



Robin Class @ Walter

Welcome to our Robin Class at Walter Infant School and Nursery Information for Parents and Carers

The Nursery Class at our school is called Robin: we have a morning and an afternoon session as well as all day provision. Our aim is to provide a wonderful start to our pupil's education; so that they develop a love for learning and a desire to know more.



Walter Infant School and Nursery

Murray Road, Wokingham, RG41 2TA
Tel: 0118 978 0825

www.walter.wokingham.sch.uk
admin@walter.wokingham.sch.uk

Headteacher: Mrs Judy Hargreaves
'To Be the Best I Can Be'



Welcome

Welcome to Robin Class! We are delighted that your child is joining us in our Foundation Stage. We would also like to extend a very warm welcome to all our new parents to our school community. We hope that this booklet will answer many of your questions. If you require any further information, please do not hesitate to contact Mrs Janes or Mrs Hemmings in the school office on admin@walter.wokingham.sch.uk at any time.

Mrs Bennette, our current Foundation Leader, will begin maternity quite early on in the first half of the autumn term. In her absence, Mrs Bell and Mrs Goddard will be sharing the Foundation Stage Lead responsibility, whilst they work in close partnership as the Robin Class Teachers.

Judy Hargreaves Headteacher

We have a large, experienced staff team, led by Mrs Samantha Goddard and Mrs Stephanie Bell. They are extremely well supported by Mrs Jo MacLeod, who is an Early Years Practitioner.

Mrs Samantha Goddard	Mrs Stephanie Bell	Mrs Joanne MacLeod
 Teacher SENDCo	 Teacher Deputy Head	 Early Years Practitioner

In addition, we have Mrs Emma Bowles, Mrs Sajida Iqbal and Mrs Becky Simpson, who support either the morning or afternoon session, as well as run our popular lunch club.

Mrs Sajida Iqbal	Mrs Becky Simpson	Mrs Emma Bowles
 SEND Learning Support Assistant	 Learning Support Assistant	 Learning Support Assistant



Classroom Organisation

We have a variety of different offers of provision for our Robin children: some children come to school every morning from 8:30 am to 11:30 am 5 days a week; that is 15 hour provision in our morning session.

Some children come to school every afternoon from 12:30 pm to 3:30 pm 5 days a week; that is 15 hour provision in our afternoon session.

Children from either session can also attend for lunch in our lunch club to extend their provision to 4 hours a day, subject to availability. This is for an additional cost of £7.50 per day; they must bring their own packed lunch or they can order a school meal at a cost of £2.80 per day.

Some children have provision for 30 hours; an eligibility code from HMRC must be provided for authorisation. 30 hours children attend from 8:30 am to 2:30 pm and need to bring a packed lunch to school. It is possible for children to attend from 8:30 am to 3:30 pm at an additional cost of £7.50 a day; they will need to come to school with a packed lunch or order a school meal. You will already be aware of your child's provision from your offer.

The Start of the Day

Our day in Robin begins at 8:30 am for our morning session pupils and our 30 hours pupils; for safety reasons we close our doors and gates by 8:40 am. Robin children can come into school via the entrance on Oxford Road; you can bring older children onto the school site with you.

The children will be met at the door by Mrs Goddard, Mrs Bell or Mrs MacLeod; they will be able to ensure that your child comes into school safely. Please make sure that your child is securely in the classroom before leaving.

If you arrive late and the door is closed, you will need to go through the main school office, ensuring you sign your child in.

The **afternoon session for pupils** in Robin begins at **12:30 pm**.

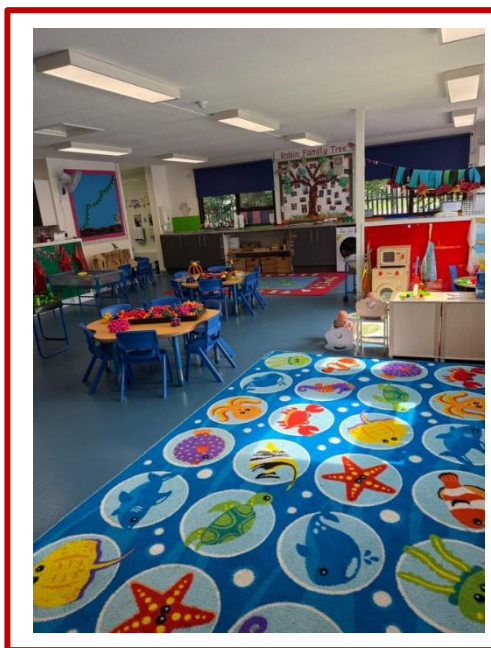
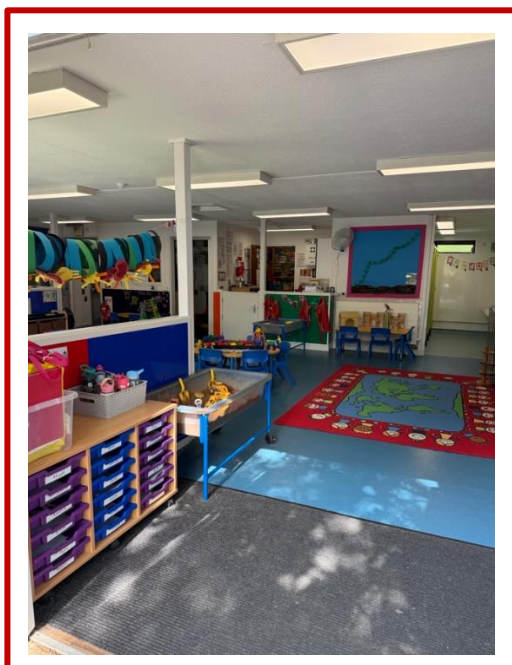
End of the sessions: 11:30 am, 12:30 pm, 2:30 pm, 3:30 pm

We will only release the children into the care of responsible adults that routinely collect the children. We will not release the children to older siblings, unless they are an adult. If there are changes to the usual adult please contact the office before the end of the school day and the class teacher will be informed. You will need to share a password so that we know we can release the child. Please do not try to collect other people's children for them if their parent or carer is running late. Please do not be offended if we refuse to hand over a child that does not belong to you.



Our Learning Environment

Our children learn inside and outside in our wonderful classroom and garden; 80% of their time is child initiated and 20% is adult led. We work hard to get the balance right and we plan every activity and learning opportunity to meet the children's learning needs. They also have access to continuous provision where they meet their own learning needs in every element of the Early Years Curriculum. The children will learn from real life experiences and excellent quality fiction and non-fiction texts.



The Outside Environment



School Uniform

The children are expected to come to school in their school uniform. This is to help them feel part of a community and to keep the children looking smart and ready to learn. Our school uniform is as follows:

- Jogging bottoms, shorts or leggings in black, navy or dark grey
- Navy/white/blue polo shirt
- Walter Infant School Jumper/Cardigan or a burgundy jumper
- Blue check school dress in the summer
- **Trainers** – no laces but any colour
- A coat with a hood
- Wellies: if you have a spare pair they come in very useful on wet, rainy days. If you would like to order any of the school uniform, please visit the following website. The website contains an up-to-date price list and is sorted by year groups for easy ordering:

<http://walter.gooddies.co.uk/>

Please ensure that **ALL** clothing is named to minimise a risk of loss, including trainers.

It is necessary for your child to have a spare set of clothes in school, which can be in a bag left on their peg, just in case!

Food and Drink

Water

The children need to bring in a named water bottle that they can use themselves, which stays in their classroom which they can access throughout the day. Filled with water only please.

Snacks

Please could you provide your child with a healthy snack that they will enjoy. This could include items such as fruit, crackers, breadsticks, cereal bars, rice cakes or cheese. We recommend something along the lines of the snacks listed below:



Snacks must **not** contain nuts, and if you provide grapes please ensure they are cut length ways. Please **do not** send biscuits, sweets, chocolate bars, cakes or crisps. If you choose to send in a small container of food, please ensure it is clearly labelled so that it does not get lost.

Children will also continue to receive a piece of fruit or a vegetable each day from school, in addition to their snack from home.



Milk

Every child is entitled to a free carton of milk until they are 5. If you would like your child to have milk at school please register for your child at registration@coolmilk.com. This can sometimes take up to two weeks for us to be notified of this.
www.coolmilk.com or call 0844 854 2913



Packed Lunches

Please ensure that if you are packing a lunch for lunch club, that you include food your child enjoys eating. They will need to be able to feed themselves although we will help with opening packets. **Please do not include any sweets or nuts.** We recommend food that should be eaten cold; we do not have facilities to warm food up. We would usually expect to see a salad or pasta dish, or a sandwich, roll or wrap with a filling that your child enjoys, a piece of fruit or vegetables, yoghurts or cheese and maybe a sweet or savoury snack such as a cake, biscuit, crisps or crackers.



School Lunches

School lunches are now ordered through the Scopay App.

We kindly ask that parents to talk through the menu with their child/ren and enter their meal choices directly into the App. Orders can be placed up to **11:00 pm** the day before, or you may choose to order meals for up an entire month in advance for convenience. Your child will bring home a paper copy of the menu, and it is also available on the school website.

Each day there is a main meal option, a vegetarian option and a jacket potato, complimented with a choice of vegetables/salad and a pudding. We are able to cater for dietary allergies and intolerances. If your child has any dietary allergies and intolerances, please come to the office for a form which needs to be completed.

Packed lunches also need to be entered onto the system via the Scopay App to ensure we know your child has a lunch ordered for that day

The cost per meal is £2.80 and can be paid via Tucasi/Scopay. Please note this is a flexible arrangement and therefore you could choose for your child to have a hot school lunch a few days a week and a packed lunch for the remainder of the week.

Allergies/Dietary Requirements

It is very important for us to know about any allergies or food intolerances when your child starts school. We are a no nuts school; Please do not bring anything to school containing nuts. If you have any concerns please speak with your class teacher.





Absence from School

If your child is unwell please email the school on absences@walter.wokingham.sch.uk school as soon as possible with an explanation as to what is wrong with your child.

Please let your class teacher or the office know if your child needs to attend a medical appointment and scan through the appointment letter/confirmation text.

Forms to apply for leave of absence from school are located outside the school office or on the website. We recognise that Robin Nursery is not statutory but we do need to know where your child is and when they will be returning for safeguarding purposes.

Illness

Childhood illnesses are common; if your child has sickness or diarrhoea please keep them away from school for 48 hours after their last episode. If you have a concern about whether your child should be in school, please telephone the office and we will be able to advise you.

Health and Well-being

We have qualified paediatric first aiders on site at all times; we will administer first aid if your child needs it during the school day. You will be informed if your child has an accident such as a cut or a graze via our first aid reporting system.



If your child receives a bump to the head, you will be contacted by telephone, as it is our policy to inform parents because of the risk of concussion or compression. We will also ask you to sign a medical slip to confirm we have informed you of the incident.

It is imperative that your contact details are kept up to date. This includes a work place telephone number in case of an emergency throughout the day. If anything changes, please contact the office immediately. If a child has an accident that we suspect could be a broken limb, the parent is informed immediately. If necessary we will call an ambulance and inform you of its destination.

Parent Partnerships

We will offer every family a home visit before a child starts in Robin with us; this is to meet our new children where they feel most relaxed and give parents and carers the opportunity to ask questions, share information and talk about behaviours and preferences. We understand that the children's families are the experts about their children and we want to be well-prepared when the child starts school so that we can make the transition as smooth as possible.

We have an 'Open Door Policy' at Walter Infant School and Nursery and staff members in Robin are available at the beginning or end of the session. If you need a longer appointment you will be able to organise it directly with the teacher or with the admin team.

We would like to work in partnership with you to make sure that we give your child the best start to their education. We are available to speak with at drop off or pick up times. Please come and talk to us about your child, let us know if there is anything we should know or if anything changes. Throughout the year there will be times to meet more formally at parent consultations and also times to come in and play with your child.



You will also have many opportunities to see your child's work throughout the year during our **WOW Wednesdays**, where you will be invited into school to look at your child's books with them. Each class will also take part in a class assembly during the academic year to celebrate and showcase their learning, and you will be invited to come and watch.



Phonics in Foundation Stage

In the Foundation Stage we provide an environment designed to develop the language, listening and literacy skills needed to enable your child to become a confident communicator. An integral part of this provision is a daily phonics session. The sessions last for approximately ten minutes in F1 and fifteen minutes in F2 and all children take part in activities tailored to their stage of development.

Phase 1: our children are taught to listen for sounds around them; environmental sounds, music, body percussion such as clapping etc. We have a bank of 10 core rhymes that we share with all our families so that they can learn alongside. Phase 1 phonics also encourages the children to explore language: listening for sounds in words, alliteration, rhythm and rhyme and to learn a variety of different ways of making sounds. There is a strong focus on listening skills so children in Foundation learn a range of songs and rhymes relating to our topics, such as Christmas songs as an enjoyable means to develop their auditory memory.

Phase 2: We introduce individual sounds (phonemes) alongside Common Exception Words (such as I, the, to, no) in the order set out in the Rocket Phonics scheme we follow as a school. This promotes "phonemic awareness" (the point at which children realise that you can take a word apart and put it back together again (eg /d/o/g/ = dog). Common Exception Words are those words which are needed for early reading and writing but which follow phonic rules that have not yet been taught.

Once children can hear, say and remember a range of phonemes (s,a,t,p,i,n,m,d) they can begin to blend them to read simple words and segment words into sounds in order to spell them. **It is very important when teaching the articulation of phonemes that the sound is pure (ss not suh and mm not muh) to enable blending.** Following on from the teaching of single letter phonemes, we introduce a range of digraphs and trigraphs (2 or 3 letters making one sound that cannot be broken down into smaller sounds: eg ch,th,sh,ng,ai,ee,igh,oa,oo). This ensures that children are equipped with at least one possible spelling for all of the sounds we use in English. The emphasis is on phonic sessions which are quick, engaging and fun.

The Early Years Pupil Premium

From April 2015, nurseries, schools, childminders and other childcare providers have been able to claim extra funding through the Early Years Pupil Premium to support children's development, learning and care. We wanted to write to you to explain what the Early Years Pupil Premium is, explain who is eligible for this funding and, importantly, to ask you to fill out the enclosed forms so that we as a provider can claim the extra funding.

The Early Years Pupil Premium provides an extra 53 pence per hour for three and four year old children whose parents are in receipt of certain benefits or who were formerly in local authority care but who left care because they were adopted or were subject to a special guardianship or child arrangements order. This means an extra £302 a year for each child taking up the full 570



hours funded entitlement to early education. This additional money could make a significant difference to us.

We can use the extra funding in any way we choose to improve the quality of the early years education that we provide for your child. This could include, for example, additional training for our staff on early language, investing in partnership working with our colleagues in the area to further our expertise or supporting our staff in working on specialised areas such as speech and language.

It is well documented that high quality early education can influence how well a child does at both primary and secondary school so we do want to make the most of this additional funding. You may be aware if you have older children that a pupil premium has been available for school-age children and it has proved to have given a real boost to the children receiving the funding. We want to do the same for our early years children entitled to this funding.

Eligibility criteria—If you feel the following criteria applies to you please let the school office know; we will be able to support you with your application.

If you are in receipt of – the Guarantee element of State Pension; or Income Support; or Income based Jobseekers Allowance; or Child Tax Credit (but not entitled to Working Tax Credit) and annual taxable income does not exceed £16,190; or income-based employment and support allowance; or support under part IV of the Immigration and Asylum Act 1999 you may qualify. If you have any questions please contact the school office (or your class teacher).

Our School Dog

We have a school dog called Walter; he is a miniature labradoodle (but he has grown into a big dog), he is five years old. The children love him and he has helped many children overcome a fear of dogs. If your child is scared of dogs, or allergic to dogs, please let us know.



Walter Infant School and Nursery Safeguarding Policy & Procedures

We are committed to safeguarding children and have a duty to refer any suspected cases of neglect or harm to the appropriate agencies.

The Role of the Designated Person for Safeguarding

- Listen and act when adults report concerns
- To make referrals to Social Care if necessary
- Ensure confidential records are kept
- Attend case conferences and provide reports
- Ensure all staff are aware of school's Safeguarding Policy and procedures
- Ensure unexplained absences are referred to the Education Welfare Officer
- Keep themselves up to date with knowledge to enable them to fulfil their role and attend training every two years
- Provide an anonymised report to the Governors once a term
- Notify Social Care when a child is privately fostered
- Ensure that any concerns about a pupil who leaves the school are forwarded to the next school.

The Safeguarding Children Team at Walter Infant School

Designated Person for Safeguarding is the Head Teacher, **Judy Hargreaves** 0118 978 0825. Deputy Designated Person for Safeguarding is the Deputy Head Teacher, **Stephanie Bell**. We also have an extended safeguarding team to include **Jessica Bennette, Samantha Goddard, Debbie Janes, Justin Lee and Jasmine Veale**. The SENDCo is **Samantha Goddard**.

Your Safeguarding Children Team also links with the Nominated Governor for Safeguarding who is Zane Plescia.

The welfare of the child is our paramount concern. If you are concerned, report your concerns to the Designated Person for Safeguarding: **Judy Hargreaves** or our Chair of Governors: **Gary Robinson** 0118 978 0825

For a copy of our full Safeguarding Policy please go to www.walter.wokingham.sch.uk or ask at the School Office





Walter Infant School and Nursery

Term Dates for 2026 to 2027



Spring Term 2026	
Monday 5th January 16 th February to 20 th February Friday 27 th March (finishing one hour early)	Start of Term Half Term Break End of Term
Summer Term 2026	
Monday 13 th April Monday 4th May 25 th May to 29 th May Monday 1st June Friday 17 th July (finishing one hour early) Monday 20th July Tuesday 21st July Wednesday 22nd July	Start of Term School Closed Bank Holiday Half Term Break School Closed for INSET End of Term School Closed for INSET School Closed for INSET School Closed for INSET
Autumn Term 2026	
Tuesday 1st September Wednesday 2 nd September 26 th October to 30 th October Friday 18 th December (finishing one hour early)	School Closed for INSET Start of Term Years 1 and 2 only Staggered starts for Foundation Stage Half Term Break End of Term
Spring Term 2027	
Monday 4 th January 15 th February to 19 th February Thursday 25 th March (finishing one hour early)	Start of Term Half Term Break End of Term
Summer Term 2027	
Monday 12 th April Monday 3 rd May 31 st May to 4 th June Monday 7th June Friday 16 th July (finishing one hour early) Monday 19th July Tuesday 20th July Wednesday 21st July	Start of Term School Closed Bank Holiday Half Term Break School Closed for INSET End of Term School Closed for INSET School Closed for INSET School Closed for INSET

