



MEET THE TEACHER

Essential Guide for Parents and Carers of Children in Nursery
at Gordon Primary School



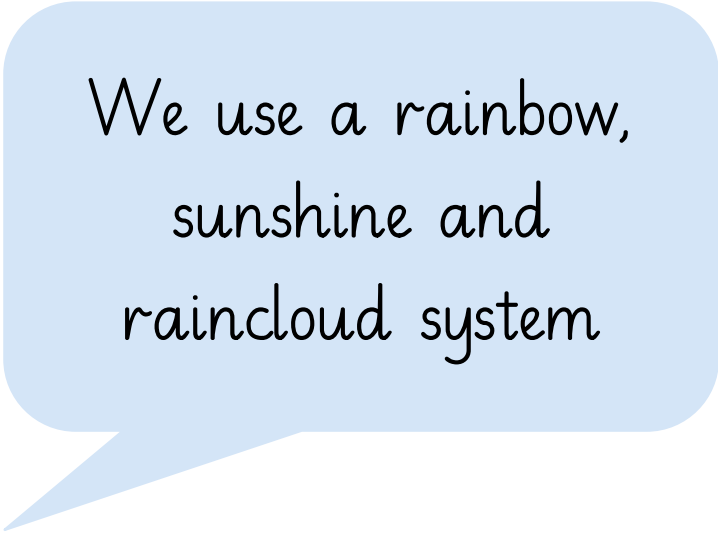
Welcome to Nursery

- Class teachers
- Teacher- Miss Ashby
- LSAs– Mrs Khan and Miss Imtiaz (morning session only)

- Additional staff
- P.E.: Mr Nikolov
- Music/Spanish: Mr McKevitt and Ms Fitzpatrick
- SENDCo: Mrs Kambo
- Leadership Team: Miss Naidoo (Head Teacher); Miss Rogers (Deputy Headteacher); Miss Jones (Assistant Headteacher)
- EYFS Phase Leader: Mrs Gracia-Thomas

Behaviour

- Our behaviour policy is available on the school [website](#)
- Please encourage your child to follow the 5Cs:
 - Care
 - Courtesy
 - Co-operation
 - Consideration
 - Commitment
- Pupils will receive teacher and peer commendation awards for demonstrating the 5Cs in school. These will be published in the weekly newsletter.



We use a rainbow,
sunshine and
raincloud system

The School Day

- Children are admitted from 8.30am-8.45am (morning session) and 12:30pm-12:45pm (afternoon session).
- The register is taken at 8:45am/12:45pm, this is a legal document
- Please ensure that you drop off and collect your child promptly
- Lateness has a huge impact on your child's learning. Please ensure that your child is in school on time every day
- Please give the classes space to exit the building. Your patience is appreciated as we ensure that your children are collected safely

Please wait patiently at the green gate for a teacher to call your child's name.

Attendance

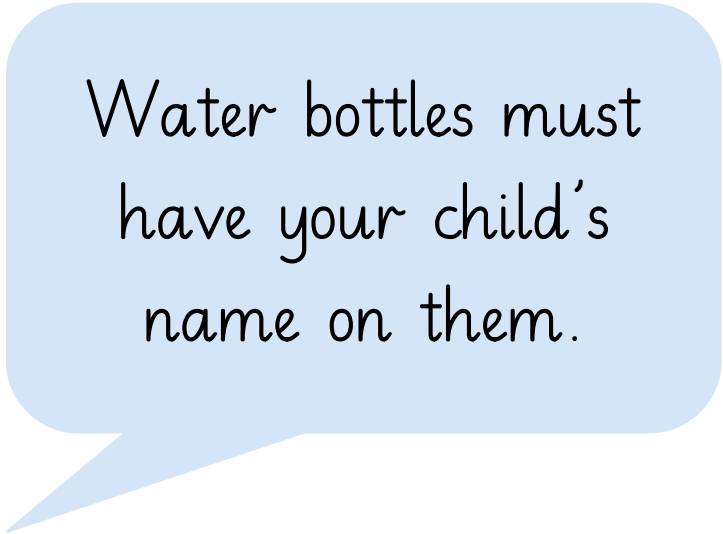
- Every lesson counts!
- School term times are on the school website
- Extended leave: the school has adopted the Redbridge policy
- No leave is to be taken during term time

Absence

- If your child is not able to attend school, please ring the school office by 8.30am
- Your child's attendance and punctuality is tracked and reported to the Educational Welfare Officer
- The school will follow up on significant absences
- Once your child has returned to school, they must bring a letter to explain the absence
- Applications for exceptional circumstances can be made through the school office; please speak to a member of office staff about this
- If your child has one of the three recognised symptoms of Coronavirus (a persistent cough, a high temperature, a loss or change in taste or smell) they should isolate and arrangements should be made for a PCR test to be taken and subsequent guidance followed. Please ensure you contact the school in this instance.

Snack time

- Please support us in encouraging your child to adopt a healthy lifestyle
- A bottle of fresh water should be brought in each day
- Pupils in EYFS and KS 1 are provided with a piece of fruit or veg each day so you do not need to provide a snack from home.
- Children should not bring any sweets, crisps or chocolate to school
- Gordon Primary School is a nut-free school



Water bottles must have your child's name on them.

Free School Meals

- You are entitled to FSMs if you receive any of the following:
 - Income Support
 - Income-based Jobseeker's Allowance
 - Income-related Employment and Support Allowance
 - Support under Part VI of the Immigration and Asylum Act 1999
 - The guarantee element of Pension Credit
 - Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190) - Working Tax Credit is a disqualifying benefit regardless of your household income - this means that you would not be entitled to Free School Meals whilst in receipt of Working Tax Credit
 - Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit
 - Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- To apply online, visit the Redbridge website <https://www.redbridge.gov.uk/schools/free-school-meals/>

Please fill in an EYPP benefit form as this will provide the school with extra funding for your child.

Curriculum

We are a Read Write Inc school and will begin teaching phonics in the Spring Term.

Reading

- Reading at home is an essential daily activity: children who are heard reading at home, in addition to school reading activities, perform better in school work and all tests
- Parents should read at home every day with their children and should sign the reading record each time
- Reading will be regularly monitored in school
- Membership of and visits to libraries are encouraged
- Guides for how to read with your child and suggested reading lists are available on the [school website](#)

Curriculum

We can't wait to
share our work with
you soon!

- This half term we will be reading the Brown Bear Brown Bear story
- In Nursery we complete 'focus' activities 1:1 with your child to ensure they are progressing in all 7 areas of the curriculum

Our curriculum consists of:

Communication and language

Physical development

Personal, social and emotional development

Literacy

Maths

Understanding the world

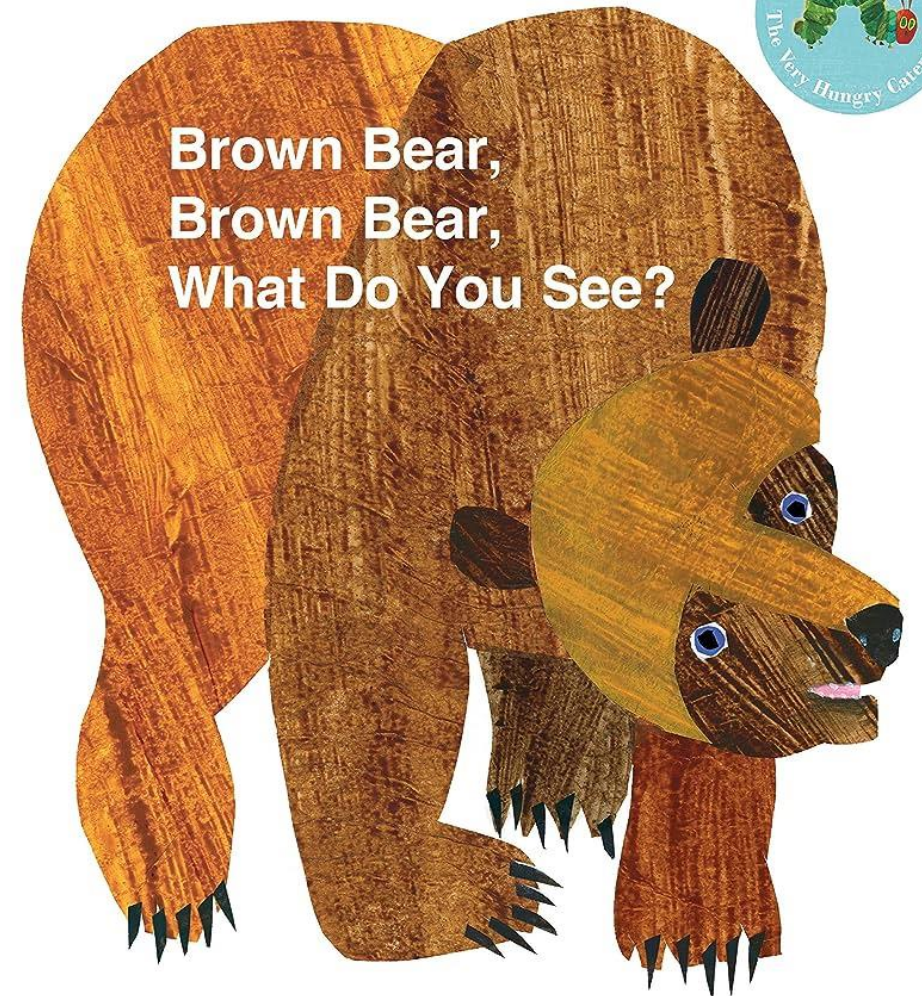
Expressive arts and design



Bill Martin Jr / Eric Carle



**Brown Bear,
Brown Bear,
What Do You See?**



Our curriculum map can be found on the school website.

It looks like this and contains lots of information about what we will be doing in school this term.

Gordon Primary School Curriculum Map – *Nursery, Autumn 2024-2025*

	AUTUMN	
TOPIC	All About Me	Seasonal Experiences
KEY TEXTS	<i>Brown Bear, Brown Bear</i> by Bill Martin Jr. <i>We're going on a Bear Hunt</i> by Michael Rosen <i>Owl Babies</i> by Martin Waddell <i>Stick Man</i> by Julia Donaldson <i>Polar Bear, Polar Bear</i> by Bill Martin Jr. <i>The Enormous Turnip</i> <i>Robin's Winter song</i> by Suzanne Barton <i>The Snowman</i>	
Literacy Development <i>Convention on the Rights of the Child (CRC) Articles 28, 29, 31</i>	We will sing songs, rhymes and we will share a variety of stories and books with the children as a whole class and individually. This will support the children in developing a life-long love of reading. The students will take a book of their choice home from the Nursery library every week to share with their family. As the children develop in confidence, they will engage in extended conversations about stories and learn new vocabulary. The children will use a variety of tools and media to draw, paint and make marks. They will be supported to give meaning to the marks they have made. When holding pens and pencils, the children will be encouraged to use a palmer or '5 finger' grip. The children will begin to recognise their own name and will be encouraged to identify the initial sound to establish work that is theirs.	
	We will develop a curiosity about number through songs, rhymes and games. Throughout the year, the children will take part in finger rhymes that involve counting such as <i>Five Little Ducks</i>. The children will be encouraged to count in	

Uniform

- Well done – the children have started the school year looking very smart!
- A reminder: girls' tights/socks must be grey; trainers must be black and should not have large logos on them; all shoes must have flat heels (open-toed shoes are not appropriate); boots should only be worn in very cold weather; headscarves should be plain black, white or green; no nail polish; no make-up
- Please don't put tights or leggings under trousers as this makes it very hard for the children to take off/ put back on by themselves once they have used the toilet
- The only jewellery children are allowed in school is religious jewellery – where possible this should not be worn but instead kept in a pocket. Watches are also permitted.

Gordon Primary School



Green jumper or cardigan



White polo shirt



Grey dress, skirt or trousers



Green book bag

Water bottle



Named bag containing spare clothes including: underwear, socks, t shirt, trousers and jumper

Reading record and books must be brought to school every day in a book bag.



Spare clothes are really important! Please ensure these are at school everyday.

Spare clothes do not have to be uniform.

Homework

Your child's reading record book must come to school everyday.

How to support your child at home:

- Reading at home is expected to take place 5 times per week
- Offer encouragement and guidance
- Take your child to the library regularly; limit your child's screen time; go to the park and encourage physical exercise; look for opportunities to explore museums, galleries and other places of interest; check out the newsletter and school Twitter pages for events happening in Redbridge and around London; our website has a wide range of [learning tools](#) that your child can access at home

Online Safety and the School Website

- **Online safety** is an important part of keeping children safe. Visit our [website](#) for more information about our SMART rules for keeping safe online. You will also find our pupil Acceptable Use Agreements (AUPs) which detail our expectations for pupil's online behaviour. Please discuss these with your child.

The School Website

- Please visit and explore our website regularly as we are continuously adding new content. Here are a few key places to start your visit:
 - [The Gordon Curriculum](#)
 - [The newsletter](#)
 - [Parents/useful information](#) (term dates, uniform, school meals and much more)
 - [Learning tools](#) to support learning at home
- [Useful Links](#) for parents



Gordon Primary School
Acceptable Use Policy (AUP)
EYFS

To Keep myself safe online;

1. I only **USE** devices or apps, sites or games if a trusted adult says so
2. I **ASK** for help if I'm stuck or not sure
3. I **TELL** a trusted adult if I'm upset, worried, scared or confused
4. If I get a **FUNNY FEELING** in my tummy, I talk to an adult
5. I look out for my **FRIENDS** and tell someone if they need help
6. I don't keep **SECRETS** I don't keep **SECRETS** or do **DARES AND CHALLENGES** just because someone tells me I have to
7. I don't change **CLOTHES** in front of a camera
8. I am **KIND** and polite to everyone

At the start of term, my teacher will talk with me about my 'trusted adults' at home and in school. If I need help, I can go to one of these people.

For parents/carers

If parents/carers want to find out more, they can read Gordon Primary School's full Online Safety Policy at <https://www.gordonpri.uk/policies/> for more detail on our approach to online safety and links to other relevant policies. Parents/carers can also speak to a member of the school's leadership team should they have further questions. Please contact us directly via the school office.

We will be talking about this in school. Please share this with your children at home too.

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Key Dates

- Term dates are available on the school website: [Term Dates](#) and are also outlined in this document
- You will be informed, by letter, of any visits or workshops organised for the year group

Autumn Term 2024

Autumn 2024

- **Start of term:** Wednesday 4th September 2024
- **Half term:** Monday 28th October to Friday 1st November 2024
- **End of term:** Friday 20th December 2024 – **school closes at 1:30pm for pupils**
- **Christmas break:** Monday 23rd December 2024 to Friday 3rd January 2025
- **In-service training days:** Monday 2nd September, Tuesday 3rd September 2024 and Friday 22nd November 2024
- **Parents' Consultation Meetings:** Tuesday 22nd October and Thursday 24th October 2024

Spring Term 2025

Spring 2025

- **Start of term:** Monday 6th January 2025
- **Half term:** Monday 17th February to Friday 21st February 2025
- **End of term:** Friday 4th April 2025 – **school closes at 1:30pm for pupils**

- **Spring break:** Monday 7th April to Monday 21st April 2025
- **In-service training day:** Friday 14th March 2025 (TBC)
- **Parents' Consultation Meetings:** Tuesday 11th February and Thursday 13th February 2025

Summer Term 2025

Summer 2025

- **Start of term:** Tuesday 22nd April 2025
- **Half term:** Monday 26th May to Friday 30th May 2025
- **End of term:** Tuesday 22nd July 2025 – **school closes at 1:30pm for pupils**
- **In-service training day:** Friday 4th July 2025 (TBC)
- **Open Evening:** Wednesday 2nd July 2025

Parent Hub

- All parents and carers need to keep informed about what is happening in school
- *ParentHub* is completely free to download and set-up is easy
- Visit the App Store or Google play to download the free app and start receiving all the messages, letters and newsletters directly to your phone
- Call the school office if you need any help setting it up



Gordon Primary School

would like you to join their channel on Parent Hub.

Just tap “Add a School” in the app and enter the handle below...

@Gordons

The Parent Hub app is FREE to download and use.



What is Parent Hub?



Parent Hub is a FREE app that helps keep you up to date with what's going on at school. You'll receive messages, pictures, documents and newsletters, all in one handy place.

Instructions for Parents



1. Download the Parent Hub app from your app store (iPhone or Android).
2. Create yourself an account.
3. Choose “Add a School” and enter the school handle (above).

Visit www.parenthub.co.uk to find out more