



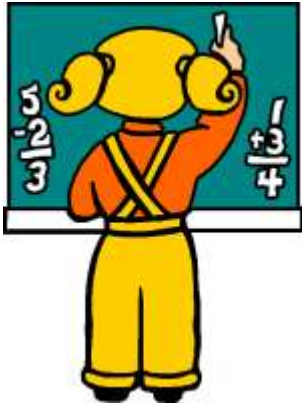
Henry Bradley Nursery & Infant School

Princess Street
Brimington
Chesterfield
S43 1HR

Telephone: 01246 273857
Fax: 01246 540795

E Mail: info@henrybradley.derbyshire.sch.uk

At Henry Bradley Nursery & Infant School our children sit at the heart of everything we do. By working together as a whole school community we encourage and guide everyone to become life long learners and *Reach For the Stars*.



Our School

Our school is located in 3 well maintained buildings, the oldest of which is Victorian. The buildings house 6 classrooms, a hall, staffroom, library area, an IT suite, a small pastoral/Positive Play room, a shower room and separate Nursery and FS2 buildings. Outdoors there are hard and grassed play areas and a staff car park. Outdoor learning facilities have been developed over the last few years and continue to be developed further. The site has been secured with perimeter fencing.

It is our policy to welcome new children into school to visit their teacher and to see the school. We aim always at making it as easy as possible for small children in a new environment.

Our most recent OFSTED report can be found via a weblink on our website; alternatively, a copy may be obtained from the office for a small charge. The report is very complimentary about many aspects of our school.

The school delivers the curriculum for 21.25 hours per week, excluding registration, playtimes, lunch times and the daily Act of Collective Worship.



Teaching Staff

Mr Cliff Hadley	Headteacher
Ms Rachel Dickens	Nursery
Ms Jemma Walsh	Nursery
Mrs Sarah Griffiths	Nursery
Mrs Andrea Callaghan	Reception & Deputy Headteacher
Mrs Genevieve Foster	Reception
Mrs Emma Wilmer	Reception
Mrs Ruth Corker	Year 1
Mrs Rebecca Linton	Year 1
Miss Ellie Wigg	Year 1
Mr Simon Poole	Year 2 & SENCO
Mrs Susan Scott	Year 2

Non - Teaching Staff

Mrs Olwyn Fitches	Teaching Assistant
Mrs Deborah Nunns	Teaching Assistant
Mrs Lisa Hibbert	Teaching Assistant
Mrs Emily Stockton	Teaching Assistant
Mrs Jane Lucas	Teaching Assistant
Mrs Kath Hill	Teaching Assistant
Mrs Michelle Gilbert	Teaching Assistant
Miss Helenna Fleet	Teaching Assistant
Mrs Fiorita McGowan	Teaching Assistant
Miss Clare Glover	Teaching Assistant & Nurture Leader
Mrs Jenny Verovkins	Business Assistant
Mrs Dianne Norton	Business Officer
Mr Julian Haslam	Caretaker
Mr Kevin Walker	ICT Technician
Mrs Kerry Khalill	Classroom Team Leader
Mrs Katherine Cheswick	Classroom Team Leader

Midday Supervisors

Mrs Julie Machin	Senior Meals Supervisor
Mrs Julie Brewitt	Meals Supervisor
Mrs Paula Dixon	Meals Supervisor
Ms Emily Tait	Meals Supervisor
Mrs Fiorita McGowan	Meals Supervisor
Miss Abbie Haywood	Meals Supervisor

School Governors

Parent Governors	Mrs. Emily Stockton	
	Mr. Ben Bunting	
	Mrs. Jodi Vaughan	
	Mrs. Nicola Evans	
Staff Governor	Mrs. Jane Lucas	
Local Authority Governor Cllr Patricia Gilby		
Co-opted Governors	Rev. D Cooke	Chair
	Mrs. Kathryn Keeley	Vise Chair
	Mr. Andrew Patterson	
	Mr. Timothy Evans	
	Mrs. Katherine Cheswick	
	Mrs. Kerry Khalill	
Headteacher	Mr. Cliff Hadley	
Deputy Headteacher	Mrs Andrea Callaghan	(ex-officio)

Our Governors are elected every four years. The parent Governors are nominated and elected by the parents of children who are attending the school. The Governors are responsible for the Budget, Staff, Curriculum and the School buildings.



We are learning together to...

- ❖ enable the children to develop a positive attitude to school, right from the start of their education, in a caring, lively and stimulating environment.
- ❖ develop a child's confidence and independence, encouraging them to reach out and strive to their full potential.
- ❖ help our children to develop the skills to establish caring, tolerant attitudes and relationships, with respect for themselves and others.
- ❖ develop their skills of communication, developing enquiring minds and the ability to question and appreciate other points of view.
- ❖ develop the concept that learning is a lifelong activity.
- ❖ review the process regularly, standing back and assessing our effectiveness.

School Organisation

When your child is awarded a place in the Nursery, it will be for morning or afternoon sessions, which last for 3 hrs: 8.30am to 11.30am and 12.00 noon to 3.00pm.

Once your child transfers to the Reception class, you should aim to arrive in time for the school doors opening at 8.50am.

8.50	Start of the school day
9.10	Assembly
9.30	Teaching & Learning session 1
10.20	Phonics session
10.50	Morning Break
11.10	Teaching & Learning session 2
12.05	Lunch break
13.15	Teaching & Learning session 3
14.10	Teaching & Learning session 4
15.05	End of the school day

On our website you will find the school holidays for the year. Included within the holidays are any closures for INSET days and polling days. We make every effort to liaise with Brimington Junior School when setting our INSET days but this is not always possible. We apologise in advance for any inconvenience caused.

Class sizes are capped at 30 and will only exceed this number under exceptional circumstances. Admission into school is overseen by the Local Authority. Please contact the admissions team if you have any questions.

Children will be grouped according to their age at the start of their Nursery education and will transfer into the Reception class at the appropriate time in the year in which they are five years old. We have a single point entry in September.



The Curriculum



We have a broad and balanced curriculum that adheres to the Early Years Foundation Stage framework and the National Curriculum. We have carefully designed our curriculum to meet the needs of all our children. We focus heavily on Reading, Writing and Mathematics. We have a comprehensive Phonics programme that develops our children's reading skills; their accuracy, fluency and expression as well as their segmenting and blending.

Staff have high expectations of all children and teachers have strong subject knowledge. All staff have excellent working relationships with children based on mutual respect.

Highly successful and embedded teaching and learning has led to good outcomes from Ofsted inspections and sustained levels of attainment.

All policies and schemes of work that are followed by the school are available for view on the school website or at the school office. Parents are free to see these documents, which are subject to regular review.

Regular newsletters are sent home and are also available to read on our website.

Look out for invitations to evening curriculum events designed to help you support your child's learning.

An overview of our curriculum can be seen on our website.

Religious Education

This policy is based upon the agreed Derbyshire Syllabus for 2015-2019 'All Our Worlds', which fulfils the legal framework to promote the spiritual, moral, cultural, mental and physical development of the children and prepares them for the opportunities, responsibilities and experiences of adult life.

Alongside the Derbyshire Syllabus our PSHE teaching and learning is also based upon the agreed Derbyshire scheme.

Parents have the right to withdraw their child from R.E and from the Act of Collective worship on religious grounds.

Literacy (Reading and Writing)

The school places great emphasis on the teaching of Reading and Writing and follow a comprehensive phonics programme.

Children should read aloud every day at home and any adult (*preferably Mum or Dad*) should record that they have listened to their child.

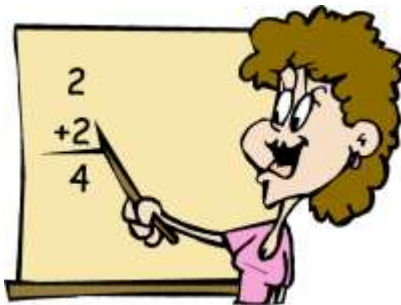


The School Library has many books, both fiction and reference. The children move freely in the Library Area, selecting and discussing the books of their choice.

In writing we emphasise the importance of teaching correct letter formation. Our aim is to encourage and stimulate creative writing and topic work.

Spelling is a very important and is supported through the teaching of phonics.

Numeracy (Mathematics)



We aim to ensure that all children will acquire the basic concepts and skills of number, by understanding the language, by practical work and by recording work that has been done.

Staff have high expectations of all children. This is reflected through planning, the delivery of lessons and teacher assessment. Teachers have strong subject knowledge and all staff have excellent working relationships with children based on mutual

respect.

Over the last three years Mathematics has been consistently significantly above national averages for Mathematics.

Science

Through the teaching of Science, children are encouraged to observe, enquire and develop their knowledge of the world in which they live. To motivate and stimulate our children, we try to present to them the learning process at first hand.

Sex and Relationships Education is not taught as a separate topic but the school has a policy statement on this subject. The staff and Governors believe that the subject is best taught as part of our science topics around "Myself" or "My Body". The staff answer children's queries around this subject factually and truthfully, referring to parents if they feel this is the right time for that child to receive more information.



IT (Information Technology) & Computing

The school is adequately provided with resources for this subject. We have a dedicated IT Suite where each child is given the opportunity to use and develop his/her skills to the full. Children are also taught computing through Control Technology where they learn to program electronic devices.

PE (Physical Education), Games and Dance



Each class undertakes P.E. and Dance as part of the National Curriculum. Regular lessons are taken in this subject and during the summer months P.E. activities are organised in the School Field.

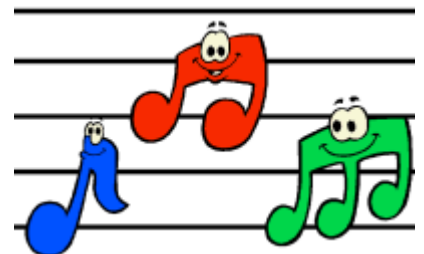
Both Nursery and Reception children have continued and free-flow access to our outdoor learning environment to support their physical development.

Sports Day is part of our P.E. activity in the summer term, and the children participate with much enthusiasm.

Music & Art

Creative Activities in Music and Art are strengths of the school and the children are offered a range of opportunities to increase their knowledge, skills and understanding in these areas.

We perform a range of concerts during the year both in school and in the community.



Special Educational Needs and Disabilities

The school provides support for children in many different ways, and under the guidance of the Inclusion Co-ordinator, staff work hard to ensure that individual needs are met.

The Inclusion Co-ordinator monitors children who are identified as having special needs or disabilities, for whatever reason and work is differentiated to meet their needs. IEPs (Independent Education Plans) might also be set up to address specific needs.

A copy of our Special Needs Policy is available to view on the website and at the School office.

Challenging the Most Able

The school makes provision for our more able pupils by differentiated planning and offering differentiated work to meet their needs. As with all our children, parents are informed about the progress that their child is making and that their child has been identified as being more able in specific areas of the curriculum. On many occasions children might be part of a club or sporting association that supports their gifts, talents and strengths. We love you to share these with us so we can celebrate their achievements in school no matter how large or small.



Closing the Gap

We have a Pupil Premium action plan that uses a range of strategies to enable our Pupil Premium children to make accelerated progress and close the gap on other learners in school. The action plan and tables showing the impact of our Pupil Premium strategies are available for you to see on our website.

Absence and Lateness

It is a legal requirement that school is informed of the reason for a child's absence. All absences from school must be explained by letter or telephone on the morning of the first day if possible. A child is marked as absent after 9.30pm.

The percentage of unauthorised absences is published annually. Your child's attendance record will be written on his/her school report.

Children should arrive at school in time for the doors opening at 8.50am. Registration starts at 9.00am. If your child arrives after 9.05am they will be given a late mark.

If you are late for any reason please try and get your child here as soon as possible. It is better to be late than not at all.

If your child arrives later than 9.30am without a valid reason then s/he will be registered as an unauthorised absence.

Special Leave

We are unable to authorise term time holidays and parents/carers should only seek to take holidays during official school holidays.

In September 2013 the Education (Pupil Registration) (England) (Amendment) Regulations 2013 came into force. These regulations make it clear that Headteachers should not grant approval for any leave of absence during term-time, including holidays, unless there are exceptional circumstances. These regulations also state that holidays cannot be authorised retrospectively.

Any requests should be on an official school absence request form and handed into the school office for consideration prior to any holiday/leave arrangements being made.

You may be issued with a Penalty Notice should leave be taken which is not authorised. If unpaid this could lead to prosecution under section 444(1) of The Education Act 1996.

Discipline & Behaviour

All our school rules are based on mutual respect for each other and each other's property; the care and safety of others and their property and equipment is seen as a shared responsibility.

We have a Behaviour policy that sets out our discipline procedures. This can be seen on our website or can be obtained from the office.

Should any issues or concerns arise parents can speak to staff at the start or end of the school day.

Safeguarding, Health & safety and Wellbeing



Henry Bradley Infant School considers the health, safety and wellbeing of its community as paramount in all that we do and takes safeguarding very seriously.

The welfare of the children is our first priority and we abide by the Child Protection Procedures.

Each class teacher is responsible for the care and welfare of the children in their class, and will deal with all problems and difficulties as they occur. The Headteacher is available to discuss any matters of concern with parents at a mutually convenient time.

During the dinner hour the Senior Mid-day Supervisor and her staff provide supervision and care.

Parents should be aware that the school is required to take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other forms of abuse, the Headteacher is obliged to follow the Child Protection Procedures established by the Derbyshire Area Child Protection Committee and inform Social Care of the concern.

Extra Curricular Activities

There are extra curricular activities that the children can take part in. Some run through the year and some are seasonal. There may be charges related to clubs to cover the cost of the instructors or providers. These costs may vary depending on the type of provision.

Voluntary Helpers

We believe that helpers in school do a valuable job. Their contribution is of great benefit. We never turn any helper away and we would love to see more Dads and Grandparents!

If you can spare an hour or two to help, please let us know. We are particularly keen to have additional support with reading.

Please note; if you wish to work in school we will conduct a risk assessment and may request a DBS check. For more information please ask at the office.

We look forward to your help.

Equal Opportunities

In line with Derbyshire County Council Equal Opportunities Policy the school seeks to ensure that all our children are treated equally, regardless of sex, disability, race, colour or creed.

Assessment

All children are assessed on entry to our Reception classes. Using the EYFS (Early Years Foundation Stage) framework we use teacher assessments to carefully track our children's progress through the year.

On exit from Reception they are again assessed so we can accurately track their progress through years 1 and 2 (Key Stage 1).

Staff regularly assess children's progress across KS1 through on-going teacher assessments.

During the summer term in Year 1 the children will have a formal Phonics screen. The results of this screening are reported to parents, the local authority and DfE.

During the summer term in Year 2 the children have their final KS1 assessments (known as SATs). These are also reported to parents, the local authority and DfE.



Complaints

If you have a problem or difficulty with any aspect of your child's school life, please contact school as soon as possible. Our aim is to ensure you are a partner in your child's education and that you play a key role in your child's school life.

If the occasion arises that you are unhappy or have the need to complain about any aspect of school, please come in to discuss the matter. If you still feel that our response is

unsatisfactory, we have an official complaints procedure that is available for you to see on our website. It is also available from the office.

Data Protection Act

To fulfill the requirements of the above Act, personal details held on the computer are protected by law and are not divulged without permission.

The exception to this is for the necessary minimum information to the School Health Service to assist in the provision of health care to pupils, for which disclosure the school has registered.

Charges for Educational Visits

During the school year, educational and social visits are arranged for the children. These can have a beneficial effect by supplementing the work undertaken in a topic or developing the life skills of the children.

In line with the Education Act of 1988, we ask parents for a voluntary contribution towards the cost of a visit or activity.

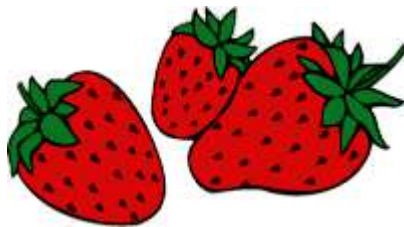
Every effort is made to keep the price as low as possible.

Whenever a visit is planned parents will be informed of the cost, and asked to make a contribution. There is no obligation to contribute and no child would be prevented from taking part in a visit because a parent is unwilling or unable to contribute.

However, it might become necessary to cancel a visit or activity if parents did not support it.



Dinners



All children in school are entitled to a Free School Meal. Please ensure you have completed our FSM form and returned it to school.

Even if you do not intend to take up your entitlement of a free school meal, could you please our FSM form regardless as it could mean the school gets additional funding that could support your child whilst s/he is with us. We have a whole school food policy which promotes healthy eating and we try to persuade all children to try what is on offer on our menu.

Menus are available from school and from the Local Authority. Please let us know if your child has a medical condition that requires a modified diet. Please note, this must be supported by a medical diagnosis.

Drinks

Each child is requested to bring a water bottle containing fresh water only to be sipped at throughout the day.

Fruit

Henry Bradley participates in the National '5 a day' Fruit for Schools scheme. All children receive a piece of fruit at break time. We have a fruit only policy.



School Dress

The school has a dress code which consists of a red or navy blue sweatshirt or cardigan and a polo shirt, embroidered with the School Logo. These are worn with black or grey skirts / black or grey trousers and black shoes or sandals.

School uniform can be bought from all major retail outlets but embroidered garments can only be bought from Tesco. Please collect an order leaflet from school.

PLEASE ... Name all articles of clothing, as it is easier to recover articles of clothing when they go missing.

REMEMBER ... Many children are wearing the same colour and size of sweatshirt.

SUMMER WEAR ... Red and white check dresses for the girls and black/grey shorts and polo shirt for the boys.



PE Kit

The children need the following equipment:

1. Black shorts
2. White T-shirt
3. Black plimsolls
4. P.E. bag - named

Every child has an entitlement of full access to the curriculum. As such, every child must have PE kit. For health and hygiene reasons we do not allow children to lend/borrow PE kits.

Outdoor Learning in the Foundation Stage (Nursery & Reception)

Because Outdoor Learning through the Foundation Stage is an all year round provision (regardless of the weather), the children need to have a pair of wellies kept at school. These, alongside the school's own waterproofs provide the necessary protection to keep them dry and warm whilst outside.

Jewellery

We do not permit children to wear jewellery in school, as it causes upset if necklaces etc. are broken or lost.

For pierced ears, only "stud" earrings are allowed in school, but **all** jewellery must be removed for PE. This must be done by the child, staff are not allowed to assist with the removal of jewellery.

The joint SBLC policy can be viewed on our website.

Toys

Please do not let your child bring toys into school as these can be broken, misplaced or lost. Any item brought from home to be shown in a lesson or put on display should be handed to the class teacher for safe-keeping.

Road Safety

It is a parental responsibility to teach their children road safety using the **GREEN CROSS CODE**. School reinforces road safety training throughout the year.

Parking

We ask parents who bring children to school by car to be aware of the safety of others.

Please obey the following rules:

DO NOT use the school entrance as a turning space.

DO NOT park in front of school and cause difficulties to our neighbours.

DO NOT park on the yellow zigzag markings.

REMEMBER to leave the school entrance free for access by emergency vehicles at all times.

Try to walk your child to school if at all possible. It is healthier for you and your child, as well as cutting down on traffic danger.

Illness

Please inform school of any change of address or telephone numbers (land line, mobile and work) in case your child is ill or has an accident and we need to contact you as a matter of urgency.

If hospital treatment is required, every effort will be made to contact parents or carers. Children will always be taken to hospital by ambulance.

Medical Needs

The School Nurse visits us regularly to test eyes and ears and check weight and height.

When medical examinations are undertaken during your child's Reception year, parents are invited to be present.

We are also visited by School Health to administer flu vaccines (parental permission is sought).

IMPORTANT

Please inform school if:

1. Your child is allergic to any substance.
2. If he/she has any health problems which we may need to know about.
3. If he/she is on any medication.

All medication is kept for safety in the office. This includes inhalers for asthma. If your child needs to be given medicine during the day you need to complete a medical administration form. These can be obtained from the office.

However, non-prescribed medicines e.g. cough medicine will not be dispensed by the staff.

If a medicine says *3 times a day* then there is really no need for it to come to school because this can be given at breakfast time, straight after school and at bedtime.

Thank You