



CRANFORD
PRIMARY SCHOOL

School Brochure

Mission statement:

Learning hand in hand – partners in education

Cranford Primary School
Berkeley Avenue
Hounslow
TW4 6LB

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 work place.

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 often say how polite and cheerful our pupils are at Cranford Primary School. We are proud of the warm, family-like feeling in our school. Our children come from many different cultures, speak different languages, and follow different religions. We celebrate these differences and teach children to be proud of who they are and to respect others.

We love to celebrate success—whether it is in learning or personal achievements. This helps children feel confident and proud, and encourages them to keep trying their best. During the year, we hold many events where parents are invited to join us in celebrating what the children have achieved.

If you would like to visit Cranford Primary School, please call or email us. We will be happy to arrange a time for you to come in.

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.

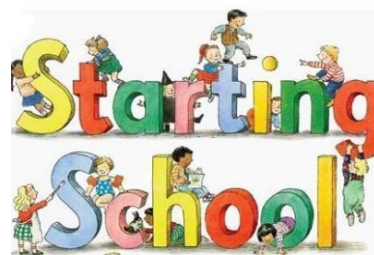
Parents of children not allocated a place will have the right to appeal to the Local Authority.

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.
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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.
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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	8:40am Berkeley Avenue Gate Reception doors – all three doors	3:20pm Reception class doors
Year 1	8:40am Berkeley Avenue Gate Go through KS1 Car park door	3:20pm Green class– Green courtyard Violet – Moonstone door Lime – KS1 door
Year 2	8:30am Berkeley Avenue Gate Go through KS1 Car park door	3:10pm Purple – purple courtyard Gold – Moonstone door Yellow – KS1 door
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	3.10am KS2 Courtyard

	Children to enter through Music Room Door within the KS2 Courtyard	
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Our Curriculum:

Curriculum Intent

At Cranford Primary School, we aim high for every child. Our goal is to foster a love of learning that lasts a lifetime, rooted in the skills and values needed for the 21st century. We create a warm, caring environment where safeguarding is a top priority, and British Values guide everything we do.

We call our approach the **‘KNOW MORE’ curriculum**—designed to unlock every child’s potential. It builds on pupils’ starting points and previous experiences, offering challenges for those who excel and tailored support for those who need it. We celebrate diversity and draw on the rich cultural knowledge of our community, helping children grow spiritually, morally, socially, and culturally.

Our curriculum is broad, balanced, and ambitious. It’s structured around clear milestones that build knowledge over time. We prioritise daily teaching of reading, writing, and maths to ensure every child gains the essential skills for learning and life—and applies them across all subjects.

‘Leaders set high expectations’

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

Ofsted 2022

Subjects taught at CPS:



- Each subject in our curriculum is carefully planned using the National Curriculum guidelines. This helps us build strong links between what children already know and what they will learn next. Our teachers build knowledge step by step so that pupils gain a deep and wide understanding over time. At the start of each topic, we check what children already know and use this to plan their learning.
- Teachers work hard to spark curiosity and keep children interested in every topic. We are fortunate to have outdoor learning spaces, so lessons often take place both inside and outside the classroom. To make learning even more exciting, teachers also arrange trips away from school to give children new and rich 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:



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. 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. All children (with the exception of our Full Time Nursery Children) are currently entitled to a free school meal under the Mayor's Universal Free School Meals. There is a choice of meals available each day, which includes a meat option (non-halal), vegetarian option and a jacket potato option (served with a selection of fillings). Meals are pre-ordered through ParentPay up to a term 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. Children under 5 and those on benefited related free school meals are entitled to free milk. For those parents wishing to pay for milk for their child further details can be found by visiting www.coolmilk.com 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.

It is important that you keep the school updated of any allergies your child may have as we have a duty to notify our caterers. Please speak to a member of the office staff.

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 95% - 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 e-mail. 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

Our wraparound care is provided by OHM. Breakfast club starts at 7:30am – 8.45am. The Evening Owl Club runs in 2 sessions from 3.15pm – 4.30pm or from 3.15pm – 6.00pm. If your child is already in an after school club you also have the option to just book on for the later session (4.30pm – 6.00pm). Further details and bookings can be made by logging on to <https://www.ohmcoaching.co.uk/bookings.php?course=454>

The school also offers a variety of after school clubs including Art and Craft, Dance, Cookery, Gymnastics, Football, Cricket, Basketball & Geography Club. Clubs run for the whole term and places can be booked by logging onto www.parentpay.com

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 library; completing project work based on their learning topic at school and supporting with homework. Parents are welcomed 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.