



A Very Warm Welcome to
Heber Primary School
Reception Information Meeting 2023

Welcome to Heber Primary School

This presentation aims to provide an introduction to Heber Primary School and includes initial information which we hope you will find useful. Should you have any further questions, staff will be happy to discuss these with you.

The information in this presentation will also be included in your 'Welcome to Reception at Heber' handout.

The school website www.heberprimaryschool.com

**Please follow the school on Twitter 'Heber Primary School'
@heberschool**

**The Foundation Stage has our very own twitter. Follow us on
@Heber_FS**

Please take a look as it is kept up to date with the latest news and events and has lots more information about our school.

Staff in the Foundation Stage at Heber Primary School

Nicola Piddington- Early Years Foundation
Stage Leader and Class Teacher

Ross Hillitt- Class Teacher

**Nicola Williams, Karen Hailston, Debbie
Baker and Tina Hobbs** - Early Years
Practitioners

Parent Conferences and Start Dates

Parent Conference and Stay and Play sessions: We will arrange a parent conference/stay and play session for you and your child. It is an important opportunity to share information about your child and staff inform you about school protocols. The following information is the settling dates and times for your child:

Tuesday 4 th July	Meet Your Teacher Day for children who have NOT attended Heber Nursery only. (Parents are not required to stay.) Please enter via Jennings Road Entrance. Time: 2pm-3pm
Wednesday 6 th September Thursday 7 th September	Stay & Play and Parent Conferences for children who have NOT attended Heber Nursery. Times: TBC
Friday 8 th September	All Children Attend School Time: 8.45am - 12pm
Monday 11 th September	All Children Attend School Time: 8.45am - 1pm (<i>Stay for Lunch</i>)
Tuesday 12 th September	All Children Attend School Time: 8.45am - 3.20pm (full day)
Wednesday 13 th September	Children attend normal school hours.

Daily Timetable

We have a 'soft start' for Reception children. This means that the children can come into school between 8:45 and 9:00 so that if they have siblings in other year groups, parents and carers can decide the order that they drop their children off.

Reception children will enter the school at the Jennings Road gate between 8:45am - 9:00am.

Collection is at 3.20pm.

Monday	Tuesday	Wednesday	Thursday	Friday
Arrive Self-registration	Arrive Self-registration	Arrive Self-registration	Arrive Self-registration	Arrive Self-registration
Guided individual reading	Guided Literacy / Numeracy activities	Guided Literacy / Numeracy activities	Creative guided/Singing assembly	KUW guided
Phonics	Phonics	Phonics	Phonics	Phonics
Lunch	Lunch	Lunch	Lunch	Lunch
Guided teaching input	Guided teaching input	Guided teaching input	Guided teaching input	Guided teaching input
Guided reading	Guided Literacy / Numeracy activities	Guided Literacy / Numeracy activities	Creative guided	KUW guided

Clothing

Clothing: We encourage you to provide your child with the Heber school uniform which is available to buy from the office. The blue sweatshirts and white polo shirts are to be worn with grey trousers, skirts or dresses. Children may wear grey shorts or a blue gingham dress in the Summer.

The P&F do regular second hand sales throughout the year!

Please ensure that all clothing that your child wears or brings into school is clearly named. All prices subject to change.

Sweat shirts £ 8.00

Cardigans £10.50

White polo shirts £ 6.50

School book bag £4.50

Fleece £13.00

Food and Drink

Lunch: At lunchtime your child can have a packed lunch prepared at home and brought into school, or a school meal. Lunchtime is between 11.45am-12.30pm. During this time the children can eat lunch and play with their friends. All Reception and Key Stage 1 children are entitled to a free school meal each day. There will be a selection of different meals available each day for your child to choose from. Vegetarian options are always available. Please let us know if your child has any other dietary restrictions or requirements.

Packed lunches should support our school's healthy eating policy. Please note that our school is a 'nut free' zone which means that all types of nuts are banned. Also note that FIZZY DRINKS/SWEETS/CHOCOLATE are not allowed in school lunches.

Snacks: Children will receive a free piece of fruit during the day.

Drinks: Water is available throughout the day, including lunchtimes. Children can also bring a drink to school – remembering that no fizzy drinks are allowed.

Health

Health: Staff need to be aware of your child's medical background, in particular any allergies (e.g. bee stings, dairy food), any dietary restrictions (e.g. vegetarian or Halal) and any medical conditions that are important for us to know (e.g. asthma or eczema).

Children can suddenly become ill and therefore it is important that we know we can contact you or another adult relative/friend at all times. Please ensure that the school is kept up to date with your contact details. If your child is unable to attend school due to illness, please telephone the school office to let us know.

We follow NHS guidelines as to when a child should return to school after an illness to prevent the illness from spreading. For example, a child who has diarrhoea or vomits should only return to school 48 hours after the symptoms have gone. Please refer to the NHS guidelines or speak to the school office for assistance.

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

Early Years Curriculum

Activities in Reception are carefully planned and organised in order to provide a range of learning experiences. Individual records are kept by staff to record the activities your child participates in and undertakes, as well as their progress in specific skills. Planning for each half term is carried out using a topic-based approach, following the children's interests and responding to specific events.

There are 7 Areas of Learning in the Early Years Foundation Stage (EYFS), which activities are planned around:

Personal, Social and Emotional Development

Physical Development

Communication and Language

Literacy

Mathematics

Understanding the World

Expressive Arts and Design

Throughout the EYFS, children will be working towards the Early Learning Goals. These describe the level of attainment expected at the end of your child's Reception year in school.

Early Years Curriculum

- **Phonics-** The children will have a daily phonics session. Initially the phonics will focus on listening to sounds, being able to identify sounds and then moving on to introducing the children to the phonemes and graphemes. The school follow 'Monster Phonics' scheme.
- **Mastering Number-** Within our Maths curriculum we use White Rose Maths and the Mastering Number approach. It focuses on children having a solid understanding of numbers. Children will have a daily dedicated Mastering Number session.

Parent Workshop videos will be shared in September of ways that you can support your child at home.

Learning Journeys

Throughout the year, staff will record your child's learning in their own Learning Journey book. This will form a unique record of your child's learning and development. It will contain samples of work, photographs and staff observations. These folders enable staff to track your child's progress and attainment and also plan future activities.

We value parent's views on how your child is progressing and to support this, we encourage you to fill in '**WOW**' vouchers that are added to your child's learning journey books.

Immersion Days

During the year we carry out several Immersion days to introduce a new topic. Immersion days have been very successful and really encourage the children to be excited about their learning. They also provide a starting point for all children.



Outdoor Learning

At Heber the children will participate in outdoor learning sessions. This will take place at the Alleen's playing field. During the outdoor learning sessions, the children will have the opportunity to experience nature and the outdoor environment in a safe, secure and hands on way. The children will be exploring, playing and problem solving to encourage learning using a range of activities.

We will need parents to accompany us on the outdoor learning sessions so please tell a member of staff if you will be available to assist with any of the sessions.

For the outdoor learning sessions your child will need

- T shirt
- Trousers
- Wellies/ old trainers
- Waterproof jacket
- Sun hat

Home Learning

We place high value on the relationship between home and school. Early years staff would love to hear about what you and your child have been doing at home. We encourage you to share your child's learning, achievements and experiences with staff, as this helps build a more complete picture of your child.

Reading books:

Once the children have started on a full-time basis, they will receive a reading book once a week which is designed to support them in the early stages of reading. This will be sent home along with a reading record for you to comment on your child's reading progress.

Your child will also be given their own unique Mathletics login. Mathletics is an online Maths programme where children can complete tasks that have been set by their teacher. These activities will be linked to the maths learning which has been taught that week. The aim of this is to consolidate learning at home.

Housekeeping

- **Contact Details** – These must be up to date. If you change your details, please remember to let us know. Please give us as many contact numbers as you need to.
- **Adults Permitted to Collect**- Children will only be sent home with the adults that you have given permission to collect. If somebody different is collecting your child you need to let us know. Please do not be offended if we do not send your child home with someone other than the named adults. If we do not recognise the person collecting your child (regardless of how familiar they seem to be to your child) we will phone you first.
- **Office Hours:** The school office is open for phone and email queries from 8.30am - 4.30pm.
Uniform: Uniform can be ordered via ParentPay over the Summer and can be collected before the start of term. Further information will be sent later in the Summer.
- **Meals:** School meals are free to Reception pupils and heavily subsidised for pupils in Nursery. We offer a healthy school meal with a vegetarian option. More to follow on our caterers.
- **How to contact teachers:** To contact your child's teacher, please contact the school office and we will pass a message to the teacher to get back to you.
- **ParentPay:** ParentPay is our safe and secure platform for online payments to the school. All new parents will be contacted by email over the Summer and asked to activate their ParentPay accounts to enable the ordering of uniform as well as other items in the future.
- Email communications - check your spam!!

Housekeeping

- **After School Clubs:** Breakfast and after school care is delivered at Heber by Magna, our wraparound care provider experienced in delivering high quality provision for our families. To book places for September, please contact them directly on 0333 012 4984 or at www.magnagroups.com.
- **Requests for holidays** – If your child is of compulsory school age we have a legal obligation to monitor their attendance. We are required to meet with Southwark's Education Welfare Officers on a regular basis to discuss attendance issues. Requests to take children out of school need to be sent to the headteacher and are only authorised in exceptional circumstances. Please also ensure all medical, dental etc. appointments for children are made outside of school hours.
- **Allergies** – This is a nut free school – all school meals are nut free. If you are sending your child in with a packed lunch make sure that there are no nuts/products that contain nuts in school. We have children with a whole range of allergies. In some cases these are very severe allergies. For this reason, we do not allow birthday cakes to be sent in on children's birthdays.
- **ICT - Acceptable Use Policy** - Please refer to the letter and complete the attached form.

Welcome to
Caterlink
WE ARE WORKING IN
PARTNERSHIP WITH
HEBER PRIMARY SCHOOL

FRESH FOOD



Fresh Food 95% of our dishes are made from scratch on-site. Exceeding the Food For Life Standard by 20%.

PLASTIC REDUCTION PLEDGE



Since 2019 we have been cling film free! We have removed single use plastic in our kitchens

LOCAL SOURCING



We source all of our fresh ingredients including meat, fruit and vegetables and dairy products from local suppliers

HEALTHY EATING INITIATIVES



We have increased sustainability in our menus with increased plant-based recipes & Meat Free Mondays

SUGAR REDUCTION



We have developed fantastic low sugar dessert recipes, far exceeding the Government guidelines!

HEALTHY LIFESTYLE



Healthy Living Programmes Collaborating on local health initiatives such as parent cookery lessons

ADDED BENEFITS



Assemblies, Cookery Lessons, Safety in the Kitchen Skills, Taste & Sensory Session

Food Allergies

If your child has a food related allergy or intolerance, it is imperative that you provide confirmation from a medical professional to allow our caterers to produce a tailored menu for your child.

Without this confirmation, they are unable to tailor a specific menu for your child, and cannot guarantee that they won't be exposed to the food type they are allergic to.

Please send documentation to adminoffice@heber.southwark.sch.uk or bring it to the school office.



We are committed to providing meals for children needing special diets for medical requirements, where possible. Caterlink work closely with their suppliers and aim to be as accurate as possible but it must be noted that they can only be guided by the information the suppliers provide, similar to the process of a parent catering for a child's special diet.

It is essential that all parties concerned work together when providing a safe special diet and that this is reviewed with every menu change, therefore please ensure this form is fully completed.

It is vital that all forms are accompanied with a referral letter from a medical professional (G.P/ consultant /dietician). It is important the unit manager and kitchen team or servery supervisor have met the child requiring the special diet to ensure they give the right meal to the right child. **This form must be handed into the school (not the Caterer) and discussed with them.**

PUPILS DETAILS					
Child's Name					MALE / FEMALE
Class					
Date form issued to the school and to who					
Diet required or Allergy information <i>please circle</i>	Peanut	Milk	Crustacean	Soybean	Fish
	Celery	Nuts	Sesame Seeds	Mustard	Lupin
	Eggs	Molluscs	Gluten	Sulphites	Other*
	*Other – please state				
SCHOOL DETAILS					
Name of School					
School Address (in full)					
Production kitchen address (if different to school)					
Mid Day Supervisor or School contact regarding special diets / allergies					
PARENT/GUARDIAN DETAILS					
Main Contact Name & relation to child					
Main Contact - Phone Number(s) / E-mail address					
Second Contact Name & relation to child					
Second Contact Phone number					
OTHER INFORMATION					
Has a photo ID form been completed and issued to the kitchen?					
Has the unit manager been informed?					
If EpiPen / Medicine is needed who is to be contacted and is it kept on site					
Data Protection - please tick where you agree / give permission					Tick
I'm happy for my child's allergen information and photo (where provided) to be passed to the Caterlink to enable them to assist the school in correct food provision					
I'm happy for my child's allergen information and photo (where provided) to be displayed next to the main servery area to enable the catering staff to check allergy information					

NEW RECEPTION CHILDREN STARTING HEBER PRIMARY SCHOOL SEPTEMBER 2023

Dear Parent/Guardian,

On behalf of **Magna Groups**, we welcome you to **Heber Primary School**. As your child is about to join Reception, **Magna Groups** are delighted to confirm the children in reception are eligible to attend our Ofsted registered Extended Schools (breakfast and after school) provision at the school.

Magna Groups is an OFSTED registered provider offering a wide range of activities tailored to children's needs. The before and after school provision has been designed to be flexible and affordable.

The Breakfast club 07:40 – 08:45 and After School Club 15:15 – 18:00 will be available term time Monday to Friday. Where you can select your set days and sessions for the term ahead.

To register your child, please create your parent account by [REGISTERING HERE](#)

Due to the popularity of extended school provision at Heber, Magna are currently looking at demand for additional places for NEW reception children commencing September 2023. Should you be looking for a place for your child to attend from September please register your interest by [CLICKING HERE AND COMPLETING OUR ONLINE FORM](#)

Should you have any questions, please do not hesitate to contact our booking team on 0333 012 4984 or email info@magnagroups.com

Team **Magna** looks forward to welcoming your child at our provision.

Regards,

Team **Magna**

DAILY COSTS:

Breakfast Club 07:40 - 08:45
£5.00 includes breakfast

After School Club 15:15 - 18:00
£13.00 includes Healthy Snacks

- 10% sibling discount
- Tax free childcare and childcare vouchers accepted
- Booking same days each week for half term in advance to secure the place of your child/ren
- Maintaining set days each week

SAMPLE ACTIVITY TIMETABLE

BREAKFAST CLUB TIMETABLE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
07:40 - 08:00	BREAKFAST DROP OFF & MORNING EARLY START ACTIVITIES				
08:00 - 08:30	HEALTHY BREAKFAST				
08:30 - 09:00	KICK START ACTIVITIES				
	HEBER ACTIVE HEALTHY OBJECTIVE	HEBER OBJECTIVE HEALTHY OBJECTIVE	HEBER OBJECTIVE HEALTHY OBJECTIVE	HEBER OBJECTIVE HEALTHY OBJECTIVE	HEBER ACTIVE HEALTHY OBJECTIVE
	DISMISSAL / SCHOOL DAY STARTS				

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
15:15-15:30	COLLECTION OF CHILDREN & REGISTRATION				
15:30	FRUIT SNACK				
15:30 - 16:00	TEAM GAMES PAINT CRAFTS	ARTS/CRAFTS BOWLING	POUNCE GAMES CAPTURE THE FLAG	YOGA / VOGA HARDBALL	SURVIVAL SKILLS TEAM RELAYS
16:00 - 16:30	ARTS/CRAFTS TOWERS / BASHING	VOLEYBALL CORE GAMES	CHANCE / DRAWING BASKETBALL CRAFTS	CORE GAMES TEAM SPORTS	VOLEY BALL BASKETBALL CRAFTS
16:30 - 17:00	MAIN HEALTHY SNACK				
17:00 - 17:45	ACTIVITY 3 - SPECIALIST				
	HEBERBALL	HEBERBALL	HEBERBALL	HEBERBALL	HEBERBALL
18:00	COLLECTION - TIME TO GO HOME				

HOW TO BOOK

- Visit our website: www.magnagroups.com login or create an account
- Select your CHILD'S SCHOOL, then choose drop down
- Select your chosen SET DAYS for each week for the half term ahead
- Confirm your selection and pay via our secure online system

BOOK YOUR MAGNA EXTENDED SCHOOL TODAY!



www.magnagroups.com



0333 012 4984



info@magnagroups.com





Thank you and we look forward to welcoming
your child to the Heber community.

