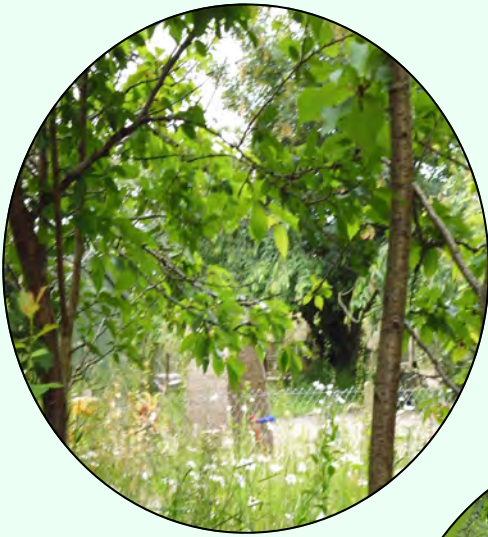


# Broomhill Infant School

## School Prospectus 2018 –2019



**Head Teacher : Hayley Farthing**

**Broomhill Infant School:**

**Website: [bisapcc.com](http://bisapcc.com)**

**Tel: 0117 353 4440 / Email: [broomhilli@bristol-schools.uk](mailto:broomhilli@bristol-schools.uk)**

**Facebook: [Broomhillinfantschool](https://www.facebook.com/Broomhillinfantschool)**

**Twitter: [@BISAPCC1](https://twitter.com/BISAPCC1)**

# OUR STAFF

## BROOMHILL INFANT SCHOOL

<b>Head Teacher &amp; Children's Centre Leader</b>	Hayley Farthing
<b>Deputy Headteacher</b>	Kevin Hawkins
<b>SENCO</b>	Hayley Farthing
<b>Assistant SENCO</b>	Rebecca Symmons
<b>Site Manager</b>	Andy Knapman
<b>Administrative Team:</b>	Melody Chud / Olivia Rumph
<b>Finance Administrator:</b>	Debbie Holland

### TEACHING STAFF & LEARNING SUPPORT ASSISTANTS

<b>Sycamore Class</b>	Lucy Dickson LSA: Winnie Wozny
<b>Fir Class</b>	Alison Evans & Deborah Howells LSA: Lisa Williams
<b>Maple Class</b>	Kevin Hawkins LSA: Lindsay Booth
<b>Holly Class</b>	Emma Packford
<b>Cherry Class</b>	Mike Rossetti LSA: Stacey Butler-Knight
<b>Apple Class</b>	Kari Warrener LSA: Sharon Paling
<b>Nursery</b>	To Be Confirmed LSA: Lynne Ricketts

### ADDITIONAL SUPPORT STAFF

Melanie Badgery  
Kelly Knapp  
Lucy Russell  
Patricia Thorne  
Stephanie Smith

### NUTURE CLASS

**Nurture Lead:** Rebecca Symmons  
**Nurture Practitioner** Michelle Higgs

### BREAKFAST CLUB STAFF

Gayeanne Toogood  
Jennifer Elliott

### SCHOOL MEALS SUPERVISORY ASSISTANTS

<b>Sycamore Class</b>	Claire Pryce	<b>Fir Class</b>	Debra Baker
<b>Maple Class</b>	Lisa Priest	<b>Holly Class</b>	Laura Denley
<b>Cherry Class</b>	Safiya Hussien Marsha Cochrane-Yearwood	<b>Apple Class</b>	Nosheen Ali
<b>Nursery Class</b>	Nadine Hill & Kaylee Davis		
<b>Playground</b>	Gemma Griffin		

### OUR GOVERNING BODY

<b>Chair</b>	Mr Tony Carey	<b>Vice Chair</b>	Mr Mark Williams
<b>Governors</b>	Sue Hadden Savitha Fleacher	Mair Allen Rebecca Symmons	Jean Capener Ellen Mukahy
<b>Clerk</b>	Deborah Holland		

# Welcome to Broomhill Infant School

*Dream / Believe / Achieve*



Inclusion, Individuality, Creativity, Empowerment  
These are the four words that drive our vision for our school.

## **INCLUSION**

We know that each child has a voice and we are willing to listen to that voice and adapt the way we work to take account of the message each child gives.

## **EMPOWERMENT**

We will encourage and develop every child to be confident to express themselves and to value and celebrate each other's qualities.

## **CREATIVITY**

We will provide every child with a creative approach to teaching and learning which ensures that they can achieve to the very best of their potential.

## **INDIVIDUALITY**

We believe that each child is individual with the ability to succeed. We will create an environment that will enable each child to develop in their own way.





We are all proud of the setting's achievements and continue to build on that success. Broomhill Infant School is a true community with children, families, the community, staff and governors all working towards a common goal.

Our vision for education is to give every child the best chance in life and to put learning at the heart of the community. Broomhill Infant School is a safe and healthy learning community, where everyone is happy, excited, challenged and inspired to become creative lifelong learners.

There will be many exciting challenges ahead and with your support, trust and partnership we can work together to ensure that we achieve the best possible provision and future for every child and family.

It is really friendly here, it is really kind .  
Max aged 6

People in school play kindly with me.  
Aya aged 7

It is really fun because you get to do different things when you are learning. Olivia aged 7





## School Times

### Nursery Sessions

Morning 8.45am —11.45am  
Afternoon 12.15pm - 3.15pm  
All day 9am - 3pm

### All Other Classes

Morning 8.45am—12pm  
Afternoon 1.10pm -3.15pm

## School Term & Holiday

### Term 1

Monday 3 September to Friday 26 October

### Term 2

Monday 5 November to Friday 21 December

### Term 3

Monday 7 January to Friday 15 February

### Term 4

Monday 25 February to Friday 5 April

### Term 5

Tuesday 23 April to Friday 24 May

### Term 6

Monday 3 June to Tuesday 23 July

## Inset Days

Monday 3rd September 2018

Monday 5th November 2018

Friday 21st December 2018

Friday 15th February 2019

Friday 24<sup>th</sup> May 2019

# IMPORTANT INFORMATION

## SESSION TIMES

Please accompany your children into the classroom and settle them ready for the start of the school day.

Any child not in class at 8.55am for the register will be marked as late and parents will be asked to sign the school late register. The register is kept in the school office.

## HOME VISITS

Home visits are made prior to your child starting in the Nursery Class

This visit provides a vital link between home and school but it is optional.

## WHAT YOUR CHILD NEEDS FOR SCHOOL

Children wear red sweatshirt/jumper, white/red polo shirt and grey or black trousers/plain jogging bottoms. Girls can choose to wear black or grey trousers/skirt, jogging bottoms or a school summer dress.

- A small dap bag, clearly marked with your child's name, containing a spare pair of pants in case of accidents.
- A pair of slip-on daps (no slippers), again marked with your child's name, for indoor wear.
- Slip-on outdoor shoes should be worn (no laces) as well as clothes (preferably not new) which make for easy visits to the toilet.
- Wellington boots and warm, rainproof outdoor clothing are needed during winter for outdoor learning.
- PE KITS—children will require shorts and t-shirt for PE will need daps or trainers suitable for inside and outside, Shorts or jogging bottoms and a T-Shirt. Any colour permitted.
- School Uniform with the school logo is available from Tesco's Website:

<https://tesco.com/direct/broomhill-infant-school-children-s-centre/11227.school>

### **But please note:**

Children should not bring toys as loss can cause distress

## LUNCH TIME

All Reception and Key Stage 1 children are entitled to a free school lunch each day.

Our lunches are prepared on-site by Chartwells Foods. The children are able to choose between a hot meal and a salad bar. Specific diets, including vegetarian and halal, as well as providing safe foods for those with allergies, are provided with prior notification and completion of a Special Dietary Form. The menu is available on the school website.

Children are also provided with a free piece of fruit or vegetable each day through the Schools Fruit & Veg scheme.

## MILK

Children up to the age of five will receive free school milk. After their fifth birthday milk can be ordered from the dairy and will be delivered daily to the school. Although the school supports this scheme, all enquiries should be made directly to the dairy.



## Parking

Our Security system means that our schools gates are locked between 8.30am and 3.30pm to ensure the safety of the children.

For Entry to the school you will need to press the School call button and speak to a member of staff in the school office.

Accessible parking can be arranged should you need it.

## Dropping off and Collecting

When dropping your children off at school please bring them to the classroom and make sure you hand them over to the care of a member of staff.

We will not allow children to leave school alone. We ask you to give us the details of any adult who is authorised to collect your child and we will only allow your child to leave with these adults.

Please note it is the Schools policy not to allow a child to leave with another child under the age of 16.

## Sickness

If your child is not well enough to come to school please telephone by 10am to let us know.

If your child vomits or has diarrhoea, in order to limit infection, they need to stay away from school until they have had 48 hours free of vomit or diarrhoea.



# SAFETY

The safety of your children is one of the most important considerations for us. We have a number of things in place to help keep your children safe whilst they are at school with us.

## HEALTH & SAFETY RULES

- Please make sure your child is dressed appropriately for learning and has clothing to allow them to learn outside. This includes shoes with toes covered and shoulders covered.
- During the spring and summer please apply sun-cream to your child before school and have a sun hat for them to keep in school. They can bring in a named sun cream in to self-apply and we recommend roller-ball ones.
- Necklaces and earrings which hang down can be dangerous to children and are not allowed in school.
- Please do not bring any animals on to the school grounds with the exception of guide dogs and assistance dogs.
- Smoking is not allowed on the school grounds

## CHILD PROTECTION AND SAFEGUARDING

We take our duty to protect children from abuse and neglect very seriously. We have a clear policy and procedures, and will take action if we have any concerns in this area. For more information refer to the school policy and the Bristol Safeguarding Children Board information available online.

Our designated Safeguarding Leads are Ms Hayley Farthing & Mrs Rebecca Symmons.

## E-SAFETY

Our children's use of the internet and digital technology is developing all the time. We take care to ensure your children only access appropriate material in school and develop an understanding of safe boundaries. We have advice sheets for parents/carers available in school and on our website.

## FIRST AID

The school and Children's Centres are always well covered by trained First Aiders, including skills in paediatric first aid.

## MEDICINE

We have staff trained in 'Administration of Medicine' able to administer prescription medicine at school. You will need to complete a form with the school office.



### **Breakfast Club**

The school has a breakfast club available to children in Reception and Year 1 & Year 2.

This runs from 8am until 8.45am.

It is £4.00 per child, per session and fruit, cereal, toast and a drink of milk or water is provided.

### **After School Club**

An independent company—Grassroots Sports Academy provide an after school club for our children between 3.15pm and 9pm.

This is available for children in reception - through to Year 6 and is run in the Children's Centre (next door).

Registration forms for this club are available in the School Office.

### **Holidays in School Time**

Under latest government guidelines, schools are not able to authorise holidays during term-time unless there are exceptional circumstances.

Any requests for holidays will therefore be declined and a Penalty Notice will be charged.

The penalty notice charge is £60 per child and per parent and this is payable within 21 days, rising to £120 if not paid within this time.

## **LEARNING**

### **THE EARLY YEARS FOUNDATION STAGE**

**The Early Years Foundation Stage is the name given to the stage in education from pre-birth to the end of Reception Year. This covers our Nursery and Reception Classes.**

We aim to provide a secure foundation through learning and development opportunities which are planned around the needs and interests of each individual child and are assessed and reviewed regularly.

#### **THE EARLY LEARNING GOALS:**

These are the knowledge, skills and understanding children should have at the end of their reception year.

There are 7 areas of learning and development. And they are all important and inter-connected.

#### **ASSESSMENT**

Throughout the Early Years Foundation Stage practitioners will observe and assess children's progress and development. Parents/ Carers will receive a summary of their child's progress 3 times a year and at the end of the Reception year they will be assessed against the Early Years Foundation Stage Profile.

## **KEY STAGE 1**

**Key Stage 1 is the name given to the stage of school which is covered by Year 1 and Year 2.**

#### **CURRICULUM**

Children move from the Early Years Foundation Stage curriculum to the National Curriculum during Year 1.

#### **LEARNING**

Learning in Key Stage 1 continues to be linked to children's interests and as practical as possible. We believe that all children learn best through learning opportunities which challenge and inspire them and which are relevant to their experience and interests.

#### **ASSESSMENT**

Teachers assess children throughout the year and feedback to parents and carers about their progress. Towards the end of Year 2, children will take the government's Standard Attainment Tasks to complement teacher assessment of their academic levels.

#### **PHONICS TESTS**

In June, children in Year 1 will take the government's Phonics Screening Tests.





### School Council

Each class elects 2 representatives to the School Council, which meets regularly each term. The children's thoughts and opinions help to guide new developments for our school.

### Barton Camp

In June, our Year 2 children have the opportunity of a 1-night residential trip as part of the curriculum. We stay at Barton Camp in Somerset

### Rights Respecting School

We are on a journey towards becoming a **Rights Respecting School**.

This award recognises our achievement in putting the convention for Children's Rights at the heart of school planning policies, practices and ethos. We have been awarded Level 1 and are now working towards Level 2.



## ADDITIONAL EDUCATIONAL NEEDS

We recognise that many children may not be able to access the full curriculum in the same way and it is our responsibility to adapt and change our practice to enable every child to participate fully in our school community.

The school follows the Code of Practice for the identification and assessment of children and where a particular need is recognised parents or carers will be invited into school to discuss the concerns and proposed action with the class teacher.

The more able child also has Additional Educational Needs. If a child is particularly able in one or more areas of the curriculum we will recognise their skills and provide them with opportunities to develop and extend their abilities.

## INCLUSION AND EQUAL OPPORTUNITIES

At Broomhill Infant School we are committed to Educational Inclusion and equality of opportunity. This means that we value difference and individuality as well as the contribution that all children and adults can make to our school community.

## HOME SCHOOL LINKS

Teachers will regularly provide learning activities for you to support and extend your children's learning by completing activities at home.

## LEARNING REVIEW MEETING

There are 3 opportunities through the year for meetings with your child's teacher to celebrate their learning and discuss how to support their learning.





## PTA

[Broomhill.infants.pta@gmail.com](mailto:Broomhill.infants.pta@gmail.com)

This is our fundraising group which is a partnership between parents, carers and staff.

We organise fun fundraising events across the year. And always welcome new members.

## School Policies

In order to help you understand key aspects of our school, a range of our key policies and procedures are available for you either to download from the school website or upon request at the school office.

Teachers will regularly provide these for you to support and extend your children's learning by completing activities at home.

Our key policies are:

- **Attendance Policy**
- **Collective Worship Policy**
- **Teaching and Learning Policy**
- **Additional Educational Needs and Inclusion Policy**
- **Safeguarding Policy**
- **Complaints Policy**

## PARENTS AS PARTNERS

We recognise the importance of parents as partners in the education of their child. Parents, carers and family members are by far the most important influences on children's lives. Parental involvement can take different forms but we hope you share the same aims and agree that by working together we can be partners in supporting children's learning. As parents/carers we want you to be welcomed and given an opportunity to be involved in the life of the school. To feel fully informed about your child's learning and encouraged to make an active contribution to your child's development.

## SCHOOL EVENTS

We provide many events during the year to give you the chance to find out about and celebrate your children's learning.

These include Assemblies, Breakfasts and After-school events. Find out more from the year planner and termly newsletters.

## READING

Daily reading is a really important part of your child's education. Teachers will send home a range of reading books for you to share with your child. Please use the Reading Record to let us know about your reading experiences.

The library is open to parents before and after school so please feel free to come along and read our wide range of books to your children.

## COMMUNICATION

Communication with parents is done in a variety of ways, through Parentmail (an online app and email), monthly newsletters and notices being displayed in the classroom windows - please look out for the signing up sheets for parents evenings and any special events happening in school.

If you require any help or support please come and see us in the school office, where we will be more than happy to assist with any questions you may have.

