

# Busbridge Infant School Bulletin

Dear Parents/Carers

I'm pleased to report that there continue to be many developments that continue to drive school improvement. Below I have detailed the updates against the OFSTED Action Plan and have included the latest information and improvements on Safeguarding too.

We hope this edition of the Busbridge Infant School Bulletin, helps you feel up-to-date with developments in the school and in our curriculum.

Best Wishes, Darren Heatley

## UPDATES following OFSTED

The following priorities have been identified and agreed:

**1: Ensure a consistent approach to phonics is implemented throughout the school. Introduce a new systematic, synthetic phonics programme and implement whole-school training to ensure a consistent and robust approach**

- This term all class teachers and teaching assistants have received Little Wandle Training.
- The training consists of 6 modules about how the programme teaches phonics and explains the structure and process very clearly.
- The expectation is that there is consistency and fidelity to this scheme only.
- This approach is gradually being implemented over the coming weeks and some teachers have started to teach it already – including myself!
- Please note the 24<sup>th</sup> February at 7pm will be an opportunity to join us at school to listen to Mrs Sollufi explain the programme to you.
- One of the biggest changes the scheme expects is how teachers are to approach the teaching of reading. The sound that has been taught is evident in the books which the children will access to support the reading at home. These will be in the form of an e-book.
- The purpose of reading for pleasure will still remain and children will be expected to choose a book known as a 'choosy books', however the existing colour book band label will be removed and no longer exist. Instead the books will be marked by a fiction (gold) or non-fiction (silver) or poetry (red) label.
- The choice that your child makes about their desired book will also be supervised by the class teacher.

**2: Develop the curriculum so that it contains subject specific content and is logically sequenced, providing children with the knowledge they need to progress to the next stage of their education. Focus on English, Maths and 2 foundation subjects.**

- The INSET on 21<sup>st</sup> February is dedicated to revisiting the school's curriculum, vision & values.
- Governors and staff will develop these values but you will be asked to complete a survey to contribute your ideas too. Details to follow.
- The afternoon of this day will be looking at training teachers to deliver the curriculum planning in closer detail and ensure that curriculum maps are in place for the Summer Term.
- We will compile a list of quality texts that underpin each theme and topics for each half term and this will be shared on the Website and class pages.

# Busbridge Infant School Bulletin

- The two foundation subjects are Geography and Science which support our Woodland learning too.
- New furniture has been introduced into Reception and the children were very excited about it, in fact they wanted to stay in on Monday morning to enjoy it; very few went outside for learning!

### **3: Develop and embed the provision of SMSC, Equality, Diversity, and British Values throughout the school.**

- We will be introducing a poster that promoting British Values and gives an easy way for the children to remember them.
- The class environments will reflect life in modern Britain with displays and resources.
- A timetable is being developed to focus each of the values once they are identified.

### **4: Develop the long, medium and short term planning of the foundation curriculum and develop the subject knowledge of staff through high-quality, subject specific CPD.**

- South Farnham Educational Trust will support us in the development of our curriculum planning.
- Visits are planned to Wallace Fields Infant School to consider another model of planning to support teachers in designing the curriculum for our children's learning.
- How we go about ensuring that there are challenges relevant to the children's ability is a large part of this work.
- Phonics training will form a large part of developing subject knowledge linked to the teaching of early reading.

### **5: Develop strategic leadership and strengthen middle leadership and senior leadership capacity**

- The Governing Body will be presented with a staffing structure for approval which will be in line with achieving greater impact for children's learning.

## Updates from the Governors

The governors have been busy since the start of term. As recommended, following the review of governance we have temporarily adopted a new flat structure with no committees in order to maximise efficiency with the current small number of governors. This also means that all governors are aware of all issues and have greater accountability. All governors attended a meeting to scrutinize progress against the Ofsted Action Plan. Julia Jagelman (safeguarding governor) worked on the termly safeguarding audit with Mr Heatley and has attended two fortnightly safeguarding review meetings with Surrey. Gayle Horobin (literacy lead governor) had a meeting with Mrs Sollufi (literacy lead) to review progress on implementing Little Wandle. Julia and Hannah Roche attended a learning walk focused on phonics, learning environments (indoors and outdoors) and safeguarding. Anna Dawkins (Chair of Governors) attended a meeting with South Farnham Educational Trust and several governors attended the parent meeting with the Trust on Thursday. Gayle and Hannah Jones have also reviewed the teaching and learning policy which is a key driver in improving the curriculum. Anna has also had regular update meetings with Mr Heatley.

# Busbridge Infant School Bulletin

## Update from Early Years

We have been very busy in Wrens and Robins so far this term and we wanted to update you with some of the little changes that have been happening!



### New furniture

There have been a few exciting changes being made in our learning environment in the last few weeks...and you might have noticed all the extra large cardboard boxes lying around!! We are all very excited to have lots of new furniture in Wrens and Robins classrooms. This include tables, chairs, book display units, whiteboards, large wooden blocks and storage units to name just a few...and they look amazing! Sometimes our learning environment can become a little busy so the hope is that the new displays and furniture will be more neutral, inspiring and look more inviting for the children. When everything is in place we will send you some photos and hopefully we will be able to invite you all in to see it for yourselves!

### Little Wandle Phonics

This term we have begun to teach our new government validated phonics scheme called 'Little Wandle.' One of the biggest changes that you and your child will notice is that we are no longer teaching an action to go with each new sound. Instead we are teaching a short mnemonic to go with each sound, for example 'ee' sheep in a jeep. This is to prevent cognitive overload. A copy of these mnemonics and the grapheme mat that we are now using in class will be sent home soon. Mrs Sollufi (English lead) and Mr Heatley will be running a 'Little Wandle' workshop on 24<sup>th</sup> February at 7pm.

### People who help us

This term's learning is based all around special people; our families, people who help us at home, in our community and the wider world. The children are super engaged with their learning around this theme and have been especially inspired by our visiting firefighter! If you feel that you or someone you know could contribute to this learning please do let us know. Also don't forget to take a look at the VLE for photos and updates!

### Number of the week

Thank you to those children who are continuing to bring in pictures / drawings etc for our number of the week learning. This week, the number of the week is 13 - and we will continue to the number 20! The children get really engaged with our number of the week both inside and outside the classroom, supported by our friends the Numberblocks!

# Busbridge Infant School Bulletin

## Safeguarding Update

- The Local Authority receive a progress report against the Safeguarding Action Plan which is shared every fortnight with both an LA representative and Governor. This manages the priorities and ensure that time is well spent on delivering key priorities and identifies issues and/or barriers which will impact the completion of a task.
- Staff will soon receive new lanyards which will show a photo as an additional form of identity.
- The following information is now part of the safeguarding procedures for volunteering in school.



Busbridge Infant School



## SAFEGUARDING GUIDE

Safeguarding children is everyone's responsibility

The Designated Safeguarding Lead (DSL) in our school is:

**Mrs Sarah Melland (Senior Teacher)**

Designated Deputy Safeguarding Leads (DDSL) in our school is:

**Mr Darren Heatley (Headteacher)**

**Mrs Sally Rogers (School Business Manager)   Mrs Amy Henderson (Early Years Lead)**

**Miss Rachel Edwards (SENCO)   Mrs Mandy Scully (HSLW)**

Safeguarding & Child Protection Governors – **Mrs Rachael Balls and Mrs Julia Jagelman**

Chair of Governors - **Mrs Anna Dawkins**

Surrey Children's Single Point of Access (C-SPA) and Early Help Hub

**0300 470 9100**

**Out of hours phone – 01483 517898**

**Email - [cspa@surreycc.gov.uk](mailto:cspa@surreycc.gov.uk)**

Single point of contact for all safeguarding concerns regarding children

# Busbridge Infant School Bulletin

Local Authority Designated Officer (LADO)

0300 123 1650    LADO@surreycc.gov.uk

## You are likely to be involved in the following ways:

- You may have a concern about a child.
- You may see an injury or mark that cannot be explained.
- You may have had a disclosure from a child.
- You may have been given information from another child or adult
- You may have noticed a change in a child's day to day performance.

## What you should do next:

- Report your concerns to the DSL or a DDSL in school immediately. Do not take your concerns home to 'think about it.'
- Record any communication and information there and then on paper, or as soon as possible after the disclosure, (notes on plain paper are fine initially and MUST be kept/passed to the DDSL for evidence), and ensure that you have recorded this in detail ASAP on CPOMs (our electronic safeguarding recording system) and alert the Designated Safeguarding Leads immediately. This must be done on the same day.
- Reassure the child or adult.
- Listen to the child or person that is giving you information, do not make judgements.
- Listen and clarify what has been said, do not ask leading questions.
- Explain to the child or adult that you may need to share this information and seek their agreement, do not offer confidentiality.
- Do not discuss the information with others openly.
- In emergency, contact the police (call 101 non-emergency, 999 in emergency – telephones in the school's office/ Headteacher's office/PPA room/School Business Officers room).

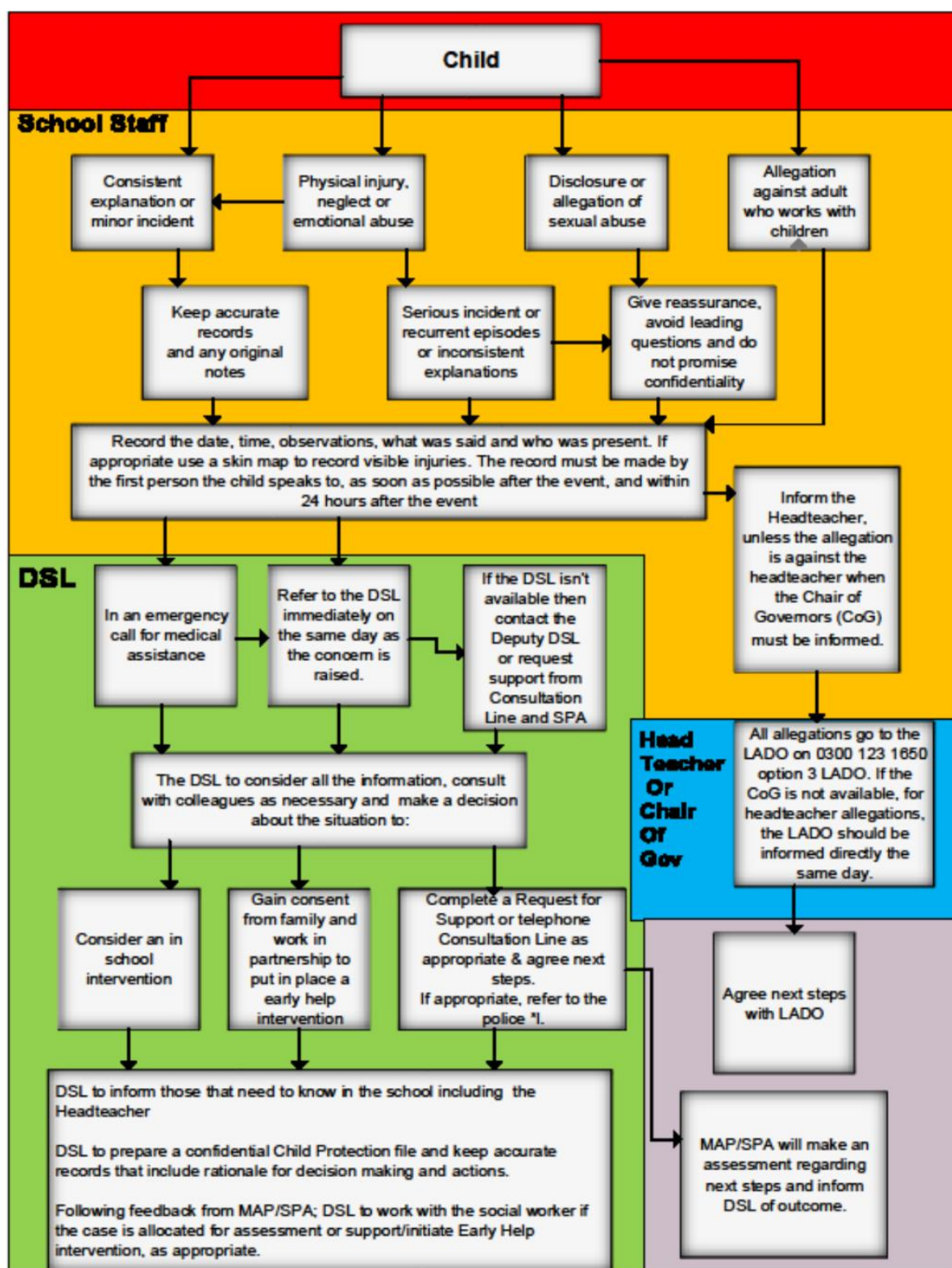
Busbridge Infant School, Hambledon Road, Godalming, Surrey, GU7 1PJ

Email: [info@busbridge-infant.surrey.sch.uk](mailto:info@busbridge-infant.surrey.sch.uk)

**School Telephone Number 01483 417898**

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## Surrey's Child Protection Procedures Flowchart



\* In the cases of known FGM, the teacher who was made aware will also make contact with the police