

EYFS PARENT'S HANDBOOK 2024/2025



OUR LADY & ST EDWARD CATHOLIC VOLUNTARY ACADEMY



We are part of the Our Lady
of Lourdes Catholic Academy
Trust.

WELCOME TO OUR LADY AND ST EDWARD

Dear Parents and Carers,

Welcome to Our Lady and St. Edward Catholic Voluntary Academy where we put children at the centre of everything we do. We are a one form entry school for children between the age of 3 and 11.

Our strapline is: **GUIDED BY JESUS IN ALL THAT WE DO, TOGETHER WE ARE ONE... ONE ACADEMY... ONE COMMUNITY...ONE WORLD.** We believe this and live this message out in our daily lives through work, play and friendship.

In our Mission Statement, we are inspired by the teachings of St Francis. He asked that we 'Live the Gospels'; we believe:

*Our Lady & St Edward Academy is a **loving, considerate and serving** Catholic community **striving** to educate all children to **develop spiritually, personally and academically.***

By placing the person and teachings of Jesus Chris at the Centre of all that we do, we will:

*Grow in **faith** for God and **love** for one another*

*Be **kind, respect** differences and show **compassion** to all*

*Show **honesty** and **forgive** those who hurt us*

Use our God given gifts to be the person He wants us to be,

GUIDED BY JESUS IN ALL THAT WE DO, TOGETHER WE ARE ONE... ONE SCHOOL... ONE COMMUNITY...ONE WORLD.

At Our Lady & St Edward, we believe our values are authentic examples rooted in the Gospel. We recognise that for children to achieve their true potential these values are understood, lived out in school, at home and within the wider community. Using the examples in Scripture, the Saints and the Church, children will encounter Christ; become one of his disciples and go out to continue His mission throughout their whole lives.

Through living out our mission statement, we know that we provide a caring school community in which children feel happy and secure. Each day is treated as a 'new' day and a new chance for everyone to shine.

We know that by placing an emphasis on quality teaching and learning, where children are provided with a rich, stimulating and relevant learning environment, we are creating a strong foundation on which future achievements will be built. Our creative curriculum gives our children the opportunities to become independent learners. Topics are planned termly with an over-arching theme to engage all pupils. We hold open afternoons to showcase children's work and parents are always invited in to school to our child led celebrations.

Pupil voice plays a very active part in school life: - we have a Chaplaincy Team, School Councillors, Well-being Champions, Pupil Librarians, Eco Warriors, Online safety Champions, Parish Ambassadors and House Captains. These groups meet regularly and play an active part in making decisions regarding events in school.

For Reception aged children we also offer 'out of school' provision with a Breakfast Club in the morning and TB Sports provide Wraparound Care. In addition, a variety of different sporting after school clubs take place each evening led by TB Sports throughout the week.

To get a 'feel' for the school we always encourage parents to visit, meet the staff, pupils and take in the environment which is as important to us as the teaching and learning; we want pupils to be proud of their school and treat it with respect.

I look forward to meeting you,
Best wishes,
Mrs. Rachel Byrne (Head Teacher)

Useful Information

Nursery

Morning session: 8:40 - 11:40am

Afternoon session: 12:15 - 3:15pm

30 hours children: 8:40 - 3pm (Packed lunch required)

Reception

Morning session: 8:50am - 11:30am (Door between 8:40am to 8:50am)

Playtime: 10:30am - 10:45am

Lunchtime: 11:30am - 12:30pm

Afternoon session: 12:30pm - 3:10pm

Children in EYFS use the gate next to the church. Children are able to go into their classroom from 8:40am where their teacher will be waiting. At 8:50am, the bell rings and the school day begins. At the end of the day, the children will be dismissed from the cloakroom. If someone different is to collect your child or you need to change your usual arrangement, please inform your child's class teacher or contact the school office. You will have to share a password with staff and the person collecting your child will need to confirm this too. For safety reasons parents are asked not to park on the zig zag lines outside the school. There is parking available in The Greyfriars Club.

Children in Reception are entitled to a free school meal under the Government's Universal Free School Meal Scheme. All school meals are currently provided by Aspens Catering. Dinners are of an excellent quality and there are usually five options each day for the children to choose from.

There is also the Free School Meal entitlement which applies to children throughout school whose parents receive at least one of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (with no Working Tax Credit) with an annual gross income of no more than £16,190
- Working Tax Credit run-on (paid for the four weeks after the person stops qualifying for Working Tax Credit)

This is different to Universal Free School Meal Scheme. As well as your child being eligible for a free school meal they would also be entitled to free breakfast club, items of uniform and reduced rates for educational visits. If you think your child may qualify for this, please contact the school office for a form or complete one online -

<https://www.derbyshire.gov.uk/education/schools/your-child-at-school/meals/pupil-premium/school-meals-pupil-premium-form.aspx>

Alternatively, your child can bring their own packed lunch to school. Please ensure your child's lunchbox provides a healthy balanced lunch including a sandwich, fruit, yoghurt and only one sweet treat. This is in line with the children who stay for school dinner receiving one desert. **WE ARE A NUT FREE SCHOOL** (including Nutella) due to a number of children suffering with severe allergies.

Sweets must not be brought into school. The only exception to this is if your child wishes to bring some sweets or share with their class to celebrate their birthday.

Milk is free for children until the age of 5 and those in receipt of Free School Meals. When your child reaches five they can continue to have milk each day through the Cool Milk scheme, there is a small charge for this. Please speak to the school office for further information. The children drink water throughout the day, juice is not allowed.

Fruit is available each day for the children to take out to play. Water (in a named bottle) may be brought into school.

If you have any concerns about your child's health or they have a medical condition that we should be aware of, please let us know before they start school. This will ensure staff will be able to fully support your child when they begin school. Staff in school are only allowed to administer medicine which is prescribed by a doctor. Parents will need to complete a self-administer form to enable staff to give the medication or parents are welcome to come into school and do so themselves. Children with ongoing medical conditions such as asthma / allergies must have an inhaler / epi-pen in school which is in date. If your child is off school with sickness and diarrhoea, please keep them at home for 48 hours after the symptoms have stopped.

If your child is absent from school, please contact the school office on the first day of absence. Please note family holidays will only be authorised in exceptional circumstances. The local authority reserves the right to issue fines to parents taking unauthorised holidays during term time.

Wraparound Care

We run a Breakfast Club each morning for children in Reception from 7:40am - 8:40am, serving cereal, toast and a drink for a small charge of £2.50 each day. The latest time to arrive at Breakfast Club is 8:10am. For more details or to book a place, please speak to Mrs Barfield and Mrs Rogers in the school office.

Throughout the year, there is the opportunity for your child to attend after school clubs and further information will be available at the beginning of each half term.

School Uniform

Please ensure all pieces of uniform are clearly marked with your child's name. Children are expected to wear full school uniform each day as follows:

Girls

- Navy blue cardigan or sweatshirt with the school badge
- White polo shirt
- Grey skirt or pinafore
- Grey trousers (this does not include leggings)
- Blue gingham summer dress
- White, grey or navy blue socks or tights
- Black sensible shoes (no boots or trainers)
- Plain black or navy coat

Boys

- Navy blue cardigan or sweatshirt with the school badge
- White polo shirt
- Grey trousers or shorts (this does not include joggers)
- Grey or white socks
- Black sensible shoes (no boots or trainers)
- Plain black or navy coat

PE Kit

- Red t-shirt with school badge
- Plain black shorts
- Plimsolls or trainers
- Plain black joggers can be worn in the colder months outside.

In the interest of safety pupils must not wear jewellery, other than watches (for which they will be responsible) If children have pierced ears only stud earrings may be worn.

Fashion hairstyles are not allowed e.g. tramlines, beads. All long hair must be tied back with a bobble.

Children will also require a book bag with the school badge on.

All school uniform will only be available to order online from www.justschoolwear.co.uk

You must place your order by 2nd August to ensure delivery in time.

There will be an expectation that all children will have the correct uniform at the beginning of the new school year.

Preparing your child for school

Helpful activities for you and your child to do together:

- Help you around the house; setting the table, putting the shopping away, gardening
- Sitting together and sharing a story
- Visiting places together including the supermarket, the park, church, library
- Singing nursery rhymes and songs together
- Counting together e.g. climbing the stairs, teddy bears, stones
- Watching a film together

These activities provide lots of opportunities for talking and sharing ideas with each other. Your child learns a lot from listening to you and talking with you.

Playing with your child

- Counting games e.g. snakes and ladders
- Snap, memory games
- I spy
- Colour or picture dominos
- Jigsaws
- Lego
- Using paint and chalk

Can your child.....?

- Dress and undress him / herself?
- Put on and fasten their coat
- Change shoes into plimsolls and into shoes again
- Use the toilet properly and flush it afterwards
- Wash and dry his / her hands and face
- Use a knife and fork to cut up food and eat their dinner
- Use scissors to cut paper
- Hold a pencil using a tripod grip
- Recognise and write their name
- Take turns in a game
- Tidy and clear away his / her toys

If your child cannot do any of these, please practise during the summer holidays. If you have any concerns, please ring and talk to us. We are here to support you and make your child's transition to primary school as smooth as possible.

The Early Years Team



Miss Swaby - Reception Teacher.



Miss Makings - Early Years Leader, Designated Safeguarding Lead, Reception Teacher (Maternity Leave).



Miss Bassi - Reception Teaching Assistant.



Miss Smith – Reception Teaching Assistant.



Miss Ho – Reception Teaching Assistant.



Mrs Abbott – Nursery Teacher.



Mrs Astley – Nursery Teacher, Acting Early Years Leader, Acting Designated Safeguarding Lead.



Miss Bates – Nursery Teaching Assistant.