



Proud to be Parkside

Welcome

to Parkside Primary School

Reception Welcome Pack

CLPT[®]

Welcome Message

It is a pleasure to welcome you and your family to Parkside Primary School. I am incredibly proud to be the Headteacher of our wonderful school and to lead such a caring and dedicated team.

As a parent of two-year-old twins myself, I understand first-hand the trust involved in leaving your child in someone else's care. Please be assured that we take that responsibility very seriously and are committed to ensuring every child feels safe, happy and valued.

At Parkside, we care deeply about every aspect of your child's development. Through nurturing relationships, exciting learning experiences and close partnerships with families, we strive to help every child thrive and develop a lifelong love of learning.

We are delighted that you have chosen Parkside and look forward to welcoming you to our school community.



Mrs S Jones

Headteacher

About Us

Parkside Primary School
Bradshaw Way
Parkside
Stafford
ST16 1TH
Telephone: 01785 450145

Email: childcare@parkside.staffs.sch.uk

Web Address: <http://www.parkside-staffs.co.uk>

Headteacher: Mrs S Jones

Deputy Headteacher: Mrs L Salter

Assistant Headteacher for Inclusion: Mr T
Johnston

Reception Team

Mrs Dennett – EYFS Lead

Miss Spencer

Miss Hier Warren

Miss Alldritt

Miss Keeling



Parkside Information

This booklet will provide you with key information about our Reception class and what to expect as your child starts school.

We have included practical details to help you and your child feel prepared and confident for this exciting new chapter.

If you have any further questions, please do not hesitate to contact Mrs Jones (Headteacher) or a member of the Reception team.

We look forward to welcoming you and your child to Parkside.





Our values

→ Respect

→ Independence

→ Determination

→ Kindness

→ Pride

→ Resilience



Governors Welcome —

The governors of Parkside Primary School are excited to welcome you to our Reception class. Here at Parkside, we offer a professional setting with well experienced, qualified and caring staff and an exciting and varied curriculum true to our 'Proud to be Parkside' motto. Our values underpin everything we do and help children to develop into confident, caring and resilient learners. We look forward to working with you as parents and to seeing your children enjoying their learning with us in our caring environment.

Welcome from our Reception Class...

Our Reception Class would like to share with you what they enjoy about being a pupil at Parkside Primary School.

I like rsepsnsh
beeckos
it makes me
happy to lem
phonics

"I like Reception because
you learn maths and we
do forest school."

"I like Reception because it
makes me happy to learn
phonics."

I like Rsepsnsh
becus you lern mths
and we do forest
school

I like Reesepshnsh
becus I like
thatee whack
you can eet
apples

"I like
Reception
because I
like that at
snack you can
eat apples."



Early Years

Foundation Stage

The Early Years Foundation Stage (EYFS) describes the time between birth and five years old. Children in the EYFS learn by playing and exploring, being active, and through creative and critical thinking which takes place both indoors and outside.

How will my child be learning?

There are seven areas of learning within the Early Years Foundation Stage Curriculum. All areas of learning and development are important and inter-connected. Three areas are particularly crucial for igniting children's curiosity and enthusiasm for learning, and for building their capacity to learn, form relationships and thrive.

The prime areas are:

Communication and Language

Physical Development

Personal, Social and Emotional Development.

As children grow, the prime areas will help them to develop skills in the four specific areas. These are:

Literacy

Mathematics

Understanding the World

Expressive Arts and Design.

We follow the Little Wandle: Letters and Sounds Revised phonics scheme to support early reading and writing.



Starting School

Your child will start school on Thursday 3rd September 2026. We understand that starting school is a big step for both children and families, and we are here to support you every step of the way.

Uniform

The children will be expected to be in full uniform from their first day and to have their book bags. Children are required to attend school in their PE kit on their designated PE days. They will require a named water bottle with them. If your child's Nursery/Pre School have asked that you share any learning journeys or reports with school please bring these in too.

Communication

Arbor is our online communication platform where you can order meals, book after school care, pay and give consent for trips and keep up to date with important information. Reception teachers also use an online tool called 'Famly' to show weekly highlights of learning and keep you up to date with important information. Login information to follow.

Settling.

Initially, you are welcome to settle your child. However, as the weeks go on, we encourage you to help your child become independent by encouraging them to come into the classroom on their own.

Parents/Carers will be invited in on a weekly basis to come in and support your child in their learning with a 'Stay & Solve' session. Further details will follow once the children have settled into school.



Book Bags &— Reading Books

Reading is the most important thing you can do with your child at home. Your child will bring home a reading book and a reading diary each day in their book bag.

Reading Books

Your child will be given a book matched to their phonics level. Please read this book with your child every night and record it in their reading diary. Books will be changed regularly.

Reading Diary

Please write a short comment in your child's reading diary each time you read together. This helps us to track progress and celebrate achievements.

Tricky Words

Your child will also bring home tricky words to practise. These are words that cannot be sounded out using phonics and need to be learned by sight.

We follow the Little Wandle: Letters and Sounds Revised phonics scheme. More information about how you can support reading at home will be shared at our phonics workshop.

Please ensure your child brings their book bag to school every day.



Children who read...



Are more likely
to overcome
disadvantage
caused by
inequalities



Are more likely to
be happier,
healthier and
experience better
mental wellbeing
and self-esteem



Are more likely to
do better at
school and make
more progress
across the
curriculum



Are more likely
to develop
empathy and
creativity

SAFEGUARDING TEAM



Mrs Dennett- DDSL



Mrs Jones
DSL



Mr Thorley- DDSL



Mr Buckley- DDSL



Mrs McMahon- DDSL



Mr Johnston- DDSL



Safeguarding
is
everyone's
responsibility

Safeguarding

In order to ensure the safety and wellbeing of the children in the setting, and to prevent images being recorded and inappropriately used, Parkside Primary School prohibits the use of personal mobile phones by staff when working with children both on and off site, and prohibits the use by parent helpers or visitors when on the school premises or on school trips.

Visitors are required to hand in mobile phones to the office before entering our school. Cameras are used for assessment purposes only and permission will be gained prior to staff taking any photographs of your child. We do not prevent parents taking photographs at school events but ask that they are for personal use only and not shared on any social media sites.

Photo's- we will take photos of the children for learning purposes and also social media but we will not include any faces or identifiable features. Please indicate in your Data Collection form your photo consent preferences.

Smoking

As outlined in the EYFS framework and in the school policy we operate a strict no smoking policy on our school grounds this includes e-cigarettes.

Policies and Important Information

Please refer to our website <http://www.parkside-staffs.co.uk> to find more information on our Behaviour policy our Special Educational Needs offer, Pupil Premium offer and Curriculum information.

Designated Safeguarding Leads

Mrs Jones, Mrs Salter, Mr Thorley
Mrs Dennett, Mr Johnston, Mr Buckley &
Mrs McMahon



Our Reception Team



Reception Class

Mrs Dennett (EYFS Lead)

Miss Spencer

Miss Hier Warren

Miss Alldritt

Miss Keeling

Mrs Dennett
EYFS Lead

Daily Routines

Morning Routine

8:45am – Gates open, children enter through the classroom door and complete self- registration and morning activity.

9:00am – Registration

9:10am – Phonics (Little Wandle)

9:30am – Guided Reading

10:15am – Snack and outdoor play

10:30am – Maths/English

10:45am– continuous provision

11:45–12:45pm – Lunch

Afternoon Routine

1:00pm – Mental Maths

1:15pm– Topic / Understanding the World / Expressive Arts

1:45pm – Continuous Provision

2:45pm – Tidy up and story time

3:10pm – Get ready for home

3:20pm – End of day, collection from classroom door



Drop-off & Collection

Morning Drop-off

Gates open at 8:45am. Please bring your child to the Reception classroom door where a member of staff will greet them. Please say a quick goodbye and allow your child to enter independently.

If your child is upset, staff will support them and help them settle. You are welcome to phone the office later in the morning for reassurance.

End of Day Collection

The school day ends at 3:20pm. Please collect your child from the Reception classroom door. Your child will only be released to adults recognised by staff or who have the chosen password.

If someone different is collecting your child, please inform the office before the end of the day.

Late Collection

If you are running late, please contact the school office as soon as possible. Your child will be kept safe and supervised until you arrive.

Please ensure we always have up-to-date emergency contact details on file.



School Dinners & Snack

All children in Reception are entitled to Universal Infant Free School Meals. This means your child can have a hot school dinner every day at no cost to you.

You can order meals through Arbor. Menus are available on the school website and change termly. There is always a meat, vegetarian and jacket potato option available.

If you prefer, your child may bring a packed lunch from home. Please ensure it is healthy, balanced and nut-free as we are a nut-free school.

Snack

All Reception children receive a free piece of fruit or vegetable each day through the government scheme. Milk is also provided free for under-fives.

Water Bottles

Please send your child with a named water bottle filled with water only. Bottles will be sent home daily to be cleaned and refilled.

Allergies & Dietary Needs

Please inform us of any allergies or dietary requirements before your child starts. We will work with you to ensure your child is safe and catered for.





School Uniform

Girls

- Navy polo shirt with Parkside logo
- Blue sweatshirt or cardigan with Parkside logo
 - Grey skirt, pinafore, culottes or trousers
- Yellow gingham summer dress (optional)
 - Grey or white plain tights/socks
 - Black sensible shoes
- Coat preferably with hood
 - Sunhat
- Pair of wellington boots
- Blue/Yellow hair clips/bobbles (hair longer than a 'bob' should be tied up)

Boys

- Navy polo shirt with Parkside logo
- Blue sweatshirt or cardigan with Parkside logo
 - Grey trousers/shorts
 - Grey socks
 - Black sensible shoes
- Coat preferably with hood
 - Sunhat
- Pair of wellington boots
- N.B Long hair should be tied up

Can be purchased at:

<https://crestedschoolwear.co.uk>

<http://www.myclothing.com>



Parents as partners

We recognise that parents and carers play a vital role in their child's learning and development, we believe that working together builds strong relationships that facilitate the best outcomes for your child. Parents and carers are their children's first teachers. When they are with you learning can happen at anytime and anywhere, for example through:

- Playing games, singing nursery rhymes.
- Talking about what you can see in the park or on the street.
- Counting the stairs as you go up and down.
- Laying the table, talking about how many plates, knives, & forks etc. you need.
- Encouraging your child to get dressed independently.
- Showing your son how to use a urinal.
- Develop independence when using the toilet, especially managing personal hygiene.
- Encouraging your child to write their name, e.g. in birthday cards, on the floor in chalk.
- Looking at books together and talking about the story and the pictures.
- Playing initial sound games like eye spy.



Parent & Teacher Meetings

Please do not hesitate to come and talk to us at the start or end of the day about anything, however small it may seem.

These are the official Parent/Teacher meetings below.

Autumn Term – Open Evening and Teacher Appointments

There will be an opportunity this term for you to come and look at your child's work and then meet with your child's teacher on an individual basis. Your child's teacher will share your child's Autumn Term Assessment letter with you.

Spring Term – Open Evening and Teacher Appointments

There will be an opportunity this term for you to come and look at your child's work and then meet with your child's teacher on an individual basis. Your child's teacher will share your child's Spring Term Assessment letter with you.

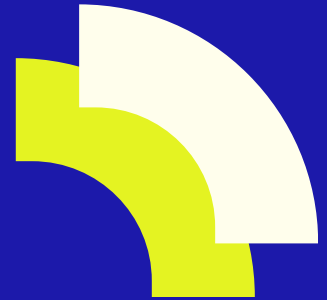
Summer Term – Optional Evening and Reports

A written report will be sent to you, via your child, towards the end of term and an optional parents consultation evening will be available.





Health Care Information



If your child is unwell and unable to attend school, please contact the school office by 9:00am on each day of absence. You can call or use the Arbor app to report absences.

Care Plans

If your child has any medical conditions (e.g. allergies, epilepsy, diabetes), please inform us before they start so we can put a care plan in place. These are reviewed annually.

Medication

We can only administer prescribed medication that is clearly labelled with your child's name, dosage, and instructions. A medication consent form must be completed at the office.

Asthma

If your child has asthma, please provide a labelled inhaler and spacer to be kept in school. An asthma care plan must be completed.

Allergies

If your child requires an Epi-pen then please ensure that we have two, up to date Epi-pens in school at all times.

First Aid

We have qualified first aiders on site at all times. You will be contacted if your child has a head injury or requires further medical attention.

Safeguarding

The welfare of every child is our priority. All staff are trained in safeguarding and child protection procedures.





Important Information

Parking

Please be considerate of our neighbours when parking near the school. We encourage walking, cycling, or using the park and stride scheme where possible.

Holidays During Term Time

Holidays during term time are not authorised and may result in a fixed penalty notice. Please book holidays during the school breaks.

Celebration Assemblies

Each week we hold a celebration assembly where children are recognised for their achievements. Parents and carers of award winners will be invited to attend.

PTFA (Parent, Teacher & Friends Association)

Our PTFA organises events and fundraising activities throughout the year. All parents and carers are welcome to get involved. Look out for information about upcoming events.

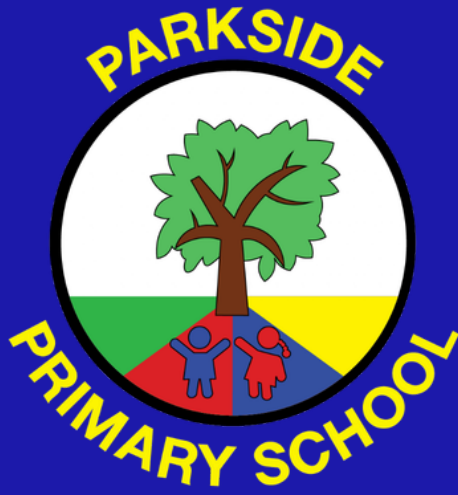
Communication

We use Arbor and Famly to share updates, photos, and important information. Please ensure you have both apps downloaded and check them regularly.

Safeguarding

Mobile phones must not be used on school premises. Photography is not permitted without prior consent. Smoking is not allowed anywhere on the school site.





Thank You



01785 450145



<https://www.parkside-staffs.co.uk/>



childcare@parkside.staffs.sch.uk

