation. We are looking forward to a happy and successful year together.

Yours sincerely

The Reception Team

Headteacher Leon Choueke

77 Crouch End Hill London N8 8DN Telephone 020 8340 3173
Website www.coleridgeprimary.net email admin@coleridgeprimary.net