



# Stamford Green

## Primary School and Nursery



### YR Induction Information – September 2023

Please find below the key dates, events and details for our staggered entry, which will ensure that your child's start to school is as happy and smooth as possible.

The events listed below, allow the children (and parents/carers) to meet their teachers and familiarise themselves with the school, their classroom and surrounding areas. They also enable school staff to get to know your child so that they can help them and build successful relationships.

1. Welcome Meeting
2. Discovery Trail
3. Play Visit
4. Individual School Visit
5. Staggered Entry

#### 1. Welcome Meeting – 9.30am on Tuesday 20.6.23

#### 2. Discovery Trail – Tuesday 27.6.23

We would like to invite you to come along with your child and take part in a short trail in our school grounds so that you can get to know us and the journey to and from school.

Please arrive at the East Gate via Christ Church Mount within your allocated time. Unfortunately, there is no access via the West Gate.

Date	Time	For people whose child's surname begins with:
Tuesday 27.6.23	9.30am – 10.30am	A – C
	9.45am – 10.45am	D – H
	10.00am – 11.00am	I – P
	10.15am – 11.15am	Q – Z

At the Discovery Trail, please could we ask you to bring along your child's **birth certificate**. We will verify your child's date of birth as part of our admissions checks and return it to you immediately.

#### 3. Play Visit – Thursday 13.7.23

This is a chance for children to come and play in their classroom as the staff will have set up lots of exciting activities for them. Please read the last two paragraphs of this document which explains how the children will enter and leave school.

Children will be grouped as follows:

Group 1 – Children who will reach the age of five between 1 March and 31 August

Group 2 – Children who will reach the age of five between 1 September and 29 February

Date	Time	Group
Thursday 13.7.23	9.30am – 10.30am	Group 1
	10.45am – 11.45am	Group 2

Please come to school via either East Gate or West Gate on Thursday 13.7.23. If your child is part of the Stamford Green Nursery, we will collect them from Nursery at the appropriate time and take them back to Nursery afterwards so you do not need to worry about taking them.

#### **4. Individual School Visit – Wednesday 6.9.23, Thursday 7.9.23 and Friday 8.9.23**

To help your child get to know their class teacher you will receive a fifteen minutes individual appointment on either Wednesday 6.9.23, Thursday 7.9.23 or Friday 8.9.23. Details will be given to you at the Welcome Meeting on Tuesday 20.6.23. The appointment is a chance to share any information you would like your child's teacher to know before they start school.

#### **5. Staggered Entry and Key Dates**

At Stamford Green the vital staggered entry to school enables the children to settle into school life and get to know the environment, staff and their peers in a calm atmosphere. During this short period of time in their school life, we have a greatly reduced child to adult ratio, which ensures that we can give extra individual attention in the initial first days at school. Previous experience has shown us that this process does work and is beneficial for all the children involved. This is especially true because we are able to focus on each child's prior learning and illicit what their next steps need to be for every individual straight away.

##### **Week 1 – w/b 28.8.23**

Monday 28.8.23 - Bank holiday – School closed  
 Tuesday 29.8.23 - Summer holiday – School closed  
 Wednesday 30.8.23 - Summer holiday – School closed  
 Thursday 31.8.23 - Summer holiday – School closed  
 Friday 1.9.23 - INSET Day – School closed for children due to staff training

##### **Week 2 – w/b 4.9.23**

Monday 4.9.23 - INSET Day – School closed for children due to staff training  
 Tuesday 5.9.23 - INSET Day – School closed for children due to staff training  
 Wednesday 6.9.23 - Individual Visits to take place so no Reception (YR) classes in school  
 Thursday 7.9.23 - Individual Visits to take place so no Reception (YR) classes in school  
 Friday 8.9.23 - Individual Visits to take place so no Reception (YR) classes in school

##### **Week 3 – w/b 11.9.23**

From Monday 11.9.23 your child will either attend a morning session (Group 1) or afternoon session (Group 2) at school for six school days. Both groups will not be having lunch at school so please make sure Group 2 children have lunch before coming to school.

Children will be grouped as follows:

Group 1 – Children who will reach the age of five between 1 March and 31 August

Group 2 – Children who will reach the age of five between 1 September and 29 February

- Group 1 children will attend school for the morning session, which will commence at 9.00am. At 11.30am the Group 1 children will be dismissed back to their parents/carers.
- Group 2 children will attend school for the afternoon session, which will commence at 12.30pm. At 3.00pm the Group 2 children will be dismissed back to their parents/carers.

#### **Week 4 – w/b 18.9.23 – Staggered Entry and Full Days**

Monday 18.9.23 – Staggered entry as above for Group 1 and Group 2.

Tuesday 19.9.23 – Friday 22.9.23 – Full days for everyone including lunch – please see below for school times and details.

#### **Week 5 – w/b 25.9.23 – Full Days**

All children attend YR (Reception) for full days (morning, lunchtime and afternoon).

The school day starts at 8.35am and children should be collected at 3.05pm from the East Gate and 3.10pm at the West Gate. Please note that the children may arrive at the East Gate from 3.00pm as we allow some extra time to walk to the gates.

#### **Arrival/Entry to School – 8.35am**

Please make your goodbyes as quick as you can. The vast majority of tears stop before you have even left the school premises! If children are really not settling into school we will work with individual families to resolve any issues. However, children look out for and notice adults' reactions when they are anxious, and are more likely to be upset if you look unhappy yourself.

Please do not cross over the line of blue spots parallel to the Gate or stand on the blue spots that lead up to the East Gate. These are a path that all children follow to get into school and help us dismiss the children safely at the end of the day.

At the start of every school day, play visit or staggered start session, a whistle will be blown, which indicates that the children should say goodbye and line up independently by the East and West Gate drop off points inside the gates. Members of staff will be there to facilitate the 'Reception Train' and on the second whistle the train will leave for class. Parents are asked to stand back from the train as the children depart!

#### **Leaving/Exit from School – East Gate 3.00pm – 3.05pm. West Gate 3.05pm**

At the end of every school day, play visit or staggered start session, please wait for your child at either the West Gate drop off/collection point or by the East Gate pedestrian area. Please stand behind the blue spot line. Thank you for being patient as the teachers ensure the children are dismissed safely.

It is essential that you inform the class teacher if somebody else is to collect your child.

**Thank you for taking the time to read this information. We look forward to caring for and helping your child.**