

New Parents' Meeting

Thursday 18th June 2026





Welcome and Introductions

Staffing

Reception Staff

Mrs Sarah Lloyd
Class Teacher RSL



**Mrs Naomi Farmer and Mrs
Milli Devine**
Class Teachers RFD



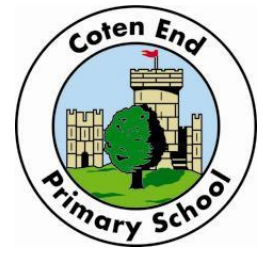
Miss Steph Murdy
Class Teacher RSM



**Mrs Sarah Davis (after
October half term)**



Staffing



Sarah Sheepy

Executive Head Teacher



Nick Williams

Head of School



Andy Johnston

Deputy Head- Behaviour and Assessment



Kerry Pope

Deputy Head – Inclusion & Safeguarding



Katie Reeves

SEND CO



Naomi Farmer

EYFS Phase Leader

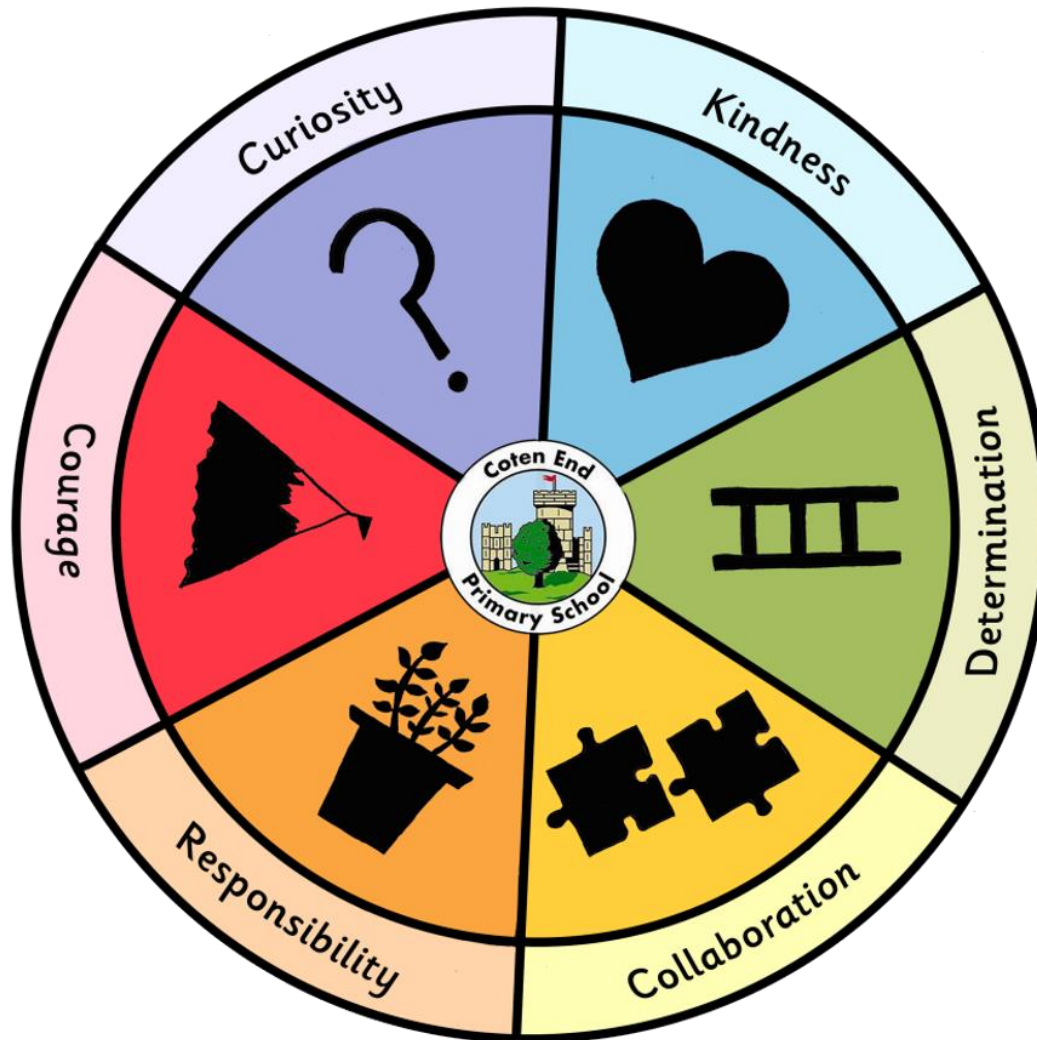


Nicky Pittaway

Family Support Worker



Our School Values



Our School Rules




Be safe




Be respectful

Safeguarding









Warwickshire
Safeguarding



Safeguarding and Child Protection

Coten End Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and parents to share this commitment.

If you have any concerns, worries or queries, please speak to one of our Designated Safeguarding Leads, or Mrs Sims, Safeguarding Governor.

			
Mrs Kerry Pope Deputy Headteacher and Lead DSL	Mrs Sarah Sobera Executive Headteacher	Mr Orlando Goala Deputy Headteacher	Mr Nick Williams Head of School
			
Mrs Liz Munday SANDS	Mrs Nicky Pittaway Parent Support Advisor	Mrs Debra Smith Headteachers' PA	Mrs Emma Sims Safeguarding Governor

If you do not wish to speak to the school staff for any reason, please feel free to contact:

Hannah Webber (Chair of Governors), webber.h@wilsam365.com
The Children and Families Front Door (concerns for a child) – 01926 414144
Local Authority Designated Officer – 01926745376
Child Line- 08001111

At Coten End Primary School, we are wholly committed to safeguarding and promoting the welfare of children, and we believe that keeping children safe is everyone's business. We recognise it is our moral and statutory responsibility to safeguard and promote the welfare of all children. We endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support and protection. School staff are particularly important as they are in a position to identify concerns early, provide help for children and prevent concerns from escalating.

- Recording and Reporting
- Safeguarding in the Curriculum – Taking Care Project
- Online Safety
- Support from outside agencies
- Parent Support Advisor
- Early Support/ Family Help / MACPT
- Information Sharing
- Training for staff
- Volunteers in school

Pupil Premium: Eligibility

Free School Meals (FSM) & Pupil Premium: What Parents Need to Know

Who Can Get Free School Meals?

- **Income-based eligibility** — Families receiving certain benefits (e.g., Universal Credit with household income below £7,400 after tax).
- **Support for asylum seekers** — Children supported under NASS or similar schemes.
- **Infant Free School Meals** — All children in Reception, Year 1, and Year 2 automatically receive free meals, regardless of income.

Why Apply Even If Your Child Gets Universal Infant Free Meals?

- **Pupil Premium funding** is only granted when families **apply and become eligible** for FSM.
 - This funding provides:
 - **Extra classroom support**
 - **Access to clubs, trips, and enrichment**
 - **Additional learning resources**
 - **Pastoral and wellbeing support**

How Pupil Premium Helps Your Child

- **Targeted academic support** — tutoring, small-group work, literacy and numeracy help.
- **Wider opportunities** — subsidised trips, music lessons, sports clubs.
- **Long-term impact** — improved progress, confidence, and engagement.

How to Apply

- **Warwickshire FSM Team** — Handles applications, eligibility questions, and Pupil Premium checks.
- **Phone: 01926 359189**
- **Email: freeschoolmeals@warwickshire.gov.uk**
- **Website: Search “Warwickshire Free School Meals” on the council site** for the online application form.
- These details are based on the latest information available from Warwickshire County Council’s public contact listings.

Pupil Premium: Eligibility

Looked After Children (LAC)

Children who are currently in the care of a local authority.

Previously Looked After Children (PLAC)

Children who have left local authority care through:

- Adoption
- A special guardianship order
- A child arrangements order

- **Service Children**
 - A lower level of Pupil Premium (called the **Service Pupil Premium**) is provided for children who have:
 - One or more parents serving in the armed forces
 - Been registered as a service child in any school census in the past 6 years
 - A parent who died in service and is in receipt of a pension under the Armed Forces Compensation Scheme or War Pensions Scheme



We are committed to working in partnership with families to achieve the best possible attendance for your child.



Attendance

- Set high expectations regarding your child's attendance at school
- Absence from school affects your child's progress both academically and socially
- Target of **no more than five days** absence per academic year
- Avoid absence from school where possible
- Contact the school office each day before 9.30am either by telephone, email or via the app
- DO NOT take family holidays during term time – risk of penalty notice > 5 days / sessions absence
- Avoid GP and dental appointments during school hours
- If your child is reluctant to come to school, share any concerns with the appropriate member of school staff to seek support at the earliest opportunity
- See the Attendance policy which can be found on the school website
- Attendance Lead –Kerry Pope Parent Support Advisor – Nicky Pittaway
- Coughs and colds don't usually mean a child needs to be kept at home. We can keep their medicine e.g., Calpol in the school office and administer it, with your permission, to help them through their day.

**MOMENTS
MATTER.
ATTENDANCE
COUNTS.**



Lateness and Punctuality

EVERY MINUTE COUNTS

MINUTES LATE PER DAY	EQUIVALENT OF MISSING	HOW MANY LESSONS THIS IS MISSED
5 MINUTES	3.4 SCHOOL DAYS A YEAR	17 LESSONS
10 MINUTES	6.9 SCHOOL DAYS A YEAR	35 LESSONS
15 MINUTES	10.3 SCHOOL DAYS A YEAR	51 LESSONS
20 MINUTES	13.8 SCHOOL DAYS A YEAR	69 LESSONS
30 MINUTES	20.7 SCHOOL DAYS A YEAR	104 LESSONS



We are aware that consistent lateness can have an affect on a child's entitlement to education.

As a school we have clear expectations that children should be in on time, each day. When appropriate, parents/carers will receive half termly information when the school is concerned about your child's lateness.

- School doors open at **8.40am** and close at **8.50am**.
- Any child who arrives after 8.50am will need to do so through the main office.
- Children who are late must sign in through the schools registration system with a reason, accompanied by a parent.
- All late episodes are recorded on the schools registration system along with the minutes absent, past 8.50am.
- Each week the Attendance Support Team will monitor those children who are late and record any patterns of punctuality concerns.
- If necessary, parents/carers will be contacted to discuss their child's punctuality.
- When there are consistent punctuality concerns or patterns, it may result in further conversations with a member of the Attendance Support Team. This could result in a meeting and a support plan to be implemented.



Lunch and Snack

- Children receive fruit and milk each day – no other snacks are needed to be brought into school
- Universal Infant Free School Meal Scheme
- School lunch ordering system
- Free school meals
- Water bottles (named) should only contain water





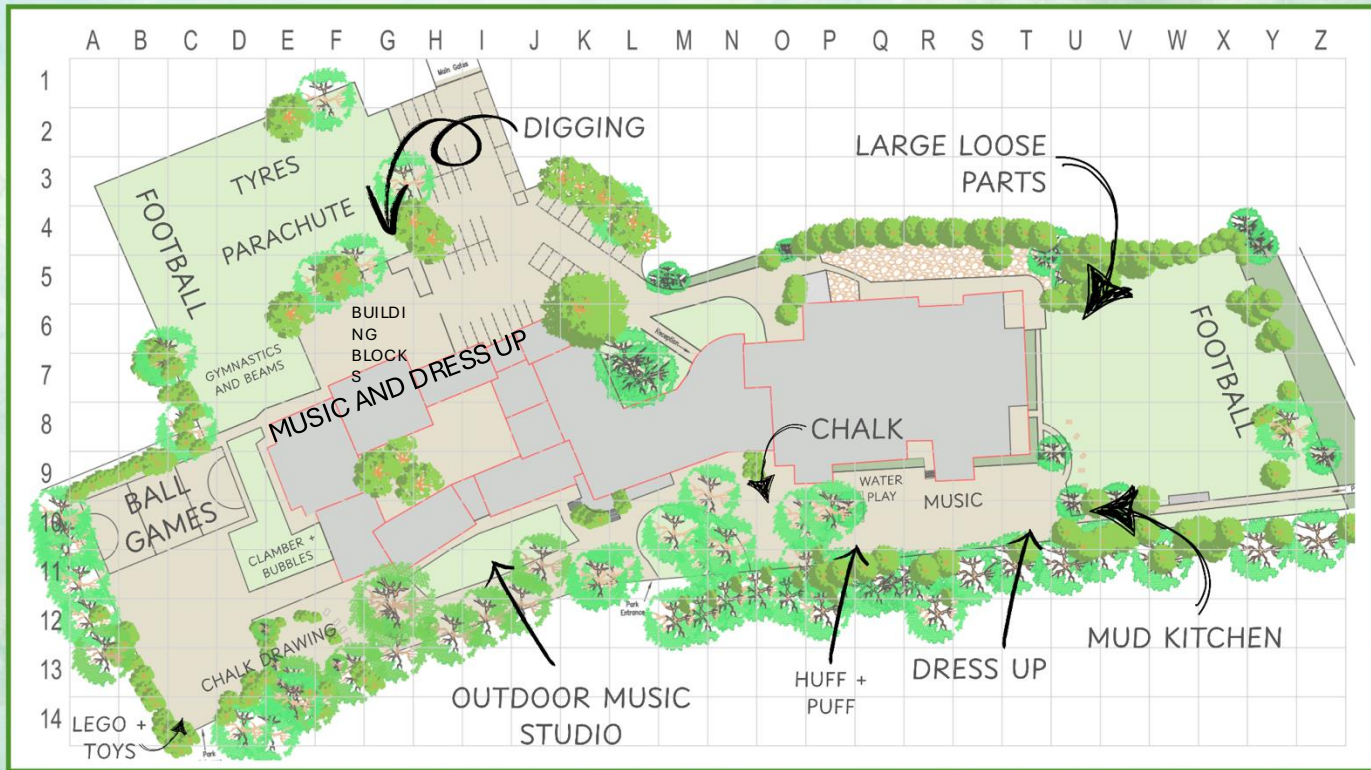
Outdoor Play And Learning





WHERE CAN I HAVE FUN?

OUR OPAL PLAY OFFER



School Information

School Website

<https://www.cotenend.warwickshire.sch.uk>

The screenshot displays the website for Coten End Primary School. The top navigation bar includes links for Home, About Our School, Vacancies, Key Information, Calendar, Parents and Carers, Curriculum, and Contact Us. A sidebar on the left contains links for Safeguarding, Who's Who, Key Information, Useful Links, and Year Group Blogs. The main content area features a grid of links such as Open Mornings, Newsletters, School Uniform, Friends Association, School Responsibilities and Committees, Mental Health and Wellbeing, Year Group Blogs, Clubs, Governors, Parents' Evenings, Smart School Council, School Health, Reception 2026 Information, Useful Documents, Onside Kids Club (Wraparound care), School Dinner Menu, and Term dates. The website also features a search bar, a 'High Visibility' button, and a language selector set to 'is Portuguese - Olá!'. The footer includes the Stowe Valley Multi Academy Trust logo and a link to visit their website.

is Portuguese - Olá!

High Visibility

Home About Our School Vacancies Key Information Calendar Parents and Carers Curriculum Contact Us

Open Mornings Year Group Blogs Reception 2026 Information

Newsletters Clubs Useful Documents

School Uniform Governors Onside Kids Club (Wraparound care)

Friends Association Parents' Evenings School Dinner Menu

School Responsibilities and Committees Smart School Council Term dates

Mental Health and Wellbeing School Health

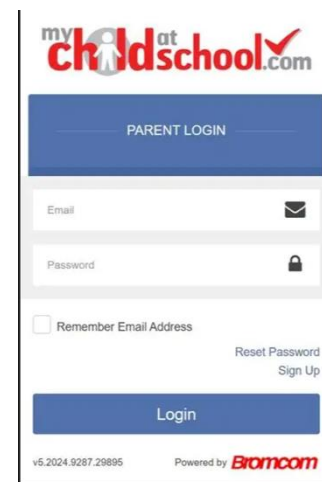
learning from everyone.

Our School Values
Kindness

Stowe Valley Multi Academy Trust
Visit their website

MyChildAtSchool app (MCAS)

- Parents will receive an email with app activation information
- Please set up your account
- Use the app to:
 - Update your child's information, including:
 - Contact details (at least 2 emergency contacts)
 - Ethnicity
 - GP information
 - Inform of your child's absence
 - Send messages to school
 - View your child's attendance record
- Communication from school is mostly sent via the app and will either come as an app notification or email



The screenshot shows the 'PARENT LOGIN' screen of the MyChildAtSchool app. At the top is the logo 'my child at school.com' with a checkmark. Below the logo is a blue header with the text 'PARENT LOGIN'. The main area contains two input fields: 'Email' with an envelope icon and 'Password' with a lock icon. Below these fields is a checkbox labeled 'Remember Email Address'. To the right of the checkbox are links for 'Reset Password' and 'Sign Up'. At the bottom is a blue 'Login' button. The footer contains the version number 'v5.2024.9287.29895' and the text 'Powered by Bromcom'.



Curriculum



The Early Years Foundation Stage (EYFS)

The Early Years Foundation Stage is a distinct stage with its own identity. We hope to continue the positive start your child has already had in their pre-school setting by offering learning experiences that are both adult-led and child-initiated. We offer a safe, caring and stimulating, but also challenging, environment where your child can reach their full potential.

- Child Centred Learning
- Active Learning
- Engaging Learning Themes



Timings of the Day

- Registration 8.50am (doors open from 8.40am)
- Lunchtime 11.45am-12.45pm
- Home time 3.15pm

- Drop off and collection from classroom door

- In the event of absence, please let the school office know by 9.30am

- If someone else is collecting your child, please let us know

A Typical Day in Reception

- 8.40- Early Morning work
- 8.50- Register
- 9.00- Group time
- 9.15- Drawing Club
- 9.30- Continuous Provision (inside and outside)
- 11.00 - Phonics
- 11.45- Lunchtime
- 12.45- Learning Theme input
- 1.15- Continuous Provision (inside and outside)
- 2.30- Maths
- 3.00- Story and milk
- 3.15- Home Time

Road to School

This tracker helps you and your child prepare for school.



School Readiness



School Stars

I am practically ready

I am ready to communicate

I am physically ready

I am socially ready

I am emotionally ready

**Ready
for
School**

Uniform



- Grey or black trousers, shorts, pinafore dress or skirt
- Red or white polo shirt
- Red sweatshirt or jumper or cardigan
- Red and white summer dress
- Grey or white socks
- Grey, white or red tights
- Black shoes (trainers, Vans, Dr Marten-style boots, and sandals are not suitable)
- A suitable coat for all weathers (any colour) – a hoodie is not an acceptable alternative for a coat. Reception spend a lot of time outside so please ensure it is durable.
- Wellies and waterproof trousers



Uniform



PE Kit

- White round neck t-shirt
- Black shorts
- Black indoor pumps/plimsolls (without laces)
- A spare pair of pants and socks (just in case!)

In addition-

Children will need a red book bag, a red drawstring PE bag and water bottle. Water bottles should be clear, not metal or Air Up

<https://clivemark.co.uk/>

Induction Process

Outdoor Visit

Wednesday 1st July AM/PM time slot

Classroom Visit

Wednesday 8th July AM/PM time slot

This is an opportunity to visit your new classroom and meet the teacher and teaching assistant.

Home Visits

Week commencing Tuesday 1st September

See handout for date

Staggered Intake

	Monday 7 th September	Tuesday 8 th September	Wednesday 9 th September	Thursday 10 th September	Friday 11 th September
8.45am – 12.00pm	Group 1	Group 1 + lunch	Group 2 + lunch	All children full time	All children full time
Lunchtime 12.00pm - 1.00pm		(Collect at 1pm)	(Collect at 1pm)		
1.15pm – 3.10pm	Group 2	Group 2	Group 1		

Any Questions?