



Haileybury Almaty

Reception Parent Handbook 2026/2027

Welcome:

A very warm welcome to Reception at Haileybury Almaty. We know that starting school is a significant and special milestone and we look forward to getting to know your child and your family! We are delighted that you have chosen to educate your child at Haileybury Almaty.

Educational research suggests parental involvement in a child's education and the school that they attend is a supporting factor in academic attainment. This handbook seeks to provide Haileybury Almaty parents with some guidelines on how the school and home can work together in support of your child's education and personal growth, rules that govern operations on the campus, and guidelines for parents in modelling the values and ethos of a Haileybury Education.

Above all, it is important to note that parents and the school want the same outcome for the pupils – happy, healthy, responsible and successful young people.



Our Mission Statement

To provide our community with an educational experience which enables our pupils to fulfil their potential academically, physically, culturally and socially within a global and future context.

Our School Aims

1. To develop pupils who are resilient, resourceful, organised, courageous, inquisitive and reflective in all that they do.
2. To encourage these habits through a curriculum which covers a broad and balanced range of subjects, co- curricular activities, visits and special events and is regularly evaluated and assessed using internal and external data and benchmarks.
3. To encourage our pupils to demonstrate ethical behaviour, and to develop a keen understanding of their rights and responsibilities, the need for both teamwork and leadership, and the importance of contributing fully to society.
4. To reflect in ethos and activity the traditions, values, heritage and cultural diversity of the Republic of Kazakhstan and of Haileybury schools. In the tradition of all Haileybury schools, we wish to provide our pupils with the opportunity to experience a secure and caring community in a setting where staff can

further support their learning and education. It is a distinctive feature of the Haileybury group of schools to encourage our pupils to reach the highest academic standards while fostering responsibility and nurturing positive relationships.



Staffing 2026/2027:

Our Year Group Team



RNA Natalie Ahern
(Ms Ahern)



Anastassiya Pashnuk
(Ms Anna)



Assem Turagaldiyeva
(Ms Assem)



RSH Sara Harman
(Ms Harman)



Zhanerke Ainakulova
(Ms Zhanerke)



Alina Talipova
(Ms Alina)



RLC Louise Cooke
(Ms Cooke)



Balnur Nurtayeva
(Ms Balnur)



Anastasiya Benx
(Ms Anna)

Learning environments:



How do children learn and develop in Reception?

Our Reception curriculum is designed to meet the needs of our children through activities that are meaningful, ambitious, practical and experiential. Children will be learning through well-planned play which is an essential part of the Early Years Foundation Stage (EYFS) curriculum. Children will be given opportunities to work under teacher direction and independently around the classrooms. Our staff plan together, taking into account children's individual starting points, to design a curriculum which offers continuity and progression.



How we learn:

There are three characteristics of effective teaching and learning which underpin how children learn in our Reception environment.

- **Playing and Exploring** – we encourage children to investigate and experience things, and ‘have a go’.
- **Creating and Thinking Critically** – we encourage children to have and develop their own ideas, make links between ideas, and develop strategies for doing things.
- **Active Learning** – we encourage children to concentrate and keep on trying if they encounter difficulties. We enjoy and celebrate their achievements.

What we learn:

There are seven areas of learning within the EYFS curriculum, which are all interconnected. The seven areas of learning encompass the full range of emergent skills and aid development towards all of the subject areas, which form part of the National Curriculum which the children will follow from Year 1. We ensure that each child works at a level appropriate to their needs and abilities.

Seven Areas of Learning:

Three Prime Areas

- **Communication and Language Development:** Listening, Attention and Understanding, Speaking
- **Personal, Social and Emotional Development:** Self-Regulation, Managing Self, Building Relationships
- **Physical Development:** Gross Motor Skills, Fine Motor Skills

Four Specific Areas

- **Literacy:** Comprehension, Word Reading, Writing
- **Mathematics:** Number, Numerical Patterns
- **Understanding the World:** Past and Present, People, Culture and Communities, The Natural World
- **Expressive Arts and Design:** Creating with Materials, Being Imaginative and Expressive

The seven areas of learning are delivered through a stimulating and engaging curriculum. Termly curriculum overviews are shared with parents via Class Dojo and displayed on the iSams parent portal. These overviews explain our weekly themes.

Structure of the school day:

Here is an example of the weekly timetable. Your child’s timetable may look slightly different. We start each day with circle times, which is an opportunity for whole class teacher input, singing, discussion and games. We protect as much of the day as possible for Continuous Provision, which is where children can engage in play, activities and learning across all of the learning areas. Every day, children have Phonics, which is a systematic approach to learning to read.

	Monday	Tuesday	Wednesday (House shirt)	Thursday	Friday
8.00-8.30	Registration/ Circle time	Registration/ Circle time	Registration/ Circle time	Registration/ Circle time <i>(House/Phase Assembly T2)</i>	Registration/ Circle time
8:30-9.00	Continuous Provision	Continuous Provision	Continuous Provision	Continuous Provision	Continuous Provision
9.00-9:30					
9:30-10.00	Phonics	Phonics	Phonics	Phonics	Phonics
10.00-10:30	Continuous Provision	Continuous Provision	Continuous Provision	Continuous Provision	CP/ Assembly T2
10:30-11:00					Kazakh
11.00-11.30	MFL	PE	Kazakh	PE	
11.30-12.00					
12.00-13.00	Lunch	Lunch	Lunch	Lunch	Lunch
13.00-13:30	Music	MFL	Circle time	Kazakh	Circle Time
13:30-14:00	Continuous Provision		Continuous Provision		CP
14.00-14.30			Story time	Library	

Start of School Day:

Good time-keeping is very important as starting school can be daunting for both children and parents. Please ensure you arrive promptly to the classroom (between 7:30 and 7:45 am) and pick up time (2:30 pm). If you are running late for any reason, please notify your child's teacher on Class Dojo. Children are encouraged to enter the classrooms independently, put away their things and follow the morning routine. Each child has a personalised coat peg and cubby to store their belongings. Once the school dates are closed (8:00 am), late entry to school is through the School Reception only. The school gates will be locked at 8.00 am and remain so throughout the school day.

End of School Day

The school day ends at 2:30 pm for Reception students. At home time, the Reception Team release the children one at a time and only when they have seen their appropriate adult who is wearing their parent or carer badge. Staff cannot release children to an adult who does not have the correct badge. Please be patient at the beginning of the term as the staff get to know lots of new faces. It is the parent's/appropriate adult's responsibility to collect the child as quickly as possible and ensure a smooth end of the day for the child.



School lunches and breakfast



Meals:

The school serves breakfast and lunch for all pupils. Both breakfasts and lunches are balanced and low in processed carbohydrates and fat. There is a wide choice of Western, Kazakh and vegetarian options together with soup, salads and desserts, including fresh fruits. Eating together is an important part of the culture of the school and there are formal occasions when the whole school shares lunch in celebration of British, local and international festivals.



Breakfast: A rolling breakfast in Reception provides a calm way for children to eat breakfast, while staying in the Reception environment. It also promotes independence, social skills, healthy habits as they identify when they are hungry and what they want to eat. The Reception Team monitor and ensure all children have been encouraged to eat breakfast.

Lunch: For lunch we go to the canteen. All children are supported and supervised by the Reception Team when choosing their lunch and they are encouraged to eat and try most things.

Pupils are not allowed to bring their own food into school as we ensure that we meet the dietary requirements of all pupils and take account of pupils with allergies. The school menu is published on the Parent Portal.

School uniform:

School uniform can be purchased from the School Shop and our outlet in Esentai Mall. The tables that follow outline the uniform requirements for pupils of each year for both the summer and winter months. The blazer, shirt, trousers/skirt and tie have all been tailored specifically for Haileybury Almaty and the tie and blazer bear the Haileybury logo. There is also a comprehensive Sports Uniform that all pupils must obtain and wear during P.E. lessons and sporting events which also feature the Haileybury logo.

Haileybury Almaty is divided into 4 Houses: Kipling, Edmonstone, Bartle Frere and Attlee. All pupils are required to have purchased a Haileybury Almaty House t-shirt from the School Shop and pupils from Year 3 and above will also require a House tie. The colours of these will depend on which House they belong to.



Summer School Uniform

I	II
Haileybury Light blue polo shirt	Haileybury Light blue polo shirt
Boys shorts or trousers	Summer dress or Girls kilt (knee length) or trousers
Plain grey or black socks	Plain white or black tights or plain white ankle socks
Plain black polished leather shoes	Plain black polished leather shoes (no high heels)
House polo shirt	House polo shirt
Haileybury school bag Small (Reception – Year 2) Big (Years 3 – 6)	Haileybury school bag Small (Reception – Year 2) Big (Years 3 – 6)

Winter School Uniform

I	II
Haileybury light blue polo shirt	Haileybury light blue polo shirt
Magenta sweatshirt	Magenta sweatshirt
Haileybury trousers	Girls kilt (knee length) or Haileybury trousers
Plain grey or black socks	Plain white or black tights or plain white ankle socks
Plain black polished leather shoes	Plain black polished leather shoes (no high heels)
House polo shirt	House polo shirt
Haileybury school bag Small (Reception – Year 2) Big (Years 3 – 6)	Haileybury school bag Small (Reception – Year 2) Big (Years 3 – 6)



School bag



What does your child need each day:

Please ensure your child has a...

- Reusable water bottle
- Hat
- Extra set of clothing (in case of accident)



Please label *everything* with your child's name and class!

PE: Your child's teacher will tell you when they have PE. Your child must wear their PE kit to school on these days, including trainers.

House shirts: On Wednesdays children will wear their House colour T-shirts and school trousers or skirts.

Reading folders: Once your child has settled in they will be sent home with a blue reading folder. This must stay in their bag and children bring it into the class every morning.

Library books: Children have a library session once a week. These are books children can choose from the library and are for parents to read to children. You can discuss the story and the pictures. Children can take home 3 books (1 English and 2 Russian/Kazakh). They can only borrow new books if they have returned their previous books.

Outdoor clothes: Once it gets colder, please ensure your child have appropriate outdoor clothing, including snowboots, snowpants, mittens. Every item must be labelled with their name and class and brought to school every day.



Communication:

For any queries or concerns, please speak to your child's Class Teacher initially. Allow 24 working hours for a reply. We endeavour to reply quicker, but the Reception Team's priority during the working day is to be supporting the children.

Key information about policies, procedures, curriculum overviews can be found of the **iSams parent portal**.

You will be invited to join **Class Dojo** once your child starts school. It is essential you download the app and join your child's class. Teachers will update you regularly with information about events, your child's learning and weekly photos of your child in their learning environment.



Attendance policy

From children entering Reception we encourage excellent attendance. The school is required to complete registers of children's attendance every morning and afternoon and any absence has to be accounted for as either authorised or unauthorised.

Absence from School. Please contact your child's class teacher and the attendance officer, insert email, if possible before 8.00am, if your child is unwell or unable to attend school for any reason. *If we haven't heard from you, a member of the office staff will contact you on the first day of absence.*

Please ensure contact information is kept up to date at all times. If your child is unwell during the school day a member of staff will contact you.

48-hour rule

Diarrhoea and/or vomiting commonly affects children and staff and can be caused by a number of different germs, including viruses, parasites and bacteria. Infections can be easily spread from person to person (by unwashed hands) especially in children. In general, it is recommended that any child or staff member with diarrhoea and/or vomiting symptoms must stay away from school until they have been free of symptoms for 48 hours (the '48-hour rule') and feel well.

If your child is sick at school we will ask you or your emergency contact to collect your child and take them home. They should not return for 48 hours following the last episode of vomiting/diarrhoea. For example, if your child is sick on a lunchtime on Tuesday, they should not return to school until after lunch on Thursday, provided there have not been any further episodes of vomiting/diarrhoea.



Medical and Dental Appointments

Where possible please make appointments outside of school hours. However, if this cannot be avoided, please notify your child’s teacher in advance.

Holidays and Leave of Absence

The Head of Junior School, Mr Hunt-Brown, will not grant holidays or leave of absence during term time unless there are exceptional circumstances. Leave of Absence Forms are available from the main reception on request; however, completion of this form does not mean that the absence is authorised.

Overall Percentage Possible	Number of Days Absence	Attendance Grading
100%	0 Days	Outstanding Attendance
97.5%	4 Days	Outstanding Attendance
95%	8 Days	Excellent Attendance
90%	16 Days	Good Attendance
85%	26 Days	Satisfactory
80%	34 Days	Poor
75%	43 Days	Concerning
70%	51 Days	Major Concerns



Term dates

Academic Year 2026-2027

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Preparing your child for school:

Look over the PPP: Ready For Reception slides and familiarise yourself with the information about the start of school and how best to prepare yourself and your child, to ensure their start at school is happy and successful.

There is a lot to learn when your child starts school. A selection of skills that your child will be developing during their first few weeks are shown on our 'Getting Ready for School Checklist'. Please support and encourage your child to practise these skills at home in preparation for starting in Reception.

I can...

- Recognise my name
- Copy my name
- Hold my pencil carefully
- Draw a face
- Colour in carefully
- Name the colours I use
- Sing simple nursery rhymes
- Move to music

I can...

- Find my shoes and coat
- Put my coat on and take it off
- Put of my shoes and take them off

I can...

- Wash my hands
- Dry my hands
- Go to the toilet independently when I need to go
- Ask an adult to go to the toilet by saying "Toilet, please."

I can...

- Take turns when playing
- Share toys with a friend
- Take turns to talk
- Use please and thank you
- Tidy away toys I have used

I can...

- Cut along a line
- Run, skip and jump
- Ride on a scooter or balance bike
- Stop to avoid obstacles



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Haileybury Almaty is committed to safeguarding in all aspects of education.