



Tregze

• Primary School •

Inspire • Motivate • Challenge

Induction Booklet

For Reception Parents

Inspire, Motivate, Challenge



Welcome to Tregoze Primary School

On behalf of all the children and staff at Tregoze we would like to welcome you to our Reception Class 2020-2021.

Our goal is for all our children to have a happy and enjoyable start to their Reception year in order to build successful foundations for their learning. As well as building a strong and close partnership with you as parents, throughout your child's learning journey.

The aim of this booklet is to provide you with practical information and advice to help make the transition into the Reception Class as smooth as possible.

If you have any questions or concerns, please do not hesitate to contact us.



Mrs Allison Ball
Mrs Helen Tudor



Reception Teacher
Principal

School Uniform

All children must wear a school uniform. School sweatshirts, cardigans and T-shirts with a logo may be purchased from www.marksandspencer.com.

Boys	Grey trousers or shorts and Green/white polo shirt Green sweatshirt/cardigan or jumper
Girls	Grey skirt or green summer dress and Green/white polo shirt Green sweatshirt/cardigan or jumper
Shoes	All children must wear black shoes suitable for the active life in school (no trainers please)
Fleece	A green school fleece is available
Book bag	All children must have a green Tregoze book bag.

The children will also need a PE KIT for their PE sessions. These may occur at different points during the week, so it is **VITAL** that your child has their full P.E. kit in school each day of the week. It can be left in their locker during the week and taken home for washing at the end of term.

P.E. Kit includes:

- ✓ Plain dark jogging bottoms
- ✓ Black shorts
- ✓ House colour t-shirt
- ✓ Pumps and trainers
- ✓ Spare underwear
- ✓ A plain, dark jumper
- ✓ Socks

PE kit must be placed in a drawstring bag with your child's name clearly visible. Your child's house including their house colour is on the front page of this booklet.

Please ensure that all clothing/shoes are clearly labelled with your child's name in permanent pen/named tape/shoe labels.

School General Information

Payments into school

We use an online payment system for the majority of payments into school. Once your child has started you will be given your own unique logon for ParentPay; ParentPay is one of the largest providers of payment systems into school and is very safe. By using this method of payment we are able to keep our costs down, and, as a parent, you can see whenever you want, how much money you have paid/need to pay for various activities/events. It is an 'app' that can be installed on a PC, phone or ipad.

Universal Free School Meals

All children in Reception and KS1 are offered free school meals. Our meals are made fresh daily and offer a nutritious, varied option. Menus are available on the school website and these need to be ordered a week in advance through ParentPay.

Milk

Free milk is available until your child reaches their 5th birthday or if they are entitled to Free School Meals via the Pupil Premium. Once they are 5 it is still subsidised, and is very good value. Cool Milk forms are available from the school office or you can book directly at www.coolmilk.com. You do still need to register even if your child is 4 and not eligible to pay yet.

Snacks

Children in Reception and KS1 are provided with a piece of fruit every day to encourage healthy eating habits. Children have independent access to it throughout the morning and they do not need to bring additional food to school.

Breakfast and After School Clubs

We offer a Breakfast Club from 7.45am to 8:35am. After school, children can attend our Toucans club, which is available until 6pm – children are offered a variety of activities and snacks. Our Friday Afternoon club runs until 3:00pm. If you wish to book your child into any of these, we ask that you complete a contract – available from the school office or the school website. Payment is made via our online payment system – Parent Pay. **However, this is not currently running due to Covid19.**

Attendance, Punctuality and Absences

We aim for 100% attendance for every child and to be on time every day ready for their learning. If your child is poorly, we do ask that you let us know by 8.30am on the first day of absence by ringing the school office on 876800 and leaving a message. Please give us as much information as possible, and keep us updated if the absence is likely to be more than one day. If your child has sickness and/or diarrhoea, please keep him/her home for a full 48 hours after the last 'episode'.

Holidays in term time

Unfortunately, government policy is that no holidays in term time are authorised unless in very exceptional circumstances. The White Horse Federation policy on holidays is available on the Federation website.

Schoop

It is really important that you download the Schoop app. We use it to contact parents/carers for general information, e.g. to let you know of activities taking place in school. Information on this will follow in due course.

Organisation of the Reception Day

The classroom doors open at 8:35am to pupils and children are registered by 8:45 am.

Children in Reception have access to our own Outdoor Area all throughout the day, but we also join the rest of the school for playtime break at 10:15 am for 15 mins.

The lunchtime period is from 11:45- 12:30 pm, where they will also be given the opportunity to play in the school playground.

School finishes at 3:15pm and children are collected from outside the Reception class. (1pm Friday).

How to become involved in school life

During the year we offer a variety of workshops to help the parents understand how and what we teach and to offer support for home learning.

We also require parents to help us with trips and will give you the opportunity to come and help us in class on a regular basis.

We encourage parents to apply for a DBS via the school office.

Contact information

School: 01793 876800

Email: admin@tregoze-pri.swindon.sch.uk

Website: www.tregozeprimaryschool.org.uk
www.thewhitehorsefederation.org.uk

We are very proud of our website and regularly update it to keep you informed of all the great activities that go on in school.

Please visit our website to find out about what goes on in other areas of school life. All school and class newsletters along with class timetables are also posted on the website.

We hope that you have found this booklet informative. If you have any further questions, please feel free to contact us in school.

