



HERTFORDSHIRE COUNTY COUNCIL

**FAIRLANDS PRIMARY SCHOOL & NURSERY**

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Pound Avenue  
Stevenage  
Hertfordshire  
SG1 3JA

# **School Information Handbook (Years 3 & 4)**

Headteacher Mr Robert Staples BA (Hons)  
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[www.fairlands.herts.sch.uk](http://www.fairlands.herts.sch.uk)

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# Contact Information

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Mr Jamie Brewis

Year 3 & 4 Deputy Headteacher

[jamie.brewis@fairlands.herts.sch.uk](mailto:jamie.brewis@fairlands.herts.sch.uk)

Year	Class Name	Teacher
Year 3	Hazel	Miss Kim Ferguson
	Holly	Mr Toby Williams
	Hornbeam	Mrs Emma Turner
Year 4	Laburnum	Mrs Kirsty Denis & Mrs Katie Kirby
	Larch	Mr Chris Holgate
	Lime	Mr Matthew Haydon

### Planned events for YEAR3 during the 2016/17 academic year

Event	When	Approximate cost
Move a Mile	Daily	None
Pantomime	Autumn Term	£11
Stevenage Museum and Landmarks	Autumn Term	FREE
Stevenage Library	Autumn Term	FREE
National History Museum – Tring	Autumn Term	£6
Egyptian Workshop	Spring Term	£6
Egyptian WoW Day	Spring Term	FREE
Mini Olympics	Spring Term	FREE
School Trip - TBC	Summer Term	£15 (tbc)
Where in the World WoW Day	Summer Term	£1

### Planned events for YEAR 4 during the 2016/17 academic year

Event	When	Approximate cost
Move a Mile	Daily	None
Pantomime	Autumn Term	£11
St Albans Cathedral	Autumn Term	£14
Roman WoW Day	Autumn Term 1	FREE
Viking WoW Day	Autumn Term 2	FREE
Mini Olympics	Spring Term	FREE
Dance Festival	Spring Term	FREE
George's Marvellous Medicines Wow Day	Spring Term	FREE
Cuffley Camp Residential Trip	Summer Term	£130 (start payment Autumn term)
Bell Boat Racing	Summer Term (during Cuffley week)	FREE
Rainforest WoW Day	Summer Term	FREE
Healthy Me Wow Day	Summer Term	FREE

Please be aware, children may be given the opportunity to come to school in costumes for the WoW Days – more information will be given nearer the time.

# School Uniform

You can purchase uniform with our school Logo  
from [www.yourschooluniform.com](http://www.yourschooluniform.com) or  
[www.tesco.com/ues](http://www.tesco.com/ues)

Girls	Boys
<ul style="list-style-type: none"><li>• white shirt/polo shirt</li><li>• grey tailored skirt/pinafore/ trousers/ shorts</li><li>• navy <u>school</u> sweatshirt, cardigan or fleece; OR plain navy sweatshirt or cardigan</li><li>• plain navy, grey or black tights; or white, black or grey socks</li><li>• In the summer, a summer dress with blue and white checks or stripes.</li><li>• black shoes or plain black trainers (no boots or high-tops)</li></ul>	<ul style="list-style-type: none"><li>• white shirt/polo shirt</li><li>• grey tailored trousers or shorts</li><li>• navy <u>school</u> sweatshirt, cardigan or fleece; OR plain navy sweatshirt or cardigan</li><li>• plain black, white or grey socks</li><li>• black shoes or plain black trainers (no boots or high-tops)</li></ul>

## PE KIT

- Shorts – plain navy
- Tops – plain white or navy
- Footwear inside – bare feet
- Footwear outside – plimsolls or ankle trainers that can be fastened
- Winter kit – plain sweatshirt and jogging bottoms
- During PE lessons all children will be asked to remove wrist watches and remove/cover their earrings. All classes should have a roll of tape to cover studs during PE lessons.
- Children with long hair must tie it back with a hair band.

The school's policy on jewellery and other uniform issues can be found under Policies on the school website.

# Policies

The following policies and leaflets can be found on the school website

[www.fairlands.herts.sch.uk](http://www.fairlands.herts.sch.uk)

Attendance

Reaching High Targets

Homework

Behaviour Management

The Green Room

Anti-Bullying

Anti-Racism

Healthy Lunchbox Ideas

Click on “Our School” in the main heading then “Policies”. User friendly versions are labelled “Information for Parents.”

# Attendance

Children of school-age who are registered at a school must, by law, attend school regularly.

Regular attendance is important, not just because the law requires it, but because it is the best way of ensuring that a child makes the most of the educational opportunities which are available to him or her.

There may be rare occasions when a child has to miss school – for example, if he or she is very unwell. Any other absences should be kept to an absolute minimum. **In particular, parents should never take their child out of school during term-time in order to go on holiday.**

If your child is absent from school, we expect you to inform us of the reason. Please contact the office by phone, text or email by 10.00am on the first day of absence.

If your child has an unavoidable appointment during the school day, please ensure you inform the school office and you will be issued with a permission slip. If the appointment means that your child will be late to school, please also ensure you book their school meal in advance.

For further information on attendance, please refer to our Attendance Policy on the school website.

# Extended Services

We offer the following onsite facilities:

## **Breakfast Club**

7.45am – 8.50am

Dining Hall (Upper Building)

&

## **Treehouse After-School Club**

3.15pm – 6.15pm

No more than 2 hours for children under 5

For further information and prices please visit the school website and click on “Community” in the main heading then “Childcare”, or contact the school office.

# Free School Meals

There are two different Free School Meal Schemes in school.

## **Universal Free School Meals**

Children in Reception to Year 2 are all entitled to have a free school meal each day under a Government run scheme called **Universal Free School Meals**.

## **Free School Meal Status**

Parents of any children in **Nursery to Year 6** who are claiming one of the benefits listed below, are entitled to register for **Free School Meal Status**.

- Income Support
- Income based Jobseeker's Allowance
- Pension Credit (Guarantee Credit element)
- (Income Related) Employment Support Allowance
- Child Tax Credit with income below £16,190 and not in receipt of Working Tax Credit

For each child who is registered the school will receive £1,300 Pupil Premium funding, which schools have the freedom to spend in a way they think will best support the raising of attainment for the most vulnerable pupils. For more information, follow this link to the [HertsDirect website](https://www.hertsdirect.org/freeschoolmeals)

**If you are eligible, and have not already registered your child/children, please do so.**

To apply for Free School Meal Status go to [www.hertsdirect.org/freeschoolmeals](https://www.hertsdirect.org/freeschoolmeals) or call 0300 123 4048, providing your National Insurance Number and date of birth. Alternatively, please contact the school office with these details and we can apply for





**Sara Hassell**, our dedicated Family Support Worker, is on hand to assist, support and help guide you and your family through everyday demands and challenges. You can contact Sara in confidence on **07805 523480** or email [sarah@familylives.org.uk](mailto:sarah@familylives.org.uk) You can visit the [Family Lives website at www.familylives.org.uk](http://www.familylives.org.uk)

## Parent Forum

Twice a term, two of the Deputy Headteachers hold a very informal meeting where parents/carers can discuss new ideas for the school, resolve any problems they might be experiencing, keep up to date with what's going on at Fairlands School and meet other parents.

## Electronic Communication

We use an electronic system to communicate with our parents and offer an on-line payment system for school trips and Breakfast Club. **Please ensure you have provided us with an up-to-date email address** so that we can keep you up to date with school activities.

# Parent View



A key part of a school's Ofsted inspection are the views expressed by parents. Ofsted no longer sends out paper surveys and relies purely on views expressed through their Parent View Website.

It is therefore really important that we make sure that ALL parents views are represented on this website, including the 'silent majority' who are happy but tend not to speak up!

So, **PLEASE** could you take some time and visit [www.parentview.ofsted.gov.uk](http://www.parentview.ofsted.gov.uk) to response to the questions on the Parent View Website.

You just have to register quickly using an email address, and then there are 12 questions to answer. It takes 5 minutes!

**Please make sure that YOUR views are represented** - you can go back at any time to update your responses, if your views change.

You can see the latest results from Fairlands by clicking on the link on the school website.