

A black spiral-bound notebook is shown from a top-down perspective, lying flat on a dark brown wooden surface. The notebook's cover is a solid black. On the left side, a silver-colored metal spiral binding is visible. In the center of the cover, there is a teal-colored banner with a slightly textured, paper-like appearance. The banner has a small piece of yellow and white patterned tape at its top center. On the banner, the text "All your paperwork Explained...we hope" is written in a white, casual, handwritten-style font. To the right of the banner, a piece of light brown and tan twisted rope is tied into a bow, with the ends of the rope hanging down. The wooden surface has a prominent grain pattern.

All your
paperwork
Explained...we hope

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Here goes!



If you haven't already had your pack delivered then you may want to wait until you have it to go through this e-book. As this will explain the essential paperwork. There is quite a lot of paperwork to complete but we will go through it with you.

Legally we should have the paperwork in place before you child starts in september. Mrs Markham-Lee would be really grateful if you could have your paperwork completed and returned to the school office by 7th July.

This will allow her time to add the children onto the system in advance.



1. Admissions Form

contains the
emergency contact
details in case of
accidents

We must have at least 2 emergency contact details for your child

Please keep mobile numbers up to date

Medical

information

If your child has
any on-going
medical needs

who will collect
your child

We will only let
your child go with
people on this list
unless you tell us
otherwise
Please update if
needed

collection security

password

If you could decide on a secure word, which we will ask adults collecting your child to tell us if we don't recognise them
Don't forget to tell them it before they collect!

[illegible]

West Bedlington Early Years Partnership

Consent Form

— Early Years Partnership

[illegible][illegible]

- Us to use your child's photographs in various places, such the website, on displays etc.
- Us to take your child out into the local area
- Us to change your child if they have a toileting accident
- Us to apply sunscreen in the summer

Without your consent we will be unable to do this.

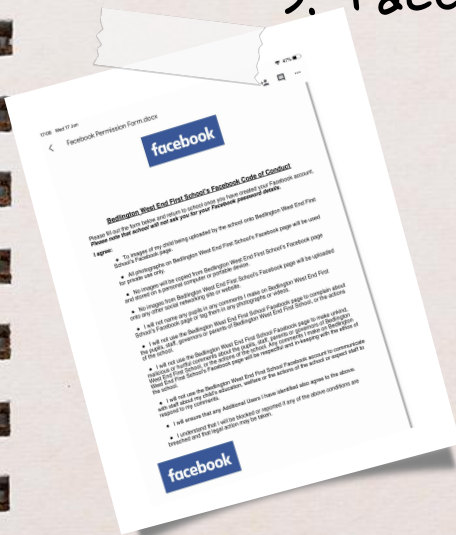
3. Facebook Agreement And code of conduct

consent

Let us know whether you agree to your child's photograph being posted on Facebook or not. We will not post your child if you do not consent.

code of conduct

Information about what you may and may not do with any facebook posts.



4. How to follow us on Facebook

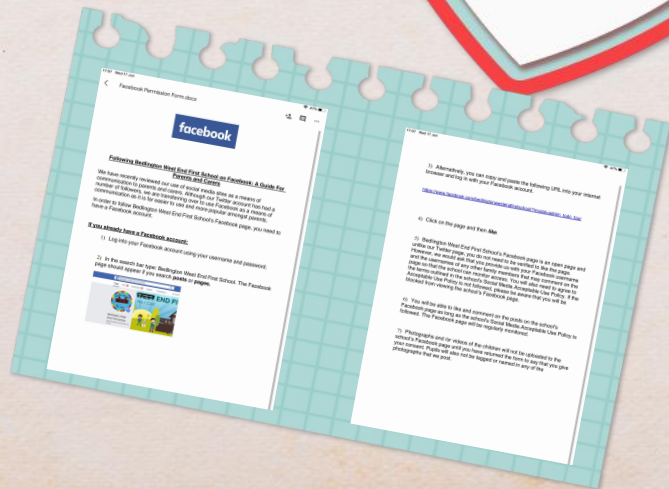


Love

what do we post?

Photographs and information about:-

Special events
Celebrations of learning
Parent Information e.g. keeping
your child safe online
Learning activities for children
Reminders
Links to useful sites



5. Tapestry Information

Information

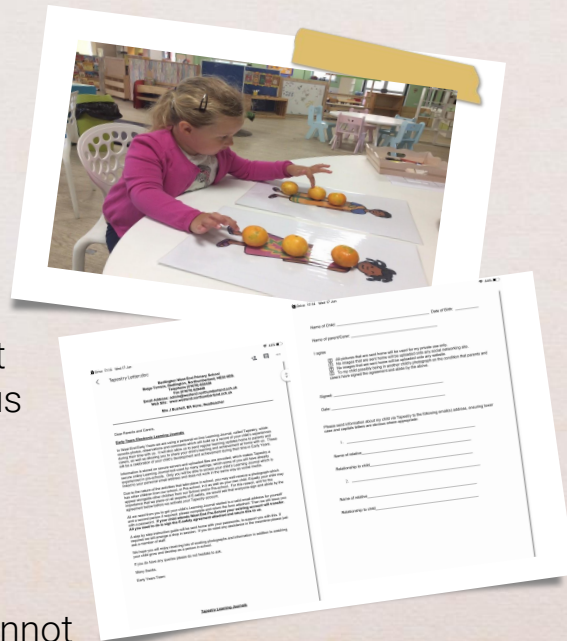
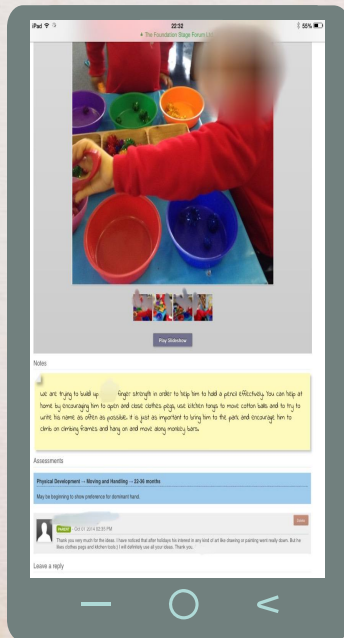
We have added one person but if you would like a second adding please let us know

Agreement

Please sign the agreement for use and return this to us for our records

updates

Please let us know if you cannot access it or you change email address



6. Tapestry observations

Observations may be:-

Short - a photograph with a few lines and an assessment (As and When)

Focus observations - long narratives with a photograph and linked assessments (Half-termly)



A note of caution

Please don't put important messages on Tapestry as staff may do this outside of school time and may not check it daily, so we may miss it.

What do we post on Tapestry?

Photographs, a written commentary and linked assessments.

- Individual
- small groups
- whole group



Usually the observation is a key moment when your child does something new in their learning. Please like, comment or even better tell us if your child is repeating this at home.

It may also be a celebration of learning or guidance for you. It's yours to download and keep at the end of Reception..

7. Pre-order Form For Lunch

17:08 Wed 17 Jan Lunch Ordering Letter.doc

**Northumberland
COUNTY COUNCIL**
Bealington West End Primary School
Ridge Terrace, Bealington, Northumberland, NE21 4QS
Telephone 01670 822028 Fax 01670 822028
Email Address: catering@northumberland.gov.uk
Web Site: www.northumberland.gov.uk
Mrs J Boothall, BA Hons, Headteacher

Dear Parents/Carers

Pre-Ordering School Meals

If you wish to order your child's school meals in advance from home, please complete the attached form and return it to school by the end of the day. When your account has been set up an email will be sent to you with your login details (User Name/Password).

Children in Reception are all entitled to Universal Free School Meals (UFSM), however children in Nursery must pay for their meals at £2.00 per day.

Any child who has not provided their school meal from home, will be able to receive in school with their class teacher. We would encourage parents of the Reception children to choose their meals from home and pay via the parent's pay sheet at home to make life easy.

Parents of Nursery children should all register for home ordering as the children will not all be with us during the morning to provide their lunch.

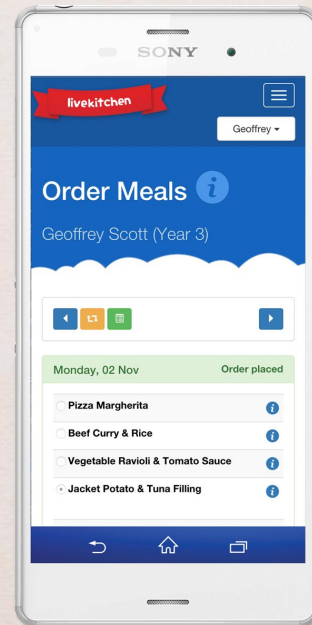
Kind regards
J Boothall
Headteacher

School Meal Pre-Ordering Registration Form

Child's Name:
Class:
Parent's First Name: Parent's Surname:
email address (please write clearly):



*Our lunch is cooked in the school kitchen.
Our provider is Dolce.
There is usually a choice of four meals
The menu changes termly
You can discuss these with your child and order them
online via School Grid
If your child is having lunch in the Nursery you need
to order online
NB There may be some changes due to the new build
due to take place on the site of the kitchen
If your child has any special dietary needs Mrs Dolby
our kitchen manager is always happy to discuss
these.*



online ordering

8. Data collection

The Department for Education requires that all schools record the following information for a child:-

1. Nationality
2. First language
3. Country of birth
4. Ethnic group

Drive 17:05 Wed 17 Jun

NORTHUMBERLAND
COUNTY COUNCIL

Bedlington West End Primary School
Ridge Terrace, Bedlington, Northumberland, NE22 6EB.
Telephone (01670) 822328
Fax (01670) 823448
Email Address: admin@westend.northumberland.sch.uk
Web Site: www.westend.northumberland.sch.uk
Mrs J Bushell, BA Hons, Headteacher

Dear Parent/Carer

DATA COLLECTION

The Department for Education requires that all schools record the nationality, ethnic background, first language and country of birth of all pupils. Please could you complete the details below and return the form to school.

Child's Name: _____ Class: _____

Nationality (as on passport/EEA Identity Card/official document) _____

Multiple Nationality (Dual Nationality if applicable) _____

Country of Birth (e.g. Scotland, France, Pakistan etc.) _____

First language is the language your child heard first as a baby. It will be a language they still have contact with at home or in the community, even if they usually speak English now.

Child's First Language _____

Any Other Language you use to Speak to your Child _____

Child's Ethnic Group (please tick one box)

White:		Asian or Asian British:	
White - British	{	Indian	{
White - Irish	{	Pakistani	{
Traveller of Irish Heritage	{	Bangladeshi	{
Any other White Background	{	Any other Asian Background	{
Cypriot/Roma	{		

- 2 -

Mixed/Dual Background:		Black or Black British:	
White and Black Caribbean	{	Black Caribbean	{
White and Black African	{	Black African	{

9. Early Years Pupil Premium Eligibility

Your child may be entitled to Early Years Pupil Premium if...

...you are in receipt
of certain benefits

We would like to ask that you complete the form whether you feel you are eligible or not in order to enable us to access funding.

...your child is adopted, has ever been looked after or has a special guardianship order.

to enable us to access funding.

10. What Happens To The Information

What happens to the information:-
The information will be used by Northumberland County Council to confirm receipt of the benefits. They will check benefit data from HMRC and DWP.

Drive 17:14 Wed 17 Jun - 3 -

HOW THE INFORMATION IN THIS FORM WILL BE USED

The information you provide in this form will be used by the local authority to confirm receipt of one of the listed welfare benefits. They will do this by checking out of work benefit data provided by HMRC and DWP. We would like you consent to make this check. Once this is confirmed, the local authority can decide how much money your child's nursery will receive. You are free to withdraw your consent so that your details are not used in the future. Whether you use this scheme or not, it will not affect any of the benefits you may be entitled to.

Children who have been adopted from care or are subject to a special guardianship order or a child arrangements order.

Eligibility will be based on your declaration that your child was formally a looked after child and on the evidence of their status e.g. a copy of the relevant order. The local authority will decide whether your child's nursery is eligible for extra funds through the early years pupil premium. **This form and a copy of the relevant order should be returned to your child's school.**

DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority purposes.

I agree to the local authority using this information to enable my child's school to claim the early years pupil premium for my child.

Signature of Parent: _____ Date: _____

Registering could result in extra funding for your child's school.

Registering could provide up to an extra £300 for your child's school to fund valuable support like extra training or resources to help raise the quality of your child's early education.

We are committed to ensuring that the personal and sensitive information that we hold about you is protected and kept safe and secure, and we have measures in place to prevent the loss, misuse or alteration of your personal information.

We will use the information you provide to assess entitlement to early years pupil premium.

Benefits for you

Free milk when your child is 5

Free music tuition

A free jumper or cardigan if
you are successful

Free school meals at Year 3

Benefits for us

Additional funding to support
the children's learning,
development and care.
(up to £302 per year)

11. Benefits of Pupil Premium Funding

12. Funded Places For 2,3 And 4 Year olds

Year olds
Your child may be entitled to
funded childcare places.

Government States that eligibility depends upon :-

- If you are working
- How much you earn
- Your child's circumstances
- Your nationality

NORTH KENTUCKY

NORTH KENTUCKY CHURCH

Pastor: [Name] | Phone: [Number] | Email: [Email]

1. Church Details

Church Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Website: _____

Denomination: _____

Services: _____

Ministry: _____

Officer/Representative: _____

Signature: _____

Date: _____

2. Additional Details

Reason for Request: _____

Notes: _____

Signature: _____

Date: _____

3. Meeting and Attendance

Meeting Date: _____

Meeting Time: _____

Meeting Location: _____

Meeting Agenda: _____

Meeting Notes: _____

Meeting Minutes: _____

Meeting Minutes: _____

Meeting Minutes: _____

Meeting Minutes: _____

Meeting Minutes: _____

[illegible][illegible]

Information For 30 Hours Funded Places

www.childcarechoices.gov.uk



You can find out more about funded places from
this website or you may want to contact
Mrs Markham-Lee on 822328 if you need any
help.



Hopefully
that was all
clearer than
mud!

uniform orders

If you haven't already ordered any new uniform you would like. The order needs to be done as soon as possible.

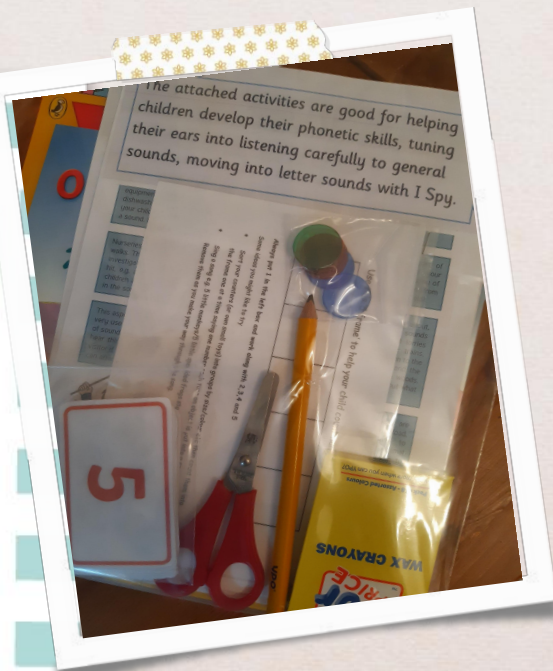
You can call Mrs Markham-Lee to place an order on 822328.



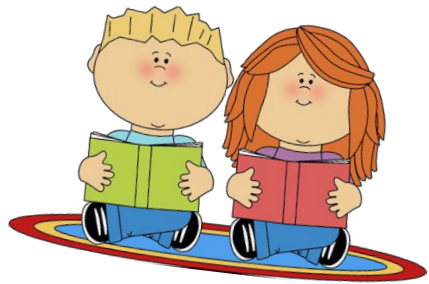
children's Packs

We didn't want to leave out the children so we are also giving them their own pack too!

There are tips and resources to support their development in the Prime areas.



A Little and often is
the best advice

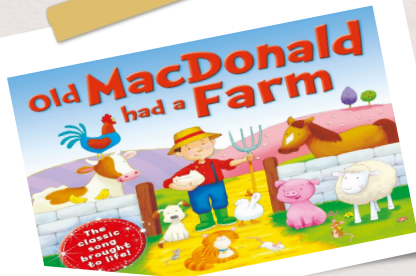


Activities

We don't intend
that you do
every activity,
rather it is a
resource to give
you ideas or to
dip into when
supporting your
child to develop
skills in a
particular area

The activities reflect the
development of the foundations
a child needs to base all future
learning on:-

- Speaking, listening &
understanding
- Having good hand control
- Self care skills
- Phonics skills
- Literacy & Numeracy



Speaking & listening

Activities to support language development

Phonics

Activities to support your child to develop listening skills and sound discrimination

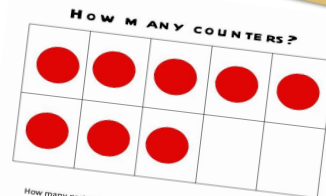
Motor control

Cutting and pencil control activities

Maths

Number activities, counting and recognising numbers

Activities



How many parts of the ten frame are covered?





Help!

*If you need any help at all with the paperwork you can contact
Mrs Markham-Lee on 822328 or email at
Admin@westend.northumberland.sch.uk*