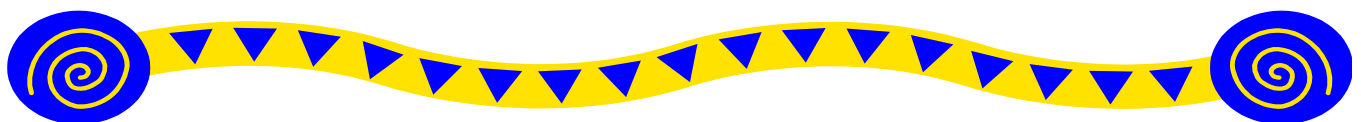


Welcome to

H K

Infant School



We will be conducting “Home Visits” week commencing 4th – 7th September

The purpose of these visits is for you and your child to get to know his/her teacher and LSA (Learning Support Assistant) and to share your child’s ‘All About Me Bag’. The visit is also an opportunity for you as the parent/carer to share any information that might be relevant to your child’s educational progress.

We are operating a staggered entry until **Thursday 13th September** when all children will have full time attendance.

--- oOo ---

Please sign up for one stay and play session of the two available following your new parents meeting.

All pre-school children will visit school on **Tuesday 3rd July at 9.00 am**. Please bring him/her to school **on 3rd July at 9.00 a.m. and collect at 10.15 a.m.**

And then the following arrangements for starting school apply as follows:

For all children born between 1st September and 30th December.

Staggered entry time line	Dates	Times
Home Visit	Between 4 th and 7 th September	As above
First day at school Full time attendance	Wednesday 12 th September	8.30am – 3.05pm

Or

For all children born between 1st January and 31st March.

Staggered entry time line	Dates	Times
Home Visit	Between 4 th and 7 th September	As above
First day at school	Tuesday 11 th September	8.30am – 3.05pm
No school attendance	Wednesday 12 th September	
Full time attendance starts	Thursday 13 th September	8.30am – 3.05pm

Or

For all children born between 1st April and 31st August.

Staggered entry time line	Dates	Times
Home Visit	Between 4 th and 7 th September	As above
First day at school	Monday 10 th September	8.30am – 3.05pm
No school attendance	Tuesday 11 th September Wednesday 12 th September	
Full time attendance starts	Thursday 13 th September	8.30am – 3.05pm

School Uniform

School Uniform is available to purchase from the school office which is open from 8:30am – 3:30pm. Uniform sales can be made up until Friday 13th July. The uniform shop will then re-open in September.

Payment can be made using either cash or cheque (payable to Hook Infant School).

Uniform Price List

Starter Kit	£35.00
White Polo Shirt	£8.50
Blue Sweatshirt	£10.50
Blue Cardigan	£10.50
White PE T-shirt	£5.50
Book Bag (including zippy wallet)	£6.00
Zippy Wallet	£0.50
PE Bag	£3.50
Sun Hat	£3.50

These uniform prices remain valid until 13th July 2018 only.

Please be aware that the following items **do not** form part of the school uniform and **must not** be worn or taken to school by any child:

- Hair extensions are not permitted; natural coloured hair may be tied back with small hair bands and clips that compliment the other items of school uniform, large hair bows are not permitted
- Smart watches or other wearable technology is not permitted; only inconspicuous digital or analogue watches are permitted and are worn at your / the child's own risk - we cannot guarantee the safety of such items

P.E. Rules

1. All children must change for P.E. into T-shirt and shorts.
2. All P.E. clothes must be labelled.
3. All inside P.E. will take place in bare feet.
4. No jewellery is allowed for P.E. Children will be required to remove any items they may be wearing including earrings, by themselves.
5. Long hair must be tied back.

Thank you for your co-operation.

Playground Apparatus

Hampshire County Council and Hook Infant School cannot be held responsible for any accidents that occur on the play equipment before or after school hours. Children are only covered on the apparatus if a paid member of staff is on duty.

For the safety of all, please do not let your children use the apparatus.

No child over the age of 11 should use any of our apparatus as it is not designed for their size and weight.

Gate Closure

The Governors and I are very concerned about the number of unauthorised people trying to use our site as a public thoroughfare. Our concern for the children's safety whilst at school is uppermost in our minds.

To prevent the school grounds being used as a public "route", the gate by the path to the Community Centre will be kept locked during school hours, as will the Church View gate onto the playground.

The gate will only be open:-

From 7.45 a.m. until 9.00 a.m. in the mornings and

from 3.00 p.m. to 5.00 p.m. in the afternoons

The gate will also remain closed during the lunchtime period

Access to the school at any other time will only be via the main entrance.

Although this may inconvenience some people, and for this we apologise, we feel the safety of the children must be our first and foremost priority.

Car Parking / Walkways

Please may we point out to all car users that only staff cars are permitted past the school gates (with the exception of a couple of cars with an Official Hook School Parking Permit).

When parking near the school would you please observe the following:

Please refrain from:-

Double parking

Parking on yellow lines

Parking in front of either set of double gates - these are the entrances for the emergency services and must be kept clear at all times.

Obstructing residents driveways.

We know parking is limited but please take great care in parking in the correct places to reduce the risk of congestion and accidents.

You may park:-

In the Community Centre car park

At the public car park near the doctor's surgery in Reading Road (limited permits are available from Reception from September, the car park is already free to use before 9am)

In Church View, taking care not to block the residents' driveways

Pedestrian Walkways

Please keep to the pathways. **DO NOT WALK** in the road. The route to the Junior School is only via the Junior School entrance in the Community Centre car park.

For morning drop off please wait outside the entrance to classroom doors in the Year R Outside Learning Area. In the afternoon please wait outside the Year R outside learning space gate, then enter the Year R outside learning area no earlier than 3.00p.m. as your presence can be a disruption to the learning taking place and collect from your child's classroom patio door.

We do care for the safety of your children, hence the above rules. Please show us that you also care for all the children by walking and parking with commonsense, care and courtesy.

Thank you.

School Meals

Free school meals are being offered to all Infant School children. The children will be given a daily choice of either the meat option or the vegetarian option.

Lunch Boxes

Children have 20 minutes during the lunch break to eat their food. Please can you refrain from providing products containing nuts, chocolate and fizzy drinks and try to ensure that their healthy lunch is not too much for them to eat.

Pupil Premium

Some families may be able to access Pupil Premium which is funding allocated to the school for children with families on low income or children with a parent in the British Forces. Please log on to www.hants.gov.uk and follow the school meal link to see if you are eligible. This process only takes a couple of minutes and you will only need your National Insurance number to see if you can benefit.

Trips out of School

After a very serious coach crash, Hampshire County Council have insisted that the following information be available for every child on a school trip.

There must be:

- A consent slip which must be signed by the parent.
- The name and telephone number of an emergency contact for the day of the trip.

This information must be given to the school otherwise the child will have to be excluded from the trip.

I am sure you will understand the need for this information and readily comply with this request.

EXCLUSION PERIODS IN RESPECT OF INFECTIOUS DISEASES

Disease	Normal Incubation Period (in days)	Period of Communicability	Minimal Period Cases (subject to clinical recovery)	of Exclusion Contacts
Bacillary Dysentery *	1-7	Whilst the organism is present in stools	At the discretion of the Medical Officer for Environmental Health	Siblings should be excluded until bacteriological examination is clear
Food Poisoning * (including Salmonellosis)	2-48 hrs (according to cause)	Varies according to cause	At the discretion of the Medical Officer for Environmental Health	None
Epidemic diarrhoea and/or vomiting *	Not known	Not known	Until recovery	None
Typhoid Fever *	7-21 (usually 14)	Whilst organism is present in stools or urine	At the discretion of the Medical Officer for Environmental Health	None except for home contact
Paratyphoid Fever	1-10			
Chickenpox	14-21	From 1 day before to 6 days after appearance of rash	6 days from onset of rash	None
German Measles (Rubella)	14-21	From a few days before to 4 days after onset of rash	4 days from onset of rash	None
Measles	10-15 (commonly 12 to onset of illness & 16 to appearance of rash)	From a few days before to 7 days after onset of rash	7 days from onset of rash	None
Streptococcal Infection (including Scarlet Fever)	2-5	Whilst organism is present in nasopharynx	Until recovery	None
Whooping Cough (Pertussis)	7-10	From 7 days after exposure to 21 days after onset of paroxysmal cough	21 days from onset of paroxysmal cough	None
Mumps	12-26 (commonly 18)	From 7 days before onset of symptoms to subsidence of swelling	Until swelling has subsided (7 days minimum)	None
Glandular Fever	14-42	Unknown	Until recovery	None
Jaundice (Hepatitis)	15-50 (commonly 28)	From 1-2 weeks before, to 1 week after onset	7 days from onset of jaundice	None
Meningococcal Infection (Meningitis) *	2-10 (commonly 2-5)	Whilst organism is present in nasopharynx	At the discretion of the Medical Officer for Environmental Health	None
Tuberculosis *	Variable	Whilst organism is present in sputum	At the discretion of the Medical Officer for Environmental Health	None
Diphtheria *	2-5	Whilst the organism is present in nose or throat	At the discretion of the Medical Officer for Environmental Health	At the discretion of the Medical Officer for Environmental Health
Poliomyelitis *	3-21 (commonly 7-12)	Whilst the virus is present in stools	At the discretion of the Medical Officer for Environmental Health	At the discretion of the Medical Officer for Environmental Health
Smallpox *	10-16 (commonly 12)	From first symptoms to disappearance of all scabs	At the discretion of the Medical Officer for Environmental Health	At the discretion of the Medical Officer for Environmental Health

* In all cases of the disease the Medical Officer for Environmental Health should be consulted.

All About My Child



Hook Infant School

Name

Date of Birth

Date Completed

Date of First Day at School

Names of family members and other significant people close to your child. Please include children's ages.	Does your child have any particular play interests at the moment or particular toys s/he likes to play with?

What sort of things does your child show interest in or talk about?	How does s/he respond to situations and people who are new to him/her?

Do you think your child's communication and language development is proceeding well?	What is your child's sleeping pattern? Do they still have a comforter?

Is there anything we should know about your child's diet patterns?	Do we need to know anything about her/his toileting routines?

If you have a garden or when you go to the park, what does your child like to do?	Do you feel his/her physical development is what you would expect for his/her age?

What do you expect s/he will like about school?	Does your child have any particular fears, worries or dislikes we should know about? What makes them happy or excited?

Is there any more information you would like to know about school and what your child will be doing here?	Do you have any worries or concerns about your child's development?

Does anyone in your family have dyslexic difficulties?	Which hand does your child write with?

Is there any other information you would like us to know in order to help your child settle and be happy?

Ethnic Background Data Record (based on the new national population Census ethnic categories).

The Department of Education and Skills (DfES) requires us to establish the ethnic background of all our pupils. This information will be used to compile statistics about the schooling of children from different backgrounds, to help ensure that all children have the opportunity to fulfil their potential. Any information you give at this time will be passed on with the transfer documentation when your child changes schools. You can ask to check your child's information at any time, and if you wish, you can have the ethnic background changed or removed.

*Our ethnic background may be based on many things, including, for example, our skin colour, language, culture ancestry or family history. **Ethnic background is not the same as nationality or country of birth.***

Please study the list below and tick **one box only** to indicate the ethnic background of your child.

Name of child:

Class:

Tick Box
(one box only)

<u>White</u>	British	
	Irish	
	Traveller of Irish Heritage	
	Gypsy / Roma	
	Any other White background	
<u>Mixed</u>	White and Black Caribbean	
	White and Black African	
	White and Asian	
	Any other mixed background	
<u>Asian or Asian British</u>	Indian	
	Pakistani	
	Bangladeshi	
	Any other Asian background	
<u>Black or Black British</u>	Caribbean	
	African	
	Any other Black background	
<u>Chinese</u>		
<u>Any other ethnic background</u>		

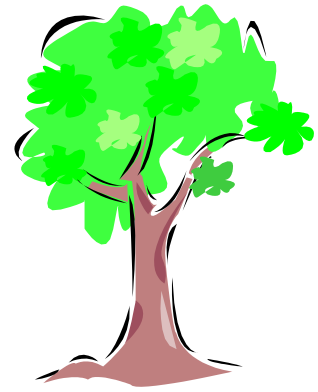
I do not wish an ethnic background to be recorded	
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This information was provided by:	<u>Parent</u>	
	<u>Pupil</u>	
Signed:	Date:	

Does your child speak a language other than English? If yes, please specify which language/s.

What is your child's Nationality?

What is your first language at home?



SCHOOL GROUNDS

The Grounds Committee would like to welcome you to Hook Infant School. We hope you have noticed the various areas available within the school grounds which are used to enhance the children's learning. These areas have been developed over the last few years with the voluntary help of many parents and include the sensory garden, pergola and the quiet area in the main playground.

The Grounds Committee plays a large part in organising the working parties that have created the grounds as they are today. We have recently lost some of our members and are actively looking to replace them, ideally from new parents to the school. Being involved includes helping to organise the fund raising by means of cake sales, running a stall at the Christmas and Summer Fairs and participating in garden maintenance and dig days.

If you can help in anyway, either as a committee member or a volunteer 'worker', please sign the slip below and return it to the School Office. We look forward to hearing from you.

The Grounds Committee

I / we would be interested in joining the Grounds Committee.

I / we would be willing to help in other ways, such as digging / gardening / maintenance

other (please specify)

Your Name:

Contact Tel. No:(day)(evening)

Child's Class:

HOOK INFANT SCHOOL HOME SCHOOL AGREEMENT

1. The School will:

- care for your child's safety and happiness
- encourage your child to do their best at all times
- provide a balanced curriculum to suit your child's needs
- keep you informed about all school matters by regular emailed newsletters
- be open and welcoming at all times and offer opportunities for you to become involved in the daily life of the school

I / We will:

- make sure that my child arrives at school on time and is ready for registration at 8.40 am
- arrive promptly to collect my child at 3.05 pm or when their after school activity ends
- make sure my child attends school regularly and provide a note of explanation if absent
- not take holidays or days out of school in term time
- attend open evenings and discussions about my child's progress
- support home and school learning opportunities
- let the school know about any concerns or problems that might affect my child
- not take my child out of school during any formal examinations, assessment or testing

3. Together we will:

- promote good behaviour and discipline in our children
- tackle any special needs or particular problems
- support our children's learning at home and at school to help them reach their full potential
- ensure that we protect the reputation of our children and the school when using social networking sites

Child's Name Parent

HeadteacherMrs M D Walker..... Chair of GovernorsMrs A Collier.....

Date ...2018.....

Ref: NewEntr/HSA

OBSERVATIONAL WORK

During the course of the academic year 2018/2019 (September 2018 – July 2019), we would like to take the children out into the village for observational work. As the weather will determine when we go, may we have your permission to take the children out during the school day. Please complete and return the slip below.

Naturally we will always ensure that we have enough adult supervision on these occasions.

Year R - Observational Work 2018/2019

I agree to my child leaving the school for observational work around the village during the academic year 2018/2019.

Child's Name:

Class:

Parents / Carers Signature:.....

Year R - Photograph Permission 2018/2019

Child's Name:

Class Teacher:

Parent/ Carer's Signature:.....

In line with the Data Protection Act 1998 we are required to obtain parental permission for children to appear in photographs or videos.

As part of our normal school life, we take photos and videos of the children working and use these in their learning journeys as evidence of work completed. We also use them on our website and Tapestry, the online learning journey for Year R children.

On other occasions throughout the year photographs are taken by the local press and very occasionally television companies have also visited to record an activity.

Rather than ask for your permission on each individual occasion we are asking for your consent to allow your child to be included in any "official" photographs or video taken while they are at Hook Infant School.

Should your reasons for allowing consent to occur change please come and see the Headteacher.

INTERNET USE

Current Government targets have placed a high priority on Computing in schools, with Internet access as an integral part of this priority. In order to enhance the children's learning in Computing and the wider curriculum, children will be allowed supervised access to the Internet.

Parents and guardians should be aware that every effort has been taken to ensure unacceptable materials are filtered out through the use of recommended and sophisticated filtering software. In addition to this all staff/adults working within the school have signed a comprehensive internet policy in order to protect all parties.

Before being allowed access to the Internet all pupils must obtain parental permission. Please sign the agreement form below to allow your child to use the Internet.

Internet Permission

I agree to my child having supervised access to the Internet from September 2018 - July 2019.

Child's Name:

Class Teacher:

Parent/Carer's Name: Signature:

MILK

Your child is entitled to free milk until their fifth birthday. Unfortunately at that point this entitlement ceases.

No alternative drink, other than water, will be provided by the school for those unable to drink milk.

Any child who cannot drink milk, or is now 5 may bring water in a named clear plastic bottle which may be drunk at any point during the day.

All children are asked to bring a drink of water into school. Please make sure the bottle is transported to school outside of your child's bookbag. Your child's first water bottle has been kindly donated by Bates Solicitors.

.....

COMMUNICATION

We use Parentmail and Tapestry to communicate with parents and carers.

Parent Name:.....
Parent Email:.....
Parent mobile:.....

Parent Name:.....
Parent Email:.....
Parent mobile:.....

At the beginning of September a link from Parentmail will be sent to your email or mobile phone for you to be able to set up your account. A link for Tapestry will also be sent so that you can follow your child's journey in Year R.

This will allow you to receive newsletters, notices and reminders as well as make online payments for school trips and other school stock items.



PARENT/ CARER RESPONSIBILITY AGREEMENT

We want all the children in the school to have the opportunity to borrow and enjoy the books in the school library. However, we do not have the same number of books as a public library and to allow every child a new library book each week, we need your co-operation in the following ways:-

- Take great care of our books
- Return the books promptly on book change day (as displayed on the class window)
- Agree to pay for any loss or damage to books in your care.

We also ask you to co-operate in the same way in using and returning reading books.

Thank you for your support in caring for and sharing our library and reading books.

I agree that my child

in Class will take care of and return his/her borrowed library book to school on the relevant library day each week.

I agree to pay for any library or reading books lost or damaged whilst in my care.

Signed

Date

Data collected via this registration form is stored securely in digital and paper format and kept for the period specified by the school's Privacy Notice (see below). The school may be required to share this data with future receiving schools and/or professional bodies such as the Department for Education, the Local Authority and the School Nurse (currently Southern Health).

Whilst the majority of pupil information you provide is a legal requirement for the exercise of our official authority and in providing a specific task in the public interest, some is provided on a voluntary basis with your consent. The following data that you have been asked to provide requires your consent for us to collect and use, however should you decide not to give consent the associated services will not be available to you.

- Email addresses will be used to communicate with parents via Tapestry (EYFS online learning journal), Parentmail (newsletters, notifications and payments for school trips), Tucasi (processing of school payments).

Once you have given consent for the use of your email address for these services, you can withdraw your consent at a later date and these details will be deleted from our systems.

Further information about the data collected, who to contact within the school about the use of your data and the organisation to which complaints can be made if your data has not been processed properly, can be found in the "Privacy Notice: Pupils, Parents and Carers" document in the Policies section of the school's website
www.hookinfants.co.uk/website/policies/296014

I confirm that I have read and understand the information contained in the clauses above and give my consent for you to collect and use my data for the specified purposes.

Signed

Parent / Carer Name.....