

Welcome to The Milford Academy Foundation Stage



The Milford Academy
Dungannon Road
Clifton
Nottingham. NG11 9BT

www.milfordacademy.org.uk

Headteacher: Mr R. Perkins

Tel: (0115) 9152951

Welcome to The Milford Academy.

Meet the current Reception team



Mrs Smith
Class Teacher
Bears Class



Mrs. Litchfield
Class Teacher
Cubs Class



Mrs. Barton
Teaching Assistant
Cubs Class



Miss Madden
Teaching Assistant
Bears Class

Headteacher:

Mr Perkins

Deputy head:

Mr Turner

Assistant Head:

Mrs Walker-Jones

Deputy Headteacher:

Mr Turner

EYFS Manager:

Mrs Simons

SENCO

Mrs J. Wallace

Achievement Manager:

Mrs Butler

Reception Classes



We have 2 classes in Reception, the Bears Class, and the Cubs Class. We work very closely and spend lots of time across both classrooms.

We also have a spacious conservatory, which is where we do a lot of our creative learning and a lovely garden area for our outdoor learning.



In Reception the children take part in lots of fun activities to support their learning. They learn new knowledge and skills whilst developing confidence and independence.



School Uniform

Children should wear school uniform each day. Our school uniform consists of grey trousers/skirt, white polo shirt and a navy blue sweatshirt/cardigan. Children can wear plain uniform available from High Street shops. Alternatively, you can buy The Milford Academy uniform online:

[The Milford Academy – Buy online at Just-Schoolwear.co.uk](http://just-schoolwear.co.uk)



P.E. Kit - Summer term in Reception

White T-shirt

Black or navy blue shorts

Plimsolls

In the Autumn and Spring, children take their shoes and socks off during our PE sessions so kits are not needed.

PLEASE ensure that all uniform is clearly labelled with your child's name and this is checked regularly as labels do rub / fall off.

Book Bags

Children should have a bookbag or suitable bag that can fit in their tray and fit a story book inside.

Spare Clothes

You can leave a bag with spare clothes on your child's peg throughout the week if you feel they may need them.



School Dinners and Food in School

Food prepared by The Milford Academy catering team is contracted to Relish School Food and the menu meets the new food-based standards for school lunches.

The menus follow a 3 week cycle and change every term. Sample menus can be found on the school website.

Provision is made in consultation with Relish for children with individual needs or allergies. It is important that you let us know if your child has any intolerances or allergies, or if your child follows a diet following religious beliefs or cultural practices. Vegetarian options are offered every day and vegan options can be considered too.

Under the Government initiative of Universal Infant Free School Meals, all children in Reception, Year 1 and Year 2 at The Milford Academy have a school dinner and there is no allowance for bringing food from home.

Reception children have their lunch from 11.30am in the school hall then have a break time in the reception or nursery garden before starting the afternoon session at 12.45pm. If you choose for your child not to have a hot dinner from school, they will need to go home for lunch, be collected from the school office at 11.30am and returned to the office at 12.45pm.

The Milford Academy participate in the Free Fruit and Vegetable Scheme for Schools so the children all have a daily piece of fruit or vegetable according to the season. They are also provided with a snack during the day, either a cracker biscuit or bread-based snack.

The children are given a drink of milk every day, provided by the Academy. They are provided with water throughout the day and if you want to send them with a named water bottle from home, please ensure it has plain water in it.

Attendance and Punctuality

You will receive a copy of the Attendance Policy with this booklet. Please read it carefully and contact Mrs Butler if there is anything you do not understand.

The main points are:

- It becomes a legal requirement for children to attend school during the Reception year, depending on the child's age.
- The Milford Academy Attendance Policy applies to children in F2, even if they are below legal school age.
- The expectation at Milford is that children attend at least 97% of the year and arrive on time.
- Attendance is monitored daily and parents are expected to phone the school on the first day of absence, giving reasons for absence in writing on the child's return to school.
- All parents will be contacted on the first day of absence if there is no notification from home.
- Since September 2013, Headteachers no longer have the right to authorise holidays during term time. You will find more information regarding exceptional circumstances and penalties for unauthorised absence in the Attendance Policy.
- The hall/corridor doors are open from 8.45am to 9.00am.
- Any children arriving at school when the doors have been closed at 9am are late and will have to sign in at the school office.



Clubs

(For children age 5 and above)

Breakfast Club starting from 8.00am and MOOSE Club finishing at 5.45pm are available. If you would like to apply for a place before and/or after school please contact us by replying to this email, or by contacting the school office on admin@milford.nottingham.sch.uk

Cashless School

The logo for Schoolgateway, featuring the word "Schoolgateway" in white text on a teal rectangular background.

Please be advised that our school is running a cashless system for all payments. All parents and carers must pay for their children's dinners, school milk, various school trips (depending the amount), breakfast club bookings, afterschool club bookings etc. by on line transactions using the School Gateway website.

Therefore, can you please follow the procedures below so that you can access the School Gateway for any payments into our Academy: -

- Ensure that you complete your first point of contact for your child (mobile telephone number and email address on the admission application for your child).
- Then download the free app: If you have a smart phone please go to your app store (Android and iPhone) and search for "School Gateway" and download the app. The app shows the same information as the website PLUS you can send app messages to school for FREE - this will also save the school money when we send you text messages.
- OR visit the website www.schoolgateway.com and click on "New User". You will then receive a text message with PIN number. Use this PIN to login to School Gateway.

If you have any queries regarding this system, please do not hesitate to contact a member of the office staff. Phone 0115 9152951 or email admin@milford.nottingham.sch.uk

We hope that this booklet has given you some useful information that will help you and your child over the next few months.

If you have any queries please do not hesitate to contact us at admin@milford.nottingham.sch.uk or phone us on 01159152951 and we will do our best to help.



Aim high, achieve!