

Vigo Primary School

Information for New Year R Parents



Opening a World of Learning and Opportunity

Welcome

Dear Parents and Carers,

On behalf of the staff, students and governors of Vigo Primary School I welcome you to our community.

This leaflet is designed as a guide to help you settle in to your first few weeks in school. If you have any further questions please do not hesitate to contact the school office or your child's class teacher.

The excitement and wonder of learning is a remarkable experience and it is a joy to be able to share that journey with the children and families who join our community.

Like you, we want your children to flourish in all respects, academically, personally and socially. We are confident that in partnership with you, we can offer a challenging and nurturing environment to help your child make the best possible start, both in their educational lives and for the future.

Learning should inspire, engage and motivate; learning does not stop when we leave school; learning allows us the opportunity to be whatever we want to be! That is why learning is so important to us and that is why we aim to provide high quality learning opportunities for our children.

We affectionately refer to our children before they start school as our 'seedlings'. We see the journey each of our children make through life as being like a tree, growing from a seedling, putting down roots and becoming stronger and individually unique. We are excited about welcoming you, your family and your 'seedling' to our community and we look forward to getting to know you soon.

Kind regards

Rachel Dance

Headteacher

Opening a World of Learning and Opportunity

At Vigo Primary School we aim to be inclusive of all. We appreciate the unique qualities each of our pupils bring to our community and develop a sense of respect for all through the celebration of these differences.

We aim for children to see that hard work pays off and to understand the power of 'yet' (I might not be able to do this 'yet' but with dedication and commitment I will be able to). With hard work children can and will succeed but they need resilience, motivation and an ability to work independently.

We will develop children academically through a challenging, rich and diverse curriculum but also socially, emotionally, spiritually and culturally so that each of our children will be ready for the next stage of their learning and for life.

We value the contributions parents make to the education of their children and we believe that in order for our children to flourish we need to foster strong relationships with parents and the community.

We aim to open a world of learning and opportunity for our pupils so that no matter what each of our children set their heart on becoming as adults, they become the best possible version of themselves. We want each child to be proud of the reflection they see in the mirror.

We do this by developing children into being learners that are:



Motivated

Independent

Responsible

Resilient

Open-minded

Respectful

Starting School

Before Your Child Begins School

Before your child starts school they will be invited to a series of stay-and-play sessions and a teddy bear's picnic so they can meet their teacher, some new friends and get to know the school better. This will also give parents an opportunity to meet the teacher, find out some more about Vigo and fill out essential paperwork.

Your child's teacher will be sending out some information directly to your child to help them get to know their teacher a little better before they start.

Teachers will also carry out home visits during the summer term, this is a vital way for teachers to get to know your child in their home environment. You will be contacted by the Year R team during the course of the summer term to arrange a visit.

Transition From Pre-School

We will hold transition meetings with pre-schools to help us gain a clear picture of each child in order to make their transition to school smooth.

If your child has Special Educational Needs or you have some concerns about your child starting school please do let us know early. We firmly believe that we will get the best for our children by working in partnership with parents. Our school SENCO, Mrs Suzy Wright, or Home School Liaison Manager, Mrs Parry will happily work with you before your child starts with us. If your child has any particular strengths that you would like to let us know about, please also do so.

Getting to Know the Teacher

Your class teacher will usually be available to have a brief chat at the beginning or end of the school day. If your enquiry is of a more lengthy nature, please make an appointment to see the class teacher more formally. In addition, you will be invited to attend two Parents Evenings per year; one in the Autumn Term and one in the Spring Term. If you do have any concerns, please do not wait for Parents Evening to bring it up. We would rather deal with small things quickly than let small problems escalate unnecessarily. If you are unable to make contact with your class teacher, please contact the school office and leave a message.

Getting to Know the Class

At the beginning of the school year your teacher will invite you to a Year Group meeting at which they will tell you about the general organisation of the class and the curriculum, with questions and answers afterwards.

You will also receive half termly curriculum letters and regular updates. The Year R team also regularly post information for parents on the windows of the green doors.

How to Help Your Child

Talk With Your Child

The impact of spending time reading with and talking to your child can not be underestimated. A ten minute bedtime story and a conversation about their day over dinner can have so many benefits. Nursery rhymes are also very important for your children to be exposed to as becoming familiar with the rhyming words they contain helps when they move onto phonics.

Getting Dressed

We don't expect your child to come to school already able to read or write or able to recognise their own name so please don't feel you need to teach them this. However, it would greatly benefit your child if they know how to get themselves dressed, including how to put their shoes and coats on. Staff will always be on hand to help them, but this is the early stages of helping to develop your child's independence.

Toileting

We recognise that children all develop at different rates and some of our children may come to school not fully toiletied. We are a fully inclusive school and will work with you and your child to develop their self-care skills. Our aim is that we will move children out of nappies both at home and in school.

If your child is still in nappies we ask that you send a supply of these to school in a named bag.

Many children will have an accident from time to time and staff will always deal with this sensitively. We have plenty of spare clothes in school to deal with this. You will be informed of any accident at the end of the day.

Any intimate care is carried out in line with our intimate care policy.



Reading Books

All children will be started on wordless books in Year R. We do this as it encourages children to tell a story in their own words and builds language and communication skills. We like to ensure all children can talk in full sentences and answer who, what, why and when questions before we give them texts to decode. When ready, your child will be moved onto reading books with words.

Your child will also get key words to learn and a library book to bring home to share with you. We ask parents to read with their children every day for 10minutes in Year R.

Absence and Collections

Sickness, Unauthorised Absence and Holidays

If your child is sick we ask that you notify the school office before 9:00am. This is a child protection security measure and ensures that all children are correctly accounted for. For this reason, we ask that you call on every day of your child's absence.

As a school we are unable to authorise holiday during term time, unless in exceptional circumstances. If you require a leave of absence for your child you will need to fill in a 'Leave of Absence' form available from the office.

If your child receives 10 or more unauthorised sessions (5 full school days) missed from school in a 100 day period you will receive a Penalty Notice for non-attendance.

For more information about Attendance, please refer to our school Attendance Information Leaflet for Parents and Carers.

End of Day Arrangements

For safeguarding purposes we will only release your child to a named person who is on the end of the day collection arrangements. If there is a change to these arrangements, for example your child is going home with an aunt or with a family friend you will need to inform the school office who will let the class teacher know.

If you wish to have someone removed from your child's end of day arrangements form you must inform the office as soon as possible.



Keeping Us Up to Date

Please keep us informed if you change your address, phone number or email address. For safeguarding purposes, we have to have two separate phone numbers for each of our children so please make sure you have a second contact number that you would be happy for us to use.

School Meals and Packed Lunches

Universal Infant Free School Meals

The school kitchen offers a choice of healthy hot meals every day and is run by an external company. The menus are planned to appeal to the children and there is a three weekly cycle. If your child follows a special diet for medical reasons, please speak to the school office.

Please note: at present, all Key Stage 1 (Years R, 1, 2) are entitled to daily, free meals under the government scheme; Universal Free School Meals.

Packed Lunch

Provision is made in the dining hall for children bringing a packed lunch. In our endeavor to ensure Vigo is a Healthy School we ask that sweets, chocolate and chewing gum are not included.

Nuts: As we have a number of children and staff with severe nut allergies, nuts and nut products e.g. peanut butter, chocolate spread, bakewell tarts etc. are strictly prohibited in school.

Drinks: Having fun at school is thirsty work so please make sure you supply a drink (no fizzy drinks) or glass bottles in your child's lunch box.



Healthy Lunchbox Suggestions

Sandwiches: Try using a variety of bread such as wholemeal, granary or high fibre white bread. Also you could make sandwiches from different kinds of bread including bread rolls, pitta or wraps. Sometimes your child might like a rice or pasta salad

Fruit: Seedless grapes (cut in half) , Satsumas, Clementine's, Cherries, Dried fruit (apricots or pineapple).

Vegetables: Cherry tomatoes, Carrot sticks, grated carrot and raisin salad, Cucumber chunks.

Sweet Suggestions: Scones, Malt loaf, Tea Cake, Nut free healthy snack bar.

Water Bottles

All children must bring a water bottle to school daily. This is kept in the classroom and will come home with your child at the end of the day to enable you to clean the bottle ready for the next school day.

Important Information

Pupil Premium Grant

If you are in receipt of certain means tested benefits your child might be entitled to receive the pupil premium grant. This is extra funding given to the school to support the education of your child. Even if your child already receives universal free school meals because they are in key stage 1 (Years R, 1, 2), please find out if you are eligible and be sure to register. Not only does the school receive funding but you will also get a free school jumper and other benefits such as support with paying for school trips.

To check your eligibility please click on this link <https://www.hants.gov.uk/educationandlearning/freeschoolmeals/juniorsecondary>



School Communication

Every Friday we send out a school newsletter. We may also send out letters from time to time relating to whole school or year group topics. Where possible we are trying to reduce the amount of paper we use so we will send these out electronically; therefore, please make sure we have a working email address for you. All school newsletters can also be viewed on our school website.

We will also send out notifications, updates and letters via email, this will include invitations to Owlets Assemblies.

Dual Households

If you are a dual household family and would like to receive two copies of your child's school report and any other school based information, please make sure that we have both addresses correctly detailed on our system.

Traffic

Vigo is situated in the heart of a residential area therefore we need to be respectful of our neighbours.

Where possible, we encourage our families to walk to school as this helps reduce congestion around the school and is also good for your children. Please park responsibly being careful not to block residents driveways and also in a way that does not obscure the view for our children when crossing the roads. We do have a crossing patrol supervisor on Vigo Road, please make sure you and your children use this to cross the road safely.

Safeguarding

We take the care and welfare of our children very seriously. If you have any concerns about the welfare of one of our children or the behavior of an adult, please inform a Designated Safeguarding Lead.

If you have immediate concerns regarding the safety of a child call 999.

Designated Safeguarding Leads

All staff within school receive annual safeguarding training. They are aware of the signs and symptoms of abuse and there are clear procedures to follow when they have concerns.

We have a large safeguarding team who coordinate and lead our response to safeguarding concerns. Kelly Roach is the Designated Safeguarding Lead and is supported in this role by Rachel Dance, Laura Reid, Alex Dockree, Suzy Wright, Pippa Ive and Kim Parry. Marty Johnson is the school governor with responsibility for safeguarding.

Teaching Children How to Keep Themselves Safe

An important part of safeguarding is teaching children how to keep themselves safe. We do this through our curriculum, this will take both a planned approach and will cover areas such as internet safety, bullying and drugs and alcohol abuse (according to the age and stage of the children) and also teaching that happens in response to needs as they appear.

Helping Parents

Across the year we will put on parental information sessions to help parents keep their children safe, for example around internet safety. We will regularly send out leaflets and letters with safety advice.

The school website also contains a wealth of information to help support parents. If there is anything you would like help on, please talk to a member of staff.

DBS Check

For the safety of our children, all our staff and volunteers within school have been DBS checked. This is in-line with the guidance in Keeping Children Safe in Education 2022.



Volunteering

We are always looking for volunteers within school to carry out a variety of roles. We enjoy having parents come in to school to assist us in providing opportunities for our pupils whether it is supporting Friends of Vigo Primary School (PTA) activities, reading with pupils, going on a school trip, or using your particular skills to run a school club.

We really hope you can consider offering your support by volunteering at the school. If you are interested please pop in to the school office to ask for a volunteer pack or for more information.

As part of the volunteering process, you will be required to have a DBS check in place before helping, the school will apply for this check however it can take a while to complete. As part of our Vigo volunteer team, you will receive in-house, safeguarding training in preparation for your volunteer role.

HELPING US TO KEEP YOUR CHILDREN SAFE



Headteacher: Mrs R Dance

Deputy Headteacher: Mrs K Roach / Mrs L Reid

SENCO: Mrs S Wright

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