

Stocksbridge Nursery Infants

Pot House Lane
Stocksbridge
Sheffield
S36 1EJ

Phone: 0114 2883109

Fax: 0114 2830204

E-mail: enquiries@stocksbridge-nur.sheffield.sch.uk



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GENERAL INFORMATION

Information Leaflet for
Parents & Carers





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<http://www.stocksbridgenursery.co.uk/>



Illness and Medication



If a child is taken ill in school it is important that we are able to contact parents quickly. You will be asked to complete a form giving details of medical information (allergies, nose bleeds etc) and telephone numbers where you may be contacted in an emergency. Please ensure that our records are kept up to date by informing us of any changes that may have taken place.

At times your child may be well enough to attend school but be taking medication prescribed by the doctor. In these instances, school can administer medicines—please call at the School Office where we can fill in the appropriate paper work.

Medication for Asthma

Children are supervised by a Senior Teaching Assistant (STA) when they use their inhaler. Inhalers must be named and give clear instructions for use. An adult must hand inhalers to the STA or a member of staff who will store them in a safe place. (*Inhalers will not be accepted from an unaccompanied child*)

Attendance and Punctuality

In order for children to gain the full benefit from their education, it is important that they attend school regularly. The school's attendance policy is available for all parents/carers to read. Please see the Policy Folder in Reception.

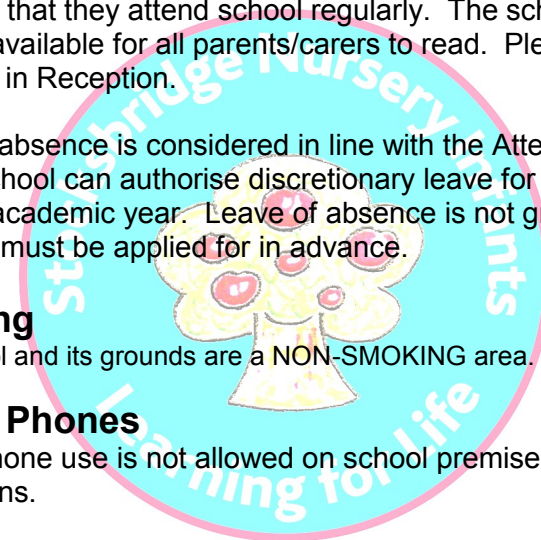
Leave of absence is considered in line with the Attendance Policy. By law school can authorise discretionary leave for up to 10 days in any one academic year. Leave of absence is not granted automatically and must be applied for in advance.

Smoking

The school and its grounds are a NON-SMOKING area.

Mobile Phones

Mobile phone use is not allowed on school premises for safeguarding reasons.



Lunchtime



Children may have a school lunch or they may bring a sandwich lunch from home. Packed lunches should be in a named container. Drinks should **not** be brought from home. All the children are provided with a drink of water.

Lunchtime Supervisory Assistants care for the children throughout the lunch break. The Headteacher and Assistant Headteachers are on duty to deal with any issues which arise.

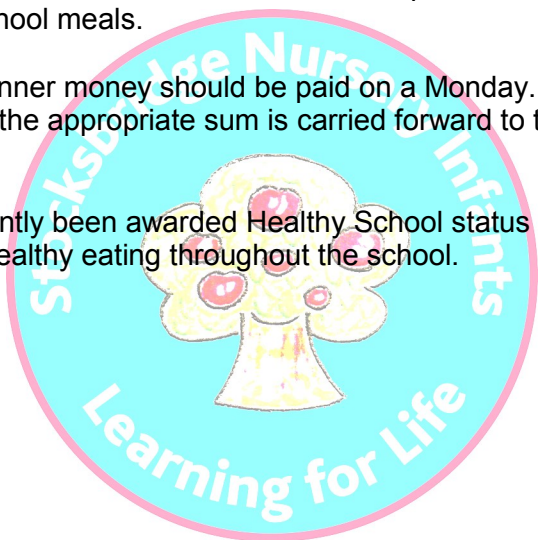
Payment for school lunch and milk

School lunch and milk can be paid for in cash or by cheque. Cheques should be made payable to SHEFFIELD CITY COUNCIL with your name, address and cheque guarantee card number on the reverse of the cheque. All money should be put in a clearly labelled envelope with the child's name, class number and amount of money enclosed. Recycled envelopes could be used for this. It is helpful if parents can send the exact amount due to save time searching for change.

No charge is made for school meals for children whose parents receive Income Support; if you think you may be eligible, please see a member of the school admin team who will explain how you can apply for free school meals.

The week's dinner money should be paid on a Monday. When absence occurs the appropriate sum is carried forward to the following week.

We have recently been awarded Healthy School status as a result of our work on healthy eating throughout the school.



About Us



Stocksbridge Nursery Infant School lies approximately ten miles from Sheffield City Centre. Built by the West Riding Education Department, the school opened in 1955. The area came in to Sheffield in 1974 and is on the North West boundary of the city, serving the town of Stocksbridge and the surrounding rural area. Stocksbridge Nursery Infant School is a Community School, age range 3+ to 6+.

Main school has 9 classrooms, two of which are housed in terrapins. Within the main building there is a hall (which doubles as the dining room at lunchtime), a kitchen, staffroom and offices. Two sets of toilets can be found in school, including a disabled toilet. The terrapins have their own cloakroom areas and toilets. The school has extensive grounds including secure outdoor play spaces for Nursery and Reception children. There is also a secure pond area.

The Nursery has 39 places offering attendance on a part-time basis for 78 children. We try to offer parents flexibility in how they use their 15 hours of free nursery provision. Please ask for the Nursery Booklet for more information.

School Admission

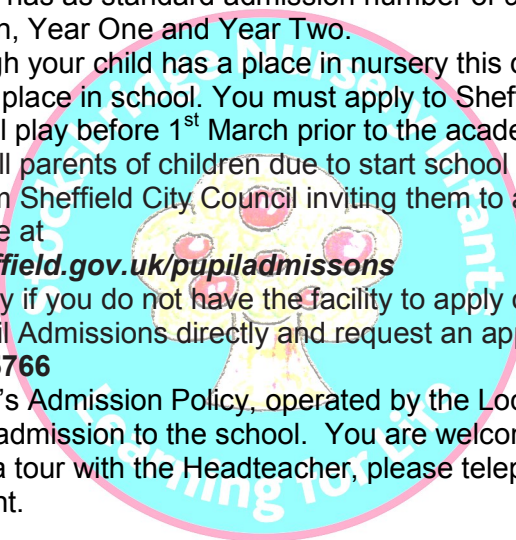
The school has as standard admission number of 90 per year group – Reception, Year One and Year Two.

Even though your child has a place in nursery this does not guarantee them a place in school. You must apply to Sheffield City Council for a school place before 1st March prior to the academic year of admission. All parents of children due to start school should receive a letter from Sheffield City Council inviting them to apply for a school place online at

www.sheffield.gov.uk/pupiladmissions

Alternatively if you do not have the facility to apply online you can phone Pupil Admissions directly and request an application form on **0114 273 5766**

The school's Admission Policy, operated by the Local Authority, will determine admission to the school. You are welcome to visit the school for a tour with the Headteacher, please telephone to make an appointment.



Uniform



From September 1999 Governors and parents agreed to adopt a required Code of Dress. This comprises of a school sweatshirt and polo shirt. These can be ordered from the school Office. Navy trousers, skirts, shorts, leggings are purchased independently by parents/guardians. JEANS ARE NOT PERMITTED. The school occasionally has a selection of second-hand garments which parents are welcome to buy at a much reduced price. Proceeds from these garments go to school funds.

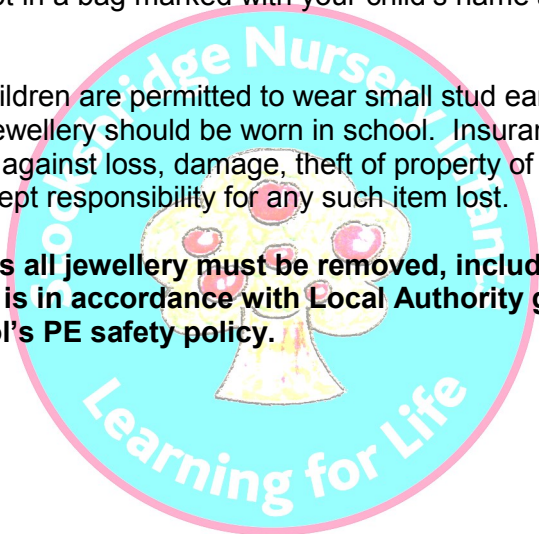
All clothing should be named clearly. This helps us return lost items of clothing to their owners. A lost property 'bin' is located on the lower corridor.

Children should wear sensible shoes which they can fasten by themselves. Children can easily manage shoes with Velcro fastenings, buckles or slip-on shoes. Lace up shoes can be difficult for young children.

PE - indoor PE is taught in the hall. Children wear navy shorts and a white t-shirt and work in bare feet. When the weather is fine the children may be taught outside and will need a pair of navy jogging bottoms and a pair of elastic sided plimsolls. PE kits should be named and kept in a bag marked with your child's name and class number.

Jewellery - Children are permitted to wear small stud earrings only. Ideally no jewellery should be worn in school. Insurance cover is not provided against loss, damage, theft of property of pupils. We cannot accept responsibility for any such item lost.

For PE lessons all jewellery must be removed, including stud earrings. This is in accordance with Local Authority guidance and the school's PE safety policy.



Class Organisation



The school has the capacity to have 3 Reception, 3 Year One and 3 Year Two classes. Classes are mixed ability but children are grouped according to ability within their class for certain activities. Each class has their own class teacher. Teachers are now entitled to 10% or ½ a day per week out of the classroom for Planning, Preparation and Assessment (PPA). Each class has their own PPA teacher/HTLA for one morning or afternoon per week.

The School Day

8.35am	School opens, quiet reading in classrooms
8.45am	School starts (We do expect children to be in school on time. Lateness is recorded and monitored.)
10.45-11.00am	Morning break
12noon – 1.15pm	Middy break
2.15-2.30pm	Afternoon break
3.00pm	End of the school day

School Milk and Snack

All children are entitled to free milk until their 5th birthday. **All milk for children over 5 must be paid for even if you are claiming Income Support.** Milk is paid for on a termly basis and based on the number of days involved. A letter will be sent before the end of each term stating the cost of milk for the following term. Milk will only be given to children (aged 5+) if it has been paid for. Children must opt to take milk for a whole term. Money paid for milk cannot be refunded, even if your child does not drink the milk due to absence or for any other reason.

All children are given a free piece of fruit or vegetable for their morning snack. If parents would like to send a snack for afternoon break, fresh/dried fruit or raw vegetables, plain biscuits, breadsticks or a piece of hard cheese are acceptable playtime snacks in the interests of healthy eating and reduced litter. **Children are not allowed to bring cereal bars, sweets, chocolates or crisps.**

