



# Wood End Primary School

WELCOME TO RECEPTION



# STRUCTURE OF THE SCHOOL

- Head Teacher: Mr Stainbank
- Deputy Head: Mr Best
- Assistant Head (Curriculum & Assessment): Mr Greeves
- Assistant Headteacher (Inclusion): Mr Gohil
- Early Years Lead: Mrs O'Leary (Mr Gohil - Maternity cover)
- Designated Senior Leader for Safeguarding: Mr Best
- Class Teachers: Miss Doherty and Mrs McFarlane
- Teaching Assistants
- Welfare – Mrs Taylor & Mrs Li
- ICT Manager - Mrs Francis
- Front of House – Mrs Nandra (Attendance), Mrs Donohue (Admissions), Mrs Temple, Mrs Patel (School meals & Clubs) & Miss Lindsey (Bursar)
- Kitchen Staff (ISS)
- Site Manager (Mr Cardiff) & Cleaning Staff
- Play Leaders (Lunchtime Supervisors)
- Governors

# LEARNING FRIENDS

You can be whatever you want to be if you reach for the stars!



You can do it!

Be proud of the person you are!



You can make the world a better place!

Spread joy wherever you go!



# ATTENDANCE, WELFARE & PUNCTUALITY

## Attendance

- Please report any absence first thing in the morning
- Our attendance is GOOD because children enjoy coming to school!

## Welfare

- Keep us up to date with medical information and events at home that might affect school.
- Medical forms to be completed if necessary.
- **Please ensure asthma pumps (blue), epi pens etc. are in school from the first day!**

## Punctuality

- Essential for life!
- Please be at school when the gates open at the start and end of the day – please don't be late!



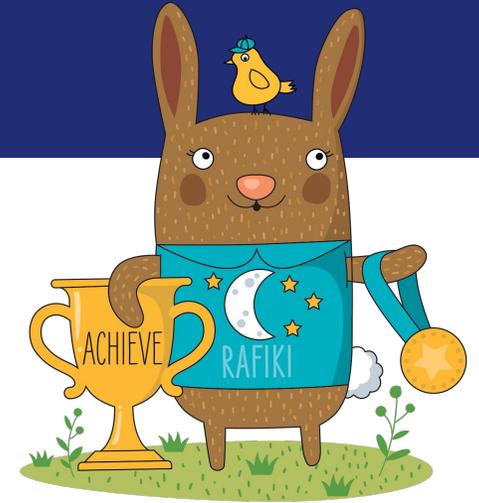
# Breakfast Club & After School Child Care

- Times: 7:45am-8:45am and 3.30pm-5.30pm
- Cost: Breakfast - £3.50 & After School Club - £6
- Places are limited
- Managed by Ms Temple and Mrs Patel
- Please use Arbor to book your child a place, bookings and payment to be made in advance (ideally 24 hours). Booking deadline: Midnight the day before.



# UNIFORM & EQUIPMENT

- We expect all pupils to wear the correct school uniform
- Please order from Kevins (Greenford)
- **No jewellery** (Health & safety)
- Water bottle
- School bag (school office)
- Welly boots  
(leave them in school - outdoor play)
- **NAME EVERYTHING!**



# PARENT SUPPORT

- Parent workshops
- Curriculum workshops Eg. Maths and English
- Reading with your child
- E-Safety workshops
- Readiness session (7 July - 2.30pm - focus around toilet training)
- Coffee mornings
- Counselling (drop in sessions)



# COMMUNICATION

**Home information** - keep us up to date with phone numbers, addresses, home information and email address. If you change your mobile number, let us know immediately

## Communication

- Always a member of staff at the gates at the start and end of the day
- Newsletter via email - please read
- Text messages
- Emails
- Reward Postcards
- Parent workshops
- Parent consultations - first one in November (Don't wait until this date if you have any concerns)



# SCHOOL MEALS



- Due to The London Mayor's initiative School Dinners are free for the current academic year (2025-26)
- Alternatively, if you wish your child can bring a packed lunch in every day
- School meals are prepared on site daily by ISS food Services. They provide fresh and healthy meals catering for both veg and non veg options. Both Halal and non Halal meal options are also available daily.



# FINALLY

- Parent consultations are in November – but if things are not going well, get in touch; don't wait
- If any of this information changes, we will let you know as soon as possible
- The safety of your children and staff are very important!
- [Reception welcome booklet](#) – please read this with your child before they start in September to help them settle in.



# Our Reception Leadership Team



Mrs O'Leary  
(EYFS Lead)



Mr Gohil  
(Assistant Head & Inclusion Lead)



# Our Reception Teachers for next year



Mrs McFarlane



Miss Doherty



# Stay and Play sessions

## Existing Nursery Pupils to Reception

Friday 27th June 2025

AM children: 9.15- 10.15

PM children: 1.30-2.30

## New to our school - Reception pupils

Friday 27th June 2025 (10.30-11.30)

# Settling into School

## New to our school - Reception pupils

If you have any queries please email  
[admin@woodendprimary.com](mailto:admin@woodendprimary.com)

**Speak to Mrs Donohue**



|   |  |
|---|--|
| <b>Friday 27th June 2025</b>  | <b>Meet the Teacher 10.30am-11.30am</b>  |
| <b>Wednesday 3rd, Thursday 4th, Friday 5th September 2025</b>                     | <b>Children new to the school to attend Reception class - 9.00am-11.30 on all 3 mornings.</b>          |
| <b>Monday 8th, Tuesday 9th, Wednesday 10th &amp; Thursday 11th September 2025</b> | <b>Children to attend Reception class - 8:45am to 12:45pm<br/>Children will have lunch at school</b>   |
| <b>Friday 12th September 2025</b>   | <b>Children will attend Reception class - 8:45 am to 3:30 pm.<br/>This is full time going forward.</b> |

## Existing Nursery Pupils to Reception

|   |  |
|---|--|
| <b>Friday 27h June 2025</b>   | <b>Meet the Teacher - AM Session 9.15am-10.15am &amp; PM Session 1.30pm-2.30pm</b>                     |
| <b>Wednesday 3rd, Thursday 4th, Friday 5th September 2025</b>                     | <b>Children to attend Reception class - 1pm-3.30pm on all 3 afternoons.</b>                            |
| <b>Monday 8th, Tuesday 9th, Wednesday 10th &amp; Thursday 11th September 2025</b> | <b>Children to attend Reception class - 8:45am to 12:45pm<br/>Children will have lunch at school</b>   |
| <b>Friday 12th September 2025</b>   | <b>Children will attend Reception class - 8:45 am to 3:30 pm.<br/>This is full time going forward.</b> |

# Our learning environment



# Other areas we will use use...



# The Early Years Foundation Stage (EYFS) Curriculum

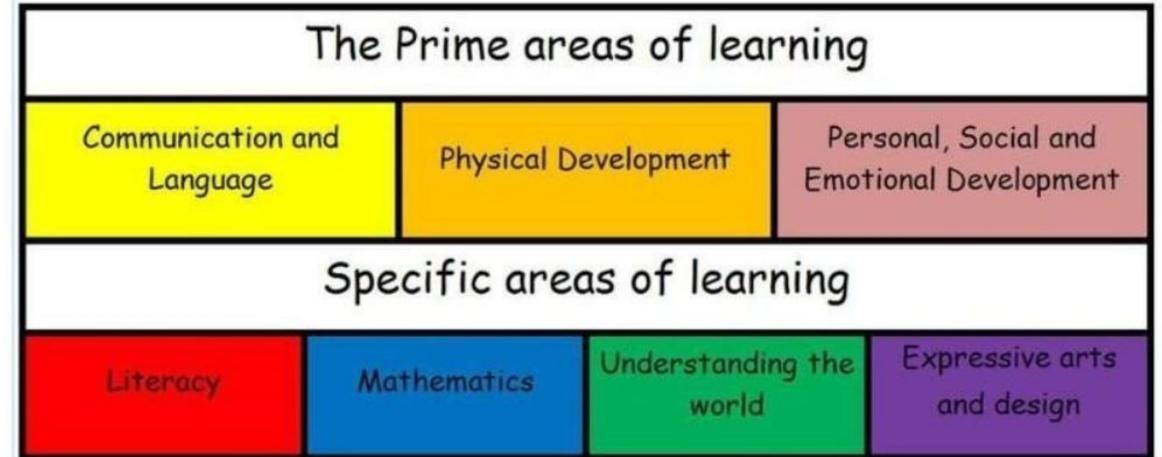
We provide education across seven areas of learning.

## Prime areas:

1. Communication and Language Development
2. Personal, Social & Emotional Development
3. Physical Development

## Specific areas:

1. Literacy
2. Mathematics
3. Understanding the World
4. Expressive Arts & Design



**17 Early Learning Goals – most children will reach these by the end of the reception year but some will not.**



# C&L – How you can help?

- Reading books (stories, information books, newspapers, magazines, comics etc), encouraging your child to join in and talk about books.
- Singing songs and nursery rhymes.
- Taking time to listen to them talking about things they've done and answering their questions.
- Encourage children to talk about a problem together and come up with ideas for how to solve it.

# Personal, Social & Emotional Development (PSED)

- Making friends
- Learning rules
- Learning daily routines
- Talk about their own needs, likes and dislikes
- Learning to persevere and show resilience
- Understanding boundaries
- Building positive relationships with adults
- Personal hygiene



# PSED - How can you help?

- You can help by encouraging your child to use the toilet independently, wash their hands, put on and fasten their coats.
- Playing games which encourage sharing and turn taking will help your child to build their social skills.
- Give children strategies for staying calm in the face of frustration. Talk them through why we take turns, wait politely, tidy up after ourselves and so on.

# Physical Development

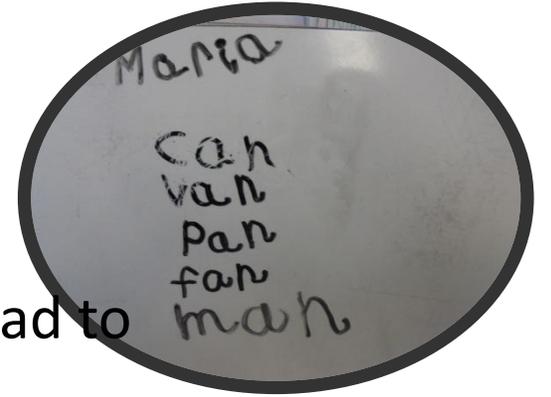
- Being able to hold a pencil correctly.
- Using one handed tools such as paint brushes and scissors.
- Moving in a range of different ways, such as hopping, running, skipping.
- Showing balance and coordination when playing.



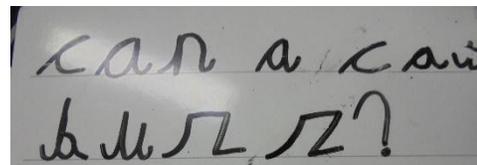
# Physical Development – How can you help?

- Give children time to run, jump, climb and play outdoors
- Encourage children in activities such as building, drawing, threading beads, or filling and emptying containers in the water – all of which develop manipulative skills.
- Allow your child to take risks in their play (within reason) and have discussions about safety.

# Literacy

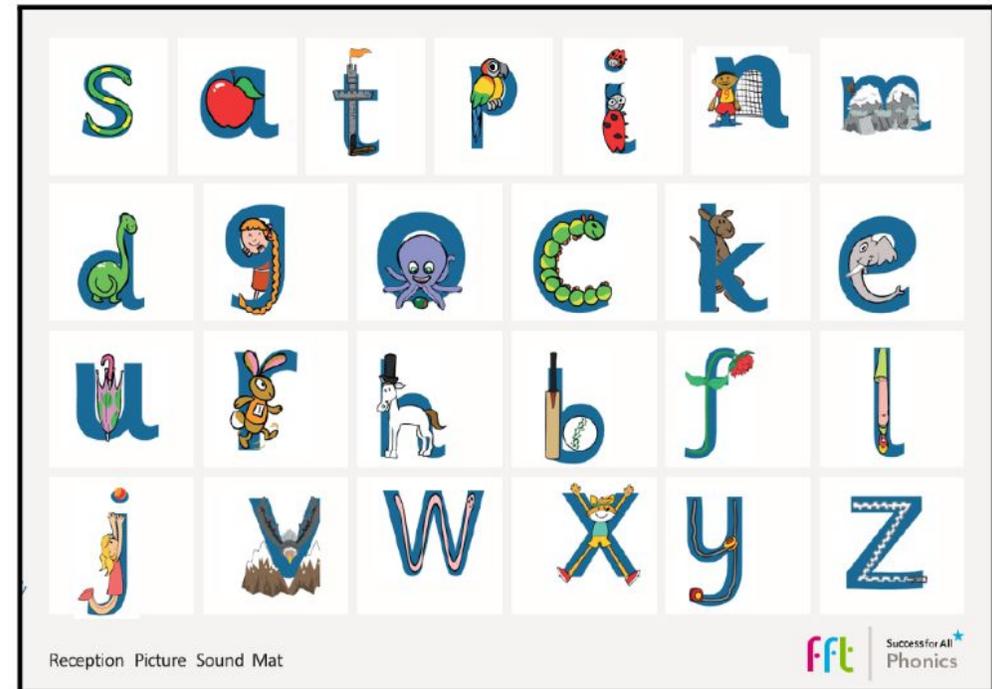


- Being able to write letters correctly
- Answering questions about what has been read to them.
- Being able to use new words and phrases that have been introduced to them.
- Being able to use the skills taught in phonics-segmenting and blending.
- Reading sentences aloud.
- Write simple sentences and read them back.



# Literacy – How can you help?

- Read with your child every night.
- Encourage children to practise writing at home - shopping lists, writing their names etc.
- Complete their homework with them
- Phonics workshops.



# Mathematics

- Counting
- Recognising numbers and what they mean
- Subitising - recognising quantities without counting.
- Shape
- Pattern
- Comparing quantities.
- Measuring - length, weight and capacity.



# Maths – How can you help?



- Talk about the shapes you can see in the environment.
- Comparing things which are heavy and light or long and short.
- Pointing out numbers all around.
- Singing counting songs and rhymes.
- Counting, adding and subtracting anything and everything - socks, cars, shopping, cutlery, fingers and toes!

# Understanding of the World

- Exploring and investigating
- Learning about other cultures, places, things that happened in the past
- Looking at similarities and differences
- Natural world and living things
- Seasons

ICT



# Knowledge and Understanding of the World – How can you help?

- Talk with your child about the places they go and things they see in the world around them
- Answering and asking questions - what if...? Why do you think...? How did you...?
- Letting children join in with everyday activities - washing up, cooking, shopping, helping in the garden etc.
- If possible let them have access to ICT i.e. tablets, mobile phones, computers etc. within reason.

# Expressive Arts & Design

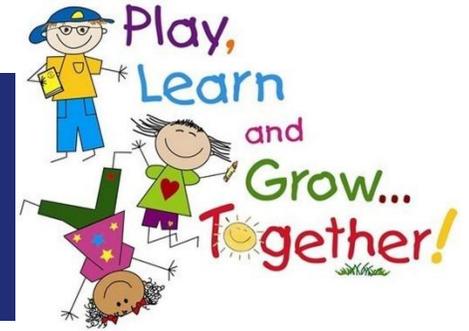
- Role play
- Art
- Painting
- Drawing
- Dance
- Music
- Singing
- Imaginative play



# EAD – How can you help?

- Talk with your child about their imaginative play and join in if possible!
- Encourage them to be flexible in their thinking and use of materials and praising them for their efforts or ideas as well as the end product.
- Sing with your child, encourage them to explore different types of dance, music and singing.

# A Typical Day in Reception



Each day will include whole class teaching inputs for *Phonics, Handwriting, Literacy and Maths.*

- \* These are then followed with small group activities, either adult led or child initiated.

Resources and activities are carefully planned and set up for the children to access throughout the day to practise and develop specific skills and knowledge within both the indoor and outdoor environment.

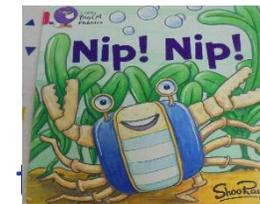
Other weekly activities include;

*PE sessions, circle times, guided writing and maths tasks, topical activities, speaking and listening tasks as well as 1:1 reading and story time.*

# Home Readers & Reading Systems



In Reception your child will receive 2 reading books per week. **1x non fiction** (decodable text) and **1x fiction** (decodable text)



In addition to this, they also receive a library book. These books are usually read to the children, they are purely for enjoyment.

Allow 10 minutes a night for your child to read to you

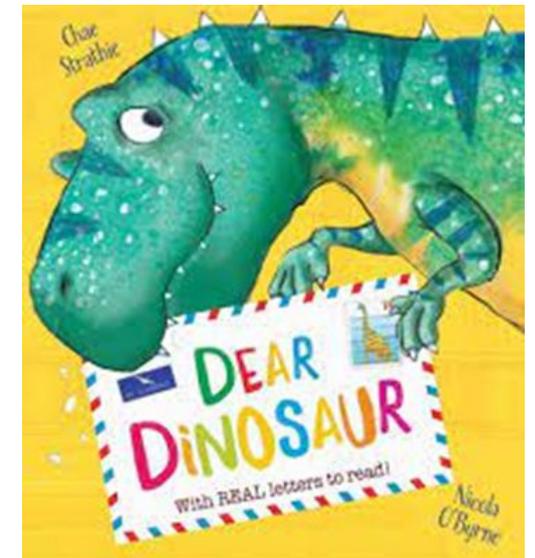
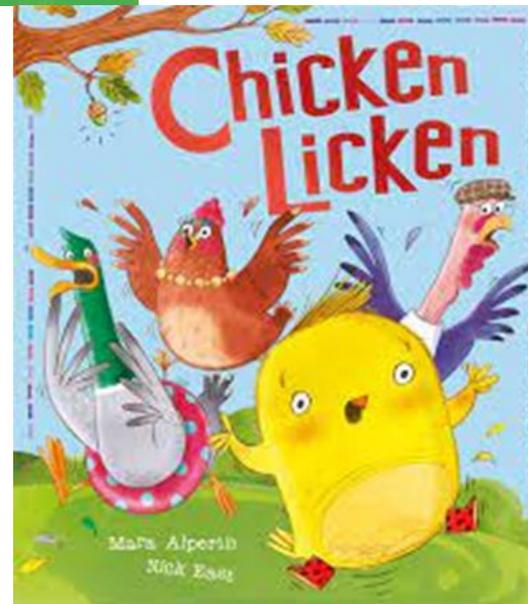
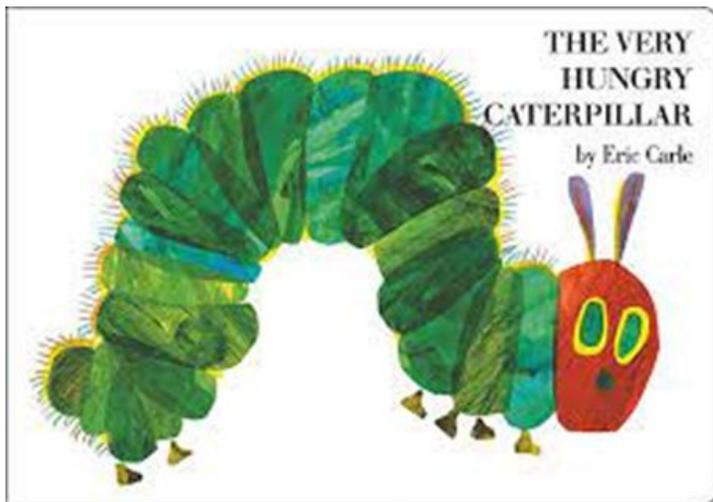
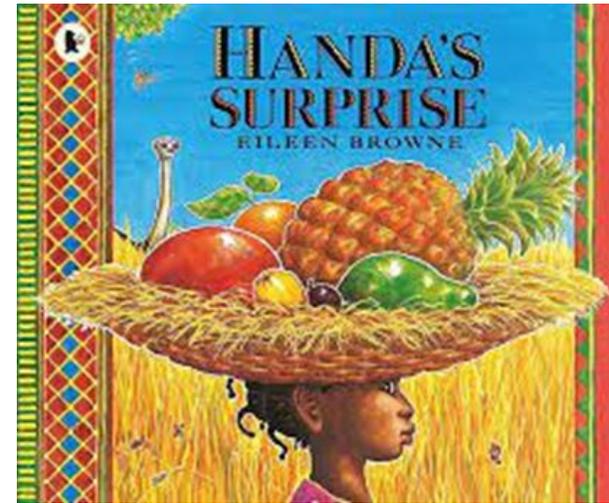
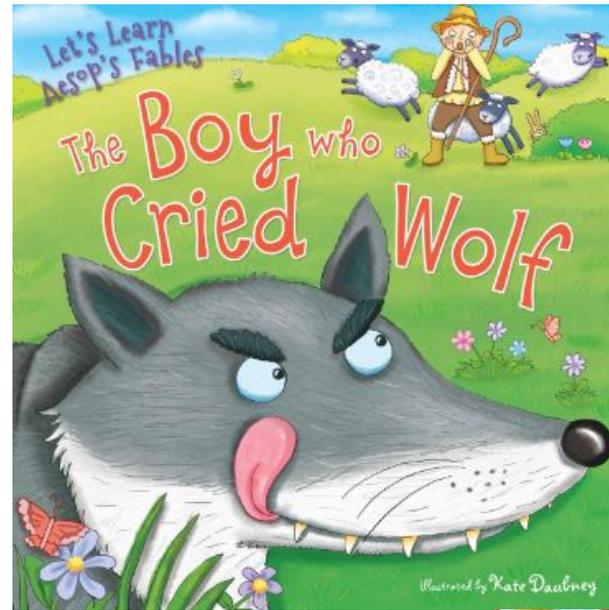
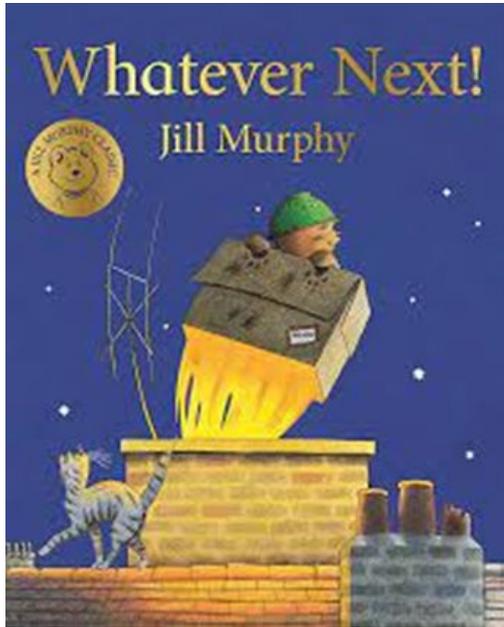
Ensure that reading records are signed regularly. These will be monitored throughout the week.

Reading books will be changed throughout the week. Please keep them in your child's book bags and bring this in everyday to allow for this.



**We operate a system whereby children are rewarded with certificates for reading regularly.**

# Some of our texts introduced in Reception



# Getting it right from the start...



- Regular reading and completing homework.
- Parental engagement – work with us! Support the school with any decisions made regarding learning or behaviour. We always have the children’s best interest at heart and make our decisions based around this.
- Communicate to the school if there have been any issues that might affect concentration, well-being e.g. change in routine/parent away from home.
- Engage in our curriculum workshops

# Housekeeping

- Label everything!!
- If you want to leave spare clothes, please put these in a plastic bag and we will keep them on their peg.
- Children will need a named water bottle.
- Children will need to bring their book bag in each day.
- Children will be offered fruit each day.
- Children are not to bring in any valuables including toys/watches from home.

# Who to contact...

1. A member of staff from your child's class.
2. Mrs O'Leary (EYFS Lead) - Mr Gohil while Mrs O'Leary is on maternity leave.
3. If this is not resolved, a member of the SLT.
4. Anything SEND related is Mr Gohil (SENCO).
5. Anything relating to whole school issues Mr Greeves & Mr Gohil (Assistant Heads), Mr Best (Deputy Head) or Mr Stainbank (Head Teacher).
6. Any safeguarding concerns: the nearest staff member.