

All About Us

Cross Farm is an award winning co-educational infant school located in the centre of Frimley Green village. A recent Ofsted report described us as a "good school with outstanding features". The school was built in 1977 and a new Early Years unit was built adjoining the main building in 2003.

There are 150 in the school ranging from 4 to 7 years old.

Cross Farm's open plan design helps create a communal learning environment. Reception Class children enjoy a purpose built classrooms and ample outdoor play facilities. The main building has four teaching areas each with interactive whiteboards, which open out into a central craft and activity area. The four teaching areas are arranged in two units and each one has a shared area housing four curriculum computers. Each area has its own cloakroom. A central resource room housing a further four computers, and a newly refurbished library is easily accessible from each teaching area. There is also a hall/gymnasium, administrative offices and a fully equipped Kitchen where nutritious lunches are prepared.

The school grounds are totally enclosed and feature both grassed and hard standing areas, an adventure trail, creative play space and a pond/environmental area. The children's garden has been among the winners of the Surrey Heath in Bloom Best School Garden competition for the past ten years. Within the grounds we also have a Sensory Garden with seating and an enclosed play area for our youngest children with an adventure playground.

Close links exist between Cross Farm Infant School and the village community of Frimley Green. The school has a happy and nurturing environment, where learning is always intended to be an enjoyable experience.

Facts and Figures

Chair of Governing Body - Mr Simon Walter
Vice Chair - Mrs Jackie Whitney

Governors:

Mrs Sian Allan - Headteacher
Mrs. Kirstie Henson - Staff Governor
Mrs Heather Rushforth - Parent Governor
Mrs Wendy Jardine - Parent Governor
Mrs Lynn Sainsbury - Community Governor
Mr. Martin Goodwin - Community Governor
Councillor Chris Pitt - Local Authority Governor

Local Education Authority:

Head of Schools and Learning
County Hall,
Penrhyn,
Kingston Upon Thames
Surrey
KT1 2YY
Tel: 0208 541 8800

North West Area Education Office
Quadrant Court,
35 Guildford Road,
Woking,
Surrey
GU22 7QQ
01483 518106

School Address:

Cross Farm Infant School
Gresham Way
Frimley Green
Camberley
Surrey
GU16 6LZ
Tel: 01252 835847

www.cross-farm.surrey.sch.uk

Times of the School Day:-

Morning session - 09:00 - 12 noon

Morning Break - 10:30 - 10:45

Afternoon Session - 01:00 - 3:15p.m.

A structured class activity break takes place each afternoon.

Staffing - September 2009

Headteacher

Mrs. Sian W. Allan

Organisation of Classes

There are two classes at Foundation Stage with three at Key Stage 1. When entering Key Stage 1 children will be placed in three Home Base classes and will be taught in ability groups, in whole classes, small groups or individually as occasion demands.

Teaching Staff:

Foundation Stage teachers - Miss Jo-Anne Hodges
Mrs. Alison Cherry

Key Stage 1 teachers- Mrs Kirstie Henson (Deputy Headteacher)
Mrs Melanie Soper
Miss Abigail Sollars

Support Staff:

Administrative Officer	Mrs. Tracy Willing
School Secretary	Mrs. Erica Foskett
Higher Level Teaching Assistant	Mrs. Kerry Tetlow Mrs. Karen Fuller
Teaching Assistants	Mrs. Lynn Pople Mrs. Trina Blenkiron Mrs. Angela Tebbutt Mrs. Sue Cracknell
Mid Day Supervisors	Mrs Lynn Pople Mrs Trina Blenkiron Mrs Angela Tebbutt Mrs Pip Tonkins Mrs. Sue Cracknell
Caterer	Mrs. Frances Ruffles
Servery Assistant	Mrs. Sue Allen
Premises Manager	Mrs. Helen Sumner

School Term and Holidays 2009/2010

School term and holiday dates will be issued each year, to help you plan ahead. On five occasions during the academic year, the school will be closed to children while the staff engage in professional training. We will notify you well in advance, of any closures.

School dates for 2009/2010 are as follows:

The Autumn Term 2009 starts on the 3rd September and ends on 18th December with half term from Monday 26th October to Friday 30th October.

The Spring Term 2010 starts on the 4th January and ends 31st March with half term from Monday 15th February to Friday 19th February.

The Summer Term 2010 starts on 19th April and ends on 23rd July with half term from Monday 31st May to Friday 4th June

Term/Holiday	Starts	Ends	Number Days	
			Term	Holiday
Autumn 2009	3 rd September	23 rd October	37	
	Half- Term			5
Christmas	2 nd November	18 th December	35	
				10
Spring 2010	04 January	12 th February	30	
	Half- Term			5
Easter	22 nd February	31 st March	28	
				12
Summer 2010	19 th April	28 th June	29	
	Half Term + Spring Bank Holiday + May Bank Holiday			6
Summer	7 th June	23 rd July	38	
				29
Total number of days			197	65

Admission to the School

By law children must start full time education no later than the beginning of the term following their fifth birthday. In Surrey the Education Committee has approved an admissions policy enabling the children to be admitted in the September of the school year in which they are five years old.

The Governing Body of Cross Farm have agreed a Foundation Stage Admissions Policy to offer the oldest children born between 1st September and 31st December a full time education from the beginning of the Autumn Term.

Children born between 1st January and 31st March will attend school on a part time basis until the last week in September when full time attendance will be offered.

Children born between the 1st April and 31st August will attend school on a part time basis until the first week in November, when again full time attendance will be offered.

The governing Body will admit children up to our published admission number of 50.

The following admissions criteria will be used to allocate places if the school is oversubscribed:

In priority order:

1. Looked after children
2. Exceptional Arrangements(SEN, Social and Medical Needs etc)
3. Siblings
4. Children for whom it is the nearest school
5. Any other applicant

Registering your Child

You may register your child for admission at any time. However it is worth making enquiries about registration as early as possible and certainly by the time your child is three years old. Should you wish to visit the school prior to registration would you please telephone the school to make an appointment with the headteacher, you will be most welcome.

Please note that the Local Education Authority does not operate a system whereby designated schools automatically feed into the next stage of education. This means that admission to a given infant school does not guarantee admission to a given junior school.

Full details on applying for admission to schools are given in Surrey County Council publication - "Information for Parents".

Transfer to Junior School

Children transfer to junior education at the end of the Summer Term in the year they are seven years old on or before 31st August. In general, children at our school transfer to Frimley Church of England or Ravenscote Junior School. Visits and meetings are arranged for both children and parents before transfer to junior education.

School Organisation

Children work in a variety of situations both within their classrooms and around the school. They are taught individually and in small groups, as half a class and as a whole class, by both teachers and teaching assistants. We offer a broad, balanced curriculum which is delivered in an exiting way, where the work is matched to children's individual needs.

The recently introduced Personalised Teaching and Learning approach looks at progression across the year groups, which means we focus on individual pupils in both Years 1 and 2 taking a highly structured and responsive approach to each child's learning in order that all are able to progress, achieve and participate. Personalised Learning is distinguished by the way it expects all children to exceed national expectations, to fulfil their early promise and develop latent potential.

On occasions our Higher Level Teaching assistants teach class groups to ensure appropriate Planning Preparation and Assessment time is available for all teachers.

When your Child Starts School

Before children are admitted to school a number of induction activities are arranged for both parents and children. There will be an opportunity for your child to meet their new class teacher and for you to discuss aspects of school life in an informal group. The Reception Class teachers also observe the children in their pre-school settings prior to them starting school. Shortly after your child has been admitted to school there will be an opportunity for you to discuss with the class teacher how your child has settled. If at any time you wish to discuss your child's progress do not hesitate to contact the class teacher or headteacher to make an appointment. On occasions the class teacher or headteacher may invite parents into the school to discuss specific concerns.

The first day of school is a big step for both parents and children. We aim to make the transition between home, play group, nursery and school a smooth and pleasurable experience.

On the first day of school:

- Please bring your child to the classroom where you will be met by the class teacher or teaching assistant.
- If your child is staying all day, please do not forget to bring dinner money or a packed lunch.
- If your child is in school mornings only, please collect your child promptly at 1:00p.m.
- For those children staying all day, please could parents wait in the Early Years playground at 3:15p.m. The class teacher will bring your child out to meet you.
-

Do expect your child to be tired at the end of the first day and exhausted by the end of the first week!

Preparation for School

Before children start school, it is always helpful if they can:

- Dress and undress themselves
- Remove outdoor clothing and hang them on a peg.
- Use a knife, fork and spoon
- Use the toilet properly and understand and cope with the personal hygiene involved.
- Wash and dry hands for themselves.
- Use pencils and scissors correctly
- Tidy up after using toys equipment and books
- Share with others
- Enjoy sharing books.

The School Day

7:50a.m. - 8:50a.m. Buttercups Breakfast Club

8:50a.m. children may arrive in school

9:00a.m. school starts

10:30a.m. - 10:45a.m. playtime

12 noon lunchtime

1:00p.m. Afternoon session begins

3:15p.m. school closes

3:15p.m. - 5.45p.m. 'CASA' After School Club

We ask parents to ensure their children arrive in good time for school, but not before 8:50 a.m. please, supervision in school is not provided before that time, unless they attend "Buttercups" Breakfast Club.

Children on the premises before that time are considered to be under their parent's supervision. On arrival, children should go straight into their classroom. Our school day starts at 9:00a.m. when the registers are called. Children arriving at school after this time will be marked late.

Please telephone the school first thing in the morning if your child will not be in school, or is likely to be late in the morning. Please provide a written note when your child returns to school, explaining any absence. We are required to keep detailed records of authorised and unauthorised absences making returns to both the Local Education Authority and the Government. It is very important that you let the school know in advance, when your child is due to visit the dentist, hospital or clinic.

When bringing children to school by car, would you please escort them up to the playground gates and not drop them off at the end of the school drive. This can be dangerous, particularly if children walk or run on the drive way.

Please collect your children from the school grounds at the end of the school day. For reasons of security, the office should be notified of any alternative arrangements which you may make for picking up your child at the end of the school day. A book is located in the school office and you may use this to notify us of these changes.

To ensure easy access, it is suggested that parents in cars should enter Gresham Way from the lower end by Cross Lane and exit at the top end into Garrick Way, thus creating a system which would provide less congestion and easier access to the school and to the neighbouring houses. The entrance to the school should be left clear at all times to

allow access for emergency services. Our neighbours would also appreciate if their driveways could be left accessible at all times.

Playtimes

Children are supervised by members of the school staff at all times in the playground.

Children are offered a piece of fruit to eat before morning playtime. Sweets, biscuits, drinks and crisps are not allowed. Water breaks are timetabled throughout the day. Parents also have the opportunity to purchase milk for their child to drink at playtime.

Each afternoon the children have a supervised activity break at a time when there is a natural break in their learning.

Hot school dinners are cooked on the premises and available daily. Dinner money must be sent in advance each Monday morning for the entire week. Alternatively parents may wish to pay half termly or on line. Please send all money in an envelope marked with your child's name and class and a note of the amount of cash enclosed. This should be handed to the class teacher at registration. Parents below a certain income level may be eligible to free school meals for their children. No distinction is made between children receiving free school meals. Please see the office staff if you would like further details.

Children who do not have school dinners may bring a packed lunch, please provide a named lunchbox with an unbreakable and leak proof container for a drink. Facilities will be provided in the hall for the children to eat their packed lunch. Children are encouraged to eat healthily and fizzy drinks, cans, bottles and sweets should not be sent to school.

Lunch time supervision is provided by supervisory assistants. On fine days the children play outside whilst activities are provided inside during bad weather.

School Uniform

Children are expected to wear school uniform at all times in the school. Winter uniform to be worn in the Autumn and Spring terms. Summer uniform to be worn in the Summer term and may also be worn for the first half of the Autumn term if the Summer weather remains. The school colours are royal blue and grey and the following options are provided:

- Grey shorts, trousers skirts or pinafore dresses.
- Pale blue school polo shirts
- Royal Blue school sweatshirt or cardigan
- Blue gingham summer dresses
- Grey tights or socks for winter, grey socks for summer.
- Shoes - sturdy shoes or sandals are routine wear: trainers, knee high boots and open toed sandals are not an acceptable part of school uniform.

You may purchase the uniform from school by completing an order form and arranging a convenient collection time with office staff.

The following items are available for purchase at school:

- Royal blue sweatshirt/cardigan with the school logo
- Pale blue polo shirt with the school logo
- Royal blue P.E T shirt with the school logo
- Royal blue P.E bag with the school logo
- Royal blue book bag with the school logo
- Royal blue baseball/legionnaires cap with the school logo

They will also need a P.E bag containing:

- School P.E Shirt
- White P.E shorts
- Plimsolls - elasticated front/Velcro fastening
- Painting apron (preferably and adult shirt/blouse/t shirt)

Please label all items of clothing.

For health and safety reasons children should not wear from wearing jewellery and watches to school.

Helpful points to remember

- All clothing must be marked with the child's name
- Children are not allowed to bring sharp objects jewellery watches or glass jars to school.
- Toys and games are not allowed to be brought into school unless requested.
- No loose money is needed in school.
- When money is required at school, please place it in a named envelope and label it e.g. dinner money, school trips.

The School Curriculum

At Cross Farm we aim to provide a happy and relaxed atmosphere where learning takes place through a broad and balanced curriculum. Through Personalised Learning the teaching and learning is tailored to individual need which is essential in helping children to achieve the best possible progress and outcomes. We place a significant emphasis on learning through direct experiences encouraging independence and creativity.

The children in the Reception Classes follow the curriculum Guidance for the Foundation Stage which is divided into six areas of learning:

- Communication, learning and literacy
- Problem Solving Reasoning and Numeracy
- Personal, social and emotional development
- Knowledge and understanding of the world
- Creative development
- Physical development

Children in the Reception year have an Individual Pupil Profile which records their progress through structured play and practical activities leading eventually to recorded tasks. The Pupil Profile is shared with parents once a term.

The National Curriculum

The National Curriculum applies to all children between the ages of 5 and 16 attending state schools, in the following areas:

English	Mathematics
Science	Information and Communication Technology
History	Design and Technology
Music	Physical Education
Geography	Art and Design

Our curriculum also includes Religious Education, Personal Social and Health Education and Citizenship and Environmental Education.

We aim to encourage children to be flexible in their thinking to develop an ability to observe, reflect, enquire, and come to rational conclusions with self confidence and to express themselves in a variety of ways.

Pupil grouping is one of the many tools our teachers use to deliver the most appropriate curriculum to each individual and is therefore an important feature of Personalised learning.

Children experience many areas of the curriculum through our own schemes of work which are carefully planned to allow for continuity and progression through the age range attending the school. The basic skills of reading, writing and mathematics are taught both within topic work and separately as considered appropriate.

Through assemblies and RE lessons an awareness of the needs of others and a sense of community are fostered and attitudes of tolerance, sympathy, sensitivity and self discipline are promoted.

English

All aspects of English are taught following the National Literacy Strategy. A command of English in all forms- reading, writing, speaking and listening - is essential to the all round development of the child. Cross Farm School follows the Government guidelines for the daily Literacy hour which now incorporates other curricular areas

Reading

Reading is one of the most important skills taught in schools. It is an essential basis for all other subjects. Cross Farm School aims to make each child fully adept in reading for a wide range of purposes. Our reading scheme incorporates the Oxford Reading Tree, Story World and Rigby Rockets. We provide a wide range of fiction and non fiction books from reading schemes and story books. The reading scheme is suited to individual requirements. Children read regularly to the teacher and other adults and reading records are kept. Children take their reading books home on a daily basis.

Writing

Correct letter formation is essential from the start. A leaflet detailing our letter formation is available to all parents. Initially capital letters are used only for the beginning of names and sentences. Writing is a complex process requiring a number of skills. Successful writing takes time. Most early writing is of a personal nature and children's work reflects their home life and hobbies. Correct spelling and punctuation are always encouraged.

Speaking and Listening

Oral language comes naturally to most children in the Early Years but there is a continuing need for development and improvement. At Cross farm School we provide ample opportunity for relaxed as well as more formal talking activities.

A vital part of growth and personal development is learning to be a good listener. Computer time television and radio programmes are included in the school programme to help children to develop their listening and verbal skills. Children are encouraged to be imaginative, creative and to develop a sense of humour.

Mathematics

Children are taught the basic mathematical skills through the requirements of the National Numeracy Strategy, supplemented by relevant activities from our own comprehensive maths scheme of work and other appropriate materials and resources.

Cross Farm follows the Governments guidelines for the Numeracy strategy which will take place daily. Equipment has been purchased to support this structured programme and all members of the teaching staff have received specific training.

Mathematics is taught through a broad spectrum of techniques. This encourages children to understand mathematical concepts and to develop the mechanical learning necessary to apply this subject. The curriculum is based on a published guideline document. This combines a practical content with conceptual ideas which enables the pupil's progress and understanding to be carefully monitored. We aim to make mathematics interesting, enjoyable and relevant. Year 2 children are given "Maths Bags" to take home to encourage their interest in the subject with the support of their parents.

Information and Communication Technology

Children have access to computers throughout the day and the children's use of the internet is carefully monitored. We constantly update our ICT equipment to reflect the latest technology. The school has Interactive Whiteboards in each classroom which encourages children to become independent learners. Computers are easily accessible to all children and provide opportunities for the children to explore their attitudes towards ICT, its value for themselves, others and society.

Learning Platform

Cross farm has recently introduced a Learning Platform which is a large scale virtual learning environment designed solely for primary schools. This provides the learners with the tools they will need for safe on line interaction inside as well as outside the classroom. The dedicated interface is easier for young users to navigate and the terminology used is tailored to their needs. The rich use of multimedia tools through all applications helps to engage young minds and allows learners who have not yet developed typing skills to communicate through the platform. The Learning Platform enables both children and parents to access classroom learning in order to extend the learning to the home environment.

Science

A wide range of scientific ideas are explored at this level. It is founded on first- hand experience and encourages children to develop a questioning and investigative attitude to the world around them.

Design and Technology

Children are introduced to the planning, designing, evaluating and making of a variety of artefacts, using a wide range of materials and tools safely and effectively.

Physical Education

All children take part in gymnastics, dance and games activities every week and many other sporting opportunities are also provided, culminating in a traditional Sports Day in the Summer term.

We aim to encourage children to become aware of their own body, to develop spatial awareness and to refine gross and fine motor control and co-ordination.

History

Children are introduced to the concept of the past and are made aware of some aspects of family life in the past as well as learning about historical characters and events.

Geography

Children are given opportunities to explore geographical aspects of their local environment and are made aware of their own and other countries, most often through topic work and discussion about world events.

Music

All children have opportunities to explore sound, rhythms and various and take part in singing. All children are encouraged to play simple instruments. This enables them to gain experience of playing a musical Instruments and become aware of musical notation. Children are given the opportunity to demonstrate their growing musical skills in assemblies and at more public performances such as the end of term events.

Art and Design

Children will experience a wide variety of art techniques and media, enabling them to express their ideas and feelings and to record their observations. They will look at the work of artists and craft people who visit the school and appreciate their special talents. Year 2 pupils visit the National Gallery and receive a talk on specific works of art.

Religious Education

Religious Education takes place within the classroom as well as during the daily assemblies, which take the form of a short religious service. They include children's birthday celebrations and awards assemblies which value children's work or behaviour. They are occasions when the whole school comes together to share stories, events, singing and prayers. It is a time to consider attitudes to life and the world in which we live. Other faiths are discussed and celebrated on special days, to broaden the children's understanding of others. Parents are invited to special assemblies such as Harvest festival, Mothers day, and end of year celebration assembly.

Parents have the right to withdraw their children from these religious activities if they are in conflict with personal beliefs. This should be discussed with the headteacher.

Personal Health and Social Education and Citizenship

Preparation for citizenship and Personal, Social and Health Education is one of the cross-curricular themes in the National Curriculum which pupils have and entitlement to experience throughout their education. At Cross Farm we believe that pupils must have the opportunity to acquire knowledge to develop a respect for facts and the truth so that they can be enabled to understand their own values. Our school is committed to working with parents and the broader community in order to empower the children in our charge with the knowledge and skills required to become

confident and effective members of a modern, multicultural and technological society.

Homework

No formal homework is given, however the parents' help is enlisted in a variety of learning activities. Once the children have made a start with their reading, they may bring home their reading books or related reading games and activities. Your help in practising these activities will be of great benefit to your child as well as being mutually enjoyable. Children may sometimes be asked to find out more about a particular subject or topic being explored and older children may occasionally be given maths activities and spellings to learn, but this may not necessarily be every week.

Special Educational Needs

The school aims to identify children with Special Educational Needs, including the more able pupil, in line with the demands of the Code of Practice for Special Educational Needs. When such needs are identified, through internal assessments and formal screening they are discussed with the parents and appropriate action is taken.

This action will take the form of creating Individual Educational Plans designed by the class teacher and the Special Needs Coordinator to answer the individual needs of the child. When necessary, further advice will be sought from appropriate agencies i.e. Educational Psychologist, Surrey's Literacy Support Unit, County Advisors, Speech and Language Therapists, Social Services and health authorities. Parents are always kept informed.

Visits and Activities

In order to support and create a broad and balanced curriculum a number of out of school visits are arranged each year as well as the school welcoming visits from guest speakers and specialist organisations. Whole school visits are arranged each year to such places as Alice Holt, Bird world and the Lookout in Bracknell. Children also visit places of local interest. Visits to the school include Hydestile Animal Hospital, a mobile farm, a travelling theatre group and various music groups.

Out of School Hours Provision

We aim to provide our children with appropriate activities beyond the National Curriculum including visits, visitors, themed weeks, sports and

clubs during the school day and after school. We also take part in local community events and activities. Currently we enjoy the following out of school hours provision at school:

Club Energy

Art and Craft

French

Gardening

Buttercups Breakfast Club and CASA After School Club

"Buttercups" Breakfast Club is held at the school from 7:50a.m. - 8:50 a.m. and is run by experienced school staff. A generous healthy breakfast is provided after which the children choose to join one of the many activities on offer.

"CASA" After School Club runs from 3:15p.m. - 5:45p.m. This is a well organised club run by an Ofsted registered provider. They offer a variety of both indoor and outdoor activities as well as a substantial tea time snack. This club is held at the school with a "Walking Bus" facility for older siblings who attend Frimley Church of England Junior School.

Assessment

Assessment of children's progress is vital to their individual progress and takes place continuously.

Children aged 4 and 5 years old are observed and assessed according to the criteria found in the Individual Pupil Profile during their first year at school.

Children in Year 1 will undergo school-based assessments in all areas of the curriculum.

Standard Assessment Tasks at the end of Key Stage 1 of the National Curriculum, are implemented in the Summer term of Year 2, which is the academic school year in which the child becomes 7 years old.

National Curriculum Assessment 2009 - the number of pupils in the final year of Key Stage 1 was 49

National Curriculum Assessment

The National Curriculum has been designed to set clear education target and provide a national framework in which children's performance can be measured and assessed.

At the end of Key Stage 1 (Infant School) formal assessments are based on a combination of teacher assessment and tests. Teachers assessments and test results are equally important, however they may differ. Teacher

assessment covers the whole of a subject area, but test indicate a child's performance in selected areas of a subject on one particular day

It is hoped that children will reach level 2 by the end of Key Stage 1.

7 year old children who achieve Level 1 or below are performing less well than expected for their age. However, some children at Level 1 may have just missed achieving Level 2 and are therefore close to the attainment expected of a 7 year old. Children achieving Level 3 are exceeding what is expected of a 7 year old. Along with formal assessment results the end of year written report will give you an indication of how well your child is progressing.

The next page charts our most recent National Curriculum assessment Results for both teacher assessment and tests. The results are expressed in percentage terms. National results are also included. You will have the opportunity to find out more about assessment procedures when your child starts school.

COMPARATIVE REPORT

This table shows a summary of the National Curriculum assessment results of pupils in the school (2009) and nationally (2008) at the end of Key Stage 1, as a percentage of those eligible for assessment.

The number of eligible children is: 49

Figures may not total 100 per cent because of rounding.

RESULTS OF TEACHER ASSESSMENT										
Percentage at each level										
		W	1	2	2C	2B	2A	3 or above	Disapplied Children	Absent Children
Speaking and listening	Boys	0	15	60				25	0	0
	Girls	0	0	41				59	0	0
	Whole School	0	6	49				45	0	0
	National	2	11	65				21	0	0
Reading	Boys	0	10		5	25	25	35	0	0
	Girls	0	0		10	7	21	62	0	0
	Whole School	0	4		8	14	22	51	0	0
	National	3	13		13	22	24	25	0	0
Writing	Boys	5	5		30	30	15	15	0	0
	Girls	0	0		10	14	34	41	0	0
	Whole School	2	2		18	20	27	31	0	0
	National	5	15		22	27	19	12	0	0
Mathematics	Boys	0	10		15	10	40	25	0	0
	Girls	0	0		7	3	48	41	0	0
	Whole School	0	4		10	6	45	35	0	0
	National	2	8		16	25	27	21	0	0
		W	1	2	2C	2B	2A	3 or above	U	
Science	Boys	0	0	70				25	5	
	Girls	0	0	52				48	0	
	Whole School	0	0	59				39	2	
	National	2	9	67				22		

W represents children who are working towards level 1, but have not yet achieved the standards needed for level 1.

U represents children for whom it is not possible to determine a level.

General Information for Parents

Parent Involvement

We welcome the active involvement of parents in the life of the school. A number of parents come into school regularly to help the children in various ways. If you would like to be involved in the life of the school please talk to your child's class teacher but please be aware that all voluntary helpers have to complete a Criminal records Bureau check before helping. A number of activities and events are organised for both parents and children each term. You will be kept informed through regular newsletters.

We hope that you will feel able to contact the school at any time should you wish to discuss aspects of your child's school life. Regular contacts between parents and school can be of great benefit to both the parents and school. Should you wish to seek advice or discuss any concerns please contact either your child's teacher or headteacher to arrange a mutually convenient time. During the year three Consultation Evenings are arranged one for each term. For the Autumn term you will be invited to see your child's teacher to discuss how your child has settled and how you can best support your child with school life. During the Spring term Consultation Evening you will have the opportunity of discussing your child's progress in more detail. The Summer term Consultation Evening takes the form of an Open Evening when you have the opportunity of discussing your child's work with your child and also visit your child's class for the following year.

On occasions a member of the teaching staff may invite you into school to discuss a specific problem.

Throughout your child's school career, records will be maintained concerning your child's progress, development and achievement. Your child's records are open for you to see. May we suggest that you make an appointment with the class teacher or headteacher should you wish to view these records. At the end of each school year you will receive a written report about your child which will be made available at the Open Evening held in the Summer term.

Governors

The full Governing Body meets once each term to discuss aspects of school life ranging from the National Curriculum and School Improvement through finance to the security of the site. The agenda and minutes, for each full meeting are available at the school office should you wish to see them.

Governors sit on two main committees:

- Children and Learning
- Finance and Resources

Governors have particular interests and roles in the following areas of school life:

Foundation Stage	Special Educational Needs
Literacy	Children in Public Care
Science	Numeracy
Link Governor	Information Communication Technology

Governors regularly visit the school to monitor all areas of the curriculum. Governors are always pleased to hear from parents and may be contacted through the school.

Friends of Cross Farm

The school has a very active and highly supportive Friends Association. Parents and pupils automatically become members of the Friends of Cross Farm, an association consisting of parents and teaching staff. The Friends meet regularly to arrange a varied programme of activities for the children, parents, staff and community. Activities include social events, educational talks and fund raising events. Regular newsletters will keep you informed of all activities and events. We do hope that you will be able to support a thriving village school and look forward to welcoming you as a member of the Friends of Cross Farm school.

Charging and Remissions Policy

During the course of the year a number of educational visits and activities are arranged for the children. These visits and activities are organised to complement the work being undertaken by the children and all contribute significantly to the broad curriculum offered at Cross Farm Infant School. In accordance with legislation, educational visits and activities, organised by the school, must be funded either by the school or through voluntary contributions from the parents. We will at times invite such contributions to meet the cost of visits and activities arranged by the school. No child is ever excluded on any activity on financial grounds. However if unfortunately we do not receive sufficient

contributions and the school does not have the necessary resources some visits may not be able to take place.

The School Environment

Although the school grounds are small, we make full use of them as part of the children's first hand experiences. With the help of the Friends of Cross Farm we have been able to include a pond, a garden, a sensory Garden, playhouses, a pavilion and other various play equipment. We constantly look to making the school environment a pleasant and exiting setting where the children can play and learn in safe and secure conditions.

Equal Opportunities

Whilst programmes of work are planned to meet the needs of individual children all children are given the opportunity to experience the full range of class and school activities.

Multi-Culture

Children are made aware of the existence and rich variety of other cultures and beliefs, through assemblies, stories, guest speakers and visits from leaders of various faiths. Children learn about their special celebrations and the need for understanding and tolerance.

Sex Education

No formal sex education is undertaken. It may be touched upon when relevant during topic work or in response to individual children's needs and questions as they arise and would be treated sensitively. Parents will always be kept informed.

Discipline

We try to adopt the kind of attitude towards discipline that would be acceptable to a reasonable and caring family. We look for a high standard of conduct from the children and they are expected to show a caring and thoughtful behaviour towards others and a respect for the whole school environment. We aim to guide children towards self-discipline through rewarding good behaviour rather than focusing on unacceptable behaviour.

Children who find it difficult to conform may be reprimanded or lose a privilege such as playtime and this is usually sufficient. If a child is

experiencing behaviour problems, parents are invited to the school to discuss the matter in a supportive way and appropriate courses of action are discussed.

Dinner Money

School meals must be paid in advance, either weekly or half- termly or on-line. If you are paying weekly, it would be most helpful if you could send the correct money on Monday mornings. Please send all money in an envelope marked with your child's name and class and a note of the amount of cash enclosed. This envelope should be handed to the class teacher at registration.

Water Breaks

It has been established that the drinking of water on a regular basis aids concentration, which in turn helps progress. We therefore provide each child in the school with a water bottle so they can have a drink during regular water breaks.

Emergency School Closure

In the event of an unplanned school closure due to severe weather conditions or the breakdown of vital services, a notice will be displayed at the school gate, on the school website and an announcement will be made on the EAGLE radio station 96.4 or County Sound Radio 1566mw.

Information on emergency school closures is also available on the County Educational website: www.surreyalert.info.schoolclosures

Absences

We expect children to attend regularly. There are strict regulations for marking registers and schools are required to show if an absence is authorised or unauthorised. The school does not support absence for occasional days out. In cases of illness, please inform the office by telephone and send a written note on return to school. If you need to take your child out of school during the school day you will be asked to sign the "going out" book.

If it is essential to take family holidays during term time, these must be limited to two weeks in any academic year.

Request for Leave of Absence forms are available from the office or on our website and permission should be sought at least two weeks before the planned holiday. When your child is in Year 2 absence during the first half of the Summer term should be avoided as this is the period when statutory tests will be completed.

Due to the commitment of parents and children to school life the attendance record is always excellent. The figures for 2008/2009 were:

4.4% of authorised absences

0% of unauthorised absences.

Exemption from PE and Games

Normally, if a child is well enough to attend school he/she will be considered well enough to take part in all school activities. If there is a good reason for your child to be excused from these activities please state these in a letter to the school.

School Medicals

All five year old children will receive a medical. Parents are invited to attend. Hearing and vision tests are made at this time.

Allergies and other Medical Conditions

It is vital that we have an up to date list of children with allergies and specific medical conditions, in order that we may know how best to care for the children during school hours. Please ensure that you keep the school informed of any specific matter that affects your child.

Medicines

In most cases children should not return to school after an illness until the need for medication is over. However your own doctor is the person best able to judge this. In certain cases we can help by administering doses of medicines during the day, if it is a medicine prescribed by your doctor and he requests that we do so.

All medicines and inhalers must be clearly marked with the child's name, dosage and times to be taken, and taken to the school office by a parent or guardian where you will be asked to complete the relevant medication form.

Illness at School

If your child has a minor cut or graze, we will provide the necessary treatment at school. If however your child sustains a more serious injury, every effort will be made to contact you the parents. Please always keep us informed of any changes of address or telephone number at home or work. We ask that you complete a contact form which includes the name, address and telephone number of a neighbour or relation whom we may contact if your child feels unwell, should we be unable to contact you personally.

Complaint Procedure.

The first step to resolve any problem would be discussion with the school. If you are unable to resolve your problem with the class teacher or headteacher. You may write to the Chair of Governors. If you are still not satisfied that your concern has not been resolved you may approach the Local Education Office(Quadrant Court, 35 Guildford Road, Woking, Surrey. GU22 7QQ). Surrey Education Authority has published a brochure which explains the complaints procedure to parents we have copies of this leaflet in school and they are available on request.

Ofsted Inspection

We were delighted with our last Ofsted inspection report in May 2008. It stated that "personal development is outstanding because children have a strong sense of right and wrong, and their behaviour is exemplary". It also stated that "teachers make learning enjoyable which helps pupils to be hard working, collaborate well and take pride in their work". The report also comments on the parents positive responses on the parental survey. A typical response was "every activity or event that this school undertakes is wholly for the children, to aid there development and learning".

The inspector noted in her report that this is a good school with an outstanding capacity to improve because the staff team and headteacher have demonstrated their very strong determination and ability to continuously drive forward improvements"

Liaison

One of the schools aims is to function as part of the community with this in view, close links are maintained with local playgroups, junior and senior schools and all local churches. A comprehensive induction programme, including staff liaison gives children and parents assurance that the move from pre-school settings into full time education will be seamless.

We also have effective links with neighbouring junior and senior schools. This provides our children with the skills they require to make the transfer to the next stage of education with confidence.

Working in partnership with parents and the community enables us to deliver the all round education that our children deserve. Links with the community helps us to bring learning alive and deepen children's understanding of the world around us.

Children achieve their best when home and school work together and therefore you will always find us informative, helpful and friendly. We

value parents support and offer a range of opportunities that enable parents to support children's learning and also have fun.

How do you choose the best school for your child?

This is a very difficult choice. We are confident that Cross Farm can provide an excellent educational journey for your child. However, don't take our word for it, please visit us and see the opportunities we can offer your child. Contact us by phone on 01252 835847 or e-mail us office@cross-farm.surrey.sch.uk or visit our website on www.cross-farm.surrey.sch.uk

The contents of this document represents the information required in Schedule 2 of the Education Regulation 1981, the School Act 1992, 1993 Regulations outlined in Circular 7/98 and the School Standard and Framework Act 1998 and relate to the school year 2009/10

The information was correct as at September 2009. It should not be assumed that there will be no change affecting the arrangement described in this document before the start of, or during, the school year in question or in relation to subsequent school years

A list and copies of school documents relating to National Curriculum, school policies, governors, Local Authority and Government legislation are available from the headteacher.