

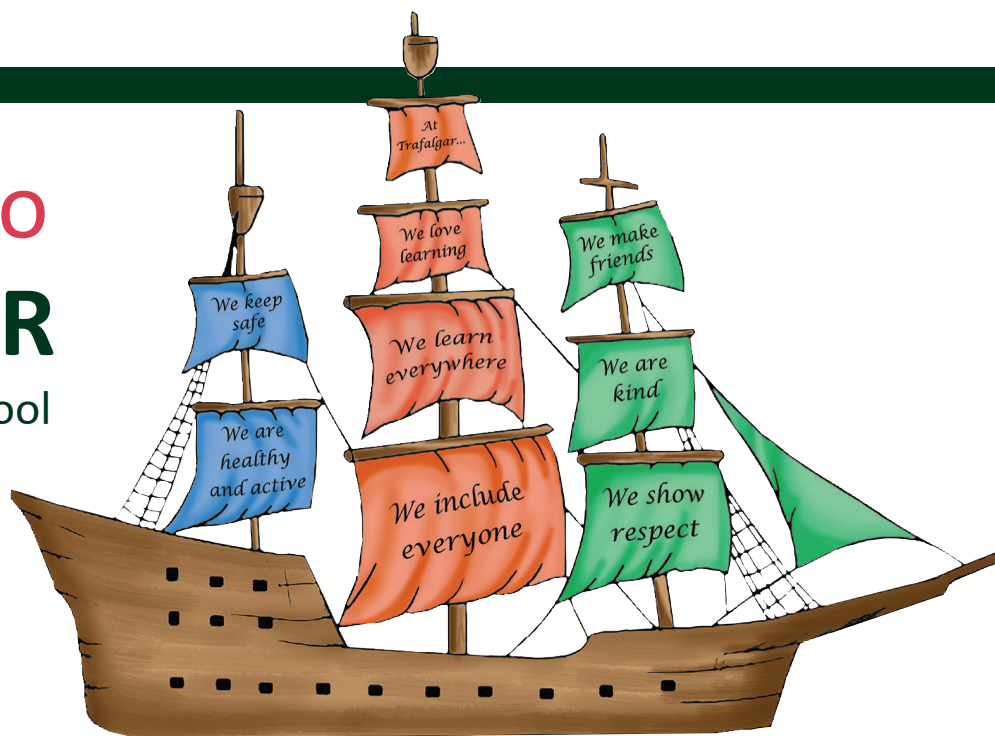


Welcome to



Trafalgar Community Infant School

Welcome to **TRAFALGAR** Community Infant School



Our School Vision and Values

1 2 3 4 5

Dear Parents and Carers

We would like to offer you a warm welcome to Trafalgar Community Infant School. Trafalgar is a happy and caring school that offers young children exciting and challenging learning experiences. We believe that young children learn from a stable and inclusive environment, where we can foster a desire for knowledge and skills and a continuing interest in lifelong learning.

What makes Trafalgar a special place to learn and grow? Take a look at our Core Values, presented on our Trafalgar Ship above. The children and adults work hard to ensure that our school community lives and breathes these values – they are what we are passionate about.

This booklet gives you a brief overview of the school. For more detailed information, please visit our website at www.trafalgar.eschools.co.uk (which includes our full prospectus) or ask for a copy at the School Office.

Yours faithfully

Miss K Green & Mrs R Amos
Co-Headteachers

School ethos

Our aim is for each child to achieve his or her personal best. Children are encouraged to be well-behaved and polite at all times. We encourage good behaviour for learning through praise and mutual respect.



'We keep safe' is one of our school values. At Trafalgar, safeguarding is everyone's responsibility. Staff are trained to keep children safe. A copy of our Child Protection and Safeguarding Policies are available in the "Parent/Carers" section of our school website.

Rights Respecting School

"The school's status as a United Nations 'rights respecting school' is evident in all aspects of its approaches to its work. Alongside teachers' consistent and effective classroom management, the commitment to children's rights means that behaviour is managed fairly, openly and effectively. Pupils behave well. They are polite and courteous to each other, as well as to adults and visitors".

Ofsted 2018

A great place to learn

Our three Reception classrooms each have their own toilet area and cloakroom and safe access to an enclosed courtyard garden.

Reception classes feature:

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|-------------------------------|-----------------------|
| ● Early experience of writing | ● Sand and water play |
| ● Mathematical activities | ● Music making area |
| ● Scientific activities | ● Creative play areas |
| ● Reading area | ● Role play areas |
| ● Interactive whiteboards | ● Cookery |
| ● Computing activities | ● Construction toys |

Each class Teacher is supported by a Learning Assistant. Their role is to:

- Extend the children's learning by supporting, encouraging and challenging them
- Observe and evaluate the learning that is taking place
- Listen and talk to the children
- Respond to their physical, social, emotional and intellectual needs

Open door policy

We want you to feel welcome in school. If you have any issues, worries or concerns, please speak to your child's class teacher in the first instance. To set up a meeting, either speak to the teacher concerned or call the School Office to arrange a convenient time. The Co-Headteachers are also available for consultation on most days with prior notice.

There are two termly formal consultations between class teachers and parents/ carers. This takes the form of individual appointments after school. You will also receive an end of year report in July.



The library

The school library contains a wide range of fiction, non-fiction and reference books. We also have a selection of story sacks and audio books which can be loaned out. We encourage children to borrow books to take home and share with their parents/carers. Each class also has its own library or book area.





a b c d e

...and to have fun

We believe play is a very important part of learning as well as being essential to the healthy development of children. Reception classes provide opportunities for a wide variety of play experiences in the classroom, enclosed courtyard garden and main playground.

As well as learning together as a class, children are given time to initiate their own learning and follow their own interests (we call this Busy Bee time). Teachers and Learning Assistants support children in their play and learning by:

- Sharing and modelling play and learning
- Providing an enabling environment
- Following up interests and answering questions
- Offering challenges to move learning on
- Encouraging the use of problem solving and collaborative learning

What Parents/Carers say about us

"My child absolutely loves coming to school and surprises me every day with what she has learnt."

"The environment at Trafalgar is safe, nurturing and fun."

"Excellent education and great feeling around the school."

What Ofsted say about us

"Adults contribute to the rich learning environment by purposeful interactions with pupils and targeted questioning. They have access to a wide repertoire of techniques and strategies. Each class has its own character and routines. However, as a whole, they generate a positive culture for learning across the school."
June 2018

What our children say about us

"I love school because we can make bug beds outside."

"I like going to this school because it is fun. We learn and the teachers are cool."

"I think our school is the best school on earth because we have lovely Teachers and Learning Assistants."

Staying in touch

We email a newsletter to parents/carers via Parentmail. This keeps you up to date with events, items of information and relevant dates. We keep copies outside the School Office for those who need them. It is important that you read the newsletter each week.

ParentMail

Good communication between home and school is of paramount importance. We use 'ParentMail' to help us to stay in touch. When your child first starts at Trafalgar you will receive details on how to register with ParentMail which is quick, easy and secure.

Reading Record

Every child has a reading record book to help maintain a record of books read at home (children are given books to take home regularly).

School Website

Please visit our exciting school website at www.trafalgar.eschools.co.uk for lots more information about our school.



Friends of Trafalgar School and parent helpers

We could not be as successful as we are without the help of parents/carers, either as members of the Friends of Trafalgar School (FTS), as helpers in the school or as supporters at home. Please do let us know if you have any time to spare and would like to get involved. Activities you can help with include painting, helping in the library, modelling, cookery, story telling, supporting number games and listening to children read.

The main role of the FTS is to raise money for the school. They organise a varied programme of popular events throughout the year and would love to hear from you if you can help out. They have already funded the Fun Theatre, iPads, laptops, the large play area on our playground including the ship, dressing up clothes and much more.

Curriculum themes

You will receive an overview of the theme, main skills and concepts that we will teach each term. We send out a weekly overview. We also hold regular meetings for parents/carers where we explain how we teach aspects of the curriculum and how parents can support their child's learning. "This is evidence of a well-intentioned and well-planned curriculum". Ofsted 2018

School visits

School trips are an important part of a child's education and each class goes on at least one visit each year. We will ask you to sign a consent form when your child joins the school.



Governors

Our Governing Body is fully involved in the life of the school. Governors work in partnership with school personnel, helping monitoring, supporting and challenging school performance. A full list of governors is available on the school website, together with more detailed information on their role in the school.

Inclusion

We appreciate that all children have individual needs and we attempt to support these as part of our caring ethos. This could mean supporting children with learning or behavioural difficulties, assisting those with physical disabilities or providing extension activities for more able children.

School Council, Learning Council, Eco Monitors, Playground Pals and our Online Safety Team

We are proud of the children who take on special roles and responsibilities in our school as we like to listen to the amazing ideas our children have about making our school even better. Some examples of these include Forest Schools, a sensory garden, a friendship bench and online safety posters.



More about the Councils

More about the Councils from the children:

"The Learning Council try to make the learning in our school even better... we make sure that the learning is fun. We go to other schools to see how they learn and then we use their ideas."

"The School Council finds out how to improve our school. We are raising money for our toilets to be twinned with a school toilet block in Malawi."



Growth Garden

Curly the Cooperative Ladybird

Claws the Curious Cat

Darwin the 'Don't Give Up' Dog

Happy the 'Have a Go' Hamster

Hoot the Concentrating Owl

Gerry the 'Keep Improving' Giraffe

Star the 'Use your Imagination' Unicorn

Terry the 'Enjoy Learning' Tortoise

The school day

8.50am: Children arrive through their classroom door and are met by a member of staff to welcome them into the building.

AM: Learning activities including English, PE, Phonics, Reading and Maths.

12 noon - 1.15pm: Lunchtime – Universal Free School Meals are available for all children. However, parents/carers are welcome to provide children with a packed lunch if they prefer. Products containing nuts should not be brought to school as they could be a risk for children with a nut allergy.

PM: Assembly. Learning activities including Art & DT, Science, Music, RE PSHCE, Geography and History.

3.15pm: End of school day.

Attendance

Coming to school every day is important for children, helping them feel fully involved in the school community. If your child is absent from school due to illness or other genuine reason, you must contact the School Office as early as possible so the absence can be authorised. We ask that you avoid term-time holidays as this is extremely disruptive to learning and cannot be authorised unless there is a very exceptional circumstance. In cases of unauthorised absence, the Local Authority may choose to issue parents/carers with a fixed penalty notice.

Late arrivals/early departures

Please ensure your child is in school at 8.50am each day. If you are late, or need to collect early, please come to the School Office. This is for safeguarding reasons, so we know exactly who is in the school at any given time.

After school curriculum enriching clubs

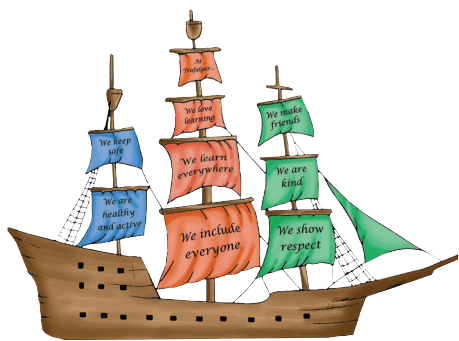
We offer a number of curriculum enriching clubs. These vary but have included dance, music, multi skills for sports, yoga, art and science. Up-to-date details, including varying costs, can be found on our school website.

Accidents or illness at school

We have a member of staff with first aid training on site at all times. In the event of an emergency, we will contact one parent/carer, so please make sure we have up-to-date contact details. Please also ensure that you give us all information relating to any allergy for which your child may require medication/monitoring.

Safeguarding

Trafalgar staff recognise that safeguarding is our most important job and we follow the government's 'Keeping Children Safe in Education' document. Please see our Designated Safeguarding Leads, Miss Green or Mrs Amos if you have any concerns.



Trafalgar Community Infant School

School awards



Trafalgar has achieved Level 2 of the UNICEF Rights Respecting School award.



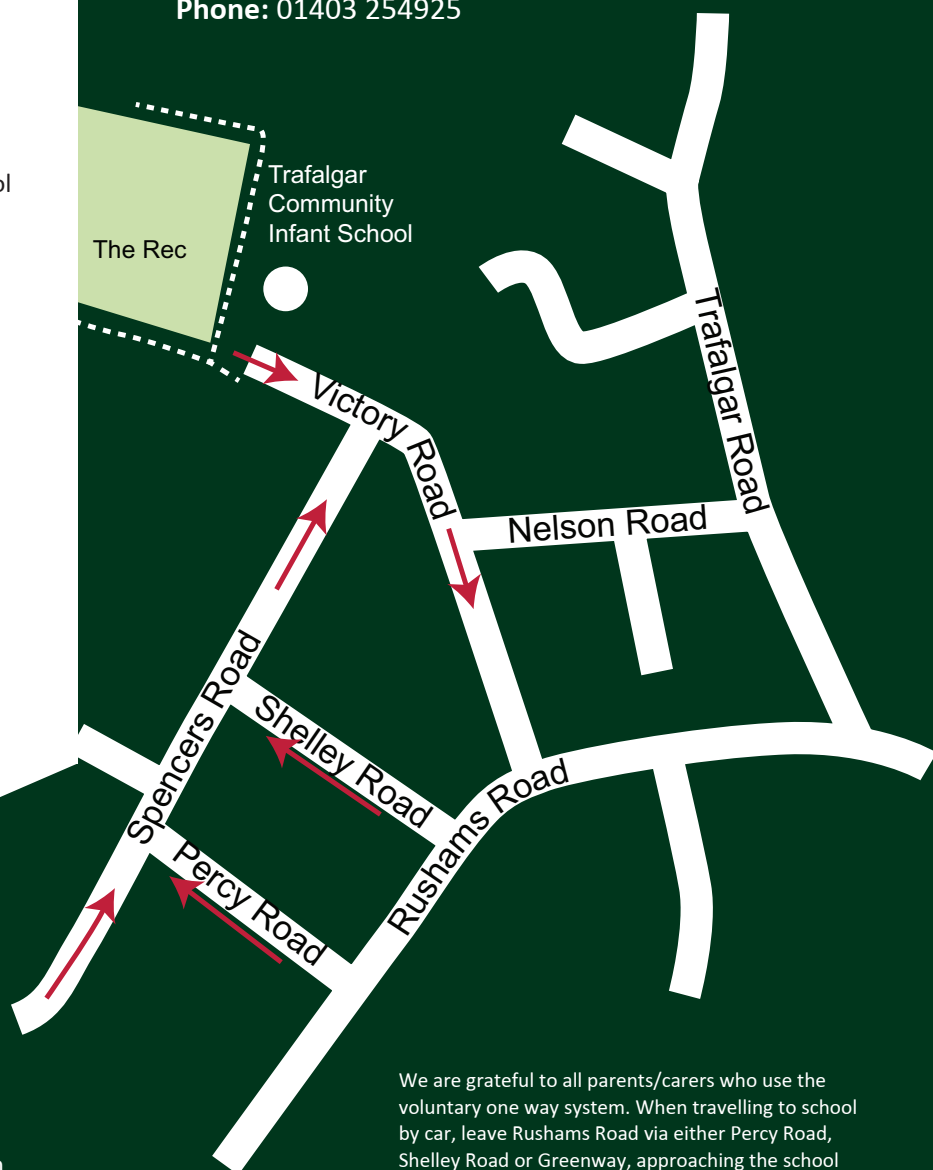
Trafalgar has an International School Award Intermediate



We also hold an Investors in Health award.



We have achieved the silver Eco Schools award.



About the school

We are a larger than average infant school with nine classes – three for each year. Each class has a maximum of 30 children. The school has seven classrooms arranged around an inner garden, with two mobile classrooms linked to the main building by a covered walkway. We also benefit from a spacious hall, well-equipped library and attractive playground and grassed areas.

Admissions

Prospective parents / carers must apply to West Sussex County Council's Pupil Admissions Office.

Pupil Admissions Office, West Sussex County Council, County Hall North, Chart Way, Horsham. RH12 1XA

Tel: 0333 014 2903

