

# Knebworth Primary and Nursery School





## Starting School Information for Parents.

Welcome to the Early Years Foundation Stage at Knebworth Primary and Nursery School. We feel privileged to be sharing in your child's early stages of their learning journey. This is a time for new beginnings, making friends, and learning lots of new and exciting things, each and every day. Our days will be filled with lots of wonderful experiences and opportunities for learning and growing. We know that this is the start of a very positive partnership between you as parents and us as a school we look forward to getting to know you well and working together.

### **What we learn and how we learn**

Play is a child's work and child-initiated learning forms the majority of the children's time in Reception, balanced with fun, playful, adult led activities. Our indoor and outdoor classrooms provide a stimulating and engaging environment for children to learn. We believe that the best learning for children always takes place through enjoyable, practical experiences. We respond to the children's own ideas and plan activities that reflect their interests.

The Early Years Foundation Stage (EYFS) is the statutory framework that covers children's learning and development from birth to age five. It acknowledges that each child is unique and that they learn and develop best through developing positive relationships and engaging in a wide variety of different activities within an enabling environment.

Nursery and Reception form the Early Years Foundation Stage (EYFS) at Knebworth School. The EYFS curriculum covers children's learning and development from birth to age 5. It acknowledges that each child is unique and that they learn and develop best through developing positive relationships and engaging in a wide variety of different activities within an enabling environment. There are 7 areas of Learning.

The 7 areas of learning are:

**3 Prime Areas:** Communication and Language  
Physical Development  
Personal, Social and Emotional Development

**4 specific areas:** Literacy  
Mathematics  
Understanding the World  
Expressive Arts and Design

There are also **3 Characteristics of Effective Teaching and Learning:**

Playing and exploring – engagement  
Active Learning – motivation  
Creating and thinking critically – thinking

The learning and skills are taught through the children's interests. During your child's day in EYFS, they will take part in different sessions including carpet time, adult led group time and child-initiated learning time.

### **Transition**

Ensuring a smooth transition from home or a previous setting to our EYFS in school, is of the utmost importance to us. We will do everything we can to reduce any worries or concerns you may have to ensure the children feel as confident and comfortable as possible during the run up to starting Nursery and Reception. We offer home visits, stay and play sessions and a staggered start to support your child in their transition. This also gives our staff the chance to spend some quality time with your child in small groups.



## Daily Routine

### Nursery

Mornings only (15 hours): 9.00am – 12.00pm

All day (30 hours): 9.00am – 3.00pm

### Drop off and collection

Children should arrive at the **Nursery cloakroom by 9.00am**. Nursery staff will open the door at 9.00am and welcome the children into the nursery. There will be 'busy fingers' activities set up ready for the children to engage with when they enter.

Children attending morning sessions only should be collected from the **main office at 12.00pm**. Children staying all day should be collected from **the nursery outdoor classroom at 3.00pm**. Nursery staff will send your child out to you when we see you waiting. Please arrive at least 5 minutes before your pick up time.

### Lunch

Children staying for lunch have the option of ordering a school meal or bringing a packed lunch from home. School meals can be ordered in advance using the school grid system. Lunch begins at midday and is eaten in the nursery with nursery staff. Please note for packed lunches that we are a **'nut free and egg free school'**. We also ask that children do not bring fizzy drinks, sweets, popcorn or chocolate. Grapes, cherry tomatoes etc. should be cut in half lengthways to prevent them becoming a choking hazard.

### Extra hours

Parents may choose to send their children for additional hours if they are eligible for 15 hours. This incur a cost and the school office can give you more information.

### Reception

**School starts between 8:40-8:45am:** To get to the Reception classes in the morning, please come through the main school gate, through the Year 1 playground and the blue Reception gate to your child's classroom door where a member of the Early Years team will welcome your child.

**Lunchtime is from 11:45am until 12:45pm:** All children qualify for a universal free school lunch whilst in the infants. This is accessed through the School Grid portal. Please pre-order your child's choice. We have found that by encouraging the children to make their own lunch choices they are more likely to try new foods. It is useful to remind your child of their choice of lunch in the morning as we are unable to amend the choices once the pre-order has been selected. Children are also able to bring in a healthy home packed lunch (no fizzy drinks, sweets or chocolate). Please note we are a **'nut free and egg free'** school.

**School finishes at 3.10pm:** Please use the same route as the morning to collect your child, waiting in the Reception outdoor classroom until your child has been called by the class teacher.



## General Housekeeping

### Snack

Snack time in EYFS consists of a piece of fruit or vegetable, milk or water. Fruit is provided by the School Fruit and Vegetable Scheme. There is no need to provide a snack for your child, however please provide your child with a named water bottle. Please **do not** add squash or juice to your child's bottle. **Remember to complete the online milk form** if you would like your child to have milk.

**End of day arrangements:** Please let us know the regular pattern for collection arrangements i.e. childminder/nanny/grandparents and on which days they will be collecting. Please tell a member of staff at drop off time or via ClassDojo if someone different than expected will be collecting your child and remember to pass on the safeguarding password. We will not allow children to go home with anyone we have not been told to expect.

**Toys from home:** Whilst we discourage bringing in toys from home, we understand that there will be occasions where children may need or want to bring in a special toy to share or to have for security. If this is the case, please inform member of staff that your child has brought in a special item, so we can support your child in taking care of it.

**Special times:** Please inform us of any changes or events that your child may be experiencing. Even the most exciting events such as a family wedding, celebrating religious festivals or the arrival of a new baby can have a profound effect on a child's behaviour whilst they adjust to something new. We are always available to listen and share in your news.

**Extra Activities:** We have a weekly EYFS Celebration class assembly in which we celebrate birthdays and achievements. We have a Christmas show in the Autumn term and a Sports Day in the Summer term. We use the hall and field for our PE sessions which are led by Miss Breckenridge (our school's sports specialist PE teacher), weekly music lessons are taught by Mr Williams, our school's specialist music teacher and our fortnightly French lessons are taught by Mrs Lloyd Williams, our school's specialist French teacher.


**Outdoor Learning:** We go outside in all weathers, so children need to have suitable outdoor clothing i.e. coats/raincoats/hats etc. Messy play is something we actively encourage and expect in EYFS. It is inevitable your child will become wet, muddy, and messy during the course of their time with us as they explore, understand and make sense of the world around them. **We ask that you provide a spare set of clothing including underwear to be kept on your child's peg in a draw string bag all of which is named.**

**PE:** We have PE sessions a week. These take place in the hall and outside, throughout the year. This is in addition to our daily physical activities, which are incorporated into our learning. Please send your child dressed in their PE kit on the designated days. A list of the full PE kit can be found in the welcome pack. The children can use their regular school trainers for PE.

**Uniform:** Full school uniform is required. Details are in the school pack. Please name all clothing. Stick on labels are available from <https://www.easy2name.com>

**Shoes:** We provide the opportunity for running and climbing outside every day. Shoes need to have a good tread and are easy to put on and take off therefore black trainers with Velcro fastenings and not school shoes are required for all children.

**Sun Cream:** If sun cream is required then please apply 8-hour sun cream protection before the start of the day.



**Bumps and grazes:** If your child bumps their head while at school, we will always inform you. If the bump is more severe and we think your child needs to go home, we will of course contact you immediately. **Please make sure your contact details are always up to date.** Small grazes or cuts will be cleaned and usually left uncovered but please let us know if your child has an allergy to plasters.

### **Medication**

If your child requires medication that needs to be taken during school time, you will need to fill in a medical form (from the school office) and sign it to give permission for a member of staff to administer the medication. It is the **parent's responsibility** to check expiry dates on all medicines. If your child has a severe allergy or a condition that requires ongoing care, a Health Care Plan will be put in place.

**Absences:** If your child is unwell, please make sure that you phone the school office to let us know. Sickness and diarrhoea require 48 hours at home after the last episode to reduce the risk to others.

**Partnership with Parents/Carers:** We hold parent consultations in the Autumn and Spring terms.. We will also invite you to join us for events and workshops throughout the year.

We use Tapestry online learning journals to share any significant moments in your child's learning. We also encourage parents to share significant moments from home whenever children try, learn or experience something new. Please complete the online form.

We also use an online communication system called **ClassDojo**. This is used to share information with you and is a portal for any short messages that you would like to send to your child's teacher. We will set up this system for you at the beginning of the term. Please do not use this system for longer messages that require a face to face conversation.

**Please complete all forms** sent to you as this will allow you to receive our weekly Friday newsletter as well as other important home-school communication. You will also receive regular updates via our weekly school newsletter from Miss Bains, the Head Teacher.

You may also like to join our PTA which is called FOKS (Friends of Knebworth School) – please see the office if you are interested.

Of course, we are always available every day for any queries you may have, however small, please don't hesitate to ask a member of the EYFS team.

We run an 'open door policy' at Knebworth so please feel free to contact us to ask any questions.

### **Applying for Reception**

Admission to our Nursery **does not** automatically ensure admission to the main school. Parents need to apply online for a place in Reception. Please go to [www.hertsdirect.org/primaryadmissions](http://www.hertsdirect.org/primaryadmissions) for more information. Applications open in November and close in January. Please note it is the **parent/carers responsibility** to apply for a place in Reception.

**We look forward to welcoming you and your child to  
Knebworth School**

**The Early Years Team**