



School Handbook



Eling Infant School
And Nursery



A warm welcome

We would like to extend a huge welcome to you and your children, and thank you for choosing Eling Infant School and Nursery as the first school for your child. I am confident that you have made a great choice.

We are immensely proud of the work we do every day for our community and our families. We are blessed with an amazing team of skilled staff and fantastic children, who are a treat to spend every day with.

We are able to provide an exciting and engaging curriculum that inspires children's learning and fosters their interests. Children at Eling want to do well and are proud of their achievements. As a school we value and celebrate the traits of kindness, resilience, good relationships and tolerance. These values will help children to be successful in future life.

Our children know what it is to be successful learners and strive for this on a daily basis. They really care about their peers. The environment and staff nurture the children and help them grow to become confident, kind and resilient learners.

Parent partnership is key to a successful school journey and we are proud to say that we work hard to foster relationships with all members of our school community. Providing support and information in order for the children to get the very best start in education.

Our recent Ofsted inspection in November 2019 recognised the work we do stating that *'Eling Infant school and Nursery is a happy place to learn.'*

One parent wrote, *'This really is a lovely school, with a family feel, who clearly put the children at the heart of what they do.'*

We are so pleased to have you and your child as part of our Eling School community.

Kind regards

Trina Sillence, Headteacher



'Towards our very best together'

At Eling our children build positive relationships based on respect and understanding. They are resilient in their learning and see the importance of making mistakes and being challenged. We have children that are reflective in their practice taking ownership of their learning and wanting to be the best they can be. They are resourceful when faced with a challenge, thinking of creative solutions for the best outcome. All of this is possible because of an environment where children are valued, cared for and loved.



Enjoy

Learn

Inspire

Nurture

Grow



Our approach

We teach children to develop good learning habits through our learning friends.



The Spider who demonstrates **resilience**. Showing perseverance, sticking with challenges and managing distractions.



The elephant who demonstrates **reflectiveness**. Being self aware, thinking about what has been learnt, evaluating strengths and weaknesses, adapting, changing and revising work.



The mouse who demonstrates **resourcefulness**. Being able to ask questions, make links, make good use of equipment and resources, being ready to learn in new ways and using imagination to consider possibilities.



The meerkat who knows how to have good **relationships**. Knowing when it is best to work alone or with others, knowing when to take initiative or let others take the lead, listening and learning from others, showing empathy and consideration to their views.



The rabbit is **brave** in the face of new challenges. They are willing to try new things and prepared to make mistakes. They believe in their own opinions as well as respecting others. Believes in themselves.

These ideas and strategies come from Guy Claxton's 'Building Learning Power' to help the children become effective learners.



What can parents do?

You can help by drawing attention to and modelling, positive learning habits:

RESILIENCE • Model sticking at things even when they are difficult • Talk about how you feel when you are taking on challenges • Praise your children when they persevere, but also encourage them to take a break when they have had enough • Help them to find interests and activities that are really absorbing • Talk with them about helps them to concentrate and manage distractions

REFLECTIVENESS • Ask them what they learnt at school rather than what they did • Help them to think about, and plan activities • Help them to get started by planning what needs to be done first • Encourage flexibility and the ability to change plan if necessary • Help them to learn from their mistakes • Encourage them to take time to evaluate their own work

RESOURCEFULNESS • Encourage questions • Demonstrate making links between different ideas • Encourage them to use their imagination and think of possibilities • Show them how to use resources to find things out (internet, books, dictionaries etc) • Help them to organise resources and equipment • Help them to organise their ideas (mind mapping)

RELATIONSHIPS • Play games where turn taking and co-operation are made clear • Work, play and learn alongside your children, enabling them to pick up good habits through imitation • Listen to each other and extend ideas by responses and questions • Undertake projects together • Go out and about and explore • Have fun together!

BRAVERY • Allow children to make mistakes • Encourage children to try something new with no pressure • Talk about a time when you were brave • Encourage children to voice their opinions and ask for their reasons





Admission of Pupils

Eling Infant School and Nursery follows Hampshire County Council's policy for admissions. We take pupils aged from 2 to 7 years. Pupils join our nursery or early Years Foundation Stage from many pre-school settings. We work closely with these before the children join us.

Our induction programme includes inviting children to fun sessions in the summer term prior to starting school in

September. We believe a happy start to school life is essential and will stand children in good stead for learning in future years. Out of catchment children attending Eling Nursery have priority over other out of catchment children in the allocation of school places.

Attendance

Regular attendance at school is important for your child's learning, development, future opportunities and friendships. Every time a child misses school they are missing valuable learning and we want all of our children to have every opportunity available to them so that they have more opportunities later in life. For a child to reach their full potential a high level of school attendance is essential. Children have 13 weeks of school holidays during the year and parents are advised that holidays must be taken during this time.

Headteachers may not grant ANY leave of absence during term time unless there are 'exceptional circumstances'. If your child is absent because of illness or needs to attend a medical appointment, please telephone the school office by 9am each day so that we can record the reason for absence. Please read the school's policy to promote high attendance on the website.



Join us on our learning journey

Enjoy

Aspire

Achieve

To successful
learning

Resourceful

Relationships

Brave

Resilient

Reflective





The School Day

The classroom doors open at 8.30am each morning. A member of staff will greet the children at the door. The school day starts when the bell rings at 8.45am. Children who are regularly late, miss out on important parts of their education and can disrupt the education of others. Therefore it is important your child is at school every morning in time for registration.

School finishes at 3pm. We appreciate some parents have to collect from local junior schools for older siblings and therefore need extra time. If this is the case please contact the school office to arrange an early collection for your child from reception.

Wrap Around Care and after School Activities

Penguin Club is run on site by school staff, 5 days a week during school term time. Breakfast Club opens at 7.30am. Tea Time Club is open from the end of school, till 6.00pm. Penguin Club is open to all children who attend Eling Infant School and Nursery from the age of 3 years old. Rates vary depending on length of sessions. Further details are available on the website.

We are proud to offer a broad range of after school clubs for children to enjoy. These change regularly but currently include football, art, taekwondo and 'Try it Tuesday' in which activities change each week, and are run by our school staff or by external providers.



School Uniform

Our school uniform is to help children feel part of the school community. It is not essential that it has the school logo on.

Uniform: Grey/black trousers, shorts, skirt or pinafore, white/red polo shirt, red/grey cardigan, sweatshirt or fleece, red/grey/black/white tights or socks. Red and white checked dresses may be worn in the summer. Black school shoes, not trainers.

PE Kit: Red/white round necked T-shirt (no buttons), black shorts, a red hoodie and trainers. Tracksuit bottoms are useful for outside games on cold days.

Children need to bring a coat to school EVERY DAY, along with their book bag.

Please make sure that your child's name is clearly visible in all items of uniform, PE Kit, shoes and coats.

For safety reasons children should not wear jewellery in school. Children with pierced ears can wear small studs which need to be removed at home or taped (with micropore provided by you) on PE days.

Uniform is supplied by Skoolkit, Commercial Road, Totton, but can be purchased from any supplier.



Keeping Healthy and Safe

Playing and learning outdoors

At Eling a lot of learning takes place outside. Although there are shaded areas in our school grounds, during the summer months the children may be working in the open. Parents are advised to apply sun lotion to their children before school. In Winter children spend time outdoors and will need a warm coat.

Healthy Snack time

Children are provided with a piece of fruit or vegetable every day as part of the Government's Fruit and Veg scheme. We feel it is important for children to have a healthy snack during the morning. This will aid their concentration and ability to learn.

“Leaders make sure that every pupil is listened to.”

OFSTED 2019

Drinking

Children are encouraged to drink water throughout the day, a water bottle is provided at the start of the year. Milk is provided in school for children under the age of 5. To continue paying for milk in school after this, please see the 'Cool Milk' link on the school website.

School Nurse

The School Nurse can be contacted if you need any advice and support about sleeping, diet or any other concerns. General health checks usually take place in the term after your child's 5th birthday.

Emotional Wellbeing

Emotional support for children at school is available through our ELSA (Emotional Literacy Support Assistant) and nurture groups.



Safeguarding

Eling Infant School and Nursery is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. We are fully committed to ensuring that consistent and effective safeguarding procedures are in place to support children, families and staff at our school. All concerns are passed through the members of staff who are trained as ' Designated Safeguarding Leads' in school and follow all of the Hampshire guidance and comply with the 'sharing information' guidance. Our Designated Safeguarding Lead is Mrs Sillence.

Medicines in school

Arrangements will be made for administering medicines to children who frequently need them (e.g. asthma, diabetes). If your child should require any adhoc prescribed medication please contact the school office.

Lunch Time

All infant aged children are entitled to a free school meal which is provided by our onsite cook. These meals are produced by HC3S, the menu can be found online or in the school office. Alternatively children may bring a healthy packed lunch. Medically confirmed special diets can be catered for, please speak to the school office. We are a nut free school.



Behaviour

In order to help the children feel happy and safe the following school rules have been agreed:

- We are kind and helpful
- We are honest
- We listen to each other
- We look after everything and everyone
- We do our best

Our school behaviour policy (based on positive reinforcement) sets out sanctions and rewards which the whole school follow. We believe it is very important to praise children to build self-esteem. We have a special 'Shining Assembly' each week to celebrate each child's achievements in and out of the classroom. Children are also able to nominate their classmates for special awards!

"Eling Infant School and Nursery is a happy place to learn, where relationships are based on mutual respect and understanding. "

OFSTED 2019

Governors

The Governing Body meet every half term to work closely with the Headteacher in ensuring every pupil receives a high quality education. Governors visit regularly to support school events. You will be informed when new parent governors are required should you wish to apply.

Eling Parent Teacher Association (PTA)

We are lucky to have a dedicated group of volunteers who run events for children and families to raise money for the school. The PTA are a registered charity and are always looking for volunteers.



Equality of Opportunity

It is important that everyone in school is able to enjoy school life free from discrimination and with equality of opportunity. The school recognises its duty under the Equality Act and is fully committed to providing equal access to all children to the Early Years Foundation Stage, National Curriculum and to all the school's resources and activities. We welcome all children.



Special Educational Needs and Disabilities (SEND)

Some children find accessing learning at school more difficult than others, and our school has a dedicated team of staff to offer support. The school follows the SEN Code of Practice and procedures set out in our Special Educational Needs Policy which is available on our website.

“Leaders make sure that pupils with special educational needs and/or disabilities (SEND) are well supported and fully included in all aspects of school life. “

OFTSTED 2019



Our Curriculum

At Eling Infant School and Nursery the curriculum is designed around our belief that each child is unique and should be empowered to be a confident, resilient, reflective, independent, inspired, self-motivated, life-long learner. It has been created with a deep

understanding of child development research so that it best meets the needs

and learning styles of all the children at our school. The curriculum has been designed around a core set of progressive knowledge and skills, but the context in which these are delivered is tailored to each cohort of children dependent on their needs and interests. The knowledge and skills are planned intelligently so that the sequence enables children to explore, embed and then develop expertise.

The curriculum is purposeful and meaningful for the children in our school at this time, rooted in the belief that our curriculum will develop life-long learners. It is our intention that opportunities are endless for each pupil particularly ensuring any barriers to success are overcome for any disadvantaged or vulnerable pupil. The delivery and design of our curriculum is planned to ensure a seamless transition between year groups and key stages, including readiness for their next stage of education.

“The curriculum has been reviewed to make sure that pupils learn and remember more in a wide range of subjects” “Teaching builds on what pupils already know”

OFSTED 2019



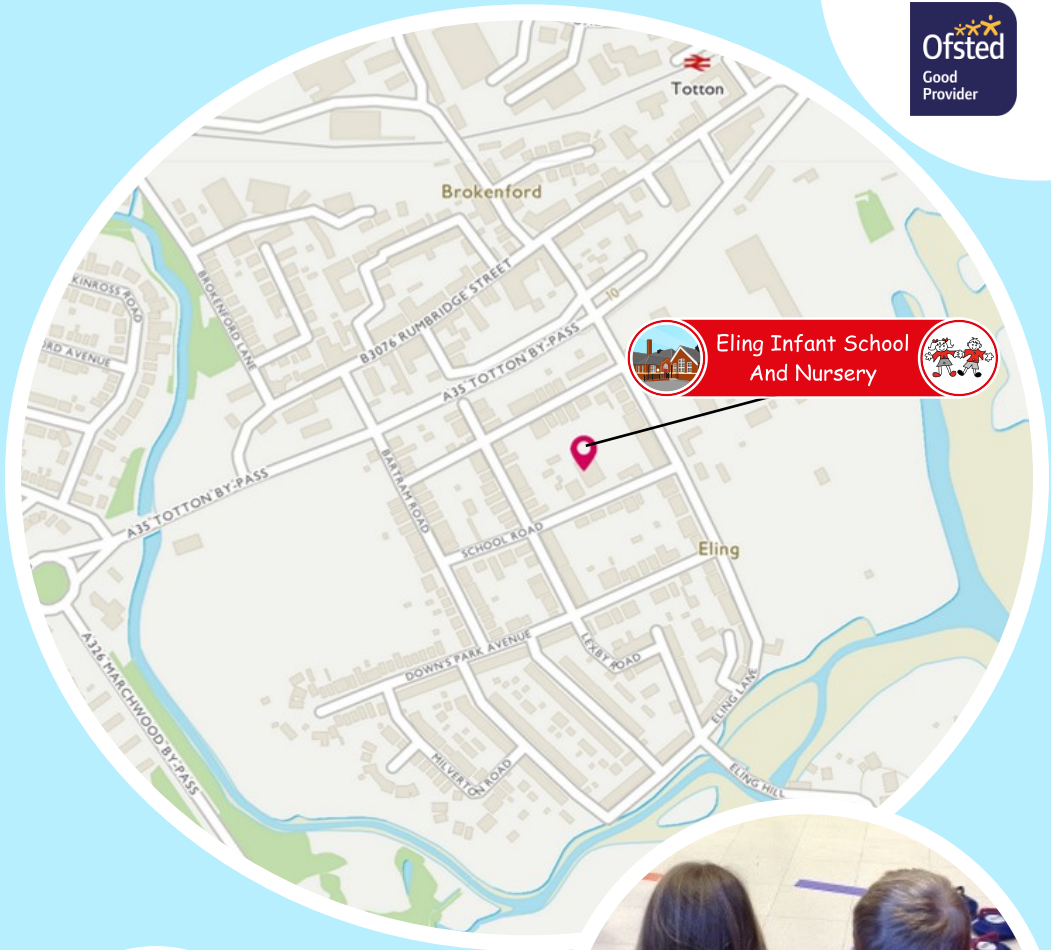
Educational Visits and Enrichment

These enable us to provide a rich curriculum, based on real life experiences. Visitors such as scientists, artists, storytellers, musicians and theatre groups are invited into school, along with visits locally (for example forest school or sports events) or further afield. Consent for local outings in the community is requested on admission to school. Parents are sometimes asked to make voluntary contributions to help cover the costs of special visitors and outings. No child will miss out on an activity because of an inability to pay, but it may be cancelled if not enough contributions are made.

Sharing information between home and school

For young children, language and communication lies at the heart of the curriculum. Emphasis is placed on developing early skills of reading, writing, maths and science, and throughout the year, we invite parents into school to hear how we teach these subjects and learn alongside their child at our 'I Learn' sessions. Parents are invited in to school each term for a parent consultation and to discuss progress. Teachers are always happy to meet with parents, by appointment at any time during the year to discuss any individual concerns you may have. Information is regularly sent home, covering what children are learning, how parents can support them, and what else is going on in school. There are many opportunities for parents to come into school during the year.





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