

St Joseph's Catholic Primary Academy, Brighouse



Early Years Unit Information Booklet





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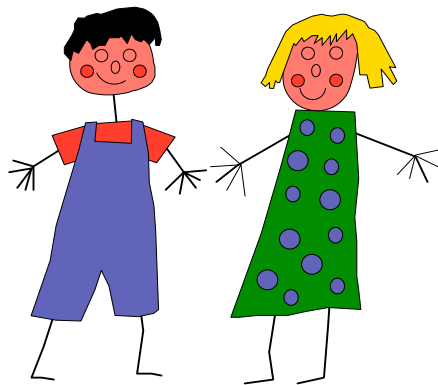
General Information

St Joseph's Catholic Primary Academy is part of the Blessed Peter Snow Catholic Academy Trust belonging to the Catholic Diocese of Leeds.

The address of the school is Finkil Street, Brighouse, HD6 2NT.

The school telephone number is **01484 713037**.

Email: admin@st-josephs-brig.calderdale.sch.uk



Our School Crest



Our school crest depicts St Joseph carrying baby Jesus in one arm - for whom he is carer and protector. This symbolises how he cares for and protects us too. In his other arm St Joseph carries a staff which symbolises how he supported Jesus and now supports us. It also symbolises his steadfast and dependable nature.

We look to St Joseph our patron saint as an example of how to live our lives for the good of others.

Our Mission Statement

The Curriculum of the school aims not simply at passing on a narrow collection of subjects or experiences, but rather in its widest sense it seeks to offer opportunities for staff, pupils, governors and parents alike to explore the mystery which God is, and at the same time seeks to provide opportunities to demonstrate the Gospel of Jesus Christ in action.



We seek to encourage each child to love and respect others, to inspire them, to provide opportunities for awe and wonder, to develop curiosity and questioning and, nurture what we hope will become a lifelong love of learning!

Parents as Partners



Our Aims

- To support and enhance the development of the children and to respect, understand and value the contribution parents/carers make towards their child's learning
- To provide support, guidance and encouragement to parents/carers as the first educators of their child

Objectives

- To provide parents/carers with information about the school before their child starts
- To work with parents/carers in building up a profile of the child's development and needs when the child starts with us
- To provide opportunities for parents/carers to discuss their child's progress
- To provide guidance, advice, and resources when appropriate, to support continued learning at home

Our parents/carers are always invited to a meeting to meet the staff and discuss the daily routine and requirements of the school, with an opportunity to look round the setting and ask questions. Parents/carers will have access to information regarding the curriculum, activities and events through discussions with staff, the school website, Dojo – our school communication tool, written information and daily conversation as parents/carers bring and collect their child from school.

Planning, Recording and Assessment

Staff will complete records on each child and will be available for discussion with parents/carers if necessary. Such records will be used to provide advice for parents/carers to support learning at home and inform them of their child's progress and attainment in line with the General Data Protection Regulations.

When your child is in Reception, a Parent/Carer Consultation Meeting will be held twice a year to give you an opportunity to discuss your child's progress with the class teacher. An end of year report will give parents/carers an overview of their child's learning across the year and whether or not they have met the expected standard for Reception.

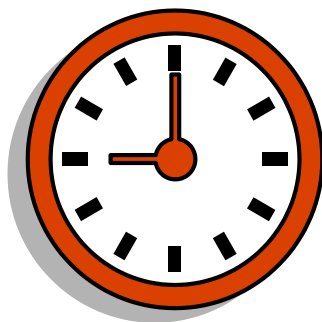
Special Educational Needs

- Before a child starts with us, the class teacher will talk to the parents/carers about their child and will use this information to complete a profile sheet. Any existing special educational needs, disabilities or health problems will be noted at this time. The teacher will liaise with our Special Educational Needs Coordinator (SENCO) as needed and any other professionals involved with the child will be consulted and their advice will be sought in order to provide the best education and plan of action for these children.
- The staff, along with our SENCO, will continuously monitor each child's progress. The children may have targets specific to their identified needs which will be recorded in an individual plan and reviews of these plans will take place throughout the year. At these reviews, parents, staff and all relevant professionals will meet to monitor progress, attainment and development and agree the setting of future targets.

If any teacher in our school believes a child has special educational needs they will:

- consult the Special Educational Needs Coordinator (SENCO)
- gather information about the child to make an initial assessment of the special educational needs
- consult with the child's parents explaining that there is some cause for concern, ascertaining the parent/carers' views and giving them ideas of how they can help at home
- speak to the parent/carer about the child being put on the school's Special Educational Needs register – This is NOTHING to worry about – it just means we can begin to gather relevant information in order to access the best support as early as possible
- provide special help, using different resources and methods to better meet the needs of the child. Notes will be kept to explain what has been tried and progress will be reviewed regularly and future targets and actions determined

Nursery Session Times



We offer 15 funded hours for all our Nursery children **and** offer up to an additional 15 funded hours to those parents/carers who qualify.

Our session times are:

9am – 12pm

and

12pm – 3pm

(If your child is with us for the afternoon session you will need to send a packed lunch for them - please see 'Lunches' below.)

To find out if you if you qualify for the additional 15 funded hours please go to the website:

<https://www.gov.uk/30-hours-free-childcare>. If you do qualify you can take up your offer in a range of ways and we will do our best to meet your child's care needs.

If your child does not qualify for the additional funded hours, we do offer additional sessions, chargeable at £15 per session (morning or afternoon) or £30 for a full day.

We also offer Nursery parents an additional 30 minutes' provision beyond the 30 hours from 3pm – 3.30pm to support end of day pick up, at a cost of £3 per day. All payments are via our School Money system (a Welcome Message will be sent to you once your child starts with us). We are registered as a provider for the government's Tax-Free childcare scheme. To search for us you will need our URN/Ofsted number which is 148480.

To discuss any of the above please contact the office on 01484 713037 or email admin@st-josephs-brig.calderdale.sch.uk.

Lunches

If your child is also staying for the afternoon session, then please send a packed lunch in for them.

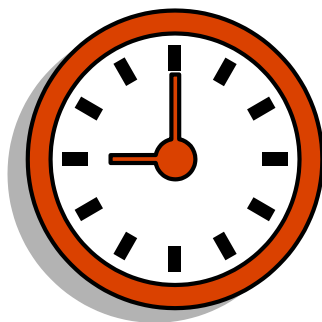
Lunch needs to consist of:

- a sandwich/wrap with a filling, or something similar
- other items such as cheese cubes (no Babybel please), a biscuit, yoghurt
- a drink – we suggest a carton of juice; or water is readily available for the children.

Please note:

- NO sweets, glass bottles, kiwi fruit, chocolate spread, chocolate bars, Fruit Winders or any product containing NUTS.
- If you are sending grapes/small tomatoes, please ensure that they are cut into quarters.
- Children will be asked to take home all packaging/uneaten food brought in their packed lunch.

Reception Class Session Times



If required, **Breakfast Club** starts at 8am. Breakfast is available until 8.30pm. The cost is currently £3. Otherwise, the door to the EYFS Unit will open at 8.50am and the children make their way into the Unit. There is always a fun and fitness session at the start of each day for the class but obviously we let the new children settle in first! Then the register is taken at 9.05am followed by prayers and then the learning begins!

School finishes at 3.25pm for Reception children. Staff will hand over each child to the agreed person collecting them. If required, our **Jolly Joe's After School Club** runs until 5.55pm. Children are provided with a snack. The cost is currently £10. Please contact the office on 01484 713037 if you would like to book a place for either Breakfast Club or Jolly Joe's.

The Early Years Foundation Stage (EYFS)

The Foundation Stage is a distinct stage in children's development and is important both in its own right and in preparing children for future learning. It is made up of Nursery and Reception age children.

The Children's Act 2010 states that this stage of a child's development is from birth to 5 years.

The **Early Learning Goals** are ways of monitoring and measuring individual children's progress and development from Birth to age 5.

Schools are required to liaise with other agencies which are OFSTED registered that are carers of your child to ensure we have as much information as possible about your child. This is part of our good practice.

The curriculum provides opportunities and experiences for the children throughout the year and builds towards a final assessment on each Early Learning Goal. Our aim is that our children will all achieve well in each area although we know *they are all different and don't all learn at the same pace!*

Important General Information

Clothing

We try to foster self-help skills and independence skills.

Please try to dress your child in shoes and coats that enable your child to function as independently as possible. We ask for:

- No belts on trousers
- Waterproof Coats that are easy to put on/take off
- Shoes that are slip on or velcro

Uniform

The following items of uniform are compulsory for our Reception-age children:

- **Brown jumper or cardigan (school crest optional)**
- **White polo shirt (school crest optional)**
- **Grey or black bottoms - trousers, joggers or leggings**

There is no compulsory uniform for our Nursery children, however our parents/carers are welcome to send their child in the items above.

Please make sure all clothing which can be removed is NAMED – coats, gloves, shoes, jumpers, cardigans, etc.

Our Parent Teacher Social Committee (PTSC) does have a wide range of pre-loved uniform available to purchase at a fraction of the cost of new items. If you would like more information, please contact the office on 01484 713037 or admin@st-josephs-brig.calderdale.sch.uk.

Illness

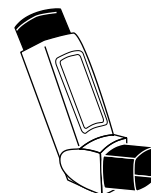
If your child is ill, please do not send them to school. They are not at their best and however much they may want to come, a session is a long time when you are not well and he / she would be better at home. **If your child has sickness/diarrhoea – you MUST keep them at home for 48 hours after their last symptom to prevent it from spreading.**

If your child is away from school because of illness, please send a message on Dojo to ATTENDANCE (not the class teacher) no later than 9am.



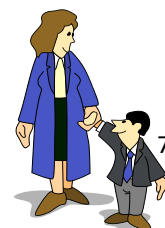
Medicines

These should not be needed in school apart from inhalers for Asthma. Please let staff know if your child suffers from asthma and needs an inhaler. We also need to know if your child has a preventative inhaler at home. Inhalers should be **CLEARLY LABELLED** with your child's name and clear instructions and given to the staff. These can be left in school and given to your child when needed. Staff will always let you know if your child has been given the inhaler during a session.



Worries and Concerns!

If you have **any** concerns or worries about your child in school at any time, please know that you can discuss them with the staff. No problem is too big or small and we are **always** ready to listen and find a solution. The end of the day is best to chat to one of the staff as the start is very busy as everyone arrives. If, however, you feel that you cannot talk to the staff in the Early Years Unit then our Headteacher can arrange to meet you and discuss your concerns. They can be contacted via the school office.



Bringing and Collecting Your Child from school

Always make sure that your child is received by the member of staff on the door before you leave the playground.

Please always let a member of staff know who will be collecting your child from school, especially if it will be someone different than yourself or who usually collects your child. If we do not know the person collecting your child we will give you a password for them to give on collection so we can ensure we are handing your child over to the right person. **Your child's safety is paramount!**

Snack

We give your child a snack to eat every day and ensure they have access to fresh water to drink. Please send a clearly labelled water bottle into school with your child. They will keep this in school until the staff think it needs to come home for a wash.

We ask for a donation of £1 per week to pay for the snack to the class teacher. Staff then provide healthy, tasty and seasonal snacks for the children. This is often a great way of encouraging a child who is reluctant to eat fruits etc to have a try as they sit with their friends.

Examples of snacks: fruit, vegetables, bread of different varieties, yoghurt, fromage frais, cereal. The children really look forward to this time of the day.

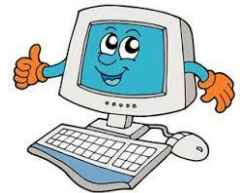


Website

www.stjosephsbrighthouse.org.uk

The Calendar will give you the important dates across the year.

Have a browse round the website in general – there are lots of photos and information for you to help you gain a real sense of what it is like to be a part of our school!



Communication

We use ClassDojo  as our Parent/Carer communication tool.

Joining instructions will be sent out when your child starts with us, **so please make sure that you keep us updated at all times with your contact information.**

Family Circumstances

If there is **any** change in family circumstances, please let us know. Changes can affect a child's behaviour or well-being in many ways and we need to ensure we can support your child at all times – but to do this we need to know if anything has changed at home. This may be news of a pet that is ill, grandparents who are going away on holiday, a parent/carer who is working away, an argument that has happened, a family illness, a family separation etc. The more we know the better we can support your child!

Support for You!

Being a parent/carer is immensely rewarding but it can also be challenging at times and we all have those moments where we feel stressed or that we can't cope. If you are struggling with any aspect of parenting, please let us know! The staff have a wealth of experience and will always try to give you tips or advice to support you or to signpost you to somewhere for the support you need.

***We want to work in partnership with you and we hope you let us!
You are joining our school community and you are important to us!***