



Lower Phase (Y1-Y3)
New Year Parent Information
Meeting
Wednesday 4th September

Attendance Guide for Parents/Carers

What we ask YOU to do:

Try to telephone the school before 8.30am each day of your child's absence.

Tell the school in advance, of any medical appointments and bring in appointment cards/letters.

If you are not sure whether your child is well enough to attend school, send them in anyway as they often perk up on arrival. We will contact you if your child is poorly during the school day

If your child has vomiting/diarrhoea they must stay at home for 48 hours after the last bout so it doesn't spread to others.

Complete a Leave of Absence form if you have any other reason for absence

If you and your child are experiencing difficulties with school attendance, for any reason, then talk to us as a first step so we can help!

What WE will do:

Check your child's attendance every day and support you if you are struggling with this in any way

Phone home to discuss your child's attendance with you.

Invite you into school for attendance meetings if we are concerned.

If we cannot establish a reason for absence, then we may make a welfare home visit.

SEND

EHCP

- > Learning Support Plan
 - Termly review
- Meeting with class teacher and or Sendco termly
 - Annual Review

SEN Support

- Learning Support Plan
- Termly review

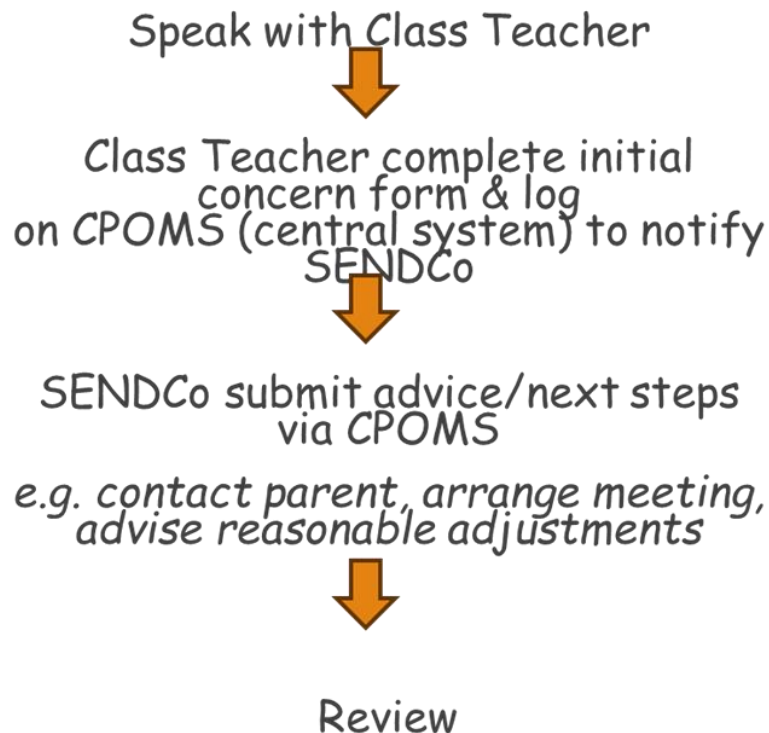
SEN Register

E - EHCP

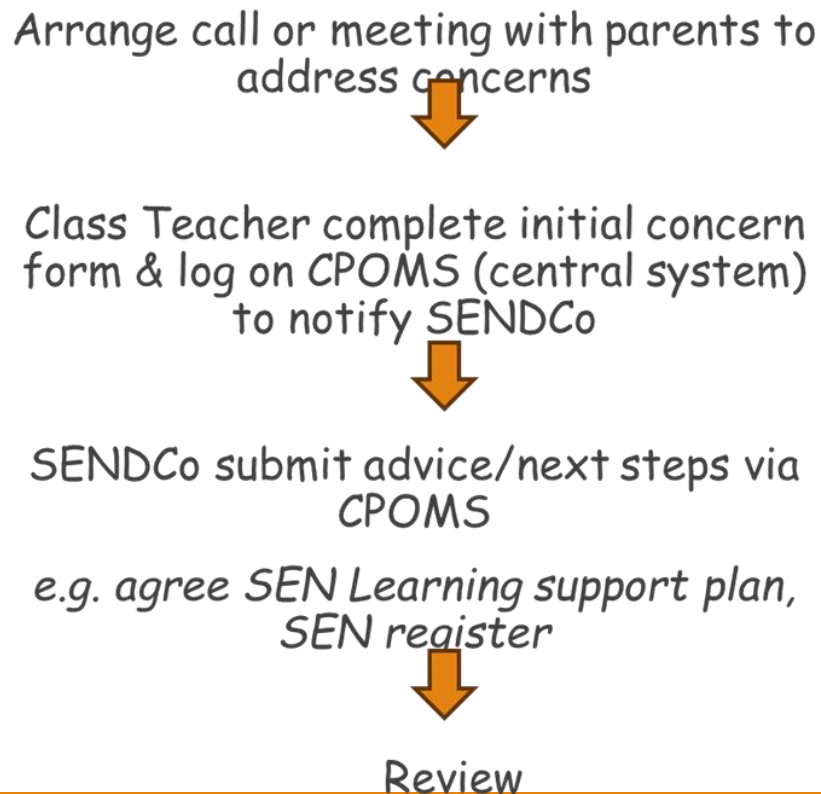
K - Sen Support

Monitoring

Parent/Carer Worry or Concern



Class Teacher Worry or Concern



SEND - Contact

All SEND queries to be sent to
send@fordleyprimary.org.uk

Expect a response within 4 working
days.

Central access for HT/DHTs

Urgent queries - call school
office **0191 250 2207**

Mrs Miller working Days: Mon - Thurs

Signposting & Advice

Early Help Assessments
(Team Around the Family
Meetings)

Multi-Agency Working

Local Offer

Lower Phase teachers

Mrs Boyes- Year 2 teacher, Lower Phase Leader and Deputy Head

Miss Cardwell and Miss York - Year 1 teachers

Mrs Ryder- Year 1 teacher

Miss Morey- Year 2 teacher

Miss Sime - Year 2 teacher

Miss Forster - Year 3 teacher

Miss Weatherspoon - Year 3 teacher

Key Stage One support staff

Year 1: Mrs Griffiths, Miss Farrier, Mrs Brown

Year 2: Mrs Douglas, Miss Ward, Mrs Maxwell

Year 3: Miss Donoghue, Mrs Scott, Mrs Robertson

WE ARE HERE
TO HELP



What to bring to school

- Water bottle (a simple bottle is enough - no AirUps recommended due to the cost of them)
- A jumper/ cardigan and a coat - in every weather!
- Sun cream and a hat (during the warmer weather)
- No snacks - milk, water and fruit provided every day.
- No toys to be brought into school. Footballs and skipping ropes are allowed but must be named.



The school day



8.40am-8.50am Classroom doors open

Mrs Boyes is on the yard next to Year 2 classroom - please see her with any queries

Classroom doors will close at 8:55am - if you arrive after this time please take children to the main office as we must close the gates no later than 9:00 for the safety of all children

3.20pm collection

If you would like to speak to your child's class teacher, please wait until all children have been dismissed. Must be an adult collecting.

School uniform

- A white polo shirt
- Black or grey school trousers or skirt (not leggings)
- Burgundy jumper or cardigan
- Red gingham dress.
- Plain black flat shoes or trainers on any day
- Trainers needed on a PE day
- Does not need to have school logo on.
- No earrings - spacers can be worn if still healing

PE

1CY: Monday & Friday

1JR: Monday & Thursday

2BH: Monday & Thursday

2EM: Tuesday & Wednesday

3DF: Monday & Wednesday

3AW: Monday & Friday



Children need to come to school wearing their PE kit on these days. No PE if wearing earrings.

PE kit

- Black shorts/ plain black or grey tracksuit bottoms or leggings



- Plain white t shirt.



- School jumper or cardigan.



- Black trainers

Homework

- Reading is a whole school focus and reading at home has a huge impact on the progress of a child across all areas of the curriculum.
- Reading AT LEAST 3 times per week. Reading books are extra practise of sounds taught in school.
- 1 school reading book which links to children's phonic ability or current reading level.
- Record using child reading record.
- If you have any school books at home -please return



Curriculum and Learning

- An overview of the learning for the half term will be shared at the start of each half term (on paper and on Seesaw)
- You will be able to see what the children are learning, the vocabulary they are exploring and the questions you could ask to find out more about what they are doing
- School visits and visitors will be arranged and we will make sure we give plenty of notice for you
- Upcoming dates are shared on the weekly newsletter and on our website
- Parents/carers consultation meetings/phone calls will take place this term

Additional Needs / Learning Worries

- We are here to help if you have worries about your child's learning or their well-being
- If you have any worries, please speak to your child's class teacher first or Mrs Boyes.
- Mrs Miller is our SENCo and would be happy to have a chat with you about any worries you may have

Medicines in school

- Form must be filled in and signed by parent - available from the Main Office.
- We can only administer medicines which are on prescription (must have prescription label on). Antibiotics can only be given if they are needed 4 x per day
- Calpol in certain circumstances.
- Check dates on inhalers and epipens in schools



Collecting your child

- Please be patient as we learn our new families!
- Please inform Mrs Boyes or the main office if someone different will be collecting your child.
- In the event of an emergency, please telephone the office in good time for a message to be passed to staff (no later than 3pm)

School meals

- Choice of healthy, delicious mains and desserts. Pre orders can be made via Hutchinsons or your child can order in school.
- Y1 and Y2 children do not pay!
- Free school meal entitlement.
- Healthy school - no sweets in school - instead of birthday sweets children can bring in their favourite book to share with their friends at story time.



Breakfast club and After School Club

- Breakfast club 8am-8:25am sign in at office
- Choice of healthy breakfast.
- **Free!** Not childcare, children expected to come for breakfast because it is funded by Greggs for that reason
- After School Club to be booked online using the school gateway app. Website explains all about this. (go to www.fordleyschool.com - All About Us - What do We Offer - Fordley Afterschool Club)
- Chargeable.
 - 3.20pm-4.30pm £3
 - 3.20pm-5pm £4
 - 3.20pm-5.30pm £5
 - 3.20pm-6pm £6

Communication

- Weekly newsletter on Friday
- Website - News and Letters section
- Facebook/X
- Seesaw - log in details will be sent home. Please see Mrs Boyes if you have any questions.

Assessments

Year 1 - Phonics Screening
Check - June

Year 2 - No longer SATs -
teacher assessment used.

Any Questions?

