



“The Oaks CE Learning Federation aims to serve its communities by providing an education of the highest quality within the context of Christian belief and practice.”

## Everything you need to know about your child starting school at Netley Marsh CE Infant School



# We're pleased to meet you!

It is with great pleasure that we welcome you to The Oaks CE Learning Federation. We are a family of three small Church Infant Schools based in the villages of Copythorne, Lyndhurst and Netley Marsh, who all work closely together under the leadership of our Federation Headteacher and Governing Body. In partnership with our parents, we aim to ensure children grow up to lead safe, happy, healthy and successful lives by providing the highest standard of education within a Christian environment, giving the opportunity for each child to attain their own, full potential.

With Federation status we are in the exceptional position of each of our three schools being able to share expertise and resources and are therefore able to achieve more together than any one school can individually. However, as you will see for yourself, it is important to us to retain each of our three schools' unique and individual characters within their own community.

Our three schools are managed on a day-to-day basis by their own Head of Learning, ensuring all children make excellent progress in a happy and safe environment.

During their time with us we will develop the skills, knowledge and personal qualities that will enable our children to be confident individuals, successful learners and responsible citizens throughout their lives.

We hope you find this pack answers your questions but if you would like further information, or to visit us, please do contact us.

As the Executive Headteacher I look forward to welcoming you to our school.

Mr M Bowen  
Executive Headteacher



# Welcome to Netley Marsh CE Infant School ...a branch of The Oaks CE Learning Federation

On behalf of all members of the school staff, we would like to extend to you a very warm welcome to our happy and caring school.

In the three years that your child will spend with us we will endeavour to promote their confidence and independence, and develop their potential to the full. Our ultimate aim is to enable all our children to develop the confidence and enthusiasm to become life-long learners.

The school believes that your role as interested and involved parents is vital, and wishes to forge a very strong partnership with yourself and your child.

We look forward to building this important relationship with you, and to working and sharing together in the development of your child.

We hope you find our website useful. There is more information for starting school in Year R on the [New Intake 2021 section](#), so please have a look.

We encourage you to chat to me and other staff if you have any concerns. As part of your child's induction, should you wish to share any specific information about your child's needs, please contact the school to arrange a mutually convenient time to do so.

Miss Jane Flood

Head of School



# What does it mean to be a Church School?

Church schools have Christian beliefs and values at their heart. This means that every child and adult associated with the school is not just important because they are members of the school but also because they are seen as unique individuals within God's creation.

As a Federation of Church schools we recognise that as well as academic and emotional intelligence human beings also have spiritual intelligence. The spiritual aspects of the life of our children and their families are nurtured alongside their academic and emotional needs.

More information about [being a Church school](#), our [SIAMS inspection outcome](#) and our [Values](#) are on our website.

## Learning through play...

Play underpins the Early Years Foundation Stage. It also underpins learning and all aspects of children's development. Through play, children develop language skills, their emotions and creativity, social and intellectual skills.

For most children their play is natural and spontaneous although some children may need extra help from adults. Play takes place indoors and outdoors and it is in these different environments that children explore and discover their immediate world. It is here they practise new ideas and skills, they take risks, show imagination and solve problems on their own or with others.

The role that adults have is crucial. Adults provide time and space and appropriate resources. These might include clothes, boxes, buckets, pictures, books, artefacts that will inspire play and fire children's imaginations. Adults observe play and join in, watching and listening before intervening. They value play and provide safe but challenging environments that support and extend learning and development.

In addition to the wide range of play based opportunities planned by your child's class teacher, they will also take part in small group activities at various times throughout the day.

# Early Years Foundation Stage Curriculum

The Early Years Foundation Stage is a framework for children from birth to the age of 5. Children in Foundation Stage (commonly known as Reception) at The Oaks CE Learning Federation are experiencing their final year of the Early Years Foundation Stage curriculum.

To support children's learning, the teaching staff will help children to develop key characteristics of effective learning. There are three main areas.

## **Playing and Exploring**

This area encourages children to 'have a go'. Children investigate and experience things.

## **Active Learning**

This area encourages and develops children's concentration skills. If children encounter difficulties as they learn, staff support them to 'keep on trying' and then enjoy their achievement.

## **Creating and thinking critically**

Staff support children to have and develop their own ideas. Children are encouraged to make links between ideas and develop strategies for how to do different things.

# Learning and development

Your child will develop their characteristics of effective learning as they learn and acquire new knowledge and demonstrate their understanding through seven areas of learning and development. These are:

- ✓ Communication and language
- ✓ Physical development
- ✓ Personal, social and emotional development
- ✓ Literacy

- ✓ Mathematics
- ✓ Understanding the world
- ✓ Expressive arts and design.

These 7 areas will be used to plan your child's learning and activities.

In addition, children will follow a Religious Education curriculum called Living Difference 3, which is the locally agreed syllabus for Hampshire, Southampton and Portsmouth. At the end of the Foundation Stage, teachers will assess your child's attainment against the Early Learning Goals.

## Working together

When parents and teachers work together there is a positive impact on children's learning and development. Our primary aim is that your child is settled and happy at school. Please do chat to staff at the end of the school day if you have any questions...often things are quickly sorted and queries answered.

Teachers will provide guidance on how parents can support the development of their children's academic skills at home. We really encourage you as parents to read for at least 10 minutes a day with your child. Reading stories with rhymes and patterns will really help to support their reading development.

## Preschool settings

We understand that the children are currently in a range of preschool settings, including childminders and larger day nurseries. We would usually aim to visit all children in their settings, however this year due to the current Covid-19 restrictions, we plan to contact settings and speak to your child's keyperson.

# Home visits

## What is a Home Visit?

Before children start school two members of staff will make a visit to your home to meet you and your child.

## Why do we make a Home Visit?

Visiting you at home is a good idea because it is a place where your child feels comfortable and relaxed. When you welcome us into your home, your child sees us getting along well. Children need to see that the people who are going to be caring for them are friendly and trusted by you.

## What do we do when we visit you?

We come to chat about your child and answer any questions that you may have about them starting school. We like to find out more information about your child. The visit will last about twenty minutes. We usually bring a special box to share with your child, and then ask that they make their own box of special things to bring into school when they start; however this year due to the covid-19 restrictions, we will discuss this at the home visit.

## When do we visit?

Home visits will commence the week beginning Monday 6<sup>th</sup> September 2021. We will contact you in advance to let you know when your appointment is.

## What do other parents/carers say about Home Visits?

Parents/carers are very positive about Home Visiting. They say that it helps their child settle quickly into school. It is also useful to start to build relationships with the adults at school, and to see them as people that they can be confident in, who are friendly and who will take good care of their child.

# Tapestry: online learning journal

Tapestry is an online Learning Journal which allows parents and teachers to track their child's progress in a whole range of areas, covering the statutory EYFS assessments. Tapestry provides a simple, secure, and highly accessible method to do this. At school we will add periodic observations and photos, and at home you can contribute photos and comments about your child's development and learning.

# Transition

Below is a timetable of the events that we hope and aim to do over the next few months. Please understand that we are trying our best in the current climate and there is a possibility that these events may change. Remember to check our website for further updates.

[New Intake 2021 – The Oaks CE Learning Federation](#)

Date and time	Event	Purpose
19 <sup>th</sup> April	Welcome letter to parents	To welcome new families and to ask parents for their permission to use Parentmail.
Throughout May	Forms will be sent out via Parentmail for parents to complete and return	To ensure we have all the required information about your child.
14 <sup>th</sup> June	Our website will be updated and videos of class teachers reading stories / songs / rhymes will be put on website each week for four weeks for families to view.	To get to know your child's teaching staff.  Parents can learn more about aspects of school life.
Wednesday 23 <sup>rd</sup> June 6.00-7.00pm	Welcome meeting for parents (virtual)	Parents have the opportunity to meet the staff and to ask any questions.
Wednesday 7 <sup>th</sup> and Thursday 8 <sup>th</sup> July 2021	Move Up Morning Sessions: <b>*9.30-10.00</b> <b>*10.15-10.45</b> <b>*11.00 – 11.30</b> Welcome packs are given to your child at stay and play (it's a surprise, please don't tell them!)	A chance for you and your child to take part in activities in school and meet their teacher. (For new children and <b>one</b> parent only, (sorry no siblings). 7 <sup>th</sup> Parents stay, 8 <sup>th</sup> children only <b>* NB Session are allocated based on children's dates of birth</b> <b>9.30-10.00 - 1<sup>st</sup> Sept to 25<sup>th</sup> Nov</b> <b>10.15-10.45 - 26<sup>th</sup> Nov to 10<sup>th</sup> Mar</b> <b>11.00-11.30 - 11<sup>th</sup> Mar to 31<sup>st</sup> Aug</b>
Friday 16 <sup>th</sup> July 2021 2pm	Teddy Bears Picnic (Virtual Event)	A chance for families to connect with the class teacher.
6 <sup>th</sup> to 10 <sup>th</sup> September	Home visits this week	Getting to know you and your child. <b>We will contact you in advance to let you know your home visit appointment time and date.</b>
13 <sup>th</sup> – 24 <sup>th</sup> September	Part time attendance (as detailed on next page)	Getting used to school routines
27 <sup>th</sup> September	All children to attend full time	Hooray we are at school!



# When will your child start school?

Our pattern of attendance for starting school is based on our experience of what is best for the children and this year we are trying to do the best we can. We will keep you up to date with what we have in place for the September events.

We have planned attendance as follows:

Children whose birthday is between September 1<sup>st</sup> and January 31<sup>st</sup> will attend school for full days (08:45-15:15) on:

- ✓ Tuesday 14<sup>th</sup>, Thursday 16<sup>th</sup> and Friday 17<sup>th</sup> September.
- ✓ Tuesday 21<sup>st</sup>, Thursday 23<sup>rd</sup> and Friday 24<sup>th</sup> September.
- ✓ They will begin full time attendance at school on Monday 27<sup>th</sup> September (08:45-15:15)

Children whose birthday is between February 1<sup>st</sup> and August 31<sup>st</sup> will attend school for full days (08:45-15:15) on:

- ✓ Monday 13<sup>th</sup>, Wednesday 15<sup>th</sup> and Friday 17<sup>th</sup> September.
- ✓ Monday 20<sup>th</sup>, Wednesday 22<sup>nd</sup> and Friday 24<sup>th</sup> September.
- ✓ They will begin full time attendance at school on Monday 27<sup>th</sup> September (08:45-15:15)

**PLEASE NOTE THAT THE SCHOOL IS CLOSED FOR STAFF TRAINING ON 2<sup>nd</sup> and 3<sup>rd</sup> SEPTEMBER 2021**

## Attendance

When a child is absent, parents must notify the school by telephone on the first day of absence. If the school does not hear from a parent or carer by 9.30am, they will ring to check that the child is safe. The school expects regular attendance. **Please note that if your child has been suffering from sickness and diarrhoea, they need to remain off school for 48 hours after the last episode of sickness or diarrhoea.**

The Department for Education states that leave should not be granted in term time unless exceptional circumstances apply, such as to attend the funeral of a close family relative. Under no circumstances will leave be authorised for family holiday during term time. Any requests for leave must be

made in writing. A form for this purpose is available from the school office, or can be downloaded from the attendance page of the school website. In September 2015, Hampshire County Council began taking legal action, so parents will be fined if their child is statutory school age and has unauthorised absence of 10 or more sessions (5 school days). Our school follows Hampshire guidance in these cases.

## Federation Policies

Useful and key policy documents are available on our website:

<http://www.oakscelearningfederation.co.uk/policies/>

Should you require any other policy documents, please ask at the school office.

## School Governors

Further information about the role of a governor and the names of the governors for the federation are available on our website:

<http://www.oakscelearningfederation.co.uk/governors/>

## Special Education Needs

If you know that your child has additional needs please talk to your child's current setting to ensure that the correct information is passed onto us at school. In addition, please ensure you make your child's class teacher aware of your child's needs as part of your transition into school.

Should your child require extra consideration as part of their transition, like additional visits, please talk to us as soon as possible. The school Special Educational Needs Coordinator is the Head of Learning. Class teachers will talk to you if they have any concerns about your child's development. All children typically require additional support for a range of different things, so it is not something to worry about if this happens.

Further information is available on our website:

<https://www.oakscelearningfederation.co.uk/sen/>

You can also access the SEN information report on the website via the following link: [Oaks Federation SEN Information Report](#)

# Staying up to date...

Visit our [website](#) for all the latest information.  
[School newsletters](#) can also be viewed on our website.

We will communicate by Parentmail, so please look out for messages on your Parentmail app / email.

# Some quick answers...

## Toys, jewellery, watches and any special items from home

Children should not bring toys/jewellery or watches to school as they can be easily lost. At times we may ask for things to be brought to school (for example a photo or a special object) but at these times we will have provided somewhere safe to store them. We often find children have similar toys and this can lead to confusion about who owns items therefore it is always best to keep special items at home to avoid upset. During this time when we are dealing with Covid 19, we are asking that children bring little to school. We will keep you updated on this.

## Snacks

We are a 'healthy school' and children are given the choice of a piece of fresh fruit during the morning. Children can also have milk during the morning, further information can be found on our website, alternatively, milk can be ordered by logging onto the website [www.coolmilk.com](http://www.coolmilk.com)

## Water Bottles

Please send your child to school with a **named** bottle of water, your child will have free access to this throughout the day.. Please only fill the bottle with water (no squash). Please ensure that the water bottle is not carried in the bookbag in case it accidentally leaks on your child's reading books.

## Reading

The children visit the school library once a week and freely choose their own books. They keep the books at home for a maximum of three weeks and share them with you. Please ensure that library books are returned on the stated library day. Sharing books with your child is very important. If you have

not already done so, please join a public library. Your child will also receive reading books from class to read with you. Please ensure these are kept in their book bags each day. We will update you about the use of bookbags as your child start school.

### Parent helpers

Parent helpers are most welcome in school, providing Covid restrictions allow. If you would like to help in the classrooms, please let us know. All helping parents must have a DBS check and attend an Induction talk and sign the appropriate paperwork concerning safeguarding.

### School times

The school day starts at 0900 (doors open at 0845) and ends at 1515. School starts promptly at 9am and so if you are later, please go straight to the school office so that sessions for children are not interrupted and your child can be safely taken to class. We do ask that you drop your child at the door.

### Bringing your child into the classroom

We value our partnership with parents and encourage you to ensure your child is settled and happy as they start the school day. They will have some routine jobs to do in the classroom when they arrive such as putting their book bag into a box, putting their water bottle into a tray and registering for lunch. It would be helpful if you could remind your child of what he/ she needs to do as they enter the classroom.

Once you know that your child is happy, we would kindly ask that you leave them to begin the school day. Even when children are a little upset at the door, they quickly settle. If we have any concerns about how well they are settling, we will talk to you about this. Should your child need a specific settling routine or pattern, please talk to us about this.

### End Of The School Day

Please wait outside your child's classroom door to collect your child. For your child's safety we ask that you inform us of who will be collecting them if it is to be different from normal.

## Before and after school

The school cannot take responsibility for your children before and after the school day. We kindly ask that you ensure your children are safe and close to you, especially as our school has busy car parks and is situated on a very busy road

## Parent Progress Meetings

You will have the more formal opportunity to meet with your child's class teacher at least once a term.

## Car parking

Car parks are available on both sides of the school. However, the year 2 side car park is not rented by the school and priority must always be given to people who are hiring the church hall. When parking is limited, it may be necessary to park along Woodlands Rd and cross with our Crossing Patrol Person. For safety reasons, the gates to the car park on the church side will be closed from 8.45 – 9.05am and from 3.10-3.30pm and cars will not be able to enter or leave during this time. Gates should be opened/closed by a member of staff only.

## Uniform

Girls: Grey skirt/pinafore and white blouse/ polo shirt  
Green and white candy stripe or gingham dress  
School sweatshirt or cardigan

Boys: Grey trousers and white shirt/ polo shirt  
Grey shorts  
School sweatshirt

Fleeces are also available. These are optional and would be worn in addition to the above uniform in colder weather.

PE: Navy or black shorts, plain white t-shirt and plimsolls.  
Navy or black or grey jogging bottoms for the winter months.  
PE bag to keep everything in

Spare clothes: Pair of socks and pants  
Spare trousers or skirt

(These can be kept in school in their PE bags on their pegs, in case of accidents.)

School uniform can be purchased from 'Skoolkit', more information is on our website. Please note there is a discount week from 10<sup>th</sup> to 16<sup>th</sup> July.

Please ensure that all items of clothing, including shoes, and other belongings have a name label (preferably in permanent pen). Unlabelled clothes waste an enormous amount of teaching time and cause a great deal of frustration to families.

We do our very best to ensure school uniform is kept in good condition, but as you can imagine, in a class with paint, glue, pens and chalk from time to time your child will get messy.

Using the outdoor environment is an integral part of the children's learning in Reception. We ask that all children bring in a pair of wellington boots, **clearly named**, which can remain in school.

For a donation of £5 all children will have access to a splashsuit for use in school. We will notify you when this is able to be paid for online via parentmail or via card in the school office.

Painting aprons will not be needed in Year R as we provide them.

### Lunches

Infant school children are entitled to free hot school meals. First thing each morning they will choose which option from the menu they want that day and orders have to be placed with the kitchens at Bartley School by 9.30. If your child will be late in, you will have to advise us of your lunch choice before then, or send in a packed lunch.

If your child has any **medically identified** special dietary needs (food intolerance and allergies), you will need to complete an **online** form for HC3S (Hampshire County Council Catering Service) in order that a special diet menu can be produced. **HC3S online forms will be live from the 1st of July**, please keep an eye on their website. Medical **evidence** will be required, and the form will need to be completed online before your child can have a school meal.

<https://www.hants.gov.uk/educationandlearning/hc3s/education-catering/specialdiets>

If you prefer, you can still provide a packed lunch. A **(clearly named)** lunch box will be needed for children who have a packed lunch. The type where everything fits into a plastic box with a handle is ideal. We are a sustainable school which means we help to look after our environment. Please help us

too by providing, where possible, no packaging in your children's lunchbox

Children are encouraged to eat everything in their lunch box and so we ask that you provide your child with what you know they can eat rather than extras in case they are hungry. As a school our policy is 'No sweets, chocolate or fizzy drinks please'.

Please remember to provide your child with a drink in a plastic container or carton.

### No nuts

We have a policy of no nuts in school. Please make sure you do not send anything containing nuts in your child's lunchbox.

### Birthday Treats

As there are children in school with allergies, we must ask that cakes and sweets are not brought in for birthdays or other occasions.

### Playworld New Forest C.I.C Out of School Club

The out of school club (fee charging) is a separate entity run by Playworld New Forest CIC. Some days clubs are held at Bartley Junior School and children are transported to / from Netley Marsh by Playworld staff for a small additional charge.

Breakfast Club opens Monday-Friday 7.45am-9.00am (term time only). The children get an opportunity to join in with different activities everyday as well as help to prepare and eat a healthy breakfast. Sessions include breakfast and a variety of fun-filled activities!

After school club from 3.15pm until 6.00pm. Sessions costs include a selection of hot and cold foods and a variety of indoor and outdoor activities.

Sessions can be booked on a regular basis or up to 24 hours in advance, by contacting Sarah Godfroy direct on 07808 166064.

## Book Bags

A book bag is essential from the day that your child starts school. Not only is it used to protect reading and library books when your child brings them home but also to send messages or letters from and to school.

The book bag is checked weekly by an adult. Please hand any letters either directly to the teacher or to the school office. It would be helpful if you could also check your child's book bag daily as we will also use it to pass information to you.

This bag should be **clearly named** and could have **one** keyring to help your child recognise their own bag. Book bags can be purchased from Skool Kit (Totton).

## Payments

Each year there will be school trips, or other items, for which we may request a voluntary contribution. Payments can be made on-line via our Parentmail system, or by card in the school office.

## Communications

Most of our letters and messages to parents are sent by email using the Parentmail PMX system, which as well as being more environmentally friendly than paper copies, we find to be a faster and more reliable method of communicating with home. It is important to keep your contact details (email and mobile) up to date on your accounts.



In addition, do follow the school on twitter using @infnetley for more updates on the things going on at school.

## Transport information

If we are your catchment school and you live more than 2 miles away (*measured by the nearest available walking route from your home address and the school*) then you can apply for free transport to school. To secure a place this must be done as soon as possible, please follow this link:

<https://www.hants.gov.uk/educationandlearning/schooltransport/apply>



## **Document Checklist**

**The following forms must be completed and submitted by Parentmail:**

**Registration Form**

**Health Questionnaire Form**

**Multi-Permission Form**

**Image Consent Form**

**Tapestry Learning Form**

**All other information can be found on our website.**