



Westdale Infants

PROSPECTUS

2025-2026



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Westdale Infants

HEADTEACHER'S WELCOME

We are so looking forward to your child starting school with us in September and hope that this prospectus will help you to know more about the life and work of this school. Westdale has a pre-school for children from the age of 3 and is an infant school for children aged 4 to 7 years old. Our school building is on the same site as Westdale Junior School where your child will transfer to at the end of Year 2 when they are 7, subject to a successful application.



We aim to provide a safe and caring environment for your child with a wide range of activities to help them grow into skilful, independent and responsible people who enjoy learning. We pride ourselves on being a nurturing school. We believe that we can only achieve the best for your child by close co-operation between home and school. There will be opportunities for you to share in your child's education and we are always available to talk to you about any aspects of your child's learning and development. If you need any further clarification, please contact us. We are always here to help you, as well as your children.

Rebecca Lewis
Headteacher



OUR SCHOOL

Westdale Infant School, built in 1967, is a single storey building which contains 6 classrooms, a dining area, a large hall, a library and music area. All of our classrooms are well equipped with all the resources needed to provide a stimulating environment for our children to learn. The main entrance to the school is located on Digby Avenue. Parents and children can enter school through the main entrance or through our additional entrance on Westdale Lane into the playground. We have two playgrounds on site. The Foundation Stage have their own outside area with play equipment. Year 1 and Year 2 children have a large playground which backs onto Westdale Lane, which the Foundation children use at lunchtime. We are a popular, oversubscribed school with 180 children currently on roll

CLASS ORGANISATION

- Foundation Stage 1 (Age 3-4) Little Stars Nursery
- Foundation Stage 2 (Age 4-5) Robins and Wrens
- Year One (Age 5-6) KS1 Puffins and Kingfishers
- Year Two (Age 6-7) KS1 Eagles and Owls

TIMES OF THE SCHOOL DAY

Foundation Stage children have access to their outdoor area at all times as part of continuous provision and join main school for assembly on Mondays and Fridays.

- 8.40am School Site Opens for Parents & Children
- 8.45am Line up in the playground ready for school
- 9.00am Registration
- 10.30am Assembly
- 10.45am – 11.00am BREAKTIME with fruit and milk
- 12 noon LUNCHTIME
- 1.10pm Afternoon session begins
- 3.15pm End of School Day





OUR AIMS

At the core of our school are the children. The school only exists for one purpose; to provide an excellent education for each and every child. We believe in making learning fun and enabling all children to achieve success. This gives a firm base on which to build the future for every child, the foundation stones being excellent teaching, purposeful learning, a caring community and a strong commitment to the life skills of speaking, listening and personal, social and health development. All staff, governors and other stakeholders are committed to this purpose and will develop their own skills in order to support the children's educational development.

Westdale is; A Happy Community where Magical Things Happen.

Westdale is a place where:

- **We feel safe**
- **Each of us is different, but we all belong**
- **Smiles and kindness are everywhere!**
- **Taking risks and loving mistakes are a big part of our learning**
- **Discovering, celebrating and caring for our world is so important**
- **All of us 'reach for the stars'**
- **Learning is for life**
- **Everyone counts**



OUR CHILDREN

The children here at Westdale are at the heart of everything we do. At the start of every academic year in September, the children are elected to represent each area of our Children's Voice.

Eco Team: Our school Eco-Team is a group of children who are passionate about the environment and the world around us. The team ensure that recycling bins are being used, taps are turned off, lights are switched off when nobody is in the room and waste is put into the fruit caddy.

Class Ambassadors: Class Ambassadors welcome visitors to the classrooms at Westdale Infants. They have been chosen by votes from their class friends for being extra smiley and welcoming!

School Parliament: Our school Parliament is group of students who are elected to represent the views of all pupils, to provide a voice for their class friends and to improve their school. The school Parliament meets with the Headteacher present to discuss anything that has been raised by other class members and to work through ways to make these better. These may include school lunches, behaviour or ideas for fundraising events.

House Teams: Our children are all put into 'House Teams' - Fire, Earth, Air and Water, when they get to Year 1 and Year 2. Our teachers are also allocated a house team, and things can get very competitive in school! Our lovely children are rewarded with house points for making the right choices throughout week and are given a token to put into their house team pot. These are counted every Friday and the winning team is announced in 'Magical Moments' assembly. The House Captain of each team then gets a big clap, cheer and a chance to lift the house cup! The winning colours of the house are tied to the cup for that week. The culminative points are added up every half term with the winning house getting a special prize. This has included amongst other things a visit from the ice cream van, an assault course, a party with a disco and a tea party. We always involve the children in how to celebrate their achievements!





Westdale Infants

OUR TEAMS

We are proud of the team we have here at Westdale Infants, each and every one of our team go above and beyond for the children and the school.

HEADTEACHER: Mrs Rebecca Lewis

DEPUTY HEADTEACHER: Mrs Suzy Sawford

SENCO: Mrs Rachel Chamberlain

SCHOOL BUSINESS MANAGER: Ms Laura Hoult

SCHOOL ADMINISTRATORS: Mrs Rachel Glover and Miss Libby Walker-Price

SITE MANAGER: Mr Andy Curtis

EYFS LEAD - Mrs Suzy Sawford

LITTLE STARS CLASS TEACHER - Miss Tina Potter and Mrs Nicola Pick

CLASS TEACHER – ROBINS - Mrs Suzy Sawford

CLASS TEACHER – WRENS - Miss Hannah Fenton

CLASS TEACHER – PUFFINS - Mrs Rachel Chamberlain

CLASS TEACHER – KINGFISHERS – Mrs Louise Taylor

CLASS TEACHER – OWLS - Miss Georgina Brown

CLASS TEACHER – EAGLES – Mrs Zoe Roadley

WRAP-AROUND SUPERVISOR:

Mrs Sarah Burgin

WRAP-AROUND PLAY WORKER:

Mrs Ghazala Afzal, Miss Clarissa Thompson, Mrs Rabia Khan

MIDDAY SUPERVISORS:

Mrs Rabia Khan

Ms Caroline Bicknell

Ms Michelle Phillips

Ms Rebecca Valentine

Mrs Clare Chappell

Miss Joanne Lee

Ms Leila Weston

Mrs Ghazala Afzal

Mrs Danielle Simpson

SUPPORT STAFF:

Mrs Kay Burt

Mrs Nichola Brown

Mrs Jennifer Clarke

Ms Julia Crowder

Ms Erica Ridley

Mrs Elizabeth Howard

Mrs Kaye Slater

Miss Clarissa Thompson

Ms Clare Wells

Ms Jane George



SCHOOL GOVERNORS

Westdale Infant School Governing Body is made up of parents and carers, staff representatives and members of the local community. Those governors have the legal duties, powers and responsibility to ensure that Westdale is organised efficiently and effectively and doing the very best for all children.

The full Governing Body meets once a term to monitor the progress of the school, with smaller committees meeting to monitor and discuss issues connected with finance, strategic development, personnel and pupils.

Parents can find out more about governors by looking on the school website and various governing body reports are available in the entrance foyer. As part of their efforts to keep in touch with the school, they will often meet and greet at parents' evening and school events, as an informal way of meeting and listening to parents/carers. Look out for dates in the newsletter and come along to meet them.

Any issues relating to school should of course be taken to the Headteacher in the first instance, but if you needed to contact governors more formally; letters should be addressed via the school office.

Our current Governors are:

- Rebecca Lewis - Headteacher
- Suzy Sawford – Deputy Headteacher
- John Smith - Chair of Governors (LA)
- Andrew Tanser - Vice Chair & Co-opted Governor
- **Co-opted Governors:** Suzy Burton-Sanders, Craig Coulson, Sam Danyluk, Jackie Moss, Sarah Sadiq
- **Parent Governors:** Andrea Chiarelli, Kerry Reeves, Fiona Smith, Naomi Walker
- **Staff Governor:** Erica Ridley



WRAPAROUND TEAM

SARAH BURGIN

Sarah Burgin is our Wraparound supervisor. She is a great asset to our team with her kind and considerate nature. She has built good relationships with families from her time in the nursery and makes a real effort to ensure the children who attend Wraparound are happy and settled. She is incredibly organised and also very resourceful—nothing goes to waste and the wraparound toys and supplies are wonderfully kept.



GHAZALA AFZAL

Ghazala Afzal is an asset to our wrap-around team with many years' experience in school settings. She has a calming personality and encourages children's development through play. Mrs Afzal is a creative individual who is always looking at new activities and games to do with the children.

CLARISSA THOMPSON

This is my 6th year at Westdale having been a Teaching assistant in the Early years for over 20yrs. I work in Little Stars, and it is lovely to spend time with the children before and after school playing, having fun, making sure the preschool children are settled and happy with the reassurance of a familiar face. I love to get creative, build with lego and read stories with the children. We are a lovely small team who care for each and every child and love to see them enjoying a nurturing environment full of play and curiosity.





RABIA KHAN

Mrs Khan is a great asset to our team. She is especially good at spending time with the nursery children who know her from lunch time. She particularly enjoys making the children's after school snacks.

KIRSTEN LAWRENCE

I am a considerate and patient member of staff, with a strong passion for children's development. I enjoy spending time playing and engaging with the children in a range of activities, from games such as football to reading ensuring everyone feels included. I value being able to use the strong relationships I have built while working as a Teaching Assistant in the school to ensure that all children have a safe, supportive, and welcoming environment to enjoy after school.



LIBBY WALKER-PRICE

I'm a friendly, caring person who enjoys creating a positive start to the day for the children. I'm patient, approachable, and always happy to listen, whether a child wants to chat or just wants somebody to sit with in the mornings. I enjoy getting to know each child's personality and helping them feel comfortable and confident. In Breakfast club, I am very welcoming, making sure mornings are relaxed and enjoyable. Parents can feel reassured that I'm someone who genuinely cares and always puts the children's wellbeing first.



BLAIRE WHEELHOUSE

Miss Blaire Wheelhouse is a dedicated member of the Wraparound team. The children love to play games like 'What's the time Mr Wolf?' and hide and seek with her in afterschool club, and Blaire is brilliant at thinking up activities. She has a very soothing presence and ensures the wellbeing and happiness of each of our wraparound children.





SCHOOL DOG

Flynn our school dog - Flynn is such a calm and friendly dog and we love having him in our school.

Hi. I am Flynn, the Westdale Infant School dog. I spend most of my time in the school office, often asleep in my bed, but I love to visit the children in their classrooms. I enjoy taking children into class in the morning, particularly if they're feeling a bit upset - a Flynn cuddle seems to make everyone feel better! Sometimes children come to read me a story or play fetch outside, and sometimes they give me treats (yum yum). Even staff pop into the office at times to give me a fuss which is really nice!





LITTLE STARS

Above all, Nursery is FUN! Every day there are fun things to do, new things to learn, exploring to be done and best of all, friends to share with.

Attending the pre-school setting provides your child with an important introduction to the social world of interaction, sharing, talking with others and learning to play co-operatively. This is supported by the sensitive and nurturing input of the staff, who take time to listen to and talk with each child. Your child will have many exciting experiences which are designed to support and extend their growing curiosity. They will be able to take part in activities which are planned to develop a wide range of skills and foster the love of learning. In the nursery, we place great emphasis on the children developing creativity and a sense of imagination. Young children are natural adventurers and enjoy finding out about the world they in. In the nursery, the children are actively encouraged to explore their environment. We go outside every day in most weathers, whether we are flying kites, role playing on the wheeled toys or making dens. We are extremely proud of what we offer here at Little Stars, if you require any further information, please call the school office on 0115 953 1606 or look on our school website.

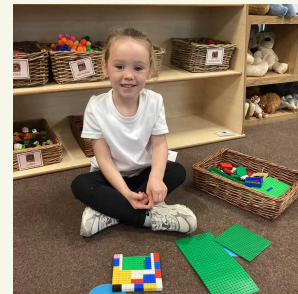




FOUNDATION STAGE

In Foundation Stage, teachers start from the children's interests to engage them in learning. Learning is play based with focussed sessions taking place to move the children's learning forward. Children are engaged, happy and enthusiastic and make use of both of our indoor and outdoor learning areas.

We have two foundation stages here at Westdale Infants. We have our F1 stage which are our Little Stars, they join us here from the age of 3. Our F2 stage are our school starters who join us from the age of 4/5. The F2 stage is split into two classes: Wrens and Robins. The area has two classrooms which are all open plan and have adjoining areas for all children from both classes to play together. They also have their own outside play space which they can use throughout the day.





YEAR ONE & TWO

Curriculum topics in Key Stage 1

As children transition from the Foundation Stage (Wrens and Robins) into Year 1 (Puffins and Kingfishers) and then Year 2 (Eagles and Owls), they embark on an exciting journey through Key Stage 1. Our curriculum is thoughtfully designed to be topic-led, sparking curiosity and a love for learning right from the start. Each topic begins with a memorable experience, often a visit or an engaging event, to truly hook the children's interest. We carefully select topics that ignite children's imaginations and inspire their learning, with examples like 'Are all witches wicked?', 'Dino Dig', and 'Moon Zoom'.

For instance, in Year 1, children might find themselves welcoming the friendly alien Beegu, who has crash-landed on our playground, or they could become palaeontologists, digging for dinosaur fossils! As they move into Year 2, the adventures continue with opportunities to attend pirate school or participate in a drama workshop centred around the Great Fire of London, immersing them in the life of a London citizen in 1666.

At the end of each topic, we encourage creativity through an 'innovate' project. This could take many forms, such as creating a museum, putting on a performance, designing animations, or showcasing artwork in a gallery.





Continuous Provision in Key Stage 1

Continuous provision is a vital aspect of our school, allowing children to access their learning independently. This approach involves carefully selected resources and learning opportunities that are readily available in the classroom, enabling children to engage in self-directed play and exploration.

For instance, when Year 1 students learn about Goose Fair, they have the exciting opportunity to design their very own rollercoasters using construction resources. This hands-on activity not only sparks their creativity but also reinforces their understanding of the topic. Similarly, in Year 2, when children explore animals and habitats, they can create their own worlds with small world resources, showcasing and capturing their knowledge in a fun and imaginative way.

By incorporating continuous provision, we foster a love for learning and encourage our children to take ownership of their educational journey.





WRAPAROUND

At Westdale we pride ourselves in the community we have built here at our Wraparound. It's a nurturing, creative and inspiring club for the children to enjoy before and after school. Children's favourite hobbies can be born here from sports to art and crafts to reading, we offer a wide range of activities weekly to participate in. Although it is a creative and fun space it is also a calming and nurturing environment for children to express how they're feeling and have a chilled safe space to relax if they want to. All our staff bring their personalities to the Club from Miss Thompson's caring side, Mrs Afzal's calming personality to Mrs Burgin's creative and bubbly side, we have a range of staff with different skills but our main priority is the children's happiness here at Westdale Wraparound.

In a morning the children are welcomed by a member of staff and can enjoy some time to settle into the day. Afterschool club consists of exploring the main playground, enhancing their learning through play and having a nurturing environment for the children to be in.



Our breakfast club provision for both Little Stars and Infants is available from 7:30am. It is an easy drop off for the parents who are in a rush in the mornings and need to get to work.

Our afterschool provision can be booked until 5.30pm or 6pm. Children are provided with a light snack such as wraps/pittas, vegetables, fruit, crisps and crackers.



SCHOOL UNIFORM

We strongly encourage children wear our school uniform. For safety reasons we do not allow open-toed or other flimsy shoes.

PLEASE ENSURE ALL UNIFORM IS CLEARLY LABELLED WITH YOUR CHILD'S NAME SO ITEMS CAN BE QUICKLY RETURNED TO THE RIGHTFUL OWNER!

Our school logo uniform is available from our local school uniform shops:

- Tesco online also stock our logo uniform (www.myclothing.com)
- Just School wear Ltd - 12 High Street, Arnold, Nottingham NG5 7DZ



Plain uniform items can be purchased from local supermarkets.

We do not permit children to wear jewellery in school other than some small studs if children have their ears pierced.

We do ask that on PE days the earrings are removed or covered by tape/plasters.

UNIFORM LIST:

- Red Sweatshirt or Cardigan with school logo
- Red Polo Shirt (with or without logo)
- Grey or Black Trousers or Skirt/Pinafore
- Black, Grey or White Socks
- Black Shoes
- Red dresses may be worn in the summer

PE KIT:

- Black or Navy PE Shorts, Plain White T-shirt,
- Black or Navy Tracksuit (for outdoor wear),
- Plimsolls or Trainers

OTHER:

- Your child will need a labelled water bottle which they will have access to throughout the school day
- A suitable coat for the weather (labelled please)
- A school reading folder which are available for purchase from the school office



LUNCHTIME ARRANGEMENTS

We have a strict **NO NUT** policy in school. No nuts are allowed in lunchboxes, and no nuts should be brought into school at any time.

At lunchtime our children are cared for by our Lunchtime play leaders. They offer many varied and interesting playtime games and activities for children to be involved in.

	Monday	Tuesday	Wednesday	Thursday	Friday
Option 1	Cheese & tomato pizza Soya Milk: Gluten with potato balls & crunchy vegetable sticks	All day brunch Nottinghamshire sausage Gluten Sulphur Dioxide & bacon with hash browns, baked beans & scrambled eggs Egg Milk	Roast meat of the day with Yorkshire pudding Milk Egg Gluten roast potatoes, carrots, broccoli & gravy	Jacket potato with cheese Milk & beans or tuna mayonnaise Fish Egg	Fish Gluten Fish with oven chips, peas & tomato ketchup
Pudding	Chocolate muffin Gluten	New York cheesecake Gluten Soya Milk	Fruit salad OR Yoghurt Milk	Ice cream tub Milk	Fruit salad OR Yoghurt Milk

Children can decide in advance whether they want a hot dinner or a packed lunch for each day of the 3 week menu. We encourage healthy packed lunches in school. There is a strong encouragement to parents and carers to provide healthy food. We discourage high fat, high sugar and processed food. School meal menus are available on our website. There is a vegetarian option available every day and the menus are on a three weekly rota basis. If your child has an allergy/intolerance or dietary need, please make us aware so we can notify the kitchen accordingly. Once we have notification of any allergies/intolerances we may need you to meet with the Kitchen Supervisor who will make sure we have the correct information and issue you with a special dietary menu.

FRUIT AND MILK

- Currently, all children under the age of 5 receive free milk at school. Once your child turns 5 you will need to pay if you wish for your child to continue to receive milk, if you wish your child to continue receiving milk at school you can pay a small fee for this.
- You will need to register via www.coolmilk.com once your child turns 5, if you wish to continue with this.
- Fruit is provided daily at break-time for each child, free of charge. This is to encourage your child to eat healthily. The fruit provided varies from week to week and is delivered fresh to school.
- We encourage children to drink water throughout the day. No other form of drink is allowed at school, either with a snack or with lunch, apart from milk in the early years. In exceptional circumstances, for medical reasons, other drinks are allowed in drinking bottles. This needs to be via a request from a doctor or nutritionist.



FOOD POLICY

This policy has been recently reviewed with all stake holders. We do not 'ban' any foods at Westdale but will be in touch if we feel there are ongoing concerns with food brought in from home. At Westdale Infant School we believe that knowledge and understanding of nutrition is essential for good health and effective teaching and learning. We recognise the important connection between a healthy diet and a child's ability to learn effectively, achieve high standards and reach their potential in school.

Aims:

To improve the health of staff, pupils and their families by helping to influence their eating habits through increasing their knowledge and awareness of food issues, including what constitutes a healthy, balanced diet.

- To develop healthy eating and drinking habits that will last beyond pupils' time at our school.
- To give pupils the information they need to make healthy choices.
- To ensure that we are giving consistent messages about food and health.
- To ensure that food provision in the school reflects the ethical and medical requirements of all children and staff e.g. religious, ethnic, vegetarian, medical and allergenic needs.
- To encourage fluid intake, with water supply provided throughout the day.
- To make the provision and consumption of food an enjoyable and pleasant experience



ARBOR



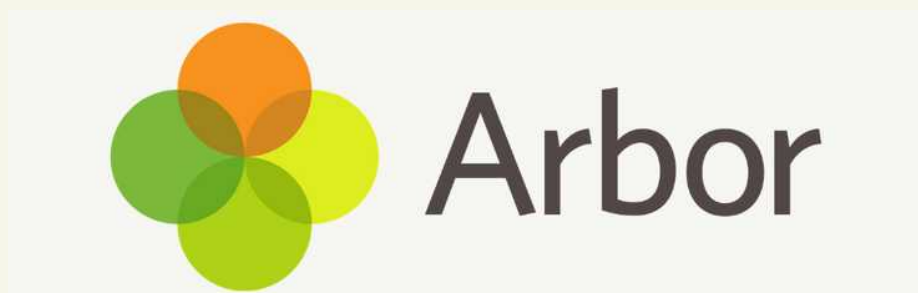
Introduction

At Westdale Infant School, we are committed to maintaining clear, timely, and effective communication with all families. To support this, we use Arbor, a secure digital platform designed to bring essential information together in one easy-to-use place. Arbor enables parents and carers to access important details about their child's school life, helping to strengthen the connection between home and school.

Arbor can be accessed through the Arbor Parent Portal on a computer or through the Arbor app on a smartphone or tablet. Both options are user-friendly and provide convenient access to school updates wherever you are.

Communication and Notifications

One of Arbor's key benefits is that it allows the school to communicate directly with families. Messages, newsletters, reminders, and urgent notices can be sent straight to your device, reducing reliance on paper letters and ensuring you never miss important information. Notifications appear clearly in the app, and past messages can be accessed at any time. This system also helps school staff save time on administration, allowing them to focus on teaching and supporting children.



Attendance and Absences

Arbor provides parents and carers with a clear view of their child's attendance record. You can check attendance patterns, view any recorded absences or lateness, and report absences directly through the app. This makes the process quick and convenient and helps ensure that every child benefits fully from their education.

Booking Appointment and Events

Arbor allows families to book parents evening appointments online. This system is simple and flexible, letting you select times that suit your schedule without the need for paper slips or manual booking. In addition, wrap around can be booked through Arbor as well.

Updating Information

Keeping our records up to date is vital for safety and effective communication. Through Arbor, parents can update personal details, including contact numbers, email addresses, home addresses, and medical information, at any time. This ensures that our records remain accurate and that we can contact you quickly in case of an emergency.

Payments and Online Services

Where applicable, Arbor also allows secure online payments for school meals, trips, clubs, or other activities. This reduces the need to send money into school and provides families with a clear record of payments made.

Our commitment to communication

At Westdale Infant School, we believe that strong communication between school and home is key to a positive educational experience. Arbor plays an important role in helping families stay informed, connected, and engaged in their child's school journey.



SCHOOL ABSENCE

If your child is poorly and not well enough to attend school, we ask that you report absences on Arbor by 9.00am. These will be picked up by the school office staff. In the case of sickness/upset stomach we ask that your child stays at home for 48 hours after the last bout of sickness/diarrhoea. This is following Public Health England recommendations and to protect other children and staff from infection. We have an attendance target of 97% and monitor attendance regularly. Children whose attendance falls below 93% will be monitored within school and parents notified. Parents of children who are persistently absent (missing 10% or more of school time) will be contacted for targeted support.

POORLY IN SCHOOL

If your child is unwell when they are in school, we will contact you immediately. We will contact parents first then follow the contact list in the order that you have specified if we cannot get hold of you. We must have at least two emergency contact numbers for your child in addition to parents. It is very important that you notify us of any change in contact details as soon as possible so that we can ensure our data is up to date in case of any emergencies.

MEDICINE

If your child is on medication which they need to take daily or prescribed medicines for illness such as antibiotics we can give these in school once per day. There are forms in the school office for you to complete and sign. We have a fridge where antibiotics can be kept if needed. All medicines are sent home half-termly to be checked and then logged back into school. We have school paracetamol and ibuprofen that can be administered. Office staff will telephone a parent to request permission for this.



ATTENDANCE

Parental Responsibility

Parents are required by law to ensure that their children receive efficient, full time education and are therefore primarily responsible for ensuring that children attend and stay at school.

Thus, parents are responsible for ensuring that their children:

- Attend school regularly
- Arrive at school on time, in uniform, or appropriate clothing, and in a condition to learn.
- Are absent only for reasons that can be authorised. Parents are required to inform the school of the reason for any absence and the likely return date, as soon as possible.

Aims

- Take all reasonable steps to maximise attendance rates & actively discourage late arrival.
 - Be consistent in the application of the school's registration and attendance procedures.
- PLEASE SEE ATTENDANCE SECTION OF SCHOOL WEBSITE or SCHOOL ATTENDANCE LEAFLET

Registration

The school keeps an attendance register for each class in which pupils are marked present or absent at the beginning of each school session.

Authorising Absence

The law states that only the school can approve absence, not parents. If doubts remain about the explanation offered - or where no explanation is forthcoming at all - the absence must be treated as unauthorised.

Absence will be authorised immediately or retrospectively if:

1. the pupil was absent due to illness
2. the pupil was prevented from attending by an unavoidable cause
3. the pupil had leave of absence granted by the Head Teacher
4. the absence occurred on a day exclusively set aside for religious observance by the religious body to which the pupil's parents belong
5. the absence was due to a medical or dental appointment.

Parents wishing to request to miss learning for exceptional circumstances: In each case the Headteacher will consider the request, writing to the family explaining that the exceptional absence days will be recorded as either authorised or unauthorised and explaining the reasons.

Lateness

We recognise that persistent lateness is:

- detrimental to the child's education
- administratively disruptive
- a poor preparation for future schooling and adult life.

If pupils arrive after 9am they will receive a late mark L.

Mid-Session Arrivals/Departures

It is recognised that children may arrive or depart mid-session for a variety of reasons which may be authorised:

1. illness or accident in school resulting in a child going home
2. medical or dental appointments
3. Unavoidable delays or reasons to leave early

If you needs to collect your child early please notify class teachers and the school office so your child can be ready when you collect them.

We DO NOT authorise any holidays within term time.

If you do go ahead and take the holiday the absences will be recorded as unauthorised. Schools are under a lot of pressure to maintain good levels of attendance, and we appreciate your support with this.

As a school, we now proceed to Penalty Notices for 3 days or more of missed learning due to family holidays/unauthorised absence. These are issued by Nottinghamshire County Council, to each parent of each child. We are aware that some families have difficult time constraints and for some of you this is the only way to take a family holiday together. We are also aware of the massive price increase during the school holidays. However, we do really encourage parents/carers to think hard about the necessity to take your child out of school and the impact this has on the teacher and other children in class whilst time is spent catching up learning time lost.

If you do decide to take a holiday during term time you will need to complete a Request to Miss Learning Form, which you can get from the office, so we are aware in advance of your intention to take leave.

If we are concerned about your child’s attendance level, we may speak to you to resolve this. We also must regularly provide the County Council with data returns which include attendance levels.



RESTORATIVE BEHAVIOUR

Implementation of the Restorative Approach

We recognise that:

- All children are unique individuals and therefore we are flexible in the way we address any incidents of negative behaviour.
- The stages of the Restorative Approach underpin our method in dealing with challenging behaviour, but we are conscious that we adapt our approach to ensure it is suitable for the pupil's age, need and level of understanding.

What this means in practice:

In school, we have our Westdale Promise that underpins expectations.

These are specifically taught, modelled and displayed. They ensure all our children feel safe, happy and ready to learn.

If children struggle with expectations we will :

- Give the child a specific reminder— a visual prompt may help
- If this behaviour continues— reminder 2
- Continued behaviour— it may be that the child is supported by moving their learning space. The teacher will take time with this child later during the day to tune in and see that all is well. If they have missed some of their learning, they will have to make time during the day to complete it.

If a pattern of low level disruption or behaviour continues the classteacher will log these down, looking for patterns and triggers . Parents will be informed and it may be that a specific learning plan is put in place.

Restorative—repair—rebuild

Some behaviours may need restoration—if another child is hurt, if learning time is missed.

- If other children are involved, this will involve a group discussion once everyone has had an opportunity to calm.
- The restorative chat will involve all the children involved.
- All children will get an opportunity to speak, say what happened and how they felt.
- They will reflect on what they could have done differently
- The children will decide on how to repair and rebuild, it may be with sorry or mending something that has been broken
- We use visual prompt cards to structure and support this conversation. This enables children to really communicate how they felt, are feeling and how to rebuild the relationship
- If behaviours of this level persist, parents will be informed and we will work together to create a plan of support

We continue to log behaviours that need restoration to enable us to track and monitor behaviour at Westdale. We want all children to be and feel safe and happy.





OUR LEARNING SPRITES

Our seven learning sprites support us with our learning and teach us learning skills. They each have one or two learning muscles, which we practise using, to help us become better learners.

Our sprites also have a core value linked to them and connect to one of our Westdale rainbow colours.

An overview of our Learning Sprites

Find out more about our Learning Sprites...

<https://www.westdaleinfants.com/learning-power-at-westdale>

At Westdale we believe we can teach our brain to grow as long as we have the right 'I can do it attitude'. We don't say 'I can't do it', we say 'I can't do it YET!'



Everyone counts

We all can make a difference and we all have a job to do!





PUPIL PREMIUM

- Pupil Premium is an additional grant given to schools to help encourage the attainment of disadvantaged children. It is also allocated to pupils whose parent or carers are in receipt of certain low-income benefits or tax credits. Schools also receive funding for children who have been looked after continuously for more than six months and for children of service personnel.
- We encourage all parents who receive qualifying benefits to apply, in confidence, for the grant. Please ask at the office for an application form. For every child who qualifies we receive £1515 funding. This extra funding helps the school to make a real difference to those children. We use the Pupil Premium money in a number of ways to help raise attainment and provide enriching experiences.

What do we spend Pupil Premium money on?

At Westdale Infants we use the Pupil Premium Funding in a tiered approach.

- To support training and continuous development to improve the quality of all teaching.
- To support whole school strategies to improve attendance, behaviour and readiness to learn.
- Targeted support for disadvantaged pupils through evidence-based interventions based on the individual needs of that child.

Please see our school website for more information - <https://www.westdaleinfants.com/pupil-premium/>