

Tottenham Infant School Prospectus



Welcome to our School

Tottenhall is a culturally rich and ethnically diverse school with high expectations, standards and achievements. It places the child and family at the centre of everything it does.

Within an inclusive and nurturing environment our school provides an exciting, technologically enhanced curriculum in which enjoyment is paramount and a key feature.

This prospectus is full of helpful information about the school, and I look forward to working in partnership with our families to ensure that our pupils grow and develop into responsible young people, who enjoy learning, and aspire to achieve their full potential.



Sian Mainwaring

Sian Mainwaring
Headteacher

“To be the best
that you can be”





Infant School Information

Vision

Tottenham is an inclusive community where pupils are nurtured and inspired to be the best they can be.

Tottenham Infant School is a Community School for children between the ages of four and seven. There are nine classes: three reception classes (4-5 year olds), three Year 1 Classes (5-6 year olds) and three Year 2 Classes (6-7 year olds).

There is a Nursery for 60 part-time pupils aged three and four, with a maximum of 30 pupils in each class. Alongside the teacher, the foundation stage classes are supported by Foundation Stage Practitioners, and the years 1 and 2 classes by Learning Support Assistants.

Our Aims

The staff and governors work together:

- to provide an inclusive, nurturing environment where pupils feel safe and are able to learn
- to aim high so all pupils achieve their best
- to create a stimulating and enabling learning environment, reflecting cultures and customs of pupils within a global community, embracing new technologies
- to guide pupils to take responsibility for their own behaviour through positive reinforcement
- to develop pupil confidence to become independent and critical thinkers who question the world around them
- to promote a healthy lifestyle and develop an appreciation of safe exercising
- to ensure that most able pupils are academically, creatively and/or physically challenged
- to promote British values and promote the rich contribution families and the wider community make to the life of our school
- all children will be recognised as successful learners whose strengths are valued and whose needs are supported by accepting the differences in others to develop success and achievement for all.

The School Day

School Times

	Years One and Two	Reception Classes
Morning	8.45 - 12.00 Noon	8.45 - 11.30am
Afternoon	1.00 - 3.15pm	12.30 - 3.15pm

Arrival and Collection

Please ensure that your children arrive at school on time. Pupils should be waiting outside their classrooms ready for their teachers at 8.45am. Parents are asked to be punctual when collecting their children in the afternoon.

In the case of an emergency please ring the school office.

Lunchtimes

There are three options for children at lunch times. Children are encouraged to make healthy choices.

Packed Lunch

This should be sent in a suitable container that is clearly named. Please do not send sweets, chocolate, crisps, cans, flasks, glass bottles, fizzy drinks, or nuts.

Free School Dinners

As of September 2014 school dinners are provided free of charge.

Lunch at Home

Children going home need to be collected and returned to school on time.

Absence/Well being at School

If your child is unwell and cannot attend school please telephone the school before 9.15am and explain the reason for his/her absence. We will attempt to contact you, but if we cannot the absence will be recorded as unauthorised.

Should your child be off school with sickness and diarrhoea school policy requires that they stay at home for 48 hours from the last episode of sickness and diarrhoea. Should your child have a temperature please do not send them to school after giving them medicine as when this wears off they will still be ill and will be sent home.

The Governors and Headteacher will not authorise any holidays taken during term time. Should you decide to take your child out of school during term time you may be issued with a Penalty Notice served by the Local Authority. Every request for absence should be put in writing and given to the Headteacher who will look at each request individually and advise you of her decision.

If your child becomes ill during the school day we will contact you as soon as possible so that you can collect your child. In the event of an emergency we will take any necessary action for the well-being of the child and will contact parents as soon as possible. It is vital that the school is given up-to-date home and work numbers, an emergency contact number and be advised of any changes immediately.

Our Welfare Officer will supervise children taking medication to treat conditions such as Asthma or Eczema provided written permission is given by the parent. Other medication will be administered following discussions with the Inclusion Manager and the Headteacher when it is in the best interest of the child to attend school. All pupils have their hearing, eyesight and teeth checked during their three years at our school. Reception children also have their height and weight checked.

Behaviour

It is vitally important that everyone, both adults and pupils, are treated with tolerance and respect. It is essential that all pupils develop self-discipline, self-respect and consideration towards others and their surroundings.

Our school rules are simple, fair and understood by all adults and pupils. Parents will be informed of these school rules.

We will not tolerate bullying, violence, racial abuse or inappropriate language at any time. Pupils are told to always seek help from an adult as soon as a problem arises and not to retaliate.

You will receive a copy of the School's Behaviour Booklet when your child starts school. We ask you to share this with your child and support the Home/School Agreement.

We hope you will join us in this positive approach to promoting good behaviour and discipline.

Safeguarding

If we suspect that a child is either being abused, neglected or at risk then we are required by law to report our concerns to the Enfield's Social Care Department. The school has designated teachers who are responsible for safeguarding. A copy of the safeguarding Policy is available for inspection in school.

Breakfast club

Our breakfast club runs everyday during term time between 7.45am and 8.45am in the Community Room.

Other clubs & Extra Curricular Opportunities

- Sports
- Dance/Drama
- Football
- French
- Gymnastics
- Rock Steady
- Reading Club

The Curriculum

Early Years Foundation Stage

At Tottenhamhall Infant School we offer a secure and welcoming environment in which all children can learn and grow. We work in close partnership with every family to provide the highest quality learning provision in a safe, stimulating and nurturing environment, enabling your children to grow into confident and independent life-long learners.

Our sensitive, experienced and qualified practitioners continually develop the rich learning environment through observing the children and then developing the classrooms to ensure we meet your child's individual needs whilst offering a good level of challenge. We aim to foster your child's social, emotional, intellectual and physical development by offering your child:

- An environment where your child will feel safe, secure, welcomed, stimulated and challenged
- First hand experiences which are exciting, fun, purposeful and relevant to their world
- Long periods of uninterrupted play
- Time to talk and share through play partnering
- Opportunities for energetic and physical play
- Encouragement to be independent, responsible and caring towards their environment and each other
- Opportunities to observe, investigate and explore their environment

Key Stage 1

Children in Key Stage 1 benefit from a broad and balanced curriculum based on the national curriculum.

The following subjects are taught at Tottenhamhall School:

Our subjects are taught through a cross-curricular approach which allows children to not only be taught appropriate skills and knowledge, but also to be able to apply these skills and knowledge to real life situations.

- English
- Maths
- Science
- Art and Design
- Design and Technology
- Music
- Geography
- History
- Computing
- Spiritual, Moral, Social and Cultural Education (SMSC)
- Physical Education
- Religious Education.
- Personal, Social and Health Education. (PSHE including RSE)

English

The development of children's language is crucial to their success across the curriculum. We want pupils to be excellent communicators, to listen actively and to speak with confidence. At Tottenhamhall Infant School pupils are helped to develop a love of reading and become skilful imaginative writers. Each year group has statutory elements of English which have to be covered. These involve fundamental elements of English such as reading, comprehension, composition, spelling, grammar and punctuation.

Mathematics

Mathematics at Tottenhamhall Infant School teaches children how to make sense of the world around them through developing their ability to calculate reason and solve problems. Children will learn mathematics, and

mathematical language, through a balance of written and practical work such as sorting, classifying, ordering everyday objects, understanding number etc – leading to more recording and investigational mathematics.

Home Learning

The support parents give to their children at home by speaking and listening to them and hearing them read is greatly valued by the school. Parents can have a positive effect on homework completion and help children to develop effective learning habits. As well as home reading texts practical learning activities will also be set to support the learning taking place in the classroom. Those pupils who are at the early stages of reading and developing fluency will have specific texts to match their phonic knowledge and level.

“Adults create an environment where pupils feel cared for... Pupils get on extremely well in this diverse community.”

The Curriculum

SMSC Including British Values

In our school we actively promote the British Values, as defined by the Government, in order to prepare all children to be responsible and respectful members of the community. We promote the following British values at Tottenham Infant School;

- democracy
- the rule of law
- individual liberty
- mutual respect
- tolerance of those of different faiths and beliefs

Pupils will encounter these principles throughout everyday school life. This is also supported through our “Values Puppets”: Connie Confidence, Pete Persistence, Oscar Organisation, Gabby Get Along and Ricky Resilience.

Computing

Computers play a vital role in the modern world, and many of even the most basic jobs involve technology and computers. We want our pupils to be equipped with using computational thinking and creativity to be able to access, understand and change the world around them.

Every class has an interactive touchscreen board used for whole class teaching. Each class also has two touch screen computers used to enhance communication and collaboration. The pupils have access to iPads and use them to make films, write stories, and deepen their computing knowledge.

PSHE including RSE

Our personal, social and health education (PSHE) programme promotes children's personal, social and economic development, as well as their health and wellbeing. It helps to give children the knowledge, skills and understanding they need to lead confident, healthy, independent lives and to become informed, active, responsible citizens.

At Tottenham, children's wellbeing, happiness and safety are our first priority, and PSHE is the key vehicle through which

we share this with children. We regard PSHE as an important, integral component of the whole curriculum; it is central to our approach and at the core of our ethos.

Relationships Education is delivered through Personal, Social and Health Education to all pupils in Key Stage One and is a compulsory subject. From September 2020, parents will not be able to opt out of this curriculum subject. All content is age appropriate and developmentally appropriate and is taught sensitively and inclusively with respect to the backgrounds and beliefs of pupils and parents while always with the aim of providing pupils with the knowledge they need.

Please see the PSHE policy in the policies section on the school website for more information.

Religious Education

At Tottenham Infant School Religious Education emphasises respect for others, regardless of their beliefs, race or social status. Children develop an understanding of other principal religions and other world views in our diverse society.

Christianity, Islam and Hinduism are the main religions present within Tottenham Infant School. Every child learns about these religions by listening, discussing relevant stories and celebrating the relevant festivals. Artefacts are used to explain the different practices and customs which are particular to each religion.

“Many pupils join the school with limited knowledge of English. They become articulate and confidently express their views.”

OFSTED 2018

“Pupils grow in confidence during their time at the school, have high self-esteem and are very excited about learning...”

OFSTED 2018

School Uniform, Equal Opportunities & SEND

School Uniform

Tottenham Infant School has entrusted Mapac to supply your child's uniform directly to you.

Mapac now supplies thousands of schools uniforms throughout the UK. Our core value is providing excellence to our customers. We are not a faceless company and we welcome direct contact, so please call us if you have any queries. We promise to supply your order with efficiency and to the very best of our ability. Go to the Tottenham School uniform page at: <http://www.mapac.com/education/parents/uniform/tottenhaminfantschooln136hx>, then simply register and place your order. If you have any problems contact:

The Mapac team on 01923 255 525.

Winter Uniform

All children should arrive at school every day in their uniform. This is:

Green Sweatshirt

Footwear

Black school shoes

Girls

Grey Skirt

Pinafore

Grey Trousers/tracksuit bottoms.

Boys

Grey Trousers/tracksuit bottoms.

Summer Uniform

Footwear

Sensible closed toe sandals.

NO FLIP FLOPS

Girls can wear a green and white checked summer dress.

Boys can wear white T-shirts with short sleeves and grey shorts.

PE Kit

Indoor - white T-shirt and black shorts

Outside - tracksuits, T-shirt, shorts and Plimsolls.

No earrings, hair tied back.

PLEASE NAME ALL YOUR CHILD'S CLOTHES AND BELONGINGS.

Equal Opportunities

Our aim is to provide the best possible education to every child, offering them equal access to all areas of the curriculum.

We believe that school should provide an environment where all children are free to develop without discrimination against gender, race, faith, language, ability or social class.

It is essential that children have a feeling of self worth and confidence if they are to make the most of, and enjoy, their learning experience at Tottenham Infant School.

We ensure that our curriculum reflects the varied cultural backgrounds of all our children and responds to their individual needs and strengths.

Special Educational Needs and Disabilities

All children and their individual abilities are valued at Tottenham Infant School.

It is our policy to identify and start to meet the needs of any child as early as possible. This may be a physical, emotional and behavioural, communication and interaction, or learning need.

The Inclusion Team and the child's class teacher will decide on the action needed to help the child to progress in the light of their earlier assessment. This may include: An Individual Education Plan (IEP) with specific targets and strategies to help meet the needs of your child.

- Advice from Educational Psychologist
- Different learning materials, resources or special equipment
- Use of more appropriate teaching styles, presentation of work or expectations of work produced
- Some group or individual support

- Extra adult time to implement planned intervention and monitor its effectiveness
- Staff development and training to introduce more effective strategies
- Access to LA support services for one-off occasional advice on strategies or equipment.

Education, Health and Care Plan (EHCP)

If your child is requiring extensive additional support to help them with their learning or to access the environment, school may request an EHCP from the Local authority to help meet the child's needs. More information about this can be found on the Enfield's Local Offer for SEND email address <https://new.enfield.gov.uk/services/children-and-education/local-offer/>

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Leaders and members of staff care deeply about the pupils' and families welfare. They make sure that pupils and their families whose circumstances make them vulnerable are effectively supported. They strive to make sure that all pupils enjoy the same opportunities, such as participating in many enrichment activities. For some years, the school has held a national accreditation for the quality of inclusion. ”

OFSTED 2018

Term Dates

2020/2021	Start	Half Term	Finish
Autumn Term 2020	Monday 3rd September	Monday 26th October Friday 30th October	Friday 18th December
Spring Term 2021	Monday 4th January	Monday 15th February Friday 19th February	Thursday 1st April
Summer Term 2021	Monday 19th April	Monday 31st May Friday 4th June	Friday 23rd July

Bank Holidays

25th & 26th December 2020
1st January 2021
2nd & 5th April 2021

2020/21

3rd & 31st May 2021
30th August 2021

Staff INSET DAYS

Thursday 3rd September 2020
Friday 4th September 2020
Monday 4th January 2021

2020/21

Monday 19th April 2021
Friday 23rd July 2021

Governors

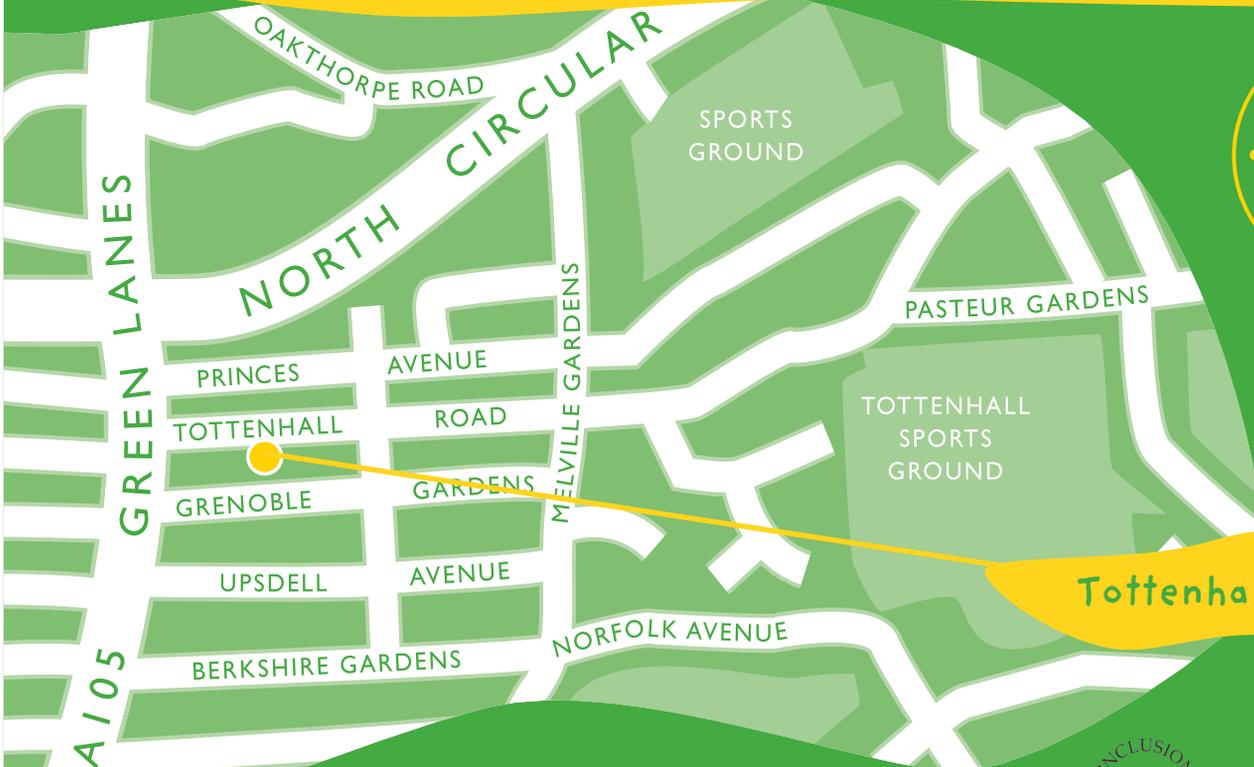
Governors

Our Governors take an active role in ensuring that the school operates effectively and efficiently. They are responsible for the monitoring and evaluation of standards and pupils' achievements. They hold regular meetings throughout the year.

Mrs Sian Mainwaring	Headteacher Governor		
Mr Edd Carter	Chair, Child Protection	Ms Anastasia Neocleous	Co-opted Governor
Sandra Delapenha	Local Authority Governor	Mrs Nicola Panayides	Staff Governor
Elaine Dodson	Enfield Governor Services	Mrs Navaz Sheeka	Parent Governor
David Heathcote	Co-opted Governor	Mr Dominic Studman	Co-opted Governor
Mr Tim Hellings	Co-opted Governor	Mrs Shardi Vaziri	Co-opted Governor
Mr John Hutcheson	Co-opted Governor	Mrs Frances White	Parent Governor
Ms Alexia Ioannou	Parent Governor	Mrs Zaheen Younis	Co-opted Governor



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