



**Welcome to
Roe Green Infant
School**

Contact Information

- We will be sending you a child discussion form that will give us information about your child's likes and dislikes. This will help us to settle your child into school.
- The following forms are essential-
 - Emergency contact form
 - Collection form (pink)
 - Photo consent form
 - Home school agreement

Important dates for September

- Week 1 Monday 9th September

Full time RGI Nursery children and Non Nursery Children - half days until 12.15pm

- Week 2 beginning 16th September

Full time RGI Nursery in all day

Non Nursery and RGI Nursery in for Half days until 12.15pm

- Week 3 beginning 23rd September

All children start full days

Reception Times

- Reception - school starts at 8.50 am and finishes at 3.20 pm.
- Doors are closed at 9.00 am. If you are late please go to the main office to sign in your child.
- Late children in the afternoon (after 3.25pm) will be taken to the welfare room where they will be looked after by a member of staff.

School Meals

- There are 2 options packed lunch or school lunch.
- Packed lunch needs to be provided from home and it needs to be healthy. (Sheet provided)
- School lunch – these meals are free for children from Reception through to the end of Year 2
- All school lunches are cooked on site, in our new kitchen – follows a 3 week cycle – provider is Lunchtime Company.
- There are 3 options – meat, vegetarian or pasta/jacket potato
- Children choose their meal on a daily basis, the day before and wear a wristband to indicate choice.
- Menus are available on the school website – <https://www.rgreeninf.brent.sch.uk>

House Keeping

- First Aid
- Bump head letters - phone calls home
- Suitable clothing/ footwear/ jewellery
- All clothing including coats, hats, scarves, gloves should be clearly labelled
- Toilets
- Snack and water

Other opportunities for learning in school

- Workshops and visits from external companies
- Weekly visits to our school library
- Foundation Footsteps Day - each class will have an allocated teacher and they will follow a topic-based day, on a Wednesday every fortnight
- Topic work projects

How will my child be assessed?

- A reception Baseline Assessment will be carried out in the first half of the term.
- A mixture of teacher assessment and continuous observations.
- Every child will have a online 'Learning Journey', which is on Tapestry. This is where we record evidence of their significant learning and observations.
- Focus adult activities are recorded in their writing books, maths books and handwriting books.
- The EYFS stresses the importance of communication with parents - we want to take on board what you know about your child.
- There will be 2 parent- teacher meeting during the course of the year. These meeting are held during the day, until 5.30pm

English as an additional language

- Provide opportunities to reach a good standard of English during the EYFS
- Assess children in communication, language and literacy skills in English
- Promote use of home language in school and home:
 - ✓ tell stories in your home languages
 - ✓ send in/upload onto Tapestry photos/ comments about special celebrations within your community

Behaviour expectations at RGI

- RGI Golden rules
- Traffic lights
- Praise
- Sticker chart/Dojo points
- Weekly awards - Pupil of the week, Fitness, Value leaf & Handwriting
- 2 entries in the Green Book =Head teacher award-letter home

Home School Communication

- SchoolPing - regular updates on relevant information
- Class Dojo
- Talk to your child about what they have been doing during their day
- Email your child's class teacher
- Any special events or achievements that you wish to share with us can be uploaded onto Tapestry -our online learning Journal.

How can Parents help?

- Keep talking to the staff - let us know if you have any worries before they become real concerns.
- Let a member of staff know of any significant achievements, as this information can be added to your child's learning journey, e.g.
 - Sharing family events or outings
 - Children retelling stories or singing songs
 - You will have opportunities to see these at parents' evening or at another convenient time.

Attendance

- It is very important that your child attends Reception regularly. Children should only be absent if they are too unwell to attend.
- Please do not keep your child off for any other reason as they will miss valuable learning experiences.
- We want to work together to try to ensure that your child has attendance of 96% or above.
- If your child has persistent absences i.e. attendance below 90%, you will be contacted by the Attendance Coordinator, Mr Miller.