

Welcome to the  
Foundation Stage Induction  
Tuesday 2<sup>nd</sup> June 2026



***Doing whatever He tells us – in God's love, we grow and learn together to build the kingdom of God***

# Meet the Foundation Stage Staff



- Mrs Rathbone – Executive Principal
- Mrs Statham – Head of School
- Mrs Scarlett – Safeguarding Lead and Parent Support Worker
- Mrs Pedley – Foundation Stage Teacher
- Mrs Hall – Early Years Practitioner

# At Our Lady of Grace there is



- Commitment to the Catholic faith
- Outstanding teaching and learning
- A secure, caring and happy learning environment
- High standards and expectations
- Open door policy
- A close and positive relationship with parents

# Partnership with Parents at Our Lady of Grace



- Parent Partnership is crucial to your child's education
- 'Open door' policy
- First educators
- 'Evidence Me'
- Essential to success
- Attendance – 97% (no more than 5 days off)
- Support for school ethos – Masses and liturgies;
- Home-School Agreement
- Regular communication- diaries, weekly celebration assemblies
- Parents volunteers
- Family support / learning mentor

# Partnership with Parents at Our Lady of Grace



Events team work together to organise and deliver...

- Sports Days
- School Disco's
- Mother's day gifts
- Father's day gifts
- Easter activities

# Family Support Worker



## Mrs Scarlett

- Offers support for children and parents with any concerns or anxieties
- Works with individuals and groups of children helping to overcome any barriers to learning - family problems, friendship issues, long term illness, etc
- Supports parents offering parental support

# Attendance



**Attendance and punctuality is a priority.** Attendance has a huge impact on children's outcomes.

If your child is too ill to attend school, please inform the school on the morning of the absence.

We aim for 97% attendance (no more than 5 days off)

## **Types of absence**

**Unauthorised absence** — when children miss school without permission, for example a birthday treat, a day trip, or holiday.

**Authorised absence** — only the headteacher can authorise absences.  
**Holidays cannot be authorised.**

# Supporting Good Attendance



Weekly award for the class with the best attendance, celebrated in assembly every Friday – parents more than welcome to attend (2:30)

Attendance prize week – 10 weeks, selected at random, all children who have 100% attendance (and in school on time) are put into a draw – Toy and supermarket voucher

Annual 100% attendance trip – children with 100% attendance

Best Class – In school reward

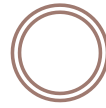
Informing Parents – Each term parents receive a report on your child's attendance

# Punctuality



- Please make sure the children are in school on time
- Drop off and collect from the Foundation Stage Classroom
- If you and your child are late then please sign in at the office

# Medicine



- If children requires medication such as antibiotics they must be handed into the office and a medical form must be completed. **We can only administer medicine that have been prescribed for 4 x a day**
- Children who require medication for a long-standing condition a care plan will need to be put into place

# The School Day



8:30 / 8:40 - 3:10 (Nursery and Reception)

8:40 – 3:10 (KS1)

8:40 – 3:10 (KS2)

- Flexi start in EYFS helps to settle the children into the classroom
- Children instantly begin independent learning through self-registration and beginning an activity
- Allows parents time to come and see us – open door policy

# Evidence Me



Evidence me captures children's learning experiences both at school and at home. These experiences can be shared between home and school and help to build up a profile of your child's learning journey.

You can download the app via your app store.



Once we have confirmation that you would like to share observations between home and school you will receive an activation email.

# High Expectations of Behaviour



- Relationships Policy – restorative practice
- Verbal praise
- Stickers
- Online achievement point
- Congratulation Assemblies
- Head Teacher's Awards
- Sanctions
- Communication



# Foundation Stage Curriculum- EYFS – Early Years Foundation Stage



- Prime Areas:
- Personal, Social and Emotional Development
- Communication and Language
- Physical Development
- Specific Areas:
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design
- RE (Spiritual and Moral)

# Learning Through Play



At Our Lady of Grace we are committed to ensuring that children learn through play.

This allows children to :

- Develop their independency
- Solve problems
- Develop their concentration and imagination
- Communicate with others
- Practise and build up ideas
- Learn how to control impulses
- Understand the need for rules



# Learning Through Play



- It may seem that your child talks frequently about how they have played lots!
- This is a key way in which young children learn with enjoyment and challenge.
- The 'play' is planned and structured with effective adult support.
- It allows children to take risks and make mistakes in a safe and secure environment.



# The Nursery Day



- 15 funded hours are from 8:40 – 12:00
- 30 hours are from 8:40 – 3:10
- If you are not entitled to 30 hours free childcare care but wish to take up 30 hours, this is charged at £10 a day, this includes lunch. (please complete the booking form)
- If you are entitled to free school meals (if you receive income support, jobseekers allowance or income related employment and support allowance) you will be offered 30 hours of free nursery education, including lunch. **(Please complete the enclosed form if you think you are entitled to free school meals)**

# Nursery Hours



If you think you are entitled to 30 hours funding, you need to apply for a 30 hours code. You should then receive your code

Once you have received this you need to complete the form highlighted and return to the office.

This does not include lunch Lunch will be paid through Arbor account.

Dear Parents/Guardians,

Please see the enclosed forms for completion to help us at Our Lady of Grace and some information to help you.

In your pack you should find,

- Data Collection Form
- Home/School Agreement
- Disability Support Questionnaire
- Off Site Consent Form
- Free School Meals Form (Please complete even if you are not eligible)
- GDPR Consent Form
- Home and Setting Information Form
- **Nursery Funding Form (Nursery only)**
- Acceptable Use Agreement Form
- Evidence Registration

# Reading at Home



- Sharing and reading books has a significant impact on children's academic achievement
- Reading every day at home has the most impact
- Children in nursery and reception have reading diaries
- We expect reading diaries to be signed at least 3 times a week
- Weekly reading checks (from reception)



# Early Years Foundation Stage Assessment and Targets



- Your child's progress will be shared with you termly at parent's evenings and through other discussions with Foundation Stage staff.
- Your child will begin having simple personal targets based on their needs and the EYFS goals. As they progress children will have targets from across the curriculum which will be reviewed termly. They will be shared with you so that both yourselves and the school can work with the children on their targets.
- Homework books optional for nursery, compulsory for reception but engagement helps your child to progress 😊
- Some homework will be set on '2 simple' – online learning tool
- By the end of Reception children should achieve a 'Good Level of Development'

# Breakfast Club



Our breakfast club:

Early birds - 7.30am – 8.00am arrival £4.50 per day Breakfast club

8.00am – 8.15am arrival £2.50

Sessions need to be booked on Arbor (48 hours in advance), payment is required upon making the booking.

See the information sheet for costs.

A range of breakfast items on offer for the children.

A range of activities after breakfast to keep the children busy.

The breakfast club will be offered once your child is settled in the nursery class. Please speak to nursery staff

# After School Club



We provide our own after school club provision. This helps to ensure that there is always continuity between class teacher, home and school. Before and after school club will be offered once the children are fully settled.

Snacks available in the session.

- £5 from 3.15 – 5.00pm
- £7 from 3.15 – 6.00pm
- Siblings – (additional child/children)
- £3 from 3.15 – 5.00pm
- £5 from 3.15 – 6.ppm

# Induction Process



Induction pack – Please complete and return all paperwork in the clear wallet to the school office by the deadline date on the cover letter.

In your pack you should find:

- Data Collection Form
- Home/School Agreement
- Disability Support Questionnaire
- Off Site Consent Form
- Free School Meals Form (Please complete even if you feel your child would not be eligible)
- GDPR Consent Form
- Home and Setting Information Form
- Nursery Funding Form (Nursery only)
- Acceptable Use Agreement Form
- Parent Internet Agreement
- Evidence Me Registration
- Password Form
- Parent Declaration for Early Years Funding (Nursery only – please complete pages 1, 2 & autumn term box of page 3 only)
- Food information form

Tel: 01782 512644

Email: [office@olognewman.co.uk](mailto:office@olognewman.co.uk)

# Setting Contacts



Staff will contact your child's nursery setting to either arrange a nursery visit or to have a telephone conversation. This allows your child to see us in their familiar setting and allows us to find out about your child's interests and development.

# Induction Process – Nursery



- Every Monday from Monday 8th June – Monday 29th June, 1-3pm, your child is invited to join their class for the afternoon.
- **Thursday 2<sup>nd</sup> July - your child is invited to say for the morning session (9:00 – 11:30)**

## **September...**

- Thursday 3<sup>rd</sup> - Friday 11<sup>th</sup> September – Children will attend for the morning session 8:30 / 8:40 – 11:30
- Week beginning Monday 14<sup>th</sup> September – children will attend full time (8:30 / 8:40 – 3:10) if they are accessing full time provision (30 hours)

# Induction Process – Reception



- Each Monday, Monday 8<sup>th</sup> June – Monday 29<sup>th</sup> June, 1-3pm, your child is invited to join their class for the afternoon
- Thursday 2<sup>nd</sup> July your child is invited to stay for the whole day 8:40 / 8:50 – 3:00 (early pick up)
- Thursday 2<sup>nd</sup> July – reception induction meeting 3:30 (classroom) / 5:30 virtual
- Thursday 3<sup>rd</sup> September your child will start full time 8:30 / 8:40 – 3:10

# Home Visits



- Setting contact in June / July
- Nursery home visits - -Monday 6<sup>th</sup> July and Monday 13<sup>th</sup> July – times TBC
- Reception home visits Week beginning 6<sup>th</sup> July – days and times TBC
- These are to help your child to settle with the staff and feel more familiar when they come to school
- They will also provide you with the opportunity to ask any questions / voice any concerns and speak to the staff on a 1:1 level
- Please do not worry this is just an informal visit

# Uniform



We have 2 school uniform suppliers stocking jumpers, cardigans, P.E. tops and book bags;

Smart Uniform and National Schoolwear Centre

- You are able to buy directly from Smart Uniforms Tunstall shop, or order online for click and collect at <https://smartuniform.co.uk/>
- National Schoolwear Centre is located in Hanley

# Uniform - Nursery



- Navy sweatshirt or woollen Jumper (with school logo)
- White polo shirt
- Dark grey flannel trousers
- Dark grey skirt or pinafore
- Black shoes
- Navy blue gingham dress (Summer Term only)
- School Reading Bag (no rucksacks)
- Hair accessories must be school colours and must be in line with the school policy
- Grey tights/socks white socks



# Uniform - Reception



- Navy woollen jumper / cardigan (with school logo)
- White shirt
- School tie
- Dark grey flannel trousers
- Dark grey skirt or pinafore
- Black shoes
- Navy blue gingham dress (Summer term only)
- School reading Bag (no rucksacks)
- Grey tights/socks white socks



# PE Uniform



- Navy blue shorts
- White t-shirt  
(preferably with school logo)
- Navy sweatshirt / hoodie
- Black pumps



## Additional Uniform Information



- Hair Accessories – navy blue and in line with school policy
- Hair longer than shoulder length must be tied up
- Hair should not be cut below a grade 2
- Hair colourings are not permitted
- Make up (including nail varnish) and jewellery are not permitted

Please see our school uniform policy for further information

- [Our Lady of Grace Catholic Academy - School Uniform](#)

# Getting Ready For School



- Toilet
- Dummies
- Beginning Independence & Building Confidence
- Buttons & zips, knife and fork
- Getting used to holding a reading book
- Stoke Speaks Out – conversation skills, playing
- Welfare requirements - part of EYFS. If your child has any special welfare requirements it is important that we know these so that we can make preparations for your child.

# Getting Ready For School



## What do I Need?

- Spare clothes (only if your child is not yet toilet trained)
- All clothes clearly labelled
- Wellington boots (to keep at school – nursery only)
- A school reading bag (no rucksacks please)
- Water bottle, water only please

## Chatter Boxes

- Over the summer please create a chatter box with your child. Ask them what they would like to put in their box. Items they can talk to a member of staff and other children about.
- Items include photographs (family/pets), favourite toy, favourite book, photographs or items from days out / holidays, etc.

# NO PHONES



At the beginning and the end of the day the children want to speak to you and share what they have done throughout the day.

We do operate a no-mobile phone zone within the Foundation Stage.





# Thank You



Thank you very much for your time this morning.  
If you have any further questions – do not hesitate to contact  
the school.

Tel: 01782 512644

Email: [office@olognewman.co.uk](mailto:office@olognewman.co.uk)