

**South Gloucestershire Council**



# **Bromley Heath Infant School School Year 2011- 2012**

Little steps, Big strides, Exciting journey.

Our school family believes in making a difference.  
Together, we nurture the whole child and provide a happy, secure and challenging learning environment.

**South Gloucestershire Council  
Education Department**

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**BROMLEY HEATH INFANT SCHOOL**

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Location map link

[www.bing.com/maps/?lvl=14&where1=BS166NJ,%20UK&FORM=MMREDR](http://www.bing.com/maps/?lvl=14&where1=BS166NJ,%20UK&FORM=MMREDR)

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Head Teacher: Mrs Tina Long

Bromley Heath Infant School  
Quakers Road  
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Bristol BS16 6NJ  
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Dear Parents

The Staff, the Governors and I extend a warm welcome to you and your family. Your child is about to start a very important journey - three years of Infant School life. We hope that they will be happy and satisfying years, which will bring personal and collective rewards to your child.

Our aim is to help your child to reach his or her full potential, academically and socially, during his or her time here and, to enjoy learning.

We hope that your child will find our school to be a supportive and stimulating place of learning with many opportunities to grow in confidence and develop high self-esteem and pride in his/her achievements.

This prospectus has been written for parents who have already chosen or who are about to choose a school for their child. We have tried to give you some idea of different aspects of school life and have endeavoured to include information on the way we educate the children in our care.

We are starting out in an important partnership in the education of your child. We welcome your involvement and look forward to a worthwhile and happy partnership with you and your family when your child comes to Bromley Heath Infant School.

Should you wish to visit the school, we shall be very pleased to arrange an appointment.

Best wishes  
Yours sincerely

**Mrs T Long**  
**Headteacher**

## **Bromley Heath Infant School**

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## **Aims**

At Bromley Heath Infant School, we aim to provide a safe, secure, stimulating and supportive atmosphere in which each child is valued. Underpinning everything we do is the aspiration of 'excellence and enjoyment within a learning community'. Every child matters to us and we fully support the Department for Education agenda to increase opportunities for children:

- to be healthy
- to be safe
- to enjoy and achieve
- to make a positive contribution
- to achieve economic wellbeing

## **Caring for your child**

At Bromley Heath Infant School, it is central to our beliefs that academic, creative and social excellence is only attainable when we feel secure, happy and valued. It is therefore our priority that all our pupils are supported and nurtured throughout their time with us.

The relationship your child builds with their class teacher and teaching assistant will be a special one, and they will be the first person to share worries, problems or exciting news they may have.

With an active lifestyle constantly encouraged, there is inevitably the odd scrape or bump, and fully trained first aid staff are always close at hand.

## **Effective Education for all Pupils**

In our school every child is unique and different and every pupil has a personal set of talents and abilities, and faces a unique set of challenges and difficulties. It is our aim to provide an inclusive learning environment to support all our children, including those children with Special Educational Needs, those children exhibiting exceptional abilities and talents, and those children going through times of induction, transition, transfer and individual need.

Consequently we have both a Special Educational Needs Co-ordinator and a teacher who is responsible for Gifted and Talented children. These members of staff ensure that appropriate access to the curriculum is made available for all the children, in consultation with our teaching staff and teaching assistants. The school implements the full SEN code of practice.

Additional help your child may receive whilst at Bromley Heath Infant School might include:

- A focused program of study designed to meet their individual needs an (IEP) which will be shared with you.
- Extra opportunities made available to develop a particular gift or talent.
- Extra adult support, either individually or in a small group.
- The opportunity to work within a group of children with similar abilities on a regular basis.
- Increased opportunities to learn through visual, aural, and kinaesthetic media.

Our school is accessible to all pupils. There are ramps and railings at two entrances and the doors are wide enough for wheelchair access. There are toilet and washing facilities that are suitable for pupils with disabilities.

## **Learning and Teaching**

Bromley Heath Infant School provides a rich, varied and creative curriculum and aims to combine excellence in teaching with enjoyment of learning.

Reception classes in the Early Years Foundation Stage follow a curriculum organised into six areas of learning:

- Personal, social and emotional development
- Communication, language and learning
- Mathematical development
- Knowledge and understanding of the world
- Physical development
- Creative development

The national Curriculum applies to pupils of compulsory school age and is taught in Year 1 and Year 2. It consists of core subjects: English, Mathematics, Science, ICT as well as Religious Education.

Foundation subjects including Geography, History, Art, Design Technology, Music and PE are taught on a regular basis through a theme and skills based approach. Learning is organised into six areas of learning that reflect the Early Years Foundation Stage curriculum. As part of our school philosophy, we run a program to support Personal, Social and Health Education which includes Sex Education and Drugs Education and is appropriate for the age and maturity of the children. Parents may request to withdraw their children from Sex Education if they wish. In addition all children learn French.

It is our policy to entitle every member of our school to equal opportunities in accessing the full curriculum. Religious Education is taught in accordance with the South Gloucestershire agreed syllabus. Parents may if they wish, write to the Head teacher to request that their child be wholly or partly excused from attendance at our regular collective worship or religious education.

As children move through the school, they are encouraged to supplement their learning with activities completed at home. Initially this will take the form of regular reading at home and by Year 2 will include occasional research projects.

Parents are kept informed about their child's learning through Parent Teacher consultations in October/November and March and regular newsletters outlining curriculum coverage.

## **Healthy Lifestyle – Fit for Learning**

As a Healthy School, Bromley Heath Infant School Strongly encourages leading a healthy lifestyle. The hard play area and playing fields allow all pupils to engage in an active lifestyle and we have been awarded Activemark for the third year running which recognises our provision of at least 2 hours activity each week. We promote fitness for learning, embracing initiatives that provide fruit for all children and regular access to drinking water. Our play areas are specifically designed for the different age groups and activities to cater for the full range of needs.

## **A Learning Community**

The school is organised into Key Stages – Early Years Foundation Stage and Key Stage 1. There are 2 classes in each Year group, making 6 classes in total.

Bromley Heath Infant School is involved in the training of teachers and teaching assistants working in partnership with Bath Spa University, UWE and further education colleges. In addition we support local secondary school pupils in their work experience placements.

Parents play a crucial role in the education of their children we consider parents to be partners in learning. Research shows that children do better when there is a close working relationship between home and school and when parents show a keen interest in their children's learning. You can support your child's learning in many ways, including joining the Friends of School Association – all parents are welcome!

## **Extra-curricular Activities and Visits**

We are pleased to offer a range of extra-curricular activities to our Year 1 and Year 2 children, including multi-sports, athletics, french, gardening and ICT.

## **Childcare**

The South Gloucestershire Council website will signpost you to childcare providers including child minders in the locality.

[www.southglos.gov.uk/childrenyoungpeoplefamilies/childcare](http://www.southglos.gov.uk/childrenyoungpeoplefamilies/childcare)

A breakfast club for both schools operates on the junior school site every morning.

Children also benefit from a range of cultural experiences through visits to places of

interest as well as working with visiting story-tellers, artists, and performers.

### **Celebrating Achievement**

Nurturing children towards positive self-worth and self confidence as learners is crucial in their development as mature members of our school community. Part of this development can be encouraged through celebrating the many achievements children make both in school and beyond school. Rewards take the form of certificates, stickers, extra 'golden time'. Certificates are presented to the children in Celebration Assembly on a weekly basis. Additional certificates may be awarded for good behaviour and politeness at lunchtimes and for being a play leader.

### **Compliments and Complaints**

Your child's class teacher can usually deal with any queries or worries about the curriculum or other aspects of school life quickly. The end of the school day is usually the best time for this. If you are not satisfied with the outcome you can take the matter up with the Deputy Head teacher or Head teacher who will involve the persons necessary to resolve the situation. If the need arises, complaints in writing will be brought to the attention of the Governing Body as described in our Complaints Policy.

If you feel particularly pleased with an aspect of school please make your feelings known and pass on thanks and compliments to the staff concerned.



## **Teaching Staff**

**Head Teacher:**

Mrs T Long

**Deputy Head:**

Miss C Baker

Mrs D Ashman

Mrs J Hulm

Mrs F Park

Mrs S Dutton & Mrs L Warren – Job Share

Mrs S Harrison

**Part time**

**Teaching Staff:**

Miss L Fletcher

Mrs L Barber

## **Support Staff**

**Teaching Assistants:**

Mrs L Kirby

Mrs D Oxenham

Mrs J Crocker

Mrs J Bettesworth

Mrs T Allen

**Finance Administrator:**

Mrs R Cane

**Administrative Assistant:**

Mrs J Dodge

**Library Assistant:**

Mrs L Burden

**Caretaker:**

Mr J Calder

**Cleaners:**

Mrs R Davis

Vacancy

**Lunchbreak Supervisors:**

Mrs S Madge

Mrs R Dorrell

Mrs C Harrison

Mrs J Tindall

Miss D Weetch  
Mrs T Lush

## **Admission to School**

Children are eligible for full time education if they have reached their fourth birthday by 31 August 2011.

Parents who are considering sending their children to the school are welcome to visit by prior arrangement. All new entrants and their parents will be invited to visit the school during the term preceding their entry.

The Standard Number for each year group is 60, totalling 180 pupils on roll (30 in each class).

The school is divided into 6 classes, in order to comply with the Government's initiative on Infant Class sizes.

- 2 Reception classes – Giraffe Class and Zebra Class
- 2 Year 1 classes – Penguin Class and Lion Class
- 2 Year 2 classes – Dolphin Class and Leopard Class

On entry into school, Early Years Foundation Stage children attend part-time initially with most pupils attending full-time school before the October half term holiday.

Our Starting School booklet gives additional information that is relevant to parents of four-year-old children.

At the end of the Early Years Foundation Stage, children could be reorganised. In Y1 the children may be re-grouped – these new class groups will remain throughout Y1 and Y2.

## **General Information**

Bromley Heath Infant School is a maintained County School for boys and girls in the age range 4 - 7 years.

The school is situated in the north east of Bristol in an area consisting mainly of privately owned houses.

The school was opened in 1961 and a separate Junior School shares the site.

There is a playground at the rear of the school, and we also have the use of the playing field.

The school has 6 classrooms and an Elliot temporary building, a large hall, a dining room and kitchen, an entrance hall and the usual offices.

Children use the playground doors to enter and leave school. One class use the main side entrance at the car park end of school.

Please use the main front entrance only if you are calling at the office. In the interests of safety, please do **not** use the staff car park, and never park or stop on the area marked with yellow lines in front of the building. The zigzag lines are there to protect **YOUR** child.

## School Security

The safety of the children in our care is of paramount importance and the Governing Body of our school made the decision to install a security system. This has been in operation for many years and a new system has been installed to include all main entrances. The two side entrance doors and classroom doors will be open from 8.50am and closed promptly at 9.00am.

If you wish to gain access to school during the day please enter by the main front door, which will be controlled by an electronic push button connected to the school office. This is situated on the wall to the left of the door.

All visitors or parents should report to the school office on arrival and if staying on the school premises will be issued with an appropriate identification badge.

We would be grateful if enquiries appertaining to the school day can be made in the morning and all other enquiries, ie. leave of absence forms, uniform enquiries etc from 3.00pm onwards.

## Behaviour

We encourage children in good behaviour, and foster a caring attitude so that all may learn, work and play happily together, developing self-discipline and respect for others and property.

You will be given a copy of our 'Good Behaviour Book, which conveys our positive views about behaviour in school. We also have a Behaviour Management Policy and Anti-Bullying policy, which are available on the school website.

All children in school are expected to behave in a reasonable manner. We aim to create a calm, well-organised learning atmosphere to encourage our pupils in good behaviour. If your child's behaviour is causing concern, we will get in touch with you.

## The School Day

|                    |              |
|--------------------|--------------|
| Morning session:   | 9.00 - 12.00 |
| Lunch break:       | 12.00 - 1.15 |
| Afternoon session: | 1.15 - 3.15  |

Children are **not** expected to arrive on school premises earlier than ten minutes before the morning or afternoon session.

## School Meals

School meals should be ordered and payment should be made on **Mondays** in a sealed

envelope, clearly marked with the child's name, class, amount enclosed and the days when meals are required. You may also pay in advance for a whole term.

Packed lunch facilities are provided, if preferred. Please supply **small, soft** lunch boxes, clearly marked with the child's name, containing only lunchtime food and an empty unbreakable beaker. **NO DRINKS PLEASE.** A drink of water is provided for children staying to lunch at school.

## School Milk

You may order milk (in one third pint cartons daily) for your child. Parents deal directly with the School Milk Service if they want their child to have milk. For Foundation Stage children milk is free until they reach their fifth birthday, when the full balance for the remainder of the term immediately becomes payable if you want your child to continue to receive school milk.

For those who do not wish to receive school milk, water is available throughout the day and at lunchtime.

## Leave of Absence

Parental requests for leave of absence for their children in term time.

- Parents are strongly urged to avoid taking family holidays during term time.
- Requests for leave will not be authorised in term 1 (September/October) when children are settling into the new school year or in term 5 (April/May) when teacher assessments are taking place.
- Parents must request leave of absence in writing in advance of the holiday, explaining why the leave is requested during term time.
- Up to 10 days leave may be authorised within the school year provided that there is no other concern about the child's attendance. Where there is concern, the leave will not be authorised.
- Any unauthorised leave in term time of more than 10 sessions (5 days) in one term may result in a request from myself to the LA to issue a Penalty Notice. The Notice is a fine of £50 per parent per child if paid within 28 days which increases to £100 if paid between days 28 and 42. If the Notice remains unpaid after 42 days the LA will prosecute the parent for the non-attendance of the child at school.
- Each request for leave is considered individually.

Unauthorised absences to 26 May 2011: 0.2%

Authorised absences: 3.8%

## Clothing And Property

We prefer children to wear school uniform or plain items of clothing. Uniform is as follows:-

**Boys:** Grey trousers (long or short), white shirt or polo shirt, navy sweatshirt.

**Girls:** Grey skirt/dress, plain grey/black trousers, white blouse or polo shirt, navy cardigan/sweatshirt.

(Alternative summer wear - blue gingham dress).

All the above items are available from popular chain stores. Navy cardigans, sweatshirts, polo shirts, 'T' shirts bearing the school name and logo are available from Initially Yours in Hambrook.

Tel: 0117 9560909, [www.initiallyyours.co.uk](http://www.initiallyyours.co.uk)

**Please note:** with regard to your child's safety, sensible shoes, **NOT** fashion shoes, should be worn to school.

Each child should be equipped with PE kit, navy shorts, white t-shirt and plimsolls, **ALL** to be clearly marked with the child's name and in a named PE bag. PE kit should be in school at all times.

All children will need a pair of wellington boots to be kept in school for outdoor learning and play. We also recommend a waterproof jacket and leggings available from Initially Yours to be kept in school for outdoor play in wet weather.

## Jewellery and Toys

We ask you **NOT** to allow your child to bring toys or to wear jewellery of any kind to school because loss or damage causes distress. The wearing of jewellery to school is a potential danger, for instance, earrings for pierced ears can split ear lobes; rings may cut small fingers, and so on, therefore in accordance with the local authority's guidance it is not permitted on grounds of safety.

## Key Stage 1 2010

### Teacher Assessment:

|             | Level W + 1 | Level 2B+ | Level 3 |
|-------------|-------------|-----------|---------|
| Reading     | 0.0%        | 86.0%     | 27.0%   |
| Writing     | 5.0%        | 82.0%     | 15%     |
| Mathematics | 0.0%        | 98.0%     | 33.0%   |

The expected level of attainment is Level 2B at the end of key stage 1.

## SCHOOL TERM AND HOLIDAY DATES 2011/2012 ACADEMIC YEAR

|   |   |
|---|---|
| Term 1: Thursday 1 September 2011 -<br>Friday 21 October 2011 (37 teaching<br>days) | Term 4: Monday 20 February 2012 -<br>Friday 30 March 2012 (30 teaching<br>days) |
| Term 2: Monday 31 October 2011 -<br>Friday 16 December 2011 (35 teaching<br>days)   | Term 5: Monday 16 April 2012 -<br>Friday 1 June 2012 (34 teaching<br>days)      |
| Term 3: Tuesday 3 January 2012-<br>Friday 10 February 2012 (29 teaching<br>days)    | Term 6: Monday 11 June 2012 -<br>Thursday 19 July 2012 (29 teaching<br>days)    |

Schools must meet for at least 380 sessions in each academic year (i.e. 190 days). Teaching staff are required to work a further five days each year for the purpose of professional training. All schools will have 5 days of training/planning spread throughout the year. Schools will be closed to pupils on these days. Training/planning days are organised individually by each school. Therefore, you should contact your child's school for further details.

### In service days

Monday 31 October 2011  
Tuesday 3 January 2012  
Monday 20 February 2012  
Friday 1 June 2012  
Thursday 19 July 2012

The Image Consent Policy states the governors approach to this subject and may be viewed on request. Parents will be asked to sign an agreement which will be sent to you soon after your child starts school.

The aim of this booklet is to give details of general information of Bromley Heath Infant School. I hope that you have found this information helpful. If you would like to visit the school or if you have any further questions, please contact me at the school.

Mrs Tina Long  
Headteacher

This document relates to the school year commencing September 2011. Although the information and particulars herein were correct for this year at the date of publication shown below, it should not be assumed that there could be no subsequent change affecting the relevant arrangements of some other matter particularised before the start of, or during, the school year in question.

**June 2011**