

# Information pack for children starting in Reception



***Please complete the registration documents in this pack and return them to Mrs Orton with your child's original birth certificate.***

## **Contact us:**

**Tel:** 01949 714014

**Email:** [enquiries@bingham-cit.co.uk](mailto:enquiries@bingham-cit.co.uk)

**Website:** [www.bingham-cit.co.uk](http://www.bingham-cit.co.uk)

**Social Media:** @BinghamPrimary

**Address:** Bingham Primary School & Nursery,  
50 Burrows Drive, Bingham, Nottinghamshire, NG13 7AT.



## The School Day

Throughout the school day, there will be many different activities and learning opportunities. As the school year progresses, the focused teaching time will gradually increase. Below is a timetable of a typical day in Reception:

8.45am	Gates open
8.50am	Registration and fine-motor activities
9.05am	Phonics
9.25am	Focused learning activity; Plan Do Review; small group activities
10.30am	Number Time
10.45am	Playtime
11.05am	Focused learning activity; Plan Do Review; small group activities
12.00pm	Lunchtime
1.00pm	Registration
1.05pm	Topic Time
1.25pm	Focused learning activity; Plan Do Review; small group activities
2.45pm	Assembly
3.00pm	Storytime
3.25pm	Home time

You child will be eligible for a free school lunch prepared in our school kitchen. Children in reception are also give a piece of fruit daily and milk until they reach the age of five.

## Drop off and collection



Drop off and pick up will be outside the Reception classroom. We kindly ask that you stand back from the classroom door to allow the teacher to have a clear view outside. Children will be asked to stay inside until the teacher can see a named parent or carer and each child will then be dismissed one at a time. Children's safety is our utmost priority so please be patient whilst waiting for your child.

Please let your child's teacher know in advance if someone different will be collecting your child at the end of the day. Teachers will not dismiss children to anyone who has not been pre-arranged for collection. If your child is attending Lime Trees after school club, please let your child's teacher know which sessions they will be attending at the beginning of each week.

It is extremely important that children arrive to school promptly at 8:45 each morning as we do begin our school day as soon as children arrive in the classroom. However, if you are late for school in the morning, or need to collect your child early at the end of the day, please come to the school office where you will need to sign your child in or out.

## Reception class uniform and equipment



Our Reception uniform consists of a red sweatshirt or cardigan, white or red polo shirt and black or dark grey jogging bottoms, leggings or shorts with black trainers. Children **do not** need smart school shoes (e.g. Clarks shoes) until they are going into Year 1. All children in Reception will be given a book bag and water bottle when they start school.



School Uniform can be ordered directly from our uniform supplier. Please visit our website to find out more: [https://www.bingham-cit.co.uk/web/school\\_uniform/](https://www.bingham-cit.co.uk/web/school_uniform/) There is no obligation for your child to wear uniform with our school logoi, non-logo sweatshirts and tops are acceptable as providing it is the correct colour.



Your child must wear school uniform and bring a coat and suitable outdoor wear such as a hat and gloves or sun hat appropriate to the weather. Your child will need to bring their book bag and reading diary to school each day. Also, we ask that children bring a pair of wellington boots, outdoor trousers and jacket or an all-in-one waterproof suit, in an outdoor bag.



Whilst not compulsory, in addition, you may wish to order a fleece or reversable jacket.

**Please ensure all uniform is clearly labelled.**

## New Student Medical Form



Childs Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

### Medical Details:

Doctors name: \_\_\_\_\_

Medical Practice name: \_\_\_\_\_

Practice address including postcode: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Practice telephone number: \_\_\_\_\_

Do you give permission for school to call the doctor in an emergency?

**Yes/ No**

Do you give permission for school to administer first aid in an emergency?

**Yes/ No**

Does your child suffer from any medical conditions?

\_\_\_\_\_

\_\_\_\_\_

By signing your name below, you are confirming that you are the parent/legal guardian of the child named on these forms and you certify that, to the best of your knowledge and belief, the

statements provided here are true and correct.

Parent/Carer Signature. \_\_\_\_\_

# New Student Information Form



Childs Name: \_\_\_\_\_

Child's known name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Gender: \_\_\_\_\_

Main email address: \_\_\_\_\_

Current address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Religion: \_\_\_\_\_

Ethnicity: \_\_\_\_\_

Language: \_\_\_\_\_

Language spoken at home: \_\_\_\_\_

By signing your name below, you are confirming that you are the parent/legal guardian of the child named on these forms and you certify that, to the best of your knowledge and belief, the statements provided here are true and correct.

Parent/Carer Signature. \_\_\_\_\_