

# Katherine Semar Infant School



## Parent and Pupil Information Book

# Welcome to Katherine Semar Infant School

We are delighted to be welcoming you and your child(ren) to our school. We aim to make starting at our school a happy , smooth experience for everyone and hope this booklet will provide some useful information that will help your child settle quickly into our school.

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# General Information

## **Our contact details are:**

Katherine Semar Infant School

Ross Close

Saffron Walden

CB11 4DU

**Telephone:** 01799 521720

**Email:** [admin-inf@katherinesemar.net](mailto:admin-inf@katherinesemar.net)

**Website:** [www.katherinesemar.co.uk](http://www.katherinesemar.co.uk)

Head Teacher: Mrs Julie Puxley

Chair of Governors: Mrs Peta Torrance

# Our Vision

Our vision and values are at the core of everything we do. They underpin our teaching and learning, and provide an environment which prepares our pupils as confident, happy citizens. Our vision is to establish a school which will ignite children's curiosity for the world around them making learning so irresistible to children that high standards will be inevitable. We aim to provide a positive learning experience for every individual. We take pride in the fact that our pupils are nurtured in a safe, enjoyable and respectful learning environment because everyone in our school matters.

We are:

A school where everyone feels valued and respected.

A place with a warm, happy, calm, safe atmosphere where everyone enjoys learning and working together.

A school which has learning and teaching at the heart of everything that it does.

An ethos which celebrates achievement and recognises success.

A place which has consistently high expectations for all and where academic achievement is not the only measure of success.

## Our Six School Core Values are:

- Be kind
- Be resilient
- Be curious
- Be positive
- Be respectful
- Be confident



# Meet the Staff – Leadership



**Head Teacher:**  
Mrs Julie Puxley



**Assistant Head Teacher:**  
Miss Georgia Slade



**Deputy Head Teacher:**  
Mr Anthony Hull



**Assistant Head Teacher:**  
Mrs Caroline Dolby



**Deputy Head Teacher:**  
Mr Rob Aiken



**Inclusion Manager:**  
Mrs Kathie Moy

# Parents as Partners

As a school we recognise that parents are their child's first and most enduring educators. We actively promote the partnership between home and school. We believe we can best support children's learning, progress and development through working in partnership and sharing opinions, experiences and information.

Every child is provided with a Reading Diary. This allows teachers and parents to communicate about the books the children are reading both at home and school. It is our expectation throughout the school that children read at home every day.



All children also have access to e-books via an online reading scheme called Bug Club and children are actively encouraged to access these at home.

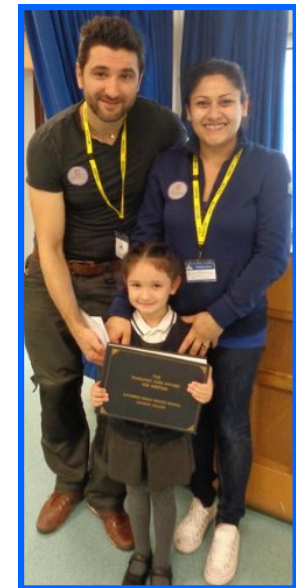
Every Friday a ParentMail will be sent out which will contain our weekly newsletter to keep you informed about school events and issues. In addition, there will also be a weekly 'Home Learning' letter which will inform you of the learning which has taken place in your child's class and provide some suggestions for activities you could do at home to further support your child's learning. We always love to see any home learning so please encourage your child to bring in anything they do linked to the tasks set.



# Parents as Partners

**We also provide many other opportunities for parents and carers to take an active part in their child's education. These include:**

Class Assemblies (Spring and Summer Term)  
Parent Consultation Evenings (Autumn and Spring Term)  
Phonic Workshops  
Mother's Day/Father's Day visits  
Sports Day  
Mayday Celebrations  
Parent Forum  
Reading Morning (Friday from 8.40 - 8.50)



We have an 'open door' policy where parents and carers are actively encouraged to meet with staff to discuss any concerns at the earliest opportunity. Mrs Puxley is usually available before school to answer any questions.

Phone calls and emails to the school office are most welcome, where Mrs Bear and her team will always endeavour to answer any questions or queries.

# The School Day

- 8.45am** The children are welcomed into their classroom and encouraged to independently sort and organise their belongings. The children are then supported to select their lunch choice for the day by placing a velcro named label on a photograph of their meal choice.
- 8.50am** Guided Reading  
Children arriving at school after 9.00am are late and must be taken to the office by the adult bringing them to school so they can be registered.
- 9.10am** Maths or English.
- 10.10am** We enjoy a whole school assembly where we explore our school's core values, sing songs and celebrate our achievements.
- 10.20am** Playtime
- 10.3am** Maths or English.
- 11.30am** Phonics/Spelling
- 11.50am** Lunchtime is a time to enjoy our food and socialise with our friends.
- 1.00pm** Register  
Handwriting and Foundation Subjects
- 2.45pm** The children enjoy a class story.
- 3.05pm** Home time





# General Information

## **Absence**

The expectation is that children will attend school for 95% to 100% of the time. This is good attendance. Below 95% attendance attracts attention from the local authority and is below national averages. If your child is unwell, please inform the infant school office as soon as possible.

## **Office Times**

The office is open from 8:30am until 4:30pm. You may leave a message on the school answer phone on 01799 521120 before this time if you wish to report an absence. You may also email any absence to [admin-inf@katherinesemar.net](mailto:admin-inf@katherinesemar.net)

## **Making Payments**

Dinners Only - Parent Pay

Trips, events and activities – Parent Pay

## **Reporting to Parents**

Parents' consultation meetings are held once in the autumn term and once in the spring term. These will be held on the same day as the Junior School.

At the end of the year you will receive an extended summary report on the year's progress and future targets.

## **Communicating with teachers**

The easiest way to communicate with your child's class teacher is through your child's school reading diary or you can pop in to see your child's teacher at the beginning or end of the day. If you need longer discussions with a teacher, please make an appointment via the school reception.

# School Dinners

All children are offered a free, hot school meal each day and the vast majority of children do eat school dinners. We provide delicious, home cooked food with an emphasis on quality, promoting health through good nutrition. The meals are cooked on site each day with a choice of two options, plus a dessert. There is a three week rotation of menus which are published on the school website. Although we encourage children to have our meals, your child may bring a packed lunch. These children may bring a drink but no flasks, bottles, cans or fizzy drinks please. As a Healthy School, children are not to bring sweets into school and we actively encourage healthy packed lunches.



## Milk and Fruit

In Early Years, the children have a 'rolling snack' where they can access a healthy snack and a drink of milk at anytime throughout the day. It is a very social time, which the children enjoy and supports their learning across other areas of the EYFS curriculum. Children also need to bring a bottle of water (named) into school daily.

In Year One and Two, the children are provided with a healthy snack (a fresh piece of fruit or vegetable) which they usually enjoy during their afternoon playtime.



# School Uniform

## Boys:

- White shirt/polo shirt (preferably with school logo)
- Grey trousers
- Navy pullover/sweatshirt/cardigan with school logo
- Navy fleece with school logo (optional)
- Navy, reversible waterproof jacket with school logo (optional)
- Katherine Semar book bag (optional)
- Knitted hat with logo (optional)
- Legionnaire hat with logo (optional)

## Girls:

- White shirt/ polo shirt (preferably with school logo)
- Grey skirt, trousers or pinafore
- Blue and white gingham summer dress
- Navy pullover/sweatshirt/cardigan with school logo
- Navy Fleece with school logo (optional)
- Navy, reversible waterproof jacket with school logo (optional)
- Katherine Semar book bag (optional)
- Knitted hat with logo (optional)
- Legionnaire hat with logo (optional)



# School Uniform

## Katherine Semar Infant School PE Kit

The recommended wear for PE is a white t-shirt and navy shorts. Baggy t-shirts and cycle shorts are not appropriate wear for PE. Please ensure that your child has their PE kit in school each day. It would be helpful if the children could have a cloth bag in school to keep their PE kit in. The children do indoor PE in bare feet. However, in the summer when they do PE outdoors they will need plimsolls or trainers in school.

If your child has a verruca it must be covered by a plaster for PE lessons or if it is very painful they may wear plimsolls.

For Health and Safety reasons the children are not allowed to do PE if they are wearing earrings.

All clothing, including footwear must be **clearly named**.

## Footwear

All pupils are expected to wear black/ navy school shoes at school. Trainers are not permitted without a doctor's note (with the exception of PE lessons). In the rare event of shoes becoming lost or broken, please write a note to the class teacher explaining this and when you expect to replace them.

**PE kit should be worn to school on your child's PE day. They will remain in their kit for the whole day and will return home wearing it. Your child does not need their school uniform in school on this day.**



# Swimming

In the infant school Year One and Two will have swimming lessons. These lessons will take place every other half-term on a Wednesday afternoon. Information and a letter will be sent out at the end of the half term before they swim, to provide you with all of the necessary information including; timings, payment details and permission slips.



This year, due to the current circumstances, we ask that your child comes to school with their swimming kit under their school uniform. This is to reduce changing at the pool, in line with Covid-19 guidelines. Your children will need to bring a named bag with a named towel, swimming hat and underwear to change into after they have swum.

## **Swimming kit**

Please ensure all swimming kit is named, including their swimming shorts/costume which they will wear to school.



# Things to bring to school

**Each day your child will need to remember to bring:**

- A water bottle filled with water
- Their reading book and reading diary
- A Coat
- Scarf, hat and gloves (when cold)
- Sunhat (when hot)
- Packed lunch (if having one)



Usually, your child would bring in a small school bag (not rucksack as it will not fit in their tray). However during this current time, we ask that your child does not bring their belongings in a bag but just carry them into school and place them in their school place/trays.

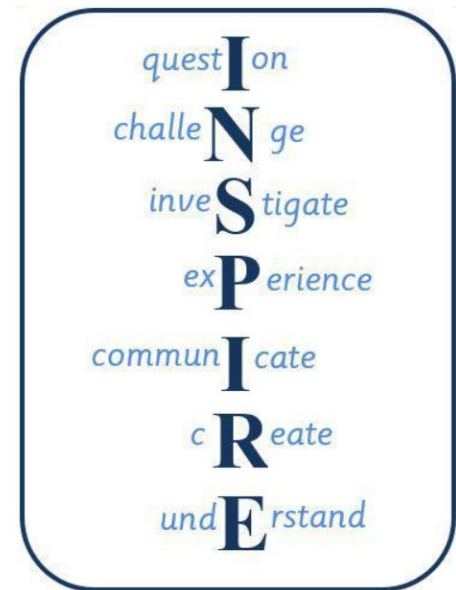
Please ensure that all clothing and belongings are clearly named.

# INSPIRE Curriculum

Katherine Semar Schools we want each and every child to reach their full potential. To ensure everyone achieves the very best they can, in every area of the curriculum, we have developed aspirational skills progressions to focus teaching and learning. These are based upon the requirements of the 2014 National Curriculum but have been further built upon to create a curriculum that meets the needs of our children in our school. Throughout the curriculum this has meant that we have raised expectations for all pupils. We have considered what makes the teaching and learning in each subject outstanding and incorporated this into our skills progressions. We have also incorporated the history and geography of our local area. We believe our curriculum is relevant to our children and as a result our children make outstanding progress right across the curriculum.

## Engaging Contexts, Topics and Enrichment

Children meet their full potential when they are engaged, motivated and inspired to learn. To achieve this for all pupils we have embedded our skills progressions in a vast range of child-centred topics and learning contexts. Each half term starts with a topic launch to engage the children and act as a knowledge harvest to inform planning and teaching.



# Enrichment Opportunities

At Katherine Semar we want each and every child to reach their full potential. We believe children meet their full potential when they are engaged, motivated and inspired to learn.

Each half term starts with a topic launch to engage the children and act as a knowledge harvest to inform planning and teaching. As well as using exciting teaching strategies such as *Mantle of the Expert* and *Philosophy for Children* to engage and inspire our learners, all classes experience a wide range of enrichment opportunities including day trips, forest school, visitors and workshops as a way of bringing their learning to life.



**To support the provision of these rich and inspiring learning experiences we ask for a contributions towards trips and visits—more information will be sent out throughout the year to provide further details. Without such support many of these visits would not be possible.**

# Sports at Katherine Semar



At Katherine Semar, we are fortunate to have a fantastic sports coach. In the infants, your child will be taught by Mr Gilkes for P.E. lessons as well as their class teacher.