

If you have any questions, no matter how small, please do not hesitate to contact us:

Saskia Todd

stodd@shap.cumbria.sch.uk

Suzanne Hutchinson:

shutchinson@shap.cumbria.sch.uk

Katie Chappell:

head@shap.cumbria.sch.uk

Julie Hunter

admin@shap.cumbria.sch.uk

Parent Information Booklet



A Safe Branch from which to Soar!



2025-2026

Staffing

Class Teacher: Saskia Todd

Nursery Leader: Suzanne Hutchinson



Katie Chappell will also teach the children on Thursday afternoons, during Saskia's planning time



Emma Daley will also take the children for Outdoor Education on Friday afternoons



Reception

- ✓ Named coat & water bottle
- ✓ Wellies (optional)
- ✓ Polo shirt (white/burgundy) & burgundy jumper
- ✓ Book bag & reading book
- ✓ PE kit in rucksack
- ✓ Packed lunch or *Arbor* meal
- ✓ Sun cream (warm weather)
- ✓ Spare clothes
- ✓ Smile!



Check Lists

Nursery

- ✓ Named coat & water bottle
- ✓ Optional wellies, polo shirt & jumper
- ✓ Packed lunch / *Arbor* dinner ordered
- ✓ Book bag (for older nursery)
- ✓ 'easy to wear' clothes
- ✓ Sun cream (warm weather)
- ✓ Spare clothes
- ✓ Smile!



Session Times

Reception

Full-time: 8:45am – 3:15pm

Nursery

Morning: 8:45am – 11:45am

(with optional lunch until 1:00pm at extra cost)

Afternoon: 12:15pm – 3:15pm

(lunch should be eaten before arrival)

Full-day options available – please book in advance.

Eligible children may access up to 30 hours free childcare. Apply at www.childcarechoices.gov.uk.

Speak to Julie in the
office for help with
bookings or
applications



Drop-Off and Pick-Up

Drop-off options

Yard from 8:30am (if settled)
EYFS entrance from 8:45am

Communication Time

Staff are available for a chat from 8:30am or
after school at pick-up



Medicines and Health

Medicines

Only 4+ times/day doses will be administered at
school (with consent form)

Asthma

Children must have their own inhaler and spacer.
Asthma Form required – available from the school
office



Toileting

Begin toilet training before starting nursery if possible

We support your routines and provide standing-change facilities

If in nappies, please supply:

Nappies

Wipes

Nappy bags



Wraparound Care

Early Drop-Off Club

From 8:00am (£3)

After School Club

3:15–4:30pm (£4)

3:15–5:30pm (£8)

Book and pay via *Arbor*

Details on our website

<https://www.shap.cumbria.sch.uk/under:>

Parents > Wraparound Care.

Activity Programme 2nd Half Summer Term 2025		
DAY	3:30 – 4:30	4:30 – 5:30
Monday	Junk Modelling Creative chaos using recyclable materials.	Chill and Relax! Colouring, read, do your homework or play outside!
Tuesday	Story Club Get cozy and read some of our favourite books with a crafty activity to finish.	Chill and Relax! Colouring, read, do your homework or play outside!
Wednesday	Football with Lucy Potter Learn some new football skills with our brilliant sports coach Lucy Potter!	Chill and Relax! Colouring, read, do your homework or play outside!
Thursday	Bikes and Scooters Bring your own or KS2 can use school's!	Chill and Relax! Colouring, read, do your homework or play outside!
Friday	Free Choice Friday Ending the week with a relaxed and chilled out Free Choice Friday.	Chill and Relax! Colouring, read, do your homework, use the construction or play outside!

Attendance

While school attendance is not compulsory until a child reaches the age of five, we strongly encourage children to attend regularly from the start of their time in school. Consistent attendance helps children build routines, develop friendships, and ensures continuity in their learning and development. Even at a young age, each day provides valuable opportunities for social interaction, language development, and early learning experiences. Regular attendance therefore supports children in settling well and making the most of their early years at school.



Uniform

Available from <https://samscotts.co.uk/collections/shap-primary>
or our Sharing Shed

Reception

Uniform: Burgundy jumper, white or burgundy polo shirt
PE Kit: Shorts, t-shirt, socks, trainers. Large rucksack preferred.
Outdoor PE gear: tracksuit bottoms and school hoodie.
Book bag: Daily

Nursery

Uniform (optional): Purple jumper, yellow/purple polo shirt
Practical wear: Leggings/tracksuit bottoms and trainers recommended
PE: No kit needed – dress suitably for movement
Book bag: For older nursery children starting Reception next year

For All Children

Extra clothes (pants, socks, top, bottom) for accidents
Coat suitable for the weather
Hats & gloves: Optional – some available in school
All items must be clearly NAMED
No scarves for safety reasons



Celebrations and Recognition

Star of the Day: Receives Special Bag to bring something to share

Celebration Worship: Fridays – Parents welcome
Send in awards or achievements from outside school

Buddies

Year 6 children are paired with Catbells children for reading, games, walks, and craft activities



Curriculum Overview

EYFS Framework

Covers 7 areas of learning

Prime Areas

Communication & Language

Personal, Social & Emotional

Development

Physical Development

Specific Areas

Literacy

Mathematics

Understanding the World

Expressive Arts & Design



Continuous Provision and Outdoor Provision

Daily indoor areas include:

sand, water, role play, computers, maths, literacy,
reading, playdough, Godly Play,
and more

Outdoor learning every day – waterproof suits
provided

Please send named wellies
or leave a pair in school



Lunchtimes and Snacks

Reception

Free school meals available – order via *Arbor*
Supervised by Tracey, Catherine and Kristy

Nursery

May bring packed lunch or pay for school lunch
(£2.70/day)

Snacks & Water

Daily free fruit and milk (dairy or oat)
Bring a named water bottle
(WATER ONLY, per health guidelines)



Learning Stories

Regular digital updates via TEAMS

Parents encouraged to share home achievements and photos via TEAMS

Printed copy shared at the end of the year



Home Learning and Communication

Microsoft Teams

Used for homework, messages, and learning story updates.
Each child has a TEAMS account.

Contacts

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Login help: Contact Julie in the office



Phonics, Reading and Maths

Phonics & Handwriting Reception

Daily phonics using the ELS scheme
(not alphabetical order)

Nursery

Focus on listening skills
through games and rhymes

Phonics Parent Meeting held in the
Autumn Term



Phonics, Reading and Maths

Reading Reception

Bring book bag daily.

Books checked: Mon, Wed, Fri.

Read at least 3x per week
= raffle ticket reward

Nursery

Book bags issued in September. Weekly book
from class library

Maths

Based on the White Rose Scheme.

Also 'Learn Its' Challenges
– shared on TEAMS weekly

