**St Laurence’s Catholic Primary School**

Reception Information Booklet

**Headteacher:**

**Mrs SJ Carroll-McKevitt**



**Leeside Avenue**

**Southdene**

**Kirkby**

**Telephone:** 0151 546 4733

Visit the website: stlaurences.co.uk

Email us on: [stlaurence@knowsley.gov.uk](mailto:stlaurence@knowsley.gov.uk)

Follow us on Twitter: @SLaurences

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Dear Parents, Guardians and Carers

As Headteacher it gives me great privilege in welcoming you and your child to St Laurence’s Catholic Primary School.

Thank you for entrusting your child into our care. We welcome you as parents and look forward to working together, with you, to build a strong home – school relationship. Building this partnership will help ensure that your child’s first experience of school is a happy one.

We hope that the information in this booklet will help you to prepare your child for school.

During the next few weeks your child will have the opportunity to visit their new classroom. They will also meet the staff who will be teaching and working with them on a daily basis.

I am looking forward to watching your child grow during their time here at St Laurence’s.

Please keep this booklet for your future reference and guidance.

With kind regards

SJ Carroll-McKevitt

Mrs SJ Carroll-McKevitt

Headteacher

**Starting school and settling in:**

School starts for some Reception children on Monday 5th September 2022 at 9.30am and 1.15pm. Please look carefully at the time allocated for your child below. These are split over a number of sessions and days. We ask if parents could bring their child to the Nursery on this morning/afternoon. **Please only bring your child on the day stated below.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Monday 5th September 2022**  **9.30AM till 11.30AM** | | **Monday 5th September 2022**  **1.15PM till 3.15PM** | |
| **RS** | **RL** | **RS** | **RL** |
| SA  JD  OG  DM  NW  RW | JV  EF  JG  HL  BP  NW | RA  HF  MH  SK  LMcV  SF  TA | OA  HF  PL  AMcN  JS  LS |
| **Tuesday 6th September 20212**  **9.30AM till 11.30AM** | | **Tuesday 6th September 2022**  **1.15PM till 3.15PM** | |
| **RS** | **RL** | **RS** | **RL** |
| LC  JG  HH  CL  FR  LP | FB  RF  NK  RMcS  ST  LS  TG | ASJ  EF  BJ  MM  LT  SY  CB | NJ  CCS  DF  MM  CT  GD  EH |
| **Wednesday 7th September 2022 9.15 AM start** | | | |
| **All pupils in school till 11.45am** | | | |

Children should be collected at 11.45am or 3.15pm from the classroom door on Monday and Tuesday at the end of the AM session and also at the end of the PM session.

Children will attend on the days above only.

On Wednesday, Thursday and Friday **ALL** children will be in school for the AM session only.

From Monday 12th September 2021, **ALL** Reception children will be full-time, in school every day, all day.

**School Uniform:**

The wearing of a school uniform fosters in our children a pride in their personal appearance and a belonging to our school community. We therefore expect all of our children to wear it. Our school uniform consists of the following:

|  |  |
| --- | --- |
| **Boys:** | **Girls:** |
| \*Bottle green/gold striped tie  \*White shirt  \*Bottle green jumper - with school badge  \*Grey shorts or trousers  \*Black school shoes  \*Grey socks  \*Optional shorts and white or yellow Polo T-Shirt for the Summer term only | \*Bottle green/gold striped tie  \*White shirt  \*Bottle green jumper - with school badge  \*Grey skirt or pinafore  \*Black school shoes – for safety reasons, girls should wear shoes without high heels  \*White or green socks  \*Optional green gingham checked Summer dress - Summer term only |

**PE Kit:**

\*Bottle green shorts

\*White crew neck t shirt - with school badge

\*Black slip-on pumps

**FOOTWEAR:**

It helps us in school if your child can take their own shoes on and off and they can manage the fastenings without help. Please bear this in mind when choosing shoes for school. Slip-ons, Velcro or simple buckle fastenings are much easier for your child to manage. **NO TRAINER** like shoes are acceptable i.e. named brands. Your co-operation in this matter would be greatly appreciated. **NOTE:** All garments should be clearly marked with your child’s name. Please be aware we will speak to parents if the incorrect uniform is worn.

**PE Kits:**

Children need a PE kit bag to keep their PE kit in. Please ensure that all items including pumps are labelled with your child’s name. PE kits are to be kept in school and will be sent home for washing at the end of each half term. All PE kits can be purchased through our uniform suppliers. Details below.

Uniform is available to purchase from Kids Kirkby (0151 548 9390) and Liverprint (0151 548 1569).

**School dinners:**

All Reception and Key Stage One children are entitled to a free school meal. Your child may bring a packed lunch if they do not wish to have a hot meal. A free school meal claim form will be given to you to complete at your meeting with the teacher. Please complete this as the school can receive extra money – this does not affect you or your benefits (if receiving them) in anyway.

**Snack time:**

All our Infant children are provided with a piece of fruit each day. In addition, children in Reception are also provided with a healthy snack each day at a cost of £1.50 per week.

**Parent helpers:**

We are pleased to have parents working alongside us in school on a voluntary basis. If you would like to be a parent helper – listening to children read, playing games, baking or simply helping on PE days, then please see your child’s teacher. This will be after October half term though, to enable all children and new procedures to embed.

**Homework:**

Appropriate homework will be given to children each week. It will help your child if you can give ten minutes each day to reading with them. Your teacher will give you a set day each week when reading books will be changed. Any other homework is given at the discretion of the class teacher.

**Keep us informed:**

If your child is unable to attend school please notify us by phone or email. If children are absent due to illness or any other reasons please let us know as soon as possible. Our School Attendance Team will make calls each day until we know the reason for absence and will visit the house if they are unable to make contact.

**Start times and home time:**

Start times for the first week will be different to enable your child to settle in school. The start times given at the beginning of the pack will be for the first few days, this will then be followed by a start time of 8.40am from Monday 12th September 2022 through RS and RL classroom doors. Parents will need to leave their children at the school gates as we cannot allow parents onto the school premises for safeguarding reasons.

At home time we ask that you pick your child up promptly at the allocated time and leave the premises straight away. Class teachers will supervise the children out their classroom doors. If you are unable to collect your child, please let the office or class teacher know that someone else will be collecting them. Children will not be allowed to go home with an adult unless we know them or have been told prior to collection.

**Stay and Play Session for new children**

For any children who are new to our school, we have arranged a Stay and Play session so they can familiarise themselves with their new classroom environment and teachers.

On Tuesday 12th July between 1.30pm and 2.30pm we are welcoming new children to come into school to meet their classmates. We do hope you will be able to make this date. Unfortunately, we are unable to offer any other date and time.

**Reception Parent and child meeting Dates**

We have set up meetings to meet your child’s class teacher on the following dates and times. Only ONE parent and the child starting school may attend. These times cannot be changed. At this short meeting we will go through important information for your child’s start date and also important documentation that we require to be completed.

\*Thursday 1st September 2022

ONLY ONE PARENT AND THE CHILD ATTENDING OUR SCHOOL MAY ATTEND

|  |  |  |
| --- | --- | --- |
| 1.30 - 1.50pm  SA  JD  OG  OA  HF  PL  ASJ  EF  MM | 2.00 – 2.20pm  JV  EF  JG  LC  JG  HH  SY  DF  CB | 2.30pm – 2.50pm  RA  HF  MH  AMcN  JS  LS  LT  CCS  EH |

Friday 2nd September 2022

|  |  |  |
| --- | --- | --- |
| 1.30 - 1.50pm  DM  NW  RW  FB  RF  NK  MM  GD | 2.00 – 2.20pm  HL  BP  NW  CL  FR  LP  BJ  NJ | 2.30pm – 2.50pm  SK  LMcV  SF  TA  RMcS  ST  LS  TG  CT |

Reception start dates in class

Monday 5th September 2022

|  |  |  |  |
| --- | --- | --- | --- |
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| **Wednesday 7th September 2022**  **Thursday 8th September 2022**  **Friday 9th September 2022 9.15 AM start** | | | |
| **All pupils in school till 11.45am on these days** | | | |

\*From Monday 12th September, ALL Reception children will be full-time, every day. Start time is 8.40am through the gates in LEESIDE AVENUE, near the yard. Children will then filter into their classes.

**Attendance:**

It is VITAL that children attend school every day from an early age. Please help us to help your child grow during their time at St Laurence’s.

**Our Mission Statement**

We aim to celebrate our partnership with the families we serve and the community we live in.

We aim to provide an education that enables each child to reach their full potential.

Our aim is the creation of an atmosphere where all are valued, gifts and talents are celebrated and the gospel values of love, respect and justice are at the heart of all we do.

**Our Vision**

Everyone feels a sense of belonging,

Has the opportunity to shine,

To enjoy their teaching and learning

But most of all – to dream big!



