



# Tennyson Road Infant School

February 2019



## WELCOME TO TENNYSON ROAD INFANT SCHOOL

On behalf of the staff, governors and pupils may I welcome you to Tennyson Road Infant School. We are a friendly infant school with a Nursery provision serving our local community. The school is set in its own grounds and although named the adjacent Tennyson Road it is in fact sited on Highfield Road.

At Tennyson Road we want our children to enjoy learning and coming to school, to settle in happily and to derive a sense of purpose, achievement and independence. We aim to enable each child, regardless of his/her ability, to reach their full potential. This can only occur if school and home can build a sound relationship based on mutual respect, trust, understanding, co-operation and regular communication.

Our mission is to learn and grow together – to be the best we can be. At Tennyson Road we strive to enable children to develop academically, socially, emotionally, physically and spiritually by providing a safe, secure, challenging and stimulating learning environment. Children are encouraged to respect and value themselves and others, to grow and develop into self-confident, aspiring citizens of the 21<sup>st</sup> century.

We strive at all times to make our school a place where people like to be. We warmly invite you to visit the school, see us at work and share that enjoyment.

If you are considering a place at Tennyson Road for your child, please contact us to make an appointment. I will be happy to show you around the school and answer any questions or queries that you may have.

I look forward to meeting you and your children

Miss Caroline Hall  
Headteacher B.A. (Hons). P.G.C.E NPQH

TENNYSON ROAD INFANT SCHOOL  
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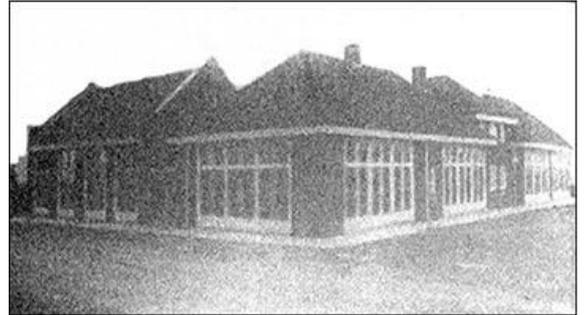
E: [head@tennysonrd.northants-ecl.gov.uk](mailto:head@tennysonrd.northants-ecl.gov.uk)

W: [www.tennysonroadinfants.org.uk](http://www.tennysonroadinfants.org.uk)

## History of Our School

Tennyson Road Infant School opened on Thursday 3<sup>rd</sup> February 1938 and was the first school to be opened on Rushden's new western housing estate of about 600 houses. The school cost £10,000 and was the 'last word' in design and equipment for the teaching of infants. The staff within the new school also helped raise hundreds of pounds to supplement the provision of educational equipment.

The new school contained 3 classrooms, each accommodating 50 infants and one room for babies. The school was designed to be of the 'semi-open air type' which meant it had large doors which opened wide to meet the sun and the whole of one side, including the babies' room, which opened completely.



A playground surrounded the whole of the building, with a wrought iron fence. We believe that this is the same fence that was surrounding the school up until February 2019 when unfortunately it had to be replaced.

Tennyson Road also included provisions which would be useful to the civic authorities in the event of an air raid. It was equipped for the treatment of people suffering from gas in the case of air-raids, and extra-large hot water tanks were installed. This was done at the request of the Rushden Urban Council and perhaps made the school unique in the district.

On Tuesday 1<sup>st</sup> February 1977 Tennyson Road opened an extension which was joined on to the side of the original building, this is where you will now find the school office, reception and Nurse classes.

Tennyson Road Infant School has recently celebrated its 81<sup>st</sup> Birthday and we hope to celebrate many more.

Information found through internet searches and Rushden Research

## Staff

Headteacher Senior Leader	Miss Caroline Hall Mrs Margaret Smith
School Business Manager School Administrator	Mrs Alison Pott Mrs Tracy Mallinson-Weir
Lead for Family Support SENCO SEN Assistant	Mrs Carol Hilbourne Mrs Margaret Smith Mrs Claire Thomson
Year 2 Teacher Year 1 Teacher Year 1 Teacher EYFS Leader Nursery Manager	Mr Niall O'Ceallaigh Mrs Mary Bray Mrs Margaret Smith Mrs Viki Jackson Mrs Siobhan Cramphorn
Teaching Assistant	Miss Charlotte Binder
Learning Support Staff	Mrs Lisa Brown Mrs Margaret Binder Miss Janelle Nell Mrs Katie Cooke Mrs Laura Joyce
Lunchtime Supervisors	Mrs Philippa Samuels Miss Laura Lawrence Mrs Margaret Binder Mrs Carol Younghusband
Site Supervisor Cleaner	Mr Mark Foster Mr George Sturman

## School Term Dates and Holidays 2018 - 2019

<b>Term</b>	<b>Open to pupils on the morning of:</b>	<b>Closed to pupils on the afternoon of:</b>
Term 1	Wednesday 5 September 2018	Friday 19 October 2018
Term 2	Tuesday 30 October 2018	Wednesday 19 December 2018
Term 3	Monday 7 January 2019	Friday 15 February 2019
Term 4	Monday 25 February 2019	Friday 5 April 2019
Term 5	Wednesday 24 April 2019	Friday 24 May 2019
Term 6	Monday 3 June 2019	Wednesday 24 July 2019

### **Teacher Training Days**

- 4 September 2018
- 29 October 2018
- 3 and 4 January 2019
- 23 April 2019

### **Bank Holidays**

- 25 and 26 December 2018
- 1 January 2019
- 19 April 2019
- 22 April 2019
- 6 May 2019
- 27 May 2019

## THE SCHOOL DAY:

The school times are as follows:

### Nursery:

Morning session: 8:45 – 11:45

Afternoon session: 12:15 – 3:15

### Reception, Year 1 & Year 2:

Morning session: Doors open at 8:50am. Registration completed by 9am

Lunch Break: 11:45am – 12:50pm

School finishes: 3:15pm

School starts promptly at 8:50am each day. Children not present for registration, which takes place as close to 8.55am as possible, are marked as late. School gates are locked at 9:00am.

**Please ensure that your child arrives on time and is collected promptly at the close of the day.**

**ALL CHILDREN MUST BE COLLECTED FROM THEIR TEACHER AT THEIR CLASSROOM DOOR.**

## PART – TIME ATTENDANCE

Children admitted to a reception class in September will in the first instance, attend part – time for mornings only. After a short settling in period they will then attend full time. Towards the end of the part – time attendance they will have the option of staying for their lunch in order to familiarise themselves with lunchtimes at school.

## ABSENCE

Please note that ALL absences from school must be accounted for. Where a reason for absence is not reported, or in the opinion of the Head teacher is considered to be unjustified, then such absence will be counted as unauthorised. All absence affects your child's learning. Your co-operation is appreciated in notifying school on **every** occasion that your child is absent. **School will be very proactive to ensure both punctual and consistent attendance. Please make every effort to contact us on the first day of absence. Ideally, a telephone call as soon as possible, should no one be available to take your call, please leave a voice message or alternatively you can leave a message via text.**

## LEAVE OF ABSENCE IN TERM

There is a direct link between attendance and a child's progress. Absences for holidays during term time are not authorised and you may receive a fine from Northamptonshire County Council if you do take your child out of school for holiday. Should you wish to take your child out of school for any reason in term time please contact the Admin office and request an absence form which, when complete, should be returned to school. Absence is authorised for illness, etc., at the discretion of the Headteacher.

## LEAD FOR FAMILY SUPPORT

Our family Support Advisor - Mrs Carol Hilbourne is available for advice and assistance. If you have an issue that she may be able to help with please contact the school office. All enquires will be treated in the strictest confidence.

## ILLNESS

Please do not send a child to school when they are clearly not well enough to attend. I regret that this does occur and hence my request. It is obviously unfair that a bad cough or cold etc be 'shared' with the other children and teachers. If your child is actually sick or has diarrhoea at school you will be contacted. **If this happens please ensure they are kept away for 48 hours after their last episode of**

**vomiting or diarrhoea to ensure that they are fit before they return.** (This request is based on advice given to us by the Health Authority). Your co-operation here is much appreciated.

### **MEDICAL APPOINTMENTS**

Please give plenty of notice if your child will be late or taken out of school for medical appointments. Where possible please make appointments for later in the day.

### **MEDICATION**

School will only administer medication prescribed by the Doctor. A form available from the school office would need to be completed by the parent/carer before we could do this.

The self administered inhalers etc for asthma sufferers are allowed but must be accompanied by written parental consent. Please enquire at the school office for any further advice.

### **PUPIL PREMIUM**

We want to make sure we are providing your child with the best education and support we can. Families who receive certain benefits may be eligible to register for Pupil Premium which could raise an extra £1,320 for your child's school to fund valuable support like extra tuition or additional teaching staff. This additional money is available from central government for every child whose parent is receiving one of the following benefits:

Your child may be eligible if you are receipt of one of the following benefits:

- Universal Credit with an annual net earned income of no more than £7,400.
- Income Support.
- Income based job seekers allowance.
- Income related employment and support allowance.
- Support under Part 6 of the immigration and Asylum Act 1999.
- The guarantee element of Pension Credit.
- Working Tax Credit run-on.
- Child Tax credit (with no working tax credit) with an annual income of no more than £16,190.

To check if your child is eligible, we need information about you and your child. Please come into the school office and we can apply for this on your behalf.

### **HOT DINNERS**

Since September 2014 all children in Reception, Year 1 or Year 2 have been entitled to Universal Infant Free School Meals – a Government initiative for children to receive a school dinner each day. All meals must be ordered in advance to ensure that a meal is available. Please call at the office for more information and a current menu.

Nursery children may also purchase a school dinner, please order through the school office.

If you do not want your child to have a free school lunch then please provide a suitable packed lunch for your child each day. Please make sure your child's lunch box is clearly named on the outside.

### **SNACKS AND DRINKS**

Tennyson Road is part of the **National School Fruit Scheme**. This is an important part of the government's campaign to encourage children to eat more healthily. Every child will be offered a free piece of fruit at school each day. There will be no charge for this. The fruit will include apples, oranges, pears and bananas and will be distributed to the children during morning or afternoon break.

We are also able to offer milk for children each day through the **Cool Milk** for Schools scheme. If your child is under 5 years old they are entitled to free milk until their 5<sup>th</sup> birthday, please ask for a form from the school office. When your child reaches 5 they can continue to have milk through the scheme for a

small amount each day (about 25p). You will be invoiced directly each term from the company. If you are eligible for Pupil premium your child can receive free milk every day if you would like.

## SCHOOL UNIFORM

The school colours are emerald green, grey and white. We are able to supply sweatshirts, sweatshirt cardigans, and fleece jackets. If you require any further information please call in at the school office.

- Emerald Green sweatshirt or cardigan with the school logo
- White polo shirt
- Grey trousers/shorts
- Grey skirt/pinafore dress
- Green and white gingham dress during the summer term
- Grey fleece jacket (optional)
- Black/brown flat sensible shoes – slip on or Velcro preferable
- A Book Bag will be supplied when a child first starts

**PLEASE NAME ALL ITEMS OF UNIFORM. I regret that items unnamed, if lost then found, will only be retained a short time before disposal.**

## P.E.KIT

Every child will need the following please:

- Plimsolls, or trainers-no laces. (some indoor activities will be done in bare feet)
- Shorts
- T-shirt
- P.E. bag (no carrier bags) P.E. Bags can be purchased from school at a cost of £2.50.

Weather permitting the children will have some P.E. sessions outside and we would be grateful if you could provide jogging trousers for this purpose. Please ensure that everything is clearly marked with your child's name.

PLEASE ENSURE THAT P.E.KITS ARE TAKEN HOME EACH HALF TERM SO THAT EVERYTHING CAN BE WASHED.

PLEASE DO CHECK PLIMSOLLS REGULARLY TO ENSURE THE CHILDREN HAVE NOT OUTGROWN THEM.

## DRESSING AND TOILET

We would hope that all children would be reasonably able to dress/undress themselves. This is eased where suitable clothing is provided with fastenings that the child can manage e.g. Velcro. Equally we would hope that every child can use the toilet in a correct manner and is free from wetting or soiling. Please see the class teacher or myself if there are, or maybe, problems here. If a child needs to have a change of clothes at school because of an accident please ensure the clothes are washed and returned to school as soon as possible. If a child soils themselves at school they will be assisted to clean and change. You will be informed and may need to collect your child as we do not have facilities to bath/shower the children after an accident.

## JEWELLERY

Children should not wear loose earrings. If their ears are pierced ensure they wear 'studs' at school as these are less likely to cause injury during a fall or bump etc. During PE lessons your child must not wear earrings. Please check with the staff when the P.E. sessions are and leave the earrings at home on those days. Staff are not allowed to remove earrings due to health and safety laws. Rings, bracelets, necklaces and watches should not be worn at any time.

## SAFE AND SOUND

### ROAD SAFETY

Please could all parents park safely at all times. The Pemberton car park can be used if there is no safe on street parking. Please do NOT park on the corner of HE Bates Way, across resident's drives, the zebra crossing or zig zags. Please be mindful of small children crossing at all times. We will pass on the car registration details to the Police if needed in order to keep your children safe. Your help and support in this matter is greatly appreciated.

### PLAYGROUND

The main door is opened each morning at 8:50am to signal that the children may come inside. If children are outside on the pavement with their parents there can be a 'rush' through the gates and in so doing accidents may occur.

If you wait with your child outside the school gates:

- Please do not allow any children in your care to climb on the railings, gate, drop litter or run in and out of the playground.
- Please do not smoke or vape directly near or around children or near the school gates.
- Dogs are not permitted on the school premises at any time and we ask that they are kept away from the school gates.

### **CHILDREN MAY NOT PLAY ON THE TYRES OR TRIM TRAIL BEFORE AND AFTER SCHOOL.**

### SECURITY

If you happen to be passing the school at lunch or break times it is not advisable to attract your child's attention away from the playground. The mid-day supervisors or the teachers on duty may not know you and we always discourage the children from talking to 'passers by' through the railings. The children's security is our main concern. If you need to call into school please always report to the school office as again you may not be known to all staff and we try to ensure the minimum disruption to the school day. The playground gates are locked at lunch and break times to ensure the safety of our children. We appreciate your understanding and patience whilst duty staff unlock for you to gain access.

### BEHAVIOUR AND DISCIPLINE

All children will be expected to be tolerant of others – to respect their needs/feelings and behave in a manner that does not upset or distress those around them. If a child continually misbehaves in any way, school will ask to see the parents in order that the situation can be discussed and rectified. Please encourage your children to make good choices.

### VOLUNTEERS

If you would like to assist in school in any way then please let us know. You will be made most welcome. We really do value your support. We are always looking to enrich the experiences we provide for our children. If you have any skills/interests you would like to share in school, please let us know.

### CHILDRENS RECORDS

Please inform us immediately of a change of address or telephone number especially that for an emergency contact. We have found that numbers for mobiles often change so it is important to keep us informed. **We must always have a valid home and emergency contact telephone number for every child.**

## PATH – PARENTS AND TEACHERS HOUR

As teachers are busy preparing for teaching your child they are unable to speak with parents at the start and end of every day. If you have an important message for your child's teacher please leave it with one of the staff in the school office. If necessary, the teacher will contact you. (Before 8:30am, you can always leave a message on the answer machine).

15 minute appointments can be made by contacting the office direct or by telephoning 01933 314161. Please remember to book a time slot to avoid disappointment.

Just to confirm the availability will be as follows:

Nursery & Reception Classes	Friday	3:30 – 4:30pm
Year 1 Classes	Friday	3:30 – 4:30pm
Year 2 Class	Thursday	3:30 – 4:30pm

## DISCLAIMER

The information given in this booklet was valid at the time of printing. It would be wrong to assume there will be no changes affecting the arrangements generally described, before the start of the school year or in subsequent years. Any anticipated changes have been included as part of the text.

# Tennyson Road Infant School - Nursery

Our Nursery aims to provide a happy, caring, stimulating and safe environment in which every child is encouraged to reach their full potential. Through government funding children aged three and four are entitled to 15 hours care per week, however you may be able to get up to 30 hours free childcare. These spaces are limited.

Our sessions are:

Morning session 8:45 – 11:45

Afternoon session 12:15 – 3:15

We can also offer the following for a small charge:

Lunch 11:45 - 12:15

Breakfast club from 8:10

Hot Lunches may be purchased through the school office



At Tennyson Road we believe play is an essential part of every child's learning. It helps build their confidence, allows them to explore, solve problems and encourages them to learn to build relationships with others. We encourage children to develop their own interests, skills and attitudes and believe this is further enabled by working closely with parents to build positive working relationships.

We warmly welcome visits to our nursery, to see us at work, or to discuss your child's nursery provision.

**Please contact us on 01933 314161**