

Livingstone Primary & Nursery School



Reception Class Handbook 2025-26

Welcome to Reception

This pack will provide you with important information about the expectation in Reception at Livingstone.

Teaching team

Mrs Mills



Class Teacher

Miss Edwards



Teaching Assistant

Safeguarding

As a school, we are committed to safeguarding and meeting the needs of children. We have a safeguarding policy which is available on the school website and from the designated safeguarding officers.

Behaviour

We expect all pupils to be well-behaved and have high standards of themselves, both inside and outside of school. We have ten core values that we promote at Livingstone: respect, responsibility, care, patience, understanding, cooperation, appreciation, determination, friendship and honesty. Bullying is not tolerated, and any incidences are dealt with in accordance with our behaviour policy.

Lunches

The school provides a free cooked meal for all pupils, which includes vegetarian options. Our school lunches are balanced, healthy and varied. We also have a salad bar that the children are encouraged to visit. The menu rotates on a 3 weekly basis and can be found on our school website.

Please contact the office if you will be providing your child with a packed lunch instead. We ask that packed lunches are healthy and that they contain no nut products due to allergies within the school.

Attendance

Good attendance and punctuality are vital for success at school, and to establish positive life habits that are necessary for future success.

All pupils are expected to be in the playground from 8.45am every day. If pupils are not in school by the time the register is taken (8:55am), the office is notified, and the pupil will receive a late mark.

Authorised absences are only permitted for valid reasons including:

- Illness
- Medical or dental appointments (ideally appointments should be booked after school or during school holidays)
- Religious observance
- Family bereavement

Inform us on the first day of your child's absence and keep us updated throughout the absence period. After 3 days of consecutive illness the school may require medical evidence to support the absence, this could be in the form of a doctor's note or prescribed medication etc.

Wherever possible, parents should always try to arrange medical and dental appointments after school hours or during school holidays.

Please note: we do not advocate that sick children come into school. Pupils who have vomited and/or have diarrhoea should be kept away from school for 48 hours after the last incidence of vomiting/diarrhoea to avoid the risk of spreading infection to others, particularly to pupils in school with serious medical conditions.

If the school is not contacted and a valid reason is not provided for absence, this is recorded as an **unauthorised absence**.

Unauthorised absences are those which the school does not consider essential or reasonable. They can include:

- Forgetting school term dates
- Going on holiday
- Arriving at school long after the register has closed
- Celebrating Birthdays

Holidays during term time

The school **cannot** be expected to authorise an absence for a holiday during term time.

Taking holidays during term time means that pupils miss important school time - both educationally and for other school activities. **Exceptional circumstances do not include cheaper costs, family availability or weather conditions.**

You may be fined if you take your child on holiday during term time without permission from the Headteacher, who will liaise with the Educational Welfare Officer (EWO). **Legal action may involve a Fixed Penalty Notice or being taken to court.** A penalty notice of £80 may be issued as an alternative to prosecution, but this will rise to £160 if it is not paid within 21 days. Failure to pay a penalty notice may lead to **prosecution**.

Parents who fail to ensure that their children attend school face the risk of imprisonment and parenting orders. Parenting orders involve attending a counselling and guidance programme, usually a parenting class.

Attendance matters!

Don't underestimate the importance of 100 percent attendance. Even one day missed can have an effect on learning:

- **98%** attendance means **four** school days missed
- **95%** attendance means **10** school days missed
- **90%** attendance means **19** school days missed
- **80%** attendance means **38** school days missed
- **Five minutes** late each day means **three** school days missed

Uniform

At Livingstone, we expect all pupils to wear the correct school uniform to promote pride in themselves and the school. All items of clothing should be clearly labelled with your child's full name. Stud earrings and wrist-watches are acceptable; otherwise, no other jewellery should be worn.

Please ensure your child wears the following uniform every day:

- . White polo shirt (with or without school logo)
- . Black jogging bottoms
- . Royal blue sweatshirt (with or without the school logo)
- . Sensible plain black shoes/trainers with Velcro straps (no laces)
- . Plain grey, black or white socks
- . Summer (optional) - light blue/white check dress / grey shorts (no buttons or zips) (no pinafores or skirts)



P.E.

Children have access to the outdoors regularly, as physical development is a prime area of learning. The children do not need to change into a PE kit but are **ALL** required to wear black trainers and their jogging bottoms every day.

You will be informed of your child's PE day. On this day each week they need to come to school **wearing** their P.E. kit:

- . plain black trainers
- . white t-shirt
- . black jogging bottoms
- . plain royal blue shorts

Other expectations:

- . A labelled water bottle to be in daily (no juice/squash)
- . Livingstone book bag to be in daily
- . Wellington boots that can be kept at school
- . You may supply your child with spare clothes to be kept in school. **All items** of clothing should be clearly labelled with your child's full name and stored in a suitable bag.

Reading Diaries

Every child is given a reading diary. Inside there are challenges, questions and opportunities for pupils to record what they read. These are checked once a week by a member of staff. Please encourage your child to read a range of genres with you and together record these in the diary.

Website

Please visit our school website for more information: www.livingstoneprimaryschool.org

Educational Visits

Autumn term	Spring term	Summer term
Theatre visit	Farm visit	Picnic at the park

Children will take part in Forest school in our pond area or local woods frequently across the year.

Homework

In Reception, pupils are expected to carry out the following daily homework tasks for 10 - 15 minutes:

- Reading (to be recorded in their Reading Diary)
- Daily practising of sounds learnt during phonics lessons (books will be given out)
- In the summer children may also be given a maths activity book with sheets weekly



<https://www.livingstoneprimaryschool.org>



<https://www.purplemash.com/sch/livingstone-en4>



<https://www.letterjoin.co.uk>

Reception Areas of Learning and Development - Learning Intentions:

In Reception we work towards the 17 early learning goals through a play-based curriculum which is guided by the children's interests. Therefore, the topics covered may change.

The Statutory Framework for the Early Years Foundation Stage, provides a framework for the learning and development requirements. This is a complete framework from birth to five years - and it sets out a series of **Early Learning Goals** which children at the end of the Reception year aim to meet. The document can be found using this link:

<https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2>

To help us deliver the EYFS Curriculum here at Livingstone Nursery and Reception, we use the document '**Development Matters - the Non-Statutory Curriculum Guidance for the Early Years Foundation Stage**'. The document can be found using this link:

<https://www.gov.uk/government/publications/development-matters--2>

This document describes the seven **Areas of Learning and Development** in detail, but here are its key headings:

The Prime Areas of Learning

- **Communication and Language;** developing speaking and listening skills;
- **Personal, Social and Emotional Development;** developing social skills, self-confidence, self-awareness and learning how to manage feeling and behaviour;
- **Physical Development;** developing large motor movements such as running, jumping, throwing, catching etc., as well as fine motor movements such as mark-making and writing. It also includes childrens' development in terms of their health and self-care skills.

The Specific Areas of Learning

- **Literacy;** developing a good understanding of Phonics, Reading and Writing;
- **Maths;** developing a good understanding of Number, Mathematical Language, Reasoning, Shape and Space;
- **Understanding of the World;** developing childrens' understanding of People and Communities, the World and Technology;
- **Expressive Arts and Design;** developing and nurturing children's creative talents through art and music as well as developing their imaginary play skills.

On the school website, you will find information about the carefully designed Livingstone Reception Curriculum and expected outcomes of the pupils.

Religious Education

From 2025, Barnet schools are required to teach the new Barnet Agreed Syllabus for RE. RE teaching will focus on six big questions: What is real? Where do we come from? How do we know?

What is our situation? What is our goal? and How do we get there? We are working closely with the local authority updating the content of our RE curriculum.

Interventions

At Livingstone, we provide additional learning opportunities to boost and challenge pupils of all abilities. Every half term, we analyse pupil attainment and progress and using this information select pupils for interventions, including pupils with special or additional educational needs, the more able, those who need a "boost" and those eligible for Pupil Premium.

The school employs specialist teachers and teaching assistants to deliver these programmes and parents are expected to support their children to make the most of these opportunities.

Extended Services

At Livingstone we provide a comprehensive extended day which includes a Breakfast and After-School Club for which there are charges.

We recognise the significant impact that learning beyond the classroom has on your child's social and academic development. Our extra-curricular/enrichment programme includes a range of extended learning activities that take place at lunch times and after school. Pupils are encouraged to regularly participate to enhance their learning outside of the school day. These are offered to Reception children in the summer term if it is appropriate.

Please click here for details of pricing: [Extended Services Pricing 2025/26](#)