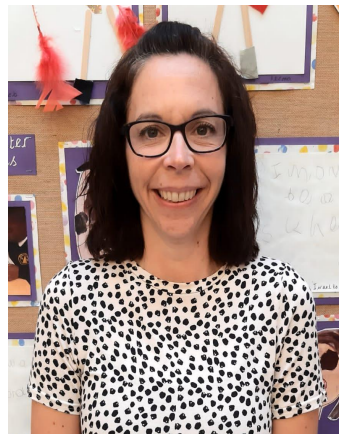


Welcome to Reception

Class Teacher - Mrs Rainey

Teaching Assistant -

Mrs Attridge & Miss Sally



Thursday 10th September 2026

MEET THE LEADERSHIP TEAM

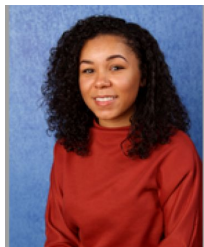


Nancy Cook –
Headteacher



Annie Nelson - Deputy
Headteacher

Gemma Caller - SENCO



Chantel Gallagher – EYFS
Senior Leader (Maternity
Leave)



Rachael Rainey – EYFS
and Key Stage 1 Senior
Leader

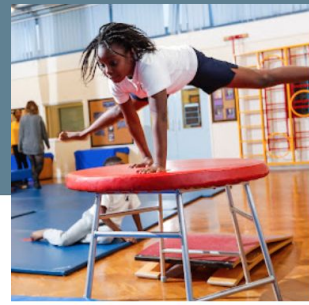


Gentjana Aliaj – Key
Stage 2 Senior Leader



Inspire
Partnership

General Information



Water Bottles

Every child should bring a water bottle to school to remain hydrated during lessons. We leave the bottles central in the classroom so that the children have access to them throughout the day. The children will take their water bottles out to play and lunch with them.

PE Kit

PE is on Monday afternoons. Your child will be asked to bring in their PE kit every half term and leave it in school unless requested to take it home, this is to avoid a forgotten kit.

PPA

I am out of class for the equivalent of two afternoons per week, this session will be covered by a member of staff who will become familiar to the children.

General Information

Lining Up

Morning - Children line up at the bottom of the steps on the blue line outside of the EYFS building. Once the bell is rung we expect the children to be quiet, in single file and ready to walk into the classroom to begin their learning for the day.

End of the day – Children are dismissed from the Reception classroom, Mrs Rainey or another adult will call the children's names once we see the person collecting them. If a different adult is collecting your child, please do let a member of the Reception team know or ring the office in advance.

Communication

I will be on the playground before and after school if you need to give me any quick messages regarding your child. If you need more time to discuss a query or issue, please do make an appointment to see me with the school office.

In addition, we will send home a half termly class newsletter, a weekly parent newsletter and there is lots of additional information on the school website.

Communication can also sometimes be via text so please make sure you inform the school office if you change your contact details.



Attendance

- At Rockliffe Manor we monitor every child's attendance and punctuality very closely to ensure the children maximise every learning opportunity.
- Please ensure your child is on the playground in time for the morning bell at 8:50am (gates open at 8:40am)
- If your child is ill and unable to come to school, please phone the school office in the morning to inform them.

TRAFFIC LIGHT MONITORING SYSTEM



The 'traffic light system' can be used to track, monitor and plan actions to improve a pupil's attendance. The example provided suggests different actions that schools can take at different levels of attendance.

Examples of a monitoring and planning system for improving school attendance

96-100%

Attendance Levels are good to excellent

Positive encouragement / incentives/rewards required to maintain high levels of attendance.

93-95.9%

Attendance Levels are beginning to cause concern

Analyse data and provide reports to regularly monitor attendance/reasons for absence, patterns etc.

Letter from school warning parents of concern and advise that future absences not to be authorised unless medical evidence is provided.

90-92.9%

Attendance levels causing more significant concern

Parents invited to a meeting/attendance panel at school and Attendance Action Plan/contract agreed.

A date for plan/contract to be reviewed agreed at the meeting (three to four weeks), individual attendance target set.

Below 90%* 85%**

Attendance decreased to an unacceptable level – below persistent absences rate – despite interventions by school staff

*Below 90% - refer to Family Support Services when complex issues identified

**Below 85% - Refer to ACE for prosecution

Uniform Expectations

Children at Rockliffe Manor are very proud of their uniform and it is something that gives our children a sense of belonging.

Please make sure your children come to school in the correct uniform:

- All shoes need to be plain black.
- Jumpers can have the Rockliffe Manor logo on however this is not essential.
- Long hair should be tied back with a plain hair band. No bows please.
- PE kits consist of: navy tracksuit bottoms / shorts, a white t-shirt and black trainers

Uniform can be purchased from JK Clothing. We also have lots of preloved uniform available for free, please speak to the office to browse the clothes available.

Reception Reading

Every child will receive a reading record for recording their reading at home. Children should read for **10 minutes independently or with an adult daily** and note down the date, book read and the amount of pages.

There is also space to write a small comment. Comments can include;

- Something they enjoyed about the story
- Any new words they have seen/learnt
- Any questions they may have
- Make a prediction

Reading Records will be collected **every Friday** by the class teacher and checked by an adult in the classroom. The expectation is that the children or adult should be writing **at least 3 entries** per week. The reading records will be monitored to ensure reading is consistent and if there are any concerns, parents will be contacted.

Children can either read books from home, or borrow books from our class book corner, this should be changed every week unless reading a longer book.

Book title and page number	Comments
Llama Drama	I read 37 pages.
Llama Drama	I enjoyed the book.
Llama Drama	My favourite part was when Lewie saved the sheep.
Llama Drama	I predict that Lewie will be the hero.
Llama Drama	I have finished this book and I really enjoyed it.



Inspire
Partnership

Little Wandle Phonics



Supporting your child with reading

Although your child will be taught to read at school, you can have a huge impact on their reading journey by continuing their practice at home.

There are two types of reading book that your child may bring home:

A reading practice book. This will be at the correct phonic stage for your child. They should be able to read this fluently and independently.

A sharing book. Your child will not be able to read this on their own. This book is for you both to read and enjoy together.

Little Wandle Phonics



Reading practice book

This book has been carefully matched to your child's current reading level. If your child is reading it with little help, please don't worry that it's too easy – your child needs to develop fluency and confidence in reading.

Listen to them read the book. Remember to give them lots of praise – celebrate their success! If they can't read a word, read it to them. After they have finished, talk about the book together.

Sharing book

In order to encourage your child to become a lifelong reader, it is important that they learn to read for pleasure. The sharing book is a book they have chosen for you to enjoy together.

Please remember that you shouldn't expect your child to read this alone. Read it to or with them. Discuss the pictures, enjoy the story, predict what might happen next, use different voices for the characters, explore the facts in a non-fiction book. The main thing is that you have fun!



Inspire
Partnership

Behaviour at Rockliffe Manor

Celebrating Achievements

At Rockliffe Manor we celebrate achievements in various ways. These include – postcards home, positive phone calls home, positive comments at home time and achievement certificate which are presented on a Friday

Consequences

Verbal reminder

Warnings (first and second warning)

Reflection time in class

Reflection time in partner class

Reflection time with Learning Mentor / SLT

Reflection time with Miss Nelson/ Mrs Cook

Speak to parents/ invite parents in / frequent or weekly meetings if required



Restorative Justice

We take a restorative justice approach when incidents do occur so that any children involved have an opportunity to talk through and reflect on what choices they have made.

Primary school is a key time for learning social boundaries. When conflict happens, we focus on helping children understand how their choices affected others and how to repair the situation.

Restorative practice doesn't mean 'no rules' or 'no consequences'; it means high standards accompanied by high support. It helps children leave our school with empathy, conflict-resolution skills, and strong self-awareness.

This approach is used alongside our behaviour policy and does not replace it.

RESTORATIVE PRACTICE QUESTIONS

1. What happened?
2. What were you thinking about at the time?
3. What have you thought about since?
4. Who has been affected by these actions and how?
5. What do you think needs to happen to make things right?

Global Curriculum

Our curriculum is underpinned by global citizenship and each half term pupils will undertake a learning project linked to one of the six global themes. Alongside this, we will focus on one of the United Nations Sustainable Development Goals to deepen our learning.



Areas of Learning

What Will My Child Be Learning?

The EYFS framework outlines seven areas of learning and development and educational programmes. There are three prime areas of learning, which are particularly important for your child's development and future learning:

communication and language

personal, social and emotional development

physical development

There are four specific areas of learning, through which the prime areas are strengthened and applied:

literacy

mathematics

understanding the world

expressive arts and design

How Will My Child Be Learning?

The framework identifies the essential role of play in your child's development. It is through both child-led play and play guided by an adult that your child will develop confidence and relationships with others. Through play, EYFS practitioners will help your child to extend their vocabulary and develop their communication skills.

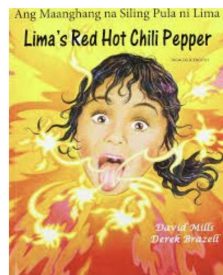
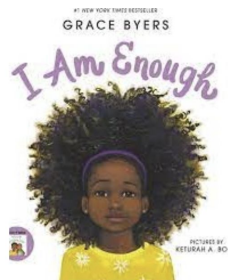
Our Curriculum

Autumn Term

Core Texts:

I Am Enough

Lima's Red Hot Chili Pepper

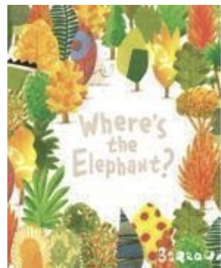


Spring Term

Core Texts:

Where's The Elephant

Omar, the Bees and Me

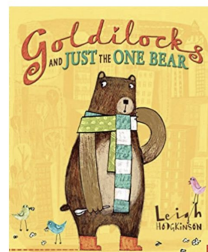


Summer Term

Core Texts:

Goldilocks and Just the One Bear

The True Story of the Three Little Pigs



Autumn 1 Learning

Below you will see a variety of the learning taking place this half term. You will also be able to view this on our class newsletter which will be on our website.

Literacy - The children will explore the new core book 'I am enough'. This book teaches children that everyone is unique, everyone makes mistakes, and everyone deserves respect. It also tells us to be proud of who we are and what we are capable of.

Maths - The children will be mastering numbers through different lessons, focusing on subitising, counting, composition of numbers and comparing numbers.

Phonics - In phonics lessons this term they will be learning phase 2 sounds. The children will be linking sounds to letters, naming and sounding out the letters of the alphabet. They will learn phase 2 phonemes. They will segment the words into phonemes and blend them to read the word like d-o-g or c-a-t.

How to help your child at home

- Talk to your child about their learning at home to help develop their speaking and listening skills and keep their learning fresh in their mind.
- Go to the local library and read books on their interests and topics that they are learning about at school.
- Research together using books and the internet to find other interesting facts about their topic.
- Encourage your child to read daily at home and complete homework to reinforce the learning that takes place at school.

Parental Engagement

We believe that a strong partnership between Rockliffe Manor and our families is critical to the success of our children. We are committed to providing opportunities for you to engage with our school community, and we encourage you to take advantage of them.

At Rockliffe Manor we offer a variety of parental engagement opportunities for you to come into school and engage with your child's learning. This can be through stay and learn session where we will be explore a different subject each term.

We also hold parent workshops on a range of topics as well as offer half termly Reading open mornings.

Reading morning for this half term is Wednesday 7th October



Website and Twitter

Please do visit our school website for information about school policies, news and events, parent newsletters, curriculum information, after school clubs and much more.

www.rockliffemanor.co.uk

Please follow our school Twitter feed to get daily updates and photographs of learning taking place in classrooms, around the school and on school trips.

@RockliffeManor



AT ROCKLIFFE MANOR, WE BELIEVE THAT PRIMARY EDUCATION IS THE KEY TO SUCCESS.

Thank you all for coming.

Any questions, feel free to stay behind.