



St Michael's
CofE Primary Academy



Reception Induction Meeting 2026

'For I know the plans I have for you plans to give you hope and a future.'
Jeremiah 29 verse 11

Our Vision

- An inclusive Christian school.
- We strive to support children in making outstanding progress across the curriculum.
- We offer children with a broad range of experiences throughout their time here.



The Ark



See, I am sending an angel
before you to protect you on
your journey and lead you
safely to the place I have
prepared for you.

Exodus 23:20



Induction Process

- Today the children have the opportunity to familiarise themselves with the setting and meet the adults that will be working with them in September.

- 19th June children are invited to join us for Pirate Day which is another opportunity to familiarise themselves with the adults who will be working with them
- Most of you have already signed up for a one-to-one session with Mrs Dutton/Mrs Merrick. If you haven't, please speak to Mrs Hallam at the end of this meeting.
- Please bring your child along to this session. It will give you the opportunity to share any key information with Mrs Dutton/Mrs Merrick .
- This will also be another opportunity to ask any questions you may have about your child starting school.
- During your one-to-one session with Mrs Dutton/Mrs Merrick, they will give your child a story book. You should familiarise your child with this book over the Summer through story time and talk as this will be a key book for Reception in the Autumn term.

Being School Ready

I can get myself dressed

- Practice getting in and out of school uniform especially jumpers
- Practice putting on shoes.
- Practice putting on new coats. Zips can be tricky for little fingers, so we will work on this skill during the Reception year.

I can go to the toilet all by myself

- This includes self-care such as wiping, pulling up clothing, washing hands, as well as recognising when they need to go to the toilet.

I can listen to, follow and join in a conversation

- This includes listening quietly to a story, talking in full sentences and responding to simple questions and instructions.

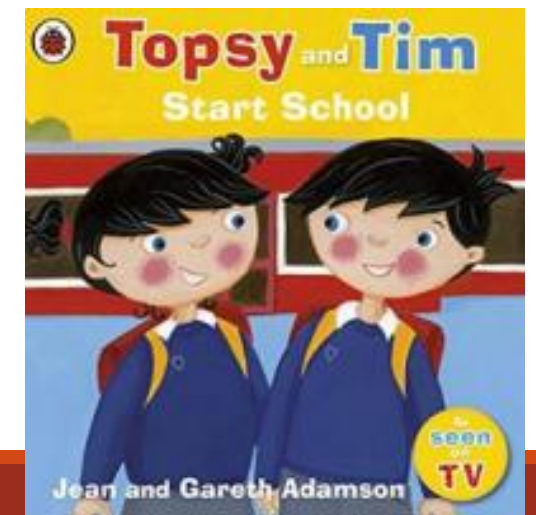
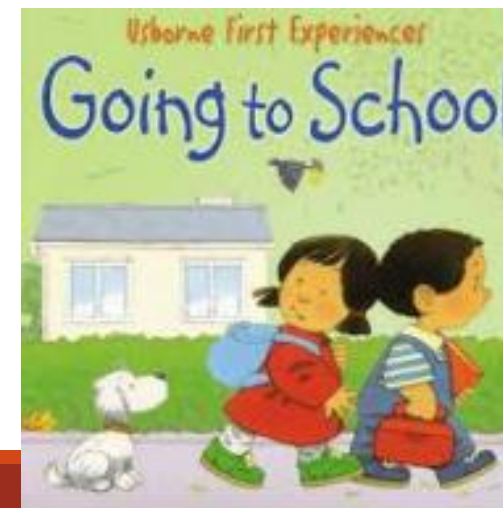
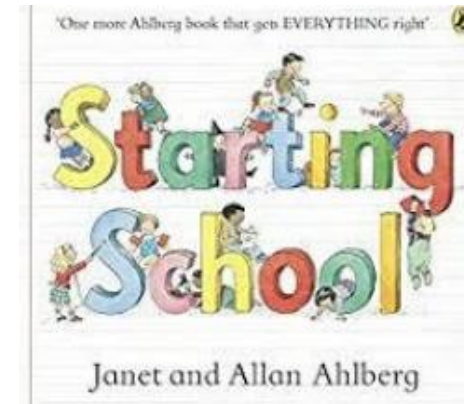
Being School Ready

I can eat my lunch

- Practice using a knife and fork, opening cling film wrappers or lunch box containers.

Most importantly, be positive!

- Talk about the positives and answer any questions the children may have.
- Picture books about starting school may be a useful tool to encourage discussion



Life in Reception

Seven key areas of learning

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

- *Religious Education*

Life in Reception

Structured daily maths lesson following NCETM

Structured daily phonics lesson following RWInc

Weekly RE lesson

Weekly PE lesson

Continuous provision for children to access activities linked to topic

Floor book – an annotated pictorial view of the children's learning journey

Life in Reception

- 8.40 School gates open regulation activities
- 8.50 Registration
- 9.00 Worship
- 9.20 Phonics lesson
- 10.20 Maths input with continuous provision
- 12.00 Lunchtime
- 1.00 Communication, Language and Literacy focus with continuous provision
- 3.00 Story time
- 3.20 Home time

Drop off and collection

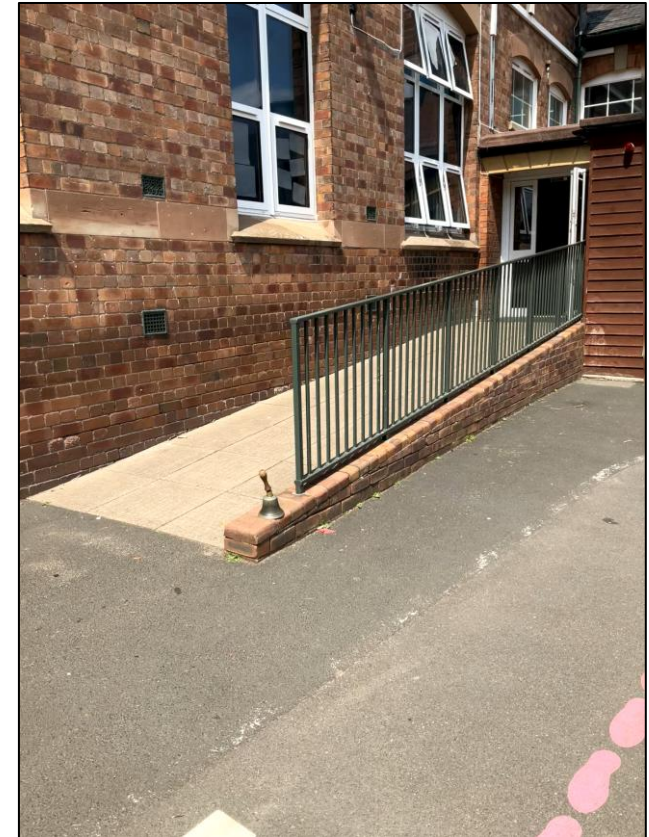
Drop off

The gates will open at 8.40am on a normal day.

Children are encouraged to walk through the playground independently and walk up the ramp to their classroom where they will be greeted by their teacher.

Adults dot the route so there is always someone to offer a helping hand!

Mrs Jackson or Mrs Navratil and another member of staff will be at the gate so can take messages if needed.



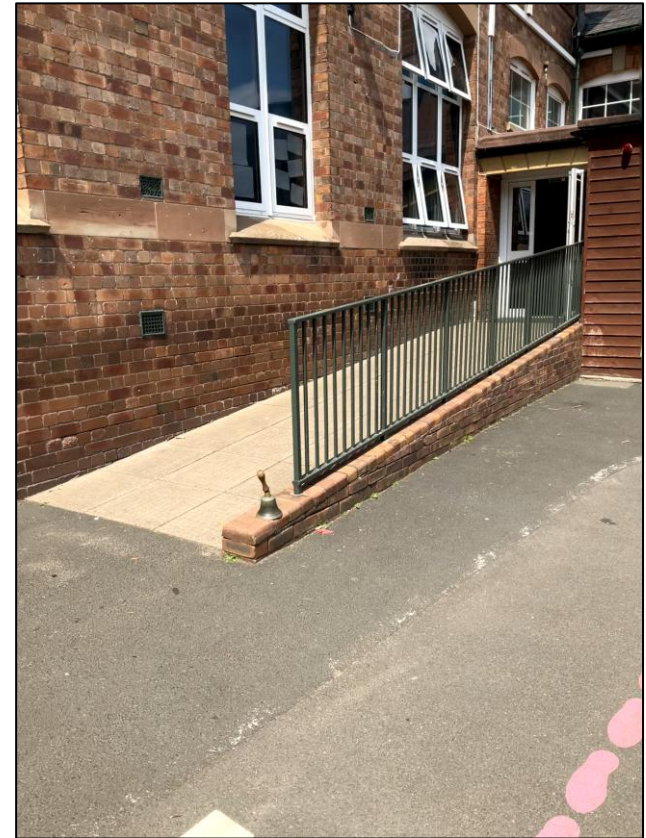
Drop off and collection

Collection

The end of the school day is 3.20pm.

You will need to wait for your child on the school playground and children will be dismissed one at a time from the ramp.

If someone other than a parent is collecting your child, you must inform the school office prior to the end of the day. If this doesn't happen, your child will not be allowed to go with someone else.



Worship

Every child at St Michael's take part in daily worship. This is a mixture of whole school worships and class worships.

Reception children will go into whole school worship when the Reception staff feel they are ready – this may happen in small groups or as a class.

Children will learn about school values, hear Bible stories, sing, have time to reflect and will be invited to pray.

School Dinners

All Reception and Key Stage One children receive a free school meal through the Government's Universal Free School Meals.

If you receive job seekers allowance, universal credit or other benefits, you may be eligible for FSM which is different to Universal Free School Meals. Although this doesn't affect you directly until your child goes into KS2, being registered for FSM gives us additional funding dependent on eligibility for FSM. With your name, date of birth and NI number, we can check this for you.

To begin with, staff from reception will eat with the children.

Children can bring in packed lunch if you would prefer. Milk or water is provided in the hall.

Uniform

School uniform is available from Crested School Wear.

- Red jumper or cardigan with school logo
- White polo shirt
- Grey trousers/shorts or skirt/pinafore
- Red and white checked summer dresses in warm weather
- Black shoes with velcro – no boots
- School reading bag is enough, please do not send ruck sacks in

Please label everything with a name!



PE uniform

- Red PE top with logo
- Black PE shorts
- Black pumps
- If your child has their ears pierced, these need to be removed for PE lessons.

Please label everything with a name!



Communication with Parents

- Parents evenings will take place in the Autumn, Spring and Summer term.
- You will be provided with a full report in the Summer term.
- There will be Reception 'Learning Together' sessions each term.
- Regular parent workshops.
- Termly year group newsletters are sent out to parents.
- Parents are invited for special lunches.



Behaviour

- Our three school expectations are 'Ready, Respectful, Responsible'.
- Every Friday, we have Celebration Worship. If your child is chosen as star of the week, you will be invited to join us in worship.
- Restorative Practice approach – praise in public, reprimand in private.

Attendance

- St Michael's sets high expectations for attendance. Our whole school attendance target is set at 96.5%
- Recent attendance data released by the DfE places St Michael's in the top 10% of schools nationally and 4th out of 72 schools locally.
- Parents have a responsibility to ensure their children attend school on a regular basis. Family holidays will not be authorised during term time.
- St Michael's celebrates pupil's attendance on a weekly, half termly and termly basis.
- Poor attendance is monitored by Mrs. Hallam and Mrs. Cox (Education Welfare Officer) and procedures are in place to support parents.
- Unauthorised absences can lead to prosecution under the new National Framework for issuing penalty notices which came into effect from September 2024.

Punctuality

- Parents have a legal responsibility to ensure their children attend school and arrive on time for the beginning of the school day.
- School gates are closed at 8.50am. Should your child arrive after this time it is **YOUR** responsibility to sign your child in at the school office.
- Registers remain open for 30 minutes and close at 9.20am.
- Poor punctuality is unacceptable and persistent lateness is monitored by Mrs. Hallam and Mrs. Cox.

5 minutes late each day = more than 3 school days missed
10 minutes late each day = almost 7 days of school missed

Safeguarding

Mrs Jackson – Designated Safeguarding Lead

Mrs Morton – Deputy Designated Safeguarding Lead

Mrs Navratil – Deputy Designated Safeguarding Lead

Mrs Vann - Deputy Designated Safeguarding Lead

Other Information

- Please don't bring your car down onto the school car park.
- No dogs allowed on the premises.
- Medication – form available on request from Mrs Hallam. Any medication must be sent into school via the Office. If your child needs medication, this must be up to date.
- In the case of an injury, your child will bring an accident slip home at the end of the day/message.
- Bagel Club – from 8am each morning at a cost of £3.00.
- A range of after school clubs are offered throughout the year.
- Giraffe Club – After School Childcare 3.20pm to 6pm.

Children's First Day

Reception children will begin school on Friday 4th September at 9am.

They can then be collected at 1.30pm after they have had their lunch.

Please collect by coming through the side gate and waiting outside the Reception classroom.

From Monday 7th September onwards, they should come to school as normal from 8.40am to 3.20pm.

Thank you



St Michael's
CofE Primary Academy

Please do not hesitate to contact us if you have any further questions or information you would like to share.

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