



# FARNBOROUGH GRANGE NURSERY/INFANT COMMUNITY SCHOOL



## Prospectus 2024-2025

Contact the school office

01252 541879

[www.farnboroughgrange.hants.sch.uk](http://www.farnboroughgrange.hants.sch.uk)



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*Dear Parents and Carers*

*I would like to extend a very warm welcome to Farnborough Grange Nursery and Infant Community School, where we are committed to giving children the skills, knowledge and confidence they need to succeed in later life.*

*We are a Church of England affiliated school within the Good Shepherd Trust for children from 4 to 7 years old, based in North Hampshire. We also have a Nursery which welcomes children from 2 years old.*

*As a school community, we are very proud to provide a happy, positive environment where children have the aspiration and self-belief to achieve their goals, whatever they may be. Although learning is our core purpose, so is friendship, challenge, exploration and collaboration. It is our role to ensure that every child who passes through our school, has the nursery and infant school experience that they richly deserve. We want every child to want to come to school, so we work together with parents to inspire this enthusiasm and resilience. Our vision is 'Start small, dream big' which runs alongside our core school values – 'We respect; we aspire; we belong'. Our vision and values are fundamental to our school and underpin everything we do as we strive to support and challenge the children to become well-rounded citizens who have a love of learning and are ready for the next stage of their primary education. We know that every child has the capacity for success and we have tailored our enquiry-based curriculum to enable our children to learn about the world around them trying a wide variety of experiences and discovering and succeeding in their own talents and passions.*

*We have produced this booklet to tell you about Farnborough Grange Nursery and Infant Community School. We hope you find it useful. Visit our Website, under Class Pages, to see what the children have been learning in School. We also have a Facebook page 'Farnborough Grange News & Updates'. Please feel free to contact the office if you would like to see the school in session or if you have any queries.*

*Many thanks,*

**Olivia Dempsey**

*Headteacher*

**Larry Peppin**

*Chair of Local Governing Committee*

## **SCHOOL STATEMENT**

### **OUR SCHOOL AIMS:**

- To empower children with self-belief as they work to achieve their goals
- To provide equal opportunities for everybody, regardless of individual differences
- To encourage children to reach their full potential on their path as life-long learners
- To value parents as the first teachers of their children and to welcome parents as partners in our school community
- To support children in becoming responsible, caring members of the school and the wider community

### **OUR VISION AND VALUES:**

*Start small, dream big.*

At Farnborough Grange Nursery/Infant Community School, we have a set of 3 values that permeate through our everyday life, including learning, assemblies, play times and lunch times. These are:

***We respect, we aspire, we belong.***

Our whole school community selected these values and investigated why they are important to our school. The values are an important part of how we learn and they are integral in every learning opportunity and aspect of school life; helping to build the strong character and ethos of the school.

We invite you to share your thoughts on how our academy 'feels' when you visit and join us in celebrating these values with us.

### ***We believe that all our children are 'Champion Learners'***

We support our Farnborough Grange Champion Learners through:

- High aspirations and expectations in learning - Challenges for all children to achieve their full potential; clear success criteria to enable achievement; celebrating achievements for all children to instil pride and aspiration
- Positive role models for behaviour and attitudes - modelling pride in behaviour, dress code, language, interactions; class promises to give children ownership over their choices
- Life skills to prepare for adulthood and later life - real life, purposeful learning opportunities across the curriculum; planning practical learning tasks to practise life skills e.g. cooking; modelling behaviour and skills to aid success
- A safe and nurturing environment - building positive relationships with all children and parents; clear, consistent boundaries; relevant and regular staff CPD; timely interventions for all needs - academic, emotional, pastoral; provide a time for children to talk; a strong PSHE curriculum.
- Structure and routine
- A love of learning

## **HOME SCHOOL PARTNERSHIP**

*We always extend a warm welcome to all parents. We encourage parents who have time, to help us in the school. If you can spare a few hours on a regular basis each week, your help would be much appreciated.*



### **PARENT'S AFTERNOON/EVENING AND CONTACTING TEACHERS**

*We hold a Parent's Consultation Evening in the Autumn and Spring terms when your child's work and progress can be discussed with their class teacher. If, however, you have any queries or concerns at any other time please contact your child's Teacher, the relevant Key Stage Leader, the Home-School-Link-Worker, the Assistant Headteacher or the Headteacher to arrange an appointment. Similarly, if we are concerned about your child's work, we will contact you to arrange a meeting. Safeguarding concerns should be raised as soon as possible and can be emailed to [safeguarding@farnboroughgrange.hants.sch.uk](mailto:safeguarding@farnboroughgrange.hants.sch.uk) if this is more appropriate than speaking face-to-face with a member of staff.*

*Regular workshops and open forums regarding the curriculum and other school issues are held. We send regular newsletters to parents containing information of an educational nature and informing you of school activities. We also invite you to 'Meet the Teacher' meetings every term to share your child's upcoming learning.*

*If you ever have any questions or are not sure about anything happening in school please do not hesitate to contact your child's teacher as the first point of call. What may seem to you a trivial worry may, to a child, be of major concern.*

*Friendly co-operation between parents and the school is essential in the interest of your children. We are happy to see parents at any time, but you will appreciate that after school is more satisfactory if you want to see your child's teacher.*

*It has been shown that the degree of parental interest directly affects children's rate of progress more than anything else. We invite parents in to see their children's work in our half-termly 'Great work' celebrations.*

## **NEW PUPILS**



### ***Parents Evening***

Shortly before your child is due to begin school you will be invited to a New Parent's evening, which is usually in June. This evening is arranged for you to meet informally with staff.

Wherever possible your child's Nursery or YR Teacher will visit you at home, by appointment, for the first important meeting with your child.

The curriculum will be explained to you, as well as how you will be able to help. Such things as school meals and uniforms will be discussed along with any questions you may have.

### ***Introduction to School***

There will be an opportunity to spend a session in school to see the classroom, other members of staff, to learn where coats are kept, where the toilets are and the general routine of the school.

Once your child is familiar with his or her surroundings, starting school should be a happy and exciting experience.

## **REPORTS**

Informal feedback forms the first "reporting", but there will be more formal opportunities to explain how you can help your child with reading, maths and other areas.

There is an annual written report, provided at the end of each academic year.

## **OUR HOME-SCHOOL AGREEMENT**

If a school is to be truly successful and service the best interests of its pupils, then there are things it must do; we must let you know as much as possible about our main goals so you are given the chance to support our efforts. We, as a school, have to help you to realise fully what an important role you have to play in your child's education. We have a duty to make sure you realise and understand that only when you take an active interest in and support your child's school work will your child make the best progress that they are capable of making. The school cannot achieve this on their own.

## **NURSERY ADMISSIONS**

### ***Introduction***

The Good Shepherd Trust is responsible for admissions to Nursery.

The Nursery Admission Policy should be used to determine admissions to nursery schools and units.

A child is entitled to 15 hours a week of free learning and care in an early-years setting from the start of the term following their third birthday, for 38 weeks in a full year. The key dates are 1 January, 1 April & 1 September. This entitlement will be offered to parents on a flexible basis and the nursery school or unit will advise parents of the patterns of attendance they can offer.

### ***Procedures for Farnborough Grange Nursery***

The Farnborough Grange Nursery can accommodate a maximum of 56 children. The patterns of attendance available are 15 hours per week, flexible provision.

If you would like your child to come to this nursery, please contact the school so that you can arrange to complete an application form. A child can be considered for a place in a nursery class from the start of the term following their third birthday. This can be for between three to five terms prior to entry into mainstream school.

The school will let parents know by letter of their decision where possible at least half a term before admission. If your child is offered a place, you must confirm your acceptance to the school within two weeks, otherwise the school may have to refuse places for other children unnecessarily.

The final decision on when a child is admitted, the number of hours a child is able to attend and his or her pattern of attendance, rests with the Headteacher.

In line with all Hampshire maintained nursery classes, the nursery classes at Farnborough Grange Nursery and Infant Community School provide appropriate educational interventions for all of the children, i.e. early education in line with the Early Learning Goals. The nursery classes are funded for a maximum of 56, six of which are allocated to children because of their special educational needs. The remaining places are allocated on the basis of the Admissions Policy. See School website for more details. Nursery places are allocated on the basis of half-time attendance and 56 children will be allocated places to attend every morning session and 56 children to attend the afternoon sessions.

### ***Resourced Provision in Nursery***

The nursery has twelve part-time places for children with special needs. This provision offers a skilled small group level of support with some individual support. The staffing level is one adult to six children. All staff are trained to use Makaton Sign Language and meet a wide range of special needs physical, social, speech and language, hearing or visual impairment. These needs are met alongside a mainstream peer group. Resource Provision places are allocated by Hampshire County Council, rather than the school.

### ***Thirty Hours of Funding***

We offer a limited number of spaces for those children eligible for 30 hours funding. You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- In work – or getting parental leave, sick leave or annual leave
- Each earning at least the National minimum wage or living wage for 16 hours a week – this is £120 if you're over 25

Please note applications should be made during the term before you want your child to start. HMRC will notify Parents of the need to reconfirm their working status every 3 months so that they remain eligible to have their free 30 hours of funding.

To apply please use the following link:

<https://www.gov.uk/get-tax-free-childcare>

### ***Two-Year-Old Free Entitlement***

Some two-year-olds are eligible for up to 15 hours per week of free education. To see if your child is eligible or find out more information please follow this link

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/childcare/payingforchildcare/freechildcare/2yearoldoffer> or call 0300 555 1384. If eligible, you will be given a unique reference number (URN).

Farnborough Grange Nursery can accommodate a maximum of 8 part-time free entitlement places in the two-year-old group. Children can access a place during the year in which they turn two; the patterns of attendance are either 5 morning or 5 afternoon sessions

For a full copy of the Admission Policy please visit our website.

If you require more Nursery hours than the 15 that are allocated to you, there is the option of paying for additional hours at a rate of £5/hour. This will need to be discussed in advance to ensure the space is available in the desired sessions. Please contact the school office for further information or for a code to pay for additional hours through your child's Scopay account.



## **ADMISSIONS TO YEAR R**

Hampshire County Council is the admission authority for all community and voluntary controlled primary and secondary schools. The admission arrangements are determined by the County Council, after statutory consultations.

The County Council will consider first all those applications received by the published deadline of **midnight on 15<sup>th</sup> January 2025**. **Notifications to parents offering a primary or infant school place will be sent by the County Council on 16 April 2025.**

Applications made after midnight on 15 January 2025 will be considered after all on-time applications have been fully processed unless exceptional circumstances merit consideration alongside on-time applications.

The published admission number (PAN) for Farnborough Grange Nursery/Infant Community School for 2024-2025 is **60**.

For the normal admission round, all on time preferences will be considered simultaneously and ranked in accordance with the admission criteria. If more than one school can offer a place, the parent's highest stated available preference will be allocated.

### ***Starting school***

Pupils reach statutory school age at the beginning of the term following their fifth birthday, but, in Hampshire, most pupils are admitted as 'rising fives'. Parents can request that the date their child is admitted is deferred until later in the year or until the child reaches compulsory school age. Pupils will normally be admitted at the start of a school term. Parents can request that their child attends part-time until the child reaches compulsory school age. Parents of children requiring a Year R place, including that accessing co-located nursery provision, must make an application. If parents of summer born rising fives wish to defer their admission until they reach statutory school age, admission will be considered for Year 1, their appropriate year group.

For a full copy of the **Admission Policy** please visit our website. Please also see our **Early Years Foundation Policy**.

## THE SCHOOL DAY

### *Nursery Provision*

*8:40-11:40am                      3 hours*

*12:00-3:00pm                      3 hours*

### *Reception to Year 2*

*8:50am – 3:05pm*

Children in Nursery are entitled to 15 hours per week in Nursery

Children in Reception through to Year 2 spend at least 31hours 15minutes per week being taught in school.

### *Absences/Lateness*

If your child is absent from school, for whatever reason, you must telephone the office as soon as possible and inform them of the reason and when your child is expected to return and every subsequent day of absence. When your child returns to school after any absence you must supply an explanation to the class teacher. Any absence **without notification** will be classified as an **unauthorised absence**.

Lateness after close of registration at 8.55 am is marked in the register as an unauthorised absence. Parents must come to the office and inform us that their child is present in school; this ensures that they are marked in the school register and for their school lunch.

It can be very upsetting for children to arrive in a class that is already settled.

Hampshire County Council issue Penalty Notices to address poor attendance and punctuality at school. Penalty notices may be issued where a pupil has had ten or more half day sessions, i.e. the equivalent to five school days of unauthorised absence including unauthorised lateness, in any 10-school-week period (consecutive). This also includes having one or more sessions of unauthorised absence during any school public dates for public examination, assessment or testing.

### *Safety*

To ensure the safety of the children and the school, please sign in at the school office if you visit us for any reason so we are aware of everyone present in the school. At the end of the school day, we ask you to collect your children from their classroom. If you wish anyone other than an adult with a legal parental responsibility to collect your child, please inform us beforehand by telling the class teacher or the office by telephone or letter. Children may only be collected by an adult over 16 years of age. Cars and heavier vehicles throughout the day use the driveway. Please walk along the path. If you bring your child by car, please park in adjoining roads, avoiding blocking roads especially for emergency vehicles, the school driveway may **NOT** be used for parking at any time, as this would be dangerous for your children.

The school and grounds are no-smoking areas and dogs are not permitted.

For the safety of your children, cycling and the use of scooters on our school grounds are also not permitted on school grounds, with the bike racks being situated at the entrance gate of the school.



### **Medicines**

Pupils who are unwell should not be sent to school.

If pupils require a dose of medicine at school, it is preferable that the parent should come to school to administer the medicine. If this is not feasible, the Headteacher or someone acting with the Headteacher's authority will administer the medicine provided that:

- (a) the timing of the administration of the medicine is not crucial.
- (b) technical or medical knowledge or expertise is NOT required.
- (c) intimate contact is NOT necessary.
- (d) clear, written instructions must be given with the medicine, which should also have the child's name printed on.

A written record will be kept of any medicine administered.

### **School meals**

Since September 2014 school meals for Reception, Year 1 and Year 2 are free for all; this is called 'Universal Free School Meals'.

**Nursery children will still have to order any meals online via Scopay (a code available from the Office) and pay £3.00 per meal.**

We do still need to establish those children that would have been entitled to 'free school meals' under the old system, currently called Pupil Premium. This then gives the school additional funding to help those less advantaged children. If you think you may qualify, please contact the School Office or follow the link below:

<https://www.cloudforedu.org.uk/ofsm/hants>



We are very proud of our school meals – our kitchen has won the 'Best of the Best award' (best school kitchen in the area) plus awards for healthy eating and cleanliness. Please see our **Food & Nutrition Policy** on our website.

### **Snacks**

A piece of fruit or raw vegetable is provided free of charge at break time.

### **Milk**

Free milk is only provided to children Nursery and Reception Class, who are under the age of 5 years of age. Those who turn 5 will no longer receive free milk but parents can purchase this through "Coolmilk" who currently supply milk to the school [www.coolmilk.com](http://www.coolmilk.com). If you would like more information, please ask at the school office.

### ***Wrap-around care***

Breakfast Club is open daily from 7.30am until classes start at 8.50am. There is supervision, games/books and a breakfast of cereal, toast and juice for a charge of £2.00 per day. This service needs to be booked and paid for at least 24 hours in advance through your child's Scopay account.

There is an After-School Club which is run every day after school until 6.00pm. The cost is per hour (please check the School website), which includes a light snack. This is a useful service for working families, shopping trips and visits without children! Again, this service needs to be booked and paid for at least 24 hours in advance through your child's Scopay account.

### ***Discipline***

School rules are kept to a minimum and can be summed up by common sense.

- Be safe
- Be kind
- Be respectful

If necessary, we give children 'Reflection time' to support them in considering the actions that they have taken and the choices that they have made. A record is kept on the 'Reflection time' sheets. We send these home at the end of the day so parents are aware.

Our school values underpin our school rules:

- *We respect; we aspire; we belong*

### ***Class Discipline***

In order to provide the children with the excellent educational climate they deserve, we have developed class promises with agreed ways to behave in school.

Children who behave appropriately will be positively rewarded with stickers, positive notes home, praise and 'Dojo points' for respecting these values. See our Behaviour Policy for more detail, which can be found on [www.farnboroughgrange.hants.sch.uk](http://www.farnboroughgrange.hants.sch.uk)

## **UNIFORM**

Our School Uniform colours are EMERALD GREEN and SILVER GREY



Grey or black shorts/skirt/pinafore dress/trousers

White blouse/Polo shirt

Emerald green sweatshirts with logo

Black School shoes

*In Summer, children may wear emerald green and white checked dresses or skirts.*

### ***PE Kit***

White t shirt with logo or plain white t shirt

Black PE shorts (jogging bottoms in winter)

Plimsolls

Items with the Farnborough Grange logo, as well as book bags and PE bags are available from [www.brigade.uk.com](http://www.brigade.uk.com)

*Many parents feel that school uniform releases them from early morning arguments about fashion and that dress in “working clothes” rather than social dress encourages the right attitude to work. It helps if the children can dress/undress themselves and put their own shoes on.*

*PE kit should be kept in a bag and be clearly labelled with the child’s name. Please note PE kit should be brought into school on a Monday morning and left in school all week.*

*We collect lots of lost property! To avoid this and disputed ownership of articles, all items need to be clearly labelled with your child’s name. Indelible pen is good for this.*

*Jewellery, (excluding small stud earrings) should not be worn to school. Earrings must not be worn for PE. Please see our **Jewellery Policy** on our website.*

*The school can accept no responsibilities for losses of any kind. Losses can be covered by any home insurance policies you may choose to have.*

### **OFFICE**

*The School Office is manned during the following times: - **8.30 a.m. to 4.00 p.m.***

### **POLICY INFORMATION**

*School Policies can be viewed either on our school website or in the School. Please ask at the school office if you would like to see any of our policies.*

***Children learn best when we work in partnership with parents***





## Hampshire School Terms and Holidays 2024 – 2025

Determined programme of school term and holiday dates for county and controlled schools for the  
academic year 2024/25

| SEPTEMBER 2024 |    |    |    |    |    |
|----------------|----|----|----|----|----|
| M              | 26 | 2* | 9  | 16 | 23 |
| T              | 27 | 3  | 10 | 17 | 24 |
| W              | 28 | 4  | 11 | 18 | 25 |
| T              | 29 | 5  | 12 | 19 | 26 |
| F              | 30 | 6  | 13 | 20 | 27 |
| S              | 31 | 7  | 14 | 21 | 28 |
| S              | 1  | 8  | 15 | 22 | 29 |

| OCTOBER 2024 |    |    |    |     |    |
|--------------|----|----|----|-----|----|
| M            | 30 | 7  | 14 | 21  | 28 |
| T            | 1  | 8  | 15 | 22  | 29 |
| W            | 2  | 9  | 16 | 23  | 30 |
| T            | 3  | 10 | 17 | 24  | 31 |
| F            | 4  | 11 | 18 | 25# |    |
| S            | 5  | 12 | 19 | 26  |    |
| S            | 6  | 13 | 20 | 27  |    |

| NOVEMBER 2024 |    |    |    |    |    |
|---------------|----|----|----|----|----|
| M             | 4* | 11 | 18 | 25 |    |
| T             | 5  | 12 | 19 | 26 |    |
| W             | 6  | 13 | 20 | 27 |    |
| T             | 7  | 14 | 21 | 28 |    |
| F             | 1  | 8  | 15 | 22 | 29 |
| S             | 2  | 9  | 16 | 23 | 30 |
| S             | 3  | 10 | 17 | 24 |    |

| DECEMBER 2024 |   |    |     |    |    |
|---------------|---|----|-----|----|----|
| M             | 2 | 9  | 16  | 23 |    |
| T             | 3 | 10 | 17  | 24 |    |
| W             | 4 | 11 | 18  | 25 |    |
| T             | 5 | 12 | 19  | 26 |    |
| F             | 6 | 13 | 20# | 27 |    |
| S             | 7 | 14 | 21  | 28 |    |
| S             | 1 | 8  | 15  | 22 | 29 |

| JANUARY 2025 |    |    |    |    |    |
|--------------|----|----|----|----|----|
| M            | 30 | 6* | 13 | 20 | 27 |
| T            | 31 | 7  | 14 | 21 | 28 |
| W            | 1  | 8  | 15 | 22 | 29 |
| T            | 2  | 9  | 16 | 23 | 30 |
| F            | 3  | 10 | 17 | 24 | 31 |
| S            | 4  | 11 | 18 | 25 |    |
| S            | 5  | 12 | 19 | 26 |    |

| FEBRUARY 2025 |   |     |    |     |  |
|---------------|---|-----|----|-----|--|
| M             | 3 | 10  | 17 | 24* |  |
| T             | 4 | 11  | 18 | 25  |  |
| W             | 5 | 12  | 19 | 26  |  |
| T             | 6 | 13  | 20 | 27  |  |
| F             | 7 | 14# | 21 | 28  |  |
| S             | 1 | 8   | 15 | 22  |  |
| S             | 2 | 9   | 16 | 23  |  |

| MARCH 2025 |   |    |    |    |    |
|------------|---|----|----|----|----|
| M          | 3 | 10 | 17 | 24 |    |
| T          | 4 | 11 | 18 | 25 |    |
| W          | 5 | 12 | 19 | 26 |    |
| T          | 6 | 13 | 20 | 27 |    |
| F          | 7 | 14 | 21 | 28 |    |
| S          | 1 | 8  | 15 | 22 | 29 |
| S          | 2 | 9  | 16 | 23 | 30 |

| APRIL 2025 |    |    |    |     |    |
|------------|----|----|----|-----|----|
| M          | 31 | 7  | 14 | 21  | 28 |
| T          | 1  | 8  | 15 | 22* | 29 |
| W          | 2  | 9  | 16 | 23  | 30 |
| T          | 3  | 10 | 17 | 24  |    |
| F          | 4# | 11 | 18 | 25  |    |
| S          | 5  | 12 | 19 | 26  |    |
| S          | 6  | 13 | 20 | 27  |    |

| MAY 2025 |   |    |    |     |    |
|----------|---|----|----|-----|----|
| M        | 5 | 12 | 19 | 26  |    |
| T        | 6 | 13 | 20 | 27  |    |
| W        | 7 | 14 | 21 | 28  |    |
| T        | 1 | 8  | 15 | 22  | 29 |
| F        | 2 | 9  | 16 | 23# | 30 |
| S        | 3 | 10 | 17 | 24  | 31 |
| S        | 4 | 11 | 18 | 25  |    |

| JUNE 2025 |    |    |    |    |    |
|-----------|----|----|----|----|----|
| M         | 2* | 9  | 16 | 23 |    |
| T         | 3  | 10 | 17 | 24 |    |
| W         | 4  | 11 | 18 | 25 |    |
| T         | 5  | 12 | 19 | 26 |    |
| F         | 6  | 13 | 20 | 27 |    |
| S         | 7  | 14 | 21 | 28 |    |
| S         | 1  | 8  | 15 | 22 | 29 |

| JULY 2025 |    |    |    |     |    |
|-----------|----|----|----|-----|----|
| M         | 30 | 7  | 14 | 21  | 28 |
| T         | 1  | 8  | 15 | 22# | 29 |
| W         | 2  | 9  | 16 | 23  | 30 |
| T         | 3  | 10 | 17 | 24  | 31 |
| F         | 4  | 11 | 18 | 25  |    |
| S         | 5  | 12 | 19 | 26  |    |
| S         | 6  | 13 | 20 | 27  |    |

| AUGUST 2025 |   |    |    |    |    |
|-------------|---|----|----|----|----|
| M           | 4 | 11 | 18 | 25 |    |
| T           | 5 | 12 | 19 | 26 |    |
| W           | 6 | 13 | 20 | 27 |    |
| T           | 7 | 14 | 21 | 28 |    |
| F           | 1 | 8  | 15 | 22 | 29 |
| S           | 2 | 9  | 16 | 23 | 30 |
| S           | 3 | 10 | 17 | 24 | 31 |



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Website: <http://www.farnboroughgrange.hants.sch.uk>

**Headteacher: Miss Olivia Dempsey**

