



SANDWICH INFANT SCHOOL

Where everyone is valued and learning is fun.



WELCOME TO SANDWICH INFANT SCHOOL

Foreword: Headteacher Libby Wood

I am very proud to introduce you to our wonderful school, which has been serving the town of Sandwich since 1877. We enjoy close links with the community, the church, local nurseries and Sandwich Junior School.

Family atmosphere

Generations of families have started their school life here and returned as parents and grandparents. We pride ourselves on our family atmosphere and the warm and welcoming ethos of our school.

Commended on pupil behaviour

Our children are often commended on their behaviour in public and caring attitude towards others.

Igniting an interest in the world

Our teaching is stimulating and creative, and encourages our children to continue their education outside of school, and become lifelong learners. We want to ignite an interest in the world around them, and for that interest to lead to fulfilling and imaginative lives. Learning should be fun!

Pastoral care

We believe that children's happiness is hugely important so that they are able to learn successfully. We encourage parents to tell us of a change in circumstances so that we can provide care and security to the family through difficult times. If children are feeling unwell or need first aid our support staff will comfort and care for them. Our school is small enough that all the staff know the children, they will share concerns and work together to make sure that all the children feel safe and secure.

Dedicated staff

I am also very proud of our exceptionally experienced and dedicated staff, who ensure that all our children are well supported to achieve their true potential, and work hard with families to overcome any barriers to learning.

Get in touch

We welcome your thoughts about our school and ask that you come and visit. To make an appointment, or to simply ask us a question, please call the school office on 01304 612228.

Develop a passion for learning. If you do, you will never cease to grow,' Anthony J. D'Angelo.



SCHOOL DAY

School times are as follows:

9.05am - 12.00pm.

1.00pm - 3.00pm.

Children should arrive at school between 8.50-9.05 am. On arrival they go straight into their classrooms to start the school day.

Out of School Care

For out of school care we are able to signpost you to: School House Nursery: tel 01304 615250. St Bart's out of School Club: tel 01304 621911.

Uniform

We expect to see all children wearing school uniform when attending school, or when participating in a school-organised event outside normal school hours.

Our policy on school uniform is based on the notion that school uniform promotes a sense of pride in the school; and engenders a sense of community and belonging towards the school. Many items are available to purchase at the school office. Not all items are compulsory, although we expect children to wear a red sweatshirt or cardigan and P.E. T shirt even if you do not want to buy one with the school logo. The rest of the uniform can be purchased at normal clothing outlets.

School meals and snacks

Children have the choice of either a hot nutritious meal from our school meals service or bringing a healthy packed lunch into school. School dinners are provided by Whole School Meals and are cooked at Sandwich Junior School before being transported to us and kept in a heated cabinet.

Free school meals

We are happy to say that all pupils can have a free school meal.

Break-time and drinks

Under the Fruit in School Scheme all children are entitled to a piece of fruit each day free of charge. This is given as a playtime snack. Water is available throughout the day although children are encouraged to bring to school a plastic water bottle.

Class names

Our class names are:

- Elephants
- Penguins
- Otters
- Lions
- Owls
- Dolphins

Class names were chosen because they are all animals who work together as a community. Children will spend the first week in their new class learning what is special about their animal.



Milk is provided free to pupils under five and those who are eligible to receive free school meals. Milk is available to other pupils through the Milk in Schools Scheme for a small charge.



CURRICULUM: CREATIVE AND REWARDING

Learning is fun!

We firstly make sure that school, and learning, is fun for our children. We want all our children to look forward to, and enjoy, school. Staff plan together to ensure that we are offering a balanced curriculum.

The curriculum is divided into two stages

1. Early Years Foundation Stage: from ages 0-5
2. Key Stage 1: from ages 5-7

Reception

The Early Years Foundation Stage Curriculum is based on seven areas of learning:

- Personal, Social and Emotional Development.
- Communication and Language.
- Physical Development.
- Literacy.
- Mathematics.
- Understanding the World.
- Expressive Arts and Design.

Key Stage 1

Areas of the curriculum are:

- Mathematics.
- English.
- Science.
- Design Technology.
- History.
- Geography.
- Art and Design.
- Music.
- Physical Education.
- Religious Education.
- Personal, Social, Health and Education.
- Computing.



BEHAVIOUR AND SELF-DEVELOPMENT: FOUNDATIONS FOR THE FUTURE

High standards

Good behaviour is considered an important part of the child's social development and is the responsibility of all adults in school. There are a minimum of rules that are needed to ensure the smooth running of the school. The rules enable the child to feel secure and to learn how to develop their own values of right and wrong.

Rewards

Children are rewarded for good behaviour with certificates which they share with the Headteacher. It is essential for home and school to work in partnership.



School rules

We will always:

- Try our hardest.
- Be kind.
- Listen carefully to others.
- Look after our school.
- Walk quietly in school.





ENRICHED CURRICULUM: TRIPS AND VISITS

Trips

Educational visits are used to enhance the curriculum. Previous trips have included:

- Wingham Wildlife Park.
- The Salutation Gardens.
- Kingswood Activity Centre.
- History walks in the local area.
- Train ride from Sandwich and tour of Dover train station.

- Local library.
- Council depot.
- Local churches.
- Local garden centre.

Visitors

The school also arranges for theatre companies and musical groups to visit the school to widen pupil's experiences.

Visitors include:

- the local vicar
- dentist
- vet
- police
- ambulance
- fire fighters

SMART LEARNING

We know that children have different learning styles and want to celebrate all their talents. Every year we have Smart Afternoons when the children get the opportunity to work with similar minded people across the school. Children will be Smart in more than one way but we allow them to choose what they think they do best on Smart Afternoon. During the rest of the year the children will be praised for showing how Smart they are from the following:

- 2D/3D Smart
- Body Smart
- Music Smart
- Nature Smart
- Number Smart
- People Smart
- Practical Smart
- Word Smart





INCLUSION: A CURRICULUM FOR ALL

Special Educational Needs

At Sandwich Infant School we can make provision for every kind of frequently occurring special educational need without an Education, Health and Care Plan (EHCP).

Monitoring

We monitor the progress of all pupils six times a year to review their academic progress. We also use a range of assessments with all the pupils at various points. Where progress is not sufficient, we put in place extra support to enable the pupil to catch up. Examples of extra support

are small group work with a teacher or teaching assistant (TA) and 1:1 support with a teacher or TA.

External advisors

We also have access to external advisors such as the Kent Specialist Teaching Service and the local Speech and Language Therapy and Paediatric assessment services, who are able to use more specialist assessments. These detailed assessments will identify what additional resources and different approaches are required to enable the pupil to make better progress. These will be

shared with parents, put into an EHC support plan and reviewed regularly, and revised if necessary.

Gifted and talented children

We recognise that all children are individuals with their own specific needs, gifts and talents. Children who are identified as being exceptionally able or talented, are monitored and provided with stimulating and enriching lessons appropriate to their needs.

YOUR CHILD'S ACHIEVEMENTS

Ongoing assessments

Throughout the year teachers assess and record your child's achievement in all the National Curriculum subjects. We focus on a range of statements which, over the years, will enable you to build up a picture of your child's progress. We also tell you the National Curriculum level for reading, writing and maths.

Progress

As well as demonstrating your child's progress, this assessment helps teachers to plan appropriate activities and lessons for your child's next unit of work. Children in Reception class are assessed against the Foundation Stage Profile.

School reports

All parents receive an annual written report from the class teacher at the end of the summer term which provides information about your child's academic achievement and summarises their personal and social development. You are welcome to arrange to see the teacher at other times if you have particular questions.





CLUBS

From reading, to sewing and dancing... just join in!

We arrange a variety of clubs according to the time of year and the interests of the children. Examples of our clubs include:

- Contemporary Dance.
- Sewing.
- Science.
- Athletics.
- Maths Games.
- Book Share.
- Football.
- Library.
- Book Club.

The majority of clubs are offered to Years One and Two as the younger children are too tired when they first start school.



SPORT

Sport

The physical development of young children is extremely important. Pupils take part in games, gymnastics and dance.

Sports Week

We also arrange a Sports Week where children experience a different sport every day which includes:

- Mini Archery
- Curling
- Year Group sports

- Sitting Volley Ball
- Potted sports.

Sports Premium

We have used our pupil premium funding to pay for Team Theme to come into school and coach Year One and Year Two once a week. They also provide training to improve the skills of our staff.





ADMISSIONS

We welcome prospective parents and pupils to visit us at any time. Please arrange an appointment to visit the school by contacting the school office.

Sandwich Junior School

At the end of Year Two most children transfer to Sandwich Junior School. The Headteacher of the Junior School is happy for parents to visit that school before a decision is made to apply for a place at the Infant School.

Preparing to start school for the first time

Entering school for the first time is a big step in a child's life and our aim is to make this step as smooth as possible both for you and your child. So we hold meetings during the Summer Term, prior to the children starting school and again in September. This is a great

opportunity to share information and respond to any concerns. Children start school on a part time basis in the second and third week of term.

Admission into Reception

All children in the Kent area can attend full-time education in the September following their fourth birthday. However, children do not have to go to school full-time until the term after their fifth birthday if their parents or carers do not want them to, as this is the compulsory school age. To apply for your child's Reception school place at Sandwich Infant School, you will need to follow Kent Council's procedures for admission. The closing date for September applications is in mid January of that year. Full details are available on their website and you can apply online.

Admission into other year groups

For children joining the school after the beginning of the Reception year, parents and pupils are encouraged to visit the school and meet the Headteacher. Applications should be made to the school via an In Year Admission Form available from

www.kent.gov.uk and click on the link to 'Education and children' - 'school places'. If you do not have access to the internet please contact the school for a copy.

GETTING INVOLVED

Parental Involvement

Parent/teacher consultations take place on a formal basis twice a year, in the Autumn and Spring Term. In addition to these two opportunities, we also hold two open afternoons when you are able to walk round all the classrooms and look at your child's work. However, parents are always welcome in school. Please do not hesitate to contact us if there is anything that you would like to discuss. If you require interpreters or signers at school consultations please contact the school office.

The Friends of Sandwich Infant School

The Friends of Sandwich Infant School (F.O.S.I.S) are a group of parents that aim to raise funds for the school. We do this by running various fundraisers throughout the year. Our fundraising pays for school trips and events such as Christmas parties, Easter Egg hunts etc. We have



also provided computers, games, books, a playboat and apparatus for the summer garden. We believe the children all really benefit from the money raised and always enjoy the events we run - from the fundraising side to the parties they receive in return!

If you are interested in either helping on the day of any event, or becoming a 'Friend': please find us in the playground; drop into one of our informal committee meetings or contact the school office: 01304 612228.

Voluntary helpers

We welcome parents' support in school but unfortunately younger siblings cannot accompany parents when helping in school or on trips. If you would like to support us on a regular basis then the school will have to carry out a DBS police check.

Governorship

We have a full and active Governing Body, which includes parent governors as well as representatives from staff, the local authority and the local community. The governing body has a range of duties and powers and a general responsibility for the conduct of the school with a view to promoting high standards of educational achievement including setting targets for pupil achievement, managing the school's finances, making sure the curriculum is balanced and broadly based, appointing staff and reviewing staff performance and pay.

Vacancies for Parent Governors are advertised as they arise.

Do you want to be a Governor?

Our Parent Governors give parents a voice in decision making. If you are interested in becoming a Governor, please contact the school office.



SCHOOL AIMS

At Sandwich Infant School we aim to enable all pupils to develop:

- ✓ High levels of well-being.
- ✓ High levels of involvement.
- ✓ Self-confidence and self-esteem.
- ✓ Independence of thought and initiative.
- ✓ Effective communication skills.
- ✓ Strong and supportive relationships.
- ✓ Respect for others and the environment.
- ✓ Motivation and enthusiasm.

In order to achieve this we aim to:

- ✓ Provide equal opportunities for all pupils.
- ✓ Have high expectations of academic success and behaviour.
- ✓ Foster a love of learning through:
 - Stimulating topics.
 - First - hand experience.
 - Active exploration and investigation.
 - Independent learning.
 - A positive and supportive environment.

- ✓ Build on pupils' previous learning and experience.
- ✓ Enable pupils to progress at an appropriate rate.
- ✓ Provide a balance in the areas of learning.
- ✓ Provide a balance of child initiated and teacher directed activities.
- ✓ Provide opportunities for reflection and consolidation.
- ✓ Plan to use a range of teaching styles and classroom organisation.
- ✓ Work in close partnership with home and the local community.



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