



THE ABBEY
PRIMARY SCHOOL

Key people – Senior Leadership Team



Mr Cox
Executive Head



Mrs Kelsall
Head of School



Mrs Goodridge
Assistant Head

Key people- Pastoral team



Mrs Munns

Family Support Worker

Attendance Officer



Miss Smith

SENCo



Mrs Allen

S&L Specialist

Attendance Officer

Key people- EYFS team



Mrs Goodridge
Nursery/Reception Teacher



Miss Fitzjohn
Level 3 EYFS Practitioner



Miss Hodges
Reception Teacher

Core Values and School Rules

Respect and Compassion

Be caring and
kind.

INCLUSION

Self-respect and Responsibility

Be honest and
helpful.

INTEGRITY



Be yourself.

INITIATIVE

Aspiration and Courage

Be your best.

INSPIRATION

Wisdom and Justice

Be thoughtful and
fair.

INVOLVEMENT

Home and School Liaison



- Collaboration between home and school is essential to the development of children and every effort is therefore made to foster good relationships between parents and teachers.
- Daily communication with class teacher on drop off and pick up.
- Updates on school social media.
- Parents' evenings are arranged during November and March to discuss your child's progress.
- Report card twice per year.
- Regular letters to inform parents about any additional intervention their child is having.
- Written report is given at the end of the Summer Term.

Important dates for Starting School



Nursery –

- Monday 7th September

Reception –

- Thursday 3rd September

Transition for Nursery and Reception

Tuesday 30th June 2026 - Stay and Play Session

Children to visit EYFS with their parents/carers

1pm-2pm for Nursery

2pm-3pm - Reception

Monday 6th July 2026 – Transition afternoon

Children to visit EYFS for 1 hour to meet their teachers and explore the areas.

This will be on their own so they can get a feel for coming to school.

1pm – 2pm Nursery

2pm-3pm Reception

Friday 5^h September 2025

Parents/ Carers and children to have 15 min 1:1 session with their class teacher

Summer Term - Teachers will visit nurseries/preschools to see your child in their current setting.



The School Day

Nursery:

08:40 – 11:40 Morning Session
11:40 – 12:10 Lunch club
12:10 – 15:10 Afternoon Session

All children are expected to arrive promptly at 8.40am/ 12.10pm. Children will wait in the EYFS outside area and be met by the early years staff, who will take them into class.

Reception:

08:40 – 11:50 Morning Session
11:50 – 12:40 Lunch Break
12:40 – 15:10 Afternoon Session

All children are expected to arrive promptly at 8.40am. Children will line up in the playground when the bell rings and will be collected from the playground by the early years staff.



Snack

During the day, the children have access to milk and a range of small healthy snacks.

Please inform us of any food allergies your child may have.

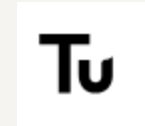


Our School Uniform

Uniform can be ordered from “Brigade” online at <http://www.brigade.uk.com/direct>.

The school uniform consists of (nursery):

- | | |
|------------------------------|--|
| • Polo shirts | white or red |
| • Trousers or shorts | grey or black |
| • Legging or jogging bottoms | dark in colour |
| • Skirts or pinafore dresses | grey or black |
| • Summer dresses | red and white stripe or check |
| • Fleeces | red with school logo |
| • Sweatshirts or cardigans | red or white with or without school logo |
| • Socks or tights | white, black or grey |
| • School Shoes | black or grey |
| • Wellies to keep in school | Any colour |



PE Kit- Reception only

- T-shirt white or house colour (blue, green, yellow, red)
- Shorts black or navy blue
- Plimsolls or trainers
- Drawstring bag

Spare set of clothes

- Spare set of uniform.
- Socks
- Underwear



Please ensure all uniform is clearly marked with your child's name.

Lunchtimes



- All Lunchtime Supervisors are our teaching assistants.
- The Head of School or Assistant Headteacher is on duty at lunchtime to support.
- All infant pupils in England and Wales are now entitled to Universal Free School Meals - free of charge for all pupils in the Reception and KS1.
- Dolce provide our school lunches.
- Order food online via SchoolGrid.
- Packed lunches can be brought in - as we are a “Healthy” school we discourage sweets and fizzy drinks.

Example Dolce Menu



Monday, 02 Jun	No order
Mains (for order)	
☐ Cheese & Tomato Panini Melt (V)	?
☐ Summer Pesto Pasta (VG)	?
☐ Fresh Jacket Potato & Choice of Fillings	?
☐ Filled Roll with Cheese	?

Tuesday, 03 Jun	No order
Mains (for order)	
☐ Chicken in Katsu Curry	?
☐ Baked Bean & Potato Pie (V)	?
☐ Jacket Potato & Choice of Fillings	?
☐ Wholemeal Sandwich (choice of fillings)	?

Wednesday, 04 Jun	No order
Mains (for order)	
☐ Roast Chicken* (GF)	?
☐ Vegetable Burrito (VG)	?
☐ Jacket Potato & Choice of Fillings	?
☐ Filled Roll (choice)	?

Thursday, 05 Jun	No order
Mains (for order)	
☐ Deep Pan Pepperoni Pizza & Pasta	?
☐ Authentic Vegetable Curry (VG) (GF)	?
☐ Jacket Potato & Choice of Fillings	?
☐ Wholemeal Sandwich (choice of fillings)	?

Pupil Premium / EY Pupil Premium



The Pupil Premium is **additional funding** given to schools so that they can support ‘disadvantaged pupils’ and close the attainment gap between them and their peers.

This additional funding is for pupils who currently qualify for free school meals or have done so in the last 6 years; children who have been adopted from care; looked after children and children of Service Personnel.

It is very important to complete the form if you are entitled to this funding as we are able to support your child to enhance their education.

Pastoral Care

Your child's welfare and happiness is of paramount importance.

- Emergency contact details kept of parents/carers and other emergency contacts.
- Children who are unwell during the school day are cared for by the School Secretary, until the child can be collected by a parent/carer.
- Small injuries are taken care of by a qualified first aider. Parents will be informed of this at the end of the day.

Family Support Worker

Can provide support on:

- Challenges related to parenting
- Child development
- Family well-being.



Mrs Munns can be contacted
via the school office.

Behaviour and Social Development



The 5 Bs

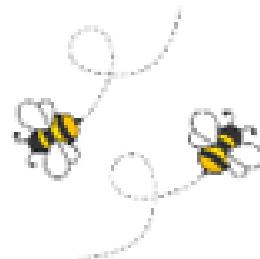
Be caring and kind.

Be honest and helpful.

Be yourself.

Be your best.

Be thoughtful and fair.



Remember to be the 5Bs, even
when no-one is looking!

Behaviour and Social Development

Behaviour policy – developed based on ‘Therapeutic thinking’ and ‘Zones of Regulation’



Medication



- Asthma - a named spare inhaler must be kept in school.
- Other medicines are not administered at school unless under extreme circumstances.
- Antibiotics – will only be administered if they require a dose 4 times per day.
- All medicines administered by a trained first aider.

Medical checks

Medical and health checks by the school nurse are carried out in the Early Years. You will be emailed about this directly with more information.

Special Educational Needs

- Some children may need extra support with learning, whether to catch up or progress further.
- Each child's needs are carefully assessed, and tailored support is provided either in their class or in small groups.
- Parents/carers are always informed if their child requires additional help.
- The school's SENCo, Miss Smith, is available for any concerns—parents should speak to their child's teacher or Miss Smith for guidance.

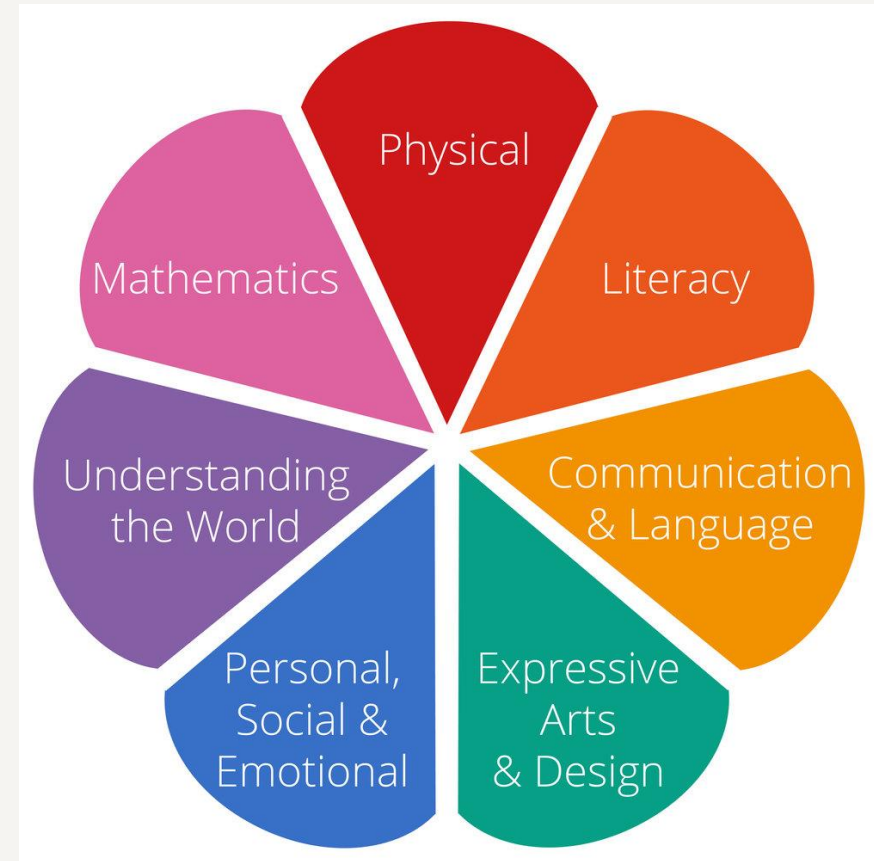


The Curriculum

Activities in Reception are carefully planned and organised in order to provide a range of learning experiences. Individual records are kept by staff to record the activities your child participates in and undertakes, as well as their progress in specific skills.

There are 7 Areas of Learning in the Early Years Foundation Stage (EYFS), which activities are planned around:

Personal, Social and Emotional Development
Physical Development
Communication and Language
Literacy
Mathematics
Understanding the World
Expressive Arts and Design



Throughout the EYFS, children will be working towards the Early Learning Goals. These describe the level of attainment expected at the end of your child's reception year in school.

Assessment

Early Years Entry Assessment: Begins upon entry, with practitioners observing children during play and learning.

Reception Baseline Test: Conducted after children settle into school, as a statutory assessment.

End of Early Years Profile: The Early Years Foundation Stage profile is completed for each child, reporting outcomes to parents/carers.



Homework

- Read, read, read.....

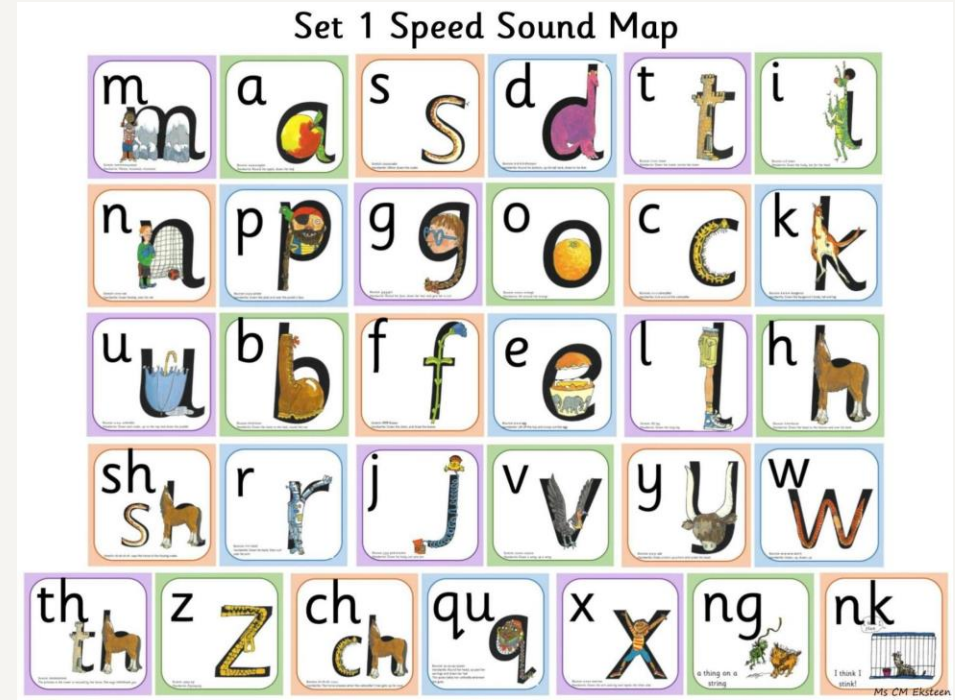
Ask your child to read the Speed Sound cards speedily.

Use Fred Talk to help your child read and spell words.

Listen to your child read their Read Write Inc. Storybook every day.

Practise reading Green and Red Words in the Storybook speedily.

Read stories to your child every day to promote a love of reading.



School Information

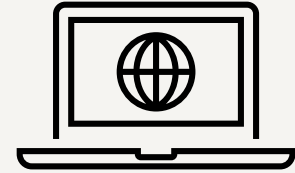
www.abbeyprimary.co.uk

EYFS news, school newsletters and other important information.

Facebook/Instagram page, where lots of curriculum and events updates will be shared.

School also email parents/ carers to keep them up to date.

School telephone number: 01604 660100



Absences

- Absences to be reported to the school office by 9:00am.
- Attendance Officers are here to support with school attendance.



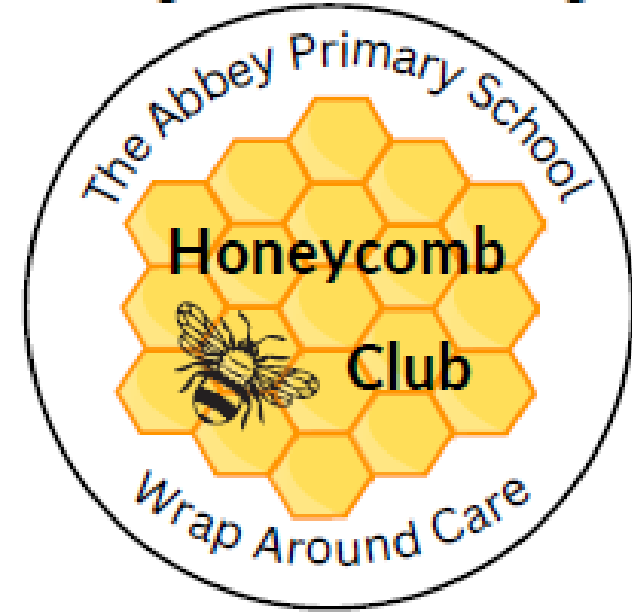
Mrs Munns



Mrs Allen

Attendance Impact

	Impact over 1 school year	Impact over 5 school years
100% Attendance	0 days missed	0 days missed
95% Attendance	9 days of absence 1 Week and 4 Days of learning lost	$\frac{1}{4}$ year learning lost
90% Attendance	19 Days of Absence 3 Weeks and 4 Days of learning lost	$\frac{1}{2}$ year learning lost
85% Attendance	28 Days of Absence 5 Weeks and 3 Days of learning lost	$\frac{3}{4}$ year learning lost
80% Attendance	38 Days of Absence 7 Weeks and 3 Days of learning lost	1 year learning lost
75% Attendance	47 Days of Absence 9 weeks and 1 day of learning lost	1 $\frac{1}{4}$ years learning lost



WRAP AROUND CARE –Honeycomb Club

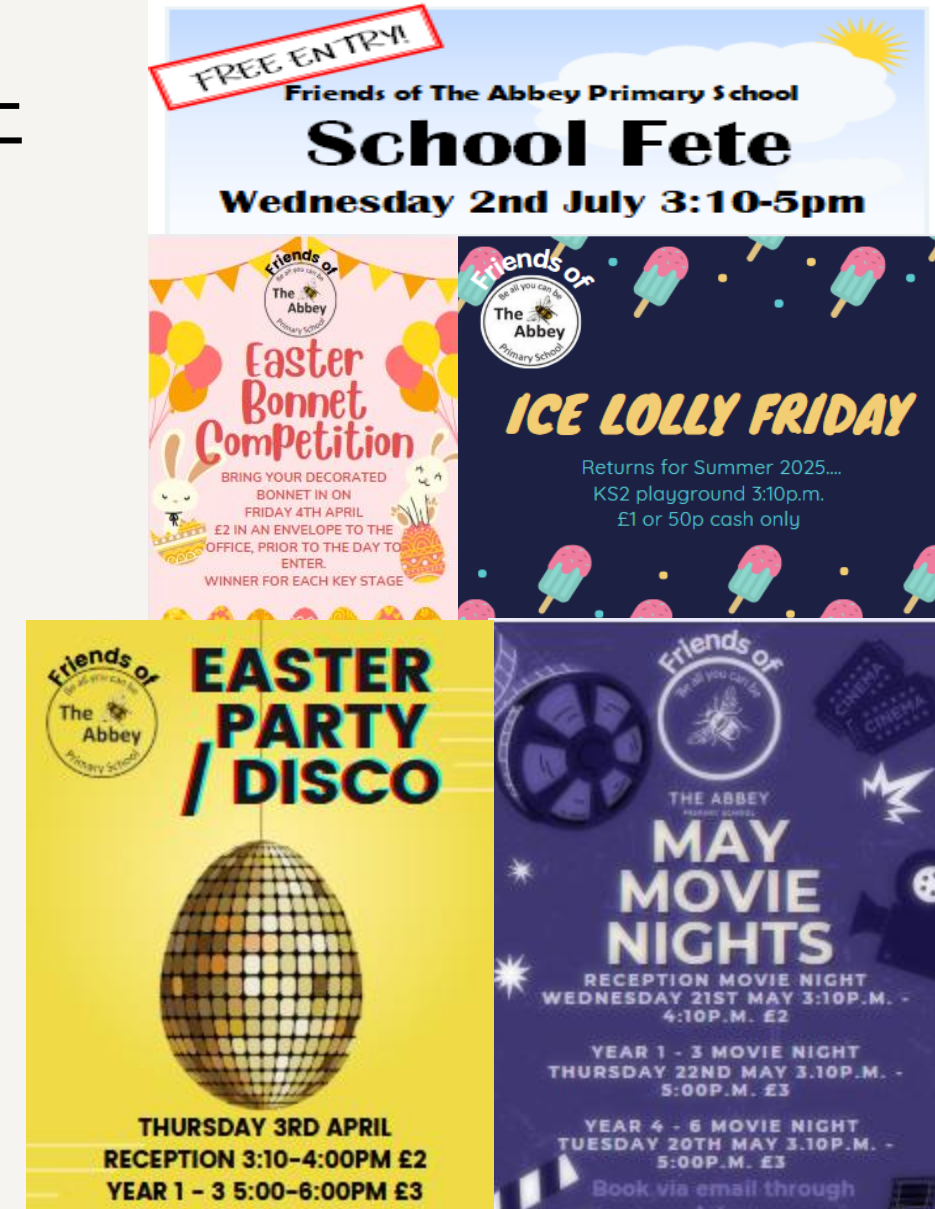
Club	Timings	Cost
Breakfast Club	From 8:00am Until 8:40am	£4.50
After School Club Early	From 3:10pm Pick up by 4:00pm	£5.50
After School Club Late	From 3:10pm Pick up by 5:45pm	£12.50



Book via the Arbor app

The Friends of The Abbey Primary School - Registered charity number: 1208613

- School Fete
- Discos
- Bingo
- Movie Afternoons
- Ice Lolly Fridays



Subsidise school trips by £10 each year, per pupil.
Provide fun events and equipment.

Safeguarding - DSLs



Mrs Kelsall
Head of School



Mrs Goodridge
Assistant Headteacher



Mrs Munns
Family Support Worker



Miss Smith
SENCo



Mrs Childs
UKS2 Lead

Be Ready for the First Day of School

- Good bedtime
- Morning routine
- Healthy breakfast
- School uniform -all labelled!
- Velcro shoes named
- Calm start to the day



Your smile

Your book bag named

A water bottle

A pair of named wellies

A spare pair of trousers and underwear

Starting Reception

HomeAboutEarly Years ToolkitUseful linksSign up for updatesEnglish



Starting Reception

Your child's journey to school starts at home

↓ View the definition

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Physical development

Getting moving for at least three hours a day

- Walking up and down steps (one foot at a time, using the wall for support)
- Climbing, running, jumping and playing
- Catching a large ball (most of the time)
- Doing simple puzzles and craft activities, strengthening their grip with cutting and sticking

[Click here for information and guidance...](#)



Growing independence

Taking care of themselves

- Putting on/taking off their coat and shoes
- Using the toilet and washing their hands
- Getting dressed with little help, e.g. after using the toilet or doing PE
- Using cutlery (e.g. fork and spoon, chopsticks) and drinking from an open cup
- Spending time away from you, learning they can be looked after by caring adults



Play, creativity and curiosity

- Taking part in imaginative play (e.g. role play)
- Drawing, painting, colouring and sticking
- Counting, building and doing puzzles
- Sharing story books with caregivers, looking at pictures and talking about the characters
- Exploring the world around them (e.g. looking closely at the natural world, noticing numbers, patterns and shapes, playing safely with objects at home)

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Skills for starting school - advice for parents

Tips and activities to support the skills your child needs to start school - from potty training to language learning.

How to help a 'shy child' feel confident about school

Clinical Psychologist Dr. Martha gives her advice on how to support your 'shy' child.

Cbeebies Parenting

