



THE RECEPTION YEAR AT ASLACTON PRIMARY SCHOOL

A Guide for Parents and Carers of New Reception
Children



2025-2026

"Children in early years get off to an exciting start. The stimulating learning environment enables Reception children and key stage 1 pupils to work and play happily together. They follow clear routines well. Pupils show good concentration when working with adults and during independent activities. This was seen during the inspection in the role-play travel agents, when children enhanced their geographical knowledge about Antarctica. Staff use assessment information to support children's learning. They ensure that the children are well prepared for the start of Year 1."

Ofsted January 2020

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Welcome

Thank you for choosing Aslacton Primary for your child to start at in September. This is a huge and exciting step in his or her life. Many parents ask us how they can help prepare their child and themselves for this moment.

This booklet will explain some of the routines and experiences that your child will encounter as part of their everyday life at Aslacton Primary School. We hope that a greater understanding of what to expect will help you to reduce their worries.

We aim to make the transition from home to school as a positive and happy time for your child. Our partnership with you is an essential part of this process. You are always welcome to come in and talk about any concerns you may have.

Our children and staff form a happy and caring community. We are delighted to welcome your child and you to this community and look forward to many enjoyable years together.

Laura Turk
Executive Deputy Headteacher

Your child will be in Owl Class with a mix of year 1 and 2 children.



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Registered Number: 8347874

Safeguarding

The safety of children whilst at school is of paramount importance to us and we make all decisions based on the first priority of keeping the children safe. All adults who come into the school are provided with safeguarding induction information and advised who to contact should they have any concerns. If you are concerned in any way or have suggestions as to how we could improve our safeguarding please contact the Executive Head Teacher. A full copy of the safeguarding policy is available on request.

Our Designated Safeguarding lead is *Mrs Heather Haines*

Our Deputy Safeguarding Lead is *Mrs Laura Turk*

Our Alternative Safeguarding Officers are *Mrs Rebecca Anderson and Mrs Jenny Kirk*

Our Safeguarding Governor is *Chris Nicholls*

All can be contacted via the school office

Day to Day Life in Owl Class

The following outline is an example of a typical school day. Although no day is exactly the same this will give you an idea of the type of day your child will experience.

8:45am	Children wait with their parents in our outside area until the bell is rung when they say goodbye to their parents and go into school.
8.50am	The Register is taken. Children choose their lunch.
9.00am	Phonics – learning sounds and blending to read followed by independent learning.
10:15am	Playtime and snack.
10.30am	Teaching input followed by independent learning.
12:00pm	Lunchtime
1:00pm	Register and collective worship (assembly).
1:15pm	Maths input and independent learning or guided activities.
3:15pm	The end of the school day. Parents wait outside the classroom ready for their children to be sent to them.

Arrival at school

If you drive to school please park outside of the school grounds, **the carpark is strictly for staff only. Please be considerate of our neighbours and do not park where you are blocking driveways or obstructing paths.** Please walk if you are able to as it can get very busy. We ask that you use the pedestrian gate (**please do not enter through the staff carpark**) to enter the playground on the right hand side of the school. Walk right round the outside of the playground to the Owl class outdoor area. Please wait here until the bell is rung and the door opened.

We ask that children do not play with resources and equipment whilst they wait, and do not climb on the ramps, railings and benches and we thank you in advance for your co-operation with this.

Collection from school

If, on an occasion, you know you are going to be delayed picking your child up, please phone the school office to let us know. We can tell your child and avoid their worry.

If you wish your child to go home with anyone other than yourself please could you let us know by telephoning the school office if prior arrangement is not possible. For safety reasons we will not allow your child to leave with anyone who does not have permission to collect them.

Absence

If your child has to be away from school due to illness please let us know by 9.00am by phoning 01508 530356. There is an answer machine service when the school office is closed. Please leave the name of your child and the reason they are absent. Failure to inform us of a reason for absence will result in an unauthorised absence.

If your child has been sick or has diarrhoea they must stay at home for 48 hours after the last incident. If your child has a cough or cold, please send them in. We can always contact you if needed. If your child contracts chicken pox/conjunctivitis or other childhood illnesses, please contact the school office to find out if there is an incubation period or any restrictions on attendance.

Snacks

Under the Government free fruit scheme all children in Reception, Year 1 and 2 are entitled to a fruit snack every day. This can range from apples and bananas to strawberries, peas in the pod and after a holiday break,

raisins. Depending upon what has been delivered and what is ready to eat, we try our best to provide a range of fruit each day but we do not know what that range will include in advance. Your child is welcome to bring their own fruit if they wish (ideally named in some way). We ask that they do not bring grapes as a snack due to the choking risk.

We also aim to provide a more substantial snack once a week of toast and plain biscuits. To cover the cost of this we ask for a voluntary contribution of £1 per half term. This should be handed in to the class teacher at the start of the year or each half term.

Drink bottles

We ask that all children bring a named plastic drink bottle with them each day with fresh drinking water. We do not encourage squash and juice reasons of oral health. We do encourage children to drink regularly throughout the day. We can refill bottles during the day.

School meals:

Currently under the Government Universal Free Meals scheme ALL children in Reception, Year 1 and 2 are entitled to a free school lunch every day. This can be ordered on the day or by completing an order form that will be put in your child's bag each week.

The menu is varied and changes around 3 times a year. Each day there is a hot meat, hot vegetarian, jacket potato or school packed lunch option. As there is such a wide range of choice we ask that you have looked at the meal options so that your child knows what to ask for when the register is called. They will need to know if they are having 'hot', 'vegetarian', 'jacket potato' or 'school pack [ham/cheese etc]'.
It is often very helpful in Reception for you to complete the weekly order form due to the number of possible options available!

Home meals:

They may of course also bring a home pack lunch, and they should reply 'home pack' at registration. This should be in a named lunchbox. We are a healthy eating school so do not allow sweets, chocolate or fizzy drinks in lunchboxes. **We are a nut free school** and so please do not include items that contain nuts or nut spreads. We will remove nut items from lunchboxes as we have pupils and staff with allergies.



Free school meals:

If you are in on a low income or certain benefits, your child may be entitled to free school meals beyond the Universal Free School meal scheme. This

not only entitles your child to free meals beyond Year 2, but also provides the school with extra funding for your child which is put towards providing extra activities for them in school such as music tuition. Please speak to the office about how to apply.

Lunches are eaten in the school hall where your child is supervised by our midday supervisors who are all members of the teaching assistant staff.

The First Day

As the first day of school approaches, be positive! If your child senses that you are anxious then they will become anxious too. If you are enthusiastic and relaxed then your child will be too.

Try to find a little time with your child the previous evening to prepare things such as their clothes and talk about your morning routine. Arrive at school in good time so that your child has an opportunity to meet friends or just watch what is going on around them. This helps confidence and avoids them feeling unsure and rushed.

For the first few days your child will attend on a part-time timetable to help them settle in and get used to new surroundings and routines.

We encourage children to say goodbye at the door and come into the classroom independently. Please do not worry if this takes a bit of time. Staff will be on hand to help anyone who is anxious.

There will be a named peg ready for your child to hang up their coat and PE bag in the classroom.

Prepare yourself for your child's settling down period to take a few weeks. Some children go through a honeymoon period. To begin with they settle without any obvious signs of concern. Then, after a few weeks the novelty wears off! Other children feel less confident at the beginning and gradually become more comfortable. Others still, are more confident from the start and remain so. No matter how your child responds, they need you to reassure them about how well they are doing and remain positive about school. You will be proud of what they can achieve in a very small space of time.

Preparing your child for school

When your child first starts school, there is a lot for him or her to take in and remember. The following are ideas which may help your child take the next step with confidence.

- Let your child “dress up” in their school uniform, encouraging them to do it independently
- Let your child get used to being away from you regularly
- Help your child to develop their social skills; encourage them to say “please” and “thank you” and to take turns with other children
- Help your child to get used to tidying up the toys they have got out and played with
- Practise self-help skills with your child. For example; using the toilet and washing their hands independently, wiping their nose and putting the tissue in the bin, using a knife and fork and dressing and undressing independently
- Ensure all clothes are clearly labelled with your child’s name and help your child to recognise their name
- Encourage your child to hang up their own coat and put away their own shoes
- Let your child pack their own school bag so they can recognise and locate their own belongings in school
- Singing songs and rhymes together gives your child a head start with their communication language and literacy learning, as well as building their self-confidence
- Let us know about any health issues which may affect your child in school – please ensure these are included on the admissions forms too.

What you child needs

Please refer to the “What My Child Needs” pictorial guide enclosed with this pack for detailed information about uniform and items that your child needs.

Uniform

We ask that all children wear clean school uniform each day. Our uniform colour is blue and grey. Please ensure that footwear is well-fitted and suitable for playing in. They should not have heels or open toes.

PE

The children will take part in indoor and outdoor PE sessions twice a week. All indoor PE activities take place in the school hall in bare feet. Outdoor PE requires socks and trainers and jogging bottoms or leggings in colder months.

For safety we ask children to remove watches, earrings and glasses, and for long hair to be tied back. All earrings **must** be removed for PE. If your child is unable to remove their own earrings then please take them out for your child before they come to school as we are unable to assist with this. Earrings cannot be taped over.

Trainers should be of a style that your child can fasten independently.

Getting dressed and undressed for PE is perhaps one of the activities that new pupils find most difficult. We have listed some ways in which you can help prepare your child:

- Show your child the difference between the front and back of clothing.
- Help your child recognise when an item of clothing is inside out and show them how to turn clothing the right way round.
- Let your child practice getting dressed and undressed. With time and patience they will be able to work out that a vest must go on before a jumper.

Spare clothes

We suggest that, inside a small backpack (peg space is very limited), that you place a set of clothes including socks/tights. It is not unusual to have a child so engrossed in an activity that they forget to go to the toilet! Should this be the case, it is much nicer for your child to put on their own fresh clothing than borrow spare school clothes. This bag will remain in school and will only come home if needed.

Labelling

We cannot emphasise enough the importance of labelling absolutely EVERY item of clothing. Getting changed can take a long time but getting dressed afterwards can take even longer. This is typically the time when items of clothing get muddled or lost. A name label helps determine ownership in seconds.

Coats, hats and wellies

Lots of our learning takes place outside in our outdoor area. We take care, but sometimes they will get messy!

Please ensure that your child has a coat that is warm when it is cold, and waterproof when it is wet as we go out nearly in all weathers. Please help them to learn to fasten their coats at home and do not send children to school in their best coats.

The children need a woolly hat in winter and a sun hat in the summer.

We ask that all children have a pair of named pair of wellies that they can keep in school for outdoor play and forest school activities.



A book bag

Your child will be given a book bag in their first week, which they will need to bring into school every day. We do request that you resist the temptation to place your child's water bottle in the book bag. We have seen books irreparably damaged by leaking bottles.

Communication

School website

Our school website (www.aslactonprimary.org.uk) has information including school meals, letters, term dates, forms and statutory information about our school. Please do have a look. We also have class pages where we post information about the learning for each half term.

Class Dojo

You will be invited to join our school community on the app “Class Dojo” when you start. This is our primary way of sharing information and has a private messaging function so you can contact staff.

School Newsletter

Each half term a newsletter is published on our school website in the Parents section under the Newsletter tab. A copy is also put on class dojo. This informs parents of events, school news, dates and of course the winner of the cake each week (see weekly event section)!

Letters, texts and emails

Some information is sent by letters in book bags so we ask you to check these each day. We will also send emails and texts when information needs to be shared more quickly. Please ensure that the office is updated if your email address or mobile number changes.

Supporting learning at home

Sharing books together

Reading is taught in phonics lessons with books carefully chosen to match your child's ability and the sounds they have mastered. At home, reading should be a pleasurable experience; something that the children want to do. This is not a process that can be rushed; it takes time, encouragement, praise and a lot of practise.

By sitting quietly with your child for just 5 – 10 minutes each day and sharing a book together you are helping them to learn to enjoy books. As children listen to the style in which books are read, they learn the art of reading for pleasure and for information. They learn to distinguish between text and illustrations. They learn where a book begins and that we read from left to right and top to bottom. They increase their vocabulary. They get a feel for the concept of rhyme. They begin to notice writing around them and want to know what it says. Ultimately, they want to be able to read for themselves.

When your child is sharing a book with you, remember the following points:

- Create opportunities to read in comfortable surroundings without interruptions and distractions
- Make sure sessions are frequent but short
- Your child is succeeding by just having a go
- Encourage your child to talk about what is happening in the pictures, what the characters are thinking and doing, and what might happen next
- Easy books encourage confidence and fluency, difficult books cause frustration
- Re-reading a book is enormously helpful to build up sight vocabulary and expression while reading
- If help is needed, give your child time to think and then prompt them to look at the picture for a clue, or say all the sounds in the word and put them together, or miss out the word and come back to it at the end of the sentence, or look at the first sound and have a good guess. It may actually be more helpful to tell your child the word in order to boost fluency and keep the flow of the text going.
- If your child is tired, share the book by reading alternate pages to them, or read the whole book to them

Clubs

Breakfast Club

We have an excellent breakfast club which runs from 8am until 8.45am, Monday to Friday by Mrs Tyler, and supported by other members of the school staff. All children are provided with a range of breakfast choices and there is time for playing. The current cost per session is £3.50 and places must be booked in advance. You will be invoiced for sessions attended.

After School Clubs

We aim to run a range of after school clubs throughout the year. These do not run every week in term time. At present we are unable to offer an 'afterschool club provision'.

Weekly School Events

Family Friday

This is an opportunity for you to join your child in class from 8.55-9.15am roughly every 3rd Friday to complete a short learning activity with them. Children come into the classroom as normal and parents are go to the office to sign in. We would love to see as many parents/carers /grandparents at these sessions as possible.

Cake Friday

Also on a Friday, all children have the opportunity to take part in a raffle to win a cake to raise money for the PTA. A winner will be drawn at lunchtime and they will bring home a cake to enjoy. They will then be responsible for providing the cake for the following week's raffle. Information about how to enter will be sent out by the Friends in September.

Parent Readers

Once a week we invite parents to come into school and share a reading book with your child. They day and time for this will be sent home in September.

The Early Years Foundation Stage Curriculum



Young children are constantly encountering new experiences and seeking to make sense of what is new to them. In order to build upon what they already know, they learn through a variety of different learning styles. Playing, talking, listening, questioning, observing, experimenting, testing and repeating are all ways in which children are able to consolidate their learning. It is with this in mind that the Early Years Foundation Stage Curriculum has been developed. Learning takes place both indoors and outdoors and is often led by the children. Adults in the classroom work with the children on small group activities and then children are able to access the other indoor and outdoor activities. Learning through play, is at the heart of the curriculum.

The Early Years Foundation Stage Curriculum is applicable to children from Birth to the end of their Reception Year in school. The seven areas of learning within the Foundation Stage are:

Prime areas of learning

Personal, Social and Emotional Development
Communication and Language
Physical Development

Specific Areas of learning

Literacy
Mathematical Development
Understanding the World
Expressive Arts and Design

Personal, Social and Emotional Development

Successful personal, emotional and social development is critical for young children. It affects all aspects of their lives and all areas of their learning. It is all about them having belief in themselves, developing social competence, developing respect for others and a positive disposition to learn.

Communication and Language

Learning in this area includes speaking and listening for a variety of purposes and situations.

Physical Development

Physical development in the Early Years Foundation Stage is about improving the children's skills of co-ordination, control, movement and manipulation. The children feel the benefits of physical exercise. They also gain confidence in what they can do.

Literacy

Children learn to write for a variety of purposes. They are read to and learn to read a wide range of books and texts as well as developing the skills that they need to become independent writers.

Mathematics

Children's mathematical development comes from being immersed in a rich and interesting environment. They need to become confident and competent in learning and using key mathematical skills. This aspect of learning involves the children in counting, sorting, matching, looking for patterns and relationships and working with number, shapes, space and measure.

Understanding the World

This area of the curriculum focuses upon the children developing the knowledge, skills and understanding that help them to make sense of their world. It forms a sound foundation for later work in science, design technology, history, geography and information technology. Activities are based on a wide range of first-hand experiences that promote exploration, problem solving and decision making.

Expressive Arts and Design

It is through creative development that children are able to make connections between one area of learning and another. This area of learning includes dance, drama, role-play, art, music and imaginative play.

Assessment

The seven areas of the Curriculum are the basis of our assessment of your child's progress whilst in their reception year at school. Assessment is informal and ongoing, taking place during the course of an ordinary day. This ongoing assessment helps us to build up a Early Years Foundation Stage Profile of your child that we can discuss with you at parents' evening and at the end of your child's first year at school.



Handy Hints

- Put your child's name on absolutely everything.
- In wet and colder weather make sure that your child brings their coat and hat to school and in hot weather a sun hat. Many activities take place outside.
- Try to make sure that your child wears footwear that they can put on and take off by themselves.
- Bring book bags to school every day and check them for letters. Check your emails or the school website each Friday for the newsletter.
- Encourage your child to become more independent, by looking after their own possessions.
- If you have any worries, come and see us.