



# "WELCOME TO WOODSTONE"

## Information Booklet



**HEADTEACHER:** Mr P Mullins  
**DEPUTY HEADTEACHER:** Miss G Clement  
**CLASS TEACHER:** Miss G Clement/ Mrs C Leaney

**BUSINESS MANAGER:** Mrs G Clark  
**ADMINISTRATION OFFICER:** Mrs M Jackson-Wevill

### SCHOOL ADDRESS:

Woodstone Community Primary School  
Heather Lane  
Ravenstone  
Coalville  
Leicestershire  
LE67 2AH



**TELEPHONE:** 01530 519473  
**EMAIL:** [wpsoffice1@woodstone.leics.sch.uk](mailto:wpsoffice1@woodstone.leics.sch.uk)  
**CLASS EMAIL:** [reception@woodstone.leics.sch.uk](mailto:reception@woodstone.leics.sch.uk)  
**WEBSITE:** [www.woodstoneprimary.co.uk](http://www.woodstoneprimary.co.uk)

# The Partnership Starts Here!



Dear Parents/Carers,

We are delighted to welcome you and your child to our school. At Woodstone we greatly value the fact that you have chosen to entrust your child's education to us. As they take their first steps along this route this is an opportunity for us to develop a strong relationship – one where we work as partners to provide the best possible foundations for your child and build on what you have already done at home.

It is important to the school that you feel involved with, and informed of, your child's progress. We actively encourage parents/carers, to work in partnership with the teacher and staff to ensure that your child gets the very best start to their education. We will be asking you in the first term for your views on the induction process and for your thoughts on your child's ability in each different area of learning.

We aim to live up to your high expectations and this booklet will explain how we intend to do this. The booklet also tells you some helpful information which will make their first few weeks in school run smoothly.

Once again, welcome, and we look forward to a happy and successful association with you. If you would like to know any more please feel free to contact the school for further information.

Yours sincerely,

Miss G Clement  
Mrs C Leaney  
(Class teachers)

Mr P Mullins  
(Headteacher)

## GENERAL BACKGROUND

We are delighted to be welcoming your child to our school. We all feel very privileged to work and learn here at Woodstone as we have some of the finest facilities in Leicestershire. More importantly, we have an extremely hard working and dedicated staff who will all do their very best to make your child's time with us as positive and enjoyable as possible. We pride ourselves on the welcome we offer to our children and all other visitors and the high expectations we hold for both academic achievement and behaviour.

We believe the environment plays a key role in supporting children's development and learning. The classroom is self-contained in the fact that it has its own outdoor learning area, toilets and cloakroom. However, the children in this class play a full part in the life of the school, for example, participating in daily assemblies and annual shows.

Your child will spend three terms in the Reception Class.



## THE CLASSROOM

The classroom itself is divided into different learning areas offering a range of provision to challenge and stimulate your child's interest, and to provide them with opportunities to consolidate and extend their learning independently. We also provide the children with space where they can sit quietly and talk to other children, look at books or simply sit and reflect on their learning.



The layout of the classroom does not always remain the same. It is rearranged from time to time as needs and topics change to support the characteristics of effective learning.

## THE RECEPTION CLASS STAFF

Miss Clement and Mrs Leaney, the class teachers, will be supported by two fantastic Teaching Assistants, Mrs Capstack and Miss Cain.

At certain times you will see other staff and volunteers working with children in this class. For example, other Teaching Assistants could be supporting the children if there is a need plus we also have strong support from parent volunteers. All adults who work in school have been checked by the Disclosure and Barring Service (DBS) and hold an Enhanced DBS Certificate. Any such checks are processed through School as required.

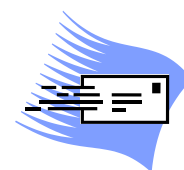
## THE SCHOOL DAY

Here is a simple guide to your child's day. Please ensure you get your child to school between 8:45 and 8.55am as this enables us to get off to a smooth, uninterrupted start.

The teacher will meet you and your child outside of the Reception classroom. The dinner choices will be available for you to help your child make their choice. A second member of the team will be in the cloakroom to support your child in organising their belongings while the third member of the team will be welcoming your child into the classroom.

The school day for Reception is as follows:

- Classroom doors are opened at 8.45am- children are registered at 8.55am
  - Morning break 10.20am – 10:35am
  - Lunch 12.10pm – 1.20pm
  - The school day finishes at 3.10pm



We ask that an adult brings and collects your child to/from school. If someone different is going to collect your child then you must let us know. We encourage regular attendance and monitor every child's absences. However, if your child is unable to attend for any reason please let us know on the first day of absence by 9:30am. This can be a telephone call, an email or a letter.

Remember our email address is:

[wpsoffice1@woodstone.leics.sch.uk](mailto:wpsoffice1@woodstone.leics.sch.uk)

Our phone number is: 01530 519473

Thank you.

## SCHOOL MEALS

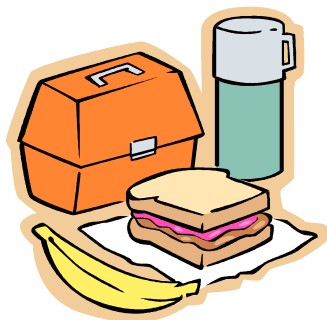
Your child/children may bring a packed lunch to school or you may prefer them to have a cooked meal. We cook our own meals on site in our own kitchen.

Since September 2014 all children in the Foundation Stage and Key Stage 1 (in state-funded schools in England) have been entitled to Free School Meals. However, if you are in receipt of certain benefits we would still like you to complete the Free School Meal Application Form that has already been sent home to you or contact School Food Support on 0116 305 7093 or 0116 305 6409. The number of children entitled to Free School Meals that we have in school under this category has an effect on our overall school budget, so even if you do not want your child to have a hot school dinner but are eligible to apply, we would be grateful if you would consider doing so because we will get additional funding, which in turn benefits the children at Woodstone. We have enclosed a leaflet titled **'Don't let your child miss out! The Pupil Premium Information for Parents'** which explains the process of applying. You could also be entitled to an annual free school uniform allowance.

Children receive a menu of choices at the start of the academic year and then again at various points throughout the year. This is overseen by Leicestershire County Council's School Food Support.

Packed lunches must not contain fizzy drinks, sweets or lollipops. Due to a number of children who have serious allergies we are a nut-free school so please ensure no items contain nuts. All children are encouraged to bring in a bottle of water that is taken home daily to be cleaned and re-filled for the following day. They must not bring in juice as this is not a healthy option and encourages ants into the classroom.

We are a Healthy School having initially achieved the status in 2010 and in May 2015 we were delighted to attain the enhanced status.



### **SCHOOL FRUIT**

Each child receives a **FREE** piece of fruit every day. They should **NOT** bring in any other kind of snack.

## SCHOOL MILK

Children are eligible to receive free school milk at morning break up until their 5<sup>th</sup> birthday. The scheme is operated by Cool Milk who will obtain a list from school of all new children starting in the Autumn Term so that their milk entitlement is available from the start. If you do not wish your child to have milk, then parents will need to go online and visit [www.coolmilk.com](http://www.coolmilk.com) to cancel the milk order for their child.

If you would like them to continue to have milk after their 5<sup>th</sup> birthday, Cool Milk will contact you via email and send you an invoice. Your child will continue to have milk once the invoice is paid.



## **THE RECEPTION CLASS CURRICULUM**

When planning any part of the curriculum our mission, values and aims, which underpin everything, are as follows:

### **MISSION STATEMENT & VALUES**

***"Growing together, Learning forever"***

#### **TO ACHIEVE OUR MISSION STATEMENT OUR AIMS are as follows;**

**W**e aim to promote high achievement where children work independently and collaboratively

**O**ffer broad and challenging opportunities which enable ALL children to achieve their full potential in an ever-changing world

**O**perate as a team - where Staff, Governors, Parents and members of the community recognise the importance of partnership in education

**D**evelop high self-esteem and a sense of worth alongside high standards of behaviour which will allow effective learning to take place

**S**trive to develop independent thinkers and highly motivated lifelong learners

**T**each children an understanding of, and respect for, their own and other beliefs and cultures, together with an awareness of the wider world and the important role they have to play

**O**ffer staff development and training – recognising the impact high quality training has upon raising standards within school

**N**urture all aspects of a child's development, emotionally, academically and socially

**E**nsure a bright, stimulating, challenging and happy learning environment where everyone feels valued, safe and secure

### **VALUES**

**WE SUPPORT EACH OTHER**

**WE KEEP EACH OTHER INFORMED**

**WE ARE PROUD OF OUR SCHOOL**

**WE LISTEN TO DIFFERENT OPINIONS**

**WE TRY OUR BEST**



## ROUTES TO RESILIENCE

At Woodstone we have received a certificate confirming we are now a 'Routes to Resilience' accredited school. The 'Routes to Resilience' programme aims to promote young people's well-being, focusing on them recognising, understanding and developing character traits which make them unique and then using these 'Character Muscles' to do the best they possibly can in all aspects of life.

### CHARACTER MUSCLES

Here at Woodstone, we have introduced 32 **Character Muscles** including 'resilience', 'perseverance', 'self-control', 'confidence' and 'teamwork'. In school children are regularly given opportunities to reflect upon the character muscles they are using and are supported to build and apply these muscles in different situations.

Our achievement certificates are based around these 32 Character Muscles. Certificates are given out on a Friday during our Golden Book Assembly to celebrate children's work and achievements.

## Our Character Muscles

- Perseverance
- Creativity
- Communication
- Kindness
- Confidence
- Concentration
- Teamwork
- Enthusiasm
- Independence
- Curiosity
- Questioning
- Self-control
- Listening
- Friendship
- Reflecting/Improving
- Co-operation



- Risk-taking
- Courage
- Empathy
- Compassion
- Imagination
- Humour
- Integrity
- Reasoning
- Gratitude
- Humility
- Imitation
- Optimism
- Resilience
- Problem solving
- Respect
- Self-esteem
- Self-awareness

## **SPECIAL EDUCATIONAL NEEDS**

During your child's time here at Woodstone every care will be taken to ensure the development of her/his self-esteem and confidence as a learner.

If your child experiences learning difficulties, we discuss these with you and possibly make contact with support services for help and guidance. These may include:

- School Nurse
- Speech & Language Therapists
- Physiotherapists
- Occupational Therapists

If you are experiencing difficulties with your child at home please speak to Miss Clement or Mrs Leaney, the class teachers. We will work with you to help your child.

Our Special Needs Co-ordinator is Miss Kelly Barnes. If you need to make an appointment to see Miss Barnes please do this through the school office – 01530 519473



## **PARENTS IN SCHOOL**

We believe that children benefit when there is a close partnership between parents/carers and teachers.

You will always be welcome in School and we hope you will take a positive and active interest. Obviously if the teachers are teaching then you will need to see them at the beginning or end of the school day or make an appointment if you would like to have a longer conversation.

We are always pleased when Parents/Carers are able to help in School. If you can spare an hour to help us we would love you to help with all sorts of activities, for example: cooking, reading, games and storytelling. Anyone who comes in to school will need to be willing to have a full Disclosure and Barring Service (DBS) check and usually do *not* help in the same class as their child.



## SCHOOL UNIFORM

The children are required to wear school uniform.



School Uniform



P.E. Uniform



Forest School uniform

It would be beneficial to the children if they are able to dress and undress themselves for P.E. lessons. P.E. kits need to be in School on a Monday and left for the week. Please feel free to take home on a Friday for a good wash!

### JEWELLERY

Children should not wear jewellery of any kind during PE. Earring should be studs and taken out on PE days. We are not able to assist children with this. Please note that ear tape is not permitted for P.E. lessons.