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The Swallowtail Federation of Church Schools

With friendship, trust and kindness we fly!

('Love your neighbour as yourself,' Mark 12:30)



Pre-school
Information



WELCOME TO PRE-SCHOOL

Beginning pre-school is a major event in the life of a three or four-year-old and it won't be long before your child will be starting with us at Sutton C.E V.C Infant School. There will be lots of new things to learn and of course you will want to ensure that your child is well prepared for this important event. We aim to make it a happy and memorable experience. We hope that this booklet will provide some useful information that will help your child to settle quickly into pre-school.

If you have any further questions or wish to speak to us about the specific needs of your child, please do not hesitate to contact us.



General information

Our contact details are:

Sutton C.E V.C Infant School

Laxfield Road

Sutton

Norfolk

NR12 9QP

Tel: (01692) 580608

Email: office@sutton.norfolk.sch.uk

Website: [http:// www.swallowtailfederation.co.uk](http://www.swallowtailfederation.co.uk)

Senior Teachers: Mrs. Bernadette Moore and Mrs. Sabrina Holmes

Pre-school manager: Miss. Hannah Grimmer

Executive Head: Mrs. Natalie Butcher

Parents as partners

We recognise the importance of parents and carers in a child's developing stages. As a primary care provider you are your child's first educators and we greatly value any input, opinions and information you can share with us about your child's learning and progress. To facilitate this, we provide every child with an 'All About Me' book to complete before beginning school. This book is a tool for you, your family and your child to work on together. We encourage you to put in photos, let your child do drawings, writing or mark making that they can proudly share with the class.

We use an online system called Tapestry, being online these are always available for you to access. You will be provided with a log in at the beginning of the year. We also encourage you to contribute to your child's Tapestry. You can add comments or even upload your own observations from home.

We provide many other opportunities for parents and carers to take an active part in their child's education. These include:

- Family Friday worship to share achievements and celebrate birthdays at 9am.
- Weekly 'parent reading' sessions where you are welcome to come in and read with your child on a Monday afternoon from 2.30pm.
- Open day events throughout the year, where parents are welcomed to join in with our sessions
- Sport events

Parents as partners (cont.)

We also provide a variety of ways for you to know what is happening in school. These include:

- Fortnightly newsletters
- Termly R.E newsletters
- The federation website
- A class BLOG and Forest School BLOG which can be found on the Sutton section of the website (www.swallowtailfederation.co.uk/sutton.html)
- Curriculum plans
- Twitter feed – @InfantSutton
- School emails
- School text messages which give those little reminders

Most importantly, our family ethos is central to our school and as such, we operate an 'open-door policy' where parents are actively encouraged to meet with staff to discuss any concerns at the earliest opportunity. Class Teachers are usually available at the end of the school day to answer any questions, alternatively if you require a longer discussion, you could request a telephone call. Phone calls to the school office are most welcome, where Mrs. Tremaine will offer her assistance, or will arrange an appointment with members of staff if requested.

Preparing your child for pre-school

Here are just a few ideas however, all children progress at their own individual pace. If you have any concerns at any time, please see one of us.

- Encourage your child to be as independent as possible even if it takes far longer for them to get ready.
- Get them used to a routine of reasonably early to bed and up early enough for you and your child to have a stress-free time to get ready for pre-school.
- Talk about pre-school – what things are you most looking forward to? Is there anything you are worried about?
- Give your child as many varied experiences as possible: drawing, painting, cooking, singing, making models, playing games, jigsaws, etc.
- Get them used to: pencils, crayons, felt pens, chalks, paints, play dough, scissors
- Share stories, books, rhymes, and songs. Read to them.
- Count everything and share things out.
- Use lots of one-to-one correspondence — cup, plate, knife, fork and spoon for each person.
- Talk to them all the time. Name familiar things and discuss what they see around them and what things are for. Talk about what you see when you are out and about. Watch people work and discuss what they are doing.

Pre-school sessions

Dropping off your child

Pre-school and reception children are brought into school via the gate on the right of the building that leads into the playground. Pre-school morning sessions run from **8.45-11.45**.

Pre-school afternoon sessions run from **11.45-2.45** and include lunch. If you have opted for all day sessions, these will run from **8.45-2.45** and include lunch.

Collecting your child

At the end of a session, a member of staff will dismiss the children from the playground gate. The children will remain with a teacher until a parent or carer is there to collect them. It is vital that you inform us if someone different is collecting your child. If we are unsure, they will remain at school until we can contact you.

School dinners

The children enjoy lunch in the hall and once they have finished, they play together outside, in adverse weather there are activities set up in the classrooms. While pre-school children are settling in, it may be that they would prefer lunch in a quieter location such as their classroom. Children have the option of bringing a packed lunch in from home or ordering a dinner from school. School dinners include a hot dinner (from a rotating menu which also includes a vegetarian option), jacket potato (with tuna, cheese or beans) or a school packed lunch. You are able to order and pay for your child's lunch via the pupil asset parent's app.

Snack

Children are offered a piece of fresh fruit every day, this is free of charge (at the time of printing this is correct). There is often a choice and the fruit on offer changes on a daily basis. Children under the age of 5 are given milk to drink, once your child reaches their fifth birthday you are able to sign up for your child to receive milk at an additional charge.

Uniform

Supplied by <https://www.swallowtailpromo.co.uk/uniforms/suttonceinfant>

The school uniform is:		P.E kit:	Forest school clothing
School sweatshirt	Red with school logo	Tee-shirt	Thick socks
Cardigan	Red with school logo	Shorts	A coat
Trousers/shorts	grey or black	Jogging bottoms	Hat, gloves, and snoods (no scarves please)
Skirt, pinafore	grey or black	Jumper	Wellies to be kept in school
Summer dress	red and white check	Trainers	Old trainers that can get a bit muddy
Tee-shirt/polo shirt	plain white or white with logo		Warm layers including long sleeved top and long-legged trousers

Children need to wear sensible, dark school shoes in which they can run about in the playground safely. They will also need a pair of wellies to keep at school. Please clearly name all items of clothing – including shoes.

Rain suits for forest school are provided by the school although children are welcome to bring their own if they would prefer.

We will inform you of P.E and forest school days in the curriculum newsletter at the beginning of the autumn term so you will be aware of the days in which your child can come to school in these clothes.

Learning in the Foundation Stage

Early years is where the excitement begins! Children learn together in an environment which is developed around their interests. We pride ourselves on being an exciting and engaging place to be – encouraging our children to be independent learners through a range of practical activities. We follow a thematic curriculum which allows us to be creative with our lessons and let the children lead their own learning.



As our Foundation Stage children enter the classroom they learn primarily through a variety of play and real-life experiences. Our teaching is delivered through carefully planned tasks and guided activities. The children access their environment freely, with some structured activities. Their development is tracked through detailed, daily observations and child-initiated interaction. This information is then transferred to your child's Tapestry account - a diary of information and photographs. We use these to record individual interests, progress and plan the next steps of your child's learning.

The EYFS curriculum

In pre-school the children follow the Early Years Foundation Stage Framework (EYFS). This curriculum is based upon seven key features of effective practice:

- The best for every child
- High-quality care
The curriculum: what we want children to learn
- Pedagogy: helping children to learn
- Assessment: checking what children have learnt
- Self-regulation and executive function
- Partnership with parents



Within 'Development Matters' there are seven areas of learning. This framework provides the basis of how we structure the setting, the activities and opportunities we provide; as well as how we assess your child's development.

Seven areas of learning	Characteristics of Effective Learning
<ul style="list-style-type: none">• Communication and language• Personal, Social and Emotional Development• Physical development• Literacy• Mathematics	<ul style="list-style-type: none">• Playing and exploring• Active learning• Creating and thinking critically

- Understanding the World
- Expressive arts and design

