



Aims

It is our aim to ensure that our Induction process at Sidemoor enables every parent and child to feel welcomed, prepared and informed about starting their partnership with our school.

Prospective Parents

When you contact the school you may make an appointment to have a tour of the school at your convenience. This will usually be conducted by the Headteacher or a member of the Senior Leadership Team. Alternatively or additionally you may come on an Open Afternoon when the Year 4 children will give the tour. You will be given information about how to apply for a place if requested. All admissions are dealt with by the Local Authority Admissions Officer. A school prospectus and other useful information is available on the school website.

Reception

If your child is starting in Reception at the usual time as a rising 5 you will be included in the planned induction procedures. Once your child's name is on our admissions list you will receive a letter inviting you and your child to a series of four induction sessions.

Induction sessions: These include an induction evening for parents when the headteacher and reception staff will share information about the school. This is followed three afternoon Story Time sessions for the children to be with the class teacher and teaching assistant for a story session and parents are invited to stay for information sharing by a variety of agencies. The fourth session is a Stay and Play event when the parent can share information with the teacher whilst the child does activities in the classroom.

Parent Meetings: Parents are invited to attend the information evening and stay to the following Story Time sessions as well as the Stay and Play session when information can be shared. In September there is an opportunity to come to a Meet the Teacher afternoon early in the term and then to a choice of three workshops run by the Reception teachers at different times of the day to learn about the Early Years Foundation Stage and how parents can help their child.

Information: You will be given an Induction Pack which includes forms that will need to be completed and returned to the school. There is a lot of information in this pack that will help you to feel prepared. You will also receive leaflets about Family Matters, healthy lunchboxes, school milk, etc.

Starting School: All Reception children start school within the first two weeks of term but we stagger this for the well-being and happiness of the children. To enable the younger ones to come in at a quieter time we have them in first and have three or four days when groups of children will start. This helps children to adjust to new routines. The children start full-time from the start date that they are given.

When your child starts school you will be asked to complete a Home School Agreement and a data form.

Post Reception

If your child is entering the school at any time in the school year other than at the start of Reception you will also be able to arrange an appointment to view the school. You will be given an application form, an induction pack and information about uniform and how it may be purchased. You will be asked to sign a Home School Agreement and a data form. Your child will be paired with a Buddy who will help them to find their way around school and explain systems and routines. All children are integrated quickly into the school and the adults are very approachable and will give whatever support is needed. You are welcome to phone or come in with any queries.

MFJ

Signed: MJones

Date: July 2016