

St. Michael's School



**WELCOME TO
FORM 1 & FORM 2**

September 2009

Welcome to Form 1 and Form 2 which, along with Nursery and Reception, form the Pre-Prep at St. Michael's School. This leaflet will outline some of the changes for your child as they move into Form 1 or 2 and a brief outline of their curriculum.

Staff

Mr. David Webb is the Head of Pre-Prep and he oversees the Pre-Prep department. There are two classes in Form 1, 1C and 1W and two classes in Form 2, 2P and 2W. Miss Nichola Carr and Mrs Kate Willis are the Form 1 teachers with Nursery Nurse Mrs Alexandra Smith. Miss Joanne Peace and Mr. David Webb are the Form 2 teachers with Nursery Nurse Mrs Jeanette Toms. Miss Peace, however, will be on Maternity leave until March. In her absence the children will be taught by Mrs Rachel King and Mrs Rebecca Brown supported, as usual, by Mrs Jeanette Toms.

If you have any concerns about your child in Form 1 or 2 please speak to the class teacher or Nursery Nurse. It is often possible to see them very briefly at the end of the day but do make an appointment to be sure that they are available if you need more than a few minutes.

Home/School Link Book

All the children in Form 1 and 2 have a small book called a Home/School Link Book. This is a way of communicating between home and school and it should be sent to and from home each day in the reading bag.

The School Day

Children in Form 1 and 2 enter by the main gate at the end of Chapel, which opens at 8.15am and parents must wait with their child until the gate is opened. Children should have arrived by 8.30am.

The school day for Form 1 and 2 ends at 3.30pm and collection is from the Chapel playground, entry through the main gate. It is important that you let the school know if there are any changes to your collection arrangements.

The routine in Form 1 is different from Reception. The school day is slightly longer and there is greater expectation of growing independence and organisation of self and personal belongings. The curriculum is more subject specific and there is a balance of oral, written and practical activities. There are still opportunities to play, but less so than in Reception.

Chapel

The Pre-Prep children, with the exception of Nursery, have assembly every day and on Friday mornings the classes take it in turns to lead assembly in the Chapel. Parents are welcome to attend Chapel at 8.45 a.m. on Fridays and coffee is served afterwards in the Refectory.

Breaktime and Lunch

The children need to bring a snack and a drink for morning break, preferably in a bag, separate from their lunch. Please make sure that this is clearly named. Please avoid chocolate, blackcurrant juice or fizzy drinks – cut up or dried fruit is ideal.

Children also need to bring a packed lunch. Please make sure that children can manage anything that they bring and that any fruit that needs cutting up is already cut up. Any uneaten food will be sent home so that you can see what your child has actually eaten. Please remember to provide another drink for lunchtime. There is a water fountain in the playground but your child may bring in a clear, plastic, named bottle of water to drink from during the day if they wish.

Uniform and Equipment

A complete list of uniform and equipment is available from the office or the website.

Please make sure that everything is clearly named. Children in Form 1 still use the tie on elastic whereas in Form 2 they have a proper tie. Boys in Form 1 and 2 need a royal blue jogging suit as well as their tee shirt and shorts. The jogging suit for Form 1 is not needed until the Summer Term, unless your child participates in Pre-Prep Sports. The girls, in addition to the royal blue jogging suit, also need a royal blue leotard. From Form 1 children need to use the new style P.E. bag.

Form 1 and 2 need a set of colouring pencils to be kept at school and simple writing equipment as detailed on the list. They do not have a school rucksack until Form 3.

Homework

Children in Form 1 and 2 should be reading daily and they will also have weekly spellings to learn and sometimes tables and number bonds. Occasionally children may bring home some work to finish off. They will often be given some activities to do during the longer holidays.

Rewards and Sanctions

All of the children are in a school “House”; either St. Cedd’s (green), St. Edmund’s (yellow), St.

Helena's (red) or St. Hilda's (blue). From

From Form 1 they are awarded housepoints for work, or for things like general helpfulness, tidiness and teamwork. The housepoints go towards a house cup which is presented each week in assembly. The staff lay down clear boundaries regarding expectations of behaviour and they will discuss any concerns regarding behaviour with parents so that everyone can work together to promote good behaviour. In cases of extreme poor behaviour children may be referred to the Head of Pre-Prep.

Expectations

By the end of Form 1 or Form 2 at St. Michael's it is anticipated that most children will have achieved the following expectations in terms of independence, personal organisation and self-discipline:

By the end of Form 1 Independence

- To select appropriate resources for class work and to return them to the correct place
- To be responsible for packing their own book bag
- To ensure that they are smartly presented

Personal Organisation

- On arrival in the classroom to be able to organise themselves, following the daily routine
- To remember when extra-curricular activities take place and to organise themselves to attend
- To take responsibility for their own PE kit

Self-discipline

- To complete set tasks within a given time
- To develop the ability to sit and listen for longer periods of time
- To develop increased consideration for others

By the end of Form 2

Independence

- To be able to pack their own school bag the night before, ready for the next day
- To have a growing awareness of time and the ability to tell time accurately
- To be able to tie a tie, fasten shoelaces and top buttons

Personal Organisation

- To keep their personal possessions tidy
- To take pride in their personal appearance

Self-discipline

- To sustain concentration for longer periods of up to about 45 minutes
- To be able to share and take turns sensibly with equipment
- To have increased consideration for others including manners and voice level
- To try to visit the toilet at appropriate times
- To move around the school in an orderly way, with supervision

Extra-curricular Activities

There are a number of extra-curricular activities available for children in Form 1 and 2. Currently these are: Ballet, Board Games, Pre-Prep Handicraft, Pre-Prep Sports and Speech and Drama. Form 2 also have the opportunity to join Junior Choir, Gardening Club, Spanish and German. It is possible to begin to learn the piano from Form 1 and violin and cello from Form 2 as a group lesson. Please address any queries regarding music tuition to Miss Tucker and extra-curricular activities to Mrs. Howers.

Early Morning Care

Early Morning Care is available from 7.45am – 8.15am each morning held in the library. Parents need to bring children to the front door and wait until it is opened before leaving their child. There is a daily charge for Early Morning Care which will be added to your account at the end of each term.

After School Care

Children may be looked after at school until 4.45pm in After School Care, with a drink and biscuit served at 3.30pm. Children should be collected by 4.45pm from the Chapel playground, entry through the main gate. There is a daily charge for After School Care which will be added to your account at the end of each term. Please advise your child's teacher or the office if your child will be staying for After School Care.

Assessment

Throughout a child's time in school, informal assessment takes place on a daily basis. As they begin to go up through the years, more formal assessment is also introduced, which may start by taking the form of weekly spelling or number tests. Assessments

give an indication of how the children are performing at a particular time in a particular subject area. They can also show how children are performing compared to their peers and the progress they are making. In Form 2 the children currently take formal tests in the Lent term, in reading and maths. The raw scores of these tests are reported to parents on the end of term report. They also take part in end of Key Stage 1 teacher assessments known as SATs. These give the children a level in speaking and listening, reading, writing, maths and science.

Curriculum

Form 1 follow Key Stage 1 of the National Curriculum as their core curriculum, with the addition of French.

In English, pupils cover many aspects of English including: speaking and listening, reading, comprehension, writing, spelling, language, literature and use of the Library. From Form 2 the children also have a weekly Speaking and Listening lesson with Mrs Thomas.

Reading is a key part of learning and the core scheme used in school is the Oxford Reading Tree. The scheme enables children to develop their reading skills at a steady pace and there is

breadth to the scheme to allow reinforcement at different levels and to experience different types of text. It is important that children do not rush through each stage as their comprehension needs to keep pace with the mechanical process of reading. Please support this by reading regularly with your child at home and by being advised by the class teacher of the appropriate level for each individual. From Form 2 children may start to borrow books from the school library. Additional support can also be given by visiting your local library. Each child has a reading diary to record what they have read and for comments about the progress they are making.

In maths, pupils cover aspects that include: using and applying mathematics, number, shape, space and measurement. There is an increasing emphasis on mental maths.

In science, there is an emphasis on experimental and investigative work where pupils are encouraged to make systematic enquiries and to communicate their findings in a variety of ways. In Form 1 specific topics will include ourselves, sound, growth, light and dark, materials and push/pull. In Form 2 themes will include life processes, materials and their properties and physical processes, including electricity.

In ICT, pupils make regular use of the Technology room and they learn to use the equipment with increasing confidence and ability and for greater purpose.

In history, pupils in Form 1 will cover topics about toys, houses and holidays. In Form 2 they will cover topics about the history of everyday objects, sources – focusing on the Victorians and the contribution of famous people to our daily lives.

In geography, pupils in Form 1 will cover topics about the adventures of Barnaby Bear, the school grounds and Katie Morag & the Isle of Struay. In Form 2 they will cover topics about maps and plans, Old Leigh, understanding their address and weather recording.

In RE, pupils in Form 1 look at aspects of Judaism, Christian symbols, giving, stories from the Bible and Christmas. Themes for Form 2 include rules for living, places of worship and learning through parables.

In art, the children investigate a broad range of media and techniques. They look at the work of some classical and contemporary artists. In design and technology they have the opportunity to develop further skills, particularly in 3D ac-

tivities. They also begin to learn about the design process and the need for evaluation.

Form 1 and 2 receive specialist teaching for French, music and PE from Monsieur Domech, Miss Tucker and Mrs Bourne respectively. In French almost all of the work is interactive oral work. Activities in music include listening, performing and composing. Form 2 begin to learn how to play the Descant Recorder, which is purchased through school. In PE the children cover activities related to games and gym.

All pupils also have time with their class teacher which may be Form Time or Personal, Social and Health Education (PSHE). This gives the children the opportunity to explore issues regarding behaviour, friendship, change and develop confidence and self-esteem.

Shortly before the end of Form 2, parents are invited to attend a meeting with Form 3 staff in preparation for the children moving up into the Prep Department.

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