



FAIRLANDS PRIMARY SCHOOL

**Pound Avenue
Stevenage
Hertfordshire
SG1 3JA**

School Information Handbook Nursery

Morning Session: 8.30am – 11.30am

Afternoon Session: 12.30pm – 3.30pm

30 Hours: 8.30 – 3.30pm

Headteacher Mr Robert Staples BA (Hons)

Tel: (01438) 351053

E-mail: admin@fairlands.herts.sch.uk

www.fairlands.herts.sch.uk

Fairlands Primary School is part of The Claxton Trust, a charitable company limited by guarantee and registered in England and Wales with company number 10461895. The registered office is at Fairlands Primary School, Pound Avenue, Stevenage, Herts SG1 3JA

September 2019

Contact Information

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Mobile: 07970 731154

Email: admin@fairlands.herts.sch.uk

Mrs Suzie Pilgrim

Early Years Deputy Headteacher

Email: suzie.pilgrim@fairlands.herts.sch.uk

Miss Shannon Kavanagh

Nursery Teacher (30 hours)

Mrs Tarryn Miller

Nursery Teacher (15 hrs)

Mrs Sandra Johnson

Nursery Nurse

School Uniform

You can purchase uniform with our school Logo
from **www.yourschooluniform.com** or
<https://myclothing.com/>

All children are strongly encouraged to wear school uniform:

- White shirt/polo shirt
- Grey tailored skirt/trousers/shorts
- Navy school sweatshirt, navy school cardigan OR plain navy jumper, sweatshirt or cardigan
 - Plain navy, grey or black tights; or white, black or grey socks
 - Black shoes, sandals or boots
- In the summer, a summer dress with blue and white checks or stripes

Nursery Children do not need a PE kit

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

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.”

Extended Services

For an additional cost, we offer the following onsite facilities:

BREAKFAST CLUB

7.45am – 8.50am - Dining Hall (Upper Building)

No need to book

NURSERY LUNCH CLUB

(for morning/afternoon nursery children)

Drop off 11.20am to 11.25am (at Nursery external door) The door will be shut promptly at 11.25am

Pick up 12.30pm (at the same door)

If your child attends Nursery Lunch Club, we ask that you **provide them with a healthy packed lunch or purchase a school packed lunch or vegetarian option.**

Please let us know, each Friday which days your child will be attending Lunch Club the following week. This will enable us to ensure that lunchtimes are appropriately staffed.

AFTER SCHOOL CLUB

Our After School Club, for children in Nursery and Reception is run in the lower building Family Room. Bookings can be made on the School Gateway. Bookings will be taken on a first come, first served basis.

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

30 Hours Funding

If you have registered for your child to attend our Nursery for **30 hours** per week, 8.30am – 3.30pm every day, your child's day will be as follows:

Drop off and pick up: Please use the Nursery main entrance, as marked on the site map (back page).

Nursery Lunch Club: As part of our offer, we are happy to provide the childcare part of Nursery Lunch Club for free. You will, however, need to either provide your child with a healthy packed lunch or purchase a school packed lunch or vegetarian option. If you wish to purchase a school packed lunch, please ensure you tell your child's teacher that morning, or you can book on a weekly basis. Payment for meals can be made using the Schoolgateway.

We strongly advise that you stick to the allocated hours as much as possible.

Every 3 months, your 30 hour code will enter a grace period and you will need to log into your HMRC account to re-check your eligibility. You will receive a message both from HMRC and school asking you to do this as soon as possible.



Are you looking for support with childcare costs?

Childcare Choices brings together all the government childcare offers in one place and makes it easy to find out what's available.

To see what offers are available to support you and your family use the Childcare Calculator at **www.gov.uk/childcare-calculator**

As well as current schemes, Childcare Choices introduces Tax-Free and 30 hours Childcare – offers for parents of children aged under four (on 31 August), and parents of disabled children aged under 17.

Visit **www.childcarechoices.gov.uk** to find out more about existing offers and how they can help you.

Please contact the school office:

- If you wish to take advantage of the 30 hours childcare.
- If you are eligible and wish to share the 30 hours funding with your childminder (i.e. 15 hours at school, 15 hours with childminder).
- If you are not eligible for funding, but wish to pay for an extra 15 hours.

Attendance

One of the most important aspects of coming to Nursery is getting your child into the routine of attending a setting.

When your child starts Nursery, we will work very closely with you to ensure those routines are set up as smoothly as possible and support you to ensure your child attends every day.

If your child is absent from Nursery, we ask that you to inform us of the reason. Please contact the office by phone, text, email or Schoolgateway on the first day of absence.

Once your child starts full-time school in Reception and turns 5 years old, it becomes legally compulsory for them to attend every day, so we aim to start good habits early!

Schoolcoms/Schoolgateway

We use an electronic system to communicate with our parents and offer an on-line payment system for school meals, school trips, breakfast and afterschool clubs. **Please ensure you have provided us with an up-to-date email address and mobile phone number**, so that we can keep you informed of school activities. You can register and download the app at www.schoolgateway.com

Don't forget to stay signed in to the app to ensure you receive any communications.

Parent/Carer Forum

Our Parent Forum group consists of a parent/carers representative from each year group who meet regularly with Mr Staples, our headteacher. If you have any issues you would like to be discussed, please email your question to parentforum@fairlands.herts.sch.uk

Friends of Fairlands

The Friends of Fairlands is a group of parents and staff that get together and organise events to raise money for our school. **Everyone is welcome.** Please contact the school office if you would like to become involved.



Family Lives is a service the school works closely with and encourages parents to contact when they need support with everyday demands and challenges. You can contact the free Family Lives Helpline in confidence on **0800 800 2222** or visit www.familylives.org.uk

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 we make sure that ALL parents/carers' 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 to visit **www.parentview.ofsted.gov.uk** and respond 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 for Fairlands Primary School by clicking the link on the school website.

HAVE YOU CONSIDERED BEING A SCHOOL GOVERNOR?

Would you like to help shape the future
for the next generation?

Do you have a valuable/professional
skill you can offer?

Are you committed to contributing to
your local community?

If you answer **YES** to any of the above,
please get in touch

claire.peacock@fairlands.herts.sch.uk

We are keen to recruit governors who reflect our diverse community. We welcome anyone who is interested in school governance, but especially those with skills and expertise in **finance, communications, social care and education.**



We have very strong links with our local Family Centres.

The Family Centre Service was developed in October 2018, and is the integrated partnership of the Children's Centre Teams and the Public Health Nursing Teams (Health Visitors and School Nurses)

There are 6 Family Centres in Stevenage and all are situated on the old Children's Centre sites.

Family Centres continue to offer:

- Information on available local early years provision
- Support for children with additional needs and disabilities.
- Parent support including courses and one to one support
- Play sessions and outdoor activities.
- Local advice and information for parents.
- Access to information, training and career opportunities.
- Child and family health services, including antenatal services, development checks, well-being clinics and infant feeding support

Family Centres continue to support all families with children up to the age of 5 years, but are now able to provide ongoing support until the child reaches 11 years of age

For more details about Hertfordshire Family Centres visit

www.hertsfamilycentres.org

Or call

0300 123 7572