



Keep Hatch
Primary School



Welcome

Aspire - Believe - Achieve



Introductions



Mr Cole
Executive
Headteacher



Mrs Appleby
Headteacher



Mrs Cartwright
Deputy
Headteacher



Mr Ewers
Chair of Governors,
Co-opted Governor

Early Years Teaching Team



Miss Smith
Early Years Leader
and
Class Teacher



Mrs Bukhari
Class Teacher



Miss Hickey
Class Teacher



Our School Values

Our core values are a big part of every day school life. We want children to feel safe and secure in their school, feel valued and realise their potential.

- **Happiness**
- **Respect and Tolerance**
- **Confidence and Resilience**
- **Imagination**
- **Independence**
- **Ambition**
- **Responsibility**
- **Honesty and Integrity**



Safeguarding



- We have four Designated Safeguarding Leads (DSLs)
- **Every** member of staff is responsible for safeguarding all children
- Clear systems and processes in place to follow should anybody have a concern – staff, parents, children.



Mrs Cartwright
Deputy
Headteacher



Mrs Appleby
Headteacher



Mrs Caird
SENCo (Special
Educational Needs
Co-ordinator)



Miss Smith
EYFS Lead and
Class Teacher

Frays Academy Trust



Schools within the Trust

- + **Beechwood Primary School, Wokingham**
- + **Cowley St Laurence Church of England (CE) Primary School, Hillingdon**
- + **Keep Hatch Primary School, Wokingham**
- + **Laurel Lane Primary School, Hillingdon**
- + **St Martin's Church of England (CE) Primary School, Hillingdon**
- + **St Matthew's Church of England (CE) Primary School, Hillingdon**



Frays Academy Trust

- The Trust will enable all pupils to achieve and develop the skills, knowledge and understanding necessary for Secondary Education and beyond.
- The Trust will inspire excellence through high quality leadership, good and outstanding teaching as well as a highly creative curriculum.
- The learning culture within each Trust school will inspire children to succeed academically and encourage pupils to aspire to reach their full potential.
- At the foundation of our vision is a commitment to providing the highest quality, individualised, professional development for staff. The Academy Trust will invoke high quality leaders of learning in order to provide an enriched curriculum for our pupils of today and tomorrow.

The School Day



- Doors open at 8:40am and Register at 8:50am.
- Break time is at 10:20am (at teachers' discretion).
- The teaching day ends at 3:20pm.
- Children are dismissed from their classrooms.
- Please do ensure the school office is informed by midday if somebody different is picking up your child.

School Uniform



- Smart uniform is expected
- Black school shoes with Velcro or easy buckles
- Earrings should be removed before school on P.E. days unless your child can remove them and put them back in themselves
- Long hair must be tied back
- School book bag and PE bag
- **Please name every item of clothing**
- Black shoes –Summer and winter uniform can be worn at parents' discretion

PE Kit

- Keep Hatch PE t-shirt and shorts - in a PE bag
- All kit must be named
- Trainers for summer term (indoor plimsolls not required)
- Coloured house t-shirt for Sports Day/ intra house events

A couple of requests....



Please can we request that children are not sent into schools with laced shoes or trainers for PE

Please provide your children with a spare pair of clothes to keep on their peg

Back packs are not needed – books bags are all they need.

Thank you

Lunches



- All children in EYFS, Y1 and Y2 are eligible for Universal Free School Meals. This is in addition to free school meals offered to pupils whose parents are in receipt of Pupil Premium funding.
- Food is prepared in house. Please do prepare children for this choice they need to make every morning as this can be quite tricky!
- Water is provided, but please provide drinks with packed lunch.
- **No nut products please**



Snacks



- Fresh fruit is provided at morning break - you may wish to supply a snack home – this should be a piece of fruit, in a named bag or box which is **separate to** your child's lunchbox.
- Snacks go into the snack box at drop off and staff distribute at playtime.
- Please do not put playtime snacks in lunch boxes – please keep these separate, clearly named.
- **No nut products please**

Milk

- Milk is free for children up to the date of their fifth birthday
- Milk can be purchased when children are over the age of 5
- Children are automatically enrolled to the free milk scheme unless otherwise notified. Please see the letter in your pack with further information



Pupil Premium Funding

Families are entitled to Pupil Premium funding if they are receiving:

- Universal credit
- Job seeker's allowance
- Child tax credit
- Income support
- Income related employment and support

And to those children who are:

- Adopted children or those in special guardianship
- Service children

The funding is intended to close the attainment gap between disadvantaged and non-disadvantaged pupils

Even if you don't want your child to receive the free school meal (or they do so anyway through UFSM) please still register to help fund valuable support such as extra tuition, teaching assistants, after school clubs, music lessons and sports activities

To do so, please contact the school office for a form

Please be reassured that any information provided to the school will be treated in the strictest confidence.

Medicine



- We can give one dose of prescribed medicine with written permission – please complete form from reception
- Please provide inhalers or two EpiPens if your child needs one and please complete the registration form. These must be in school by the first day of term.



Holidays



Holidays/leave of absence during term time will not be authorised unless in exceptional circumstances.

Children who are not yet statutory school age (term **after** they are 5) are allowed to be taken out of school, but this is not encouraged for the benefit of the child.



Breakfast and After School Club



Funtastic Kids run breakfast and after school clubs:

- Breakfast club from 7:30am
- After school club from 3:20pm – 6:00pm

All information has been provided in EYFS packs.

Helping in School



- Reading
- Pencil control and name writing
- Cutting out and laminating
- Swimming
- Other expertise!

A sign up list will be available as soon as we are able to welcome parents helpers back in school again. When this occurs, you will be very welcome in school if you feel able to help.

Internet Acceptable Use



Children will have access to computers whilst at school.

They will be taught about e-safety and acceptable use – in and out of school.

Parents are requested to sign acceptable use agreement to show their support of the school in this important aspect of school life.

Early Years Foundation Stage Curriculum



The children follow the Early Years Foundation Stage curriculum and are taught and assessed against different areas of learning.

An information session about the curriculum will be held with the class teachers very early on in the autumn term.

A summer holiday school-readiness pack was given out to you all and we hope that it contained many useful resources to assist your child get ready for starting. We were keen to include support with helping your child to develop a correct pencil grip, number and letter sound activities but also ideas to develop self-help skills.



Self-Help Skills

Your child should...

- Be able to manage their own toileting
- Be able to wash and dry their own hands independently
- Be able to dress themselves with some help for buttons
- Be able to put their own shoes and coat on (and fasten the zip if possible!)

Why not get your child to practise putting on their school PE kit independently?



Number and Shape

Your child should be able to...

- Count to 5 in the correct order and start to count beyond
- Count 5 objects and say one number for each item
- Count out 1, 2, 3, 4 and 5 objects
- Quickly say how many objects they can see up to 3
- Recognise and name a circle, square, rectangle and triangle

Literacy



Your child should be able to...

- Talk about the stories they have heard and join in with familiar stories and rhymes
- Hear and say the first sound in words. For example, 'snake' begins with a 'sss' sound
- Recognise at least 10 sounds
- Be aware of rhyme

Writing



Your child should be able to...

- Hold a pencil and use it with good control
- Use the pencil grip that is in your summer pack
- Form recognisable letters using the guide in the pack for formation
- Write their own name
- Draw a picture

Forms



Thank you for completing all the paperwork in your packs and returning it to the school office. If you have any outstanding paperwork to return, the office team will be very pleased to receive it.





I am absolutely delighted to welcome you and your children to Keep Hatch Primary School and we are all so very excited to get to know your children and start their school learning journey.

