



St George's

PREPARATORY SCHOOL

Preparing Children For Life



Parent Handbook

Reception

September 2023

Welcome to Reception!

The Reception year is an important time when children continue to develop positive relationships whilst also developing self-confidence and independence in their learning. This development occurs inside and outside under the expert eye of our Early Learning practitioners. As is the ethos of our school, we are looking to unlock the potential in all children whatever form that may take. The well-being and happiness of each child is at the fore front of our thoughts when planning for their learning and overall educational journey.

We look forward to welcoming you and your child to the Reception classes in September. We aim to make the transition from Nursery to Reception a smooth experience and so please take time to read this booklet to help with your child's transition.

Mrs Grove and Miss Cooper will continue as our Reception Class teachers. The Teaching Assistant that will support the children will be Mrs Laphorn-Nears.



Miss Lucy Cooper
Reception C



Mrs Emma Grové
Reception G



Mrs Laphorn-Nears
Reception TA



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Daily Routine

The school day starts promptly at 8.45am, but the children may be left in their classrooms from 8.30am.

When you arrive, please allow your child to complete as many of their arrival jobs by themselves as possible, including hanging up their blazer, putting caps and snacks in their trays and reading bags in their group's box. As the year progresses, we encourage the children to complete their morning jobs independently.

At the end of the day, please wait for the bell at 3.30pm before coming into the classroom to collect your child. Please let us know if someone else is collecting your child or if they need to be taken to late room to be collected by 4.00pm. Please see the rota for late room areas, this will be sent out before the start of each term. If your child is being collected by a person who does not know the school, please familiarise them with the systems in place such as where to park etc.

At the end of the day, we are very happy for you and your children to play on the lawn in front of school, but please remember that they are under parental supervision and that there will be a steady flow of cars coming along the drive. Children are not allowed to enter the woods without a teacher so should not be playing there at the end of the day.

Please do not allow your child to play on the adventure playground or in the walled garden before or after school.



Clubs and After-School Care

A timetable of clubs on offer after school will be sent out to all parents before the start of the new term.

After-School Care will be provided in the nursery each day from 4-5pm. Requisitions to all clubs and After School Care are requested on a termly basis. A letter will be sent about this before the start of each term.

Forest School and Outdoor Learning

Reception children will be involved in Forest School activities every third week and outdoor learning activities regularly in all seasons.

Please make sure that they have waterproof clothes in school that we can use when required. This can be a lightweight waterproof jacket, trousers or suit and wellies.

Assemblies

We have an assembly on Wednesdays and Fridays, so it is particularly important that the children arrive on time on these mornings.

Reception children take part in a nativity performance at the beginning of December. They will also take part in one class assembly that all parents and carers are invited to attend.

Snack and Lunch

The children will need a small snack each day for the morning snack. Please note that we are a nut free school and so care should be taken to ensure that no snacks come to school that include nuts.

We encourage healthy snack choices such as fruit, yogurts, cheese etc.

Pupils also need to bring in a named water bottle and drinking water will be encouraged throughout the day. In the afternoon, an afternoon snack is provided; raisins, apple, pineapple, cucumber, and carrot are examples of the snacks on offer.

Please let us know if your child has any dietary or medical requirements.

Lunch menus can be viewed on our school web site.

Communication

A lot of our communication will be carried out via the children's online learning journey, Tapestry. We will send out a weekly newsletter and details of our Read, Write, Inc. (RWI) lessons. We will also share learning from your child's week via Tapestry. You may also add to your child's learning journey, please ask your class teacher if you are interested in doing this.

Please do spend a few minutes at drop off or pick up if you need a quick word with the class teacher. If you would like more time, then please contact school.secretary@stgeorgesprep.co.uk to arrange an appointment.

Please also email school.office@stgeorgesprep.co.uk if there are any changes to your child's collection arrangements or mention it to the class teacher at drop off.

Sickness and Medication

If your child is unwell and will not be coming to school, please telephone the School to let the school secretary know by 8.45am (481593)

Please remember that if your child has vomited, they should not return to school for 48 hours. Please see a list of isolation periods for diagnosed illnesses attached.

If your child needs prescribed medicine administered at school, please ensure it is clearly named and take it to the school office where they will store it.

If your child takes regular medication, for example, an inhaler for asthma, please can you discuss with your class teacher so that the necessary care plan can be written as soon as your child starts reception.

Homework

It is important that children begin to learn the importance of sharing and demonstrating their learning from school with you at home. In reception the children will start by bringing home the letter sounds from Read, Write, Inc. that they have been introduced to in class. This will be followed by a Ditty plus sound, then books plus sound.

We will have a session on Read, Write Inc at the start of the new term to explain to parents about how this reading scheme works.

Georgian Association

The best way to get to know other parents is to get involved. Plenty of volunteers are needed for all sorts of events. Money raised goes towards additional facilities and events for your children.



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Things to Remember

We hope you and your family have a fabulous summer holiday and we look forward to welcoming your child to Reception in September.

Do not forget to bring the following items with you:

Please do not forget to bring the following items with you:

- Snack
- Water bottle
- Wellies for outside play
- Waterproof clothes – trousers, jacket, or suit.
- Book bag
- PE kit – days to be advised at the start of the new term.
- Swimming bag.

A timetable will be sent out so you know which days kits for swimming and PE will be required.



We come to school in September in our summer uniform, switching to winter uniform directly following the October half-term break, then switching back to summer uniform directly following the Easter break. *Denotes items only available from Lyndale Sports, our uniform supplier. Please ensure all uniform items are clearly named.

Summer	Winter	Sport/Year-round/All Pupils	
GIRLS <ul style="list-style-type: none"> <input type="checkbox"/> School summer dress* or School skorts* <input type="checkbox"/> White long or short-sleeved blouse (with skorts only) <input type="checkbox"/> School tie* (skorts only) <input type="checkbox"/> School cardigan* <input type="checkbox"/> White ankle socks <input type="checkbox"/> School boater* BOYS <ul style="list-style-type: none"> <input type="checkbox"/> Grey shorts <input type="checkbox"/> White long or short-sleeved shirt <input type="checkbox"/> School tie* <input type="checkbox"/> School jumper* or tank top* <input type="checkbox"/> Grey School socks* <input type="checkbox"/> School cap* 	GIRLS <ul style="list-style-type: none"> <input type="checkbox"/> Grey School pinafore* OR grey trousers <input type="checkbox"/> School tie* <input type="checkbox"/> White long-sleeved blouse <input type="checkbox"/> School cardigan* <input type="checkbox"/> Grey tights (pinafore only) <input type="checkbox"/> Grey School socks* (trousers only) <input type="checkbox"/> School beret* BOYS <ul style="list-style-type: none"> <input type="checkbox"/> Grey shorts or trousers <input type="checkbox"/> White long-sleeved shirt <input type="checkbox"/> School tie* <input type="checkbox"/> Grey School socks* <input type="checkbox"/> School jumper* or tank top* <input type="checkbox"/> School cap* 	GENERAL <ul style="list-style-type: none"> <input type="checkbox"/> Maroon School Coat* <input type="checkbox"/> Black school shoes <input type="checkbox"/> School blazer* <input type="checkbox"/> Outdoor trainers (velcro) <input type="checkbox"/> Indoor trainers (velcro) <input type="checkbox"/> School Reading Folder* FOREST SCHOOL <ul style="list-style-type: none"> <input type="checkbox"/> Waterproof trousers and jacket for Forest School <input type="checkbox"/> Wellies SEASONAL <ul style="list-style-type: none"> <input type="checkbox"/> School woolly hat* - Winter <input type="checkbox"/> School sun hat* - Summer <input type="checkbox"/> School Scarf (optional)* <input type="checkbox"/> School Gloves (optional)* 	SPORT <ul style="list-style-type: none"> <input type="checkbox"/> School maroon sweatshirt* <input type="checkbox"/> School maroon jogging bottoms* <input type="checkbox"/> White School polo shirt* <input type="checkbox"/> Black PE shorts <input type="checkbox"/> White sports socks <input type="checkbox"/> Grey School PE Bag* SWIMMING <ul style="list-style-type: none"> <input type="checkbox"/> Black School swimsuit/swim trunks* <input type="checkbox"/> Goggles <input type="checkbox"/> School swim hat* <input type="checkbox"/> Towel <input type="checkbox"/> School swimming bag*

Summer

Winter

GIRLS



BOYS



Policies

We have set policies and procedures in place for eventualities such as illness and absence. You will be handed a copy of these policies ahead of your start date and updated versions are available on our school website. Please refer to the Parent Area/Policies section of our website.

Illness

The good health of all our children is paramount. Our younger children are less able to help prevent the spread of infections and so we as the adults have to take a greater role in this prevention.

If your child is unwell and not coming to school, please call the school office before 8.30. Please inform the school secretary if your child has an infectious condition so that we can inform other parents to look out for symptoms.

Children should not be left at nursery if they are unwell, they should be at home as this is where they are happiest and will recover quickest. The following procedures will be followed to ensure the welfare of all children within school.

- If a child becomes ill while they are at school the carer/parent will be contacted and asked to collect the child. The child will be cared for until the carer/parent arrives but we do ask that you come as soon as possible.
- Should a child have an infectious disease, such as eye/ear infection or sickness and diarrhea, they should not return to school until they have been clear for 48 hours. (see chart)



- We follow guidelines from EHO and the School Nurse Service with regards to infectious conditions, for example chicken pox, diarrhea, sickness, conjunctivitis. Illnesses of this nature are highly contagious and it is unfair to expose other children to the risk of an infection.
- Parents will be informed if a contagious illness is identified in school. This will allow parents to look out for the early signs of the illness. Our aim is to prevent the spread of infection and as a school we will clean and sterilise thoroughly to prevent this spread.
- It is important that children are not exposed to the rigours of the school day, which requires socialising with other children and being part of a group situation, when they have become ill and require a course of antibiotics. Our policy, therefore, is to exclude children for the first 48 hours of a course of antibiotics. This will give the medicine a chance to start working.
- If a child requires medicine for a high temperature they should not come to school until consulting their doctor.

Administering Medication Policy

The good health of our children is paramount and we will take the necessary steps to prevent the spread of infection (See Sickness Policy). If a child needs medication we will discuss the reasons with the parent and ensure this information is kept up to date. Parents must inform the school of allergies and intolerances and the prescribed medication that is used.

In many cases, it is possible for children's GP's to prescribe medicine that can be taken at home in the morning and the evening. As far as possible the administering of medicine will only happen at school should it be detrimental to the health of the child if it is not given.

Non - Prescribed Medication

Generally speaking children who are unwell and require paracetamol/ibuprofen based medication should be at home. However, in some circumstances children will have a minor condition that does not require exclusion from school but requires occasional medication. However, the need for such medication must still be prescribed by a doctor.

The use of paracetamol/ibuprofen based medicine can be administered for a short initial period. The Early Years coordinator will ultimately make the decision as to whether the child is well enough to stay in school.

- Creams need to be administered by parents before school and if required during school hours parents will need to come into school to apply this. However, there are always exceptions to the rules so a senior member of staff needs to follow the best procedure for individuals taking into account the Safeguarding policy.

Long Term medical conditions including allergies

- A care plan will be drawn up with the parent outlining the school staff's role.
- This plan will include measures to be taken in an emergency.
- This plan will be reviewed every six months or more if necessary.
- A copy of the signed plan will be given to the parents and kept on the child's file.

Exclusion Periods

Please note that children should not be in school if they are unwell so exclusion periods should be seen as a minimum. Adhering to exclusion periods will help prevent the spread of infectious disease and also prevent more severe steps, such as closure of nursery, from happening.

Illness	Exclusion Period	Notes
Diarrhoea and vomiting	48hours for last episode	
Flu	Until recovered	
Whooping cough	2 days from starting antibiotics or 21 days after onset of symptoms if no antibiotics given	
Chicken pox	5 days from onset of rash	
Cold sores	None	
Head lice	None	
Hand Foot and Mouth	None	
Impetigo	48 hours after antibiotic treatment	
Ringworm	Until treatment commences	
Thread worm	None	Household Requires Treatment
Measles	Four days from onset of rash and recovered	
Scarlet Fever	24 hours after starting antibiotics	
Slapped Cheek	No exclusion once rash has developed	
Conjunctivitis	None if being treated	

Illness	Exclusion Period	Notes
Head lice	None. Treat only when live lice have been found.	
Tonsilitis	None, unless antibiotics given.	
Rubella	Five days from onset of rash	
Scabies	Return after one treatment	Household requires treatment
Mumps	Five days after onset of swelling	
Warts and verrucae	None	Covered during swimming and changing areas
<p>Coronavirus / Covid-19</p> <p>Symptoms to look out for are listed here: https://www.gov.je/Health/Coronavirus/PublicHealthGuidance/Pages/CoronavirusInformation.aspx</p>	<p>Please refer to the latest information on the Government of Jersey website Coronavirus section.</p> <p>Gov.je/health/coronavirus</p>	<p>Should you be concerned that your child or a member of your household is exhibiting symptoms, please do not bring your child into school and consult the Gov.je website for the latest guidance on what to do.</p> <p>The latest information will be displayed on the Gov.je and we will always follow the latest Government of Jersey guidance.</p>



Useful Information

Website: www.stgeorgesprep.co.uk

For up-to-date information, menus, policies and school uniform lists please refer to our web site.

School Secretary: 01534 481593
school.secretary@stgeorgesprep.co.uk

Uniform Supplier (Lyndale Sports)
Rue du Grand Jardin, Augres, Trinity, JE3 5FJ
01534 862411
www.lyndalesports.com



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