

Good morning,

We would like to take this opportunity to welcome you once again to Portfields Primary School. We are delighted that you have chosen our school for your child. We understand that your child starting school for the first time is a very important step, which can be daunting. We hope that the events we have planned will help ease this transition but if you require any further support, please do not hesitate to contact us.

Application Form & Class Details

In the coming weeks, you will receive an email from admissions@portfields.org with details of how to complete our online application form. We will also be in contact with your child's current setting. Once the information is gathered, we will place your child in their new class and this will be shared with you.

Once received, please complete the application form by Friday 13th June.

New Starter Welcome Presentation – Tuesday 17th June

On Tuesday 17th June we will be hosting an information session for parents from **6:30pm-7:30pm**. We ask that this event is for adults only. During this session, we will share a short presentation with you. This will cover key information about Portfields Primary School and the Early Years Curriculum. We hope that the information shared will help to prepare you for the September start. There will also be the opportunity for you to ask any questions you may have about the school. Representatives from: Maisies (uniform supplier), Chartwells (lunch provider), FOPS (Friends of Portfields School) and Premier (breakfast and afterschool club) will also be attending.

Foundation Welcome Event

Teddy Bear Picnic – Wednesday 2nd July

We know that strong links between home and school support a smooth transition for children as they begin school for the first time. As such, we would like to invite you and your child to our Welcome Event on Wednesday 2nd July.

This Teddy Bear Picnic will give you and your child the opportunity to meet their class teacher, the Foundation Team and other families. We ask that a maximum of two adults attend with each new starter and we are unable to accommodate siblings.

Each class will have a separate session. The sessions are as follow:

Chestnut - 10.00am – 11.00am

Elm – 12.50 – 1.50pm

Oak – 2.00 – 3.00pm

On the day, we ask that your child brings their favourite teddy bear and a snack. Please note that we are a **nut free** school.

Home Visits – Tuesday 2nd September – Thursday 4th September

In September, class teachers will complete a home visit for each new starter. During this 20 minute meeting, we will have the opportunity to talk in more detail with you and your child about their individual needs and interests, and complete a short activity with your child.

Information about your home visit slot will be shared with you in the coming weeks.

Stay and Play – Friday 5th September

On Friday 5th September, your child will attend school for a short 'Stay and Play' session. We will be holding three sessions, one for each of the Foundation classes. Your child should attend wearing their school uniform.

Chestnut – 9.00am-10.30am

Elm – 11.00am-12.30pm

Oak – 1.45pm-3.15pm

Reading and Phonics Workshop – Friday 5th September

Being able to support your child's learning at home is key and makes a real difference. It enables children to consolidate what they have learnt in school, improves skills and builds their confidence to apply their learning to different contexts.

Phonics is a fundamental aspect of learning in EYFS. Recognition of sounds is essential in order for your child to learn to blend (read) and segment (make/write) words.

In order to inform you of what will be happening during our daily phonics lessons, we will be running a Phonics Workshop for parents/carers on Friday 5th September, whilst your child is in school. You will be able to drop your child off at the Stay and Play session, attend the workshop and then collect your child. This workshop will explain: the Read Write Inc. programme that we use, how phonics is taught in class and strategies to use to support learning at home.

Full-time in school

From Monday 8th September, your child will attend school full-time. The school gates/EYFS doors will open at 8.30am. Class doors will close at 8.40am, when registration will be taken. Any children who arrive after this time, will be marked as late. If late, you will need to take your child to the school office. The school day for children in EYFS will finish at 3.10pm.

New Starter Information

We have a dedicated section on our website for information for parent workshops. After each presentation, we will upload the information on this section. [You can find it here](#)

If you wish to discuss any of the new starter arrangements, please do not hesitate to get in contact with us.

I look forward to meeting you soon.

Sarah Folkard
Headteacher