

# Welcome to Reception Information Meeting



RMu: St Joseph  
RMa: Mary Mother of God

# Our Mission



At Our Lady of Lourdes Primary School  
we learn to live and love like Jesus,  
to help one another and treat everyone  
with kindness, respect and understanding.  
God is always with us.

This is what we encourage in school  
and we ask you to do the same

# House Points



- At school we try to live like Jesus, it helps us behave and learn well.
- Every child belongs to a house and teachers give children house points for good work, good behaviour and being a good example.
- Each half term the house points are added to see which house is leading.
- At the end of the year the winning house enjoys a reward.
- We want to reward those who have made a real effort to do their best .

# Keeping Children Safe



- Please call us if your child is sick, we need to check they are not harmed on the way to school
- Please let us know of arrangements for collecting your child, or allowing them to walk home on their own
- Please don't use your mobile phone to take pictures in school
- Pupils are not allowed mobile phones in school.
- Be aware of what your child is doing online.

# School day



- The front door and back gate is supervised from 8:30 to 8.50 and children go straight up to class
- The register is taken at 8:45
- Any late arrivals must report to the school office
- At the end of the school day, the children will remain in the classroom until collected via the playground door.
- The front door and back gate will be opened at 2:55 and will close at 3.15 allowing parents entry to collect their children from the playground.

# School day



- The office is open from 8.30am until 4.00 p.m.
- If you need to speak to a teacher in the morning, please leave a message with the office.
- The office will always make appointments if you wish to see a member of staff.

# Attendance



- It is a legal requirement that children attend school.
- Appointments should be made outside of school times wherever possible.
- Applications for time out of school should be made to the Executive Headteacher, however authorised absences will only be sanctioned for exceptional circumstances.

# Uniform



- Please follow it to the letter – including shoes
- Please label it – you may have it embroidered.
- Please ensure you have a complete PE Kit in school with a tracksuit for when the weather gets colder
- Pupils need indoor PE shoes and trainers too
- PE and swimming is part of our curriculum – please work with us to ensure your child keeps fit and healthy.



# A Healthy School



- Water is essential, we provide the children with facilities to encourage them to drink at regular intervals.
- Snacks are provided in the morning and afternoon.
  - £20.00 per term voluntary contribution to support afternoon snacks, ingredients for cookery and forest school.
- The school dinner provides a healthy choice for our children. Milk is available every day.
- All school meals need to be selected using our on-line provider.

# Free School Meals



- The school receives additional funding for pupils eligible for free school meals.
- Checking you are eligible for free school meals is easy.
- Very few staff are aware of your eligibility and it doesn't mean your child has to have free school meals – please sign up today!

# Outline of a School Day



Am sessions generally include

- Register
- Basetime following the Early Years Curriculum
- Free flow play

Pm sessions include:

- Register
- Basetime following the Early Years Curriculum
- Free flow play

# Homework



- Homework in Reception is a reinforcement of learning taking place in school. We also introduce formal reading homework after half term, coinciding with a trip to the library. Every child is given a reading book for them to begin their reading journey. Some may have no words and others contain vocabulary straight away. Children may draw a picture or write some words/sentences about the story in a reading log and we ask that you write a sentence informing us about how your child is getting on with this process.

# Reading at home



- Please hear your child read daily.
- Please read a story to your child regularly.
- Pupils will be encouraged to choose their own story book from the library also, which you can share with them (they are not expected to read this themselves).
- We will be sending home a list of ‘Tricky Words’ for the children to learn throughout the year. This will be linked to their phonic lessons.

# Communication



- We communicate with parents via email, phone calls, and texts
- Please make sure you update your information with us and on School Money so that you receive all the information you need and so we can contact you when necessary.
- Other sources of information are the school website.

# Payments to school



- **School Money is the method of payment for all monies coming into school except for snack or fund-raising events**
- School fund
  - Donations gratefully received
- Dinner money – for KS2 pupils only
  - £2.70per day for a hot meal.
  - Dinners need to be ordered and paid for in advance (the deadline is 11am Friday for the following week). You can book one week at a time or the whole half term.

# Extra-curricular clubs



- Breakfast club runs daily from 7.30a.m. There is a charge of £5.50. A place needs to be booked online and payment either made at this time or with Childcare Vouchers through the office.
- Early morning clubs run daily from 8.00a.m. These are fitness clubs and are free. Pupils can attend breakfast club and a morning club, however, a breakfast club payment is still required to cover the cost of breakfast.
- OLOL after school clubs run from 3.00p.m. to 4.00 p.m. There is a nominal charge of £15.00 per term. Clubs need to be booked online (School Money) and payment made at this time or with Childcare Vouchers through the office.
- Sports Star after school clubs run from 3.00p.m. to 5.00 p.m. There is a charge of £30.00 per term. Clubs need to be booked online (School Money) and payment made at this time or with Childcare Vouchers through the office.



# Extra-curricular clubs



- Signing up for a club means attending every week, for safeguarding purposes we do an attendance register every session. Office staff then follow up those who haven't attended to check they are safe. If your child cannot attend for a valid reason e.g. a medical appointment please inform the classteacher with a letter. If a child doesn't attend for a two week period the place will be lost and passed onto another child. There will be no refund in this case.
- Clubs operate on no profit basis.

# Other Reception Information



- Encourage independent skills for dressing/undressing and toileting
- Leave children at classroom door
- Make appointment with class teacher if required

# Documentation



- Please ensure that you receive the following documentation before leaving today and return the previous information requests if you have not already done so
  - Class Information Booklet
  - Curriculum Planner
  - Attendance Expectation document
  - Free School Meal application



Many thanks for your attendance this  
afternoon.