Welcome to Abbey Primary School's Foundation Stage

Foundation 1 Parents' Booklet -2026

Dear Parent/Guardian,
Welcome to Abbey Primary School!

Our telephone number is 01623 481117
Email address: office@abbey.notts.sch.uk
Website: www.abbeyprimaryschool.co.uk

Our Foundation Stage team consists of:

Assistant Headteacher and EYFS Leader	Miss Aimee Chick
Foundation 1 Class Teacher and F1 Leader	Miss Helen Owen
Attendance Officer/Family Support Worker	Mrs Jennifer Warren

We also welcome students as part of our team from time to time.

We are here for you and your child

You will find our school a happy, caring and secure place for your child to begin their learning journey. Please do not hesitate to discuss any problems or concerns you may have regarding your child with a member of staff.

We hope that you will choose to apply for a place at our school but would like to remind parents that a place in Foundation 1 does not guarantee a place in the main school.

Foundation 1

Morning session 8.30-11.30am
30-hour provision 8.30am - 3.30pm
F1 children enter and exit school through the F1 outside doors.
You will be shown which door to use when your child visits.

Uniform

Our compulsory uniform solves arguments about what to wear and prevents your child's smartest clothes from getting messy.

The Abbey uniform consists of:

Winter

- Grey trousers/skirt/ pinafore
- Burgundy school sweatshirt/cardigan
- Burgundy/White school polo shirt.
- Black school shoes (Velcro fastenings please – no laces)

Summer

- As above or red gingham school dress
- As above or grey school shorts

Uniform can be purchased from: The Schoolwear Centre, Mansfield (01623650782) – online orders can be placed.

Children are not allowed to wear jewellery in school except for watches and stud earrings.

We ask that all items of uniform are clearly named.

Please return any items which your child takes home by mistake.

It would be helpful if your child could also have a spare pair of pants, trousers/skirt and socks in their bag in case of accidents.

Winter

Summer

Milk

Your child is entitled to receive free milk until the term in which they are five. See the milk form for more details. You must register online to ensure your child receives milk. After they turn five, you may choose to pay so that they continue to receive milk.

Healthy Eating

Abbey Primary School has accredited 'Healthy School' status. Every day your child will be offered a free piece of fruit and milk/water. Please do not send snacks or drinks from home. Although we like to celebrate children's birthdays, please do not send sweets, cakes or treats into school.

Your child requires a named bottle of water on a daily basis which they will have free access to. Please note – this should only contain water and not fizzy pop, squash or fruit juice. Squash (even sugar-free) is very bad for their teeth.

Thank you for your cooperation.

Outdoor Play

Playing outside is a vital part of learning in the Foundation Stage. Please make sure that children have appropriate clothing for all seasons (eg. gloves, scarf, sunhat etc.). Sun cream must be applied at home before the session. As we like to access the field for Forest Learning in all weathers (even when it is muddy), please send your child with a pair of **named wellies** to leave at school. Extra socks are also useful our forest learning sessions.

Attendance Expectations

Although your child may not be statutory school age, having accepted a place for your child, it is our expectation that your child will attend every day. This is so that good routines are formed and embedded early on, thereby setting your child up for success throughout their education.

The governing body has set an expected minimum attendance target of 97% for each child. Since September 2015, if your child's attendance falls below 90% this is viewed by the government as persistent absence. Should this happen, you will be asked to attend a meeting with our Family Support Worker, Mrs Warren, to discuss the circumstances, with a view to immediate improvement. We will work together with you to improve your child's attendance.

Holidays should not be taken in term time and if you choose to do so you are required to submit a withdrawal from learning request to the Headteacher.

Dentist, doctor and medical appointments should be made outside the school day where possible. If this is unavoidable, the office requires evidence of the appointment in order for the absence to be authorised. Children are rewarded for good attendance.

Illness

Attendance is essential for good progress and is monitored closely by the school's senior leadership team. Please ensure your child attends every day *(unless they are too ill to do so)*. If your child is ill, and unable to attend, please ring the school office on the first day of absence. Failure to report your child's absence will result in a telephone call from our attendance officer to ascertain the reason for the absence.

If we are unable to speak to you a home visit will take place in line with our safeguarding procedures. In the case of sickness or diarrhoea please ensure that children are free from both for 48 hours before returning to school. This will stop nasty bugs from spreading! Please check your child's hair regularly and inform a member of staff if you find headlice.

Medicine

We prefer not to have medicine in school. However, if medicine is prescribed, please contact the school office to complete the necessary paperwork if you require us to administer this.

Safety and security

Children will remain supervised by a member of the foundation team until an adult collects them at the end of their session.

If your child is going home with another adult, please make sure that you have let us know prior and ensure that staff can identify and recognise this person e.g. the use of a codeword or a photograph. If we are in any doubt, your child will not be allowed to leave school.

We respectfully request that pushchairs remain outside the school building.

Baking

In Foundation 1, the children enjoy baking and food tasting, linked to our topics. Please send your child with £10 in cash in September to cover the entire years baking, thank you.

Notices and letters

Information will be emailed home as needed. The weekly school newsletter is emailed on Friday afternoons. Please remember to check your child's book bag regularly so that you are up to speed on what is happening in our very busy school.

How can you help your child before they start Foundation 1?

Please encourage them to develop their **independence** during the summer by:

- Ensuring that they can use the toilet independently and wash their hands.
- Ensuring they can put on and take off their coat and shoes.
- Ensuring they recognise their own wellies and coat.
- Encouraging your child to help to tidy away their toys at home.

How can you help your child when they have started Foundation 1?

- Talking positively about how exciting school is and saying a happy goodbye to them.
- Sharing the books that they take home, encouraging them to turn the pages themselves and talk about what they see in the pictures.
- Talking to them about their time in Foundation 1 and what they have played with.
- Finding out more about topics and events we have covered at school and sharing your home experiences through the special 'sharing book'.
- Attending parents' meetings, evenings and events.
- Checking clothes for names regularly – names can wash out during the year!

Sharing Books

In the Foundation Stage we want to help your child reach their full potential. Each Friday, we will send home your 'Sharing Book'. The staff will use it to:

- Praise your child and celebrate their achievements
- Share important news
- Suggest activities for your child

At home you can:

- Complete activities linked to our topics or your child's individual goals
- Tell us about exciting things you have done

Please bring your sharing book back by Wednesday each week. Children will be rewarded for their work at home.

Friends of Abbey

We have an active and successful PTA, fondly known as the 'Friends of Abbey'. If you have any time to spare, there are many opportunities for you to be involved in supporting our school. The team are always looking for new members!

Daily Routine

Welcome and Registration
The main gate will be opened at 8.30am. The Foundation 1 gates will be open straight away for your child to come inside where they will be greeted by staff. If you arrive after this time, or need to collect your child early, please go to the Main Reception.

Group Time
The session begins with a familiar routine incorporating songs and actions, signing, feelings and sharing time. This is followed by a short phonics activity.

Independent Learning Activities
During the session children choose from a wide variety of activities – inside and out. These activities change to reflect the children's interests, needs and always include:

- Large play
- Small world
- Phonics
- Writing area
- Creative/DT
- Maths
- Reading area
- Tactile
- Water
- Sand
- Games
- ICT
- Investigation
- Role play
- Music
- Large scale construction
- Bats, balls, hoops, skipping ropes, beanbags

As we are a Foundation Stage, the children will have daily access to the outdoor area which is shared with the Foundation 2 full-time children.

Children are encouraged to help tidy the Foundation Stage so that they begin to understand that equipment and toys should be cared for and looked after.

Each session will end with a practical maths session and key group time to share stories or songs.

At 11.30am/3.30pm a member of staff will open the gate so that you can collect your child. Any 30-hour children go to prepare for their lunch at this time. It is very important to your child that you are there on time to pick them up at the end of the session.

Leaving Your Child at School

It is not unusual for children to be upset on the first day or towards the end of the first full week when they are getting tired. Please support the staff by leaving your child with their teacher when they start Foundation 1. Please rest assured that even if you leave your child crying, they have usually settled within five minutes. We will always ring home if your child remains upset for a longer period.

Behaviour

Children in the Foundation Stage will follow the school's Behaviour Policy. If your child's behaviour becomes a cause for concern, a member of the Foundation Stage team will discuss this with you so that we can work together to address this.

We firmly believe that good learning can only happen when there is positive behaviour. In the Foundation Stage, children will be taught about the school's rules and behaviour expectations. For some children, as they learn, it is inevitable that some less desirable behaviour choices will be made. Learning from their mistakes is an important part of the learning experience and we ask that you support us with the behaviour policy where sanctions need to be applied.

The Early Years Foundation Stage (EYFS) sets standards for the learning, development and care of children from birth to 5 years old. The following pages detail the seven areas of learning that we follow in the EYFS.

Prime Area 1
Personal, Social and Emotional Development

- Within a nurturing environment, children are individually supported in developing confidence and self–respect. They are encouraged to co-operate, take turns and share with children and adults in the group, as well as to play independently.
- Through activities, conversation and practical example, they learn acceptable ways to express their own feelings and to have respect for the feelings of others. All children are given the opportunity to take responsibility for their own property, school property and the property of others.
- The children have daily group time where thoughts and feelings, achievements and celebrations can be shared.

Prime Area 2
Communication & Language

- In both small and large groups, children are encouraged to extend their vocabulary and fluency by talking, listening and responding to stories, songs and rhymes.
- They develop confidence and skills in expressing themselves in a range of activities including the role play areas.

- Children have opportunities to speak, listen and ask questions in a range of situations including small groups, whole class groups and with visitors to the Foundation Stage.

- Voice 21 is used to improve oracy skills and this continues throughout school.

Prime Area 3
Physical Development

- A range of equipment and opportunities, both indoors and out, allow children to develop confidence in their own bodies.

- A high level of adult supervision enables children to create and meet physical challenges safely, developing increasing skill and control in moving, climbing and balancing.

- At the same time, children are helped to develop the fine motor skills they will need to use tools such as pencils, by handling and manipulating small objects.

- Children are also encouraged to make healthy choices.

Specific Area 1
Literacy

- Children are helped to understand that written symbols carry a meaning, to be aware of the purposes of writing and to use drawn and written symbols themselves.

- Opportunities to do this are always available – notebooks during roleplay, writing books, white boards and freely available paper for any purpose.

- A well stocked book corner gives every child the opportunity and encouragement to become familiar with books and understand that they can be used as a source of information and for storytelling. Puppets, masks and props are available for retelling stories.

- Each child takes part in a daily phonics session.

Specific Area 2
Mathematics

- Through adult led and child-initiated activities, children become familiar with sorting, matching, ordering, sequencing and counting, which form the basis for early mathematics.
- As they use their developing mathematical understanding to solve practical problems, children are assisted to learn and use mathematical language including shape names, position, size, volume and number.
- Songs, games, stories and picture books help children become aware of number sequences, and we provide a wide range of mathematical games and activities for the children to help them extend their maths skills.
- Each child takes part in a daily maths session in a small group.

Specific Area 3
Understanding the World

- A safe and stimulating environment allows the children to observe and experiment with a range of natural and manufactured materials. They learn to recognise differences, patterns and similarities, and to share and record their findings.
- Children are helped to explore and understand their environment, within the group and the wider community. They learn to respect other people, and expect to be respected themselves.
- Children have access to a range of ICT including programmable toys.
- Children use simple tools and techniques as appropriate to achieve their intentions and to solve problems.
- The topic for each term extends children's awareness and understanding of the world. We also have a range of festival days throughout the year where children learn about beliefs and cultures from around the world.

Specific Area 4
Expressive Arts and Design

- Children are encouraged to use a wide range of resources in order to express their own ideas and feelings, including paint, glue, glitter, crayons, chalks, junk modelling and fabric.
- Children join in with and respond to music and stories, and there are many opportunities for imaginative role-play.
- Regular singing and music sessions teach the children a range of songs and sounds for their own enjoyment and for performances such as Christmas and Harvest Festival.

Parent/Carer Sessions

We have a range of sessions when we encourage you to come and work with your child on a range of fun activities.

We believe that every child is different and every child is special. It is our job, working in partnership with you, to ensure that every child reaches their full potential.

We firmly believe that a trusting partnership between home and school lies at the heart of a successful educational experience for your child.

You are warmly invited to join in our many and varied school activities and to share the experiences all pupils will have throughout the important years spent in their primary school.

We welcome you to our partnership!

ABBEY PRIMARY
A CARING
SHARING
ACHIEVING
SCHOOL