

# Dorothy Barley Infant School Reception Prospectus



Dorothy Barley  
Infant School



**Executive Headteacher:** Mrs Lauren Pearce  
**Chair of Governors:** Mrs Sue Matthews

**Telephone:** 020 82704655  
**E-mail:** [office@dorothybarleyinfant.org.uk](mailto:office@dorothybarleyinfant.org.uk)  
**Website:** [www.dorothybarleyinfant.co.uk](http://www.dorothybarleyinfant.co.uk)

# Dorothy Barley Infant School

We are very excited to welcome your child to our school community, at the very beginning of their school journey. We are a nurturing, aspirational school that strives to ensure all pupils grow up to lead successful and fulfilling lives as proud members of our community.

## Values

Our values are at the heart of everything we do at Dorothy Barley Infant School, where we learn together for a brighter future. We give each of these values equal weighting and through a knowledge-rich curriculum, engaging teaching, great relationships and strong partnerships, we work hard to ensure that Dorothy Barley is the strongest start to every child's educational journey.

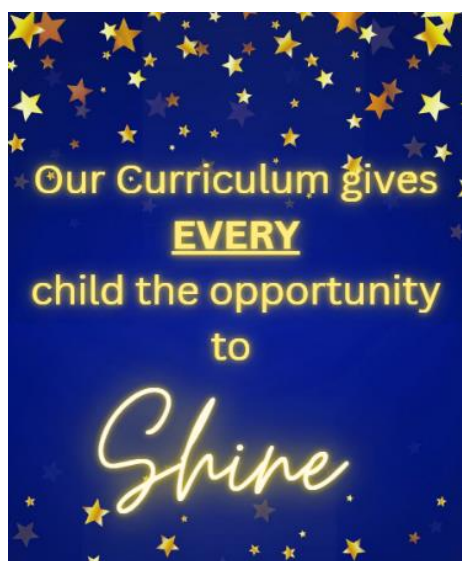
- **Character-** We value strength of character and try to be the best we can.
- **Compassion-** We show care and compassion to ourselves, each other and in all that we do.
- **Challenge-** We always work our hardest and aim to achieve.

## Vision

At Dorothy Barley Infant School, our curriculum gives every child the opportunity to shine. We believe in an enriched and progressive curriculum that secures solid foundations for academic excellence, ensuring our children are well prepared for life.

Our bespoke curriculum is reflective of our diverse community and unique location in London. We believe all children deserve an ambitious curriculum that expands their life chances, enabling social equity and mobility. All pupils are entitled to have access to a broad range of empowering experiences which allow them to develop their knowledge, understanding, skills, resilience and creativity.

The children and their learning are at the core of all that we do. Our carefully crafted curriculum and personal development ensures all children flourish and thrive, through access to high quality enrichment and personal development opportunities.



## Curriculum Intent

At Dorothy Barley Infants, our curriculum is built around...

**S**parkling Curiosity

**H**ands-On and Active Learning

**I**ndependence

**N**ew knowledge and Skills

**E**mpowering Experiences



## Phonics and Early Reading

At Dorothy Barley we believe that all children at our school can become fluent readers and we value reading as a crucial life skill. For this reason, reading and language development sit at the heart of our curriculum.

We teach reading through *Little Wandle Letters and Sounds Revised*, which is a systematic synthetic programme. We begin teaching phonics in Nursery and follow the **Little Wandle Letters and Sounds Revised** progression, which ensures children build on their growing knowledge of the alphabetic code, mastering phonics to read and spell as they move through school.



# Principle Aims of Reception

- For your child to have the best start to their primary education, developing their language, knowledge and skills through fun and purposeful learning experiences.
- To provide a safe and secure environment in which your child will be happy, become confident and independent.
- For your child to secure the fundamentals of communication, physical development, early reading, early writing and early maths.
- To develop new relationships for your child outside the family and to be able to approach staff and other children in a relaxed and happy manner.
- For your child to enjoy the fun of playing with other children, building friendships and learning to share and co-operate with others.

## Early Years Curriculum

The Early Years Foundation stage begins in Nursery and ends in Reception. Our environment and learning experiences are carefully planned to meet the needs of our children, and centre around the Early Years Foundation Stage Curriculum. The seven areas of learning outlined in the curriculum are:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development
- Literacy (Reading and Writing)
- Mathematics
- Understanding the World
- Expressive Arts and Design

Pupils also take part in PE lessons, visit the library and access the Computing Suite every week.

At the end of Reception, pupils are assessed against each of the Early Learning Goals. Our EYFS team aim to work closely alongside parents and carers throughout the year, to ensure you are aware of your child's progress and development towards meeting the end of year expectations.

We hold regular parent workshops and provide opportunities for you to learn alongside your child.



# Parental Engagement

A member of the EYFS team is available to speak with parents every morning and can pass on messages to your child's class teacher. At the end of the day if you wish to talk to the teacher about anything, please wait until all children have been dismissed from the classroom so they can give you their full attention.

All of our communication with parents is through the Parent Mail app. Please ensure you have downloaded the app and created your account prior to your child starting school, so you do not miss any important messages. We are now a cashless school, therefore any payments for trips etc. will need to be paid via the Parent Pay app. Our school office team are happy to help if you require any support with this.

We have various, informal opportunities throughout the year for you to get involved in and celebrate your child's learning. These sessions include a Christmas concert, various trips within our local area, as well as an opportunity to join your child in their class. There are two formal parents' evenings throughout the year and you will receive a formal written report about your child's progress at the end of the year.

We welcome and encourage parents to be key partners in the education of their child. If at any time, you have questions about your child's progress we will be more than happy to discuss this with you. Or if you simply need some guidance to help your child at home but are unsure of what to do, please come and see us.

ParentMail



ParentPay

## **Attendance/ Punctuality/ Illness**

### **Good attendance has an impact on your child's progress**

If your child is unwell or unable to attend school, please telephone or email the school office on the first day of your child's absence. If your child is absent for more than one day, please contact the office each day to update us. If your child has sickness or diarrhoea, we would usually ask that you allow 24 hours before returning them to school. If you are in any doubt, please contact the school office.

Where possible, please keep all appointments to outside of school times. Holidays during term time will not be authorised, unless there are very exceptional circumstances. Please complete a 'Request for Leave of Absence During Term Time' form from the school office. You will be notified if the absence will be authorised or not.

If anyone other than your child's main caregiver is picking up your child, please make sure that you have informed staff on the day.

Punctuality is very important. Arriving at school on time ensures your child does not miss any crucial settling, socialising or learning time. Routines are very important and children can become distressed when joining their class late or left waiting when others have been collected. However, if you are running late and the doors are shut then please bring/collect your child from the main school reception.

Your child's attendance and punctuality are recorded on your child's end of year report. If your child has 100% attendance, they receive a certificate each half term. If they meet the school's target for attendance for the year your child will be entered into a lottery and could win an exciting prize.

## Medical and Accidents

Please ensure you inform us on the Medical Information form of any medical conditions or allergies that your child has. We do not administer any form of medicine or tablets unless your child's medication has been prescribed by a doctor and has to be administered during the school day. In these circumstances, treatment should be discussed with the school office and a medical disclaimer should be completed. Please do not send medicine into school with your child.

Unfortunately, however careful we are, accidents happen and we have a set procedure to follow. Should your child need medical treatment from a doctor, you will be notified immediately. This is why we always request you leave us telephone numbers for any emergency contact. If your contact details change throughout the year, please let us know so that we can contact you in the event of an emergency. Please note, should your child need an ambulance, the 999 call will be made first.

Head lice are sometimes common especially with the younger children. Please check your children regularly and let us know if any are found so that we can discreetly notify other parents.



# Snacks and Lunches

Reception pupils will be provided with a piece of fresh fruit every day. Until their fifth birthday, Reception children are also entitled to free milk daily. Please ensure your child has a named water bottle that they bring to school with them every day.

Children can bring in a healthy packed lunch from home or have a hot school dinner. School dinners are free for all Reception children. We provide a choice of menu with a wide variety of food and children with special dietary needs can be provided for. School dinners are cooked on site and they are nutritionally balanced and well presented by our catering team.

## Local Visits/ School Trips

As part of our learning around people and communities, we will take your child on regular local visits, for example around the school, to the park or to the shops. These visits are carefully planned and well supervised. In order for these important visits to go ahead, we do request regular support from parents to accompany their children on these visits. You will be asked to give your permission for such visits on our Local Visits Permission form.

Planned school trips on coaches, buses and trains will take place throughout the year which you may be asked to financially contribute towards. You will be informed by letter if this is the case.

## Behaviour System – ‘Stay on Green’

At Dorothy Barley Infant School, our children understand the importance of a respectful learning environment for all. The children follow our behaviour system, ‘Stay on Green’, which rewards good behaviour and encourages them to reflect on the choices they make to develop independence. On the rare occasion that a child does not stay on green, they may be taken for a short time out to another Reception class. This is to give them the opportunity to think more carefully about their choices. This would then be discussed with you at the end of the school day. If you have any questions about your child’s behaviour, class teachers are happy to discuss this with you.

## Rewards

Your child will be put into one of our school houses and will be given house points for good work or behaviour. There are various certificates and awards given out throughout the year, e.g. Reading awards and Star of the Week.

## Timings of the Day

Your child will enter through the EYFS gate in the morning and be collected outside their classroom door at the end of the day.

<b>Gates open:</b> 8.40am	<b>Gates close:</b> 8.50am
<b>End of day:</b> 3.10pm	

## Wraparound Care

There is a Morning Club and After School provision at the school. Please contact the school office if you are interested. Payments and booking of the days/sessions you require **must** be made in advance of your child’s attendance via the school office and ParentPay.

# School Uniform

## DOROTHY BARLEY INFANT SCHOOL UNIFORM

The uniform, including the P.E. kit can be purchased from our uniform supplier which is Uniform 7, [www.uniform7.co.uk](http://www.uniform7.co.uk). Further information can be obtained from the school office. Please make sure that ALL uniform items are clearly labelled with your child's name.

### COMPULSORY UNIFORM

Boys	Girls
Black tailored trousers	Black pleated skirt, black tailored trousers or black pinafore
White polo shirt	White polo shirt
Royal blue school sweatshirt or cardigan	Royal blue school sweatshirt or cardigan
Plain black socks	Black tights
Plain black shoes	White socks
No dyed hair or shaved fashion hairstyles	Plain black shoes with a flat heel
	Royal blue or white hair accessories
	No dyed hair or shaved fashion hairstyles

### BAGS

Dorothy Barley Infant **Book Bag** only

Dorothy Barley Infant **P.E. Bag** only

*Please do not send your child to school with any other bags, handbags or back packs.*

### OPTIONAL SUMMER UNIFORM (from April to October)

Children may wear the main uniform all year round, but during the hot weather boys and girls may wear black tailored shorts with a white polo shirt. Girls also may wear a blue gingham checked **dress** (not 2-piece suit) with white socks.

### PLEASE NOTE

All cardigans and sweat shirts must have the Dorothy Barley Infant School motif. All shoes should have a back, should be flat heeled and BLACK. Please only have laced shoes if your child can do up their own laces otherwise have ones with velcro. Any clothing underneath the uniform especially in the winter months must not be seen, this includes long sleeve tops and leggings.

The only jewellery pupils may wear are **studs** in pierced ears. These need to be removed by the child for all PE lessons (maybe easier to keep earrings out on P.E. days). Watches may only be worn if pupils know how to tell the time. Pupils wearing nail varnish or make up will be asked to remove it and any hair accessories must be school colours.

### COMPULSORY P.E. KIT

Black shorts (not cycling or Bermuda)

Plain white round necked T-shirt

Black plimsolls

School P.E. bag

Plain black track suit bottoms and a plain black sweatshirt (over their white P.E. t-shirt) may be worn during the cold weather for outdoor P.E. Long hair must be tied back in accordance with health and safety regulations.



## Getting Ready for Reception!

The following points will help your child to prepare for their school journey:

1. Spend time talking to your child about their new school, teachers and friends. Encourage them to look forward to this new stage of their life.
2. Encourage your child to take care of their own toileting needs and to go to the toilet by themselves, flush the toilet and then wash their hands. It is very important that your child can do this by themselves before they start school, as staff are not able to fully support toileting needs.
3. Encourage your child to dress and undress him/herself, especially coats and footwear. Buy coats and footwear with easy fastenings e.g. Velcro. Please do not buy school shoes with laces, unless your child can tie them by his/herself.
4. Practise changing from school uniform to PE kit regularly, as your child will be expected to do this independently from the autumn term.
5. Practise using small tools including knives and forks. Show your child how to use a knife and fork to eat their lunch by themselves.
6. Expect your child to help to put away his/her toys. Encourage your child to share their toys with other children.
7. Practise speaking and listening skills through stories, games and general conversation. These skills will be vital when your child joins their Reception class.
8. Share a book together every day. Encourage your child to talk about the pictures or retell the story to you and encourage them to handle books with care. Reading is at the heart of our curriculum and we foster a love of reading and stories.
9. Encourage your child to recognise their name, name a range of colours and count things whenever you can. Children at this age also enjoy making marks, this should be encouraged as it is the first step towards writing. Talk to your child about the marks they make.
10. Finally, please do think about joining the local library as they have a wide selection of children's books. Every summer, Dagenham Library runs a reading challenge that your child will enjoy completing with you. We would love to celebrate this with your child in September!

**Please remember to check out and keep up to date with our school website: [www.dorothybarleyinfant.co.uk](http://www.dorothybarleyinfant.co.uk)**