

Our first days in Reception Class at St. Vincent's Catholic Primary School



As a new parent you will be inundated with information, some of which you will inevitably forget. This short booklet has been put together to help you keep important information at hand.



Before Starting School:

School sweatshirts, cardigans, PE shorts, PE bags, book bags and water bottles can be purchased from school. Parents need to complete an order form. If the form is returned to the school office by Wednesday, your order will be ready for collection on Friday at 3.30pm. Payment is made when you collect your order. Orders can also be collected on Monday 15th July at our Open Afternoon (3.30pm – 5pm).

Uniform

All children without exception are expected to wear the correct school uniform as it is a positive way of helping children feel part of our school community.

School Uniform consists of

- Plain white short or long sleeved shirt
- Grey trousers/shorts (boys)
- Grey skirt or pinafore dress (girls)
- Girls may wear grey tailored trousers (no lycra) in autumn and spring term **only**.
- Girls may wear a red and white checked dress in the summer term **only**.
- Plain red v necked knitted jumper (boys)
- Plain red knitted cardigan buttoned to the waist, **no** zips or collars (girls)
- School tie (can only be bought from the school)
- Plain black shoes. Shoes must be black leather and flat, able to be polished, and below the ankle.
- Grey or black socks (boys)
- White socks or plain red, black or grey tights

No trainers are permitted. Boots may only be worn to and from school in cold weather but pupils must change into shoes in school.

PE Kit

Red shorts

Plain White crew neck-shirt or St Vincent's PE shirt

PE bag

Black plimsolls

Plain navy or black track suit bottoms (for outdoor activities in cold weather)

These items to be kept in a named draw string bag in school at all times during the school week.

School ties, PE shirts, shorts, book bags and water bottles can be purchased from school. Parents need to complete an order form (available from the office or website) and if the form is returned to the school office by Wednesday your order will be ready for collection on Friday at 3.30pm. Payment is made when you collect your order.

School tie Reception – Year 2 (with elastic) £1.50
Year 3 – Year 6 £2.00

PE Shirts	£3.50
Red Shorts	£4.50
PE Bag	£2.00
Book bags	£6.00

All clothing and personal property must be clearly marked with your child's name. Please check labelling at intervals for fading. Lost property is collected by the school office. Whilst every effort will be made to find lost items of clothing, the school cannot be held responsible for any loss or damage.

Hair

NO colour products in hair (i.e. bleach, dye, highlights or coloured extensions).

Long hair **MUST** be tied back with simple hair accessories in the school colours red, white, grey or black

NO extreme hair styles e.g. fashion/celebrity styles; this includes mohicans, over use of gel and patterns shaved in hair.

Jewellery and Accessories - jewellery must not be worn. Small gold or silver stud earrings are tolerated but children must be able to remove these themselves for PE lessons (Health & Safety regulations).

No nail varnish or nail extensions.

No tattoo transfers

Failure to comply with our uniform policy can lead to children losing privileges, missing break time, being stopped from attending off site activities e.g. sports events, swimming lessons, trips. Parents will also be sent a letter reminding them of our uniform policy.

Any decision regarding failure to comply with our uniform code will be left to the discretion of the Headteacher.

The school day

- The bell rings at 8.50 am – children may proceed to class (Reception and Nursery via their classroom door)
- The school day starts at 9am.
- Morning break is at 10.30 am.
- Each child will get a drink and a piece of fruit during the morning session
- Lunchtime is at 12.15pm
- At the end of the day the pedestrian gate opens at 3.20pm
- School ends at 3.30pm
- You collect your child from their classroom

The school process

If your child is sick you should phone the school office on the first day of absence between 8.30am and 10am. If you don't, they will phone you.

If your child is late you need to take them to the office and sign in the late book. The office staff will see your child to class.

Your child will be sent to you when the bell rings at 3.30pm. Please wait outside the fenced area. Be patient as staff need to be sure your child is sent safely to you or their carer. This does take time especially at the beginning when the class teacher is learning to recognise new faces. Your child's safety is our prime concern.

What to do if your child is crying when they start school

It is best not to make a fuss, don't get upset in front of your child, just give them a kiss goodbye and leave. If your child is really upset then the school will be in contact with you, but children usually settle down after a few minutes especially if mum or dad is out of sight.

Playtime and Lunchtime

These are exciting times of the day for most children. There are always familiar adults in the playground that your child can approach if they have a problem. Sometimes children go home and say no one will play with them and they have spent all playtime on their own. We always aim to ensure that no child is left wandering around on their own; often children exaggerate an incident, which may have upset them. Please come and speak to us if you have concerns. We don't encourage parents to stand watching their child during playtimes – this can be very unsettling for the children.

Lunchtime is a very important time of the day and most children enjoy eating lunch with their friends. Our Midday Assistants (MDA's) encourage the children to eat their food but do not expect them to eat everything. The MDA's let us know if any child becomes very upset during lunchtimes and we will speak with you. Remember if you wish your child to have a school dinner you must ensure your ParentPay account is in credit.

Hygiene

We encourage the children to use the toilets appropriately and always remind them to wash their hands. Children are always permitted to go to the toilet although, sometimes, such as during register or prayers they may be asked to wait a few minutes.

Children often have 'accidents'. This is quite normal and is always dealt with discreetly. Often children are engrossed in activities and leave it too late! Leave spare clothing in their PE bag – jogging bottoms, t-shirt, socks and underwear.

P.E

Changing for P.E. can be traumatic for some children – especially if they have never dressed themselves before. Over the next few weeks before your child comes to school, try to encourage independence when dressing and undressing. We of course, assist the children but it is much easier and better for them, if they have some idea where to begin. PE lessons will not begin until after the October half term.

Special Events

WOW Assembly – this assembly is usually on a Friday at 3pm – it celebrates individual children's work in school, birthdays and also achievements outside school like football, swimming, drama and dance awards. All parents are welcome even if their child has not got WOW. You will know if your child is WOW as they will come home on Thursday with a gold star and WOW sticker from Mrs Mahon.

Sports Day – happens every year in the summer term (usually the last week) on the school playground. Children are allowed to wear a coloured t-shirt in their house colour. All parents are welcome to sports day.

Character Day – every year in March we celebrate World Book Day by having a day where all the children and staff dress up as a character from a book.

Charity fund raising days – as part of the work the children do in school there are from time to time 'non uniform days'. Sometimes the children are asked to donate a £1 for charity or donate items for our summer fete.

Special Masses – the whole school celebrates special occasions together with the parish community at mass, e.g. St. Vincent's Day and any holy days during school time. All parents are welcome.

Christmas Nativity Play – every Christmas the Infant children (Reception, Year 1 and Year 2) perform a Christmas Play; the Year 2 children take the lead with the acting and all the other infant children sing and dance. The two performances are in the afternoon – dates and times will be on the Autumn Term list of dates sent out in September.

Class Assembly – throughout the year each class does a short class assembly for the school and parents. These take place on a Friday at 3pm. Reception Class usually do theirs in the summer term. Please check term dates and weekly newsletters.

Helping your child at home

You will be given guidance by your child's class teacher. If you are at all concerned, please remember to speak to your child's teacher.

What to send into school

Every day your child should bring their book bag and water bottle. The children always go outside, even if it is wet, so please send wellies that can stay in school.

Remember to check your child's book bag daily for any letters etc – there will be a newsletter every Friday.

How to get more involved in school life

All parents are members of the Parent, Teacher's Association (PTA). They are always looking for volunteers to help organise events, or just an extra pair of hands.

You could become a parent helper. Give your name to the school office and tell them you would like to become a parent helper and the days and times you can help. You will be required to complete a CRB form (police check).

General

Your child will probably be very tired both physically and mentally when they first start school. It can seem a very long day and often they do not want to immediately start talking about what they have been doing. Many children forget and say they haven't done anything! Try to let them relax and be patient – if they want to share school experiences with you they will when they are ready.

Our aim this year is to make your child's first year in school a happy and rewarding experience. If you are worried or concerned about your child – don't let it fester.

Please talk to us

Dates for your diary

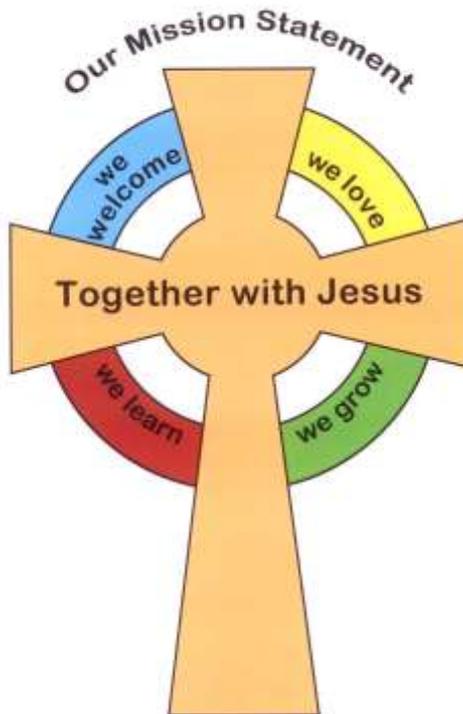
Thursday 27th June – PTA Summer Fete 3.30pm – 5.30pm

Monday 15th July – Open Afternoon 3.30pm – 5pm

Tuesday 17th September – Parents meeting in Reception Class 3.35pm

www.st-vincent.bardaglea.org.uk

St.Vincent's Catholic Primary School



St.Vincent de Paul, pray for us.