

Welcome to Latchford St James CofE Primary School

New to Reception Meeting

September 2026 Starters



MEET THE TEAM



Miss Wilcock

Class Teacher

EYFS Lead



Mrs Hamam

Teaching Assistant

Mon - Wed



Mrs Bates

Speech & Language

Support

MEET THE TEAM



Mr Hayes
Headteacher



Mrs Singleton
Office Manager

Collective Worship



Our core Christian values underpin all that we do at Latchford St James. These values are shared with our staff, children and LSJ community through worship:

- Friendship
- Compassion
- Love
- Kindness
- Perseverance
- Respect

At Latchford St James, collective worship is viewed as a unifying experience where all faiths come together to delve into and rejoice in passages from the Bible, song and prayer.

Collective Worship in Reception:

- Monday - whole school worship
 - Tuesday - in-class worship
- Wednesday - whole school worship
- Thursday - in-class or phase worship
- Friday - whole school celebration worship

Safeguarding



Safeguarding is our first priority. It is our job to make sure your children are safe and all members of staff follow our strict safeguarding policies.

If someone else is collecting your child from school, please call the school office and let them know as soon as possible. In EYFS, we also operate a password system. whereby a password will be required to be given to the member of staff dismissing the children before your child can be collected by an unfamiliar adult. Please complete and return the password letter in your 'Reception Information Pack'.

We carry out regular risk assessments to ensure a safe and secure learning environment. We also educate our children about risks and support them to take calculated risks in play.

Rewards



Our behaviour policy is based on positive reinforcement and praise, therefore we have a number of rewards in place.

- Stickers and class certificates are awarded for effort and behaviour.
- Dojo points are awarded to individual children for displaying positive behaviours and trying their best. The child with the most dojo points on Friday wins the Dojo Champion award.
- Weekly certificates during our Celebration Worship for Learner of the week.
- Always Club - Children are rewarded for always having a positive attitude towards their learning, making good choices and trying their best.

Parents will be invited to our Celebration Worship on a Friday morning, where possible, if your child is receiving a certificate.



Curriculum



The Reception Curriculum is made up of 7 areas of learning.

Prime areas -

- Communication and Language
- Personal, Social and Emotional Development
- Physical Development

Specific areas -

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Our current long-term curriculum plan is available on our website.

School Uniform



The School Day



Classroom doors open at 8:50am and the register closes at 9am.

School finishes at 3:20pm.

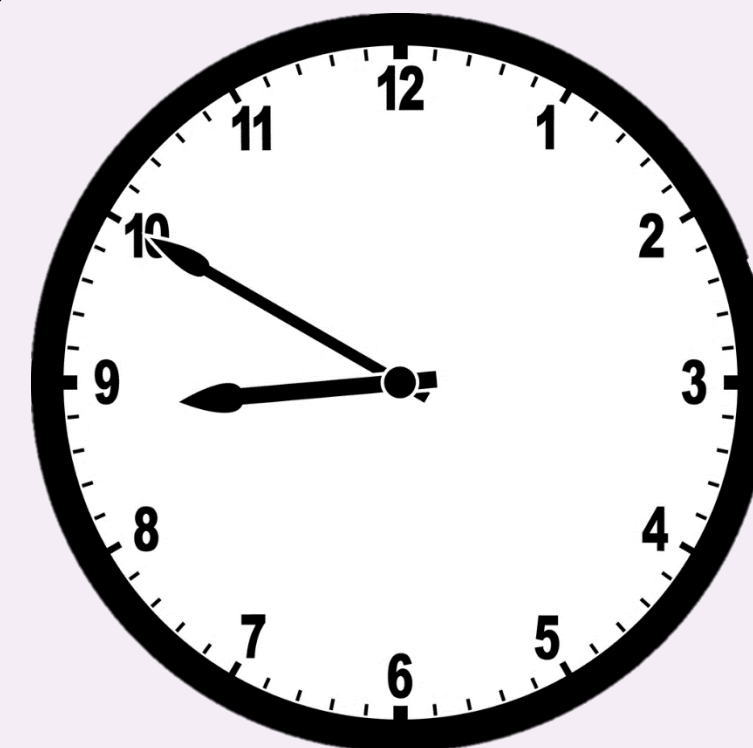
Wraparound provision available - please refer to the 'Reception Booklet' for more information on times and prices.

Please inform a member of staff if your child is being collected by someone else. Please also ensure they have the password you have set. We are unable to release your child without the password for safeguarding reasons.

Attendance



- We are striving for 100% attendance for your child.
- Please contact the school office each day to inform us if your child will be absent.
- Holidays will be classed as unauthorised absence and are not to be taken in school time.
- Punctuality is monitored very closely - children need to enter school at 8:50am via the playground pupil entrance. The register closes at 9am, if you arrive after this time, use the main entrance and your child will be given a late mark. Learning starts the second your child enters the classroom, so it is essential that they are in school on time.



Snack



Children receive a healthy snack, milk and fruit each day. We encourage table manners and for children to try different foods. We are respectful of known dietary requirements and would ask you to update us of any changes during the year.

Money must be paid half termly via ParentPay at the beginning of each half term.

Please refer to the snack letter in your Reception Information pack.



School Lunches



Children are entitled to free school lunches until the end of Year 2. A selection of healthy and nutritious hot meals are served daily. We encourage your child to try school dinners. They are delicious!

Our current school lunch menu can be found in your admissions pack.

Your child may prefer a packed lunch from home. Please refer to the 'guide to a healthy lunchbox' in your Reception packs.

A GUIDE TO A HEALTHY LUNCHBOX



What should I put in my child's lunchbox?



- A sandwich/ bagel/ roll/ pitta/ wrap with a healthy filling (e.g. ham, cheese, tuna) or pasta/ crackers and cheese.



- At least one piece fruit (apple, banana, pear, orange) or vegetable sticks (cucumber, carrots, peppers, tomatoes).



- A dairy product (e.g. yoghurt, cheese stick)



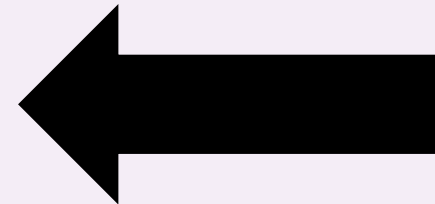
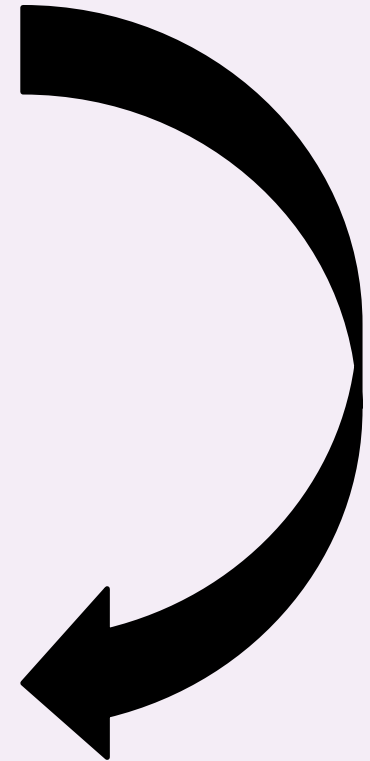
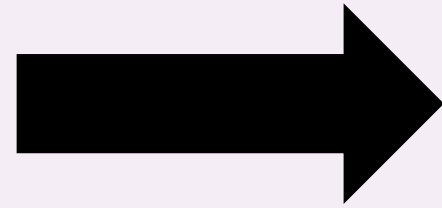
- One treat (e.g. a biscuit, packet of crisps, chocolate bar, small packet of cookies).



- A drink - small bottle of water/ carton of fresh juice/ small bottle of juice.



Drop off/ collection



Parents as Partners



Our home-school communication is very important to us. We use a range of tools to communicate with our parents:

- Class Dojo
 - Key messages and updates
 - Learning updates on your child's portfolio
- EYFS Facebook Page
- Text messages/ Emails
- Stay and Play sessions

You are always welcome to come and speak to a member of the EYFS team with any questions/ queries.



ClassDojo

Phonics

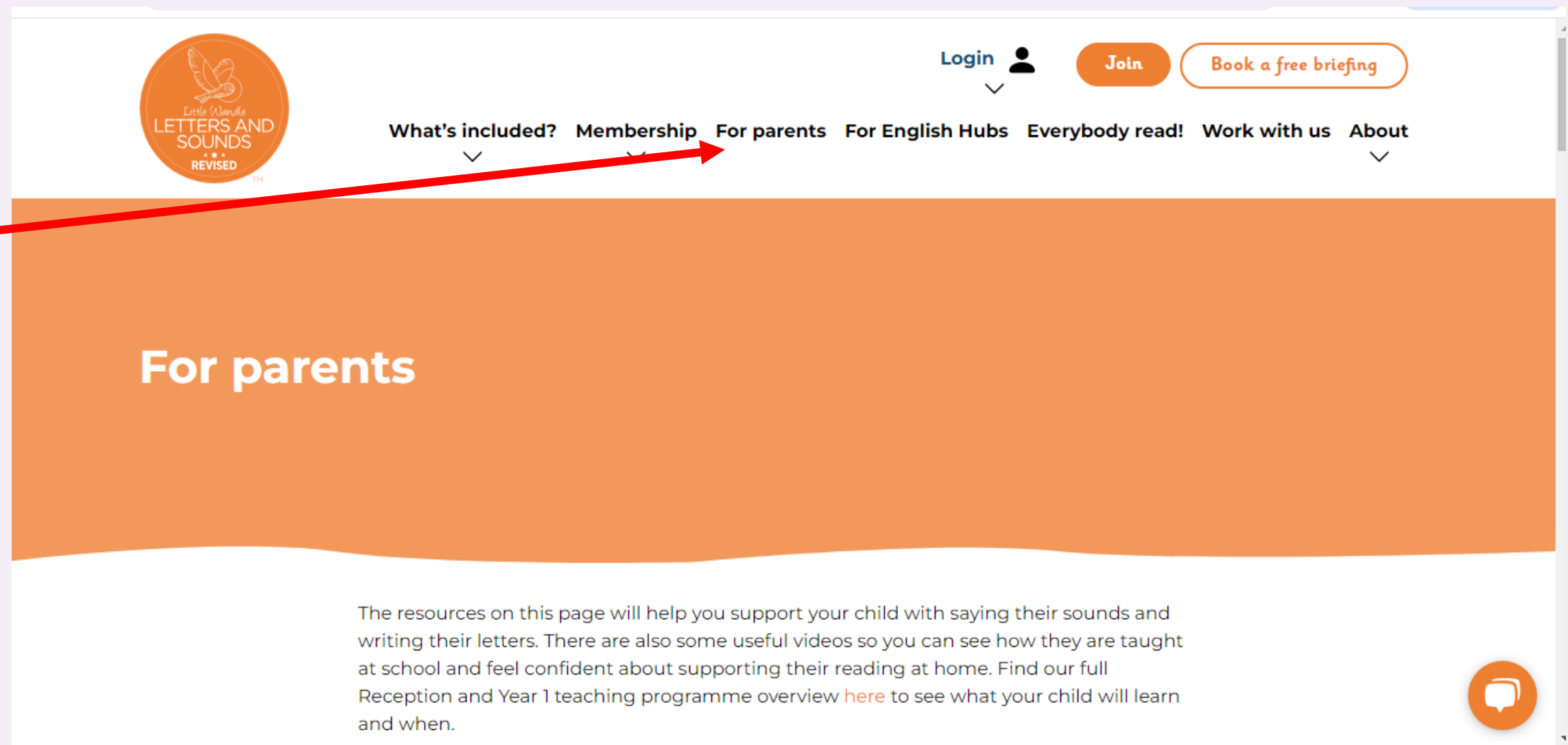


Phonics is a way of teaching children how to read and write. It helps children hear, identify and use different sounds that distinguish one word from another in the English language.

We follow the Little Wandle Letters and Sounds Revised Phonics scheme to teach phonics in Reception.

Visit the Little Wandle website 'For Parents' tab for some helpful information.

School hosts phonics parent workshops in the Autumn and Spring terms and a reading workshop in the Autumn term.

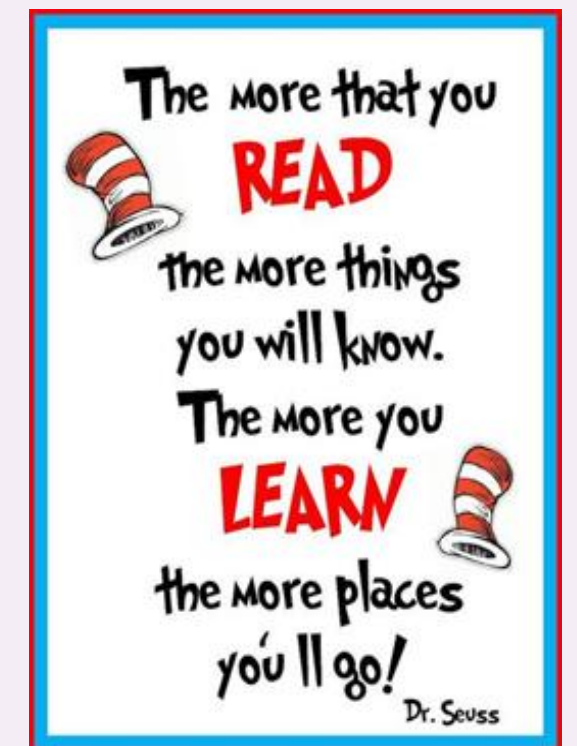


Reading



Although your child will be taught to read at school, you can have a huge impact on their reading journey by continuing their reading practice at home. There are two types of reading activities that your child will bring home:

- A reading practice book accessed online via Collins Hub
- A family read book in order to encourage your child to become a lifelong reader





Chatty Learning



Chatty Learning is a Speech and Language Service that school employs to support us with early communication and language.

Mrs Carole Howes is a highly specialist speech and language therapist who assess children and provides a programme for us to deliver to support communication and language development. Mrs Howes supports school by recommending NHS referrals where necessary.

We have access to the online tools to support language development:

- Chatty Nouns
- Chatty Verbs
- Chatty Concepts

Parental log in for Chatty is in the Reception admission pack.





What does my child need to bring to school?

- Reusable Water Bottle - Please bring this into school everyday labelled with your child's name.
- Appropriate coat for the weather everyday.
- Book bag - Please bring this to school everyday. TOP TIP - add a keyring to your child's bag to make it easier for them to identify.
- Packed lunch (if your child is not having a school dinner).
- Wellies - these are to remain in Reception so the children can explore the outdoors in any weather.

School provide puddle suits.

Please ensure ALL items of clothing (coats, cardigans/ jumpers, hats, gloves, shoes etc.) are labelled with your child's name. This prevents items getting lost and helps your child's independence to find their own belongings.

Velcro shoes please - no laces

How to prepare for school in September



Growing independence

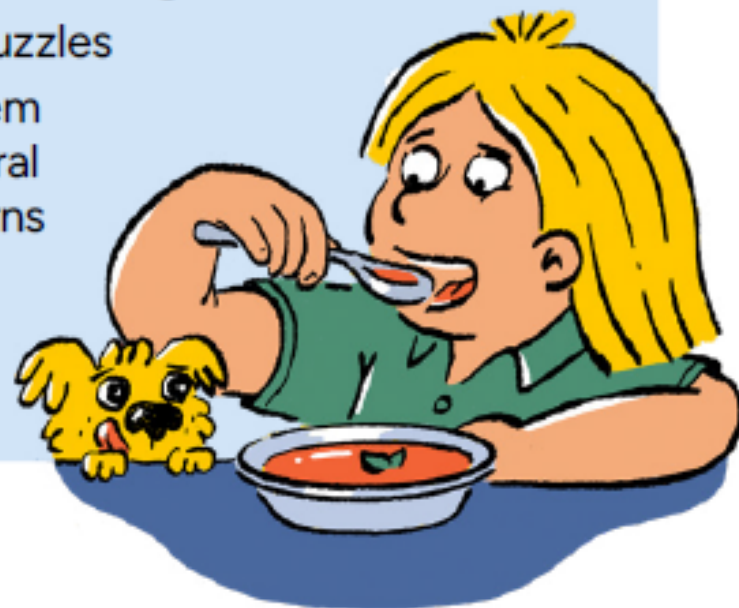


Taking care of themselves

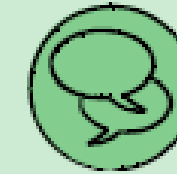
- Putting on/taking off their coat and shoes
- Using the toilet and washing their hands
- Getting dressed with little help, e.g. after using the toilet or doing PE
- Using cutlery (e.g. fork and spoon, chopsticks) and drinking from an open cup
- Spending time away from you, learning they can be looked 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
- Exploring the world around them (e.g. looking closely at the natural world, noticing numbers, patterns and shapes, playing safely with objects at home)



Building relationships and communicating



Being with others

- Practising sharing and taking turns with toys
- Talking to them about **how** they are feeling and **why**
- Looking at story books together and speaking about what characters are feeling is a good way to do this
- Beginning to recognise what others are feeling, e.g. understanding if a friend is sad
- Encouraging them to set boundaries for themselves and others (e.g. knowing how to say 'no')

Communication and language

- Singing along with songs and nursery rhymes
- Talking happily to others about activities, experiences and the world around them
- Showing they need help by speaking clearly (in basic English or sign language)
- Recognising the pattern of their name (so they can find it on their coat peg or jacket)

Listening and engaging

- Paying attention for short periods of time
- Listening to and following simple instructions
- Carrying on with a task even when it's difficult and bouncing back if things go wrong



Starting Reception

Your child's journey to school starts at home.

How to prepare for school in September



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



Healthy routines

- Going to bed around the same time each night, waking up in time to get ready for school
- Limiting screen time to the recommended daily amounts (see advice)
- Eating a healthy diet and trying new foods
- Brushing their teeth with fluoride toothpaste twice a day (you'll need to supervise this until they are at least 7)



Starting Reception

Your child's journey to school starts at home.

How to prepare for school in September



- Practise putting on their own coat / cardigan / jumper
- Ensure that children can use the bathroom independently
- Play turn taking and sharing games
- Teach children how to use a knife and fork independently
- Help your child to recognise their name so that they can identify their own belongings



What happens next?

- Stay and Play session - Thursday 25th June at 3:30pm - 4:30pm.
 - Parents are welcome to stay and enjoy a cup of tea in the hall with Mr Hayes.
- Return completed paperwork in the Reception admissions pack to the school office by Friday 10th July.
 - Each child will receive their first cardigan or jumper free. Please write on your data collection form what size you would like.
- Transition morning - Thursday 16th July at 9:30am - 11:30am.
 - Children currently attending LSJ Nursery - Attend school as normal.
 - Children new to LSJ - Drop your child off at the school office at 9:30am.

Any questions?

