Elm Primary Academy
The best in everyone™
Part of United Learning



Reception Family Welcome Pack



OUR VALUES
ENJOYMENT
POTENTIAL
INCLUSIVE
COMMUNITY
EPIC



An Introduction from

Mrs Wakeman Executive Principal of Elm Primary Academy

I am delighted to welcome your child to Elm Primary Academy, some of you I already know as you have attended our very successful Nursery provision and for others we are just beginning this exciting journey together. Our EPIC values of **Enjoyment, Potential, Inclusivity and Community** sit at the heart of everything we do. We believe that every child can achieve highly, regardless of background, and this belief shapes our culture, curriculum and daily practice.

Equity is embedded in all aspects of school life: we work hard to remove barriers, raise aspirations, and provide targeted support so that every child can thrive. Success for us is measured not only by outcomes, but by the opportunities, experiences and sense of belonging we create for each child. We look forward to working in partnership with you as your child begins their exciting learning journey.

Working together is at the heart of our approach at Elm Primary Academy.

We believe that strong, open communication between home and school is essential, and we are committed to building positive relationships with every family so that each child can thrive.

Thank you for choosing Elm Primary Academy and for placing your trust in our vision, values and ethos. We are proud to uphold our EPIC values and I am truly looking forward to supporting your child's education as they begin their journey with us.



An Introduction from

Mrs Lands
Reception Class
Teacher & EYFS Lead

A very warm welcome to Reception!

My name is Mrs Lands, and I am the Early Years Foundation Stage Lead, as well as one of the Reception class teachers. I am delighted to welcome you and your child as they begin their school journey with us.

I truly believe that the Early Years is a very special time — a time when we lay the foundations for a lifelong love of learning.

At Elm Primary, we aim to foster a love of learning through **enjoyment**, encouraging children to explore through play, discovery, and meaningful experiences. We believe in every child's **potential**, supporting them to grow in confidence, develop independence, and achieve their very best. We are proud to be an **inclusive** setting, where every child is valued as a unique individual and supported according to their needs. Building a strong **community** is also central to what we do, and we work closely in partnership with families to ensure each child feels a true sense of belonging.

At Elm Primary, we take the time to get to know each child, understanding their interests, strengths, and needs so that we can nurture them in the very best way and help their curiosity and creativity flourish.

We are very much looking forward to working in partnership with you and supporting your child as they begin this exciting new chapter.

Meet the Reception Team



Mrs Lands
Reception Class Teacher,
EYFS Lead & Assistant Principal



Miss Andreotti
Reception Class Teacher



Mrs George
Part-Time Reception Class Teacher

Meet The Team- other faces you might see...



Mrs Marsh
Senior Vice Principal



Mr Read
Inclusion Team Lead



Miss Tyers
SENCO

Mrs Day
SEND Lead





Miss Penzer
Deputy Designated Safeguarding Lead



You may also see Bailey, our school dog!

The School Day



The day starts at 8.40 am when classroom doors will be opened and a member of staff will come out to meet you at the playground door. **The school door closes at 8.50 am.**



All children need to be in school by **no later than 8.50 am**. Every morning a selection of learning activities will be available for the children to complete before the day begins, for example writing their name, reading and number activities.

The day ends at 3.15 pm and children will be led in a queue by their class teacher to the playground. When your child gets to the front of the queue please come right up to the gate/door so we can ensure your child gets to you safely.

Snacks & Lunch Time

Snack

During the day, your child will be provided with two healthy snacks. One snack in the morning and the other in the afternoon. Snack includes crackers, a variety of fruit, milk, juice and water. Please let your class teacher know of any allergies or dietary requirements.



This is the hall where the children are provided with a healthy cooked meal which is prepared offsite by a local company. All orders for school meals need to be placed on www.parentpay.com at least 7 days in advance.

ParentPay is really easy to use and you will be provided with log on details when your child starts school. The office are always available to help if you have any questions/queries with setting up your ParentPay account. Alternatively, children can bring a named packed lunch. If bringing a packed lunch from home, please ensure they do not include nuts, chocolate bars, sweets or fizzy/energy drinks.

Is your child school ready?

Things to support your child prepare to start school...

Preparing your child to start school is an important step in helping them feel confident and ready to learn.
We believe that by working together as a team, we can provide the best support for every child. When children practise these small skills at home, it helps them settle more quickly, build confidence, and become independent learners in the classroom.

Looking after myself

- **Can your chid put on their own coat and attempt to fasten it? Can your child put their own shoes on?** Give them time to try and get dressed by themselves.
- **Can your child use the toilet independently?** Support them to be toilet trained by the start of school, to take themselves to the toilet and wipe themselves. Help them to learn how to use a knife and fork.
- Help them to learn how to use a knife and fork.Talk to them about the importance of mealtimes, along with healthy choices.

Please follow the link for support with toilet training-
https://eric.org.uk/potty-training/



Listening and Attention



- **Can your child sit and listen to a story?** At Elm Primary, we have a mixture of adult-let and child initiated activities. Practising to sit and listen to a story is a great way to prepare them for adult-led activities in school. Share picture books or stories with your child daily. Encourage your child to make up their own stories.
- Give them clear simple instructions to follow.
- Play games with them such as i-spy, snakes and ladders or Snap.

Is your child school ready?



Being active

- Make sure they get a chance to run, skip, dance and jump and be active every day.
- Encourage movement for example by playing 'Simon says'.
- Give them an opportunity to explore messy play as often as possible; e.g. playdough, painting, washing, wringing and using pegs to hang up dolls' clothes, simple cooking activities, etc.

Speaking clearly

- Switch off your TV/Radio/Phone/ Computer and enjoy the quiet to have a conversation. 'What can you hear?'
- Sing Nursery rhymes and songs every day.
- Use interesting words with your child. 'Amazing, incredible, loud, quiet, big , small, enormous, shiny, smooth etc'.

A love to learn

- Share with your child your interests and encourage them to develop their own.
- Go outside and explore their world - go at their pace - do not rush.
- Enjoy shared screen time together.
- Have fun and laugh together. Tell jokes.

Getting on with others

- Talk to your child about friendships and feelings, encourage them to express how they feel.
- When sharing stories talk to them about the feelings of the characters. Have friends over to play or take them to groups with other children.

Uniform

This is considered to be a very important aspect of school life and an indicator of a desire to set high standards. It is expected that children will come to school appropriately dressed. Uniform is compulsory and we are confident that parents/carers want their children to feel part of our school community. Wearing school specific clothing helps this process.

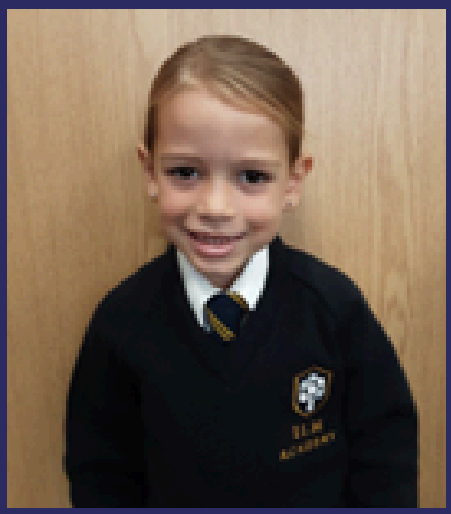
Our policy for dress is designed to be:

· appropriate for school activities

· supportable by all concerned – parents, carers, pupils and staff

· encouraging of community spirit and identity

· easily obtainable, maintainable and inexpensive



Please ensure ALL uniform is named.

Uniform

There is a common list for boys and girls, appropriate for both summer and winter wear. All children will be expected to be in complete, full uniform demonstrating the high expectations that we all share.

- Elm Primary Academy jumper
- White button through shirt
- Elm Primary Academy tie (option for a clip-on tie for Reception, Year 1 and Year 2)
- Black trousers or black skirt
- Black socks (boys) white socks or black tights (girls)
- Black sensible school shoes (please note many designs of 'fashion' shoes are not suitable for school). Boots and trainers are not permitted.
- Hairbands should be plain and discreet, no large bows.
- No extreme haircuts are allowed. No child should have a haircut below a grade 2. The school will respect genuine cultural and religious needs.

PE Uniform

For PE and Games your child will need to order a t-shirt and jumper from wwwstarsportswear.co.uk and then black trainers (no logos) and navy/black shorts or jogging pants
Accidents do happen, so a spare pair of pants and socks is always useful to keep in your child's PE bag too.

In Reception, lots of our learning happens outdoors so please can you ensure your child's shoes are robust, fit for the weather and comfortable. A pair of named wellington boots can also be kept at school for your child to wear outdoors.

All main uniform orders are to be made via www.brigade.uk.com. All orders placed by mid-June can be collected from the school office free of charge. Orders made after this date will be delivered to your home (a small delivery charge will apply).

Please ensure ALL uniform is named.



Phonics

What is phonics and how do we teach it?

Phonics is the gateway to reading and writing, which are life-long skills that pave the way to success both at school and beyond. It is through phonics that our children learn to decode written letters and spoken sounds. At Elm Primary Academy we teach phonics using a scheme called Read, Write Inc.



Read, Write Inc uses repetition, pictures and rhymes to make the sounds memorable and easy to learn. The sounds are learnt gradually, in three sets, and the children focus on using words which contain these sounds. The words that can be decoded using the known sounds are called ‘Green Words’. The sounds that cannot be decoded at all or not until later during the scheme are called ‘Red Words’.

Read Write Inc. Phonics

When your child starts school, they will begin learning to read using our phonics programme, Read Write Inc. Phonics.
Phonics helps children learn the sounds that letters make. By putting these sounds together, children can begin to read words independently. It also supports them with their writing.

Your child will take part in a fun, daily phonics session where they will learn new sounds, practise reading words, and enjoy reading simple books. We also teach some “tricky words” that cannot be sounded out, helping children recognise them by sight.

We regularly check your child’s progress to make sure they are confident with the sounds they are learning. If your child needs a little extra support, we will provide this quickly through small group work or additional practice.
The aim is for every child to become a confident reader who enjoys books and reading. We want your child to develop a love of stories and feel proud of their growing skills.

All staff are trained in teaching phonics, and we work closely as a team to make sure every child gets the best start on their reading journey.



What do I Bring to School?

To ensure your child has everything they need we ask parents to supply a bag containing the following:
Water Bottle & lunch box: Please provide a named water bottle for your child to always have access to and lunch box to each session. We also provide milk or water at snack times.

Weather appropriate clothing:

- **Coat-** A waterproof/warm coat on wet or cold days in Autumn and Winter.
- **Wellington boots -** These stay in school.
- **Hats-** Warm hat & gloves in winter and summer hat in summer .
- **Sun cream:** In those beautiful spring, summer months, your child must come to school wearing sun cream and a sun hat is a good addition to their outfit too!



Curriculum

At Elm Primary Academy, our Reception curriculum follows the Early Years Foundation Stage (EYFS) framework, enriched through the United Learning Curriculum. This ensures that every child receives a carefully planned, high-quality start to their education, rooted in strong foundations for lifelong learning.

Our curriculum is designed to support the whole child, focusing on both academic development and personal growth. It is built around the three **prime areas of learning: Communication and Language, Physical Development, and Personal, Social and Emotional Development**, as well as the **four specific areas: Literacy, Mathematics, Understanding the World, and Expressive Arts and Design.**

Learning is thoughtfully sequenced and knowledge-rich, ensuring children build skills progressively over time. We place strong emphasis on developing language, as we know this underpins all areas of learning. Children are encouraged to talk, listen, and express themselves through a wide range of engaging activities.







Curriculum

Early reading and writing are taught through a structured phonics programme, helping children develop confidence and fluency. In mathematics, children learn through practical, hands-on experiences, building a strong understanding of number, patterns, and problem-solving.

Our curriculum also promotes curiosity about the world. Children explore their environment, learn about different people and communities, and engage creatively through art, music, role-play, and imaginative play. These experiences are designed to inspire a love of learning.
At Elm Primary Academy, we prioritise independence, resilience, and positive learning behaviours. Children are supported to take risks, try new things, and develop perseverance when faced with challenges. We encourage them to take ownership of their learning, becoming confident, curious, and motivated learners.

Play-based learning is at the heart of Reception. Through purposeful play and carefully planned adult-led activities, children are supported to practise and apply new skills in meaningful ways.

We believe that strong partnerships with parents are vital. By working together, we can provide the best possible support for your child, ensuring they feel happy, secure, and ready to thrive throughout their time at school.

At Elm Primary Academy, we aim to give every child the very best start to their educational journey.



Safeguarding

Elm Primary Academy is committed to safeguarding children and promoting children's welfare. It expects all staff, governors, volunteers and visitors to share this commitment and maintain a vigilant and safe environment. It is our willingness to work in a safe manner and challenge inappropriate behaviour that underpins this commitment. Our Safeguarding / Inclusion Team (Mr D Read, Mrs Day and Miss A Penzer) can be contacted via the main school office on 01202 574212. The Designated Safeguarding Lead for Elm Primary Academy is Mrs J Wakeman and our SENCO Lead is Miss E Tyers. For more details regarding our safeguarding policy, please visit our website.

Parents' Evenings

Two Parents Evening meetings will be held throughout the academic year, where you can discuss the progress your child is making. If you have concerns and would like to discuss these immediately, please either talk to a member of Senior Leadership Team on the gate or call the main school office on 01202 574212 to arrange a convenient time to talk with a member of our Inclusion Team.

Assessment

Assessment is an integral part of the Foundation curriculum. Your child will be assessed during the first few weeks of the school year and at the end of the Reception year where the Foundation Profile is used to record their achievement. This is shared with you at Parents' Evening and is passed to the Year 1 teachers to ensure teaching and learning continues at the correct level for your child.

Home Visits

These meetings help us to get to know your child a little better and give you the chance to share any information with us you think is important. We will endeavour to arrange these at a time that is suitable for you and will send you a letter shortly.

Nursery

The class teachers will attend a transition event where they will have the opportunity to have a discussion with your child's keyworker at their pre-school or nursery.

Attendance and Punctuality

Good Attendance in school promotes a sense of personal commitment and achievement, allowing children to reach their full learning potential. At Elm Primary Academy we expect children to achieve 96% attendance or above. If your child has significant health issues that may affect their attendance, please call the school office to arrange to speak with a member of our Inclusion Team prior to starting school, so that we can see what appropriate support we can offer. Holidays in term time will not be approved. Punctuality is an important life skill. Being in school on time and settled helps children to be prepared for the day and ready to learn. Doors open from 8.35 am – 8.45 am daily. Children arriving after 8.45 am will be recorded as late attenders and must enter school via the late door or school office.

Questions and Queries

If there is anything you are unsure of, please just ask via email or by telephone to the main office.

Useful Contact Information

Main School office – 01202 574212

Address – Elm Primary Academy
Holloway Avenue
Bournemouth
BH11 9JN

Website – www.elm-academy.org.uk

Email – elm-primaryacademy.org.uk

Safeguarding concerns -
safeguarding.elm@ea.weareauthentic.education

Find us on Facebook, Instagram and X @ElmPrimaryAcademy

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or email elm-primaryacademy.org.uk

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