

# Castlethorpe School

## Foundation Stage Induction Policy Spring 2013

### 1. Introduction

This document is a statement of aims, principles and strategies for the induction of foundation stage children at Castlethorpe School. It was reviewed in Summer 2012 with staff and governors. It is due for review again in Spring 2013

### 2. Aims

We aim for the admission of our youngest children into school to be as smooth and happy as possible. We aim to encourage all pupils to learn in a stimulating environment and in a caring atmosphere.

### 3. Objectives

- To introduce the new entrants to their Teacher and Teaching Assistants (TAs)
- To introduce new entrants to their peers, other staff and pupils prior to starting school.
- To provide a happy, relaxed but disciplined environment for the children to begin their school life.
- To encourage the children to become confident and eager to learn and enjoy different activities through experiencing everyday school routines.
- To develop good relationships with parents so as to work towards a strong partnership.

### 4. Guidelines

Parents are offered a guided tour of the school by the Head teacher together with the School Secretary.

The Foundation Stage teacher will informally visit both Acorn and Pre school during the summer term.

An introductory meeting for parents will take place at the beginning of the second half of the Summer term. This will give opportunities to explain the induction programme and answer questions about school life.

Parents will be given a copy of the 'Mum's survival guide' written by parents for parents at this meeting.

Parents will be invited to sign up for a home visit by the foundation stage teacher and a TA. These will take place in the afternoons of the first week and a half of the Autumn term. This will give parents an additional opportunity to have an individual discussion with their child's teacher.

School uniform will be available on this evening for parents to see sizing and to order.

Children will be offered 2 afternoon visits to school in June/July. Year 1 children work with year 2 children in the afternoons which will leave a calmer environment for the new entrants to come into.

All children will initially be offered part time places (mornings only) in September and then a full time place at school once home visits are completed. Parents will be encouraged to discuss the appropriateness of this on an individual basis but most children will be expected to be at school full time by October half term.

There will be a further parents meeting for Foundation Stage parents early in October when specific curriculum areas and the Foundation Stage profile will be discussed followed by individual parental consultations at the end of October.

## 5. Monitoring and review

This policy will be reviewed each year with recommendations recorded in October and the policy subsequently reviewed each Spring. Parents will be consulted through a questionnaire distributed during the Autumn term.

This policy will be reviewed every annually.