



EARLY DAYS

YOUR CHILD AT FROGMORE INFANT SCHOOL

Dear Parents/Carers,

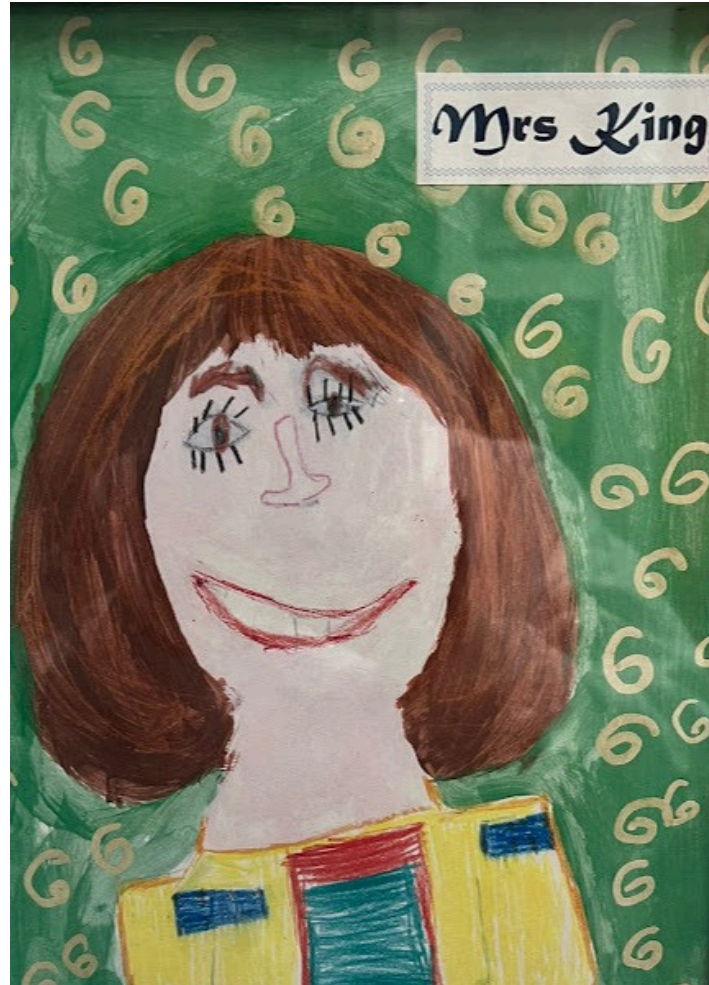
It gives me great pleasure to welcome you to Frogmore Infant School.

The Reception Year aims to lay firm foundations for learning. At Frogmore Infant School we want to build these foundations in partnership with parents. Over the next few months we hope to work with you to get to know your child and you as a family. We want your child to settle quickly into the school and have a rewarding and happy time with us. This booklet provides you with key information about the school to help make your child's transition into Frogmore Infants as smooth as possible.

This is an exciting time for you and your child and we are sure that alongside the excitement there might be a few nerves and questions. If you have any queries after reading this booklet or would like to know more, please do not hesitate to contact the school.

Yours sincerely

Jill King
Headteacher



E-mail adminoffice@frogmore-inf.hants.sch.uk

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Green Lane
Frogmore
Camberley
Surrey, GU17 0NY



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Telephone 01252 872601

YR classes

In YR, we have two classes, Monet Class and Van Gogh Class. Each class has a class teacher supported by learning support assistants.

Monet



Mrs Heap (class teacher on a Monday and Tuesday).
Mrs Taylor (class teacher on a Wednesday).
Miss Nottage (class teacher on a Thursday and Friday).

Van Gogh



Miss Simpson (class teacher on a Monday, Tuesday and Wednesday).
Mrs Taylor (class teacher on a Thursday and Friday).

Throughout the day children experience a range of learning activities through their own chosen play and directed adult activities. Children get opportunities to learn inside and outside and across both classes.



Mrs Heap



Miss Nottage



Miss Simpson



Mrs Taylor

Meeting your child's teacher

Your child will be allocated a class base very soon. You will receive further information regarding your child's class once our EYFS team have had the opportunity to meet with pre-school settings, using the information from them to help us best place your child. For the vast majority of the day, we play as a cohort so all 60 children get to spend time together, regardless of the class that they are in.

Transition events

Autumn	Birth dates between 01.09.20 - 31.12.20
Spring	Birth dates between 01.01.21 - 31.03.21
Summer	Birth dates between 01.04.21 - 31.08.21

Transition activity 1	For our first transition event we would like to invite you into school for our New Parent Meeting on <u>Wednesday 21st May: 6.30 - 7.30pm.</u>
Transition activity 2	We will be inviting your child and one carer into school on Wednesday 18th June to have lunch at school. This is often something the children are a little worried about prior to starting school, so we wanted to give them the chance to experience a hot school lunch with their familiar adult. There will be a cost for the meal for both the carer and child, and this will be payable in cash to the School Office. The event will run from 11:50am to 12:50pm and will give you an idea of how lunches operate at Frogmore. More information will follow via email and Google Forms.
Transition activity 3	We will also be inviting the children into school on <u>Thursday 3rd July</u> . This session is for <u>you and your child</u> to come and explore our EYFS indoor and outdoor areas. This session is for your child and <u>one adult</u> . Please note <u>siblings are unable to attend</u> . We will be having a play in our environment and sharing a story. Please arrive at the designated time at the school office. The arrangements for this session are as follows: <div style="text-align: center;"> Autumn 1:30 pm - 2:30pm Spring 9am - 10am Summer 10:30am - 11:30am </div>
Transition activity 4	The class teachers from Van Gogh and Monet classes will be visiting the children in their homes from <u>Thursday 4th - Tuesday 9th September</u> . This is a valuable opportunity as it gives teachers the chance to meet your child in their home environment whereby they can find out about each child's interests, their pets and things that are important to them. Included with this pack is a balloon. This balloon is for an adult to inflate and your child to decorate and leave it outside your home. This is to show the staff where you live and also as an activity for you and your child to welcome class teachers into your home.

Transition activity 5	<p>In preparation for your child joining us we have arranged some stay and play sessions to give them a chance to familiarise themselves with the environment and start to build relationships with adults and their peers.</p> <p>These sessions are for <u>children only</u> so that they can begin to become more independent and familiar with the school.</p> <p>Please just arrive at the designated time at the School Office, where your child will be greeted and welcomed into the classroom. Please collect your child from the School Office at the end of these stay and play sessions.</p> <p style="text-align: center;">Autumn</p> <p style="text-align: center;">Wednesday 10th September 9:00 am – 10:00 am Thursday 11th September 8:50 am – 10:20am Friday 12th September 9:45 am – 11:45 am</p> <p style="text-align: center;">Spring</p> <p style="text-align: center;">Wednesday 10th September 10:30 am – 11:30 am Thursday 11th September 10:30 – 12:00pm Friday 12th September 9:45 am – 11:45 am</p> <p style="text-align: center;">Summer</p> <p style="text-align: center;">Wednesday 10th September 1:30pm – 2:30pm Thursday 11th September 1:30pm – 3:00pm Friday 12th September 1:00pm – 3:00pm</p>
Transition activity 6	<p>During your child's home visit you will be given a Chatterbag. This is a paper bag that your child can decorate and put items inside that are important to them.</p> <p>We will be using these bags to get to know each other and will be sharing the contents in small groups. The bags will stay at school until all of them have been shared, so please do not put anything inside that your child will need to use or is especially precious e.g: comforter. Please <u>name all items</u> inside the bag.</p>

When will my child start school?

All children will start school full time on:

Monday 15th September at 8:40am.

If your child is four and you feel that they are not ready to start full time, please let us know. We are able to offer part time attendance if it is in the best interest of your child. For most children, we recommend starting full time as the best way to support effective transition into school life.

What happens on the first day of school?

Come onto the school playground via the gate on Green Lane and wait on the main playground. A member of staff will walk down to open up the gate to the Year R garden at 8:40am. From there you can walk with your child to the reception classes. A member of staff will be there to meet you and your child at the classroom door and show your child where to put their things. We try to encourage the children to come in on their own as quickly as possible and promote quick 'goodbyes' as this helps your child to settle quickly and feel comfortable at school.

At pick up time, please collect from outside the classroom door, unless otherwise informed. Your child will be handed over to you by a member of staff. Children are not allowed to leave the staff member unless they have seen you and can personally hand your child over. Please let us know if other people will pick up your child so there is no confusion for us in school.

Arrival and departure from school

You will be aware of the hazards that young children face as they use the narrow and seemingly quiet road by the school. Please support your child in understanding road safety and keep to the following guidelines: - If you walk to school, show your child the safest place to cross roads on your route - Come straight into the school playground on arrival - If you arrive by car, do not park on the zig zag lines or in front of resident's driveways - Do not use the gravel track by the school to park or as a short cut. It is for residents only - The carpark is for staff cars only - Please stay with your child on the playground until your class teacher welcomes children into school - The riding of bikes and scooters is not allowed on the school playground - Please do not allow your child or siblings to play in the Year R garden before or after school.



School lunches

Children eat lunch in the school hall and those eating school dinners and packed lunches sit together. Children choosing a school dinner make a choice at the beginning of the school day, when the register is taken. It is helpful to look at the lunch choices in advance with your child. A team of lunchtime assistants managed by Jill King, Headteacher supervises the lunchtime break.

Further information will be sent via the school office regarding menu's and lunch providers.

Packed lunch

At Frogmore Infant School, we will encourage your child to develop a healthy lifestyle and make informed choices about their diet. Healthy eating and oral hygiene are also an important part of the Early Years Curriculum. To support you in providing a healthy lunch box for your child we have included a list of permitted items below.

Packed lunches should include:

At least one portion of fruit and one portion of vegetables every day.

- Meat, fish, eggs, or a non-dairy protein every day.
- Oily fish, such as salmon, at least once every three weeks.
- A starchy food such as any type of bread, pasta, rice, couscous, potatoes or another cereal every day.
- A dairy food such as milk, cheese, yoghurt, fromage frais or custard every day.
- A drink of water, fruit juice or smoothie (maximum portion 150ml).

Packed lunches can occasionally include:

- Meat products such as sausage rolls, individual pies and sausages. Cakes and biscuits, this may include things such as angel cakes, cookies and chocolate biscuits such as oreo and penguins, but encourage your child to eat these as part of a meal, and be mindful of appropriate portion sizes.

Packed lunches should not include:

- Confectionery such as chocolate bars, chocolate-coated cereal bars, processed fruit bars and sweets.
- Sugary soft drinks, such as squash, fruit shoots and fizzy drinks.
- Nuts (we are a nut free school).
- Kiwi (we have a severe kiwi allergy in school).

If you are sending a packed lunch, please ensure that the food and drink is carried in an appropriate container and is marked with your child's name.

For tips and ideas on preparing a healthy lunchbox visit
NHS Healthier Together Lunchbox:



What should my child wear?

Our school uniform consists of:

- Grey trousers, shorts, skirt or pinafore dress
- Blue and white gingham dress in summer
 - White shirt, polo shirt or blouse
 - Royal blue sweatshirt or cardigan
- Black shoes (Not boots) . NO trainers please (except on PE days)
- Book bag. Please no backpacks as there is no place to store these.

Please name all items.



A single stud earring in each ear is permitted. No hoops.

Only small, plain hairbands and clips are appropriate for school.

Please note necklaces and bracelets should not be worn.

The school does not accept responsibility for the loss or damage of any jewellery a child brings to school.

The school's PTA hold regular second hand uniform sales during which parents/carers can buy uniform at significantly reduced prices.

Any parent/carer who is concerned about the cost of uniform, is encouraged to speak to the school office so we can help.

PE kit

Our PE kit consists of:

- Black or navy shorts (please no skorts)
- Black or navy joggers (No logos)
- House colour t-shirt (you will be told which colour t-shirt your child needs once they are allocated a class base)
- School cardigan or jumper
- Plimsols or trainers (please provide velcro trainers unless your child can do up their own laces).

Please name all items.

On PE days please tie up long hair and remove earrings or cover with tape. Please note that staff are not allowed to remove children's earrings under any circumstances.

Children should come to school wearing PE kit on PE days. They will stay in their PE kit all day and there is no need to bring their uniform for those days. We ask that (through the winter months) when the children wear joggers, they put shorts on underneath or put in school bags for changing into for gymnastics.



What to wear each day

Monday	School uniform
Tuesday	School uniform
Wednesday	PE kit
Thursday	School uniform
Friday	School uniform

Where can I get the uniform?

School uniform can be bought from most supermarkets.

Jumpers, cardigans and book bags with the school logo on can be purchased from the Brenda's website:

Once issued a house colour, plain coloured PE tops can be purchased from any store that sells them or Amazon.



What else does my child need?

- Named waterproof coat.
- A pair of Wellington boots for your child. These should be named and stay in school. Please remember to replace these if your child goes up a shoe size during the school year.
- Named water bottle with water only.
- Named hat/scarf/gloves in cold weather.
- Named sunhat and suncream in hot weather.
- Full set of spare clothes, including underwear and socks



What if my child loses something in school?

The lost property box is located just outside the school office. To help us return all items to their owner, please name all of your child's clothes and belongings.

Can my child bring toys?

Only if asked by their class teacher. Staff will let you know if children are allowed to bring in special items to support the topics.



Charging Policy

Although education provided by the school is free, charges may be made in certain circumstances. The school will usually request a voluntary contribution from parents towards the costs of educational visits or visiting groups. Without these contributions many activities could not take place, although children are never excluded from an event if parents are unable to make a contribution towards the cost. Please note that if your child is unable to attend a school trip and contributions have been paid, all returnable money will be reimbursed to parents.

Breakfast and after school club

'Just Like Home' offers breakfast and after-school care for Frogmore Infants and Junior children. This is located in the Sunshine Room at Frogmore Junior School. Children can enjoy a wide range of activities with child led play. Breakfast club is from 7.45am and after school club runs until 5.45pm. Food is included in both sessions. To find out more information:



What should I do if my child is ill?

Please inform the school office on the first day of illness.

If your child requires regular medication (e.g. asthma inhaler) or needs to complete a course of prescribed medicine, we are able to supervise their administration. Please ask at the School Office for a medicine form and ensure that all medicines are clearly labeled with your child's name. Please note we are unable to administer non prescription medicines.

Please ensure that prescription medicines are in their original container. If medicines are in dose frequencies, it is helpful that they are taken outside of school hours where possible e.g. medicines needed to be taken three times a day can be taken at breakfast time, after school and at bedtime.



What if I need my child to have time off school?

Time off school can only be authorised for exceptional circumstances. A request form is available from the School Office. Parents should make every effort to ensure their child attends school regularly and on time. Hampshire has a policy of issuing Penalty Notices (fines) when unauthorised absence meets key thresholds. For a request form or further information:



Keeping children safe

At all times we endeavour to maintain a healthy and safe environment for your child to live and learn in. Our staff are able to manage minor accidents and illnesses and we will always contact you if we consider that your child is too unwell for lessons, or if there is something that is concerning us. You can help us in these ways:

Contacting you in an emergency

Please ensure that the contact telephone number we have for you is current. Let us know immediately of any changes in writing.

Collecting your child from school

During the day your child may only be collected by you, or by a person named by you. This is to ensure your child's safety. Any child not collected at the end of the school day will be supervised by the Headteacher or an appointed staff member.

Safeguarding

Safeguarding is 'everyone's responsibility'. Staff members will maintain an attitude of "it could happen here" where safeguarding is concerned. Anything that makes you feel uncomfortable is always worth sharing. The welfare and safety of children is paramount. If you have concerns over a child's safety or welfare, please tell someone. We have a member of staff appointed as Designated Safeguarding Lead (Jill King, Headteacher) and Deputy Designated Safeguarding Lead (Sian Williams, Assistant Headteacher). To find out more about safeguarding at Frogmore Infant School:



Use of social media



We allow parents to take photos of school events so that you have lasting memories of your child's time at Frogmore Infants. We also take our own photos of these events and use them on our school website. Images are only used by the school if we have received consent from you to do so.

Please only post images of your child on social media/online forums if they only show your child. The sharing of photos showing other children is strictly prohibited.

Please do not 'tag' Frogmore Infants as the location of your photos on Facebook and similar sites. If you do, anyone can link your child's image, family name and school together. It is also wise to check your privacy settings if you decide to share images, as this will help to prevent the inappropriate use or viewing of these and other personal photographs.

Assemblies

School assemblies take place regularly and follow themes linked to major festivals of the year, our Green Code and school values. Every Friday morning is a special Celebration Assembly to which parents are sometimes invited. All parents have the right to remove their children from assemblies if they wish to, in which case supervision is provided. Requests should be made in writing to Jill King, Headteacher.

Religious education

The school follows Hampshire's Living Difference syllabus. All parents have the right to remove their children from RE lessons if they wish to, in which case supervision is provided. Requests should be made in writing to the Headteacher.



Relationships education

Our Relationships policy is in line with Hampshire guidelines and is taught through science and personal education. We aim to develop children's self-esteem, a caring attitude towards each other and their awareness of themselves as human beings. The policy is available here:



Special educational needs

Frogmore Infant School is a place where we want all pupils to thrive. All children can expect a fully inclusive, well differentiated education at our school, some children may need additional support during their time with us and a few children will need more precise, specialist input. High quality teaching is our first step in responding to pupils who have SEND. This is differentiated for individual pupils. We provide a range of interventions as required including RWInc I:I, fine motor skills, SALT.

Our Special Educational Needs Co-ordinator (SENCo) works with class teachers to create an Individual Education Plan which includes specific, measurable, achievable, relevant, and time-bound (SMART) targets. A programme is then drawn up to ensure pupils' needs are met. For more information on special educational needs:

