



CROSFIELDS  
SCHOOL



# Year 1 Handbook

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# WELCOME

## to Academic Year 2026-27

### **Mrs Janey McDowell**

Head of Pre-Prep

 [janeymcdowell@crofields.com](mailto:janeymcdowell@crofields.com)

Welcome to the Pre-Prep Department, a joyful place with a warm, friendly atmosphere in which everyone feels valued. Starting school is exciting and we aim to continue this feeling of excitement as the children journey through Pre-Prep, from Nursery to Year 2, exploring the world and enjoying learning.

We have small class sizes which allow teachers to build long-lasting, nurturing relationships with children and their families. Our flexible and friendly approach encourages children and parents to feel comfortable and able to talk to staff about anything at any time. Children are inspired to learn in bright, stimulating classrooms and, with our outstanding facilities and over 40 acres of land to explore, the children make the most of every opportunity.



### **Mrs Alice Westley-Smith**

Deputy Head of Pre-Prep & Curriculum  
Lead for Performing Arts

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### **Mrs Charlotte Bennett**

Pre-Prep Academic Lead & Year 2  
Teacher

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Our Pre-Prep department is always buzzing with happy, busy children and staff. We pride ourselves on having created an environment in which children are curious and keen to get involved in all aspects of school life, whilst also feeling safe and supported.

We offer lots of opportunities for our children, from a rich curriculum to co-curricular activities, developing well-rounded individuals. We ensure that learning remains interesting and relevant, with a focus on developing the children's confidence, whilst integrating the fundamental values of being kind and considerate.





## Settling In and Pastoral Care

Our main priority is to get your child settled into life at school as quickly as possible. Your child's class teacher and teaching assistant are your first point of contact, and they will help your child settle quickly into their new routine.

Pastoral care is embedded in the aims, values and ethos of the school. We teach the children to be supportive of each other, to work together, and to respect each other and themselves.

We value our strong relationship with parents and ensure that we work together to support the children both academically and pastorally. The Head of Pre-Prep, Mrs Janey McDowell, is always available for a chat, either informally or at a planned meeting.



## Arrival and Drop off

Children should be taken directly to their classroom door. Parents can park either in Acorns playground or in the South car park. Doors are opened at 08:15 and the children can be dropped off at any time between 08:15 and 08:30. Arrival after 08:30 will be marked as late.



## After School Care

### **Short Stay (15:15 - 16:15)**

Pupils who are not collected at 15:15 remain in their classrooms until 15:20. You can then collect them from one of the Year 1 classrooms in the Acorns building any time up until 16:15. A rota will be displayed at the start of each term, letting you know which classroom to collect from. Short Stay bookings should be made via your child's class teacher on the day.

### **Long Stay (16:15 - 17:50)**

Long Stay is also based in Acorns. Pupils can choose from a range of play activities. They receive a light tea consisting of sandwiches, fruit, and a biscuit, but will still need an evening meal once they get home. Pupils should be collected by 17:50. Any child not collected by this time will be taken across to the school office to await collection. Bookings for Long Stay should be made by the end of Friday the week before, if possible, via your child's class teacher. The cost per day is £8.30.



## House System

The House system in Pre-Prep is used for team events, and for rewards in Reception, Year 1 and Year 2. Pupils remain in their Pre-Prep house until the end of Year 2. There are four Pre-Prep houses: **Maple**, **Ash**, **Willow** and **Beech**. Our interhouse competitions, such as Cross Country and Sports Day, provide the opportunity for you to come and cheer on your child as they take part in these exciting events.




## Timetable

08:15	Pupils arrive
08:30	Year 1 day begins - Registration
08:40	Collect or Form time
09:00	Lessons 1 - 3 and snack
10:30	Morning break
11:00	Lessons 5 and 6
12:05	Lunch
12:30	Lesson 8
12:50	Break
13:30	Lessons 10 - 12
15:00	Story
15:15	End of school day

Pupils should be collected from the classroom door. If your child is being collected by someone other than you, we must be notified via phone or email.



## Food including Breakfast Club

Breakfast Club runs between 07:30 and 08:15 and is based in the Dining Hall. Pupils are looked after by Mrs Karen Styles. Breakfast is charged at £5.15 per day and will be added to fee invoices at the end of the term.

If you plan to use Breakfast Club on a regular basis, you can book by emailing [socs@crossfields.com](mailto:socs@crossfields.com). Breakfast Club also welcomes casual diners, and you may drop your child off in the dining room any day without prior booking. Breakfast Club will commence on the first day of term.

### Snack

During the morning, pupils are provided with a drink of milk or water and a portion of fresh fruit. An additional item, such as a rice cake or breadstick, is also offered. Water is available for pupils throughout the day, but pupils should also bring their own, named, filled, water bottle to school.

### Lunch

Pupils are encouraged to eat the hot lunch provided which consists of a main meal, pudding or fruit. They are sensitively encouraged to try new foods. All pupils are encouraged to use a knife and fork, although help is given with cutting food. Pupils have water to drink. Lunch is included in the school fees, and we can accommodate most dietary requirements including a daily halal option.



# Tapestry

Tapestry is an online learning platform that supports your child's learning both in school and at home. Staff will use Tapestry to set learning tasks for children to complete at home, as well as to share some updates about your child's learning in school.

Parents are encouraged to use Tapestry to upload photos and videos of their child completing activities at home, helping us to build a fuller picture of each child's learning and development. Each child will have their own Tapestry Learning Profile, which will stay with them throughout their time in Pre-Prep.

Once your child has started at Crosfields, you will be emailed your secure login details. To access Tapestry, you will need to:

- Download the Tapestry app (available on iOS and Android) or access it via your desktop browser
- Log in using the username and password provided

If you have any questions or experience any difficulties accessing your account, please speak to your child's form teacher, who will be happy to help.





# Curriculum

Pupils in Year 1 follow the National Curriculum. Year 1 have a more structured day than Reception, although much of the learning is still practical. As pupils progress through Year 1, they will be expected to develop their stamina and focus, working on set tasks for longer periods of time with increasing independence. At the start of each term, you will be sent a curriculum overview detailing the content covered in each subject area. You will receive further information about the curriculum at the Parent Information meeting in September.

## Forest School

Forest School activities complement and extend the academic curriculum, helping to further develop independence, confidence and self-esteem through hands-on learning in an outdoor setting. Forest School sessions, with our specialist teachers, take place weekly all year, regardless of the weather.

## Music

Year 1 pupils continue to receive two music lessons each week, taught by a specialist music teacher. They will perform a Christmas play in the Autumn Term, an Easter Cantata in the Spring Term and a music concert in the Summer Term.

## Swimming

Pupils throughout Pre-Prep benefit from weekly swimming lessons with specialist teachers in our state-of-the-art pool. Pupils in Year 1 have their swimming lesson on Thursday afternoons.

## PE

Pupils have a gym session and a games session each week, taught by the specialist PE staff. The focus is on movement development, coordination, and fundamental skills and an introduction to team sports.

## French

The Year 1 pupils receive a weekly French lesson with a specialist language teacher. They continue to focus on learning everyday vocabulary through singing, stories, games and role-play.





# Homework

## Reading Homework

Once children have become confident saying sounds and blending words, we will send home a reading book for your child to share with you. Books are changed on a daily basis. We would like you to read with your child every night. Please sign their reading record book every time they read to you, so we know to change books.

## Curriculum Homework - Tapestry

We will share with you, via Tapestry, a homework menu which lists activities you can complete to support your child's learning in class. One activity from the menu is expected to be completed each week and the homework should be uploaded to Tapestry.

Tapestry also allows you to make comments and add your own photos to show what your child has been doing at home to support their learning.

## Maths Homework

NumBots is an online game which, if played, little and often, will significantly improve your child's recall and understanding of number bonds, and addition and subtraction facts. Your child's log in details will be stuck into their yellow reading record book once they have settled into Year 1. To get the best out of NumBots, children should regularly play for short bursts so we would like them to play for a few minutes, five times a week.





## Co-Curricular

We run an exciting co-curricular programme which offers a range of activities for pupils to take part in. The programme is delivered by both teachers and external providers. Hence, there are a mixture of paid-for activities and sessions which are offered at no cost. Parents are asked to book these online with their child. We recommend that pupils should have no more than one after-school activity on any given day.

Some sessions do have a maximum number of places available. If a session is over-subscribed, the activity may either be run on rotation or children picked through a ballot for the available places.

### **When can I book?**

Parents will be notified through the school app when booking opens. Parents new to Crosfields will receive their login to the SOCS website during the first week of term.





# What to bring to school

## **Black Crosfields book bag**

This should be brought to school every day and should contain your child's reading book and yellow reading record book, once it is issued.

## **Water bottles**

Pupils should bring a named drinking bottle to school each day, filled with water only. The bottles are sent home at the end of each day.

## **PE bags**

PE bags should stay in school. Please ensure you have put some spare socks and pants in the front pocket of your child's PE bag. Pupils wear their tracksuit bottoms and trainers at playtime, so it is important that they are in school every day.

## **Swimming bags**

Swimming kit can be placed in any backpack. Swimming bags should only be brought in on swimming days and taken home to be washed that afternoon. The children will swim on the Thursday of their first full week in school. Boys and girls wear white swim hats.

## **Art apron**

This will remain in school and be sent home at the end of each term to be washed.

## **Forest School clothes**

These should remain in school. If they get particularly wet or dirty, following an outdoor session, we will send them home. Please return them to school as soon as possible. In the Autumn and Spring Terms, each child will need a neck warmer, wristies, base layer, hat and warm socks. Please make sure all items of clothing are clearly labelled.





# Skills for starting Year 1

We are often asked by parents how they can help their child prepare for starting Year 1. Here are some things you can work on at home to help them develop the skills they need.

## Independence

- I can use child-safe scissors to cut paper carefully.
- I can find and read my name on each piece of clothing.
- I can come into school independently and organise my belongings.

## Social Skills

- I can share resources and take turns.
- I can interact with other children.
- I know when to say 'please' and 'thank you.'
- I can ask for help and explain what is wrong.
- I can talk about how I am feeling and know how to calm myself down if I am feeling upset.

## Self-care

- I can go to the loo on my own, wipe myself properly and flush the loo.
- I can wash and dry my hands without help.
- I can blow and wipe my nose.
- I can ask for help if I don't feel well.

## Speaking and Listening

- I am able to talk about myself.
- I am curious and I like to ask questions.
- I am able to sit still and listen in lessons.
- I can follow a set of instructions.
- I understand the need to follow simple rules.



## Literacy

- I am interested in listening to stories and looking at picture books.
- I can recite a simple rhyme or poem.
- I can talk about the books I have read.
- I can recognise the initial code sounds from Sounds Write

## Writing Skills

- I can hold a pencil with a tripod grip and write my full name.
- I can write recognisable letters, most of which are correctly formed.
- I can write simple phrases that can be read by others.
- I can spell words by identifying sounds in them and representing the sounds with the letters.

### Maths Skills

- I can read, write and order numbers to 20.
- I can form my numbers correctly with correct orientation.

### Interest in the World

- I can ask and answer simple questions.
- I can talk about the things I have discovered.

### Eating

- I can use a knife and fork to cut my own food.
- I eat a range of foods including lots of fruit and vegetables.
- I like to try new foods.

### Dressing

- I can change my own clothes and put them in a bag.
- I can zip up my coat.
- I can put on my shoes without help.
- I can turn my clothes the right way round.

### Routines

- I can put on my uniform and get ready to leave on time.
- I have a good bedtime routine that includes a bedtime story.
- I can pack my own bookbag ready for school.



## Uniform

Our school uniform is supplied by [Stevensons](#). You can find the specific uniform you need using their new search feature. You can also set up an account by creating a profile and adding your child's information.

We also have a school shop on site, which is open each week during term time on Wednesdays. The shop coordinator can be contacted by telephoning the main school office. The on site school shop stocks second-hand items and is open each Wednesday during term time between 15:30 and 16:30. However, if you are looking for a specific item and cannot attend during this time, please email [shop@crossfields.com](mailto:shop@crossfields.com) and one of the dedicated team will have a look for you.

For all items purchased through the school shop, the proceeds go directly to the bursary fund and we ask for donations for any selected items.



## Uniform Expectations

At the start of the academic year in September, girls may wear either the summer or winter uniform, depending on the weather. From the October half term onwards, all girls are required to wear the winter uniform, consisting of the pinafore dress with black tights or long black socks.

In the summer term, girls must wear the summer dress with short, ankle-length white socks. Some girls choose to wear cycling shorts under their dresses. These must be white.

Boys usually wear shorts throughout the year with long grey socks but from October half term until the end of the Easter term, boys may wear long charcoal trousers if the weather is particularly cold. Before October half term, and during the summer term, boys are expected to wear charcoal shorts with the long, grey, Crosfields socks.

For safety and practicality, children should wear shoes that fasten securely with laces, buckles, straps or Velcro. Slip-on shoes are not suitable, and shoes should be polishable.

### **Hair and appearance:**

Hair should be neat, tidy and off the face, with natural colours only. Extremely short or fashionable styles, such as Mohican styles, undercuts or shaved lines are not permitted. Shoulder length hair must be tied back. Hair accessories should be simple and in school colours. Bandana-style headbands, flowers or bows are not appropriate for school.

### **Jewellery:**

For safety reasons, watches are not allowed in Pre-Prep and decorative jewellery is not permitted. Earrings should not be worn to school and must be removed during the school week. Ear piercing should take place during the long summer holiday.

### **Religious items:**

The school supports pupils in meeting religious requirements, and distinct religious symbols may be worn. Where necessary for health and safety, items may need to be covered or removed during certain activities.

For further information about uniform, please refer to our [School Uniform Policy](#).

# Uniform List for Year 1

The items with an asterisk are branded and must be purchased from our nominated partner, Stevensons or from the school shop. Other items may be purchased unbranded.

**New parents** should buy the items as listed below. **Current parents** do not need to buy new items, but as your child grows out of clothes and you replace them, please replace with new garments as detailed below.

## Summer and Winter Uniform



\*V neck jumper



\*Coat



Plain black school shoes, closed toe

## Summer Uniform



\*Summer dress



Bermuda charcoal shorts



Short sleeved shirt



Turn over socks  
(must be white)



\*Long socks



\*Legionnaire hat  
(Nursery and Reception)

## Winter Uniform



\*Tunic dress



Long or short  
sleeved  
white blouse  
french collar



Black knee high socks  
or  
plain black tights



\*Knitted hat



Short or long  
sleeved shirt



Charcoal straight  
leg trousers



Charcoal  
ankle socks



Knitted scarf  
or plain  
black snood

## Swimming Kit



Plain white  
swimming cap  
(boys and girls)



Any  
towel



Plain black girls  
swimming costume  
or Crosfields branded  
swimming costume



Plain black boys  
jammers or  
Crosfields  
branded jammers



Swimming  
goggles  
(optional but  
recommended)

## PE and Games Kit



\*Midlayer



\*PE t-shirt



Black joggers



Hat (Year 1 upwards)



\*PE shorts



White sport socks



Predominantly white velcro trainers with non-marking sole



Pre-Prep rucksack

## Forest School



Wellington boots, any colour permitted  
(Please note these are kept at school during term time)



Black, PU Elka rain set, must be purchased from [muddyfaces.co.uk](http://muddyfaces.co.uk)

**Needed in the winter**



Plain black or navy wristees



Plain black or navy necker

**Blue Nylon Painting Apron**



\*Blue nylon painting apron

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