Welcome to Reception



Miss Nickless (Class teacher)



Mrs Wingate (LSA)



Miss Downs (LSA-Mondays)



Mrs Calcutt (PPA cover on Wednesday PM)

Creativity Collaboration Courage Respect

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Key Adults in the School

- Mr Collin- Headteacher/ DSL
- Miss Mazzaschi- Deputy Head/ SENCO/DDSL
- Miss Nickless- EYFS/KS1 Standards Leader/ DDSL
- Mr Turner-KS2 Standards Leader/ DDSL
- Mrs Hall- ELSA/ DDSL

Our School Values



At Thorpe Lea we take a preventative approach to behaviour management. Every adult in our school is encouraged to look beyond behaviour and to be curious about children's needs. All children will be offered compassion and co-operative learning with a caring adult. Our vision is that we will support children to feel heard and understood and that this will allow them to develop the skills to overcome obstacles as they grow.

Celebration of Achievements and Good Behaviour:

Achievements and displaying of good behaviour and our school values are recognised through rewards which include dojo points, house points, certificates, stickers, verbal praise, '*Value of the Week'* and *'Star of the Week'*. Achievements are celebrated weekly during celebration assembly and are then sent out on the school newsletter for parents/ carers to see.

All pupils and members of staff belong to one of four houses which have nominated house captains and vice captains, who wear colour-coded badges. House points are awarded by any member of staff in response to good or caring behaviour, academic achievement, special effort and demonstration of the values.

The four houses are:

1. Pope
2. King John
3. Fitz Walter
4. Langton

The House Point achievements are displayed on a board at the front of the main hall in which the winning house will receive a shield every time they get the most house points; this is celebrated during weekly celebration assembly.

Teachers can award 'Golden Time' to their class to reward them for a successful week. This will be up to 20 minutes taking part in a fun activity of their choosing on Friday afternoons.

Class Dojo

Class Dojo is used throughout the school from Nursery to Year 6 to promote positive behaviour. The skills logged on Class Dojo relate to the school's Behaviour Policy and expectations. A consistent approach to behaviour is applied throughout the school however rewards and consequences vary due to the ages of children throughout the school.

All adults working within the school can reward a child with a Class Dojo Point or give a consequence or a red Class Dojo Point. They must inform the child's class teacher of this and the reason for the reward or consequence. Red points enable us to monitor which expectations children are struggling to meet and to highlight that further consequences or support may be necessary over time.

The following rewards and consequences refer to actions taken in the same day. Rewards and consequences start afresh each day and before a red Class Dojo Point is given for a child, wherever possible, three children must have been praised and received a point. All staff must take into consideration times when children may require a more sensitive and differentiated approach towards consequences.

Rewards	Consequences
Verbal praise	Verbal warning
R1 – Dojo Point	C1 – Red Dojo Point
R2 – Dojo Point and sticker	C2 – Red Dojo Point and logical consequence given (please see below)
R3 – Dojo Point and House Point	C3 – Red Dojo Point and speak to parents or guardian at the end of the day or as soon as possible
R4 – Dojo Point and 3 House Points	C4 – Red Dojo Point and Standards Leader to be informed
R5 – Dojo Point, 3 House Points and positive message home from the Leadership Team	C5 – Red Dojo Point and referred to SLT

Logical consequences will be:

- Related - consequence must be related to the behaviour.
- Respectful - the consequence must not involve blame, shame or pain; and should be kindly and firmly enforced. It is also respectful to everyone involved.
- Reasonable - the consequence is reasonable from the child's point of view as well as the adult's. • Helpful —it helps rather than hurts.

Reception timetable

Reception Timetable 2026-2027

	8.40-9.00	9.10-10.10	10.15-10.30	10.30-11.15	11.15-11.30	11.30-12.30	12.30-1.15	M W 2.40-3.05 * 1.15-2.35pm	3.00-3.15
Mon	EMA	Phonics	B	Maths	Ready for lunch	L	UW	Whole School Assembly *	S
Tues	EMA	Phonics	R	Maths	Ready for lunch	U	UW	Library ** every 2 weeks	T
Wed	EMA	Phonics	E	Maths	Ready for lunch	N	UW	Singing Assembly*	O
Thurs	EMA	Phonics	A	PE	Ready for lunch	C	Maths	UW	R
Fri	EMA	Celebration Assembly* Literacy	K	PE	Ready for lunch	H	Maths	Golden Time	Y

Courage, Creativity, Collaboration, Respect

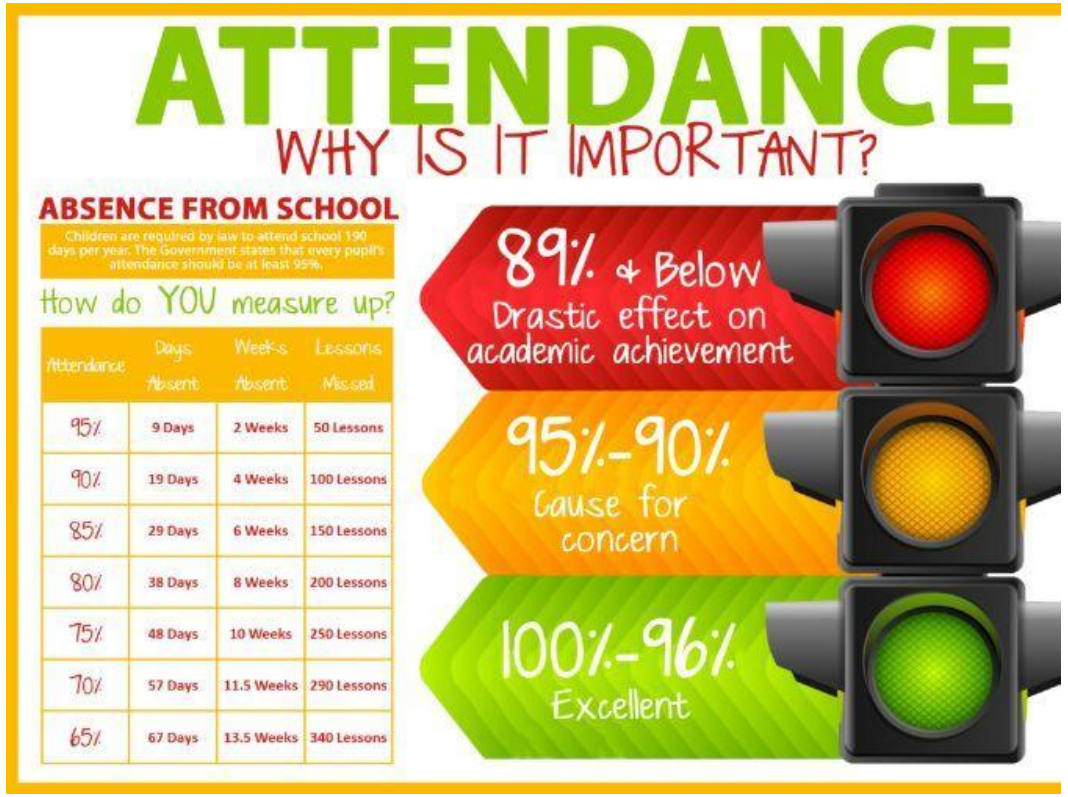
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School Uniform

- Promotes a sense of pride in the school;
- Engenders a sense of community and belonging towards the school;
- Is practical and smart;
- Identifies the children with the school;
- Prevents children from coming to school in fashion clothes that could be distracting in class;
- Makes children feel equal to their peers in terms of appearance;
- Is regarded as suitable wear for school and good value for money by most parents;
- Is designed with health and safety in mind.

Attendance

- During term times, it is vital that children attend school regularly. Our school target is 96%.
- If your child is absent from school please notify the school using Studybugs.
- A daily register is completed in each class and the Standards Leaders monitor the reasons for the child's absence on a regular basis.
- Evidence must be provided for appointments made during school hours. Please notify the School Office regarding appointments not class teachers.



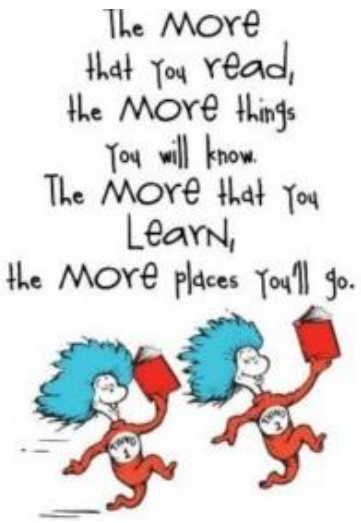
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Our Curriculum this year…

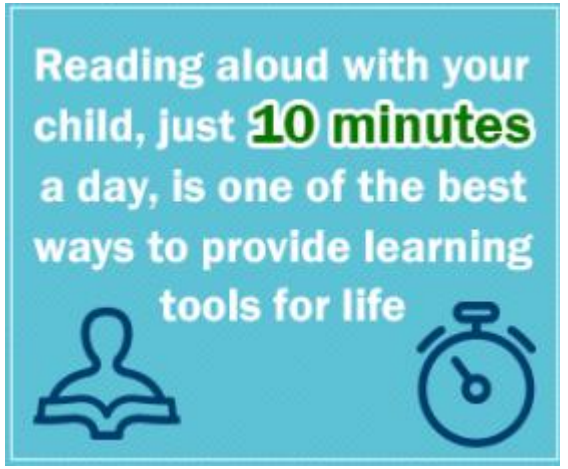
Reception Curriculum Long term plan 2026-2027

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Topic	Marvellous Me	Time to celebrate	People who help us	Magic Machinery	All creatures great and small	Where in the world
PSED	**Kapow RSE &PSHE** Self-regulation: My feelings	**Kapow RSE &PSHE** Building relationships: Special relationships	**Kapow RSE &PSHE** Self-regulation: Listening and following instructions	**Kapow RSE &PSHE** Managing self: Taking on challenges	**Kapow RSE &PSHE** Building relationships: My family and friends	**Kapow RSE &PSHE** Managing self: My wellbeing
CL	Carpet time	Maintaining focus	Asking questions	Understanding questions	Learning new vocabulary	Holding conversations
PD	First PE	Multi skills	Gymnastics	Superhero dance	Athletics	Sports Day
Maths	**WHITE ROSE** -Match, sort and compare -Measure and patterns -Numbers 1, 2,3	**WHITE ROSE** -Numbers 1, 2,3 -Circles and triangles -Numbers 1,2,3,4,5 -Shapes with 4 sides	**WHITE ROSE** -Alive in 5 -Mass and capacity -Growing 6,7,8 -Number bonds to 5	**WHITE ROSE** -Length, height and time -Building 9 and 10 -3D shapes -Number bonds to 10	**WHITE ROSE** -To 20 and beyond -How many now? -Manipulate, compose and decompose -Number bonds to 5 & 10	**WHITE ROSE** -Sharing and grouping -Visualise, build and map -Make connections -Number bonds to 5 & 10
Literacy	RWI Phonics set 1 Strong start	RWI Phonics Set 1 special friends Ditty	RWI Phonics Red books	RWI Phonics Red books Set 2	RWI Phonics Green books Set 2	RWI Phonics Green/purple books Set 2
EAD	Self portraits	Sewing	Junk modelling	Drawing	Painting	Collages
RE	**Kapow** What makes us special? (Harvest festival)	**Kapow** What are special times? (Hanukkah Festival)	**Kapow** Why are some places special? (Holi Festival)	**Kapow** What makes the world special? (Shrove Tuesday)	**Kapow** Why are some things special? (Ramadan)	**Kapow** Why are some stories special? (Ganesha)
SCIENCE	**Kapow** Changing seasons (Lesson 1) I am a scientist(5 lessons)	**Kapow** Changing seasons (Lesson 2)	**Kapow** Changing seasons (Lesson 3) Our beautiful planet (5 lessons)	**Kapow** Changing seasons (Lesson 4)	**Kapow** Changing seasons (Lesson 5) Animals adventures (5 lessons)	**Kapow** Changing seasons (Lesson 6)
GEOG	**Kapow** Exploring maps		**Kapow** Outdoor adventures			**Kapow** Around the world
HISTORY		**Kapow** Peak into the past		**Kapow** Adventures through time		

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Homework:



- Daily Reading- Reading books will go home the week of Monday 5th October 2026
- Please ensure you read with your child daily and you record it each time in their reading record.
- Reading bedtime stories to your child as well as with your child will aid their understanding of words and build their vocabulary.

Safeguarding

Thorpe Lea Primary School and Nursery is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers and visitors to share this commitment.

Due to our thorough Safeguarding procedures at Thorpe Lea Primary School and Nursery, if visiting the school, you may, be asked for identification.

Thank you.

What do I do if I am worried about a child?
If you become concerned about: Something a child says
Marks or bruising on a child
Changes in a child's behaviour or demeanour

You must inform the Designated Safeguarding Lead or a member of the Safeguarding Team, details of whom are below.

If you feel that a child may be at risk of harm but are not sure then inform a member of the team immediately, they will offer advice and take appropriate action. Child abuse happens to all children regardless of gender, culture, religion, social background and those with or without a disability. Sometimes a child may disclose information to you. If this happens then the following actions must take place.

What do I do if a child, discloses they are being harmed?
React calmly
Listen carefully to the child, in particular what is said spontaneously
Do not promise confidentiality. Explain to the child that you may need to pass on the information if you are worried about their safety

It is,advised, that you request a member of the safeguarding team to be present or seek their advice as soon as possible.

Record carefully what the child says in their words including how and when the account was given. Pass this information on to a member of the Safeguarding Team immediately.

Keeping children safe is everyone's responsibility

Types of Harm
Harm is identified in four ways:
Neglect – This is when a child is not being taken care of by their parents/carers. It can be poor hygiene, poor diet, not keeping appointments for additional support or not coming to school.
Physical – this is when a children is deliberately hurt or injured.
Sexual – This is when a child is influenced or forced to take part in sexual activity. This can also be non-physical, e.g. being made to look at, an inappropriate image.
Emotional – This is when a child is made to feel frightened, worthless or unloved. It can be by shouting, using threats or making fun of someone.

Staff Conduct
If you are concerned about the conduct of a member of staff following an observation or disclosure, the following actions must take place: Immediately inform the Headteacher, Mr Adam Collin.

Keeping Yourself
Be professional. Be careful how you interact with or speak to a child, the child may interpret it differently. Avoid physical contact with children unless you are preventing them from harming themselves or others. Avoid being on your own with a child, always ensure that a door is open and that you are visible to others.



Mr A Collin
Headteacher

Designated Safeguarding Lead



Miss S Mazzaschi
Deputy Headteacher
SENCo

Deputy Designated Safeguarding Officer



Miss N Day
School Business Manager

Deputy Designated Safeguarding Officer



Mr J Turner
Class Teacher/KS2
Standards Leader

Deputy Designated Safeguarding Officer



Miss J Nickless
Class Teacher/KS1
Standards Leader

Deputy Designated Safeguarding Officer



Mrs L Hall
ELSA

Deputy Designated Safeguarding Officer

How we assess:

- Reception Government Baseline Assessment at the start of the year
- One piece of independent work will go on the “Wow Wall” for their learning journey each week
- One observation will go on Tapestry each week
- Children will complete Maths (1 a week) and Literacy activities in their books
- At the end of the year (June) teacher will make her judgements if your child has met their “expected” level for Reception. This is based on evidence collected over the year and independent work in their books/ learning journey. As parents, you too can add to the online learning to help build a picture of your child’s abilities.

- Download the app
- Check your email address if new to the school, you would have been sent a link to set up your account
- You can then view your child's profile and upload pictures/ observations also.

PE

PE is on Thursdays and Fridays. Please ensure that your child comes to school in their school PE kit and that all uniform is labelled as well as both their trainers.

PE will start on Thursday 17th September 2026.

Snacks and Drinks



- Milk (if pre-ordered) is available during the morning break.
- A healthy afternoon snack is provided for all children each day.
- If your child brings a packed lunch, please do not include nuts, chocolate, sweets, or fizzy drinks.
- As a healthy school, we actively promote balanced eating and encourage children to make positive food choices that support their health, wellbeing, and learning.
- We encourage packed lunches to include a variety of nutritious foods, such as sandwiches, fruit, vegetables, yoghurt, cheese, or other healthy options. Providing a balanced lunch helps children maintain their energy levels and concentration throughout the day.
- We are a nut-free setting to help protect children with severe allergies and appreciate your cooperation in keeping all children safe.

Catering – provided by The Pantry

Thorpe Lea	Date 31st Aug, 21st Sep, 12th Oct, 2nd Nov, 23rd Nov, 14th Dec, 4th Jan, 25th Jan, 15th Feb WEEK 1	Date 7th Sep, 28th Sep, 19th Oct, 9th Nov, 30th Nov, 21st Dec, 11th Jan, 1st Feb, 22nd Feb WEEK 2	Date 14th Sep, 5th Oct, 26th Oct, 16th Nov, 7th Dec, 28th Dec, 18th Jan, 8th Feb WEEK 3
MONDAY	Handmade Margherita Pizza with Wedges (GL,MI) BBQ Quorn Fillet with Wedges (GL) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Ice Cream (MI) or Fresh Fruit	Mac n Cheese (GL,MI) Sticky BBQ Vegetable Noodles (GL,SO) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Apple & Raisin Biscuit (GL) or Fresh Fruit	Handmade Margherita Pizza with Wedges (GL,MI) Veggie Pasta Bake (GL,MI) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Caramel Whip (MI) or Fresh Fruit
TUESDAY	Chicken Meatballs with Tomato & Basil Sauce & Rice Vegan Meatballs with Tomato & Basil Sauce & Rice (SO) Jacket Potatoes - Cheese (MI), Beans or Tuna (FI) Lemon Drizzle Cake (GL,SU) or Fresh Fruit	Mild Beef Chilli with Rice (GL) Cheesy Baked Bean Quesadilla with Rice (GL,MI) Jacket Potatoes - Cheese (MI), Beans or Tuna (FI) Apple Crumble Cake with Custard (GL,MI) or Fresh Fruit	BBQ Chicken Noodles (GL, SO) BBQ Veggie Noodles (GL, SO) Jacket Potatoes - Cheese (MI), Beans or Tuna (FI) Marble Cake with Custard (GL,MI) or Fresh Fruit
WEDNESDAY	Roast Gammon with Potatoes & Gravy Pantry Pesto Penne Pasta (GL) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Fruity Shortbread (GL) or Fresh Fruit	Roast Chicken Breast with Potatoes & Gravy Quorn roast with Potatoes & Gravy (EG,MI,SU) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Strawberry Mousse Pots (MI) or Fresh Fruit	Pork Sausage Roast with Potatoes & Gravy (GL,SO,SU) Veggie Sausage Roast with Potatoes & Gravy (SO) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Oaty Biscuit (GL) or Fresh Fruit
THURSDAY	Pastry Topped Chicken Pie with Sauté Potatoes (GL,MI) Pantry Tomato sauce & Cheese, Pinwheel, Sauté Potatoes (GL,MI) Jacket Potatoes - Cheese (MI), Beans or Tuna (FI) Vegan Fruit Jelly or Fresh Fruit	BBQ Chicken breast with Tater Tots Handmade Margherita Pizza with Tater Tots (GL,MI) Jacket Potatoes - Cheese (MI), Beans or Tuna (FI) Vanilla Cookie (GL) or Fresh Fruit	Beef Pasta Bolognaise (GL) Pantry Cheese sauce Pasta (GL,MI) Jacket Potatoes - Cheese (MI), Beans or Tuna (FI) Vegan Mandarin Jelly or Fresh Fruit
FRIDAY	Breaded Fish Fingers with Chips & Beans (GL,FI) Veggie Fingers with Chips & Beans (GL) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Chocolate Cookie (GL) or Fresh Fruit	Crispy Chicken Bites with Chips & Beans (GL) Crispy Vegan Nuggets with Chips & Beans (GL) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Super Oaty Flapjack (GL) or Fresh Fruit	Oven Baked Battered Fish with Chips & Beans (GL,FI) Handmade Cheese & Onion Pasty with Chips & Beans (GL,MI) Wrap - Cheese (GL,MI), Ham, Tuna (FI) Iced Sprinkle Sponge (GL) or Fresh Fruit

VEGETABLES, SALAD, BREAD, AVAILABLE DAILY

BREAD CONTAINS - GL - MI - EG - SO

ALLERGY KEY
CELERY - CE / GLUTEN - GL / CRUSTACEANS - CR / EGGS - EG / FISH - FI / LUPIN - LU / MILK - MI
MOLLUSCS - MO / MUSTARD - MU / NUTS - NU / PEANUTS - PE /SESAME SEEDS - SE SOYA - SO / SULPHUR - SU

The Pantry are committed to improving the standards of children's meals across every one of our Schools, and fresh, ethically sourced ingredients are used every day across our kitchens.

New Menu

We are delighted to present the new lunch menu available from September 2026 provided by our new catering partner The Pantry

Accounts will be going live over the next couple of weeks - please keep an eye out for your account activation message!

Once received, you can order lunches using the QR code below:

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Library

- This term on a fortnightly basis, the children will visit the library in school and will be read to by our librarian. Every other Tuesday.

- In Spring term, the children will have a library session where they can choose a book to take home.



Things you may need:

- Wellies (both labelled with child's name)
- Puddle suit (labelled)
- Water bottle (labelled)
- School bag (labelled)

Wraparound Care



New for September 2026

Book via Scopay app



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School trips/ exciting things ahead

- Harvest festival (tbc)
- First outing to post their letters at the post box to Santa
- Walk to the church for the Christmas Concert (tbc)
- Farm trip (tbc)
- Class assemblies

Things to set up:

- If new to the school, have you been sent a link for Tapestry?
- Pantry App for lunches *(Lunch must be ordered 24 hours before- if later than this you need to contact Pantry directly. You have until 9am on the day to cancel if needed)*

- SCOPAY App to book & pay for clubs, wraparound care, trips and events.

- Studybugs- have you downloaded the app to your phone? (To report absences, send and receive messages)

Thorpe Lea
Primary School & Nursery

Creativity | Collaboration | Courage | Respect

Communication Flowchart

At Thorpe Lea Primary School & Nursery, we value the importance of effective communication with our families and the support it provides in developing our pupils. The flowchart below is designed to support effective communication and provide clarity when you need to contact the school. This tiered approach aims to support both families and staff, and allow opportunities to resolve any concerns efficiently and effectively.

Tier 1

This is the first point of contact between families and the school. The table below clarified whether the communication requires the attention of your child's class teacher or if the school office is more appropriate. Teachers are available most days before and after school and appointments can be made in person, via the school office or using Studybugs.

Class Teacher	School Office
- Home-learning queries - Behaviour issues/concerns - Learning & academic progress queries - Home/pastoral/friendship concerns - School trips	- School events information/ changes to usual school day (please check diary dates first) - Reporting an absence / attendance queries - After school clubs & breakfast club - Payment queries - Medication/injuries/appointments - School meal queries - School trips

Tier 2

If further support is required, the following members of the leadership team are available to support. This can be organised through the school office, or in collaboration with the teacher currently dealing with the query.

SENDCo Miss Mazzaschi	KS1 Standards Leader Miss Nickless	KS2 Standards Leader Mr Turner	Safeguarding Team Mr Collin Miss Mazzaschi Mr Turner Miss Nickless Mrs Hall Miss Day (School Business Manager)
- Escalated SEND concerns - Initial complaints re. SEND concerns or practice - Ongoing SEND correspondence - Parent and family support - Pastoral Care	- Escalated behaviour concerns - Initial complaints re. behaviour. - Ongoing behaviour correspondence - Attendance	- Escalated behaviour concerns - Initial complaints re. behaviour. - Ongoing behaviour correspondence - Attendance	*If you have a safeguarding concern regarding a child, please contact one of the safeguarding team via the school office or Studybugs. Please let them know it is a safeguarding concern so that it can be prioritised.*

Tier 3 **Having followed Tier 1 and 2, if a matter needs further attention, it can be brought to the Deputy Headteacher. This can be organised through the school office or in collaboration with the member of the leadership team currently dealing with the query.**
Deputy Headteacher Miss Mazzaschi
Any escalated concerns can be raised with the Deputy Headteacher.
Tier 4 **Having followed Tier 1-3, if a matter needs further attention, it can be brought to the Headteacher. This can be organised through the school office or in collaboration with the member of the leadership team dealing with the query.**
Headteacher Mr Collin
In addition to concerns escalated through Tiers 1 -3, the following queries can be raised directly with the Headteacher. Before requesting an appointment, please ensure that you have followed the steps in this flowchart. **• Issues which relate to Safeguarding concerns (or another Designated Safeguarding Lead in his absence)** **• Requests for school appeals or reference requests can be made directly to the Headteacher via the office.** **NB. Anything that would normally be raised with Mr Collin can be directed to Miss Mazzaschi in his absence.**
Tier 5 **Having followed Tiers 1-4, if the unfortunate situation arises where you are still not satisfied that your concerns have been successfully resolved, our Chair of Governors is available to offer further support.**
Chair of Governors Mrs C Wright **To contact Mrs Wright directly, please access our school's complaint policy via the school website. Alternatively, a printed copy can be obtained from the school office.**

Thorpe Lea
Primary School

PTA

Parents ♥ Teachers ♥ Community
Stronger Together ♡

Learn
Belong
Achieve
Together ♡

WE NEED A PARENT REP FOR EACH CLASS!

We're looking for one parent representative from each class to help support the PTA.

Be a link between parents, class teachers and the PTA

Help share information and ideas

Support school events and help build our school community

Interested?

Please let your child's class teacher know. ♡

Many hands make a happier school! ♡

Any questions

