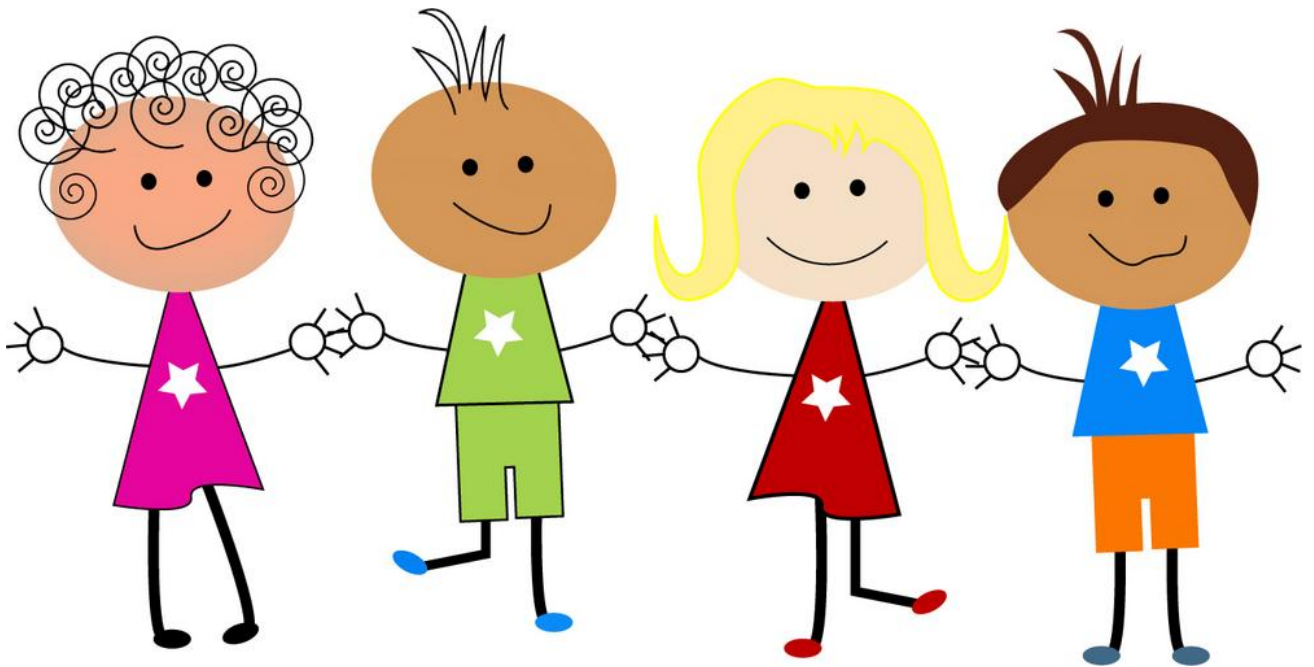


Happily to School 2019



The aim of this booklet is to ease the transition from home to school. It contains additional information to that found in our Prospectus and we hope it will be particularly useful to parents whose children are coming to school for the first time.

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At Woodside School our aim is to provide an enriched and secure learning environment in which every child can achieve their potential across all areas of school life: academic, creative, sporting and social.

School Ethos

We strive to establish a caring community, whose attitudes and values are built on mutual trust and respect for all. Our intention is that every member of the school community feels valued and respected, and that each person is treated fairly and well. We promote an effective learning environment, so that everyone can feel happy, safe and secure. We endeavour to show compassion, understanding, good manners and conduct in all that we do so that Woodside School and all the people within it are proud of where they belong.

To achieve the above, we aim to;

- raise achievement, setting high standards in learning and teaching.
- provide the best possible education, ensuring all children make good progress.
- ensure that all pupils experience high quality and purposeful teaching and learning.
- focus on developing literacy and numeracy skills and to balance the remaining teaching and learning time across the range of subjects, so that our children will be confident in a wide range of skills and abilities.
- develop a school which relates to and respects the immediate environment, the wider community and the world beyond. We achieve this through outdoor learning; being committed to promoting environmental awareness; linking with local schools and our developing international and cultural awareness.

Classes

Dormice – Reception and Year 1

Fallow Deer – Year 1 and Year 2

Woodpeckers – Year 3 and 4

Red Squirrels – Year 5 and 6

OUR SCHOOL'S INDUCTION PROGRAMME

THE FIRST FEW WEEKS FOR DORMICE CLASS

We set up a daily routine as soon as your child starts in Reception. All reception children line up in the school yard where Mrs Fawkes will be waiting for them. Below is a table of what a typical day in reception class looks like.

Time	Activity
8.50am	Line up in the yard
8.50-9am	Register and circle time
9am -10.15am	Session one with a literacy focus. In this session I may cover writing and reading skills and phonics.
10.15-10.30	Story time with Milk and fruit
10.30-10.45	Playtime
10.45-12.00	Session two with a numeracy focus
12.00-1pm	Lunchtime
1pm-2pm	Session three: this session focus will vary throughout the week depending on the children's interests. One day it may focus on nature, the next arts.
2pm-2.15pm	Playtime
2.15-3.00pm	Reflection time/assembly then home.

Outdoor Class room activities

Dormice class have regular Welly Walks in our Nature Area and school grounds. Don't worry the school will provide waterproofs and footwear for the children to use.



PLAY

Play is an important part of the Early Years Curriculum. Almost all people learn best through hands-on, active learning, and it's a well-established fact that young children learn best this way. In our setting we aim to provide varied activities and enabling environments to meet the learning needs of all our children.

HOME TO SCHOOL SHEETS

Please fill in these sheets (enclosed) and send them back to the office. The information you provide will inform us of what your child can already do and will help us settle your child into school.

ABSENCES

The following reasons for being absent are regarded as **AUTHORISED**:-

- Illness, minor ailments, coughs and colds
- Receiving part-time or temporary education at an off-site unit
- Family bereavement
- Medical or dental appointment
- Day of religious observance
- Absence of school transport for an entitled pupil
- Participation in an approved public performance
- Exclusion
- School closure (i.e due to snow)

There may be other circumstances when it is reasonable for the school to allow leave of absence, otherwise the absence is **UNAUTHORISED**. Attendance is monitored closely by the Educational Welfare Officer on behalf of the Local Authority and they will follow up cases of excessive absence whether authorised or not.

All absences are recorded electronically and coded according to the reason you give us for the absence. Parents are asked to notify the school before 10 a.m. on the first day of absence and to keep the school informed if the absence continues for more than 2/3 days. This can be done by telephone. If your child is absent and we do not hear from you then we will try and ring, where possible, throughout the day.

Lateness is also recorded and monitored so please try and make sure that your child is at school before 8.50 a.m. so that they can start the day in a relaxed and happy state, ready to learn.

- In the event of school closure (this is most likely to happen if it snows), please turn on Severn Sound or Radio Gloucester. Both radio
- stations operate a snow line and give regular updates on which schools are closing (usually every 15 minutes from about 7.00 a.m). Severn Sound broadcasts on 102.4 FM and Radio Gloucester on 104.7 FM. You can also check the Gloucestershire website : www.gloucestershire.gov.uk/closedschools where details of all closed schools will be displayed. Or our school website: www.woodside.gloucs.sch.uk If all else fails and you are still not sure, just ring the school office between 8.30

a.m. and 9.00 a.m. and hopefully someone will have managed to get to the school to man the phone.

SAFETY INFORMATION BEFORE AND AFTER SCHOOL

We ask all parents to make sure that their children do not arrive in school before 8.45am as we cannot be held responsible for mishaps or accidents which occur before this time. Each morning a member of staff will be on duty in the yard from 8.45am. At 8.50 children line up and go into school. .

If your child is brought to school on the bus, please reinforce the message that a member of staff will supervise them from the bus. At the end of the day, children going home on the bus will assemble in the school hall and will be escorted to the bus by two members of staff.

If someone "different" is coming to collect your child, please inform the class teacher.

At home time, parents wait by the conservatory until the class comes out. Children will be personally handed over to their parent/carer.

If you collect your child by car at the end of the school day, please drive very slowly in the vicinity of the school and remember that a one-way system operates in the morning and at the end of the day (drive down the hill with the school on your left and continue around the mean as you depart). **Please do not double park outside school** as this hinders visibility and could easily cause an accident.

MILK AND SNACK TIME

Milk is available at snack time. If you would like your child to have milk **we have enclosed the leaflet explaining what you have to do**. Milk is available free for children up to the age of 5.

Children may eat fruit at snack time. Classes 1 and 2 are provided with fruit free of charge through a scheme run by the Government (see enclosed letter for further details).

Please do not send sweets, chocolate or sweet biscuits.

Please note that **we do not allow the children to bring toys to school** as there have been too many incidents where toys have been lost, or broken. However children in Dormice class may bring in an item for show and tell on Friday.

DINNER-TIME

Hot meals will now be provided **free of charge** for all reception and Key stage 1 children, alternatively they can bring a packed lunch. The class teacher is with the children at lunchtime for the first few weeks to settle them into a routine. We do request that you do not give them items such as 'winders' or yoghurt in containers that they have to suck. These may be fine for home but not suitable for school as the children find them very difficult to unwrap and eat nicely. Lunches are served on a choice basis (a sample menu is enclosed), the class teacher

Children whose parents are in receipt of Family Income Support are eligible to a free school lunch. Please register (form enclosed) even if your child may not always wish to take up the free meal option and bring sandwiches. Further details are available from the school office,

If your child has a packed lunch please do not overfill his or her box. We do request that you do not give them items such as 'winders' or yoghurt in containers that they have to suck. These may be fine for home but not suitable for school as the children find them very difficult to unwrap and eat nicely.

Try to ensure that your child can use a knife, fork and spoon and that he/she is in the habit of washing hands before a meal.

TOILET

Try to teach your child that they must tell one of the adults in the classroom if they wish to go to the toilet and explain to the boys about the urinal. Make sure that they get into the habit of flushing the toilet.

Accidents

Please do not worry accidents happen in school - we do not make a fuss about it. The class teacher asks the children frequently if they need the toilet and we have a supply of clean underwear if necessary.

CLOTHING

We encourage the children to wear our school uniform. It is economical to buy, looks extremely smart and is easy to change out of for doing P.E. We do hope that you will support us in this and send your child/children in the school colours. The school sweatshirt is navy blue and the school polo shirts are white. These items have the school motif printed on them and are available from the School Trends – leaflet enclosed or online orders www.schooltrendsonline.com. Trousers/skirts should be grey or navy. **Please ensure all items of clothing are named.**

In the summer we encourage the wearing of hats in the hot weather- these may be purchased from the office.

Try and ensure that all jumpers and shirts have front fastenings. Try and avoid braces and belts on trousers. Shoes should be slip on, buckle or “velcro” rather than laces. Children feel more confident if they can make a reasonable attempt at dressing or undressing themselves.

Outdoor coats should have a loop for hanging on the coat pegs.

CLOTHING FOR P.E.

At the beginning of term a letter will inform you of when we do PE in Dormice Class. Each child will need a pair of daps (slip on variety please), Emerald Polo Shirt, shorts and draw- string bag, these can be purchased from School Trends (schooltrendsonline.com). These should be kept in the cloakroom on the coat peg and available every day.

Please ensure that all clothing is clearly marked with the child's name and that it is washed at regular intervals.

Please note the statement in the Prospectus regarding the wearing of jewellery.

How you can help.

There are some areas of development where you may like to help your child before they come to school.

HAND CONTROL

This can be helped by the use of thick crayons, chalks and pencils. Painting with large brushes on large sheets of paper. Cutting out and tracing will also help dexterity. If your child is keen to write, use small script, forming the letters as shown in our "Letter Formation" section of this booklet. Please note we teach capital letters after the child has learnt the lower case.

LETTER FORMATION

In the Reception class we concentrate on "lower case" letter formation, and refer to letters by their sound as opposed to their names.

Each letter is formed in one movement unless otherwise directed.

The school provides all the relevant writing/colouring pencils required for use in class.

HELPING YOUR CHILD TO READ

A child who has learned that reading is a pleasurable activity is a child who will be motivated to learn to read.

Our children are encouraged to take their reading books home each night to share with their parents. Please ensure that the book is returned each day. Class teacher will provide advice on how best to help your child with his/her reading. The first reading books the children bring home will not have words in

them. They are designed to make the child aware that stories have a beginning, a middle and an end, by telling stories through pictures.

Book bags are available in our school colours these can be purchased from School Trends. These are for your child to carry his/her reading book and library book in and for letters etc to be put in them.

From the earliest age, read regularly to your child and keep this up even after they have learned to read. Share books, so that they can look at the pictures and eventually at the words. It is invaluable to make reading "something we do together". Make a habit of enjoying a bedtime story together. Well loved stories add to a child's sense of security.

As your child grows older and is able to read, you will become the listener. Don't worry about mistakes until she/he is fully confident. Children are individuals and develop at their own speed.

Praise your child as much as possible.

SPEAKING AND LISTENING

There are times in school when children are expected to listen and this is one of the hardest skills for a young child to learn. Conversations are central to a child's learning, so talk to him/her and expect him/her to listen, take turns and not interrupt. Answer questions clearly, carefully, simply and truthfully. Enjoy rhymes and stories together, show your child by your example that reading is a pleasure.

We have attached an article with information about what you should expect your child to be able to do as they start school.

***MEDICAL INFORMATION**

Towards the end of the Autumn Term, she will distribute questionnaires to all the parents of the Reception children in which you will be asked to answer questions about your child's health and well being, so make sure that you complete them and return them to the school office. Please ensure that we are informed of any medical information which may affect your child at school by completing the admission form which we send out to parents. **This information needs to be kept up to date throughout the time your child is at Woodside School.**

Please note:- WE ARE NOT NOTIFIED OF ANY MEDICAL INFORMATION CONCERNING YOUR CHILD BY OUTSIDE AGENCIES WE WILL NOT BE AWARE OF ANY CONDITIONS UNLESS YOU TELL US.

Medicine

Medicines will only be given to children when it is absolutely essential*. If your child is taking antibiotics then make sure you ask the doctor to prescribe them in such a way that they can be effectively given before and after the school day. Classrooms are very busy places and inevitably the teacher forgets to give the medicine at the required time or often ends up with the medicine overnight because the child has forgotten to take it home.

* With the Administering Medication form being filled out (in School office)