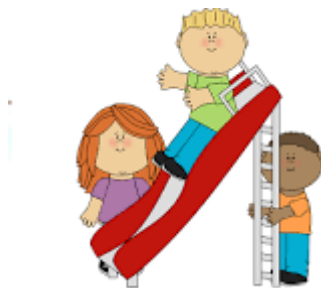


How can I help my child to settle into Reception?

- Encourage your child to be independent in dressing and undressing, putting shoes on, going to the toilet and washing hands
- Share books and play games together at home, encouraging your child to tidy up afterwards
- Mark clothes and shoes clearly with your child's name
- Be positive with your child, reassure them that Reception will be a good experience
- If you become aware of changes in your child's behaviour, talk to a member of staff
- Ensure your child eats a good, healthy diet and gets plenty of sleep
- Allow enough time for your child to have a nutritious meal before arriving to school



Welcome to Reception!

Ormiston South Parade Academy

South Parade

Grimsby

North East Lincolnshire

DN31 1TX

TEL: 01472 231659

This booklet is intended to help you and your child when they start in our Reception classes, we hope you find it useful. If you have any questions, please do not hesitate to ask.

Staff in the Early Years—Reception

Principal /DSL



Mrs K Steward

**Vice Principal for EYFS
& Inclusion**



Mrs E. Fitzsimmons

**Welfare & Pastoral
Lead/DDSL**



Mrs J Allington

Teachers



Miss O. Chrys



Miss S. Payne



Miss C. Burley

Support Staff



Mrs J. Woodhams



Miss L. Smith



Miss R. Olley

Special Times

Sometimes we join in with main school activities so the children gradually begin to feel part of a larger unit. This includes going to some assemblies and joining in with festivals. We also make good use of the rest of the school and the grounds, which provide a valuable resource for discussion and exploration. We also have fundraising events when we ask for your support. There are termly open days when you are welcome to talk to the staff about your child's progress and achievements.

OSPA Pounds

OSPA Pounds is our behaviour reward system. Children will earn coins for: good behaviour, completing homework, attendance and trying hard. When the children have earned enough coins, they are then able to buy items from the OSPA shop.



Snack

The children have snack every day. Children are offered milk or water to drink and a piece of fruit or vegetable. Please notify us of any allergies. We participate in the Government School Fruit and Vegetable Scheme. Under this scheme, each child aged four to six is entitled to receive a free piece of fruit or vegetable each school day.

Lunch

All children in Reception are entitled to Universal Free School Meals. You can choose from a range of delicious hot lunches that are cooked fresh in school. Parents can choose to opt out of this and send in a packed lunch for their child. For further information, please speak to a member of the office staff.

Photographs and Videos

We frequently photograph our children for use in their learning as well as on visual displays around the academy. On occasion we put photographs of the children on our website (www.osparade.co.uk) or in the media to showcase some of very special things we have done. If you do not wish for your child to be photographed please ensure that this is reflected in the consent section of the New Pupil Information booklet.

Parental Involvement

At OSPA we use an online learning journal to record your child's progress and achievements. When your child starts at OSPA, you will be asked to set up a Tapestry account using your email address. You can use Tapestry to see what your child has been doing at school and to feedback to staff on your child's learning.

Reception Organisation

Ormiston South Parade Reception is a 75 place unit for children aged four and five years. Children join our Reception classes on a full time basis from September.

The children are split into three classes which are Green, Blue or Pink Class. Your child will either be in Miss Payne, Miss Chrys or Miss Burley's class with an Early Years Practitioner or Teaching Assistant.

Reception Times

The Reception doors open at 8.50am, all children must arrive at school for 9am. The Reception doors are shut promptly at 9am, you will then be required to take your child around to the main school entrance once the doors have closed. Children must be brought to the classroom door by a responsible adult.

The doors open at 3.20pm for you to collect your child. If someone different is to collect your child, please can you let your child's teacher know. We will not let the children go home with another adult unless they can give a member of staff the security password for your child. This is to ensure your child's safety and wellbeing.



Clothing

You can purchase the academy uniform from : -

Uniform Direct

54 Victoria St, Freshney Place, Grimsby, DN31 1BL

Please ensure that all clothing is clearly labelled.

Please dress your child in sensible footwear so they are comfortable and safe. In addition to this, please ensure your child has a coat as we spend a lot of time learning outside.

The children wear aprons for messy play which includes, painting, gluing, baking, playing with water, sand, mud etc. However, accidents can happen so please ensure that your child has a change of clothes with them.

In hot weather, children need to bring a sun hat and wear sun cream which should be applied at home.

It is school policy that children should not wear jewellery for school. We do allow children to wear stud earrings; however, they must be removed on P.E. days. Please provide a white t-shirt and black shorts for P.E. This can be left in a bag on their peg.

Toilets

We would expect that children entering Reception should be toilet trained unless there are any medical reasons that may impact on this. If your child is not yet toilet trained, can you please use the summer holidays as an opportunity to train your child. Although staff are more than willing to support children with their toileting needs, can we please make you aware that we encourage children as much as possible to be independent with toileting. If your child is likely to have an accident, please ensure you provide plenty of spare clothes in their bag.

Attendance and Illness

Regular, good attendance is important in Reception. If your child is ill, please contact the office on **01472 231659** by **9.15am**. You can also text your child's absence in to the school using the **'My Ed'** app. If you are unsure about whether your child can attend/return to school, please call the office who can advise.

Children who have had an episode of sickness or diarrhoea must wait 48 hours before returning to school. For further advice on attendance for other illnesses (e.g. chickenpox, conjunctivitis, hand, foot and mouth) please contact the office.

Holidays during the school term are discouraged. However, on occasion there may be an exceptional circumstance which requires a period of absence. Please see the office for an absence request form.

Head Lice

On occasion young children catch head lice, to limit outbreaks, we request that parents regularly check all their family. If your child does have head lice, please let us know. If 'live' head lice are seen on your child, we will inform you at the end of the day and ask that you treat them before they attend the following day. Head lice can not be prevented but are easily treated

First Aid

First aid is always given to children who have had an accident.

Please ensure that we have up to date contact details in case your child gets ill or has an accident at school. Please inform the office immediately if any of the details change for emergency contacts.

