

Melbourne Infant School Prospectus



Headteacher: Mrs C Gibbs

Age range: 4-7 years

Contact details

You may contact school using the following:

Address: Melbourne Infant School
Packhorse Road
Melbourne
Derbyshire
DE73 8JE

Telephone: 01332 862325

Email: enquiries@melbourne-inf.derbyshire.sch.uk

You may also find further useful information on our school website: <https://www.melbourne-inf.derbyshire.sch.uk/>

Unfortunately due to Covid 19 restrictions, we are not currently able to offer prospective parents visits to the school. However a virtual tour of the school can be found on our school website.



Our Mission Statement

At Melbourne Infant School we all work together to create a happy, safe and stimulating environment where all individuals are valued, diversity is embraced and potential realised.

We believe that all children perform their best when they are encouraged and rewarded, where parents and carers are actively involved in their child's learning and in the school community.

Our aim is to meet the needs of the whole child within a supportive, open and caring atmosphere, offering access to a rich, globally diverse, purposeful and creative curriculum where achievement in all areas is celebrated.

These are the qualities of a Melbourne Infant School child!



Our aims and objectives

Our Aims are to...

- Provide the highest quality education in all aspects, so that all of our children have every opportunity to fulfil their potential, by achieving the highest standards possible and making continuous progress.
- Recognise the importance of breadth, balance, relevance, equal access and entitlement as the basis of our curriculum planning and delivery.
- Ensure that the school has relevant policies which are regularly reviewed, known and adhered to by all concerned.
- Ensure that there is equal opportunity for all.
- Provide the highest quality of resources possible, including human resources.
- Develop and maintain strong links with the wider community.
- Provide a well maintained and safe environment.
- Enable all staff and Governors to develop their skills and expertise and knowledge.
- Manage the school efficiently and effectively in relation to all material, human and financial resources.

We offer...

- Well qualified, committed and caring staff.
- A stimulating environment which will nurture, develop knowledge, self confidence, positive thinking and independence of thought, participation, consideration and respect for self and others whilst creating a sense of belonging and responsibility.
- An exciting, creative and flexible programme of learning which meets the requirements of the Early Years Foundation Stage and of the National Curriculum.
- A comprehensive programme of Physical Education
- Stimulating, well equipped classrooms
- Pre- school visits, advice and good transition procedures
- Regular informal and formal meetings for all parents/ carers with staff
- A varied programme of extra-curricular activities

Admissions

Applying for a Reception place

If your child was born between 1 September 2016 and 31 August 2017 they will be able to start school in September 2021.

You should apply for their infant or primary school place by 15 January 2021.

Admissions criteria

At Melbourne Infant School we follow the Derbyshire County Council Admissions criteria. The details are as follows:

Individual pupils who have a statement of special educational needs or an education, health and care plan (EHC) which names the school will be admitted.

In deciding on admissions, the following order of priority will be adopted:

1. Looked after children and children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Children living in the normal area served by the school at the time of application and admission who have brothers or sisters attending the school at the time of application and admission.
3. Children living in the normal area served by the school at the time of application and admission.
4. Children not living in the normal area served by the school but who have brothers or sisters attending the school at the time of application and admission.
5. Other children whose parents have requested a place.

Where, in the case of 2, 3, 4, or 5, choices have to be made between children satisfying the same criteria, those children living nearest to the school measured by the straight line distance will be given preference.

In year applications

You may want to apply for your child to change schools other than when they are due to start primary education. You can do this anytime of the year.

If you want to apply for a place at Melbourne Infant School you should contact Derbyshire County Council.

Pupil Premium

Pupil Premium is a Government fund given to schools for eligible pupils; to ensure that all children have an equal opportunity to learn and succeed.

This extra funding allows us to provide additional staffing and resources, bringing learning benefits to eligible pupils as well as all children throughout the school. It is also used to subsidise after school clubs (one full term each year for each eligible child), school trips, school uniform, specific interventions and staff training.

What are the eligibility criteria?

Children are entitled to receive Pupil Premium funding if their parents or guardians receive any of the benefits below:

- Universal Credit
- Income Support
- Income based jobseekers allowance
- Income related Employment and Support Allowance
- Support under Part 6 of the immigration and asylum act 1999
- Guarantee Pension Credit
- Child Tax Credit, provided there is no entitlement to Working Tax Credit and the annual gross income is less than £16190 as assessed by HMRC

You can apply online at:

<https://www.derbyshire.gov.uk/education/schools/your-child-at-school/meals/pupil-premium/school-meals-pupil-premium-form.aspx> or ask at the school office.

Snack time

The children have a snack in the morning and also one in the afternoon. Children bring in one snack from home in a named container, and the other snack is a piece of fruit provided by school.

Children need to bring a named, non-spill drinks container each day, filled with water only.

Lunch time

All children at Melbourne Infant School are eligible for a Universal free school meal each day.

Alternatively if you prefer, you can bring in a packed lunch from home. We ask that parents choose one or other option, and do not frequently switch between the two.

Before and after school clubs

We have a before-school club run by Premier Sports which takes place in the school hall. Children can be dropped off from 7.30am for breakfast and activities.



After school, there are a variety of paid clubs which children may sign up to which run until 4.30pm. Reception children may attend after school clubs from the January.

*Unfortunately clubs are not currently running due to Covid 19, but we are hoping that this is only a temporary measure.

Our school day

EYFS

8.40-9.00	Staggered arrival times
	Fine motor morning starter activities
	Morning whole class activities, indoor and outdoor continuous provision and snack
	Lunch in School hall
	Afternoon whole class activities and indoor and outdoor continuous provision
	Story, snack and singing session
3.10-3.30	Home time

Key Stage one

8.40-9.00	Staggered arrival times
	Maths session
	Break and snack time
	English session
	Phonics session
	Lunch in classrooms
	Topic-based Foundation subject curriculum
	Story and snack time
3.10-3.30	Home time

School Uniform

At Melbourne Infant School, the uniform is as follows:

- Royal blue sweatshirt/ cardigan or jumper
- White/blue shirt or polo shirt
- Grey skirt/ pinafore dress or trousers
- Grey/ black/ white tights or socks
- Black sensible shoes

In summer, items as above or:

- Blue and white gingham dress
- Grey mid length shorts
- Sensible sandals (worn with socks).

All uniform items need to be labelled with your child's name.

Uniform can be purchased from:

- Pupils Schoolwear, 35 West St, Swadlincote, DE11 9DN
www.pupilsschoolwear.co.uk
- Melbourne Print, Derby Road, Melbourne.
<https://www.stationerystudio.co.uk/product-category/clothing/melbourne-infant-school>
- Alternatively there are ranges available at many high street shops and supermarkets.

On days when your child will be involved in lots of physical activity, they will come to school in 'PE ready' clothes (e.g. jogging bottoms, shorts, t shirt, sweatshirts). Parents will be notified in advance of these days.

Communication

A **weekly email** is sent to all parents and carers on a Friday, communicating any new and key information. This keeps everyone in our school community up to date with what is happening.

At Melbourne Infant School we use **Class Dojo** for communication between parents and carers. This is also used to log behaviour points for children. Each child has a portfolio within Class Dojo where staff and parents can record aspects of their child's learning and share this between home and school.

Our **school website** is also a source of lots of useful information, and is updated regularly.

We also have a **Facebook page**, which communicates events and activities for members of our school community to see.

Each academic year, parents are invited to two **parent's meetings*** with their child's class teacher, in the Autumn and Spring term. They also receive an **end of year report** in the Summer term.

We like to invite parents and carers into school for **open events*** on a regular basis to experience learning with their children, and for an insight into school life.

*Please note that under current Covid 19 restrictions, any visits into school are not possible. Parents meetings take place as a telephone conversation.