



Botwell House Catholic Primary School
Early Years Transition Meeting
Reception 2026

Our Mission Statement



Care: for ourselves and others, as we would like to be cared for ourselves; for everything God-given and man-made.

Courtesy: To all people, at all times, with a welcoming smile.

Concern: That our school is a fair, welcoming and happy place for everyone; for all who need our help or those less fortunate than ourselves.

Our Virtues



Community
Happiness
Resilience
Integrity
Sacredness
Togetherness

Jesus Christ is at the heart of everything we do at Botwell.

Special Education Needs and Disabilities

- *At Botwell House Catholic Primary School we work hard to provide a caring, stimulating and inclusive learning environment to support all children's full potential.*
- *We recognise that many children, at some time during their school life, require additional support and this may be linked to a social and emotional issue, a physical or medical need or a variety of learning needs.*
- *If you have any concerns about your child's development, the first port of call is the class teacher. They will then liaise with our Inclusion Lead, Ms Howard, to decide the best plan of support.*

Medical Conditions

If your child has a medical condition, for example asthma, allergies, diabetes, or is under the care of a hospital for any reason, then it is important that you inform us so that we can decide if an Individual Health Care Plan is needed.

Mrs Ramsey - welfare

Attendance

- *Botwell House Catholic Primary School recognises that the relationship between attendance and achievement appears early. Setting good habits from the earliest point in education develops an understanding of responsibility and reliability that will help children throughout their time at school and into their adult lives.*
- *Good attendance and punctuality helps children to achieve academically, gain self confidence, develop a sense of belonging and maintain friendships.*
- *Good and regular attendance is so essential to pupils reaching their full potential. We expect our pupils to secure good and regular attendance from their very first day and for parents to give it high priority.*
- *The habits set in the Early Years really do carry through to subsequent years.*
- *Arriving late – please go to the office to be signed in with your child's name, time of arrival and reason for lateness.*
- **Holidays are not permitted during term time for all children at school. Unauthorised absences can incur fines. Exceptional leave forms need to be completed if you take your child out for any time other than sickness. Evidence will be required in support of the form.**
- *Appointments should not be made during the school day. Any appointments that cannot be made out of school time e.g. hospital appointment, require the appointment letter/email to be sent to the office 24 hours before the appointment.*

What To Do If Your Child Is Unwell.

- *On the rare occasion that a pupil is too ill for school, parents must contact the school office on **020 85732229** selecting Option1 stating name of child and what is wrong with your child.*
- *If you are ever unsure, please send your child in and we'll send them home later in the day if they become unwell. It is essential that we have the correct contact details for you.*
- *It is not unusual for little ones to feel a little under the weather first thing in the morning when they're rushing to get ready for school only to brighten up completely an hour or so later*

Key Times



- *AM gates open: 8.35am*
- *Please wait in the Reception playground area outside –please do not allow your child/ren to play with school equipment.*
- **Classroom doors open: 8.35am Gates close at 8.45**
- *Being on time enables children to develop confidence with new routines and not miss out on learning opportunities.*
- **Lunch: 11.30am until 12.30pm**
- *Initial part time collection is after lunch at 1.15pm – for part time **week***
- **Full time collection is at 3.00pm – our usual time**
- *Please wait outside your child's class in a line so that we can see who is next to collect their child.*
- *Please note we can only give a child to an adult who has permission to collect.*
- *Being last can be hard for children – please contact if someone else is collecting or if there may be a few minutes delay for collection.*

School Uniform

- *Your child's time in Early Years is filled with climbing, exploring, digging, playing in sand, water, mud. The curriculum is one of so much activity and the uniform allows our children to take full advantage of the many exciting opportunities that are on offer each day.*
- *It can be messy...*



Reception School Uniform

- *White polo shirt (all year round)*
- *Navy blue jogging bottoms*
- *Navy blue P.E shorts (according to weather)*
- *Plain black Velcro fastening trainers *** no laces or school shoes*
- *White, black or grey socks*
- *Suitable coat for the weather, with a hood and a functioning zip*
- *Scarf/hat/gloves/sun hat (according to weather)*
- **All items need to be named!**
- **Please order before 1st August from Price & Buckland**
- price-buckland.co.uk



Hair and Jewellery

- *Children are expected to come to school looking clean and smart each day. Fashion wear and styles are not part of our school uniform expectations.*
- *Hair that touches the collar bone or below needs to be tied back at all times.*
- *Hair should not inhibit their vision – fringe length*
- *Hair accessories in navy blue, white or black are permitted – but they do fall out*
- *Hair should not be cut any shorter than a number 2 grade - lines and patterns are not permitted.*
- *Ear rings – small studs only – no necklaces or bracelets or rings.*

Things to bring to School



All items need to be named!



drinks and fruit



Lunch time – All children have school lunch

The children eat their lunch in the hall first then go outside to play.



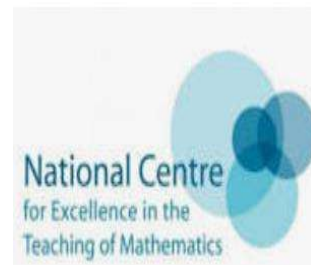
- *Food is prepared on site. School lunch is FREE! You can preorder or child can order on the day.*
- *Please ensure you discuss allergies with your teacher at the Stay and Play/Home visits.*
- **Your child will be expected to use a knife and fork to eat their hot lunch.**
- **Water is provided at meal times.**

What Will The Children Be Learning In Reception?

- Your child will be learning skills, acquiring new knowledge and demonstrating their understanding through the 7 areas of learning and development of the Early Years Foundation Stage.
- **Prime areas:**
 - Communication and Language
 - Physical development
 - Personal, social and emotional development
- These prime areas are the most essential for your child's future learning. The prime areas will help them to develop skills in **Specific areas:**



- Literacy
- Maths
- Understanding the world
- Expressive arts and design



https://www.eyalliance.org.uk/sites/default/files/what_to_expect_when._a_parents_guide.pdf



A Typical Day In Reception



A.M

Morning challenge e.g. Funky fingers

Registration

Collective Worship

Phonics

Talk 4 Writing

Playing and Learning inside/outside

Drink and snack

Maths

Lunch



P.M

Registration

Topic

Playing and Learning inside/outside

Story time, rhymes and song

Prayer

Hometime



Reception Baseline Assessment

- *The RBA is an activity based assessment of children's starting points in*
- *Language, Communication and Literacy*
- *Maths*
- *Pupils complete these on a 1:1 with a teacher using practical resources and an ipad/laptop.*
- *It is completed within the first 6 weeks of starting Reception.*
- *It produces a narrative which we can share with you, but no numerical scoring. The data is used at the end of Year 6 to measure progress.*
- *There is no passing or failing.*
- *Staff also assess on entry to Reception through observations and activities to ensure that next steps can be provided at school.*

Recording Learning

- *Each child's interests, achievements and progress is tracked throughout the year using photos of photos, and samples of writing, retelling of stories through pictures and maths recordings.*
- *The children also have 2 Adult directed books where we record phonics skills practicing handwriting and spelling in addition to our R.E books which capture responses to Bible stories and multi faith celebrations.*
- *We also have class floor books with photographic memories of our achievements and activities throughout the year for the children to peruse by themselves.*

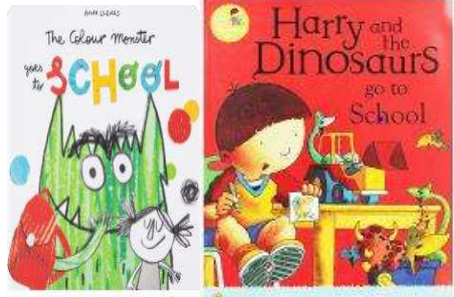
Communication



- *We use Reach More Parents App as a way of communicating important information to the class on “Class Story”, photos of activities during the week may also be posted.*
- *Parents can also message individually and we can return a message individually. We do not look at messages when the children are here.*
- *If you have important information to share, phoning the office during school hours is a way to inform of e.g. someone else collecting.*
- *If you wish to talk with your class teacher, please wait until the class is dismissed to ensure that the remaining children are safe.*
- *If you feel you have any worries or concerns, please tell us!*
- *A rich curriculum is valuable to all – your contributions across the year support this.*

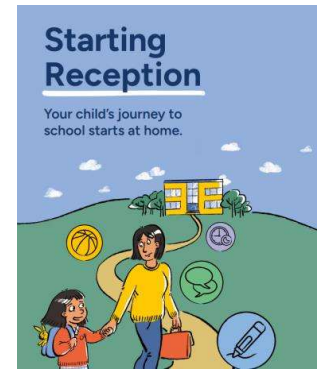
Starting Reception this September...

- **Transition day: Tuesday 7th July 10:00– 11:00am / 1:30pm – 2:30pm**
- *Children attend school to meet their teacher by themselves, explore environment, and meet some new friends.*
- **Stay and play session with a parent Friday 4th September** *before starting Reception. Sessions also enable staff to address any questions you may have about starting school.*
- **Home Visits for new families to the school: Wednesday 2nd September and Thursday 3rd September.**
- *Visits last for 20 - 30 minutes and enable us to begin the welcome to the Botwell House family and share information about child and previous settings.*
- *Please see your personalised information sheet for key information – paperwork to be returned by Friday 26th June – no returns will result on no admittance for transition event.*



Starting Reception With A Smile

<https://startingreception.co.uk/>



- *Getting into a bedtime routine to ensure that your child is well rested: bathing, bed time story no blue light phones/tablets etc, in bed 7.30 – ensure enough rest – it is hard after a school holiday to build routine – the day will become longer if previously part time at Nursery.*
- *Practise putting on the school uniform – encourage **independence**.*
- *Practise the school journey – walking/bus/car – children walking are practising PD skills –all helps gain the recommended 60 minutes of physical activity – NO BUGGIES!*
- *Be positive about the new experience!*

Questions