



CRANFORD
PRIMARY SCHOOL

School Brochure

Mission statement:

Learning hand in hand – partners in education

Cranford Primary School
Berkeley Avenue
Hounslow
TW4 6LB



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PRIMARY SCHOOL

Vision Statement

Picture a school where **inclusive teaching** is normal teaching

Picture a school where children use their **creativity** and **problem solving** to steer their future

Picture a school where **knowledge** is a foundation of all learning

Picture a school where every individual is **respected** and similarities and differences are **celebrated**

Picture a school where **confidence** grows and **engagement** develops

That's Cranford Primary School!

Welcome to Cranford Primary School

I am very proud to share with you some information about our wonderful school.

At Cranford Primary School, we provide a happy, caring and safe environment for your child. We work hard to ensure that your child's experience of school is a positive one and one which encourages a love of learning and self-discipline from the start.

Our curriculum intent is to expect the very best from all our children through developing an enjoyment, and commitment to twenty-first century lifelong learning.

I often get asked why Cranford Primary is so special. My response is clear:

Our school is special because it is a family place not a workplace.

Just like our mission statement states, we 'learn hand in hand,' we are all partners in education.

The adults at CPS always have smiling faces ready to greet their children,

Our roles go further than just teaching the curriculum.

The children at CPS are goal setters, eager learners and come to school ready to learn.

By the end of Year 6, pupils leave as well-rounded, ambitious individuals!

This is what makes Cranford Primary School great.

Visitors have always commented on the polite and positive pupils that attend Cranford Primary School. The 'family feel' is something we take pride in. Children in our school come from different cultural backgrounds; they have different religions and speak different languages. We celebrate and value this diversity. We encourage the children to be proud of their own culture, religion and language and to show respect for those of others. A recent inspection by the Inclusion Quality Mark team said "the school not only ensures that pupils' academic needs are met but there is also an emphasis on developing the whole child. This nurturing and holistic approach to developing pupils' character is a key feature of the school".

Success is something we readily celebrate, both academic and personal. We know this helps the children develop their self-confidence and self-esteem, which in turn encourages them to continue to do their very best. We hold a wide range of events throughout the year where we invite parents into the school to help us celebrate the achievements of all the children.

To arrange a visit please telephone or email the school and we will be happy to organise this for you.

Headteacher

Jasmeen Chana

It is important to make the right choice for your child. This brochure has been written to provide you with the necessary information and to help you understand what we have to offer.

Meet some of our school family:



Mrs Chana
Headteacher



Miss Khabra
Deputy
Headteacher



Mrs Wathudura
Assistant
Headteacher



Ms Davies
Assistant
Headteacher



Mrs Santa
SENDCO

Structure of our school:

At CPS, we have 3 classes per year group right from Reception to Year 5. In Year 6, we split our cohort into 4 classes to support smaller class sizes. All of our classes are taught by a qualified teacher and supported by teaching assistants. In addition to this, some classes have teaching assistants to support pupils with special educational needs.

Within our school, we cater for pupils who arrive with little or no English, we have small intervention classes to support pupils with the necessary teaching to reintegrate into their classrooms when the basics of English are achieved. In Key Stage 1 and Key Stage 2, we have special educational needs interventions to support vulnerable pupils with the necessary provision to support their needs.

‘This is a caring school where everyone receives a warm welcome. Pupils enjoy coming to school. Pupils are proud of their school. They are safe here. Staff take great interest in their well-being.’

OFSTED 2022



ADMISSIONS

Prospective parents are very welcome to visit the school with their child and if you can make an appointment in advance, we will be very pleased to show you around the school. Appointments can be made through the School Office.

Admission Criteria

Cranford Primary School has an admission number of 90 per year group. Children will be admitted in line with Hounslow Local Education Authority policy.

If more than 90 applications are received, priority will be as follows:

- Pupils with elder siblings who attend the school and expected to continue at this school in the following school year.
- Pupils with needs arising from a recognised condition.
- Pupils living nearest to the school.

Looked after children have a priority for admission.

Where the planned admission limit is exceeded within one of the categories listed above, pupils will be admitted according to those with a permanent place of residence being closest to the school.

The school will write to all parents whose children have been offered a place.

Parents of children not allocated a place will have the right to appeal to the Local Authority.

The school expects all factual information to be correct and cannot accept addresses of child-minders or grandparents.

Admission at the Beginning of the School Year

Nursery Children are admitted part time to the Nursery at the beginning of the school year in which they become four, following the offer of a place by the school.

Reception Children are admitted to our full time Reception classes at the beginning of the school year in which they become five, following the offer of a place by Hounslow Council.



The school operates 'staggered' admission arrangements for both Nursery and Reception. Children entering Years 1-6 at the beginning of the school year will start on the first day of the term.

School Timings:

Year Group	Drop off time and location	Pick up time and location
Nursery	8.45am and 12.45pm Berkeley Avenue Gate	11.45 am and 3:45pm
Reception	8:50am Berkeley Avenue Gate Reception doors – all three doors	3:30pm KS1 Car Park
Year 1	8:40am Berkeley Avenue Gate Go through KS1 Car park door	3:20pm KS1 Car Park
Year 2	8:30am Berkeley Avenue Gate Go through KS1 Car park door	3:10pm KS1 Car Park
Year 3	Woodfield Road entrance gate 9.00am Enter through main door (next to KS2 car park)	3.40pm KS2 Courtyard
Year 4	Woodfield Road entrance gate 8:50am Enter through main door (next to KS2 car park)	3.30pm KS2 Courtyard
Year 5	Woodfield Road entrance gate 8:40am Enter through courtyard doors	3.20pm KS2 Courtyard
Year 6	Woodfield Road entrance gate 8:30am Children to enter through Music Room Door within the KS2 Courtyard	3.10am KS2 Courtyard

Our Curriculum:

Curriculum Intent

At Cranford Primary school, our curriculum intent is to expect the very best from all our children through developing an enjoyment, and commitment to twenty-first century lifelong learning. The school creates a welcoming and caring atmosphere, placing safeguarding at the forefront of all we do. As a UNICEF Rights Respecting School, children's rights are at the heart of our approach to teaching and learning. SMSC and British Values underpin the intent of our curriculum, we ensure our teachers provide pupils with opportunities to make choices, develop resilience and be confident members of our community.

We believe our curriculum to be a 'KNOW MORE' curriculum to support our pupils' with life-long learning. The curriculum has been designed taking into account our pupils' starting points and their previous learning experiences unlocking potential for all. Our curriculum celebrates the diversity and the knowledge, skills and cultural wealth of the community while supporting the children's spiritual, moral, social and cultural development. We provide inspirational opportunities to acquire, develop and apply a broad range of knowledge, understanding and skills. We have a commitment to providing our pupils with a broad and balanced curriculum, where progressive high expectations are at the forefront of all we do.

Our school has gained the understanding that knowledge is embedded over time. Knowledge and understanding is clearly outlined in age-appropriate milestones, building on prior learning to meet the National Curriculum and beyond. We ensure our pupils are given opportunities to recall and remember different concepts to enable progression and attainment. We want our pupils to be confident knowledge sharers who are able to use their transferable skills now and later in life.

'Leaders set high expectations'

'Leaders have designed a curriculum that is ambitious and engaging for all pupils'

Ofsted 2022

Subjects taught at CPS:



- Each curriculum area has been planned from the National Curriculum requirements ensuring cohesion between prior knowledge and future learning. Our teachers layer knowledge over time to ensure depth and breadth is evident in pupil outcomes. Children's prior knowledge is assessed at the outset of the topic and learning planned accordingly.
- Teachers aim to foster each child's curiosity and interest throughout each topic. We are lucky enough to be surrounded by outdoor learning space, therefore learning at Cranford Primary School takes place in and outside classrooms. In addition to this, teachers organise off site trips to further enhance children's learning experiences.



Awards

The school prides itself with the awards we have received. The staff and children work together to demonstrate the excellence required for the accreditation of the awards in their classrooms. Please find below the awards we currently hold:



Behaviour / Positive relationships

The school introduced a House system to support the positive behaviour choices our children make. There are 4 house groups and each child is assigned a house when they join the school. The four houses are fire, air, earth and water. Pupils are able to earn house points if teachers feel that they are working hard in lessons, are trying their best to achieve outcomes or if they have been able to show that they have made good progress during a lesson. At the end of each half term, the winning house is able to earn a reward.



Building and nurturing relationships is at the heart of a successful and happy school. Therefore at Cranford, staff use restorative approaches to support tackling any behaviour incidents. The approach focuses on pupils taking responsibility for their actions and working out how to put things right.

School Uniform

At Cranford Primary School we believe that school uniform is important. A smart and distinctive uniform contributes to the public image of our school and ensures that our children are always easily identifiable. It is expected that all children wear the uniform detailed below. It is expected that parents will name all of their child's belongings and items of clothing.

The colours are purple and grey. The uniform is as follows:

- grey trousers, skirt or pinafore dress
- white shirt, blouse or polo-shirt
- purple jumper, cardigan or sweatshirt
- school tie
- black or purple head scarf or turban– if you wish your child to wear one
- a sensible pair of black shoes that your child can put on and take off with the minimum of help



Sweatshirts and t-shirts with the school logo on are available by order through the school. Order forms are held in the school office.

For P.E. lessons, games lessons and after school sports clubs your child will need:

- good fitting plimsolls
- a school t-shirt
- a pair of black shorts or leggings

In colder weather your child can wear a plain, dark tracksuit.

Children are permitted to wear small stud ear-rings, watches and small items of religious significance. However during PE lessons, these must either be removed or safely taped back. Large items of jewellery and religious symbols are not permitted for health and safety reasons.

School Uniform Shop

Items of school uniform are available to buy from the school uniform shop. Please log on to www.cranfordprimary.com , click on the parents tab at the top right hand side of the page, then scroll down to uniform and click on the school uniform shop. Once you have made payment online we will endeavour to deliver the order to your child's class the next day, if the items are in stock. For any queries about the uniform shop please contact the school office.

School meals

We provide healthy, tasty meals, cooked fresh each day in our kitchen. Alternatively, children can bring their own healthy packed lunch. There is a choice of meals available each day. Vegetarian meal options are available daily.

We use a cashless payment system called Parent Pay to pay for school dinners. All children in Reception, Year 1 and Year 2 may receive a free school lunch in accordance with the Government's scheme to provide universal infant free school meals. During this academic year, all pupils have access to a free school meal. Parents are asked to use the online booking system to book a meal in advance.

Children may bring a packed lunch to school instead of having a school dinner. Lunch boxes must be clearly labelled with the child's name and class. In line with government healthy eating guidelines **sweets, crisps and fizzy drinks are not allowed in packed lunches.**

Children are able to have a carton of milk each day and this has to be ordered and paid for in advance of a new term. In Key Stage 1, a piece of fruit is provided for your child every day. Children in Key Stage 2 can bring in a piece of fruit to eat during morning playtime.

If you receive income support or certain other benefits you may be entitled to free school meals and milk. Please enquire at the school office for more details.

Please let us know if your child is allergic to any foods.

Safeguarding & Child Protection

The school has strict guidelines which must be followed in any situations which relate to issues of Safeguarding and Child Protection. These guidelines are set by the London Borough of Hounslow. The Headteacher is the Lead Safeguarding Officer at the school, along with the Deputy and Assistant Headteachers, who will deal with all safeguarding matters in her absence. School staff have regular training

on safeguarding to ensure they have the skills and knowledge to keep all children safe and happy.

Communication with Parents

Teachers hold parents/carers evenings in the Autumn and Spring terms in order to meet with parents/carers to discuss children's progress, homework and targets. End of Year reports are shared with parents/carers during the summer term with the opportunity for further discussion if required. Cranford Primary School utilises a text messaging service. We kindly request that our Office Team are given the most recent phone numbers, so that this service is effective. Our school website offers a wealth of information. Newsletters are emailed home every Friday and published on the school website. The school offers an open door policy and welcomes parents to speak to staff through contacting the school office team.



Absence

Attendance levels are high at Cranford Primary School – averaging 96% - however we do still have a small number of unauthorised absences. An absence will be marked as unauthorised if the school does not receive an explanation for it, or if an appropriate reason is not given (illness or a medical appointment for example). Parents/carers are asked to inform the school when children have medical/dental appointments or when they are absent because of illness. This can be done either by telephone, letter or email. Term time leave is not authorised unless relevant evidence has been shared with school staff and a meeting has been booked in.

School Money

When educational visits are made during the school day, parents may be asked for a voluntary contribution towards the costs. If we are unable to collect sufficient voluntary contributions, then it may mean the trip has to be cancelled. This also applies to any educational activities brought into the school such as theatre companies and experts. We always try and keep contributions as low as possible, but with costs of coaches and entrance fees, this is quite difficult. We will use Parent Pay to collect the money for school trips.

During the year we have various fund-raising events, including book sales, fairs and social evenings, and the monies raised are used to buy new equipment and to improve the school. If your child brings money into school for these events please see that the money is in a purse or envelope with your child's name and class on it. Letters will be sent home each time your child needs to bring money into school.

Extended Services

Breakfast club starts at 7:45am. Places are to be booked by contacting the school office (Price £4.00). There are a number of after school clubs on offer and spaces for these are booked through Parent Pay. These include Art and Craft, Cookery, Gymnastics, Fun Fit, Athletics, Tag Rugby, Football and Basketball.



Helping your child at home

Your child will be provided with learning to complete at home, a minimum of once a week. There are many ways you can support your child at home by asking them about their day; taking them to the library; completing project work based on their learning topic at school and supporting them with homework. Parents are welcome to discuss their child's learning at any time by contacting the school office.



We hope you have found the information in our brochure to be helpful in supporting you to make a choice for your child's schooling. We welcome visits to our school at any time of year.