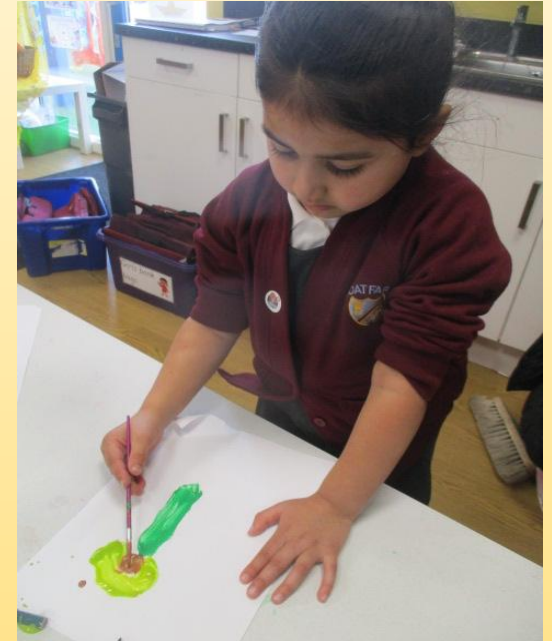


New Reception Parents Information September 2026

'At Moat Farm Infants everyday we learn,
achieve, have fun and play!'

Welcome to Moat Farm Infant School

We would like to take this opportunity to thank you for considering our school for your child to start in September 2026.



At Moat Farm Infant School we value your child as an individual, and hope to nurture and develop the knowledge and experiences they bring with them from home and their preschool nurseries.

Our Senior Leadership Team



Executive Head Teacher
Mrs Deborah Walker

Head of School
Mrs Jayne Davis



SENCO
Mrs Sophie Ashmore

Our SEND Hub Teacher

Mrs Hayley Whitehouse



Our SEND Hub HLTAs

Miss Louise Hartill



Mrs Emma Harris



Giving Medication in school

If children need medication in school a 'request for school to administer medication' form will need to be completed. These are available at the main office or they are on the website.



- Antibiotics
- Eczema creams
- Allergy medication
- Inhalers
- Calpol



Request for school to administer medication - Epipens/ Inhalers/ Steroid creams

I, the parent/carer of..... give school staff at Moat Farm Infant and Nursery School permission to administer medication in accordance with the following instruction: -

Medication	Dose
Method	Time or interval of dose
Indications for giving	These instructions remain in effect until

I give permission for the medication and my child's name/photograph to be displayed and be easily accessible for my child in their classroom

Yes No

Parent Name..... Signature.....

Date.....Contact number.....

I confirm that the medication has been handed back to me on
.....(date)

Signature.....

Parent Pay



- We use an app called 'Parent Pay' which enables you to pay for trips, school fund online or at local shops who have Pay Point.
- All families will need to have Parent Pay set up.
- If you attended School nursery you will already have the app set up.
- All new families to our school will receive their registration code in September.



This is a free app we use to for our main method of communication – communicate dates, send out messages, rewards for children and letters to parents/carers.

Transition sessions

- Visits to nurseries & preschools
- Home visits
- Parent meetings
- Stay and play sessions
- AM only
- AM & lunch
- Full time
- More of a gradual transition if needed

Class Teachers & Learning Support Practitioners

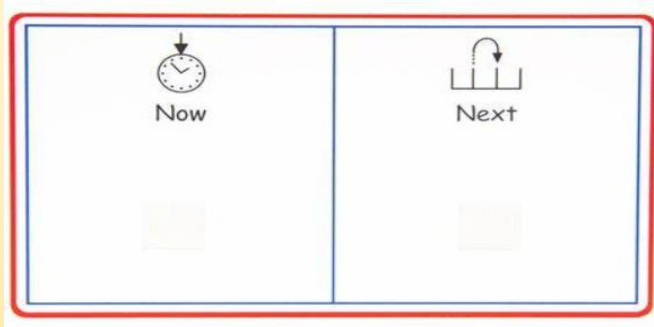
All of the children will receive a transition book with pictures of the classroom and adults that they will be working with so you can share this at home with your child over the holidays.

Rainbow class

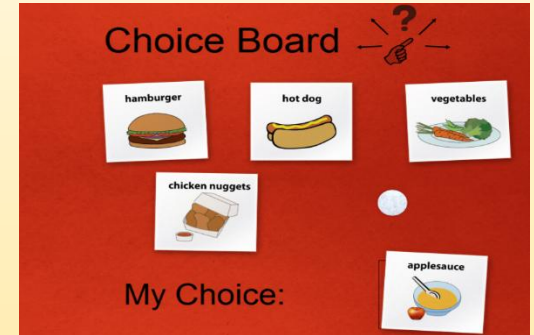
- A learning environment which will meet the needs of children with high needs who are unable to thrive in a typical reception classroom.
- Higher ratio of adult to children.
- An adapted classroom for children with more complex needs within our mainstream school.
- Provide children with a variety of experiences and a broad and balanced curriculum.
- Focused on personalised targets for children.
- Promote and embed early intervention.
- Support from outside agencies – Speech and Language Therapist, CCAT, Educational Psychologist.
- Children will be able to have lunch all together in their familiar environment. This will minimise transitions within school.

Classroom strategies

- Now and next board



- Choice boards



- PEC's books



Symbols



Fidget aids



Calm areas



Start and finish boxes



Beginning of school day



- Drop off time is 8.45am. Registration is done at 8.50am.
- Children are dropped to their classroom through the classroom door and greeted by their teacher.
- Access to school is from Brookfields Road.
- The school playground gates are locked at 8.50pm.
- Being on time is so important for our young children.
- Children who arrive late (8.50am onwards) have to come in via the main school office.

A typical morning in Rainbow class

There will be 7 children in the Rainbow class with a minimum of 3 adults.

- **8.45** Come in, put coat away, find name card/photo for self register, and play.
- **9.30** Circle time, sing 'hello' song, weather, mindfulness activities, sensory story
- **9.40** Activities focussing on individual targets
- **10.00** Snack time & social skills
- **10.15** Child initiated learning time supported by the adults (inside and outside)
- **11.15** Fine motor activities
- **11.30** Singing time
- **11.45** Get ready for lunch
- **12.00** Lunch time

A typical afternoon in Rainbow class

- **1.00** Register and mindfulness activities
- **1.10** Activities focussing on individual targets
- **1.30** Child initiated learning time supported by the adults (inside and outside)
- **2.15** Snack time and social skills
- **2.30** Dough disco session
- **2.40** Interactive story time
- **2.50** Get ready for home time
- **3pm** Home time

The timetable will change as we go through the year. Teachers go through the morning and afternoon routine on a visual timetable every day.

End of the school day



- School finishes at 3pm, the gates are opened for parents to come onto the playground.
- Children are dismissed from their classroom doors (one at a time) by their teachers.
- Children will only be dismissed to authorised adults. These will be the ones you have listed on your trusted adults form.
- If you want to speak to the teachers at the end of the day, then you will need to wait until all of the class have been dismissed.

Safer Eating

Vegetable and fruits	Advice
Pips or stones in fruit	Always check beforehand and remove hard pips or stones from fruit.
Small fruits	Cut small round fruits like grapes, cherries, berries, strawberries and cherry tomatoes, into small pieces: cut lengthways and then again cut them in halves (quarters).
Large fruits and firm fruits	Cut large fruits like melon and firm fruits like apple into slices instead of small chunks. For very young children, consider grating or mashing firm fruits, or softening them up by steaming or simmering.
Vegetables	Cut vegetables like carrots, cucumber and celery into narrow batons. For very young children consider grating or mashing firm vegetables and legumes like butter beans, chickpeas and tofu, or softening them up by steaming or simmering.
Skin on fruit and vegetables	Consider removing the skin from fruit and vegetables, especially for very young children. Peeled fruit and vegetables can be swallowed more easily.
Cooking fruit and vegetables	Consider softening firm fruit and vegetables (such as carrots, broccoli, yam and apples) by steaming or simmering until soft. Serve cut into slices or narrow batons.



Drinks in the classroom

- Children under 5 receive free milk for morning snack time. Children over 5 can still have milk, but families need to order and pay for this online.
- You need to register your child and their class on the Cool Milk website.
www.coolmilk.com/schools/



- School water bottles £3.50
- All children will need a water bottle in school, with a non-spill lid or sports cap.
- Water bottles will be sent home every day to be washed.
- Transparent bottles are better so staff can see how much children are drinking.

Hot Dinners

- Our school meals are freshly cooked on site and our menus are designed by Relish, our new food provider.
- You will be able to access your account in September once the children has started with us.
- Hot meals are brought up to Rainbow for the children to eat in the classroom.
- Some children order a school dinner and also bring some additional snacks from home.



School uniform

- School uniform should be worn everyday unless it is a non-uniform day.
- REMEMBER to label all clothing /coats/ shoes with your child's name clearly.

Moat Farm Infant School Active Uniform



Acceptable uniform



White polo shirt with a collar



Branded or unbranded maroon jumper or cardigan



Maroon book bag



Black skirt



Black pinafore dresses or skirts with black shorts or tights underneath



Unbranded plain black joggers, leggings, knitted bootcut trousers or shorts



Wellies to keep in school



Unbranded plain black velcro trainers

Active uniform should be worn every school day including PE days. Please note dresses and skirts should not be worn on PE days but are acceptable with shorts on non-PE days.

Jewellery

- Children should not be wearing jewellery to school.
- Children need to have earrings removed for PE lessons.
- Children wearing jewellery for 'fashion' reasons will be asked to remove it in while in school.
- If it is for religious reasons then you will need put this in writing to the Head Teacher.
- Earrings should only be a **small stud**.
- No hoop earrings should be worn to school.



Remember ... to tell the teacher

- If someone different is collecting your child.
- Phone the school if you are running late.
- If your child has had an injury at home and there is a visible mark.
- If you know your child will be absent from school for an appointment. You will be asked to provide a copy of the letter.
- Administering medicines

If you would rather speak to a teacher over the phone then you can call the school office on 0121 552 1885 to arrange an appointment.

Don't forget to keep checking our website,
Instagram page



[Moat Farm Infant School - Home](#)

www.moatfarm.sch.life



Safeguarding

As a school we take keeping children safe seriously. Our staff complete safeguarding and attendance training every year with the updates from 'Keeping Children Safe in Education'

What will raise a concern?

- If a child discloses information that might suggest they are at risk.
- Unexplained marks or bruising on a child.
- Significant changes in a child's behaviour.
- Changes in a child's appearance eg. untidy, dirty, child losing weight.
- We are part of Operation Encompass.



Safeguarding



What may help:

- We have staff in school who you can speak to if you need support.
- Tell us if your child has an injury so we are aware of any marks, accidents, injuries so that misunderstandings can be avoided.
- Let us know about any changes in your circumstances, e.g. reasons why your child may be behaving differently in school.
- Remember we have a legal duty to ask personal questions in order to keep children safe.
- Please keep us informed about court orders regarding your child.
- Please let us know if someone different will be collecting your child.

School Forms

- Child information form
- Medical form
- Trusted adults for collection form
- Pupil Premium funding
- EAL form

- These should be returned by Friday 10th July.
- On the child information form, you will be able to give consent for school to use photos and videos of your child, for example in their books, on displays, on our website or on our Instagram page.
- The Pupil Premium is an allocation of additional funding provided to schools to support specific groups of children who are vulnerable to possible under achievement.
- Hub consent

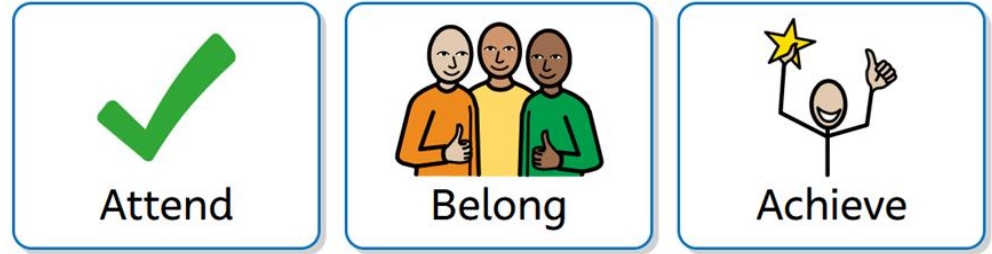
Pupil Premium Funding

- The Pupil Premium is an allocation of additional funding provided to schools to support specific groups of children. These include pupils who are entitled to free school meals, those looked after by the local authority and children of armed service personnel. The intended effect of this funding is to accelerate progress and raise attainment.
- Under new rules, all families in receipt of Universal Credit are eligible for Free School Meals
- Please complete the Pupil Premium form (blue form) in your pack, even if you are unsure whether you will qualify.



Attendance

Attendance Matters - Every Day Counts!



- Every day counts!
- Children are expected to be in school everyday.
- If your child is not at school because they are ill , it is **your** responsibility to inform us before 9am.
- Absences will only be authorised if we have heard from you **and** it is accepted as a reason to miss school.
- School Attendance Lead – Mrs Davis
- School Attendance Officer – Mrs Taylor
- Where a child's absences are causing a concern we will speak to you about this to try and come up with a plan to improve it.
- If there are any medical appointments, you will be asked to bring your letter in to have the appointment authorised.

Attendance

Role of Teachers and School

Meet and Greet children.
Create positive classroom environments.
Build positive relationships with all children and adults.
Recognise individual and collective achievements.
Implement evidence-based teaching strategies.
Monitor daily attendance and punctuality

Role of Children

Attend school regularly and be punctual.
Engage actively in classroom activities.
Support other children.
Recognise the achievements of other children.
Share when you have a concern.

Tier 1 Universal Strategies

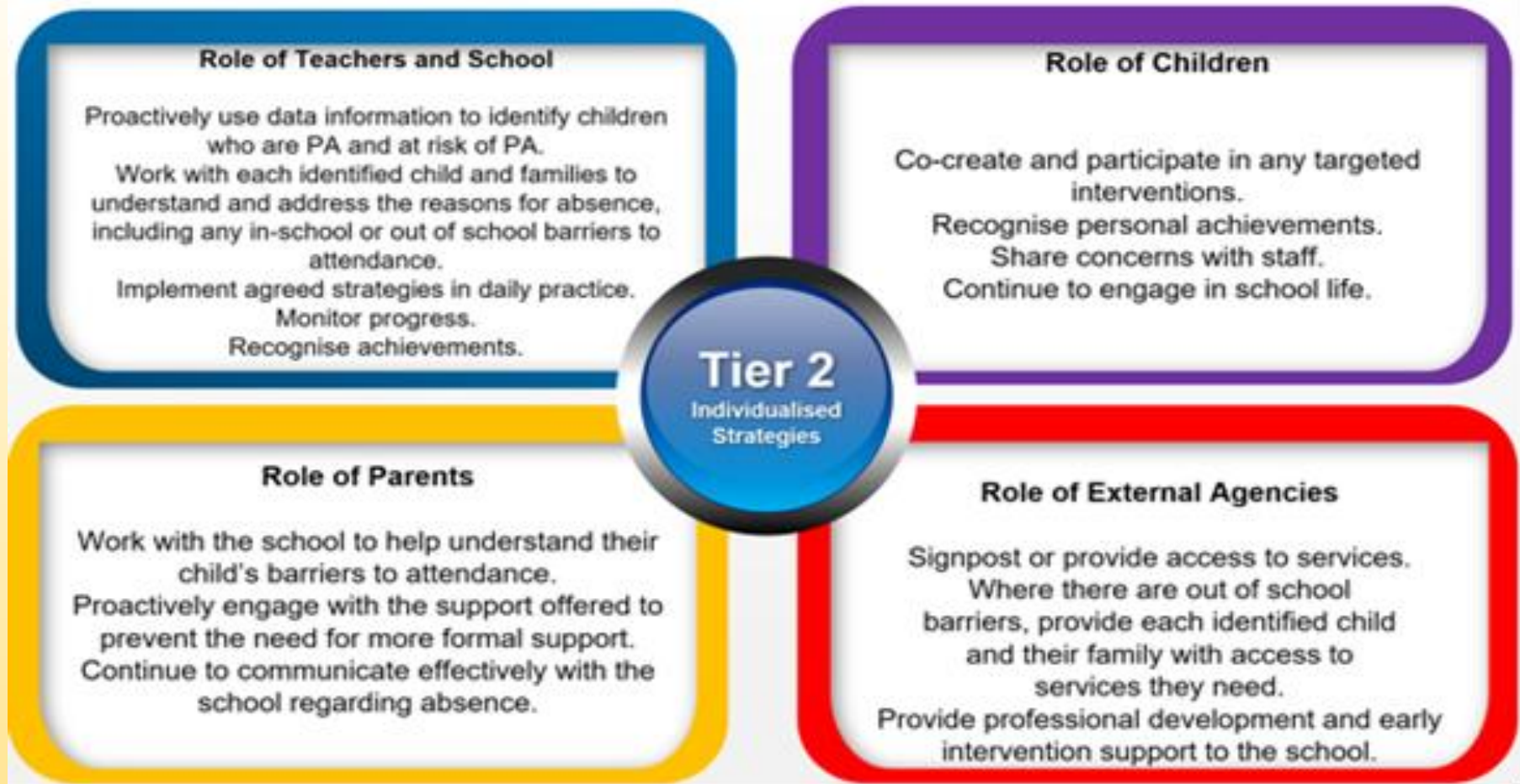
Role of Parents

Ensure children attend school regularly and on time.
Understand and support any concerns your child may have.
Communicate with the school regarding absence.
Recognise personal achievements.
Communicate with teachers about any concerns.

Role of External Agencies

Provide resources and training to teachers on effective classroom strategies.
Collaborate with schools on attendance initiatives.
Support a comprehensive and inclusive school-wide approach that encompasses both attendance and mental health.

- Where a child's absences are causing a concern we will speak to you to see how we can support and agree this with you.



- If a child has 19 days or more off school they are classed as Persistently Absent as their attendance is below 90%.
- Leave of absence in term time must be applied for prior to travel, this is a legal requirement once children are in school.
- We carry out home visits on the 3rd day of absence for all children to support their return to school after an absence.

National Threshold

There will be a single consistent national threshold for when a Penalty Notice must be considered by all schools in England of 10 sessions (usually equivalent to 5 days) of unauthorised absence within a rolling 10-school week period.

These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence.

The 10-school week period can span over different terms and school years.

Penalty Notice Fines will continue to be issued per parent per child.

For example: 2 parents with 3 children would receive a total of 6 Penalty Notices

1

First Offence

The first time a Penalty Notice is issued for a Term Time Holiday or Irregular School Attendance the Penalty Notice will be charged at:

£160 per parent, per child paid within 28 days.

Reduced to £80 per parent, per child if paid within 21 days.

(Unpaid Penalty Notices after 28 days may result in a prosecution)

2

Second Offence

(within 3 years of the First Offence)

Where it is deemed appropriate to issue a second Penalty Notice to the same parent for the same pupil within 3 years of the first notice, the second Penalty Notice will be charged at:

£160 per parent, per child paid within 28 days.

(Unpaid Penalty Notices after 28 days may result in a prosecution)

3

Third Offence and any further Offences

(within 3 years of the First Offence)

The third time that an offence is committed for either a term time holiday and/or Irregular attendance, a Penalty Notice will not be issued, the case may be proceeded straight to prosecution under the Single Justice Procedure.

If found guilty of the offence of 'failure to secure their child's regular attendance at a school' the Magistrates can impose a fine up to £1,000 and you will have a criminal record

Date for your diary!

Curriculum meeting for Rainbow parents

Friday 11th September

9.00am in the school hall

Thank you for attending today, we look forward to seeing your children starting Reception with us in September 😊

