

Dear Parents and Carers,

May we take this opportunity to extend a very warm welcome to Belmont Primary School Reception.

Belmont Primary School Early Years Intent:

- Provide a high quality Early Years education
- Offer the children a broad range of knowledge and skills
- Build upon children's prior learning and experience.
- Provide regular opportunities for children to participate in activities that offer them meaningful opportunities to understand how to be responsible, respectful, active citizens who contribute positively to society.
- We encourage confidence, independence and a desire to learn.
- Parents/carer's feel equipped to support children in all areas of the curriculum.

We recognise the vital role you play in your child's learning and we welcome your contribution both at home and in the class.

Starting Reception is a very busy time and there will be lots of information to digest. As the year goes on, you may have questions, queries or concerns. Please either come and see the class teacher or go to the School Office if you have any questions.

1. Starting in Reception

The children have a gradual introduction to the Reception classes in week one. This gives children the opportunity to familiarise themselves with their surroundings and routines in smaller, more personal groups. It also offers staff the opportunity to get to know the children on an individual level and allows time to assess their abilities and needs, which forms the basis of a carefully planned programme of work.

We hope to work with you as partners in the education and development of your child. To help us with this, we would like you to share the special knowledge and understanding that you have of your child. Could you please complete the **Reception all about me booklet** and return it to us at the beginning of September. There are questions that include things that your child is particularly good at or confident about doing and areas that you feel they may need a little extra support.

2. Daily Routines

The beginning of the day

Week 1: WB 7th September 2026

The school gates will be opened at **8.45am** and your child will be collected from the playground at **8.55am**. Each class has a sign on the metal fence by the entrance to the Reception playground. This is where they will line up in the morning and you will collect them at the end of the day.

It is important that children are on time at the start of the day to ensure they come into the classroom relaxed and do not miss vital introductions to the day's activities.

Week 2: WB 14th September 2026

We will be introducing a staggered start where the children will be able to come into class from **8.45am**. More information about this will come in September.

The end of the day

If your child is to be collected by someone else, please make sure the staff know. You can either write it in their home/school communication books or call or email the school office on **0208 994 7677** or messages@belmont.hounslow.sch.uk. We are not able to allow children to leave school with anyone other than their own parent/carer without direct notification.

Please collect your child from the school playground where you dropped them off. School finishes at **3.25pm** and it is important that parents/carers are on time as late collection can be very upsetting for children. If you know that you are running late, please ring the school and let us know. Your child will then be sent to the Hive where you will be charged for the session.

Playtimes

The children, as a year group, have free access to the outside area throughout the day. They therefore do not have a separate playtime. At lunchtime, they have their play in the Wilderness Garden and pirate ship area of the larger playground. During this time they have access to a range of play equipment, including balls, hoops and skipping ropes etc.

Lunchtime

The Reception staff will accompany the children to the canteen and remain with them for the first part of lunchtime to begin with. This arrangement means that the children have familiar faces whilst they are getting used to lunch in the canteen. Both Reception classes have an assigned SMSA (School Meals Supervisory Assistant) who looks after them during lunchtime.

Drinks and snacks

We encourage the children to drink water throughout the day. Please can children bring a plastic bottle of water with their **name on every day**. These will be stored just outside the classroom so that the children can help themselves throughout the day.

You can also order milk and there is information regarding this on the school website.

The children are given fruit with their drinks during the morning and bread sticks or rice cakes in the afternoon. Under the Government's National School Fruit Scheme, a variety of free fruit and/or vegetables is provided for all 4-6 year olds. This reinforces our commitment to healthy eating. **It is essential that you inform us of any allergies that your child may have.**

We would very much appreciate donations of bread sticks and rice cakes at intervals during the year. We will let you know when we need these.

We are a no nuts school. We have no nuts in our school dinners and children are not permitted to have products with nuts or sesame seeds in school, as some children have serious allergies to these foods. Please be mindful of all snacks that you send into school, which may contain nuts that are not obvious.

3. School Readiness

A huge part of school readiness is about a child's physical, social and emotional skills and these are skills that you can help them develop before they begin school.

Please refer to the sheet **Starting School Skills** for things to practice over the summer to ensure that your child is fully prepared to begin Belmont in September.

4. Other important information

Accidents

The school has a welfare room where our Welfare Assistant is based. Both of our Early Years Practitioners are also Paediatric First Aiders. If your child has an accident resulting in cuts or bruises, s/he will be given first aid and the details written in the accident book. Staff endeavour to speak to you at the end of the school day if your child has had an accident. In case we miss you, they will also have a note detailing the incident and any action taken. In addition to this, all children are given a letter from the Welfare Assistant to take home if they bump their head. Please speak to the class teacher if you have any concerns.

If your child becomes unwell during the day, we will contact you to arrange for him/her to be collected.

It is very important that you let us know if your child has any medical conditions/ allergies.

There is a section on the registration form to record this. The school is not permitted to give medication except in very special circumstances, such as chronic asthma, severe allergy or an ongoing medical condition.

When your child has a serious medical condition, we will invite you to discuss their needs further with our Welfare Assistant, Linda Novakovic, prior to your child starting school.

Illness

Children who are unwell should not be brought to school. Please keep your child at home if he/she:

- Has a fever or has had one during the last 24 hours
- Has diarrhoea or been vomiting during the last 48 hours
- Is unusually tired/irritable or is generally not himself/herself
- Has head lice. Please check your child's hair regularly.

Children should not come to school if they have symptoms associated with coronavirus. They should remain at home for at least 3 days or until their symptoms have subsided.

If your child has diarrhoea or vomiting, they must be kept at home for 48 hours from the last episode. Children sent back to school before this time will be sent home to minimise the chance of spreading infection to others.

Absence

It is important that your child attends school every day. This enables him/her to form positive social relationships and benefit from continued learning and development. If your child is absent please complete the Google form on the school website under Online Forms.

<http://www.belmontprimaryschool.org.uk/Online-Forms/>

Spare Clothes

It is very helpful if the children can have a spare set of clothes. Some children can become distressed if they need to borrow unfamiliar clothes in the event of a toileting accident etc. These can either be left in their rucksacks or put into another named bag that can be left on their peg.

Toys

The children are not allowed to bring toys to school. If your child still needs a comforter to help them feel more secure, we would ask them to leave it with us once they are in school.

Birthdays

As Belmont has been awarded the 'Healthy School' status, we do not allow children to bring in sweets, cakes or chocolates to celebrate their birthday with the class. However, we do have a list of books that the children would love to have in their class library to share as a Reading for Pleasure book. The list is available on their class noticeboard/Google classroom. We will update the list to reflect books that have already been purchased. They can then bring the book in on their birthday for us to read to the class. We also celebrate the children's birthdays by singing and giving them a special birthday sticker.

Cooking

When appropriate, we like to cook with the children and therefore request a small donation each term to help us cover the cost of ingredients. We aim to cook a wide range of items, including savouries. Further details will be available at the beginning of term.

Travelling to school

Under our School Travel Plan, we promote safe and sustainable travel to and from school. We actively encourage walking, scooting and cycling to school. We take part in a number of schemes such as 'Walk to School Week', which provide incentives such as badges and stickers for children who walk, scoot or cycle to school, or come by public transport. There are bike and scooter racks on site that the children may use. We also hold road safety assemblies with the children.

We ask any car users to be especially vigilant and careful when driving near the school and to use designated car parking spaces only. Please do not park on yellow lines or keep your engine running. Due to their height, children often cannot see if the road is clear from behind parked cars and drivers cannot see children either. Blocking junctions, crossing points and driveways can be equally as dangerous as it restricts the view of children attempting to cross roads, which could lead to fatal accidents.

School website

You can find a huge amount of information on our school website at www.belmontprimaryschool.org.uk. This includes information on our policies and procedures, our Governing Body and the Belmont Home School Association as well as performance data and other statutory requirements. It is also regularly updated with news and photos from events at Belmont, as well as having a calendar of key dates.

5. Parent Partnership

As parents, you have a central role in supporting your child's learning and we recognise and value this. We aim to develop a positive working partnership and communicate with you throughout the year. Teachers are available briefly in the morning and at the end of the day for quick messages to be passed on. The children also have a Home School Communication Book that can be used.

Home School Communication book

This book is used to pass messages between home and school. If you have something to tell the teacher, please hand the book to them in the morning. The teacher will then respond and put it back into the child's bag. Please bear in mind that there is a limited amount of time available to the teachers to respond during a working day. If they need to tell you about something that has happened at school they will also write in the book, so please do check your child's bag regularly.

Reading at Belmont

A prime focus for us is to instil and develop a love of reading for all learners. In order to encourage your child to become a lifelong reader, it is important that they learn to Read for Pleasure. As such, the children have access to high quality books both in class and in the library. The children choose two books each week from a selection of story and fact books. This is at the heart of our commitment to encouraging our children to become lifelong readers. These books come home with the children on their library day and must be returned before another can be borrowed.

Please remember that you shouldn't expect your child to read these books alone. Read the books to or with them. Discuss the pictures, enjoy the story, predict what might happen next, use different voices for the characters, and explore the facts in a non-fiction book. The main thing is that everyone has lots of fun!

There are three types of reading book that your child will have access to at home:

1. **A reading practice eBook.** This will be at the correct phonic stage for your child. They should be able to read this fluently and independently.
2. **A Reading for Pleasure sharing book.** Children will not be able to read this on their own. This book is for you to both read and enjoy together.
3. **A library book.** As above, please spend time with your child reading and discussing the book together.

Little Wandle Revised Letters and Sounds.

At Belmont, we use Little Wandle Letters and Sounds scheme. It is a systematic, synthetic phonics programme that takes children from the beginning of their reading journey up to fluency in Year 2. Alongside this, we also use the reading books that accompany the scheme.

The program draws on the latest research into how children learn best; how to ensure learning stays in children's long-term memory and how best to enable children to apply their learning to become highly competent readers.

Parents in Reception and Year 1 will be signposted to the videos for parents/carers that explain how we teach phonics in school and how individual phonemes (letter sounds) are pronounced.

All the children will be assessed during the first few weeks at school and then grouped to ensure that their phonics teaching is pitched at exactly the right level for each child. There will be daily phonics lessons and three guided reading sessions per week. The eBook that the children share with you at home will be the book that they have read during their three guided reading groups at school. All children have a hard copy of the book they are reading for the week at school and this is then assigned as an eBook for you celebrate your child's reading success at the weekend. Although your child will be taught to read at school, you can have a huge impact on their reading journey by continuing their practice at home.

The children will also have a Reading Record book. Please either write a message to let us know how they got on with their reading or tick to confirm that the eBook has been read.

Tapestry

In Early Years, each child has an online learning journal to celebrate their learning and development. Tapestry builds a very special record of a child's experiences, development and learning journey through the Early Years. Using photos, videos, and diary entries, we aim to create a snapshot of how your child is growing and developing. The government has removed the requirement for onerous record keeping and now actively encourages teachers to spend more time talking with the children rather than making records of attainment. As a school, we have made the decision to upload key moments from different areas of learning across a term, as well as any class/school events that we feel you would like to see.

All information held in the platform is stored securely and can be downloaded and shared as required. Parents and carers are also able to upload their own comments and media to their child's Journal.

We hope you find this information helpful. If you have any other questions, please either email us at messages@belmont.hounslow.sch.uk or come and see us at the beginning of term.

We look forward to a happy and successful Reception year!

The Early Years Team.