

# Welcome to



*Ashbrook Infant and Nursery School  
Victoria Avenue  
Borrowash  
Derby  
Tel - 01332 662695*

*Email: [info@ashbrook-inf.derbyshire.sch.uk](mailto:info@ashbrook-inf.derbyshire.sch.uk)  
[www.ashbrookinfantandnursery.co.uk](http://www.ashbrookinfantandnursery.co.uk)*

# School Prospectus

Dear Parent / Carer

On behalf of all the staff and governors, it is my pleasure to welcome you and your family to Ashbrook Infant and Nursery School. We look forward to working with you to ensure that your child has the best possible school experience.

We feel you can be confident that the education we provide will be of a high standard, within a safe and caring environment. The children are at the heart of all we do as we work together to care, learn and have fun.

I hope you will find this brochure useful and that it will give you the information you require about our school, how it is organised, the curriculum and our highly skilled staff team.

You will always be welcome at our school and the staff and I look forward to your support. Working together, we will enhance the quality of school life for your child and ensure that their learning experience is exciting, inspiring and happy.

I hope that this brochure will serve as a useful introduction to Ashbrook Infant and Nursery School as your child starts their full-time education with us.

If you have any questions please telephone the office for a chat.

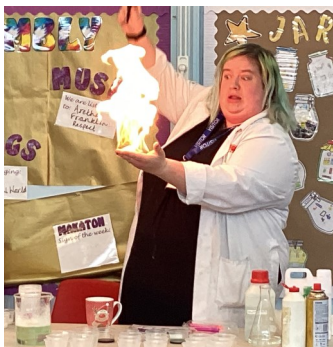
Yours sincerely,

A handwritten signature in black ink, appearing to read 'Helen Roebuck', written in a cursive style.

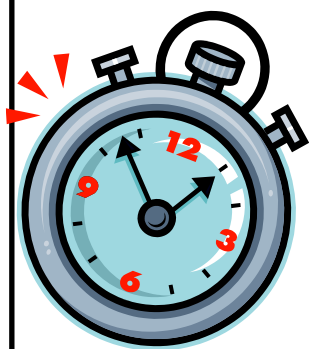
Helen Roebuck  
HEADTEACHER

## THE AIMS OF ASHBROOK INFANT & NURSERY SCHOOL ARE TO:

- Create a happy, secure, stimulating and welcoming environment in which children will want to learn, communicating effectively with adults and peers
- Encourage each child to achieve their best in all curriculum areas, including English and Maths.
- Provide an exciting, broad and balanced curriculum, which is led by the children's interests and the context of the school.
- We attach great importance to the development of the children's social skills and seek to enable them to build relationships with other children and adults and be sensitive to the feelings and needs of others. We promote a caring attitude, encouraging self-discipline, compassion, tolerance and respect for all.
- Encourage children to understand and develop the values and skills that will prepare them for life in multi-cultural Britain.
- Help children to grow in confidence and independence, developing resilience as learners and the ability to persevere, take risks and demonstrate creativity.
- Value each child as an individual, recognising their strengths and supporting their development.
- Establish high expectations in both learning and behaviour.
- Provide opportunities for children to use their knowledge and skills when investigating and exploring the world around them.



## ORGANISATION OF THE SCHOOL DAY



### The School Day

**Morning** 8.50 a.m. – 12p.m.

**Afternoon** 1.00 p.m. – 3.20 p.m.

Reception classes follow their curriculum both indoors and outdoors.

In Year One and Two classes have a morning break from 10.10 a.m. until 10:25a.m. with lessons recommencing at 10.30am.

Our gates open at 8.45 a.m. for all children, *If you are on the premises before that time please keep your child with you at all times.* Reception parents are welcome to bring their children in to the classroom when the door opens.

Children in Years 1 and 2 go through the green gate on the path straight into their classroom to start morning tasks. We encourage parents and carers to leave their child at the gate.

Any messages or letters can be given to the member of staff on the gate and these will be passed on. If you would like to see your child's class teacher, appointments can be arranged at a mutually convenient time through the school office.

**Please do not allow your child to climb on play equipment or to run around the garden areas at the start or end of the day.**



## SCHOOL UNIFORM

The following dress code has been approved by the governors:

- ◆ red or royal blue sweatshirts with or without the school logo
- ◆ White polo shirts with or without the school logo
- ◆ grey trousers
- ◆ grey tailored shorts
- ◆ grey skirt or pinafore
- ◆ red or blue checked or striped dress
- ◆ sensible dark coloured shoes.
- ◆ Reception children need a pair of wellies and a puddle suit for outdoor learning (these will be kept at school).



Uniform may be purchased from any high street shop or supermarket. Uniform with the school logo can be purchased from:-

Tesco Online  
<https://www.tesco.com/direct/ues>

Uniformity  
21-23 Nottingham Road  
Borrowash  
DE72 3JU

Morleys Schoolwear  
446 Nottingham Road  
Chaddesden,  
Derby.  
Tel: 01332 281311.

For the summer terms, we ask you to provide a sunhat for your child every day. In winter months please ensure your child has a warm coat, hat and gloves.

**Please do keep an eye on the weather forecast!**



### P.E. KIT

All children are required to come to school in their PE kit on class PE days. Your child needs to wear a **white t-shirt, school jumper, navy or black shorts or joggers and trainers** .

**PLEASE MAKE SURE YOUR CHILD'S CLOTHING IS NAMED:-** it makes it much easier to identify when it is lost!

Book bags may be purchased from the school office at a price of £5.00. We do ask that your child uses a book bag and not a rucksack due to limited space on classroom pegs.

## JEWELLERY AND WATCHES

All items of jewellery, including ear-rings, rings, bracelets, necklaces etc, **SHOULD NOT BE WORN IN SCHOOL**. For Health and Safety reasons no jewellery including earrings should be worn during PE lessons. If earrings are worn to school they should only be stud type (no hoops) and parents and carers are asked to sign a section in the admission booklet that they understand that their child may be at risk of injury. During PE, children will need to remove their earrings or come to the office to have them covered with medical tape.

## **SWEETS, DRINKS AND TOYS**

Children should not bring any sweets, drinks (other than water) or toys to school.

## **SNACKS AND DRINKS DURING THE DAY**

All pupils in school receive a piece of fruit at break time free of charge. Children may also have a drink of milk at break time. This is provided for children under the age of five. Once children become five years old, parents need to sign up to Cool Milk. Their contact details are telephone 0800 14 229 72, visit them at [www.coolmilk.com](http://www.coolmilk.com) or email them at [registrations@coolmilk.com](mailto:registrations@coolmilk.com).

We ask you to provide a clear, sports type, named water bottle. The water bottle should be brought in to school full every day and taken home at the end of the day. Children have access to drinking water throughout the day and can top up their water bottles as required. Only water is allowed in drinking bottles, and staff **will** dispose of any juice, flavoured water etc as we have a number of children in school who have intolerances and allergies.

## **SCHOOL WEBSITE**

Our web address is [www.ashbrookinfantandnursery.co.uk](http://www.ashbrookinfantandnursery.co.uk) - this is the “first point of call” for all information about our school and is updated regularly.

Items included on the website are :

- ◆ all school policies that are required by law;
- ◆ copies of all newsletters, parent letters and forms;
- ◆ information about special events and fundraising;
- ◆ links to our catering company, including menus;
- ◆ information about how governors spend external funding like Pupil Premium and Sports Premium;
- ◆ information about our curriculum;

If you haven't visited the website yet, please take a look!



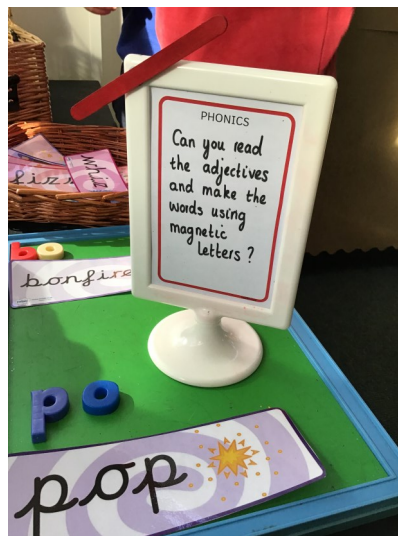
## END OF THE SCHOOL DAY

At the end of the day parents and carers should wait for their children outside the appropriate classroom or on the rear playground.

Teachers see children out and only release children when they can see the parent or carer who is meeting the child. If another adult is collecting your child please inform us as soon as possible. If we have not had any notification we will not let your child go until we have contacted you.

**We will not send children home with anyone under the age of 18, so please do not ask us to do so.**

**Whilst waiting at the end of the day please do not allow your child to play on the steps or grass bank leading to the junior school. As well as being dangerous it is also very distracting for junior children who are still working.**



## ABSENCE AND LATENESS

We have a legal obligation to record and explain a child's absence from school.

**IF YOUR CHILD IS ABSENT FROM SCHOOL PLEASE TELEPHONE THE OFFICE BY 8.30am ON THE FIRST DAY OF ABSENCE OR SEND A DOJO MESSAGE TO MR COXON or MRS ROEBUCK.**

If children have medical or dental appointments during school time, please inform us in advance. We will ask to see the appointment card or letter.

If you need to collect your child during the school day, press the button at the green gate for us to let you through and come to the main door (by the School's office) and ring the bell.

Parents or carers may take their children out of school for religious observances. Please inform us in advance.

Please note that there is no automatic right for pupils to be granted authorised absences for family holidays or other reasons. In 2013 amendments to the Education (Pupil Registration) (England Regulations 2006) made it clear that Headteachers should not grant **any** leave of absence during term time **unless there are rare and exceptional circumstances.**

Any requests must be made on an exceptional leave form and sent to the office **at least 12 school days prior** to any leave being taken. **Leave cannot be given retrospectively.** To take a holiday in term time because the cost is cheaper **IS NOT** an exceptional circumstance.

If parents or carers take their school statutory age children out of school for an unauthorised holiday, due to the changes in legislation brought in by the Department for Education in August 2024, they may be issued with a Penalty Notice.

**The LA advice to parents about penalty notices makes clear that:**

- Parents must ensure that their child attends regularly and punctually
- Failure to do so will amount to an offence in law, making them liable to a penalty notice or other statutory action, including prosecution
- The penalties for continued unauthorised absence can be severe

It is vital for parents to contact the school if they have any concerns about their child's attendance. Only the school can authorise absence or lateness.

**It is important that children arrive on time in the morning.** The first part of the day is used by staff to talk to pupils about their day's work and other plans. It is difficult for children arriving late to catch up on what they have missed and they may also become embarrassed entering the classroom after the bell. However, we also realise that there are occasions when pressures at home mean an early start is impossible. On these occasions we ask that parents and carers bring their child to school as soon as possible. If you are late arriving please come to the main door (by the school office) and ring the bell so that office staff know that your child is here and can order a dinner for them, if necessary. The register closes at 9:10am, after this your child's lateness would be unauthorised.



## PARKING

**Parents and carers are asked not to bring their cars into the school grounds when bringing or collecting their children.** If you are disabled, please apply to the Headteacher for a parking permit. Parking permits will be issued only on production of a Blue Badge.

**For the safety of all children, please park well away from the school gates.**

## ILLNESS

Occasionally, a child may have an accident or become ill in school.

**Please ensure that we have the correct contact address and telephone numbers so that our information is up to date. We require contact details for at least TWO people.**

Where hospital treatment is required, parents and carers are contacted, an ambulance is called and the child will be taken to hospital as quickly as possible, accompanied by an appropriate member of staff.

## MEDICINES

We understand that occasionally children may require medicine whilst they are in school. We follow Derbyshire County Council guideline with respect to the administration of medicines. Prescription medicines, with the original pharmacy label containing the child's name, should be brought to the school office and the appropriate paperwork should be filled in. If you wish your child to have non-prescribed medicines such as Calpol we will administer **one** single dose each day. A form still needs completing and medicines need to be in the original packaging and labelled clearly with your child's name.

The above also applies to inhalers. If your child requires an inhaler, please ensure that their name and the correct dosage is written clearly on the inhaler.

Ask your GP for a spare inhaler so we may keep one in your child's classroom. You will be required to complete a form to ensure that we have your child's correct Asthma Care Plan. If this changes, please let us know.

## MEDICAL EXAMINATIONS

During the reception year, children will require a vision and growth check from the NHS School Health team. Parents are informed in advance.

There is no longer a check for head lice and nits, so please examine your child's hair regularly. If your child is seen to have lice, you will be contacted in order to treat them as soon as possible. Children will be re-admitted to school once their hair has been treated.



Advice on treating head lice is available from the school office.

## **HOW ARE THE CHILDREN CARED FOR?**

All members of staff take a shared responsibility for the welfare and safety of all the children in school. Staff work as a team to ensure the best possible provision for the education health and wellbeing of all the children in our care.

## **OUR BEHAVIOUR POLICY**

Ashbrook Infant & Nursery School aims to ensure that good relationships are established between all members of the school community and that a mutual respect for each other is developed. We hope to promote an atmosphere of security, leading to a feeling of well-being and positive self-esteem and confidence.

We seek to foster self-discipline and thoughtfulness throughout the school and expect a high level of appropriate behaviour. Emphasis is on rewards rather than sanctions. Dojo points are awarded for good work and behaviour, and these are exchanged for books once a child has earned enough dojo points. We also award certificates in Assembly on a Friday to celebrate children's achievements.

We place great emphasis on developing personal skills and self discipline and forming happy and secure relationships. Equal opportunities are part of our daily planning and routines throughout the school.

We value and encourage independence and self-confidence, which in turn affects the way in which children learn and their approach to school life in general. Please encourage your child to look after their own belongings and take responsibility for remembering to bring home their reading bag and all articles of clothing. Please also encourage your child to be respectful of the school premises and resources.

The school has a code of behaviour, we seek for children to be ready to learn, to be respectful to all and to stay safe. Full details can be found in our behaviour policy which is issued as part of the new starter pack and can be found on our website. Children are regularly reminded that they should tell an adult immediately if anything happens that causes them distress or makes them feel unsafe in any way. These incidents are normally dealt with on the spot according to the school's behaviour policy.

Parents and carers of any pupils causing concern will be invited into school to discuss strategies and support for modifying a child's unacceptable behaviour.

The School has in place an anti-bullying policy which is available on request and on our website.

All parents and carers of new children are asked to read and support the school's behaviour policy.

Parents and carers will be asked to sign a home/school agreement when their child begins full-time school.

## OUR SCHOOL

Ashbrook Infant School opened in 1960 and shares a pleasant, open site with the neighbouring Junior School. The school has 5 classrooms, a library, a dining room and a large well-equipped hall.

There is also a 26 place Nursery Unit which opened in 1992. It has its own enclosed garden for outdoor learning.

Nursery offers 30 hour placements for eligible children. We can also offer paid for “top-up” hours if you are not eligible.

**See our nursery brochure for further details about our nursery, 30 hour eligibility etc.**



## ADMISSION OF CHILDREN

“The Local Authority’ is required to co-ordinate admissions to all Derbyshire Primary, Infant and Junior Schools. Essentially the Authority acts as a ‘clearing house’ for all admissions and enables parents and carers to express a preference for one, two or three schools and to place those preferences in rank order. Parents and carers must make their application on a common application form, usually online, to be returned direct to the LA, and give reasons for their preferred schools.

Children who have a special need or disability will be admitted in line with current Local Authority Admission arrangements, and a planned programme of induction will be put into place, which will involve consultation and close liaison with staff, parents and carers and other external agencies involved with the child.

Applications for reception places should be made online at [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions). The website also contains details of the full admissions process. Parents and carers with no internet access can use the school system to apply, you are also able to make an application by telephone.

**The on-line application round for children who are eligible to start Reception in 2025 / 2026 opens on 11th November 2024 and closes on 15th January 2025. You will be informed of your child’s school by the Local Authority on 16th April 2025 on the National offer Day.**

Children are admitted to full-time education in the Infant School in the September of the academic year in which they are five. School arranges open days so that parents and carers can see the school in action. Individual visits by parents and carers and their children can be arranged by telephoning the school.

Applications for places in to reception, year 1 and year 2 during the school year can be made through Derbyshire County Council.

We keep a waiting list of children due to start in our nursery. Parents and carers can add their child’s name to the list at any time prior to the child’s third birthday. We will contact parents and carers in the term before their child is due to start nursery.

## **ORGANISATION OF CLASSES**

The general organisation of the school changes from year to year. The senior leadership team and governors need to consider the number of children within each year group, the teachers and teaching assistants employed by the school, the curriculum and size and needs of each class. We often have mixed age/year group classes and our staff are very experienced in teaching across two year groups. The children are taught through whole class teaching, groups and individual work. Occasionally there are trainee teachers and teaching assistants working in school.

Before the end of the summer term parents and carers and children are informed of their classes for the following year. Children spend some transition time with their new teacher in their new classroom before the end of term so that they are well prepared for their next adventure.

## **CHARGES FOR SCHOOL ACTIVITIES YEAR 1 AND 2 CHILDREN**

Each year we arrange for special visitors to come into school. These may include visiting theatre groups, musicians or people from the community.

We also arrange visits out of school for the children. Some of these activities incur no expense at all, but for others you may be asked to make a voluntary contribution towards the cost in accordance with the Education Reform Act 1988. As well as being enjoyable, these visitors and trips are an important part of your child's education and we hope you will encourage your child to take part.

No child is ever excluded from any activity in school on financial grounds, and on most occasions the proportion of costs not met by voluntary contributions will be met from school funds. If the shortfall is large however, visitors and visits may have to be cancelled.

## **ACTIVITY MONEY - NURSERY and RECEPTION CHILDREN**

With the aim of providing the best possible learning experiences we really like to provide our children with extra activities such as cooking and gardening. You will also find that we try to provide extra activities from outside of school at points during the year. In order to fund these we do ask if you could possibly make a contribution of 50p a week.

## **SNACK - NURSERY and RECEPTION CHILDREN**

The children are given access to snack each day. We try continue to develop their independence by encouraging them to help themselves during the course of the morning. We provide a piece of fruit and a carton of milk or a glass of water. We have found that it is a long time for some of the children to go between breakfast and lunch and so we now also provide another snack such as toast, tea cakes, crumpets, crackers etc. We do ask that you make a donation of 50p a week to cover the cost of the extra snack.

## **TRANSFER TO JUNIOR SCHOOL**

At the end of the school year in which they are seven years of age most of our children transfer to Ashbrook Junior School. Both schools are aware of how important a smooth transition to a new school is. There is a good relationship between the two schools and all staff plan and report carefully to ensure an effective transfer for all the pupils.

Visits are made to Ashbrook Junior School and children meet their new teachers before the end of the summer term. Parents and carers are invited to attend meetings at the junior school during the summer term prior to the children transferring.

### **Ashbrook Junior School**

Victoria Avenue  
Borrowash  
Derby  
DE72 3HF  
Tel: 01332 673785  
Headteacher: Ms George Smith

Children who transfer to other Junior Schools are also supported on an individual basis and we work closely with each school to tailor an induction programme.

## **SAFEGUARDING**

Parents and carers should be aware that the school is required to take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child is subject to ill-treatment, neglect or other forms of abuse, the Headteacher is obliged to follow the Child Protection Procedures established by Derbyshire Safeguarding Children Board which may include involving Social Services. We have comprehensive policies covering all aspects of child protection and safeguarding which are available on request and on the school website.

The Designated Safeguarding Lead in school is Helen Roebuck and the Deputy Safeguarding Lead is Nicky Quinn. Margaret Smith, the Chair of Governors, is the named Safeguarding Governor.



## SCHOOL MEALS

All children from reception to year 2 are entitled to a free school meal under the Universal Infant Free School Meal initiative.

### Dinners

Lunches are provided by Aspens (an independent catering company) and are healthy and balanced and provide a large choice. The menu is available on Aspens website at <https://www.aspens-services.co.uk/schools/ashbrook-infant-nursery-school/> there is also a link available on our school website. We always encourage the children to have a hot meal. If your child does not like the menu for the day, they can order a jacket potato with cheese and or beans or tomato pasta. Your child will still receive the vegetables, salad bar and pudding.

In addition to the free midday school meal for all infant aged children the Government are providing additional funding to our school for each child that is eligible for the Pupil Premium. To ensure we capture all funds that are applicable to us, we ask all parents to follow links on the Derbyshire County Council website as below: <https://caya-apps.derbyshire.gov.uk/Synergy/SynergyWeb/Enquiries/Citizen/FreeSchoolMeals.aspx>



### Packed Lunches

At Ashbrook Infant and Nursery school we feel that it is important for children to have a healthy lunch.

Please note the following:

- Sweets, including chocolate bars should not be part of a packed lunch
- Chocolate coated cakes should be avoided, especially in hot weather
- Fizzy drinks, carbonated or sparkling fruit juices in cans or bottles should not be part of a packed lunch
- Chocolate deserts or deserts with sweets attached ~ e.g. chocolate button desert or chocolate dunkers should not be included

This follows advice from the School Food Trust who offer guidance to schools about nutritional quality of all foods in schools, including school lunches.

Thank you for your co-operation in helping to maintain our Healthy School Status.



## **DOCUMENTS AVAILABLE FOR PARENTS and CARERS**

The following documents are available to parents and carers on request

- Disability Equality Scheme and accessibility plan.
- Documents relating to the Education Reform Act and the National Curriculum
- Special Educational Needs policy and SEND information report.
- Safeguarding and Child Protection Policies.
- The School's Curriculum Map.
- Criteria for admission to the Infant and Nursery School
- A copy of the arrangements for the consideration of complaints about the School
- The Local Authority's Agreed Syllabus for R.E.
- Relationships and Sex Education Policy
- Friendship and anti-bullying Policy

This is not a comprehensive list of every policy we have in school. However all parents and carers are entitled to request information about the policies we hold. This will be provided on request.

## **EQUAL OPPORTUNITIES**

In line with Derbyshire County Council's Equal Opportunities Policy, the school seeks to ensure that all children receive equal treatment, regardless of gender, disability, sexual orientation, race, cultural or ethnic origin.



## CONCERNS AND COMPLAINTS

If parents and carers have a worry about their child's schooling, they should first raise it with the class teacher. Please contact the Headteacher if your concern relates to the school curriculum, including religious education and collective worship.

Mrs Roebuck is always happy to hear from parents and if you have any complaint you should contact the school so that the matter can be discussed. The majority of questions and anxieties can be dealt with in this way.

Formal complaints may be directed, in the first instance, to the headteacher or to the Chair of Governors.

## DATA PROTECTION

In accordance with the Data Protection Act, all details held on the computer are protected by law and will not be divulged without permission. However, we do ask parents and carers to allow us to give basic family details to staff and the School Health Department for Education for welfare purposes.

### SENIOR EDUCATION OFFICER

John Hadfield House  
Centre for School Improvement  
Dale Road  
Matlock  
Derbyshire  
DE4 3RD  
Tel: 01629 580000





## **CURRICULUM INFORMATION**

Our aim is to provide the best possible education for each child, within a happy and secure environment.

We believe that all children should have the opportunity to care for the world and each other, learn together and have fun doing so.

Our curriculum promotes high expectations and offers children a rich experience, promoting their understanding of the world beyond the school environment. The ambitious nature of our curriculum ensures that all children have the opportunity to access all subjects, there is no limit to what and how they can learn and children are encouraged to explore their own interests. All children are supported through scaffolded opportunities and key vocabulary, to achieve their potential.

Children's well-being and happiness is at the heart of all we do. We provide first hand learning experiences that inspire children to develop supportive relationships, strong interpersonal skills and independence. We celebrate diversity and promote respect for our own, and the wider community.

Through our cross-curricular approach, children make links in their learning and become creative, critical thinkers.

Teamwork and a sense of responsibility are essential in achieving the positive attitudes that are needed for future learning and success.

Children leave Ashbrook Infant and Nursery School ready for Key Stage 2 and beyond. We have close links with our Junior school and provide extensive transition opportunities. Our children become resilient, confident individuals, ready for their next adventure.

Children in Nursery and Reception classes follow the Early Years Foundation Stage curriculum. This curriculum is the forerunner to the National Curriculum and involves young children experimenting, investigating and making sense of the world around them through play and bespoke teaching.

In Year One and Year Two the curriculum is based on the National Curriculum (revised 2014) and children follow programmes of study and learning activities in

**Maths**  
**English (including Reading, Writing and Spoken English)**  
**Science**  
**Computing**  
**Design and Technology**  
**Art and Design**  
**P.E.**  
**Music**  
**History**  
**Geography**  
**R.E.**  
**Personal, social, health, citizenship education (PSHCE)**

## ASSESSMENT

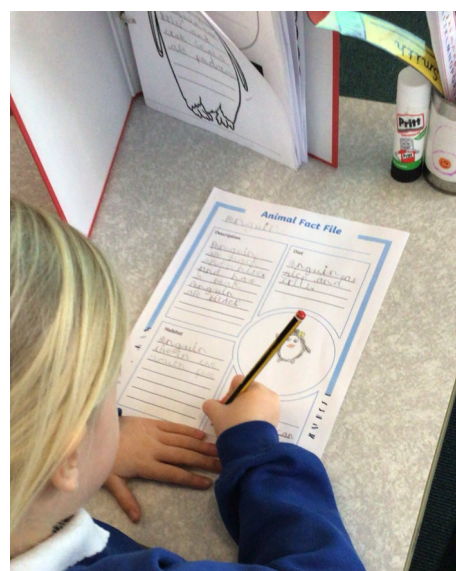
We monitor and record each child's progress carefully. Information about how children are progressing is reported to parents and carers at meetings during the autumn and spring terms, and through a written report at the end of the school year.

Children in year 1 undertake a phonics screening check in June, which is a nationally standardised check to assess their ability to blend sounds to read words. More information about this is shared in year 1.

In year 2, teacher assessments are used to judge achievement against the national expectations in Reading, Writing, Maths and Science for the end of Key Stage 1.

The teaching staff work in teams to plan the curriculum for each year group based on National Curriculum requirements. Long term plans for the year are made by the whole team, with detailed termly plans made by year group teachers. In this way, we ensure there is continuity and progression in the curriculum.

A curriculum map, showing the themes of termly learning is available on the website and by request, as a paper copy.



## EARLY YEARS FOUNDATION STAGE (EYFS)

Children in the nursery and reception classes are in the Early Years Foundation Stage (EYFS) of their education. The EYFS is governed by the principles of:

A UNIQUE CHILD  
ENABLING ENVIRONMENTS

POSITIVE RELATIONSHIPS  
LEARNING AND DEVELOPMENT

Children follow the EYFS curriculum which covers the following areas of learning. These are:

### The Prime Areas of Learning

- Communication and language
- Physical Development
- Personal, Social and Emotional Development

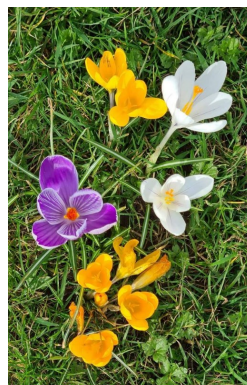
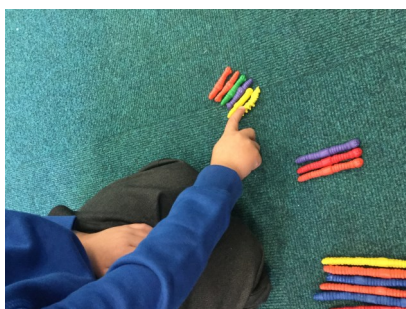
### The Specific Areas of Learning

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Designs

Children also develop the Characteristics of Effective Learning which are: Playing and Exploring, Active Learning and Creativity and Thinking Critically.

Staff work closely with parents and carers to gather as much information about each child as possible in order to ensure that appropriate learning opportunities are provided. Children learn indoors and outside every day. Parents are encouraged to share their child's achievements with staff.

Further information about the Early Years curriculum can be found on our website.



## R.E. & ASSEMBLY

Religious Education, based on the Derbyshire Agreed Syllabus 2020, is part of the school curriculum and is a requirement of the 1988 Education Act. The teaching gives prominence to the study of Christianity. However, we believe it is important for children to know about world religions and to recognise and respect all faiths. We work to maintain the morality and culture of our society whilst recognising there are different approaches and viewpoints.

During their time in school children will be given the opportunity to learn about Christian, Jewish and Muslim people.

There is a daily assembly, which forms an important part of the school day and is broadly Christian in nature.

We use assembly to foster respect and understanding of individuals and the community at large. We try to create an awareness in children of how other people live and think and use carefully selected stories and songs to illustrate these principles. The children participate in and celebrate anniversaries, festivals, achievements and special occasions through music, singing and prayer. Assembly is usually led by Mrs Roebuck, but occasionally a leader from a religious group or from within the community may be invited to attend.

Parents and carers who wish to withdraw their children from collective worship or R.E. should contact the Headteacher. Children who are withdrawn will be supervised by staff during that time.

## ENRICHMENT ACTIVITIES

During the academic year we hold a number of activities which enhance and enrich our core curriculum. These include:

- Annual Creative Arts Event
- Healthy Living Event
- Curriculum focus days (e.g. Science, Internet Safety, World Book Day)
- Cultural days - to celebrate religious festivals such as Diwali or Eid
- Celebration Days - to mark major event.
- External providers and visitors such as theatre groups, artists, story tellers, poets, drama workshops and musicians.
- Visits off site both locally and in the wider community (e.g. Elvaston Castle, Warwick Castle, Theatre visits, Yorkshire Wildlife Park, Derby Museum of Making )
- Sports events



## LEARNING AT HOME

We ask you for your encouragement, support and interest in your child's work and achievements.

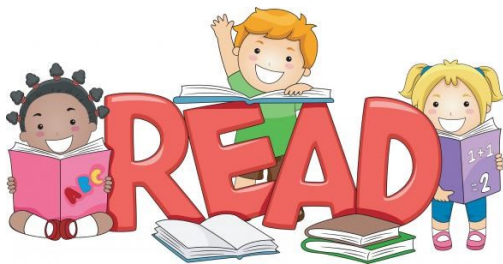
A school / parent reading diary is valued as just one means of home / school communication. Please try and hear your child read at least three times per week. We hope you will use the library books from school, your child's reading books which will be matched to their stage of phonics learning, sharing books which are available to the children in each classroom and visit the local library to extend your child's home reading.

In Reception children bring home sound books to support their phonics learning and to keep you informed about what they are learning.

Children in year 1 and year 2 are also occasionally asked to carry out additional homework linked to class work.



Monster  
Phonics



## **PUPILS WITH SPECIAL EDUCATIONAL NEEDS AND / OR DISABILITIES**

All children progress at different levels.

We aim to provide work matched to the needs of all children whilst following the National Curriculum.

When necessary we work closely with the Educational Psychologist, Speech Therapist, Special Advisory Teachers for Sensory and Physical Impairment, Behaviour Support and Autism specialist teachers and the Support Service for SEN, who advise on programmes of work for children with learning and behavioural difficulties.

Parents and carers are kept fully informed at all stages of the 2014 SEN Code of Practice, and are asked to attend review meetings.

We have a Special Educational Needs Policy in place which is reviewed regularly by the governing board. There have been no changes made to the policy during this academic year. In order to ensure that children with a disability are not treated less favourably than other children, we take the following steps:

- Staff receive appropriate training and advice from external agencies
- Support services staff work in school alongside class teachers to advise and develop programmes of work where necessary
- Personalised learning plans are put in place
- We ensure that children with a disability are encouraged and supported to become involved in all areas of school life, including extra-curricular opportunities, school visits off-site etc.

The school has the following facilities to assist access for disabled pupils;

- Disabled toilets in the nursery block and main school
- One-level entry points around the school
- Appropriate ICT facilities and equipment

The school has a Special Educational Needs and Disabilities coordinator who monitors provision for all identified children.

The school provides a SEN information report and a link to Derbyshire County Councils Local Offer for SEND is available on our website.

### **MOST ABLE PUPILS**

We ensure that teaching challenges pupils and enables them to make the best progress possible. We recognise that children may be Gifted and Talented in areas beyond English and Maths and we aim to ensure that every child reaches their full potential wherever their strengths may lie.

## **PARENTS and CARERS and SCHOOL PARTNERSHIP**

The atmosphere at Ashbrook Infant & Nursery School is warm and friendly and we hope that everyone feels welcome when they come into school.

Children are offered security and affection and are encouraged to develop self-motivation, both in work and behaviour. Our aim is to maintain the current ethos of the school with quality child-teacher relationships, and in partnership with parents and carers.

Parents are their children's first educators. In order to give children the best possible start in school, parents, carers and teachers must work closely together.



In order to promote this partnership we ensure the following:

- we report regularly to parents and carers about the progress of their child - at parent evenings twice a year and through a formal report for each child given in writing at the end of each academic year
- we may meet more regularly with parents or carers whose children may need additional support in their learning
- we actively involve parents and carers in the life of the school through opportunities to work alongside children and teachers
- we inform parents and carers about what is happening in school through a range of information sources including newsletters, dojo messages and our website
- we listen to parents and carers and value their contributions as we move the school forward - we survey parents and carers about our school and the work we do
- we value the contributions parents and carers make to their child's formal education and welcome you sharing these through ClassDojo
- we promote a shared understanding of our teaching and learning philosophy and we share our policies openly

## HOME SCHOOL AGREEMENT

### Why do we need a Home School Agreement?

- Children achieve more when schools, parents and carers work together.
- Home-school agreements help parents and carers to work with their child's school.
- Parents and carers support and encouragement are very important if children are to make the most of school.

Our Home School Agreement is included in the new starters pack, and should be read, signed and returned as soon as possible after your child starts school. Signing the agreement indicates that you will fully subscribe to, and support the school's policies and ethos. The agreement contains the Derbyshire County Council code of conduct related to behaviour towards its employees. Signing the agreement also constitutes an agreement by parents and carers that they will take note of this and abide by the guidelines it sets out.

## VOLUNTARY HELPERS

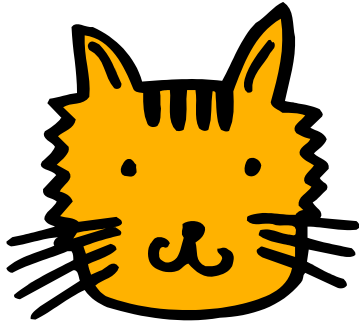
We welcome and appreciate the help we receive from many parents and carers in school. They come in to help with a variety of tasks e.g. hearing children read, playing games, helping groups of children with topic work, organising reading and library books etc. If you feel you could spare some time on a regular basis, please contact the Headteacher or any of the staff – we will be delighted to hear from you! We have a clear volunteers policy, and a simple application process to ensure that your skills are best matched to school's needs.

All volunteers who offer to work in school will be asked to complete an enhanced Disclosure and Barring Service (DBS) check as part of our safeguarding work.

Volunteers for school trips etc do not need DBS checks as they are supervised by school staff and do not work with children alone.







## TIGERS (out of hours childcare)

Ashbrook Tigers is open to all children aged 3 years to 11 years who attend Ashbrook Infant and Nursery and Ashbrook Junior Schools.

Ashbrook Tigers Breakfast Club is open from 7.30 a.m. until the start of school. Sessions cost £6.60.

Ashbrook Tigers After School Club operates every school day from the end of school until 6.00 p.m. The Club is run by trained, qualified staff who provide planned activities to enable children to have fun and develop through play.

### Afterschool Club

3.00pm - 4.00pm      £4.00 per session  
Tea NOT included

3.00pm - 5.00pm      £8.50 per session  
Tea included

3.00pm - 6.00pm      £12.70 per session  
Tea included

## HOLIDAY CLUB

During school holidays Ashbrook Tigers run a holiday club and it is also open on INSET days.

Full time sessions run from 7.30 a.m. to 6.00 p.m. These include breakfast and tea. School day sessions run from 9:00am - 3:20pm. All children should bring a packed lunch.

Part time sessions run from 8.00 a.m. to 1.00 p.m. This includes breakfast. Children should bring a packed lunch to eat at 12.00 noon.

We also provide afternoon sessions from 1.00 p.m. to 6.00 p.m. when tea is provided.

Charges are £32.50 for a full day, a school day is charged at £23.00 per session and part time (morning or afternoon) sessions are charged at £19.60.

Any Tigers session may be booked through staff in the school office or call Lynne on the number below.

We accept **ALL** Childcare Vouchers. Please call in for more information. All Clubs are Ofsted registered and working parents / carers may be able to claim through Working Tax Credit.

**If you would like any more information please call Lynne on 0750 200 2949 or email [lflinn@ashbrook-inf.derbyshire.sch.uk](mailto:lflinn@ashbrook-inf.derbyshire.sch.uk)**

## OUT OF SCHOOL / LUNCHTIME CLUBS

During the year we offer a range of out of school activities.

We currently hold the following after school or lunchtime clubs for children in Reception, Year 1 and Year 2 classes:



- Football - this is run by trained football coaches from the Central Soccer School. Sessions last for one hour. The coaches also come into school on a regular basis and hold taster sessions for children during the school day. The children who play Football require an indoor and an outdoor PE / games kit to change into. There is a limit to the number of children who may attend each club. However each term we offer different children the chance to attend.
- Drumming lessons - this is run by Rockin' Robins Drum Services, if you are interested in your child learning the drums, please look at <https://www.rockin-robins.co.uk>. Rockin' Robins comes into school once a week for 6 sessions a term.
- Recorder Club - this is run by a volunteer music teacher during a lunchtime for Year 2 children. There is no charge for these sessions but parents / carers need to purchase a recorder and book for their child.
- Superstar Sports Midlands currently offer a Gym club before school on a Thursday and Nerf Mayhem club after school on a Thursday.

Other clubs run in response to children's interests and staff skills and these may change over the course of a year



## **STAFF, GOVERNORS and DATES**

### **SCHOOL STAFF**

Our school is fortunate in having a highly qualified, enthusiastic and hard working staff.

They keep abreast of new developments in education by regularly attending courses and other training events.

They give much of their free time after school in order to plan the curriculum, prepare work and to meet with parents and carers.

#### **Senior Leadership Team**

Headteacher: Mrs H Roebuck  
Early Years Lead: Mrs N Quinn  
School Business  
Officer: Mr N Coxon  
School Business  
Assistant: Mrs J Wallace

#### **Teachers:**

Mrs H Floyd  
Miss P Chinellato  
Mrs D Webster  
Miss B Goddard  
Mrs K Purdon

#### **Teaching Assistants:**

Mrs V Jones  
Mrs J Smullen  
Mrs K Chambers  
Mrs H Pearce  
Mrs Z Cross  
Mrs K Mills  
Mrs L Marello

#### **Site Care Team:**

Mr J Henshaw	Caretaker
Mrs S Mann	Cleaner
Miss R Pettit	Cleaner

#### **Mid-day Supervisors:**

Mrs S Mann	Miss T Barratt
Mrs C Pavier	Mrs G Savage
Mrs K Mills	

## GOVERNORS

### What do Governors do?

Governors are like a board of directors and make decisions about how the school is run. Governors are elected for a four year term of office. The full governing board meet at least once a term and committees meet when the need arises.

### Governors are appointed to help:

- Decide what is taught and monitor how well children are achieving
- Set standards of behaviour
- Interview and select staff
- Decide how the school budget is spent

School Governors have legal duties, powers and responsibilities. They can only act together, they cannot act individually.

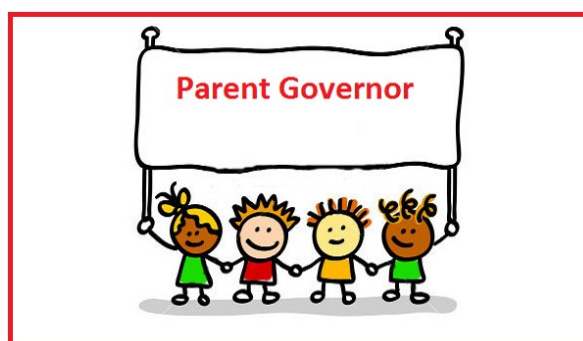
### School Governors are:

- Parents and carers
- Staff at the school
- Local council representatives (LA)
- Community representatives.

### Why are parents and carers needed on the Governing Body?

Parent Governors bring the views of the parents and carers to the Governing Body. They are parents / carers of children attending school at the time of their nomination. They are nominated and elected by parents / carers. They should not be thought of as delegates of the parents / carers as they have equal status in the work of the Governing Body and have voting rights.

Parent Governors can make sure that all communications are both clear and informative. They are aware of encouraging parent interest and should be actively involved in drawing parents / carers into the school.



Our current board of Governors are:

Chair	Miss M Smith	Community
Vice-Chair	Mx S Prowting	Parent
	Mrs D Ball	Local Authority
	Mrs A Lowe	Parent
	Mr K Moore	Parent
	Mrs N Quenby	Parent
	Rev C Emerson	Co-Opted
	Miss P Chinellato	Staff
	Mrs H Roebuck	Headteacher

The Chair can be contacted via school.

The Clerk to Governors is Ms Mandy Higton. She can be contacted through school.

### PUPIL ABSENCE FIGURES - For the current academic year up to Friday 21st June 2024

Absence					
Breakdown	No. of pupils in the school	Sessions missed due to absence			
		School %	Persistent absentees - absent for 10% or more		
			No. of pupils that are persistent	Percentage of PA pupils School %	
All pupils	153	5.3	26	17	
Male	77	4.8	10	13	
Female	76	5.8	16	21.1	
Ever 6 FSM	28	7.4	8	28.6	
Non-Ever 6 FSM	125	4.8	18	14.4	
SEN EHCP	3	20.5	3	100	
SEN support	30	4.0	4	13.3	
No SEN	57	5.7	10	17.5	

We are working hard to improve overall attendance, and to support those families whose children are in the “persistent absentee” bracket (i.e. with attendance below 90%) We will always work to support families where attendance may fall below the required levels.

# Ashbrook Infant & Nursery Terms and Holidays

## 2024 - 2025

### AUTUMN TERM

<b>Wednesday 4th September 2024</b>	<b><i>INSET DAY</i></b>
<b>Thursday 5th September 2024</b>	Start of the New School Year
<b>Friday 25th October 2024</b>	<i>Break-up for half-term holiday</i>
<b>Monday 4th November 2024</b>	<b><i>INSET DAY</i></b>
<b>Tuesday 5th November 2024</b>	Return to School
<b>Friday 20th December 2024</b>	<i>Break-up for Christmas holiday</i>

### SPRING TERM

<b>Monday 6th January 2025</b>	Return to school
<b>Friday 14th February 2025</b>	<i>Break-up for half-term holiday</i>
<b>Monday 24th February 2025</b>	<b><i>INSET DAY</i></b>
<b>Tuesday 25th February 2025</b>	Return to school
<b>Friday 4th April 2025</b>	<i>Break-up for Easter holiday</i>

### SUMMER TERM

<b>Monday 21st April 2025</b>	Bank holiday
<b>Tuesday 22nd April 2025</b>	Return to school
<b>Monday 5th May 2025</b>	Bank holiday
<b>Thursday 22nd May 2025</b>	<i>Break-up for half-term holiday</i>
<b>Friday 23rd May 2025</b>	<b><i>INSET DAY</i></b>
<b><i>Monday 2nd June 2025</i></b>	<b><i>INSET DAY</i></b>
<b>Tuesday 3rd June 2025</b>	Return to school
<b>Thursday 24th July 2025</b>	<i>Break-up for Summer holiday</i>