



# Greenfield Primary School

*'Everyone can grow in a Greenfield!'*



## Starting School Policy

**Approved by:** Emma Kilbride

**Date:** September 2024

**Last reviewed on:** September 2024

**Next review due by:** September 2025



## Aims

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This policy aims to:

- Outline the timeline from school visits for prospective parents up to children starting with us in the Autumn term
- Explain our approach to supporting children and their families through this time

## Timeline – Pre-school

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In Dudley children start primary school the September after their 4th birthday. The law states all children must start school by the beginning of the term after their 5th birthday. Choosing the right school for your child can feel like a huge decision, and where you have options a school visit is the only way to get a sense of what each school is like. To support parents in this process, we arrange dates in the Autumn term of the school year before your child starts school so that you can come and have a look around – some of these dates will be during the school day and some will be afterwards to allow flexibility for working families.

Enquiries about a school visit should be directed to the main school office on 01384 818585.

## Apply for a place

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Primary school applications are a centralised process and should be made through the Dudley Council website which accepts applications from 1<sup>st</sup> October onwards

<https://www.dudley.gov.uk/residents/learning-and-school/school-information/school-admissions/primary-reception-intake/>

## Getting ready for school

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Once you have accepted your place at Greenfield, and once we have received all of the information about our new starters from Dudley MBC, we will arrange a whole year group parent induction meeting in school where you will be able to come in, meet the senior leaders, and meet the Reception team of teachers and teaching assistants. These meetings will typically take place in Summer Term.

We will ensure you have all of the information you need in regards to uniform, the Reception curriculum, the timings of the day, and any transition activities (for example stay and play sessions in the Summer Term).

Stay and play taster sessions are an incredibly important, very low-pressure, opportunity to help your child get ready for their start in September. Familiarity with the layout of the space and meeting their new class-mates will both reduce stress and give the children even more friendly faces to look for when they start school – this will also take place in the Summer Term – and all dates will be communicated to parents at the initial parent meeting as outlined above.

Dudley MBC provide guidance on school readiness which can be found here:

<https://www.dudley.gov.uk/residents/early-years-and-childcare/for-parents-and-carers/getting-your-child-ready-for-school/#:~:text=A%20child%20who%20is%20school,Learning%20how%20to%20dress%20themselves>

The school is committed to effective practices around transition and one of those key factors is communication between school and any pre-school settings. You will have the opportunity to let us know about any and all relevant pre-school and nursery experiences and the school will contact nurseries and preschools to support our ability to make your start at Greenfield the best it can be.



## September

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To support all children in settling in the first week of the academic year, we stagger their start date by 1 day based on their term of birth, and you will be given an information pack with specific dates and times detailing this at parent induction.

The gate to Reception is found in the North-East corner of the main playground. Parents will say good-bye and leave their child with the Reception team who will welcome them warmly, help them stow their belongings, and find an activity. Parents will then leave the site. During this time, the team will be focused on supporting and settling the children. Any parental queries should be addressed to the school office who can signpost and support accordingly.

### **Where additional support is required**

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Even if you have gone through this process previously, this can be an emotional time for both parents and children, tears are not at all uncommon. Even with the most effective transition practices in place it is impossible to entirely eliminate worries and anxiety about starting school.

Where we identify a child, who requires additional support in regards to transition, we have a range of strategies including, but not limited to: identifying a Key Person who will greet the child and will have an activity ready for them as soon as they arrive; using transition objects and tasks; offering a delayed start or part-time timetable where children are not yet statutory school age.

In the interests of safeguarding, equity, and based on our knowledge of childhood attachment, we do not allow parents to be present in the classroom environment.

We may invite all parents to attend an in school open morning or parent workshop, but this will be a whole school, or whole year group event and parents will be informed via Parent Mail and/or Class Dojo.