



# **St Joseph's Catholic Primary School & Nursery**

## **STARTING SCHOOL**

**Our family at St Joseph's Learns, Loves & Grows with God at the Centre.**



## **Our School Prayer**

This is our school, let peace be found here.

Let the rooms be full of  
happiness.

Let love abide here,  
love for one another,  
love for God.

Let us remember that as many hands build a house  
so many hearts make a school.

Amen



## Starting school is a big step for your child. We hope to make it a happy and positive experience.

At St Joseph's we aim to provide a happy and secure environment with planned play and learning experiences. Your child will have the opportunity to explore, develop, and extend their skills and knowledge. They will be encouraged to develop a sense of independence and self-confidence.

**Our family at St Joseph's Learns, Loves & Grows with God at the Centre.**

### Starting School

You are always welcome to make an appointment to discuss your child's individual needs with the class teacher.

### Settling In

The School Day: 8.55 am – 3.15 pm

Parents are requested not to allow children to be on the premises before 8.40 am. Once the gates open at 8:40 am, you may bring your child to their classroom.

School gates open for pick-up at 3:00 pm. Please wait at the designated pick-up point in the infant playground to meet your child.

If you are delayed for pick-up – DON'T PANIC. Contact the school as soon as possible and your child will be taken to the school office to wait.

It is VERY IMPORTANT to inform the school by letter or email message if you have arranged for someone else to collect your child. If an adult unknown to staff arrives to collect your child, they will be asked to wait at the office until you have been contacted and given your permission. It is a good idea to also let your child know who they should expect to collect them at the end of the day.

**The School office email is [office@st-josephs.islington.sch.uk](mailto:office@st-josephs.islington.sch.uk) and our telephone number is 0207 272 1270.**

If your child will be late to school due to a medical or other appointment, please email the school office or leave a telephone message on option 1. This will ensure that your message gets to the right person.

### Nursery Transition Arrangements

It is important to us that your child settles in to their new class as quickly and happily as possible. We therefore start your child on a part-time basis until their teacher believes that they are fully settled in. During this period pick up will be at 11:45 am from the school office. Your child's teacher will discuss with you the time that they believe it will take, as every child's needs are different. Each child is individual and the settling period may vary, but as a guide:

Week 1: Your child will finish school at 11:45 am.

Week 2: Your child will stay for lunch and then finish school at 1:00 pm.

Week 3 (or when your child is fully settled): Your child will stay for the entire school day, which ends at 3:15 pm.

Week 4 (or when your child is fully settled): Your child will have access to our Extended School service, *if applied for*.

## Visitors to the School

Any parents or other people visiting the school during the school day must report to the school office and sign in for safeguarding purposes. There are staff/adult toilets within the school and parents/carers are requested to use these even if accompanied by a younger sibling and not to use the children's toilets.

## Messages to children

If you wish to get a message to your child about late arrangements, please feel free to contact the office, ideally before 12:00 pm. If it is later than this, we cannot guarantee to get the message to your child. For urgent calls children can come to the school office to telephone home.

If you wish to get a message to the Enrichment Clubs, After School Club, or Breakfast Club please call the office and leave a message on the After School Line by selecting option 2. Alternatively email [asc@st-josephs.islington.sch.uk](mailto:asc@st-josephs.islington.sch.uk).

## School Policies and Information on the website

The school website (<http://www.st-josephs.islington.sch.uk/>) can be viewed regularly for news and information as it includes the school calendar and class blogs. The website also has all school policies and documents which parents are encouraged to read. The Class News section is updated weekly with photographs. Do visit to see what your child has been up to!

## Snack Time



During the morning your child will be given 10 – 15 minutes to have a drink of milk or water and a piece of fruit.

## Playtime



Every day your child will play outside. Remember LABELED coats, hats and gloves for cold weather and sun hats and sunscreen for hot Spring and Summer days. All items (clothing, accessories and water bottles) that belong to your child **should be labelled with their name** and it is a good idea to show your child where their name is, so they can recognise their own items.

## Lost Property

Any labelled items that are found are returned directly to the child's classroom. All enquiries regarding lost property should be referred directly to the class teacher or teaching assistant. Unclaimed items will be donated to the Parents and Friends Association at the end of every term. **LABEL! LABEL! LABEL!** Please label ALL of your child's clothes, bags, lunch boxes, water bottles etc. Check labels regularly as they fall off, fade and need replacing.

## **School Dinners**

The school lunch hour is between 11.45 am and 1.00 pm and all children are entitled to free school meals. Caterlink are our catering contractors and use high quality local food cooked by our school chef, Sam, in our own school kitchen. Your child can have a school dinner or, if they wish, can bring a packed lunch. If you are sending a packed lunch please use a lunchbox or cool bag clearly labelled with your child's name Please make sure drinks are in leak proof plastic bottles (no glass please!). Healthy lunches include fresh fruit and vegetables and no sweets, chocolates, fizzy drinks or nuts.

Your child will be cared for by the midday supervisors both in the dining area and the playground.

## **What do I need to buy for school?**

We would like all children to take pride in their school and their uniform and make extra effort to wear the correct shoes and jackets as well as the standard uniform. The full uniform list is included on the next page and can be found on our school website.

## **Book bags - NO RUCKSACKS FOR NURSERY & RECEPTION**

These may be purchased on-line from the School Trends Uniform shop. After the half term break, your child will begin to bring reading books home. Please keep these safely in the plastic wallets provided as damaged or lost books are very expensive to replace. There is a letter regarding lost books in the starter forms pack.

## **Water bottles**

These may be purchased from the school office for £1.60.

## **School Uniform Ordering Information**

You order and pay for school uniform online from Uniform 4 Kids:

[www.uniform4kids.com](http://www.uniform4kids.com)

Delivery charges for orders under £24.99, excluding VAT, are £4.50 and £7.50 for orders over £25.00. Alternatively you can have your order delivered to the school, during term time only, free of charge. Please note that the school will not be responsible for orders or any tracking information and you will need to contact School Trends directly for information or queries.

As well as our approved school uniform with our school logo, you can also order plain items such as trousers, skirts and shirts should you wish. Other ordering information including sizes, delivery information and the returns procedure is also available on the website.

Please find a description of our school uniform for boys and girls on the next page.

**Please ensure that correct school uniform is worn at all times.**

**PLEASE NOTE: Items indicated with \* MUST be ordered online from Uniform 4 Kids**

### EARLY YEARS (Reception and Nursery)

BOYS AND GIRLS UNIFORM	EARLY YEARS EXTRAS
Royal blue collared polo shirt with logo*	Wellington Boots
Lime Green EYFS sweatshirt with logo*	Spare change of school uniform clothes
Navy jogging bottoms	Extra socks and underwear
Navy shorts or leggings can be worn in the summer	Hats, gloves & scarves winter
Black shoes classic school style (Grey socks Only)	Sunscreen & caps with logo*for summer
Black plimsolls (NO trainers)	

### MAIN SCHOOL UNIFORM (Years 1 to 6)

WINTER UNIFORM BOYS (Autumn / Spring term)	WINTER UNIFORM GIRLS
Grey blazers with logo* Optional	Grey blazers with logo* Optional
White shirt	White shirt
School tie	School tie
Royal blue jumper or cardigan with logo*	Royal blue jumper or cardigan with logo*
Plain grey long trousers	Plain grey skirt, trousers or pinafore
Grey socks only	Grey socks or grey tights only
Black shoes classic school style (NO trainers)	Black shoes classic school style (NO trainers)

### OUTERWEAR ALL YEARS

School coat with logo* Optional
<b>Plain</b> navy, dark grey or black coat (No other coats permitted including denim, fur, leather or brand logos)
Winter Fleece Blue Hats with logo* (No other hats permitted)

SUMMER UNIFORM BOYS (Summer term)	SUMMER UNIFORM GIRLS
Grey blazers with logo* Optional	Grey blazers with logo* Optional
Royal blue collared polo shirt with logo*	Royal blue gingham summer dress
Plain grey long trousers or grey shorts	Royal blue jumper or cardigan with logo*
Grey socks only	White socks only
Black shoes or sandals classic school style (NO trainers)	Black shoes or sandals classic school style (NO trainers)
School caps with logo*	School caps with logo*

### MAIN SCHOOL PE (Years 1 to 6)

Lime Green T shirt with logo*
Navy jogging bottoms or navy shorts no slogans
Trainers

**Jewellery** - No jewellery except a plain watch and plain gold/silver stud earrings are permitted. No coloured accessories or jewellery are allowed.

**Hair** - Hair should be tied back with plain navy, royal blue, white or black hair bands/ribbons used. No large flowers or bows. Beads in hair should be in school colours and hair dye or coloured hair extensions are not permitted.

**Nail varnish** - is not permitted in school.

## Welfare at School

### Health and safety

If your child is ill you must notify the school office of their absence leaving a telephone message (option 1) or email the School Office before 8:00 am.

Please do not send your child to school if they have recently been sick or had diarrhoea. In addition to feeling unwell and unhappy, they may spread any infection to the rest of the class. Keep them at home for at least 48 hours after being sick.

If your child suffers from any long term illness such as diabetes, asthma, or hay fever, please come to the school office to complete a healthcare plan and ensure that all medication stored at the school is kept up to date.

On occasion, your child may become ill at school. PLEASE ENSURE THAT WE HAVE UP TO DATE CONTACT NUMBERS for you and notify the school of any changes as soon as possible. Please provide 3 separate contacts for your child.

Accidents can and do occur, and injuries are dealt with by staff that have first aid training. Where necessary a note may be sent home or you may be contacted to inform you of the injury.

### How is he/she doing at school?

You are welcome to discuss your child's progress with the class teacher. Some days the teacher will be busy with after school activities or meetings but will make arrangements to see you as soon as possible.

During the first year in school your child's progress will be assessed. We will identify particular areas of strength and areas for development and plan how to help your child continue to develop and achieve their potential.

You will be invited to attend Parents' Evenings in the Autumn and Spring terms. You will also receive a written report in the Spring term before Parents' Evening.

The most precious commodity you can give your child is your time. The child who gets the most from home gets the most from their school learning. Please remember that a mutual consideration and respect between parents and school staff is vital, not only before your child starts school, but for as long as your child is at school.

If you have any further questions or concerns, please do not hesitate to contact the school.

## Before and After School

We provide a friendly and safe environment for children at St Joseph's who need to be cared for out of standard school hours.

**Breakfast Club** – 7.30 am – 8.40 am. Paid for in advance at £5.

The Breakfast Club, located in the Junior (Key Stage 2) Hall is a calm and comfortable environment helping to ensure the best possible start to the day. Children can enjoy a wide range choice of nutritious hot or cold breakfasts and relax with friends or a book before the busy school day begins.



**After School Club** – 3.15 pm – 6.00 pm. Paid for in advance at £12 with £10 concession for siblings.

The After School Club is available for all children and is located in the main school building. Nursery and Reception children are cared for in a separate Early Years setting. There is also a supervised study area equipped with computers for the older children.

**How to register:** You can register your interest using the Extended School Booking Form that is included with your welcome forms. Please fill the application out and return it to the School Office. Keep in mind that handing in an application does not guarantee you a space.

New children will not be able to start After School Club their first week. You will be able to have discussions with your class teacher about when they feel that your child is ready to stay after school.

### **Enrichment Clubs – Available from Year 1**

As part of our commitment to broadening children’s experiences at school and nurturing personal development, we offer a full and dynamic programme of clubs after school from 3.15 pm to 4.15 / 4.30 pm. Clubs include a wide range of activities such as art, dance, drama, karate, basketball, rugby, football, gymnastics, ICT coding, garden club, table tennis, film club, cookery club, orchestra, rock club, Italian, and science. Clubs may vary from term to term.

### **Trips and Volunteer Helpers**

We believe that educational visits are an integral part of the entitlement of every pupil to an effective and balanced curriculum. Appropriately planned visits are known to enhance learning and improve attainment, and so form a key part of what makes St Joseph’s a supportive and effective learning environment.

School trips are an integral part of learning at St Joseph’s and afford many children opportunities which are outside their usual experiences, each class will go on a number of trips each year. We do ask for volunteer helpers on a number of these trips. Volunteer Helpers have an important role to play in the success and safety of the school trip. As part of our school’s risk assessment planning we ask all our volunteers to read, sign and return the Volunteer Helper’s form which outlines key responsibilities and expectations in more detail.

### **ParentPay**

We operate a cashless school and use an online payment and communication system called ParentPay. Through ParentPay we send email and text communication about all school events and ask parents to pay for school trips and contribute to the School Building Fund.

We will send all new parents instructions on how to open up their account and it is important that you activate your account as we send out all parent letters and texts via this system. Please do not hesitate to contact the school office if you need assistance.

If any contribution proves to be too difficult for you financially, please make an appointment to speak to a member of the Senior Leadership Team in confidence. We thank you in advance for your support in using ParentPay as it helps the school enormously.



## Tapestry

Learning Journals and special books are used within our early years' settings as a way to record the special moments of the children, and to keep parents involved, as their children progress and grow. More recently they have been used in conjunction with the Early Years developmental stages to assess more formally how children are progressing.

Traditionally these individual records have been collected in scrapbooks or binders, building up a record of your child's experiences. All children attending St Joseph's Nursery and Reception now have this personal diary available on-line to allow parents to be more involved in a sharing partnership with the school.

The advantage of having the Learning Journey on-line is that it is possible to create records of observations instantly and to add notes and images and have them immediately available to any permitted person as part of the complete story of your child's life at our nursery and reception setting. Parents are able to view and comment on these special moments, and are able to contribute their own stories of the child's life outside nursery and reception.

This is what we call Tapestry Online Learning Journals, an online system, which is hosted in the UK on secure servers. You will have secure access (via email address and password) to your child's Learning Journey and, in addition to viewing our contributions; we encourage you to add to it by uploading photos and comments, or commenting on observations made by us.

In order to set up your individual account prior to your child starting we will ask you to complete and return a form. Once we have set up your account we will write to you with your individual sign-on and instructions for accessing the account. Please inform the school of any changes to your email address.

## Attendance

St Joseph's prides itself on its attendance record. We believe that regular attendance at school is key to enabling pupils to progress and enjoy learning and ultimately ensures young people have the maximum life chances.

At St Joseph's we aim to achieve an average of 98% attendance for the year across the whole school. We work hard to support our families and regularly monitor all children's attendance. In order to encourage good attendance we will:

- continue to award our weekly attendance cup to the class who achieves the highest attendance figure each week;
- issue termly 100% Attendance Certificates at assemblies;
- present an award to pupils with 100% attendance at the end of each year to recognise their outstanding attendance.

As parents we ask you to help by:

- notifying the school promptly if your child is ill or is absent for any other unavoidable reason for example, a visit to secondary school;
- making non-urgent medical appointments **outside** of school hours;
- booking all holidays **outside** of term time as St Joseph's will **not** authorise term time absences for family holidays. Please remember that there are 190 days of school which leaves 175 days to book family holidays and celebrations;

- making sure children arrive promptly to school. Children need to be seated in class ready for the register at 8.55am and should not be walking through the playground at this time.

At the end of each term the school will write to all parents whose child's attendance is below 95%. For Persistent Absentees (those whose attendance falls below 90%) we will make an appointment for you to speak to a member of our Senior Leadership Team to discuss your child's attendance. Please note that Penalty Notices may be issued to parents where children miss 14 sessions within a 10 week period. Hopefully this situation will not arise at St Joseph's.

We look forward to working with you to improve attendance and improve the learning journey of your child.

## St Joseph's Catholic Primary School Child Protection Policy

**Full details of our child protection and safeguarding policy are available on the website but in summary all children have the right to be safe from harm and abuse.**

The Governing Body holds responsibility for ensuring that the safety of the children in this school is at all times of paramount importance and recognises the contribution the school makes in safeguarding and protecting children. The Governing Body takes seriously its statutory responsibility to do so and recognises that all staff working with children have a full and active part to play in protecting them from harm.

The Governing Body is responsible for ensuring that any deficiencies or weaknesses in the school's arrangements for safeguarding and promoting the welfare of children are addressed and remedied without delay. The Governing Body will seek advice from and work in partnership appropriately with Islington Council in fulfilling its safeguarding and child protection responsibilities.

Whilst the Governing Body holds overall responsibility for the child protection and safeguarding functions of the school, the day to day operational responsibility rests with the Headteacher.

The school is committed to providing an environment where children can play, learn, develop and achieve and where they are safeguarded and are enabled to tell or communicate if they are being harmed in some way. We are committed to ensuring that all staff are sensitive to issues of race, culture, gender and diversity but these issues should never be a barrier to sharing and reporting concerns about children.

All staff including teaching and non-teaching staff, temporary and supply staff, clerical and domestic staff, volunteers and staff working on site employed by other services and agencies and those working with children and families in the community have a statutory responsibility to safeguard and promote the welfare of children and must be aware of and fully conversant with this policy. All staff must be given the policy in writing and follow the school's procedures and guidance at all times.

For the purposes of this document, the term "staff" will apply to those listed above.

Because of their day to day contact with children, staff in this school are well placed to observe possible signs of abuse in children.

It is neither the role nor responsibility of those working with children in the school to assess, diagnose or investigate whether a child is at risk of or suffering harm or abuse. It is the responsibility of all staff to be aware of the need to report any concerns about a child to the Designated Member of Staff as a matter of priority or to one of the deputy Designated Members of Staff in her absence.

# St Joseph's School Building Fund

## There are many ways in which the school receives money:

### 1. The Government

Government funding for schools has been significantly reduced in various ways over the past few years. More than ever we need your help to keep your child's school fit for purpose and to maintain its outstanding rating. This requires considerable expenditure each year.

### 2. Fund raising initiatives organised by the Parents Friends Association (PFA)

For example; the Christmas and Summer Fairs, Christmas Shops, Halloween Party, Sponsored Bounce and many other events. The profits from which all go towards our school and our children's education. Each year we raise more than £10,000.

### 3. The School Building Fund

Like all other faith schools, St Joseph's is a Voluntary Aided (VA) school, which means that our grounds and buildings are only partly funded by the Local Education Authority. **The government requires all Catholic and other faith schools in England to provide 10% of these costs from parent donations.** We therefore ask every parent to make a commitment to the School with a contribution of at least £60 per child (a minimum of £120 if two or more children attend the school).

**£60 per year is only £1.15 per week, not even a cup of coffee!**

**St Joseph's School is blessed with outstanding facilities in a wonderful location. We are committed to ensuring that our classrooms and outdoor areas continue to be as safe and modern as possible to support your children's learning.** Without these valuable donations we would not be able to complete the many additions/improvements to the building/pupil experiences etc.

## St Joseph's Catholic Primary School Privacy Notice

Under data protection law, individuals have a right to be informed about how the school uses any personal data that we hold about them. We comply with this right by providing 'privacy notices' (sometimes called 'fair processing notices') to individuals where we are processing their personal data.

This privacy notice explains how we collect, store and use personal data about **pupils**.

We, St Joseph's Catholic Primary School & Nursery, Highgate Hill London N19 5NE are the 'data controller' for the purposes of data protection law.

Our data protection officer is Louise Palmer (see 'Contact us' below).

### The personal data we hold

Personal data that we may collect, use, store and share (when appropriate) about pupils includes, but is not restricted to:

- Contact details, contact preferences, date of birth, identification documents
- Email accounts and log-in details provided by LGFL
- Results of internal assessments and externally set tests
- Pupil and curricular records
- Characteristics, such as ethnic background, eligibility for free school meals, or special educational needs
- Exclusion information
- Details of any medical conditions, including physical and mental health
- Attendance information
- Safeguarding information
- Details of any support received, including care packages, plans and support providers
- Photographs
- Videos
- CCTV images captured in school

We may also hold data about pupils that we have received from other organisations, including other schools, local authorities and the Department for Education.

### Why we use this data

We use this data to:

- Support pupil learning
- Monitor and report on pupil progress
- Provide appropriate pastoral care
- Protect pupil welfare
- Assess the quality of our services
- Administer admissions waiting lists
- Carry out research
- Comply with the law regarding data sharing

### Our legal basis for using this data

We only collect and use pupils' personal data when the law allows us to. Most commonly, we process it where:

- We need to comply with a legal obligation
- We need it to perform an official task in the public interest

Less commonly, we may also process pupils' personal data in situations where:

- We have obtained consent to use it in a certain way
- We need to protect the individual's vital interests (or someone else's interests)

Where we have obtained consent to use pupils' personal data, this consent can be withdrawn at any time. We will make this clear when we ask for consent, and explain how consent can be withdrawn.

Some of the reasons listed above for collecting and using pupils' personal data overlap, and there may be several grounds which justify our use of this data.

### Collecting this information

While the majority of information we collect about pupils is mandatory, there is some information that can be provided voluntarily.

Whenever we seek to collect information from you or your child, we make it clear whether providing it is mandatory or optional. If it is mandatory, we will explain the possible consequences of not complying.

### **How we store this data**

We keep personal information about pupils while they are attending our school. We may also keep it beyond their attendance at our school if this is necessary in order to comply with our legal obligations. Our records management policy sets out how long we keep information about pupils. A copy can be requested from the School office.

### **Data sharing**

We do not share information about pupils with any third party without consent unless the law and our policies allow us to do so. Where it is legally required, or necessary (and it complies with data protection law) we may share personal information about pupils with:

- Our local authority – to meet our legal obligations to share certain information with it, such as safeguarding concerns and exclusions
- The Department for Education
- The Catholic Education Service census.
- The pupil's family and representatives
- Educators and examining bodies
- Our regulator e.g. Ofsted,
- Suppliers and service providers – to enable them to provide the service we have contracted them for. This includes Tapestry Online Learning Journals for our Early Years students.
- Financial organisations
- Central and local government
- Our auditors
- Survey and research organisations
- Health authorities
- Security organisations
- Health and social welfare organisations
- Professional advisers and consultants
- Charities and voluntary organisations
- Police forces, courts, tribunals
- Professional bodies

### **National Pupil Database**

We are required to provide information about pupils to the Department for Education as part of statutory data collections such as the School census and Early Years census

Some of this information is then stored in the [National Pupil Database](#) (NPD), which is owned and managed by the Department and provides evidence on school performance to inform research.

The database is held electronically so it can easily be turned into statistics. The information is securely collected from a range of sources including schools, local authorities and exam boards.

The Department for Education may share information from the NPD with other organisations which promote children's education or wellbeing in England. Such organisations must agree to strict terms and conditions about how they will use the data.

For more information, see the Department's webpage on [how it collects and shares research data](#).

You can also [contact the Department for Education](#) with any further questions about the NPD.

### **Transferring data internationally**

Where we transfer personal data to a country or territory outside the European Economic Area, we will do so in accordance with data protection law.

### **Parents and pupils' rights regarding personal data**

Individuals have a right to make a **'subject access request'** to gain access to personal information that the school holds about them.

Parents/carers can make a request with respect to their child's data where the child is not considered mature enough to understand their rights over their own data (usually under the age of 12), or where the child has provided consent.

Parents also have the right to make a subject access request with respect to any personal data the school holds about them.

If you make a subject access request, and if we do hold information about you or your child, we will:

- Give you a description of it
- Tell you why we are holding and processing it, and how long we will keep it for
- Explain where we got it from, if not from you or your child
- Tell you who it has been, or will be, shared with
- Let you know whether any automated decision-making is being applied to the data, and any consequences of this
- Give you a copy of the information in an intelligible form

Individuals also have the right for their personal information to be transmitted electronically to another organisation in certain circumstances.

If you would like to make a request please contact our data protection officer.

Parents/carers also have a legal right to access to their child's **educational record**. To request access, please contact Louise Palmer via the school office

### **Other rights**

Under data protection law, individuals have certain rights regarding how their personal data is used and kept safe, including the right to:

- Object to the use of personal data if it would cause, or is causing, damage or distress
- Prevent it being used to send direct marketing
- Object to decisions being taken by automated means (by a computer or machine, rather than by a person)
- In certain circumstances, have inaccurate personal data corrected, deleted or destroyed, or restrict processing
- Claim compensation for damages caused by a breach of the data protection regulations

To exercise any of these rights, please contact our data protection officer.

### **Complaints**

We take any complaints about our collection and use of personal information very seriously.

If you think that our collection or use of personal information is unfair, misleading or inappropriate, or have any other concern about our data processing, please raise this with us in the first instance.

To make a complaint, please contact our data protection officer.

Alternatively, you can make a complaint to the Information Commissioner's Office:

- Report a concern online at <https://ico.org.uk/concerns/>
- Call 0303 123 1113
- Or write to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

### **Contact us**

If you have any questions, concerns or would like more information about anything mentioned in this privacy notice, please contact our **data protection officer**:

- Louise Palmer office@st-josephs.islington.sch.uk

*This notice is based on the [Department for Education's model privacy notice](#) for pupils, amended for parents and to reflect the way we use data in this school.*

# The Foundation Stage Curriculum

The Early Years Foundation Stage was revised by the Department for Education in September 2016 and below highlight two areas of learning:

- Personal, Social and Emotional Development.
- Communication and Language.
- Physical Development.

Known as the Prime Area  
of Learning

- Literacy.
- Mathematics.
- Understanding the World.
- Expressive Arts and Design.

Known as the Specific  
Areas of Learning

## Personal, Social and Emotional Development

We will encourage your child to:

- Learn to share toys and equipment.
- Learn how to value and interact with others.
- Develop independence and confidence.
- Understand the difference between right and wrong.
- Be aware of their own needs/feelings and those of others.
- Learn about the Catholic faith.
- Develop respect for a range of cultures and beliefs.
- Form good relationships with adults and their peers.
- Work as part of a team.

This will be achieved through:

Circle-time activities. Games. Stories. School worship and celebration. Religious education topics. Group and independent work. Free and structured play.

## Communication and Language

We will encourage your child to:

- Interact with others.
- Use language in a variety of situations.
- Listen and respond to stories, poems.
- Use their imagination to role play.
- Speak clearly and with confidence in full sentences.

This will be achieved through:

Free and structured play Imaginative role-play. Listening activities. Story time. All scaffolded by ECAT (Every Child a Talker) practitioners.



## Physical Development

We will encourage your child to:

- Move with imagination and in safety.
- Be controlled and co-ordinated in their movements.
- Use a range of balancing and climbing equipment
- Be aware of space and of others.
- Understand how to keep healthy.
- Understand what happens to their bodies when they are active.
- Handle tools, objects and materials safely.

This will be achieved through:

Mark making and talking about marks. Activities to improve fine motor control. Outdoor toys. Construction toys. Making models. Using play-dough. Games. Practising basic skills in climbing, balancing, dance and games.

## Literacy

We will encourage your child to:

- Learn letters by sound and name.
- Use phonic knowledge to enhance their reading and writing skills.
- Learn to form letters correctly.
- Choose books and handle them correctly.
- Build up a sight vocabulary of words.

This will be achieved through:

Drawing and colouring. Books. Games/jigsaws. Phonics scheme activities. Guided reading/writing. Writing in a wide range of situations.

## Mathematics

We will encourage your child to:

- Use, recognise and write number names.
- Count reliably.
- Solve mathematical problems.
- Develop their mathematical language and skills.

This will be achieved through:

Games/Puzzles. Practical activities. Whole class carpet sessions. Number rhymes. Describing and devising simple patterns. Sorting and matching. Using Mathematical language. Sand and water play. Small world/role-play. Using 2D and 3D shapes. Using the computer. Counting, reading, writing and ordering numbers.

## Understanding the World

We will encourage your child to:

- Use their senses for variety of activities.
- Find out about living things, objects and events.
- Look at similarities, differences, patterns and change.
- Ask questions about how things work.
- Find out about technology.
- Find out about past and present events.
- Identify features in the natural world.
- Discuss simple environmental issues.
- Know about some features of other cultures.

This will be achieved through:

Investigating materials and objects. Asking questions. Gaining information from a range of sources. Construction toys. Class/group discussions and practical activities. Choosing materials and toys. Sand and water play. Using computers, such as Beebots, the interactive table, technology in the home corner as well as around the school. Growing/caring for plants/ Visits/visitors. Nature walks/activities outside.

## Expressive Arts and Design

We will encourage your child to:

- Explore colour, texture, shape, form and space in 2D and 3D.
- Sing simple songs from memory.
- Recognise sounds and patterns in sounds.
- Match movements in music.
- Use their imagination in art, music, design, dance and role-play.
- Respond, express and communicate their ideas, thoughts and feelings in a variety of ways.

This will be achieved through:

Singing. Experimenting and performing with instruments. Imaginative role-play. Drama. Responding and listening to different types and styles of music. Exploring materials e.g. paint, clay, chalk, pastels, pencils, collage and junk modelling. Observing artists work. Appreciating and evaluating their work and that of others. Music and movement sessions. Producing pictures, models etc. linked to topic work.

## Ways to help at home

### **Routine**

Try to establish a routine for school days.

- Wake your child in good time to have breakfast and wash and dress in peace.
- Make time after school to listen to them telling you about what they have been doing.
- Your child will be tired when he/she comes home from school. Please ensure that he/she goes to bed early. If he/she does not get enough sleep he/she will not learn efficiently.
- Speaking and Listening: always use speech as a model for your child's language skills.

## Reading

- When parents share books with their children regularly reading becomes a more enjoyable experience and progress in learning to read is enhanced.
- Share books as often as possible.
- Talk about print you see at home or when you are out.
- Let them see you enjoying reading.
- Discuss stories, predicting what might happen next.
- Share poems and rhymes with your child.
- Talk about the cover and pictures in stories. Ask your child to tell their own story using the pictures.
- Encourage your child to finish a sentence by pausing at a suitable place, e.g. Humpty Dumpty sat on a .....
- Playing I-spy, - use letter sounds rather than names.

## Writing/Mark making

- Have fun with making marks and discussion about marks
- Chunky pencils/chalk etc. helps to develop motor control.
- Make play dough – develop arm strength
- Use chalk on pavements, outside walls, chalk can be removed by putting water over it.
- If your child is ready to write you could begin by helping them to trace shapes or letters to develop their pencil control. Try writing with a highlighter pen for your child to copy over.
- Encourage your child to hold their pencil correctly – it is better to learn slowly, using the correct technique. If your child alternates the pencil between hands don't worry as dominance takes time to develop.
- Have lots of paper and writing implements readily available so that they can practise drawing and writing whenever they want to.
- If you choose to teach your child to write his/her name please use a capital for the first letter and **lower case** thereafter. Once children have formed the habit of writing in capital letters it is very hard to break.

## Mathematics

Encourage your child to:

- Learn counting rhymes.
- Weigh and mix ingredients for cooking.
- Count in different situation e.g. stairs, buttons on coats, people at dinner table etc.
- Identify shapes and colours inside and outside your home.
- Describe and sort things into sets e.g. big/small, heavy/light, rough/smooth.
- Recognise numbers up to 10, then 20.
- Gardening (let them help you care for a small section of plants).