



## **FAQ's for September 2021 Reception**

- **Where do I get school uniform?**

Please refer to the school website for details of our school uniform. In Reception, children need a waterproof splash suit and wellies; please ensure these are named. They need to wear shoes that are suitable for running and outdoor activities. A PE kit is **not** required until Year 1.

Plain school uniform can be bought anywhere, but if you prefer to buy school uniform with a logo, we have cardigans, jumpers, polo shirts and book bags available from <https://michaelhope.co.uk>.

- **What does my child need to bring to school each day?**

Each day your child needs to come with a named water bottle. You may want to purchase a book bag to carry reading books into school but this is not essential. If your child is not ordering a school meal, they will need a lunch box and a packed lunch. We have children who are seriously allergic to nuts; please do not send in nuts or nut products. We encourage healthy eating, so no chocolate bars or sweets please.

- **How do I order a school lunch?**

School meals are provided by Caterlink and cooked each day in our own kitchen. For children in Reception, year 1 and 2 they are free. We have a system called Scopay in which you can order school dinners online or your child can order them with your class teacher on the day. A link will be sent to you during the first week to enable you to set up an account to do this.

Allergies and food intolerances can be catered for and further forms will need to be completed which will be given to you during their transition session. Please do let us know if you will need these forms. Caterlink request a doctor's or consultant's letter detailing the food allergy, as well as 2 passport-sized photographs. We can discuss this further with you should you have any questions.

Lunch is at 11:45am until 12:45am, and menus are available on our school website. There are three options available each day, one of which is vegetarian. Menus are updated and available on our website.

- **What about snacks during the day?**

A healthy snack is offered to our children throughout the day at our snack table. You do not need to provide it.

- **Can my child have a place in Breakfast and After School Club?**

We offer Breakfast and After School Club Monday – Friday, term time only and it is run by our own staff members. These can be booked online through the Scopay system. Breakfast club starts at 07:50am and After School Club starts at 3:15pm and finishes at 6:00pm Monday – Thursday and 5:30 on a Friday. If you have expressed an interest when returning your application pack, we will contact you to confirm your request and also provide registration forms which will need to be returned prior to using the extended day provision

We charge £5 per day for Breakfast Club and £10 per day for After School Club.

- **Can I take my child on holiday during term time?**

Term-time holidays will not be authorised. Absence due to exceptional circumstances beyond your control, such as a funeral, will be considered for authorisation by the Headteacher. You will need to fill in a request form, available from the school office.

- **Who do I tell if my child is ill and can't come to school?**

Please call the school office before school starts and leave a message on the answering machine.

- **How does the Reception unit work?**

There are two registration groups in Reception, with 30 children in each. The day begins with registration and phonics in groups, and then the whole unit is free-flowing and the children experience a balance of supervised targeted activities and free choices. Throughout Reception, the children follow a curriculum called the Early Years Foundation Stage (EYFS) which is broken down into 7 key areas which your children will learn through play and targeted activities throughout the day.

Your child will bring home books that help them to practise the letter sounds they are learning, along with books for you to read with them to foster a love of reading. We ask you to read with your child every day; this may be through reading stories, or their phonics books from school.

- **Where do I drop off and collect?**

At the classroom doors in the Reception unit area, which is down the side of the nursery playground to the far left of the front of the school as you are facing it. There will be signposts on the first day to help you to find it. Drop off is between 08:40am and 09:00 am and school ends at 3:15pm.

- **How will I know if my child is ok if they are upset at drop off?**

Please try not to worry, you are welcome to call the office to check, sometimes the class teacher will ask the office to call you to let you know all is well if they have been upset at drop-off time.

- **Who can collect my child?**

We will only release your child to the named people on the yellow form you have already returned to us. If someone else is collecting for any reason please tell a member of Reception staff when you drop your child to school.

- **How will I know how my child is doing at school?**

We have termly parents evenings and our reception teachers are happy to speak with you if they are able to on the door, or we can easily make an appointment for you to meet with them.

- **Can I park in school?**

There is no parking for parents and carers onsite. We have an arrangement with our local pub/restaurant 'The Waterside' that our families are welcome to use their car park. It is then a short walk to our rear gate. If you are registered as disabled and have a blue badge, you are permitted to park on site; please ask in the school office for details. We have an electronic gated system at the car entrance and pedestrian entrance to our school.

- **How do I keep up to date with school events?**

We communicate mainly through our school app which you can download from the play store or the app store. It is called 'School News'. You will need the school postcode which is RG5 3NA.

All letters are sent via email using the Scopay system so it's really important we have your up to date email details. There is lots of information on our school website too, all app messages also appear on the website. Please find it at [www.southlakeprimary.co.uk](http://www.southlakeprimary.co.uk)

- **How do I contact the school?**

Should you have any further questions please contact Mrs Jacques in the school office.

School Office Tel: 01189 691672

School Office Email: [admin@southlake.wokingham.sch.uk](mailto:admin@southlake.wokingham.sch.uk)