



Key Information for New Oak Families



June 2020

Introduction

We are delighted that you have chosen us for your child's first school and look forward to welcoming you to Wallscourt Farm Academy. In this booklet, you will find all the key information you need to help settle your child into school. Your child will have their own guide from Noodle our school dog to help them find out about all things WFA!



In this booklet you will find information on:

1. Key Staff
2. The School Day
3. Drop off and Collection
4. The Curriculum
5. ELLI learning
6. Rights and Responsibilities
7. Home Learning
8. Lunch and Snack
9. Wrap-around Care
10. Attendance
11. Illness
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1. Key staff

The Oak Teaching Team will be the staff who will be working closely with your child.



Miss McClelland
Early Years Lead,
Class Teacher



Mrs Fuller
Teaching Partner



Mrs Holbrook
Teaching Partner



Miss Smith
Class Teacher

Other key adults are:



Ms Kelham
Principal



Miss McDonnell
Vice Principal,
SENCO



Miss Black
Assistant Principal



Mrs Rea
SLT, Specialist music
teacher



Mrs Mallin
Welcome zone



Miss Whitlock
Welcome zone



2. The School Day

After the initial induction period, your child will attend full time and follow the timing of the usual school day, which starts at **8:45 a.m.** and finishes at **3:15 p.m.**

The day in Oak Learning Zone will be a balance of adult led and child led learning. We have outlined a typical day below and we will give you more information at our curriculum evening in Term 1.

Morning	Olive and Oscar time (adult led phonics learning)
	Child led learning and small group time
	Learning review time
	Snack time
	Child led learning and small group time
	Adult led learning
	Lunchtime
Afternoon	Mindful moment (time for wellbeing and to refocus ready for learning)
	Adult led learning – Being a Mathematician
	Child led learning and small group time
	Story time

3. Drop off and collection

The gate will be open from **8.35 a.m.** to give you time to walk around to Oak Learning Zone. Please enter through the main orange gate by the Welcome Zone and leave by the gate in the MUGA.

Please wait outside the garden room door for Oak Learning Zone when delivering and collecting your child each day. Only adults (over 16 years old) may collect children at the end of the day. Please let staff know if someone other than yourself is to collect on any particular day. It is important that you arrive and collect children on time. This ensures your child does not miss any learning opportunities and has a settled start to the day and also reduces anxiety at the end of the day.

There may be additional guidance linked to Covid-19. We will send this out nearer the time.

4. The Curriculum

Our curriculum is carefully structured to provide opportunities for learners to learn through planned, purposeful play in all areas of learning and development, in the indoor and outdoor environment. Some learning is led by adults and some by the learners themselves. Appropriate intervention by practitioners supports learners to engage in the learning process and extend their learning.

Our curriculum enables learners to learn and develop skills, attitudes and understanding in the seven areas of learning. During the year in Oak, we introduce the language of states of being enabling learners to think of and describe themselves as Authors, Mathematicians, Scientists, etc. This enables learners to develop a sense of self and an awareness of their place in the world.

The Prime Areas:

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

The Specific Areas:

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



Achievement of these Prime and Specific areas of learning is by;

- Playing and exploring
- Active learning
- Creating and thinking critically

The Learning Environment – The Environment as the Third Teacher

We recognise that the environment plays a key role in supporting and extending a learner's development and that the use of resources and the environment needs to be carefully planned. We aim to create an attractive, welcoming and stimulating learning environment which will encourage children to explore, investigate and learn through first-hand experience. We also aim to make it a place where learners feel secure and confident, and are challenged to develop their independence. Learners have the freedom to move between the indoor and outdoor learning environment throughout the school day.

We will share more information with you about the curriculum in our curriculum meeting in Term 1.

5. ELLI Learners

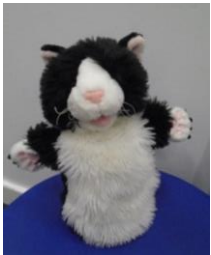


ELLI stands for 'Effective Lifelong Learning Inventory' and is a research based learning system used to help learners articulate their own learning processes, and become more aware of themselves as agents of their own destiny.

At WFA we recognise that children need to understand the **skills** and **attitudes** they need, to be successful learners. In Oak, children will be introduced to three ELLI characters: Curious Cat, Teamwork Bee and Stickability Tortoise. These characters and the learning skills and attitudes they represent play an important role in shaping our learning culture and support the children to achieve and make progress. They will feature regularly in daily learning.

As we see this as an integral part of our ethos we would like to share this with you so that you understand the language we are using.

Below outlines the **three ELLI characters** and the **language structures** we use to support learners.



I am Curious Cat! I show curiosity about the world and am eager to make new discoveries. I ask questions about the world and follow ideas that interest me. I look closely at things and explore using all of my senses. I seek challenge, take risks and engage in new experiences.



I am a Teamwork Bee! I can learn with others in ways that help me and my team. I listen and share my ideas with others by turn taking. I am supportive and use encouraging words to help my team. I collaborate to solve problems and learn together.



I am Stickability Tortoise! I am resilient when faced with challenges. I can keep trying and stick at things when they challenge me. When I make mistakes, I can bounce back and think about how to solve problems.



6. Rights and Responsibilities

Wallscourt Farm Academy uses a Rights and Responsibilities approach to behaviour for learning and we use 'language of choices' to help children make positive choices in their behaviour.

Our Wallscourt Farm Academy Charter

Everyone in our school has Rights and Responsibilities in order to make Wallscourt Farm Academy a great place to learn. These are the three pledges we make at Wallscourt.

We have the right to be heard.

We have the responsibility to listen to other people.

When we move around school we do so in silence and we use our quietest voices during learning time. We are ready to listen in silence when asked and indicate we wish to speak by 'flashing our lightbulb.' (When children wish to speak or answer a question we ask them to 'flash their lightbulb' on their head.)

We have the right to be safe.

We have the responsibility to be kind and caring when we learn and play. Kind hands, kind feet, kind words.

We look after our learning environment to keep it safe.

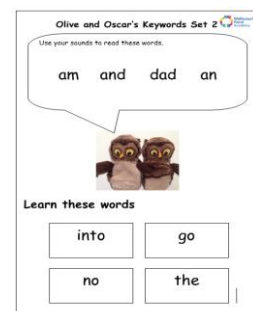
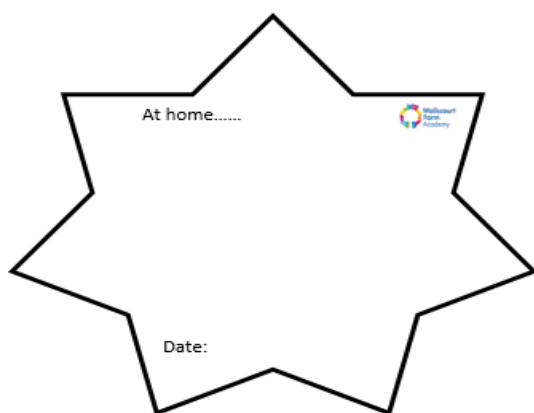
We have the right to learn and be the best we can.

We have the responsibility to try our hardest. We value our learning and our learning resources and take pride in everything we do. We use our 21st Century learning skills to help us – Curiosity and imagination, resilience, independence and collaboration.

7. Home Learning

We recognise that young children are learning all of the time and not just with us in school. We provide 'home learning stars' for you to use to share with us any achievements from home so we can celebrate these with your child.

Once the children are settled into school and we begin phonics teaching they will start to bring home some 'Home learning' to complete. This is an opportunity for you as families to become more familiar with what your child is learning in school and for you to support their development and progress. Home learning typically involves reading together and practising skills already taught in school, such as linking sounds to letters, recognising words by sight. We will give you more information about this at the October curriculum meeting.



8. Lunch and snack

Once your child starts staying for lunch, they will choose their meal from the menu displayed on the large active panel screen. All children in Oak will be able to have a universal free school meal. We have a Family Dining approach, with lovely food and members of the teaching team eating with the children each day. Children are also able to bring a packed lunch if needed, but we do really encourage having the school meal. Please do not include fizzy drinks, chocolates or sweets in packed lunches.



It is still really important that you register for Free School Meals eligibility if your family are entitled, as this enables the school to access essential funding as part of the Pupil Premium funding from the Government. This funding helps to provide additional support for children who need it.

The children have a mid-morning snack time, which is an important time for learning social skills, as well as refuelling after their energetic learning! During this time we provide fruit for all children and government funded milk for four year olds. All children are able to access water and we ask you to provide your child with a water bottle which they can use throughout the day. These need to contain water only – no squash or fizzy drinks and no glass bottles please. The water bottle needs to be clearly labelled with your child's name.



9. Wrap-around Care

The school provides a breakfast club from **8:00 a.m. - 8:45 a.m** and an afterschool club from **3:15 p.m. - 5:45 p.m.** This is a paid service which families will need to register for. All sessions will need to be booked and paid for in advance. After school club is run on a not-for-profit basis, based on the needs of our community. There is a limit on places available and it is mainly a provision for working parents.

Please note that this wrap-around care may not be available during social distancing requirements during the current pandemic.

10. Attendance

Ensuring that all children are in school, ready for learning every day is essential. **We would ask you to please make sure you book appointments outside the school day where possible and all holidays are taken during the breaks. No term-time holidays will be authorised.** All attendance is recorded and monitored closely for each child, and every day really counts. We thank you for your support in this for the benefit of the children.

11. Illness

If your child is unable to attend school due to illness, please inform the Welcome Zone via a phone call or in person from 8.am. and **before 9.30am.** If children are ill with a sickness or diarrhoea bug, they need to be clear of any symptoms and **remain off school for 48 hours after they are feeling better.** This is essential Health and Safety guidance for all schools to ensure illness does not spread unnecessarily. We thank you in advance for your support in this matter.

If you child is experiencing any Covid-19 related symptoms please follow the guidance and self- isolate for the required period.

12. Medicines and sun cream



Please let us know on your Essential Information form if your child takes any medication on a routine basis. We may need you to complete an additional form, and this will be discussed with you.

It can still be quite hot in September so it may be necessary to provide a bottle of sun-cream, labelled with your child's name which we will help them to apply in hot sunny weather.

13. Uniform and sports kit

Please make sure your child wears suitable clothing for school each day. This includes a school sweatshirt, a t-shirt and school style grey or black trousers or skirt/dress on the bottom half. Our school uniform provider is Initially Yours. Please see their website for further information regarding ordering and prices. In addition, we fully understand that families may want to top-up the branded Wallscourt Farm uniform with plain jumpers, t-shirts and school uniform trousers etc. These can be purchased from any number of budget and high street shops. We are happy for you to supplement, but all children do require at least 1 logo jumper and 1 t-shirt with the logo. Other jumpers need to be Primary Blue, and other t-shirts need to be light blue.



Please make sure your child wears sensible shoes, not sandals or trainers other than all black school ones. All children will also need to have a pair of wellies to stay in school during the week. **ALL CLOTHING NEEDS TO BE LABELLED CLEARLY WITH YOUR CHILD'S NAME (this includes everything that can be taken off!) - Thank you.** We discourage children from wearing jewelry to school and any jewelry will have to be removed for Sports.

For Physical Education/Sports, all children need to wear black trousers or shorts, and a white t-shirt. Later in the year, children will also need to have a pair or plimsolls/daps or trainers for outdoor Sports. It is essential that ALL children have a Sports kit in school each day and these are kept inside the learning zone. Please send this in a small drawstring bag rather than a rucksack/backpack due to limited storage space.

If you need any further information or support in terms of uniform please see a member of the welcome zone team.

14. Book bags

All children will need a Wallscourt Farm Academy book bag ready for the start of term, which can also be purchased from Initially Yours.

After the initial settling in period, we will send home 2 books for the whole week and we will include some early reading strategies with the first books. There will be a reading diary for you to comment in over the week. At the curriculum meeting for families in Term 1, we will be sharing some strategies and tips on reading at home.



15. Birthdays

Birthdays are celebrated in school but **please do not send in sweets/cakes or anything else** - with food allergies this can become really difficult. We make sure that children are made to feel really special on their birthdays 😊



16. Key Policies

All of the key policies are reviewed by the Academy Council as part of our annual cycle and then go on the website. If there are any policies you would like to see, please contact us on info@wfa.cabot.ac.uk or look online.

17. How to prepare your child for school

- **Talk positively with your child about starting school** and prepare them for the changes that will bring.
- **Share the Welcome Booklet from Noodle** our school dog with them and talk about what they can see in the pictures of school.
- **Develop their independence** - this includes dressing and undressing, putting their coat on and zipping it up, approaching new activities and people, as well as identifying their own belongings. The more opportunities you can give them to develop independence, the better!
- **Help them to recognise their own name** – this will help them to find their belongings in school and begin to be aware of the letter shapes.
- **Enjoy sharing books together** – begin to develop early book skills such as holding the book correctly, turning the pages one at a time, talking about what they can see in the pictures and the story events.
- **Sing rhymes together** – nursery rhymes, counting rhymes etc. There are lots to explore on BBC online.
- **Develop fine motor skills (hand and finger skills)** – through providing opportunities to use simple tools such as playdough cutters, children's scissors, mark-making tools (pens, pencils, paintbrushes) and malleable materials e.g. playdough, sand.
- **Talk about shapes and numbers in your everyday environment** e.g. door number, shape of sandwiches.



18. Everything you need to know to help your child to have a happy first day!



Your child will need to wear their new school uniform.



Your child will be given milk (until their 5th birthday) and a piece of fruit at snack time. Please can they bring a named water bottle to access throughout the day. They do not need to bring any other snacks or drinks.



You will need to bring your child to the **garden room door of Oak Learning Zone** door for the start of their session. This can be found by walking all the way around the building to the far end. This is also where you will need to collect them from at the end of the session.



We will help your child to find a peg to hang up their belongings. The children will make a label for their peg during the day.



Please aim to make a clean ‘break’ when you leave your child – try not to linger and go back to them if there are tears. Your child may well cry, but in most cases this only carries on for a few minutes after you have gone. We promise that we will contact you if we cannot settle your child within a reasonable amount of time.