



Foundation Stage at Swillington Primary School

The foundation unit is made up of:

Polar Bears (Foundation Stage 1) – for children who are below statutory age receive 15hours or up to 30hours for working families.

Snow Leopards (Foundation Stage 2) – for children receiving full time education.

Our Executive Headteacher is:	Mrs S Elliot
Our Headteacher is:	Mr M Cahill
Foundation Stage leader is:	Miss Wilson

Foundation Stage unit consists of:

Teachers:	Mrs G Hemsworth (Polar Bears) Miss Wilson (Snow Leopards)
Teaching Assistants:	Miss A Fairhead Mrs L Abbott Mrs H Payne Mrs Hebdon-Mount

The day in Polar Bear Class:

There are two sessions with a maximum of 26 children attending each session.

Beginning of week:	8.55am – 3.15pm: Monday & Tuesday 8.55am – 11.30am: Wednesday
End of week:	12.45pm – 3.15pm: Wednesday 8.55am – 3.15pm: Thursday & Friday

To minimise the amount of adults/large groups around our school site, we kindly ask that pupils will arrive to school

Swillington Primary School, Church Lane, Swillington, LS26 8DX

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at the following times, depending on the initial of their **surname**.

A-H to arrive at **8.40** Leave at **3.15**

I-Z to arrive at **8.50** Leave at **3.15**

Starting in Foundation Stage 1

Prior to starting the Foundation Stage, staff will arrange a time where you can visit the unit with your child to discuss which sessions you would like him/her to attend as well as your child getting to explore the unit.

Children admitted at the beginning of the term are brought in on a staggered basis. This enables the staff to get to know them and for the children to get used to new adults, other children and the new situation.

We aim to provide a happy relaxed atmosphere where children can feel safe and secure.

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You will need to bring:

1. A change of clothing in a drawstring bag. Please label your child's clothing.
2. Wellington boots for use in our 'digging and planting area'.
3. Wet suit for use in our 'sand pit, water area and digging area'
4. Clothing to suit changing weather conditions e.g. a raincoat/a sun hat.
5. A named water bottle
6. A book bag on 'Library Day'.



Please **name** as many of your child's clothes and shoes as is possible to avoid confusion as the cloakroom could be used by a maximum of 52 children.

Please send your child to the Foundation Unit in School Uniform.

Uniform

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Navy blue skirt/dresses/trousers, 'jade' or navy polo top and sweatshirt or cardigan. Black shoes (no trainers)
Elasticated trousers and valcro shoes encourage independence and self-confidence.

PE

Navy shorts or trousers, plain white t-shirt. Trainers. Please avoid wearing branded / logos on clothing.

We do, of course, provide aprons and try to make sure that the children remain reasonably clean, but as paint and glue inevitably get onto clothes.

Jewellery, including costume jewellery is not allowed in school. Children are allowed to wear small studded Ear rings but these should not be worn on the days on which the children do PE, in line with health and safety guidance.

We kindly ask that your child does not bring toys from home, that way children do not get upset if their toys should be get damaged.

YOUR CHILD IN THE FOUNDATION STAGE

We hope your child's time with us will be happy and that it will foster a love of learning.

Please do not bring your child when he/she is not well or taking medicine as we are unable to administer it. We can only administer medicine which has been prescribed by a doctor and has to be taken at least 4 times a day.

If your child is absent please notify the school in advance if possible (eg. for a medical appointment) or telephone the school in the morning.

It is the school's policy to make a first day of absence call to ensure the safety of the children.

If you have not telephoned or spoken to the school please send a letter on your child's return, explaining the reason for the absence.

Milk, water and fruit are provided for the children. Please let us know if there is any reason why your child should not have any of these.

Please make sure your child knows when you are leaving and has the chance to say 'goodbye' to you. Assure him/her of your return later in order to avoid any distress.

For the same reason, it is also very important that you collect him/her on time.

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Even a few minutes' wait, when other children have gone home, can be very upsetting, especially when they first attend.

In the event of an emergency, please let us know if you are likely to be late, or if someone else will be collecting your child.

Children must always be brought and collected by a parent or 'named' adult.

To care for your child we need to know about them. Events at home, whether serious or trivial, can affect the emotional well being of your child here. If you feel that there is anything you would like to share with us or that there is something we should know, please mention it to the teacher and we will do all we can to help.

Car Parks & Entrance

Many parents and children arrive and depart from school every day. In order to ensure their safety we need your co-operation in the following areas:

1. All pedestrians must use the footpath entrance to school. Due to the dangerous congestion, at the beginning and end of the school day, parents must leave their car outside the school premises and, if necessary, walk their children into school.
2. Since Church Lane is a very narrow **busy bus route** extra care and attention are needed when parking near the school. Please **do not** park on the yellow zig-zag lines and make sure that you do not cause an obstruction in Church Lane. The police have told us they will prosecute anyone found to be doing so.

Dogs

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For safety reasons dogs, other than guide-dogs, no dogs should not be brought on to the school site.

No Smoking Site

Please note this is a no smoking site, therefore smoking is not allowed anywhere within the perimeter fence.



How your child will spend his/her time

Children in Foundation Stage 1 choose their own activities for a large part of the session, be it indoors or outdoors. This helps to build up the concentration necessary for learning. We encourage children to share books, listen to stories, talk to adults and children, build up a vocabulary, sing songs and nursery rhymes, etc. Children will have the opportunity to visit our school library. We ask that you provide a book bag for your child to bring their library book home in. Before writing a child needs to use pencils, brushes, chalks, play with sand, water, clay, etc. to develop co-ordination of hand and eye.

We aim to help children:

- To share, take turns, co-operate
- To form relationships with adults and other children
- To become independent and think for themselves

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- To develop self control and confidence
- To be creative – please value your child’s work
- To listen and to follow instructions
- To be observant
- To develop and co-ordinate muscles
- To be caring and helpful to others
- To learn to use words instead of aggression (hitting, biting, etc.)
- To form and express an opinion

Parents in the Foundation Stage

We see parents as partners in their children’s education and hope that you will enjoy sharing your child’s education with us, and that we will all learn together.

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