

PROSPECTUS





Our school motto is -

Confidence • Independence • Success

Dear Parents/Carers, welcome to Chadsmoor Community Infant and Nursery School

Our Mission Statement is:

We support and extend the potential of all children and celebrate their learning and achievements. At Chadsmoor Community Infant and Nursery School we encourage children to become confident, independent and successful.

True to our motto, Chadsmoor Community Infant and Nursery School aims to create:-

A warm, welcoming and safe community - where everyone is valued in an environment which is conducive to high quality learning and teaching.

An active community - which provides equal opportunity for all to be involved, to grow and develop their ability to the full through a broad, balanced and relevant curriculum, in line with the current statutory requirements.

A stimulating and supportive community - which encourages awareness, a positive attitude and a love of learning, so that every child can achieve academically, practically, physically, socially, morally and spiritually.

A developing community - which recognises that learning is lifelong, we are part of a wider community, and each individual has a role to play.

A prepared community - which ensures children, are ready for the next stage in their lives, confident in their ability to apply knowledge, skills, and attitudes to learning, and living in a multicultural and technological society.

We seek to achieve these aims by building successful partnerships between the Federation schools, home, and wider community members, through open and honest communication, in learning from failure and by celebrating success.



About Our School

Chadsmoor Community Infant and Nursery School is a friendly, vibrant 2 form entry school situated in Chadsmoor, on the Cannock Road between Hednesford and Cannock. The catchment area embraces both council and private housing. The school caters for children between the ages of 3 and 7.

The main school building has a purpose built Nursery: 4 spacious, well-equipped classrooms; an ICT suite; library area; a large hall fitted with a variety of PE apparatus; an office area: and a medical room. A mobile building at the rear of the building houses 2 further classrooms. There are 3 attractive playgrounds offering a variety of play equipment, extensive grassed areas, raised planting areas and a securely fenced wildlife garden with pond.

Throughout the school, children are placed in mixed ability classes in the care of their own class teacher, who is responsible for each child's education and welfare.

Curriculum

Every child at Chadsmoor Community Infant and Nursery School has access to a broad and balanced curriculum, which includes all the statutory requirements of the Early Years Foundation Stage and Key Stage 1 National Curriculum, as well promoting social, cultural, spiritual and moral development. Our teachers use a variety of teaching methods and resources to deliver the curriculum which are flexible enough to accommodate the needs of all pupils. The basic skills of Speaking and Listening, Reading, Writing and Mathematics are given a high priority.



Where appropriate, educational visits and visitors to school are arranged to supplement and enhance normal learning activities.

Each half term parents/carers receive a curriculum newsletter outlining what the children will be learning so you can help support your child. A copy is also available to view on the school website.

The Early Years Foundation Stage (EYFS)

Our Nursery and Reception pupils follow the criteria laid down in the Early Years Foundation Stage Curriculum. The children

focus on 7 areas of learning: Communication and Language, Physical Development, Personal Social and Emotional Development, Literacy, Mathematics, Understanding the World, and Expressive Arts and Design.

These 7 areas are used to plan your child's learning and activities. The professionals teaching and supporting your child will make sure that the activities are suited to your child's unique needs.

Children in the EYFS learn by playing and exploring, being active, and through creative and critical thinking which takes place both indoors and outside.



Key Stage 1

The curriculum in Years 1 and 2 builds on prior learning and further develops independent learning skills.

The core subjects of English and Mathematics are taught daily through Literacy, Maths and Phonics Lessons. Other subjects Science, History, Geography, Design and Technology, Art and Design are taught through creative curriculum themes. Computing, Music, PE, PSHE (Personal Social and Health Education) and Citizenship are developed through active teaching and learning.

Religious Education follows the Staffordshire Syllabus. Parents have the right to ask for their child to be withdrawn from Religious Education and daily collective worship, but may first wish to discuss the matter with the Headteacher.



Inclusion/ Special Educational Needs

We believe that all children should have every opportunity to fulfil their own potential. Some children work at greater depth than their peer group whilst others may take longer to develop and require additional assistance. It is intended that those children identified as having a Special Educational Need receive the best possible education we can provide. We aim to identify pupils with a potential Special Need as early as possible.

The identification of a pupil's special need comes from concerns shown by the class teacher, parent/carers or other sources. An

Individual Education Plan is put into place so we can provide tailored support for our pupils. Progress is monitored and reviewed regularly and parents/carers are kept informed of the process.

At Chadsmoor Community Infant and Nursery School, we value the importance of having Full Dyslexia Friendly Status. Not only does a Dyslexia Friendly ethos help us to meet the needs of dyslexic pupils, but also the needs of pupils who have delayed Literacy skills.





The School Day

Children can arrive between 8:50 and 9:00am. The gates are opened at 8:40am. Parents are welcome to wait on the playground with their children until the first bell goes.

Nursery

Morning session 8:50am – 11:50am

Afternoon session 12:15pm – 3:15pm

School

Morning session 9:00am – 12:00pm

Lunchtimes: Reception 11:45am – 12:45pm

Years 1 and 2 12:00pm – 1:00pm

Afternoon session Reception 12:45pm – 3:15pm

Years 1 and 2 1:00pm – 3:15pm

To encourage independence children are expected to come into school without their parents in the morning. There is always a member of staff on hand to greet them and help in cloakrooms. A member of staff is also available to take messages.



Attendance

Regular and punctual attendance promotes good progress and attitudes to learning. Parents are discouraged from taking holidays in term time because of the detrimental effect it has on learning. All holidays during term-time will be unauthorised except in exceptional circumstances.

Absences

We operate a computerised registration system which requires a reason for all absences. If your child is unable to attend school we ask parents to contact the school office on the first day of absence. If your child has an appointment please inform the school beforehand.

Admissions

Children are admitted into the Nursery class in the September after their third birthday. We have 26 places available per morning and afternoon session. Children are admitted into the Reception class in the September after their fourth birthday. We have 60 places available in Reception. Parents are required to fill in separate application forms for Nursery and Reception. Places are allocated by the Staffordshire Schools Admissions Service in accordance with their admissions criteria. See website for details.



Rules and Discipline

We aim to keep our school rules as simple and clear as possible.

- Please walk around school
- Be polite to everyone
- Share
- Be kind to everyone
- Listen to your teacher
- Look after our school and the things in it.

We aim to teach our children self-discipline and self-control and to become caring members of our school community with respect for all. We use as much positive reinforcement as possible. A range of sanctions, designed to be fair and reinforce sensible conduct, may be used where necessary.

Partnership with Parents

We know that successful learning takes place when home and school work together. This makes partnership central to our work at Chadsmoor and we actively encourage parents/carers to work with the school supporting their children's learning.

We are keen to involve parents/carers in the life of the school and are committed to developing links between home and school. There are lots of opportunities for this to take place.

Our home/school agreement outlines the part played by the school, the pupil and the parent/carer in effective learning.

Parent Consultation Evenings are held once per term when parents/carers have the opportunity to have a private appointment with the class teacher to discuss their child's

progress and targets. Each pupil receives a written report at the end of the academic year. There is an opportunity for parents/carers to discuss this with the class teacher.

Supporting your child with their homework shows them that you're interested in, and value their learning and achievements. Homework particularly support children's learning in Literacy and Numeracy and may also include topic work from time to time. We ask parents/carers to read with and to their child regularly and comment in the home/school diary. Maths homework is sent home on Friday and aims to consolidate the learning children have been involved in during the week. Sounds, words or spellings are also sent home to practice and learn.

Transition

The school has a close working relationship with Chadsmoor Junior C.E (VC) Junior School and other schools in the area. Before the end of the Summer Term arrangements are made for Y2 children to visit their new school. Cooperation between the Federation Schools ensures progression in education from 3 to 11. Wherever possible Early Years Foundation Staff visit local pre-school settings to meet children who have been offered a place in our Nursery and Reception classes. Play and Stay sessions are offered to Nursery children and Meet the Teacher sessions to Reception Class children.



School Council

Our School Council consists of two members from each class who are elected by the children. The school council provides children with a forum for debate and discussion, and a voice in the decision making process of the school.

Parental concerns

It is our aim to support parents/carers as fully as possible in the best interests of their child. We operate an open door policy and encourage all parents/carers to approach the school if they have any enquiries/comments about the education or care of their child or about any school policies or procedures. Members of the support staff team and the Headteacher or Deputy Headteacher are available on the playground, as well as at the Reception and Nursery children's entrances, to take messages and help with queries or concerns every morning. Class teachers are involved with children as soon as they enter school in the morning but are available at the end of the day if necessary.

Complaints procedure

However should you as a parent/carer have a complaint about any aspect of the school then there is a protocol to be followed:-

First approach the teacher and try to resolve the problem at this level

If the outcome is not viewed as satisfactory the complaint should be referred to the Headteacher

If the Headteacher is unable to resolve the situation then the complaint should be directed to the Governing Body.

Finally if this process has not been successful in solving the problem it should then be referred to the Local Authority.

Further details of this procedure is available on the school website or from the school.

Access to documents

A number of documents giving details of the school and its education provision may be obtained on request to the Headteacher.

Child Protection and Safeguarding Policy

Chadsmoor Community Infant and Nursery School is committed to Safeguarding and promoting the welfare of children. Parents can feel confident that procedures are in place to ensure that all staff and volunteers are suitable to work with children.

- We have a designated member of staff in charge of Safeguarding.
- A member of the Governing Body has responsibility for Safeguarding.
- All members of staff have received up to date training in Safeguarding.

- DBS checks are carried out on all adults in school.
- The school office controls and operates a safe entry into school for all visitors.

Staff hope that parents/carers and children feel free to talk about any concerns or worries which may affect them and they see the school as a safe place. Any child who seeks support from a member of staff will be taken seriously. Parents/carers will normally be consulted and their consent obtained before any referral is made to an outside agency. However staff cannot guarantee to consult with parents/carers first: In some situations where alarming injuries are observed or disclosures are made it may be felt that a referral must be made through the Safeguarding Children's Board in order to safeguard a child's welfare.

If any worrying incident occurs at home it is important for you to share this with school.



Pastoral Care

We encourage all children to be very caring with each other and care for those around them. If they do have particular problems, they are encouraged to bring them to the attention of their class teacher, or the Headteacher.

Activities within and around the school building and beyond, will pay due care and attention to the school's Health and Safety policy. (Copies are available in the school and on the school website).

It is our policy to contact parents and arrange for children to go home when they are feeling ill. It is essential that you ensure the school is supplied with up to date contact numbers for parents/carers in case of such an emergency.

Medicines

We follow the guidelines set out by Staffordshire Local Authority.

Occasionally we have requests to administer medicines and inhalers to children during the day. We can only administer medicine that :

- Has been prescribed by a doctor.
- Is in the original container labelled with the date, child's name and correct dosage.
- Is required to be taken at a specified time or 4 times per day.

All medicines must be taken to the school office by parents/carers who must fill in and sign the permission form stating the correct dosage and frequency.

Non-prescribed medication **cannot** be administered.



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Visit us at:

Chadsmoor Community Infant
& Nursery School
Kingsway
Chadsmoor
Cannock
Staffordshire
WS11 6EU



If after reading this prospectus you wish any further information or a visit to the school please call and see us, or you can ring the school number 01543 570718.

Email: infantoffice@chadsmoorfed.staffs.sch.uk

Website: www.chadsmoor-infants.staffs.sch.uk

We look forward to working with you and your child.



 Staffordshire
County Council