

John Ruskin Primary School and Language Classes

**Reception Year Parent Handbook
2022/23**



T | 0207 703 5800

E | office@johnruskin.southwark.sch.uk

W | www.johnruskin.southwark.sch.uk

Headteacher: Clare Tayton

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Welcome to John Ruskin Primary School

We are so pleased you have chosen to send your child to John Ruskin Primary School. This booklet covers all the questions and queries you may have about your child starting school. We look forward to working with you and getting to know your child.

Staffing in Reception Classes

We open two Reception Classes per school year, Pink Class and Blue Class. The classes will open in September 2022. A Teaching Assistant is based in each Reception class. Reception Classes are supervised during their lunch and during their lunchtime playtime period. An additional adult is shared between the two classes.

Classroom Organisation

There are 30 children in each Reception Class. **At the beginning of term, all children are part-time until the group has settled. You will either need to bring your child for a morning or afternoon session at first.**

Admissions are staggered to ensure all children have the necessary adult attention on their first days at school. **You will be given notice of when your child will start full-time;** this will depend on a number of factors i.e. how easily your child adapts to the school routine, how your child settles into their class and their age when starting school (some children will be almost 5 years old when they start whilst the youngest may be only 4 years old). The Class Teacher will decide full time attendance. **Please allow at least two weeks before your child attends full time. Some children will take longer than this.**

Pink and Blue classrooms are situated next to each other on the ground floor. Each class has a specified cloakroom area and toilets are in both classrooms. The children have their own outside play area, as well as being given supervised access to the other playground areas.

Time of Sessions

Morning session starts at: 9.10am

Morning session ends: 11.45am

When your child attends full-time, Pink and Blue Classes eat lunch together at: 11.45am

Afternoon session starts at: 1.00pm

School finishes at: 3.30pm

It is essential that you collect your child on time each day, whether part-time or full time. The nearest gate to the classes is the black gate on John Ruskin Street. During the period while your child attends part time, this is the gate that will be unlocked for you. **Timekeeping is monitored for all children and late arrivals and collections are recorded on your child's attendance file.**

Parents who repeatedly bring their children late or fail to arrive at the correct collection time, will be contacted by the Headteacher who may consider referring the matter to the Education Welfare and Attendance Service.

The Curriculum

Reception children follow the Early Years Foundation Stage, which covers development, learning and care from birth to five years old. The core is play-based learning, combined with group and class teaching and learning in the following areas:

- Personal, social and emotional development
- Communication and language
- Literacy
- Mathematics
- Understanding the World
- Physical development
- Expressive Arts and Design



Each area of the curriculum includes Early Learning Goals, which set out expectations for most children to achieve by the end of their time in reception. Staff make regular individual assessments in each child's *Learning Record* and we use this information to inform our end of year assessments.

Physical Education – P.E.

Reception children need to wear school shorts and P.E. shirts which are available to purchase from our dedicated school uniform webpage: [Marks & Spencer School Uniform Service](#)

Gym Bags to carry this clothing to and from school are also available on the above website. You will be notified by the Class Teacher of the day on which Pink/Blue Class will be doing P.E.

Core Values

The work of the school is based around eight core values:

Respect, Kindness, Courage, Wisdom, Honesty, Responsibility, Hope and Fairness.

We aim to show these values in all that we do, explicitly teaching and modelling them. We believe that if pupils understand and value these core values they will be successful lifelong learners.

Assembly

Reception children go to Friday's sharing assemblies from September and later in the year will attend other assemblies. Parents are welcome to attend. Please discuss with the Headteacher if you wish to withdraw your child from a particular assembly on religious grounds.



Uniform

We have a very smart uniform and all the children wear their uniform with pride. All children wear a school jumper/cardigan, a white shirt, tie and polo shirts with a tie during the summer months. **The Reception children wear an elasticated tie.** Girls can wear navy and white checked school dresses in the summer months. All children should wear navy trousers or skirts. Sensible footwear is essential as we have many sets of stairs in school. Black school shoes must be worn, socks and tights must be navy, white or grey. Children must **never** wear sandals, slip on shoes or open toe shoes. Shoes with a high heel are not allowed. Reception children need to wear shoes that they can fasten by themselves, for example ones with Velcro or buckles.

Hooded tops, fleecy tops and sleeveless tops are not allowed in school.

Elaborate hair styles and visibly 'gelled' hair or spiked hair are not allowed. Long hair must be tied back to prevent the transmission of head lice and for safety reasons.

All clothing must be labelled with your child's name. This helps us return lost items to you.

For reasons of Health and Safety, **only small stud earrings may be worn in school.** Please remove all other items of jewellery from your child before sending him/her to school each day.

You can purchase your child's school uniform at: [Marks & Spencer School Uniform Service](#)

Book bags and ties are also available to purchase from the school office.

Educational Visits

Sometimes the children go on Educational Visits. These visits are chosen to focus on a particular area of the curriculum. It is very helpful if you can accompany the class on such visits; please let your child's teacher know if you are able to help in any way.

Free School Meals and Healthy School Meals

Currently, the London Borough of Southwark has an initiative which means all children in Primary classes are entitled to a free Healthy School meal. **All parents/carers must complete the 'Application for pupil premium funding' in the online enrolment forms; you will have help to complete the forms if needed.** Those parents/carers who are in receipt of benefits need to tick the appropriate box(es) on the same form. Halal meals are now served as an alternative. If you wish your child to always have the Halal option, please complete the form in the Medical and Dietary section of the online enrolment forms.

All school dinners must be booked with our School kitchen by 9.45am each day. If your child is going to arrive late for school e.g. medical/dental appointment etc. **you must contact the school office before 9.45am to book your child's lunch.** Failure to contact us means there will be no lunch booked and you must then provide a packed lunch.

Absence from School

If your child is going to be absent you **must** contact the school **before 10.00am** to provide a reason for the absence. Any child who is absent without the school receiving a reason will be treated as an **unauthorised absence** from school and recorded accordingly on your child's attendance record.

Wherever possible, please book appointments for your child outside of school hours. Most opticians, non-urgent medical appointments etc. can be booked after school hours, at weekends or during the 13 weeks of school holidays.

Holidays during Term Time

Family holidays must be taken during the official school holidays. If you require **exceptional leave** (e.g. death/serious illness of relative etc.) you **must** complete a request form, which are available from the school office and submit it to the Headteacher with supporting evidence.

General Staffing Information

Headteacher – Clare Tayton

Deputy Headteachers – Donna Brooks and Hamilton Nwokolo

School Business Manager – Jonathan Verity

If you have any general queries, please do contact us in the main school office and we will be happy to help you, or make appointments for you to see the appropriate person.

Office Hours are 8.30am to 5pm daily.

Supporting Your Child's Learning at Home

The most powerful way for you to help your child at school is to read with them regularly. In addition, in the early stages of Reception, children will bring home a list of the letter sounds they are learning in school in a small book. Later in Reception, children will bring home other types of homework in order to consolidate what they have been learning in school.

Reading at John Ruskin

We believe, and research supports this view, that when parents spend time reading with their children, demonstrating to them that reading is important and enjoyable, their children improve faster than those who do not receive this kind of support. In each class, there will be a selection of books available for children to choose from. In Reception, your child will take home two books a week: a book of your child's choice and a book from the school reading scheme which is aligned to the school's phonics scheme. Please keep books safe in your book bag. Books must be returned before further books can be borrowed. It is essential that books are well looked after. Any damaged books must be returned to the Class Teacher or Teaching Assistant and the full cost of the book must be paid. You may prefer to purchase a school book bag, which is sturdy and is useful for the children when bringing home books and any home work.

Each child will have a Reading Record Book which the Class Teacher or Teaching Assistant will write the titles of the books and the dates that they were issued. There is a space for parents to write a comment on their child's reading progress and record any questions or queries that they may have. If you do not wish to write a comment, please just initial the record book so that we are aware the book has been read.

Teachers or Teaching Assistants will check the Reading Record Books and comment or advise parents as necessary. Teachers will be happy to discuss any problems briefly after school or in greater depth by appointment.

The English Co-ordinator, Headteacher and Deputy Headteachers are also available for advice or to answer questions about reading.

The logo for John Ruskin School is centered on the page. It features a circular crest with a shield in the center, surrounded by a laurel wreath. The letters 'J', 'R', 'S', and 'H' are visible within the crest. Below the crest, the words 'JOHN RUSKIN' and 'SCHOOL' are written in a bold, white, sans-serif font on a light blue rectangular background.

JOHN RUSKIN
SCHOOL

Reading Together at Home

Remember that there is no right or wrong way to read with your child, as long as you are relaxed and positive about it. Make yourselves comfortable and cosy during reading times, try to become completely involved and give your undivided attention by turning off screens and devices. Choose a time for reading when there is nothing else you would much rather be doing e.g. watching a favourite television programme.

Keep your reading sessions short (10 – 15 minutes) and stop if either of you is too tired.

Use lots of positive praise and encouragement, try not to be critical, angry or make a fuss about mistakes. Discourage any feelings of competition with other children at home or school.

Sometimes children want to re-read a book (maybe several times over) and this should be encouraged.

Helping Your Child to Read the Text

Sit so that you can both see the words and pictures regardless of who is reading at the time.

Look at the pictures and briefly discuss the book before reading the words.

Use the pictures to help your child predict the story. Encourage your child to guess at unknown words and be pleased if they make a sensible guess, even if it is not exactly right. Help your child to break words down into sounds and work at 'sounding them out'. The first sound in an unknown word is a particularly useful clue to guessing the word.

Don't correct every word they read incorrectly, particularly if their mistakes don't affect the overall meaning or story. If, however, they are really struggling, offer to take over the reading and praise them for their efforts.

Try to read regularly with your child - try to read at least two or three times a week if every day is difficult for you.

Writing a Comment in the Reading Record Book

Please try and make a short written comment every time you read with your child. This can be a brief comment about your child's progress and your name or initials.

If you feel that any book is particularly successful or unsuccessful please note it in the Reading Record Book.

If at any time you are worried about your child's reading or there is something that you do not understand, please come and see us.

Teachers are interested in your comments and opinions about the books and about your child's progress with reading at home.

Don't be afraid to come into school and ask for help or advice or to make a suggestion regarding any aspect of reading at home with your child.

Term dates – Academic Year 2022/23

Autumn Term

INSET days: Thursday 1 and Friday 2 September (school closed to pupils)

Monday 5 September - Friday 21 October

Half Term - Monday 24 October - Friday 28 October

Monday 31 October - Friday 16 December (school closes at 2pm)

Spring Term

INSET day: Tuesday 3 January 2023 (school closed to pupils)

Wednesday 4 January - Friday 10 February

Half Term - Monday 13 February - Friday 17 February

Monday 20 February - Friday 31 March (school closes at 2pm)

Summer Term

INSET day: Monday 17 April

Tuesday 18 April - Friday 26 May

(May Day Bank Holiday will be taken on 1 May)

Half Term Monday 29 May - Friday 2 June

Monday 5 June - Thursday 20 July (school closes at 2pm)

INSET day: Friday 21 July (school closed to pupils)