



WELCOME TO HAMP NURSERY & INFANTS' SCHOOL

**where Every Child Matters:
socially, emotionally and educationally**

**Rhode Lane
Bridgwater
Somerset
TA6 6JB
01278 422012**

Headteacher: Mrs S Bird

www.hampnurseryandinfantschool.co.uk

About Us

Hamp Nursery & Infants' School provides seamless provision for 0-7 year olds.

We are an integral part of an educational campus together with three other schools - Hamp Academy, Robert Blake Science College and Elmwood Special School.

We also manage the provision of childcare within the onsite Children's Centre, thus providing 0-7 education.

All staff contribute to the school's positive attitude towards pupils and the whole school approach to policy-making in an atmosphere where good relationships are highly valued and where high expectations of behaviour and achievement are implicit for all. We aim to build a close working relationship between children, staff, parents and carers, to create an environment in which your children can achieve their full potential.

You are always welcome to visit the school, and please do not hesitate to contact us should you wish to discuss any aspect of your child's schooling.

Curriculum

Hamp Nursery and Infants' School is committed to meeting the requirements of the new Curriculum 2014.

The aim is to provide a broad, balanced, child centred curriculum with the development of the whole child in mind.

Our Themed Weeks, e.g. Carnival, Space, Worldwide Art and Cultural and Healthy Eating & Living, and visiting performers such as West End Theatre, Drum Crazy, Pied Piper and Gloria Lawrence - 'Storytree', all provide cross curricular and cultural activities to ensure a broad range of creative experiences for our pupils.

Extra-Curricular Activities

We offer a range of after-school and lunchtime clubs for our Year 1 and Year 2 children, which include music and sport.

We are planning to extend these activities to include provision for Reception children, during the Spring and Summer terms.

Ofsted

May 2007 our school was judged as good with elements of outstanding and stated that the "immediate and striking feature of the school is the outstanding personal development and well-being of pupils." "Behaviour is exemplary."

March 2010 - under the new framework - outcome judgement was satisfactory and it was acknowledged that "children get off to a good start in the Children's Centre and nursery class and make good progress and "pupils enjoy their learning".

March 2013 Ofsted judgements:

Achievement of Pupils:	Good
Quality of Teaching:	Good
Behaviour & Safety of Pupils:	Good
Leadership & Management:	Good

For full copies of reports, please visit the Ofsted website:

<https://reports.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/123681>

Our Governing Body

The Governing Body is responsible for the school, including the Local Authority Nursery and the Children's Centre Nursery.

The Governors work closely with the Headteacher and the Senior Leaders to support the development of all aspects of our school in setting high standards and promoting achievement for all.

Through regular meetings, governors monitor the financial and educational management, including outcomes for all pupils.

Chair of Governors: Mrs Suzanne Smith
Clerk to the Governors: Mrs Kerry Gascoigne

Please see our website for full details of the Governing Body.

Safeguarding

Our school recognises that the safety and welfare of children is paramount and that we have a responsibility to protect children in all our activities. We take all reasonable steps to ensure, through appropriate procedures and training, that all children, irrespective of sex, age, disability, race, religion or belief, sexual identity or social status, are protected from abuse.

We will seek to:

- + Create a safe and welcoming environment where children can develop their skills and confidence
- + Support and encourage other groups and organisations to implement similar policies
- + Recognise that safeguarding children is the responsibility of everyone, not just those who work with children
- + Ensure that any training or events are managed to the highest possible safety standards
- + Review ways of working to incorporate best practice, including this policy being regularly reviewed and updated to reflect current best practice and Government expectations
- + Treat all children with respect regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity
- + Carefully recruit and select all employees, contractors and volunteers
- + Respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual child abuse
- + Share information about concerns with agencies who need to know, and involve parents and children appropriately

Attendance

- ✚ Our school day is 8.45 am to 2.55 pm. We operate a 'soft' start time for children in the morning, which means they can come in to school from 8.30 am
- ✚ Children need to attend school regularly to fully benefit from their education. Even 90% attendance means that a child is missing a month of school a year, and it will be difficult for them to achieve their best. Children with attendance of 90% and lower are classed as 'Persistent Absentees' by the Government
- ✚ The Government expects schools to promote good attendance and reduce absence, and expects parents to ensure their children attend school regularly, and on time
- ✚ Please remember it is your responsibility to contact us if your child is unable to attend school
- ✚ Under recent amendments to regulations, we are only permitted to authorise leave of absence during term time in exceptional circumstances. Holiday request forms are available from the school office
- ✚ Please do your best to arrange medical appointments out of school hours
- ✚ If you are having difficulties with your child's school attendance, please speak to the class teacher or our Home School Liaison Worker, Mrs Jo Newcombe

Medication and Illness

- + If your child is going to be absent, please contact the school office on 01278 422012 to let us know
- + If your child becomes ill at Nursery, we will contact you or one of your named emergency contacts so that your child can be collected as quickly as possible
- + If your child requires prescribed medication, this can be administered. Please refer to our Children with Medical Conditions Policy. We will ask you to sign a medication form before we can administer any medicine
- + For children who have long term medical needs, we will work with you to follow their medical care plan
- + Some infectious illnesses like diarrhoea and vomiting spread rapidly and our policy requires that you keep your child at home for 48 hours after the symptoms have ended

School Uniform

We have a school uniform which we like our children to wear. Uniform with our logo is available from school - a limited amount of stock is kept, and orders are placed each half term. Please speak to staff in the school office for more information. Parents may prefer to purchase plain sweatshirts or cardigans from other suppliers - if so, please purchase these in royal blue.

- + Grey, navy or black trousers, skirts or pinafore dresses
- + White blouses or shirts, or
- + White or coloured polo shirts (red, royal blue or jade) with school logo
- + Sweatshirts or cardigans (red, royal blue or jade) with school logo
- + Appropriate school shoes (no sandals with open toes or backs please, or shoes with heels)
- + For PE - a pair of shorts, a T-shirt (also available with logo), gym shoes (preferably the type without laces), tracksuit trousers for outdoors and a PE Kit bag. Please ensure your child's PE kit is kept in school at all times

Jewellery

It is our policy that no jewellery should be worn by children in school. Those children who have pierced ears should only wear stud earrings to school. We have adopted this policy in the interests of the safety and well-being of the children.

Hairstyles

Our school policy, which is in line with Robert Blake Science College and Hamp Academy, states that a child's hairstyle should be appropriate for school, i.e.:

- + No unusual colours
- + No inappropriate accessories
- + No shaved heads
- + No radical cuts
- + No excessive use of hair gel

Behaviour

It is hoped that good patterns of behaviour will be established at home before a child's entry into school. Our aim is to build on these patterns in the following ways:

- ✚ To develop in pupils a sense of self-discipline and an acceptance of responsibility for their own actions
- ✚ To help children develop as caring, thinking individuals
- ✚ To create a happy and caring environment in which there is mutual respect between all members and where children learn to react positively with peers and adults and in which effective learning can take place

Food in School

As a school we are responsible for supporting children to make healthier life choices which include the food they eat in school.

- + Fresh fruit is supplied as a snack at morning break.

School Lunches

- + The Government has introduced free meals for all children up to the age of 7. As well as these meals being free to parents, they also:
 - encourage children to try new foods
 - encourage a more varied diet, and
 - support healthier eating
- + All relevant information, forms and a sample menu is available from the school office. Full details are provided at our induction meetings
- + New Reception children may take time to get used to having school meals and trying new food. We therefore ask parents who choose this option to allow a month's settling in period. If after a month you wish your child to swap to packed lunches from home, the notice period is two weeks, in line with all other children in the school
- + Over 90% of our children have a school meal!

Packed Lunches

- ✚ In line with our responsibility to promote healthy eating in school, packed lunches should also be varied and provide healthy options. Here are some lunchbox ideas:

Chicken & lettuce sandwich, cherry tomatoes, fresh fruit, yoghurt, dried fruit & nuts

Cheese & tomato wholemeal roll, fruit cake, fruit salad



Ham and cheese tortilla wrap, salad, honey & nut flapjack, fresh fruit

Brown rice salad, vegetable sticks, cheese & biscuits, malt loaf, fresh fruit

- ✚ Please do not send your child to school with items such as jam or chocolate spread sandwiches, crisps, several cakes, sweets or chocolate bars

Comments about our School from Parents and Children

'I think you do so well at keeping my child safe whilst she is at school, and appreciate you patching her up when she falls at playtime. You do well at explaining to her what you are teaching and why.'

I like writing stories
(Reception Year child)

I like working
on the laptops
- we play
games
(Year 2 child)

'Staff are always friendly.'

I love numeracy and
playtime. Everyone
likes playtime!
(Year 2 child)

My favourite thing is messy
play and being outside
(Reception Year child)

'There is always someone available to talk to.'

'The school has so much for the children. The class is full of amazing resources and equipment.'

I love the
chicken curry!
(Year 1 child)

I like playing
hide and seek at
playtimes
(Year 1 child)

'My child loves coming to school, has many friends and has made excellent progress in his class which is all down to his teacher and TAs.'

How to make a complaint

We hope that any complaints that parents/carers may have can be resolved by the school. Therefore, any complaints should in the first instance normally be made to the Headteacher, and it is hoped that in most cases they will be dealt with at this level.

If the complaint cannot be resolved at the local level (i.e. with the Headteacher) then the parent/carer should submit his/her complaint in writing to the Clerk to the Governors.

If you require any further information regarding the Complaints Procedure, full details are available, on request, from the school.

Privacy Notice - Data Protection Act 1998: How we use pupil information

Hamp Nursery & Infants' School is a data controller for the purposes of the Data Protection Act. We collect and hold personal information relating to our pupils and may also receive information about them from their previous school/nursery, local authority (LA) and/or the Department for Education (DfE). We use this personal data to:

- Support our pupils' learning
- Monitor and report on their progress
- Provide appropriate pastoral care, and
- Assess the quality of our services

This information will include our pupils' contact details, national curriculum assessment results, attendance information¹, any exclusion information, where they go after they leave us and personal characteristics such as their ethnic group, any special educational needs they may have as well as relevant medical information.

We will not give information about our pupils to anyone without your consent unless the law and our policies allow us to do so. If you would like a copy of the information that we hold about your child, please contact Mrs Bird, Headteacher.

We are required by law to pass some information about our pupils to the LA and the DfE. The DfE may also share pupil level personal data that we supply to them, with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1988.

Decisions on whether the DfE releases this personal data to third parties are subject to a robust approval process and are based on a detailed assessment of who is requesting the data, the purpose for which it is required, the level and sensitivity of data requested and the arrangements in place to store and handle the data. To be granted access to pupil level data, requestors must comply with strict terms and conditions covering the confidentiality and handling of data, security arrangements and retention and use of the data.

For more information on how this sharing process works, please visit:

<https://www.gov.uk/guidance/national-pupil-database-apply-for-a-data-extract>

For information on which third party organisation (and for which project) pupil level data has been provided to, please visit <https://www.gov.uk/government/publications/national-pupil-database-requests-received>

If you need more information about how our LA and/or DfE collect and use your information, please visit:

- our LA at <http://www.somerset.gov.uk/policies-and-plans/policies/privacy-notice/> or
- the DfE website at <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

Somerset LA Information Governance Team can be contacted at Somerset County Council, County Hall, Taunton TA1 4DY - Tel: 01823 273954 - Email: informationgovernance@somerset.gov.uk

<http://www.somerset.gov.uk/organisation/departments/information-governance/>

¹ Attendance information is not collected as part of the Censuses for the DfE for the following pupils/children - those aged under 4 years in Maintained schools and those in Alternative Provision and Early Years Settings.

Please see our website

www.hampnurseryandinfantschool.co.uk for
detailed information on our Planning,
Curriculum etc.

You will also be able to view all the school's
Policies, which include:

Health & Safety

Attendance

Computing and E-Safety

Special Educational Needs Information Report

All documents are available from the school
office - if you would like copies, please do
not hesitate to ask.

Somerset School Terms and Holidays 2016/2017 Academic Year

WWW.SOMERSET.GOV.UK



September 2016					October 2016					November 2016							
M		5	12	19	26	M	3	10	17	24	31	M	7	14	21	28	
Tu		6	13	20	27	Tu	4	11	18	25		Tu	1	8	15	22	29
W		7	14	21	28	W	5	12	19	26		W	2	9	16	23	30
Th	1	8	15	22	29	Th	6	13	20	27		Th	3	10	17	24	
F	2	9	16	23	30	F	7	14	21	28		F	4	11	18	25	
Sa	3	10	17	24		Sa	1	8	15	22	29	Sa	5	12	19	26	
Su	4	11	18	25		Su	2	9	16	23	30	Su	6	13	20	27	
December 2016					January 2017					February 2017							
M		5	12	19	26	M	2	9	16	23	30	M	6	13	20	27	
Tu		6	13	20	27	Tu	3	10	17	24	31	Tu	7	14	21	28	
W		7	14	21	28	W	4	11	18	25		W	1	8	15	22	
Th	1	8	15	22	29	Th	5	12	19	26		Th	2	9	16	23	
F	2	9	16	23	30	F	6	13	20	27		F	3	10	17	24	
Sa	3	10	17	24	31	Sa	7	14	21	28		Sa	4	11	18	25	
Su	4	11	18	25		Su	1	8	15	22	29	Su	5	12	19	26	
March 2017					April 2017					May 2017							
M		6	13	20	27	M	3	10	17	24		M	1	8	15	22	29
Tu		7	14	21	28	Tu	4	11	18	25		Tu	2	9	16	23	30
W	1	8	15	22	29	W	5	12	19	26		W	3	10	17	24	31
Th	2	9	16	23	30	Th	6	13	20	27		Th	4	11	18	25	
F	3	10	17	24	31	F	7	14	21	28		F	5	12	19	26	
Sa	4	11	18	25		Sa	1	8	15	22	29	Sa	6	13	20	27	
Su	5	12	19	26		Su	2	9	16	23	30	Su	7	14	21	28	
June 2017					July 2017					August 2017							
M		5	12	19	26	M	3	10	17	24	31	M		7	14	21	28
Tu		6	13	20	27	Tu	4	11	18	25		Tu	1	8	15	22	29
W		7	14	21	28	W	5	12	19	26		W	2	9	16	23	30
Th	1	8	15	22	29	Th	6	13	20	27		Th	3	10	17	24	31
F	2	9	16	23	30	F	7	14	21	28		F	4	11	18	25	
Sa	3	10	17	24		Sa	1	8	15	22	29	Sa	5	12	19	26	
Su	4	11	18	25		Su	2	9	16	23	30	Su	6	13	20	27	

Key:

- School holiday
- Bank holiday
- Inset Day (school closed)

Term dates summary:

- Term 1: 01 September – 21 October 2016 (37 days)
- Term 2: 31 October – 16 December 2016 (35 days)
- Term 3: 03 January – 10 February 2017 (29 days)
- Term 4: 20 February – 31 March 2017 (30 days)
- Term 5: 18 April – 26 May 2017 (28 days)
- Term 6: 05 June – 24 July 2017 (36 days)

TOTAL = 195

Bank and public holidays 2016/2017

Christmas Day Bank Holiday	26 December 2016	Easter Monday	17 April 2017
Boxing Day Bank Holiday	27 December 2016	May Day Bank Holiday	01 May 2017
New Year's Day Holiday	02 January 2017	Spring Bank Holiday	29 May 2017
Good Friday	14 April 2017	Summer Bank Holiday	28 August 2017

Start date for the 2017/2018 academic year: 04 September 2017



