

# Reception Parents' Meeting September 2021

## WELCOME TO THE KOINONIA FEDERATION

It is a great privilege to be the Executive Co-Headteachers for the Koinonia Federation.

The Koinonia Federation consists of two schools over three campuses: our original school - St Mary Magdalene C of E in Woolwich, our new All Through St Mary Magdalene C of E Campus on the Greenwich Peninsula and Christ Church C of E Primary in Greenwich. Leaders have created a clear vision and direction for the school. The school's values of 'family, faith and fellowship' are rooted in the shared ethos across the school sites. (OfSTED 2018)



**KOINONIA**  
C OF E SCHOOLS FEDERATION  
Excellence through innovation,  
founded in faith since 1840.

# Our Vision

**“Do unto others, as you would have them do unto you.”  
Luke 6:31**

In the Koinonia Federation we strive for excellence and high standards through:



A Koinonia student will go out into the world happy, courageous, resilient, motivated with a lifelong love of learning, fully equipped to make a positive contribution to society.



Senior Leadership Team  
at  
St Mary Magdalene, Woolwich

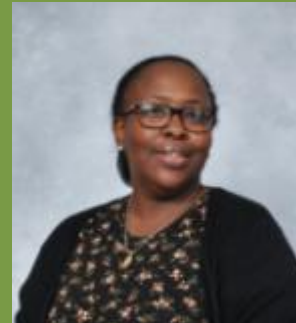
Head of School  
Tiffany King



Senior Assistant  
Headteacher  
Sarah Ringmo



Senior Assistant  
Headteacher  
Designated  
Safeguarding Lead  
Morayo Amao



Assistant Headteacher  
(Inclusion)  
Designated Safeguarding Lead



Assistant Headteacher  
Koinonia Federation  
Early Years Leader  
Anna Eggleston



Assistant Headteacher  
Koinonia Federation  
Federation Spiritual and  
Cultural Lead  
Collette Kristensen



Home School Link Worker  
Tainia Thomas



Federation Executive  
Co-Headteachers  
Claire Harrison &  
Victoria Wainwright



# School Governors

## *Co-Chairs of Governors*



Dr Peter Gregory



Mrs Judith Eastaugh



# *A message from Dr Peter Gregory and Mrs Judith Eastaugh*

We write this introduction for St Mary Magdalene School, Woolwich Campus, part of the Koinonia Federation, with great pleasure and pride in the achievements of the school.

As a school we have one of the most modern and best equipped primary schools in England, specially designed and built to teach the curriculum necessary for life in the 21<sup>st</sup> century in the heart of Woolwich and on the Greenwich Peninsula. Our brand new building on the Peninsula provides high quality education from Nursery all the way through to sixth form and all our primary pupils receive an automatic place at our secondary phase. The same dedication to care, academic achievement and success permeates across the whole school, on two campuses as it continues to grow.

Thank you for considering joining us in this venture borne of faith. In fact, several aspects of the school have remained the same as when it was first founded in the nineteenth century – long before the law required an education to be provided. We certainly retain the Christian ethos, love and commitment to such service which have been central in the tradition at St. Mary Magdalene's over so many years.

As you may already know, the Governing Body is responsible for the overall running of the school. The school staff - led by both Mrs Harrison and Mrs Wainwright, the Federation Executive Co-Headteachers is a lively, dedicated team, committed to developing both the well-being and education of the children here: nothing is too much trouble and parents are always able to discuss matters relating to their child with the responsible teachers and senior staff, as appropriate. As parents you are very much part of the St Mary Magdalene family and we look forward to working together with you. Please ask if anything is unclear – we want you to feel at home.

The relationship between the School and the Parish are treated very seriously. A number of special services (such as Harvest, Christmas and Easter) take place across the year. It is a delight to share these times with the children and their parents which take place in the School Hall or at the Church – the same ethos is maintained whatever the venue.

From the very start of their time here until they leave, we are confident that your child will enjoy their learning and flourish as they grow as young individuals who participate in our community. Please do all you can to fully join in the whole life of St Mary Magdalene C of E School. There are many generations who have already enjoyed their start in life here - developing a love of learning in a warm Christian context. Thank you for considering our school and helping to continue to make it a special community.



# School maintenance fund

The Koinonia Federation Governors use this opportunity to welcome you to the Primary Phase of our great school.

As you may be aware, all Church of England schools request a Capitation Fee donation from their students. The capitation fund is voluntary for parents. However, if we cannot raise the 10% required by Governors (and parents) for the approved maintenance and capital projects, then the money would come out of the school's budget.

In the current climate of budget cuts, a school's budget is very precious and we would like to use all of the money for the education of our children and not on building and maintenance projects. This is why we appreciate you using your resources to help contribute £30.00 per child.

From September 2021 when your child is on roll you can pay your maintenance fund by using our online school payment system School Gateway. In exceptional circumstances we can except cash, but this must be sealed in an envelope with your child's name and caption clearly labelled on the front.

Thank you for your support.



# Admin Staff

Administrative Officer

Louise Etherington



Administrative Officer

Tania Thomas





# Communications

Senior Leadership Team members will be present on school gates every day. They are always happy to talk to parents and carers if they have any questions or queries.

If you would like to talk to your child's class teacher, please speak to them at the beginning of the day or make an appointment through the school office.

The school will be sending regular newsletters, emails and text messages regarding your child's school life.





# Reception Staff

## Hawkins Class



## Makeba Class



## Chrysoula Thomaidou Class teacher

## Anna Eggleston   Steven Lillitos Class teachers



## Teaching Assistant Parminder Plaha



## Teaching Assistant Caroline Thomas



# School Gateway

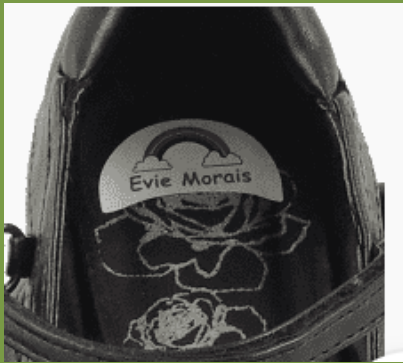
The system for school payments is called 'School Gateway'. To use the School Gateway you will need to create an account to make online payments for your child's School Meals via their smartphone app or website. You can view school meal balances and top-up at any time.

We will notify you by text or email, when new items such as school trips or capitation are available for payment on School Gateway. You will also be permitted to give online consent, where required, for your child to take part in activities or trips. This system will reduce the amount of cash being carried by students, as you can make payments 24-7.



# Clothes labelling

Please label all your child's belongings clearly with their name, including their shoes, school bags and PE Kits.



# School Uniform



School uniform comprises of:

- Clothing** Grey skirt or trousers or pinafore dress, dark yellow polo shirt, burgundy sweatshirt/cardigan and/or a dark grey fleece.  
In the summer grey school shorts or summer dresses are allowed (red or yellow checked)
- Footwear** Safe, flat sensible shoes or trainers – black in colour
- Jewellery** Small studs and a wrist watch if your child can tell the time

In the summer boys are allowed to wear grey school shorts and girls are allowed to wear red checked dresses.



# Buying school uniform

You can purchase school uniform at our school suppliers shop, Khalsa Schoolwear.


**KHALSA**  
SCHOOLWEAR

**ST MARY MAGDALENE C of E PRIMARY SCHOOL**

**SHOP IN-STORE**  
Unit 1, Crayford Commercial Centre, Greyhound Way, Crayford, DA1 4HF

Our high street store will be open throughout the summer (in accordance with Government advice and social distancing measures) however instore service will be massively reduced to comply with social distancing guidelines and so we strongly encourage parents to visit our online store where possible and to only visit our high street store if absolutely necessary.

**Please help keep everyone safe. Thank you for your understanding.**



**By Car:** Ample onsite customer parking available. Enter our postcode DA1 4HF into your satnav system.  
**By Bus:** Routes 96, 428, 492 stop very close to the store.  
**By Train:** Crayford Train Station (Southeastern) is a 5 minute walk away from the store.

UNIFORM	
<b>SWEATSHIRT</b> (with logo) Up to 13yrs	£11.00
<b>CARDIGAN</b> (with logo) Up to 13yrs	£14.00
<b>POLO SHIRT</b> (with logo) Up to 13yrs	£ 9.00
<b>FLEECE</b> (with logo) Up to 13yrs	£16.00
<b>SKIRTS</b> From	£ 8.50
<b>TROUSERS</b> From	£11.00

P.E. KIT	
<b>P.E. T-SHIRT</b> (with logo) Up to 13yrs	£ 6.50
<b>P.E. SHORTS</b> Up to 26/28"	£ 4.50
<b>P.E. BAG</b> (with logo) P.E. String Bag	£ 6.50
ACCESSORIES	
<b>BAGS</b> (with logo)	
Book Bag	£ 7.60
Infant Rucksack	£12.00
Junior Rucksack	£14.00
<b>HATS</b> (with logo)	
Winter Hat/Summer Cap	£ 6.00



# Book Bags and Home School Reading

Your child is requested to bring their book bag to school every day to allow the school books to be changed once a week.

There will be a day allocated for your child's books to be changed and this information can be found in your child's reading record book.

We encourage parents and carers to support your child in daily reading and make short comments in their reading record books.





# PE kit

Children will have 2 PE sessions per week; one indoor and one outdoor. They are requested to bring their PE kits to school on a Monday and take them home to wash on a Friday. PE kits including the clothing need to be clearly labelled with your child's name.

They will need to get undressed and dressed independently for PE so please allow them time to practise at home.



Indoor PE Kit:  
T-shirt  
Shorts



Outdoor PE Kit:  
Jumper  
Jogging Bottoms





# School Dinners/ Packed Lunch

All children in Reception are entitled to a free school meal.

Alternatively, your child may bring a healthy packed lunch – sweets, chocolate bars and fizzy drinks are not allowed.



Your child will receive fresh fruit every day which is free of charge.



If you wish your child to have milk at school please fill in the leaflet that can be found in the reception pack and hand it in to the school office.



# Getting dressed



It is very useful if your child can dress and undress themselves when they join the school.

We do not require the majority of 4 year olds to be able to tie their own laces, but we do encourage them to try. If you want your child to have laced shoes, then they need to be able to tie them themselves. Velcro fastening shoes and slip on pumps can be less frustrating for both child and teacher in the early stages.



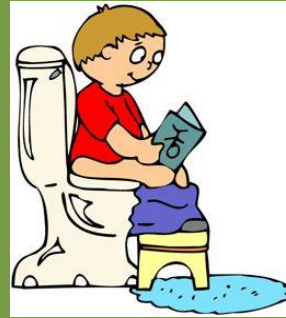
# Lunch Times



Help is at hand to cut up food during lunchtime but we would expect all children to handle a knife and fork correctly, and sit sensibly at the table.



# Going to the toilet



It can be very worrying if a child cannot manage to go to the toilet without assistance. There are often stiff fasteners, particularly on school trousers or tights which can be tricky. So a few practice sessions are worthwhile before they start school. Do reassure your child that they can always go to the toilet when needed.

During class time whether they are inside or out they can access the toilet independently. All children should know how to flush the toilet after use and wash their hands.



# Extended School

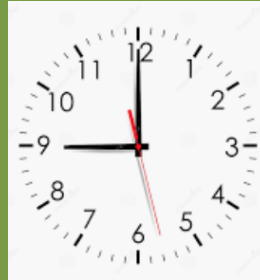


We have a range of exciting and engaging extra curricular clubs that run throughout the course of each term.

The Sunset Afternoon Club runs from 3.15pm-6.00pm and is staffed and managed by Simple Play.



# School Day



We offer a 2 week transition to enable your child to get fully settled into their routine.

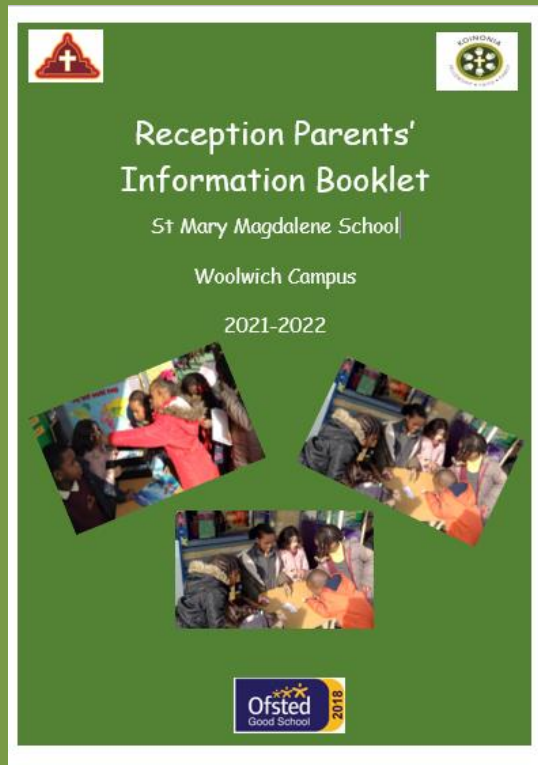
Your child is in full education from Monday 6th September.

\*For further details refer to your child's school timetable for their induction in September 2021.



# Prospectus

Please look through the Reception Parents' Information Booklet for further details regarding your child's education.





# Koinonia Federation Website

Please visit the Koinonia Federation Website for more information regarding your child's learning.

[HOME](#)[OUR SCHOOL](#)[OUR CURRICULUM](#)[PARENTS AND CARERS](#)[FEDERATION HOME](#)

**ST. MARY MAGDALENE**  
C OF E ALL THROUGH SCHOOL  
PRIMARY PHASE - WOOLWICH CAMPUS

*Excellence through innovation,  
founded in faith since 1840.*

**FAMILY  
FAITH  
FELLOWSHIP**



## A message from Rev Dominic Hubbuck



Rev Dominic Hubbuck is our Federation Chaplain and the Assistant Priest with East Greenwich Team Ministry.

Rev Dominic visits each school campus at least once a week. If you would like to talk to him, please contact the school office.



We look forward to meeting your child and your family at St Mary Magdalene, Woolwich Campus in September.

We will ensure that your child has the best start in education.

