



## Welcome to Beaufort Primary School

**Some information that may be useful to you...**

**Head - Ms Dewberry**

**Deputy Head - Mr Harris**

**Assistant Head (EY/KS1) - Ms Mills**

**Assistant Head (KS2) - Mrs Hutchison**

**School office - Mrs Potts & Ms Beecham**

**School Business Manager - Mrs Bunting**

**Pastoral Support worker - Miss Bridges**

**Nursery Teacher - Mrs Johnson**

**Reception Teachers - Ms Mills and Mr Scaife**

**Reception Teaching Assistants - Mrs Taylor and Mrs Watts**

**Our school day is 8.50am - 3.15pm**

**Morning nursery is 8.45 - 11.45am, Afternoon nursery is 12.15 - 3.15pm**

**Breakfast club is from 7.50am, After school club is until 5.15pm.  
Breakfast and After school club can be booked and paid for at the school office.**

**Beaufort Primary School, Hampshire Road, Derby,  
DE21 6BT**

**[www.beaufort.derby.sch.uk](http://www.beaufort.derby.sch.uk)**

**School office - 01332 347275**

## Welcome to Reception at Beaufort Primary School.

We have put together some important information to help support your child's transition into their new class. Should you have any further questions, please speak to a member of our team.

In September 2017, we will have two classes with a Teacher and a Teaching Assistant in each classroom.

The teachers are - Ms Mills and Mr Scaife.

The teaching assistants are - Mrs Taylor and Mrs Watts.

All the staff will help your child to settle in at Beaufort Primary School and make sure your child feels confident and safe within it. They will also talk to parents/carers to make sure that the needs of the child are being met appropriately, and that records of development and progress are shared with parents/carers and any other professionals when necessary.

### Timings of the school day

In Reception, the school day starts promptly at **8:55am** but our blue door opens at 8.45am so children can arrive in good time ready for the day to begin. Children say 'goodbye' to parents/carers at the blue entrance door and hang their coats up themselves. Please arrive in good time as children feel more confident when they start the day on time.

School finishes at **3:15pm** and you will collect your child from their classroom door that leads into the outside area. You may notice your child is more tired than normal when he/she begins full time school. This is normal but a good bedtime routine will help to make sure your child gets a good rest ready for the next day of learning.

### Reporting illness

If your child is unwell you will need to ring school in the morning to let us know. Unfortunately, holidays during term time are not permitted.

## Food in school

All children in Reception are entitled to a free school meal under the Universal Free School Meals scheme. If your child has any allergies or food that can't be eaten for religious reasons, please make the school office aware so they can update your child's information and inform relevant staff. If your child would prefer to bring a packed lunch, this can be eaten in the dinner hall.

Snack money is £1 per week and is paid on a Monday.

## Contact details

Please keep school up to date with family contact details especially mobile phone numbers. It is crucial that school have at least one current phone number to use in case of emergency.

## Pupil Premium Funding

If you are in receipt of certain benefits, your child may be entitled to additional school funding through the Pupil Premium Fund. A short form will need to be completed, but this will allow the school to provide additional support and resources to your child.

It is vital that the school receive this funding. Even if you are unsure if you qualify for it, we would really appreciate you completing the form. The school office or Miss Bridges can help with form filling if needed.

## School uniform

- Bright blue sweatshirt / cardigan
- White polo shirt
- Grey or black skirt, pinafore, trousers or shorts
- Sensible, comfortable dark coloured shoes
- Sweatshirts /Cardigans with the school logo can be bought from the school office for £7.50 /£9.50
- Hat and Sun Cream (during the summer months)

## Jewellery

Our school policy requests that children should not wear earrings or jewellery in school. However, if children do have pierced ears then during PE sessions these will need to be covered up with tape for health and safety reasons.

## Reading books and Golden Time

Your child will be given a reading book and diary to take home. Please listen to him/her read at least three times a week. Write a comment, sign and date the diary when you have read with your child. It is vital that your child brings their reading book and diary to school every day so that it is available for school staff to use also.

We have a whole school reward system called 'Golden Time' which rewards reading at home. If your child has read 3 or more times at home and this is recorded in their diary they will get a Golden Time reward on Friday afternoon. The rewards vary across the school but can include treats such as extra playtimes, fancy snack or craft activities.

If you wish to buy a **school book bag** they are available for **£4.50** at the school office.

Your child's teacher may sometimes send home an activity or homework to do, please support your child to get this completed.

## Important information and dates

In addition to the whole school newsletter, we will keep you up to date with key information displayed on our notice board near the blue entrance door. We aim to give you as much notice as possible of the dates for special events such as assemblies, Family Friday sessions and trips.

Our school website <http://beaufort.derby.sch.uk/>

Look at the school website to find out which topics are being taught and what your child is learning in each half term. It also has links to other useful educational websites.