Welcome to Reception

2026 - 27

Contact with Staff

We have a tiered approach to contacting staff regarding any queries or concerns you may have. In the first instance, you should contact your child's class teacher (after 3.30pm). If your child's class teacher is unavailable, you have the option of speaking to the Assistant Head Teacher (by making contact through Main Reception):

Your child's allocated Acting Assistant Head is:-
Early Years – Mrs Childs



Please note Assistant Heads are classroom-based on a full-time basis.

If the concern requires immediate attention, then please contact main reception who will arrange an appointment with either **Mr Houghton (Deputy Head Teacher)** or **Mrs Sheridan (Head Teacher)**





Contact Information

Head Teacher/ Designated Safeguarding Lead: Mrs A Sheridan
Deputy Head Teacher: Mr S Houghton
Assistant Headteacher for SEND/ Inclusion: Mrs K Flower

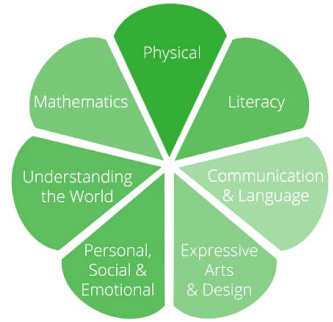
Email: P3517.admin@durhamlearning.net
Telephone: 0191 517 5900
Or message us via Class Dojo



The Early Years Foundation Stage

The Early Years Foundation Stage (EYFS) sets the standards for the learning, development and care of your child from birth to 5 years old.

The curriculum is broken down into prime and specific areas of learning:



At Ribbon Academy, our curriculum is designed with our child's cultural capital in mind. It is designed around a balance of adult-led, child-initiated and child-led encounters.



It's not just play!

Learning through play is a term used in education to describe how a child makes sense of the world around them. At Ribbon Academy, our indoor and outdoor provision, influenced by the 'Reggio Emilia' and 'Curiosity Approach', allows children to explore, investigate and express their ideas through hands-on experiences. Children are encouraged to follow their own interests, develop their imagination and curiosity, and build positive relationships with others.

Introduction to Reception

Hello everyone and welcome to Reception!

Please meet below the adults that make up our Reception team. We have:

Team Member	Role
	**Miss C Peel** is the lead teacher for Team 1
	**Mrs R Childs** is the lead teacher for Team 2 and Acting Assistant Head Teacher
	**Miss Y Starkie** is the lead teacher for Team 3
	**Mrs D Kirk** is the supporting Teaching & Learning Partner across the year group
	**Mrs Johnson, Mrs Richardson and Ms Ozgur** are supporting Classroom Assistants in Reception

For specific daily updates, please keep up-to-date with our Class Dojo 'Class Stories'

Should you need any further information regarding provision in Reception, please do not hesitate to contact a member of the team through Class Dojo.
Best Wishes,

The Reception Team

What Parents Need to Know

Drop Off and Collection



Please ensure you drop your child off at Gate 2 at 8:45am, where your child will be guided by our supporting adults. For collection, gates will open at 3:15pm for parents/carers to collect children from the Reception doors. Please ensure you follow the one-way system to queue.

Lunch Time

All children in Reception will receive a free school meal each day. Alternatively, your child can bring a packed lunch.

Lunch menus will be shared and rotate on a 3 weekly cycle. Your child will select their own lunch each morning during registration.

If you wish to change from one to the other, please give the school office 24 hours notice.

Healthy Snack

Your child will be provided with a piece of healthy snack each day. This provides your child with the opportunity to try and taste new and healthy foods.

Wrap Around Care

We offer breakfast club from 8:00am where children are provided with a nutritious breakfast and activities before the school day.

We also offer 'Funtasia', our afterschool club which runs from:
3:30 > 4:30 pm 3:30 > 5:00 pm 3:30 > 5:30 pm

Please book your child onto wrap around care via the Scopay app.

What does my child need each day?

Please send your child to school each day with the following:

- A water bottle
- Book bag (provided by school during the first weeks)
- Appropriate outdoor clothing to suit the weather

Please ensure all clothes are clearly labelled with your child's name and team number.

Uniform

Our school uniform is as follows:

- Grey or black shorts/trousers/skirt/pinafore
- During the summer term green and white checked gingham dresses can be worn
- White polo shirts
- Emerald green sweatshirt or cardigan
- Black shoes – no heels and no trainers please!

PE Kit

PE lessons in Reception are scheduled for every **Thursday.** However, timetables may change so any changes will be communicated via Class Dojo, as soon as possible. On a **Thursday**, please send your child into school wearing their PE kit.

PE kit in Reception includes the following items:

- Green t-shirt
- Black shorts / black joggers / black leggings
- Long hair to be tied back
- Black 3/4 zip hoodie
- Trainers

All uniform and PE kit orders can be placed via the website link below.
https://www.sandnworkwear.co.uk/

Forest Friday

On Friday's our learning will be based outside, in all weathers. Please ensure your child comes to school in weather appropriate clothing (including spares and wellies).

Spare Clothes

In case of any accidents, we ask that each day your child brings with them at least one change of clothes in their bag, to ensure staff are able to change the clothing when/if required.