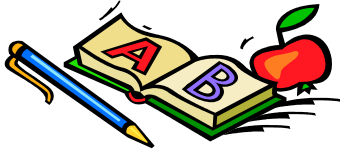


# Starting School at Hugglescote



# Hugglescote Primary School



## Important information you need to know about our school

Contact:

Hugglescote Community Primary School  
Ashburton Road  
Hugglescote  
Coalville  
Leicestershire  
LE67 2HA

☎: 01530 832721

Fax: 01530 817108

✉ (office): [hugglescote@hugglescote.leics.sch.uk](mailto:hugglescote@hugglescote.leics.sch.uk)

🌐: [www.hugglescote.leics.sch.uk](http://www.hugglescote.leics.sch.uk)

Please direct any parental or other queries to the Head Teacher  
This may be done via the School Office Administrator – Emma Stafford.

***Please do refer to the website and Twitter on a regular basis***

**If you change your address**, telephone number, or place of work please let us know immediately so we can keep your contact details up to date.

Although your child is not yet of statutory school age it is important for them to attend regularly unless they are ill. **If your child is absent**, please ring the school office, or email to let us know.



## The Foundation Stage

It is our great pleasure to welcome you to Hugglescote Community Primary School. The next few months represent a period of great change for you and your child. It is often the everyday things that we don't know about that cause us the greatest concern. This booklet is intended to give some basic information about how the Foundation Stage operates and so help alleviate any concern you may have.

## Who's Who?

Our Foundation Stage has a team of experienced staff who will care for your child throughout the day.

**Mrs Burton**

EYFS Leader and Ladybird Class teacher

**Miss Freeman**

Dragonfly Class teacher

**Miss Holland**

Butterfly Class teacher



We will inform you about which class your child will be in during the last transition session in July. We will also let you know what time/date to expect us for a home visit.

## The first Few Weeks at School (Tuesday 31<sup>st</sup> August – Friday 3<sup>rd</sup> September 2021)

This is predominantly a period of getting to know each other, teachers, children and parents. Our main aim is to settle the children into the school environment and to help us achieve this the children will start part-time (mornings only) for the first week of term.

**Wednesday 24<sup>th</sup>, Thursday 25<sup>th</sup>, Friday 26<sup>th</sup> August – Home Visits** (*you will be informed of date/time in July*)

**Tuesday 31<sup>st</sup> August and Wednesday 1<sup>st</sup> September: Mornings - 8.45am – 11.30am**

**Thursday 2<sup>nd</sup> and Friday 3<sup>rd</sup> September: Mornings (including lunch) – 8.45am – 12.30pm**

**From Monday 6<sup>th</sup> September: Full time (all day) 8.45am – 3.10pm**

## Home Visits

During the first few days of term (**Wednesday 24<sup>th</sup>, Thursday 25<sup>th</sup>, Friday 26<sup>th</sup> August**) we will be conducting home visits. At a pre-arranged time, your child's class teacher and Nursery Nurse will come to your home on one of the above days. The purpose of the visit is to meet your child in an environment they feel most comfortable in and provide them with the opportunity to talk to their class teachers. It also allows for us to find out as much as we can about your child including their interests, hobbies, siblings, etc and for you to ask questions and share any concerns you may have.

## Uniform

As a school we are proud of our uniform, the children look smart, and the uniform promotes a sense of belonging. Our uniform is as follows:

### WINTER:

- Grey/black skirt or trousers, light blue blouse/polo shirt
- Royal blue cardigan, jumper or sweatshirt

### SUMMER:

- Blue and white gingham dress, grey / black skirts or grey knee length shorts or trousers
- Royal or light blue short sleeved blouses, shirts or polo shirts

Sweatshirts, cardigans and other items do not need to have our logo but if you would like to order uniform with the school logo this can be purchased from Violet Embroidery. This can be done by visiting their website: [Violet Embroidery](#) or via telephone: 07716910373 or via email [violet.ee@yahoo.com](mailto:violet.ee@yahoo.com)

Shoes must be plain black and flat heeled. Plain black trainers (no logo) can be worn but no sandals or open toed shoes are allowed. This is to ensure the health and safety of all of our pupils and to ensure the dress code is followed by everyone.

In the EYFS, your child will be exploring the school grounds, including our woodland area, on a regular basis and will need a pair of named wellington boots and a warm, waterproof coat and hat during the Autumn and Spring Term. These will remain in school as the children will be accessing the outdoors whatever the weather.

No jewellery is to be worn other than stud earrings, however we strongly advise that earrings are removed before coming to school. Staff are not allowed to remove them and it would be your child's responsibility to remove the earrings themselves for P.E, dance and Forest Friday sessions.

## PE

We will start our timetabled PE sessions from Monday 13<sup>th</sup> September 2021, so your child will need to be provided with a PE kit straight away. A PE kit needs to be brought to school at the beginning of every half term and sent home to be washed at the end of every half term. Please make sure that all clothing is clearly named and easy for the children to take on or off. Please provide black shorts and a white t-shirt for P.E. Plimsolls and trainers are also needed for outdoor PE sessions.

### **Please name everything!**

Please make sure **all** items of clothing and personal possessions are clearly marked with your child's name. This includes PE kit, lunch box, shoes, coats, book bags and even underwear.

## Reading

Reading books are regularly taken home to share with an adult. Please take care of these books and ensure the children have their book bags in school every day.

Please use our reading records to make any comments you feel would be useful and sign it each time to show that books have been shared.

Learning to read should be an exciting and enjoyable experience – shared by home and school.

We greatly value the support and encouragement of parents. A good working partnership between home and school is essential. Children who have shared books with parents at home learn a great deal. Those who continue to succeed are those whose parents listen to them read until they are fluent readers with any book. Sadly, some parents cannot find time to help children at home and these children often do not reach their potential.

## Phonics

Our phonics sessions happen on a daily basis in EYFS, Year 1 and Year 2; generally focusing on 4 new sounds a week. Your child will bring the sounds that they know / have learnt in their Sound & Word Books. We encourage parents to use the Sound & Word Books every night to reinforce the letter sounds learnt. The more this is done, the more confident your child will become in recognising individual letter sounds and the easier it will be for him/her to blend and segment. Likewise, with the 'Words', learning tricky words as whole words.

We offer parents a **'phonics workshop'** for you to attend as part of the induction process- to provide you with information about the phonics programme your child is involved in and offer you further ideas on how to support your child at home.

## What will my child need to bring to school?

Very little! All children are entitled to a free school milk \*until they are 5 years of age and we encourage them to drink milk. However, if your child dislikes or has an intolerance to milk they can have water from the classroom snack areas. Glass bottles and fizzy drinks are not allowed. We would also strongly advise against your child bringing any type of energy drink, or flavoured milk to school. Your child will not need to bring a snack as s/he will be provided with a free piece of fruit to eat at snack time. They can bring a named water bottle, containing water.

\*In order for your child to receive their free milk you must register at [www.coolmilk.com](http://www.coolmilk.com)

Your child must bring their book bag into school with them everyday and any other educational items given out throughout the year, for example their individual reading books and free choice books.

We carry out a Forest Friday session weekly, so your child will need a named pair of wellington boots and a water proof coat.

## A Typical Day

The timetable is flexible to allow time for children to pursue and complete activities of personal interest. The following, however, gives you an idea of how your child will spend their day.

8.45am – 9.00am	Morning activities and registration
9.00am – 9.15am	Whole school assembly
9.15am – 10.45am	Class inputs and learning challenges
10.45am – 11.am	Break time
11.00am -11.50am	Phonics and writing session
11.50 – 1.00pm	Lunchtime
1.00pm – 3.00pm	Class inputs and learning challenges

## Which entrance? What time?

Your child will be dropped off and handed over at the main double doors situated at the front of the new building – if Covid-19 restricted are completely lifted. A member of the EYFS team will always be there to greet your child, take any messages or answer any queries. Parents are reminded not to bring pushchairs in through this main entrance due to Health and Safety Regulations. These doors will be open from 8.40am for a prompt 8.50am start.

At home time, you will collect your child from the side of the new building, directly outside your child's classroom. Please collect your child from this door at 11.30am/12.30pm during the 'settling in' period and at 3.10pm when they start full days.

If there is a change to the person who normally collects your child, you will need to inform your child's class teacher.

## Lunchtime

We realise that lunchtime can be daunting for our Foundation Stage children so we have made every effort to ensure it is a pleasurable, social experience. This is why we have moved lunchtime forward to 11.45am so that the children can enjoy their lunch in peace and quiet before the rest of the school enter the main hall.

The Foundation Stage team help to settle the children before handing over to the lunch time supervisors who stay with the children until they have finished eating. Children may take as long as they wish to eat their lunch.

Mrs. Panchal Lunchtime Supervisor  
Mrs. Gill Lunchtime Supervisor  
Miss Wileman Lunchtime Supervisor

## Cooked lunches

All children in the Foundation Stage will be eligible for a free hot meal every day. A sample menu is enclosed in your pack. Children can choose from several dishes including a vegetarian option. Dessert choices always include fresh fruit, yogurt and a number of sweet options. Drinking water is provided. Some parents worry that their child is not eating enough at lunchtimes. Don't worry! Our lunchtime supervisors will pass on this information and we will inform you if there are any concerns.

## Packed lunches

We would encourage all children to have the free school meal but if you wish your child to have sandwiches then this is an option. Children will be encouraged to eat sandwiches/rolls and savoury food before sweeter items. Please provide a drink – no fizzy drinks or glass bottles please. Any empty packaging or half eaten food will remain in your child's lunch box so that you can see what has been eaten. Please try to avoid providing your child with a big packed lunch. Some children find this off putting and difficult to eat all of their lunch in the time provided; consequently, missing out on time in the playground with their friends.

PLEASE DO NOT SEND ANY FOOD THAT CONTAINS NUTS. We have several children who will have a severe reaction if they come into contact with nuts.

## Parent Helpers

Once children are settled at school, parents are welcome to come and help on a regular basis. It is often helpful to avoid putting you into the same class as your child though, depending on individual personalities!

If, at any time, you wish to talk to your child's teacher, please make an appointment or catch them on the gate/door in the morning or end of the school day.

# Term Dates

## 2021 / 2022

### Autumn Term 2021

School opens	Wednesday 25 <sup>th</sup> August 2021
Bank Holiday	Monday 30 <sup>th</sup> August 2021
Mid-term Break	Monday 18 <sup>th</sup> – Friday 22 <sup>nd</sup> October 2021
School closes	Monday evening 20 <sup>th</sup> December 2021

### Spring Term 2022

School opens	Tuesday 4 <sup>th</sup> January 2022
Mid-term Break	Monday 14 <sup>th</sup> – Friday 18 <sup>th</sup> February 2022
School closes	Friday evening 8 <sup>th</sup> April 2022

### Summer Term 2022

School opens	Monday 25 <sup>th</sup> April 2022
May Day Bank Holiday	Monday 2 <sup>nd</sup> May 2022
Mid-term Break	Monday 30 <sup>th</sup> May – Friday 3 <sup>rd</sup> June 2022
School closes	Friday evening 8 <sup>th</sup> July 2022

*N.B. These dates have been agreed across the local Coalville family of schools and are slightly different to those posted on the County Council Website.*

### INSET DAYS

Monday 23<sup>rd</sup> August 2022

Tuesday 24<sup>th</sup> August 2022

+2 TBC

*Some of these may be disaggregated by individual schools or changed to another day in the holidays.*

## Term-time holidays – A GUIDE FOR PARENTS

Term-time holidays are intended for children whose parents are unable to take holiday at any other time.

Hugglescote Primary School will consider every application individually; its policy is NOT to grant leave of absence for a holiday other than in the most exceptional circumstances. Time off school for family holidays **is not a right**. An application must be made in writing, with appropriate evidence, **in advance** of the intended holiday.

From 1<sup>st</sup> September 2013, the law states that schools should not authorise leave of absence unless:

- ✓ An application has been made **in advance** by the parent with whom the pupil normally resides AND
- ✓ The Head teacher considers that there are exceptional circumstances relating to the application.

Hugglescote Primary School will consider authorising holidays for (exceptional circumstances):

- service personnel and other employees who are prevented from taking holidays out of term-time;
- when a family needs to spend time together to support each other during or after a crisis;
- parents who are subject to a strict and un-negotiable holiday rota and evidence is provided to this effect.

Requests for holidays for the following reasons will not be authorised:

- cheaper cost of holiday;
- availability of the desired accommodation;
- poor weather experienced in school holiday periods; and
- overlap with beginning or end of term.

Hugglescote Primary School will respond to all requests for a leave of absence in writing giving the reasons for the decision.

Hugglescote Primary School will NOT authorise a holiday during periods of national tests ie: SATs examinations.

### 6. Extended leave of absence

In considering absence for extended trips overseas Hugglescote Primary School will take account of the following:

- a visit to family overseas has a very different significance from a normal 'holiday';
- such visits may be important in terms of children's identity and self-esteem as they grow up;
- parents may feel that the reasons for their visit outweigh the importance of their child's uninterrupted attendance at school (although parents could be encouraged to use the school holiday periods for at least part of their trip);
- the reasons for wishing to make a visit is more difficult, particularly for minority ethnic families, where huge distances and high costs are involved.
- Where extended leave of absence is granted there will be an expectation that the pupil undertakes some school-set work during this period.

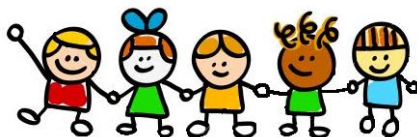
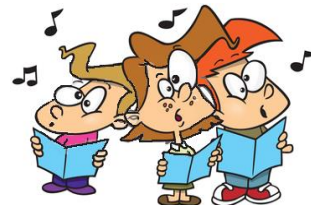


# Hugglescote Community Primary Schools

## Values and Ethos

At Hugglescote children will:

- Be happy, confident learners both academically and socially.
- Leave the school with the skills and attributes to fulfil their potential.
- Have a strong set of values in order to be a good citizen in modern day Britain.
- Enjoy learning through a wide range of contexts.
- Be part of a learning community where everybody strives for excellence.
- Share a common set of values whilst embracing creativity to nurture individuality.



We aim to:

- Nurture independence and highly motivate learners.
- Develop perseverance.
- Work as a team towards common goals.
- Encourage all to reach their potential.
- Provide a well-balanced and enriched curriculum.
- Value each other as individuals and respect each other's differences.
- Challenge all pupils and encourage them to learn from their mistakes.
- Learn together through exploration, creativity and enjoyment.

