



St Francis RC Primary School

"We believe that with God everything is in our reach"

WELCOME

We welcome you to the Early Years Foundation Stage at
St Francis RC Primary school
We hope that our partnership with you is a long and happy one

The following booklet provides information you may need to help with the
induction of your child into the Foundation Stage

THINGS YOU NEED TO KNOW

Our Learning Community

Our team of early years professionals
are committed to the development of high quality
education and care for children working
in partnership with you.

St Francis RC Primary School
Ellenbrook Close
Gorton
Manchester
M12-5LZ
0161-223-3457
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EMMAUS
CATHOLIC ACADEMY TRUST

The Underpinning Principles of the Foundation Stage

We believe that children are strong and powerful learners and that the most effective learning takes place in a well-organised play environment where children's interests are acknowledged and their individual needs are supported by skilful adults. Learning and teaching at St Francis will build upon children's experiences at home.

Organisation of our Foundation Stage

We have 24 places available for Nursery aged children (3-4 years old) and 30 places for Reception aged children (4-5) within our Foundation Stage.

Foundation Stage Curriculum

There are 7 areas of learning within the Early Years Foundation Stage. These are:



- Personal, Social and Emotional Development
- Communication and Language
- Physical Development
- Literacy (including Reading and Writing)
- Mathematics
- Understanding the world
- Expressive arts and design

Children will access learning in all 7 areas through a range of focused and independent activities both inside and outside.

Teaching and Learning

During your child's time in the Foundation Stage they will take part in a range of adult-led and child-led play based learning activities.

Along with directed group time sessions each day, your child will have the opportunity to choose from a wide range of high quality and carefully thought out learning experiences during continuous provision time. During this time, adult involvement that is sensitive to children's wellbeing and development needs enriches and scaffolds their learning.

Within continuous provision time, there are also opportunities for planned adult-led focus activities inside and outside, that your child will be encouraged to participate in. Our planning is guided by a range of assessment opportunities that allow us to identify children's next steps in learning and support them with these.

Routines of a Typical Day

The Beginning of the Day

Doors open at 8.40am where your child will be met by their class teacher.

Registers are taken at 8.50am

Lunch time 11.30am

Afternoon session begins at 12.30

It is important that your child is on time for school every day.



Once children enter the classroom we encourage them to start developing their independent skills by finding their coat peg, hanging their coat up, putting their water bottle away and finding their name and picture to self register.

Snack Time

Milk, and a piece of fruit are provided every day for the Foundation Stage children free of charge up until the term after your child turns 5. We do ask that you send in a water bottle filled with **fresh water** each day so that the children can help themselves to a drink from the snack table when they need to.

Please refrain from sending in cordial, fruit juice or fizzy drinks.

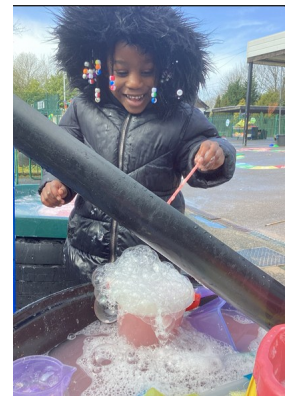


Saying Goodbye and leaving your child in the morning may some times be upsetting...

... however please be assured that we are very experienced in helping make this moment as easy as possible for you and your child. You can, of course, contact us at any time during the day to ask about how they have settled in and are getting on with their day.

During the Day

Children work in all areas of the indoor and outdoor classrooms that are continuously available, resourced and organised to develop quality learning experiences. Please see a copy of an example timetable in your pack.



Your child will be involved in directed teaching sessions led by practitioners. These sessions focus on developing children's Language, introducing phonics and mathematical concepts as well as challenging their knowledge and understanding of the world.

Lunchtime - 11.30-12.15pm

If your child is with us all day, a carefully prepared hot lunch is available in the dining hall each day for the children.

We all sit together to develop our table manners and social skills. Please see information page about school gateway app for payments and applying for Free school meals.

The children are supervised at all times by our dedicated team of Lunch time organisers and teaching staff.

Reception Lunches

All Reception children are eligible for 'Free School Meals' under the Government initiative, though if you think you may be eligible for a free school meal code, please speak to the school office.

If you would prefer your child to bring a packed lunch please see the advice regarding 'Healthy packed lunches' in your information pack.

End of Day-3.20pm

You can collect your 'Little Learner' from their classroom door each day at the end of their session.

Children in the Foundation Stage can only be collected by a responsible person over the age of 16.

If you give this job to an unknown friend or relative please keep us informed. This helps us to keep your child safe!

Please try to be on time as young children can become easily distressed if their grown-up is late.



Useful Hints and Tips

Please:

- Understand if your child comes home messy – we learn to play and we play to learn!!!
- Provide CLEARLY LABELLED clothing/footwear that is easy to put on and take off, and suitable for the day's weather (See uniform page for further information)
- Help your child to go to the toilet independently
- Encourage your child to dress and undress independently especially socks and shoes
- Enjoy sharing stories, songs and rhymes
- Share library books that come home and return them to school
- Celebrate and value every learning effort your child makes
- Talk to other parents about shared experiences with children
- Approach staff with any concerns or questions you may have
- See getting ready for school plan/Road to school map in pack

Uniform & Other Clothes

We ask that all children in the Foundation Stage children wear the St Francis school uniform.

For 2026–2027 this consists of;

- ◆ Black trousers/skirt/pinafore
- ◆ Plain white Polo shirt
- ◆ Red jumper/cardigan plain or with school logo—Uniform is available for KK sports in Gorton
- ◆ Sensible, easy-fastening, black shoes

In the summer girls are allowed to wear red/white checked dress and boys are permitted to wear smart school shorts.

Please see attached page overleaf.

- ◆ Children in Reception will require a PE Kit for lessons—White t-shirt, black shorts and pumps—this can come to school in a separate bag and be kept on the children's pegs until weekends or the end of a half term.



School book bags are very handy for EYFS children as they bring home lots of lovely pictures, letters and 'library' books.



It is VERY IMPORTANT to write your child's name in their clothes so that they don't get muddled up with those of other children.

Please can you also provide a pair of wellies for outdoor play on rainy days and a spare set of clothes to leave at school in case of any accidents.

Please note that jewellery is not allowed in school. If girls have their ears pierced a small set of stud earrings is permitted.

Sun Protection

Children can spend up to 2 hours each day outdoors. The need for sun protection is vital. Please ensure that your child has a hat for warm weather and that sun cream is applied before school.

Medication Policy

Prescription medicine provided by your family doctor for a temporary medical condition will be given in school only if absolutely necessary. These requests will be dealt with on an individual basis and you will be required to complete & sign a medication form at the school office.

If your child has asthma we request a spare (blue) inhaler, forms will need to be signed to give consent for us to administer, inform us of what dosage is required and at what intervals.

Intimate Care

We understand that children may need support with toileting or changing from time to time and we endeavour to ensure that these times are handled with care and respect. We ask that you help your child to toilet train during the holidays. We ask that you read our intimate care policy and sign the consent form so that you are aware of our procedures. Individual plans can be created if needed.



Parents as Partners

You are a key person in your child's education. As your child enters the Foundation Stage and moves on through school, we want you to be just as involved with their learning as you always have been! We know that working together to develop your child's well being and involvement helps them to achieve successfully as a learner.

Other ways we work together are:

Parent/Teacher Consultations

We have the chance to meet with parents twice a year to discuss your child's progress

Autumn term— This meeting is organised to discuss the well being and involvement of your child at the end of their first term in their new class.

Spring term—This meeting is organised to summarise progress so far over the year and targets to help move your child forward.

Your Child's Learning Journey - St Francis use an online platform called Seesaw. This will allow us to share photographs of your child and their experiences at school and keep up-to-date with our learning. We will send out the activation forms in the Autumn term.



Helping in the Classroom and at Home

Talk to your child's teacher if you are able to help out in class in any way. Please support your child to complete any work that comes home, this will usually be a small task related to something we have been learning about in school or it might involve collecting objects for the following week.

Reading is essential to learning and so spending at least 5 minutes each day sharing a story and talking about books will be a key factor in helping your child at school.

Parents will be invited to attend 'Come and Play' sessions with their child throughout the year.

You will be informed of the dates of these sessions in September.

ATTENDANCE & PUNCTUALITY

At St Francis we are committed to promoting good attendance and punctuality from the moment a child first enters school ; research shows that good habits are formed early and that good attendance equates to good educational attainment.

We have found that poor attendance and punctuality in Foundation Stage tends to continue as children move through school, this can result in progress being hindered.

If attendance becomes an issue you will be asked to come into school for an appointment with the School's Attendance Officer.

If your child is unwell and cannot come to school you must ring school before 9.00 to inform us (0161-223-3457). It is so important that you let us know where your child is if they are not in school as this is a child protection issue. We also need to know so that we can order the correct number of dinners from the cook each day.

SCHOOL STARTS AT 8.40am PROMPTLY.

We expect children to be on time each day. Late arrivals can mean issues with your child settling into class, missed learning opportunities and sometimes disruption for the other children in the class. If you do arrive late you will find that the gates have been locked and must enter through the main entrance. A member of staff will then escort your child down to their class. *Please be aware that parents will not be able to take their child down to class if they arrive late as most lessons will already have started - this is to keep disruption to a minimum for **all** the children .*

FOUNDATION STAGE CHILDREN FINISH SCHOOL AT 3.20PM– Again, please be on time at the end of the day; children can become distressed when their grown-up is late, especially when their friends have all gone home .

FACT: EXCELLENT ATTENDANCE & PUNCTUALITY ARE
ABSOLUTELY VITAL TO YOUR CHILD'S
SUCCESS AT SCHOOL!

