



Portway Infant School

**Prospectus
2026**



Portway Infant School

Woodlands Road, Allestree, Derby, DE22 2HE

Telephone: 01332 550702

email: admin@portwayi.derby.sch.uk

Headteacher: Lisa McSherry B.Ed.Hons

June 2026

On behalf of the staff and governors we would like to wish you and your family a very warm welcome to Portway Infant School.

We aim to ensure that all children feel safe and supported whilst they are in our care and we are happy to talk to parents about any concerns they may have about their child at a mutually convenient time.

We believe that children should be given the skills to support them through life, we want children at Portway Infants to be global citizens of the future, equipping them with the skills and tools to succeed.

As a school we work as a team and there are many opportunities for parents to come into school and support the children including,

- Friends of Portway Infant School who work tirelessly to raise funds to enhance the school environment and to support the needs of the children.
- On Friday mornings, parents and helpers work together as part of "Share Group" to make resources for the classroom. Pre-school children are welcome to come along.
- We have a group of parents, grandparents and helpers who volunteer to work with the children during the school day.
- Parents and other family members are encouraged to volunteer to help with school trips.

There is further information about these groups in your welcome pack.

Our OFSTED Report, which awarded us a rating of "GOOD" in September 2023, said,

"Pupils are proud of their warm and welcoming school. They appreciate the school's efforts to care for them and keep them safe. When they start school, pupils quickly learn the 'golden rules' and understand the importance of being, 'ready, respectful and safe'."

"Pupils benefit from a rich programme of wider activities, including arts, sports and crafts designed to promote their personal development. The school provides pupils with opportunities to participate in local competitions and events. Pupils help their local community."

We look forward to seeing you and your family in school and hope we have a long and happy association.



School Motto

Learning, Caring, Sharing

School Vision

We are a welcome, collaborative and creative school, nurturing and empowering a community of happy, confident and curious lifelong learners.

At Portway....

- Our school is a safe and caring space supporting all children to be comfortable in themselves and able to recognise, understand and communicate their feelings. They develop healthy early friendships with each other and trusted adults and celebrate difference and diversity.
- Through our diverse, memorable and inspiring learning experiences, including extensive outdoor learning opportunities, our children are excellent communicators, enjoy questioning the world around them, and are creative and curious learners.
- On leaving our school, children will have a love of reading, a respect for nature and the environment, and they will know how to keep themselves safe and well. Children will be excited to learn, confident in their own ability, and be ready to embrace their lifelong learning journey.
- Our highly skilled, collaborative staff, leadership and governor team feel fully supported, both emotionally and mentally, to be the best professionals we can be. We work hard to build open and caring relationships and are trusted, respected and valued by everyone in our school community.
- Our school works within the heart of our local community, all our families feel listened to, heard and involved in school life. We work proactively with other schools, professionals, and organisations to ensure the wellbeing of every child and their family across our school community.

School Values

- **Nurture** – we care for, protect and support.
- **Harmony** – we work together to build positive and healthy relationships with each other, the wider community and the natural world.
- **Wellbeing** – the emotional, mental and physical wellbeing of our school community is at the heart of everything we do.

School Governors – June 2026

Governor	Category	Commenced	Term of Office
Mrs Tori Beat Chair of Governors	Co-opted Governor	December 2023	4 years
Mrs Sarah Gibson, Vice Chair	Co-opted Governor	Re-elected September 2025	4 years/2 years as Vice Chair
Mr Sam Pilgrim	Co-opted Governor	December 2023	4 years
Miss Emma Patterson	Parent Governor	November 2022	4 years
Mr Stephen Pike	Parent Governor	November 2024	4 years
Mrs Cat Smith	Local Authority Governor	September 2025	4 years
Miss Emily Moore	Staff Governor	May 2025	1 year
Mrs Lisa McSherry	Headteacher	September 2020	Ongoing
Mrs Lisa Kemp	Clerk to Governors	January 2021	Ongoing

Current vacancies – One Parent Governor vacancy; please contact either the chair of governors on chair@portwayi.derby.sch.uk or the clerk to governors on l.kemp@portwayi.derby.sch.uk if you would like any further information.

All governors may be reached via the school office admin@portwayi.derby.sch.uk or 01332 550702

The Chair may also be contacted directly by emailing chair@portwayi.derby.sch.uk

School Administration Staff – June 2026

Mrs Lisa Kemp	Office Manager
Mrs Claire Paterson	School Administrator

School Staff – June 2026

Teaching Staff	Year Group	Areas of Responsibility
Mrs Lisa McSherry	Headteacher	Assessment and Data Designated Safeguarding Lead (DSL) Emotionally Healthy Schools Inclusion Lead (SEND, PP, EAL) LAC Designated Teacher Professional Development
Miss Kate Brown	Reception	EYFS Lead Mathematics
Miss Laura Spensley	Reception	English (reading and writing) PESSPA (PE)
Mrs Hayley Anderson	Year 1	Assistant Headteacher Curriculum Deputy DSL (DDSL) Phonics
Mr Harris Amjed	Year 1	Design and Technology Science
Miss Amy Broad	Year 2	Computing History KS1 Lead Music Volunteers, Students and Work Experience
Miss Emily Moore	Year 2	Geography Religious Education Year 2 to 3 Transition
Mrs Claire Stockwell	SENDCO	Art Autism Champion Deputy DSL (DDSL)

Non-Teaching Staff	Role	Areas of Responsibility
Miss Emma Wood	Learning Mentor and Higher Level Teaching Assistant	PSHE RHE School Council Senior Mental Health Lead
Mrs Minna Walters	Higher Level Teaching Assistant	ECO School Forest School Lead
Mrs Michelle Basile	Teaching Assistant	
Mrs Sarah Levick	Teaching Assistant	
Mrs Joanne Medhurst	SEND Support and Play Leader	
Mrs Eloise Pellegrino	SEND Support and Play Leader	
Miss Ashleigh Robinson	SEND Support and Play Leader	
Mrs Laura Robinson	Teaching Assistant	
Mrs Penny Wilson	SEND Support and Play Leader	
Ms J Zhang	SEND Support and Play Leader	
Mrs Louise Anderson	Midday Supervisor	
Mrs Jacqui Currie	Midday Supervisor	
Miss Sharne Kelly	Senior Midday Supervisor	
Mrs Dawn Marshall	Midday Supervisor	
Mrs Valerie Smith	Midday Supervisor	
Mrs Jane Thurman	Midday Supervisor	

INTRODUCTION

Portway Infant School was opened in 1958. In the current academic year, the maximum children on roll between the ages of 4 and 7 is 180. The maximum number of children in each age group to be admitted to school is 60. Details of Derby City Council's admission policy are available from the Headteacher.

The building consists of a large hall, six classrooms in the main block and a block that is used by Busy Bees Preschool daily. There is a large playground and pleasant areas of lawns and trees. The school has two separate secure play areas for Foundation Stage 2 children.

The scooter/bicycle racks also mean that the children can support the school's Healthy School status by scooting/cycling to school.

We have a well, equipped Forest School. Children can learn a variety of life skills such as resilience, team work and wellbeing from Foundation Stage through to Year 2.

STARTING SCHOOL

Parents will be informed of precise details for admission during the term before their child is due to start school.

COMPULSORY SCHOOL HOURS

The school gate will be opened at 8.45am and 3.15pm to allow access. For the safety of the children, please do not congregate on the path outside the gate. Please see the below timetable,

8.45am	School gate and classroom doors open
8.55am	Classroom doors and school gate close. Morning registration is taken – all children arriving after this time will be directed to the school office to sign in. Office staff will then escort children to their classrooms
10.30am – 10.40am	Morning Playtime - Year 1 and Year 2
12.00am – 1.15pm	Lunchtime - Whole school with afternoon registration taken at 1.15pm
Afternoon Playtime is taken by all classes at a time to suit their timetable	
3.15pm	School gates open
3.25pm	Classroom doors open, marking the end of the school day

It is very important that your child both arrives and is collected from school, on time. If your child is late arriving, please take them directly to the school office. The office staff will take your child to the classroom. If for some reason you are running late or it is not a person known to the teacher collecting your child, please contact the school office and they will pass the information to the class teacher.

HOURS SPENT TEACHING - during a normal week

The hours spent teaching during a normal week in this school is **25 hours**. This includes religious education, but excludes the statutory daily act of collective worship, registration, playtime and lunchtime.

JUNIOR SCHOOL TRANSFER

At the end of the school year in which the child is seven years old they will transfer to a junior school or primary school. You will need to apply to Derby City Children and Young People's Services for a place for your child at your preferred school. You will receive an application form through the school. Applications can also be made via Derby City Councils' website.

If your child is transferring to Portway Junior School, liaison between staff from both schools has resulted in a comprehensive programme of transition to ensure an easy transfer for the children. Visits to Portway Junior School for Year 2 pupils and parents are arranged and the Year 3 school teachers spend some time at our school in Year 2 classes. In addition, Year 2 and Year 3 teachers meet to discuss children's learning and pastoral needs. This supports the children to prepare for their transition.

ORGANISATION OF CLASSES

There are up to two classes in each age group. Children do not necessarily move through the school with the same group. Classes may be changed to support the children's learning, making a wider friendship group and to promote independence.

LEGAL REGULATIONS REGARDING REGISTRATION of CHILDREN in SCHOOL

The school must record the name and address of every person known to the school to be a parent of the child registered. The term PARENT includes the natural or adopted parents of the child and anyone who has custody, such as foster parents or relatives with whom the child lives. The school will also need to know if your child is privately fostered. **Please ensure that school is notified of any changes to their information.**

EMERGENCY CONTACT INFORMATION

We are required to hold the contact information **for at least 2 responsible adults** to use in an emergency.

COMPLAINTS

Class teachers are always available at a mutually convenient time pleased to discuss with parents any concerns they may have about their child's learning. If parents are not satisfied with the class teacher's response, then the matter should be discussed with the Headteacher.

In the event of continuing parental dissatisfaction, complaints should be addressed to Mrs Tori Beat, Chair of Governors, Portway Infant School.

chair@portwayi.derby.sch.uk

A copy of the Complaints Policy can be found on the school website.

Please note that all staff have the right to be treated with respect. Parents who use abusive and threatening language will be asked to leave the school premises and the local authority will be contacted and involved as mediator.

GENERAL DATA PROTECTION REGULATIONS

Basic information about pupils is held digitally on our Management Information System with hard copies stored securely to assist with the efficient organisation of the school and the individuals' educational needs. All information is gathered, stored and shared in accordance with the UK General Data Protection Regulations.

A copy of our Data Protection Policy, Privacy Notices and SAR (Subject Access Request) procedures are all available on our website

<https://www.portwayi.derby.sch.uk/gdpr/> and from the school office as preferred.

SCHOOL MEALS

School meals are cooked fresh daily on the premises by our catering company. The meals are nutritious and balanced. The Government's Universal Free School Meals Scheme provides all infant aged children with a free school lunch.

Alternatively, parents may provide a healthy packed lunch, if they prefer. Children will bring home anything they do not eat to enable you to monitor what they have eaten.

Please note that we are a nut free school.

Children are supervised throughout lunchtime and will be engaged in games and activities, both indoors and out, dependent upon weather.

WATER BOTTLES

Children can bring a bottle to school to filled with water, they can refill this and have a drink at any time during the school day. **Please do not send in juice.** Please make sure bottles are clearly marked with the child's name.

NATIONAL FRUIT SCHEME

This Government Scheme provides a piece of fresh fruit for every child, every day, free of charge which they have mid-morning. You can send in a fruit snack from home if you prefer but please do not send in cereal bars, biscuits and crackers

SICKNESS AND INJURY AT SCHOOL

When your child starts school, you will be required to provide details of telephone numbers and addresses where you or your representative may be contacted at any time of the day. If your child is sick or injured, the school will respond using this information. It therefore needs to be accurate. ***Please notify the school office immediately of any changes to this information.*** Minor cuts, bruises, etc. will be dealt with at the school by one of the school's first aiders.

If your child has been ill, please ensure that they are fully recovered before they return to school. Sickness/diarrhoea requires the children to be clear of an incident of sickness/diarrhoea for **48 hours** before returning to school.

ADMINISTRATION OF MEDICINES IN SCHOOL

The school follows the Derby City LA Guidelines and Code of Practice regarding the administration of medicines in school. **No medication, unless under exceptional circumstances,** is administered by school staff. A copy of this policy is available on the website and from the school office.

PARKING

The space in the car park is very limited, therefore use of the car park is restricted to staff and visitors. The entrance to the car park should be kept clear at all times for emergency vehicles and deliveries. **The vehicle entrance should not, at any time,** be used by parents with children to access or leave school. Also, please consider our neighbours, ensuring that they have clear access to their property.

Park & Stride - The Woodlands Pub, accessed via Blenheim Drive or Laburnum Crescent, offers free parking at the beginning and the end of the school day in order to relieve the congestion outside school. Please take advantage of their offer.

CLOTHES

Uniform

Grey pinafore, skirt or smart grey trousers, grey or black shorts, white blouse or polo shirt, red sweatshirt/pullover or cardigan (this can be plain and does not need to have the school logo)

Any summer dress in school colours (red and white) may be worn in warm weather

Shoes should be black; no trainers please



PE Kit and Forest School clothing for all children

Whenever possible PE lessons are taken outside.

On their designated PE and forest school day, children should come to school as usual in their white school polo shirt and red school jumper but with black jogging bottoms or leggings; plain black, no branded items please. On a designated PE only day children may wear black shorts/cycle shorts. Children should come to school in plain black/dark trainers (no neon or bright colours please) with Velcro fastening if they are unable to tie their own laces.

Long hair should be tied back please. No earrings or other jewellery can be worn; if they are worn, they need to be removed for PE lessons. If your child cannot do this independently then please take them out before school on PE days.

Hair Accessories

Please ensure all hair accessories are simple in design and preferably in natural or school colours (red and white); no big bows or hair clips please.

It is important that all clothing and belongings are clearly marked with the child's name.

To purchase sweatshirts or cardigans with the school logo, please contact any of the following, all of which will deliver to your home if needed,

Morley's

446 Nottingham Road

Derby

DE21 6PE

01332 281311

www.schoolwearsolution.com

Loop Wear

38 Bailey's Mill

Ilkeston

DE7 8HQ

01773 825865

www.loopwear.co.uk

Parade School Wear

Holt Lane

Matlock

DE4 3LY

01629 55685

sales@kickoffsport.co.uk

SCHOOL BOOK BAGS

Book bags with the school logo are also available in the school office. Children can fit everything they need for school in a book bag; **there is not enough room in the cloakrooms to fit larger bags – no rucksacks please!**



WEARING OF JEWELLERY

We would prefer children not to wear jewellery of any kind, as this can be dangerous when children play together. For obvious health and safety reasons the wearing of any jewellery during PE cannot be allowed, and must be removed. Members of staff are not allowed to remove children's ear-rings.

UNAUTHORISED ABSENCES

On the first day of absence parents are required to inform the school by telephone or email by 9.30am and give a reason for their child's absence. If we cannot make contact with parent's, we may do a home visit.

Protocol for Children not collected at the end of the school day; a copy is available on the website.

The guiding principle in dealing with any situation in which a child is not collected from school must be to minimise distress to the child and them to remain in familiar surroundings and/or with familiar people for as long as possible. We reserve the right to charge for the period that the child is not collected.

Portway Infant School recognises that it has a statutory duty to safeguard and promote the welfare of its children, and that this duty extends to having arrangements in place for dealing with children not collected from school at the end of the school day or school activity. The protocol explains those arrangements, which have been agreed with the Derby City Council Children and Young People's Department and the Derby Safeguarding Children Board.

HOLIDAYS

School holiday dates are fixed by Derby City Council information is available on their website www.derby.gov.uk/education-and-learning/schools-and-colleges/term-and-holiday-dates/ . Details of these will be sent to you annually. In addition, five days during the year are dedicated days (INSET days), arranged by the school, for in-service training.

Amendments to school attendance regulations were implemented in September 2013. Headteachers may no longer grant any leave of absence during term time unless there are exceptional circumstances. Persistent absence has a proven impact on a child's learning therefore we need to highlight how important it is that your child's attendance is good.

We are sympathetic to family needs and encourage parents/carers to let us know if their child will be absent for reasons other than illness. It is important that school knows why your child is absent. We ask for honesty about the reasons for your child's absence. Children always tell us the truth and we would much prefer an open and transparent relationship with our families. If you do need to take your child away during term time for exceptional circumstances, please request a leave of absence form from the school office.

Parents may be fined by the Local Authority for taking their children out of school for holidays. **A list of school holidays for 2026/2027 is available at the end of this document.**

EDUCATIONAL TRIPS

The school encourages first hand learning experiences and occasionally this takes the form of a visit to places of interest related to areas of study. For these trips we may need to request a voluntary contribution from you, for example, towards transport. However, no child will be penalised because their parents do not voluntarily contribute towards the cost. From time-to-time children will undertake short walks to explore the local environment to support work within the school. These are always supervised, in line with legal ratios of adults to children.

Last year, some of the visits we made to support the topics in the classrooms were to Peak Wildlife Park, Sudbury Hall, Allestree Park and to many of our local churches.

LOSS OR DAMAGE

Parents are expected to replace lost or damaged items of school property. Wilful damage to the school will also be charged to parents.

A lost property box is kept in each classroom. To ensure the safe return of property, **Parents are requested to ensure that all items of clothing, lunch boxes, etc are clearly marked with your child's name. Lost property is kept for half a term and then disposed of.**

COMMUNITY

Parent's Forum

We value the voices of our parents and carers and actively work in partnership with our school community. Our Parent Forum provides a welcoming space for parents and carers to share ideas, give feedback, and discuss what matters most to them. The views gathered through the forum help inform our decision making and contribute to school improvement, ensuring that our school continues to grow and develop in ways that best support our children and families.

Parents', carers', and grandparents' involvement

The school encourages parental involvement and values the work carried out by parents, grandparents and other helpers in the classrooms or working around the school. If you would like to be involved in this way, you would be very welcome.

Anyone is welcome to attend please contact Miss Broad a.broad@portwayi.derby.sch.uk, our KS1 Lead Teacher, if you would like more details.

The 'Share' Group,

This group of volunteers meet on Fridays, in school, at 9.00am to make resources to support the children's learning. Please come along (pre-school children are welcome).

Friends of Portway Infant School

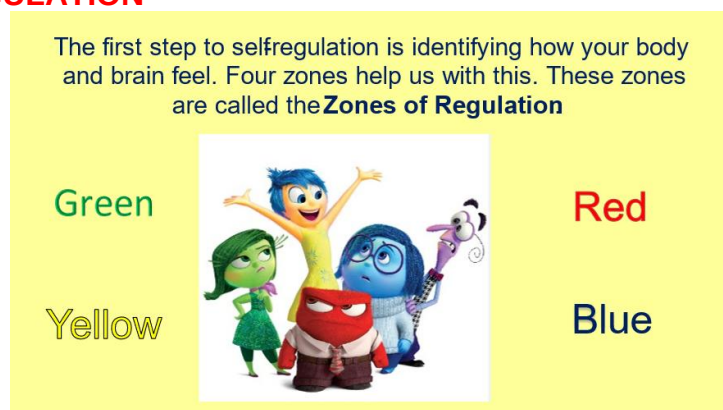
Friends of Portway Infant school is a registered charity whose aims are to encourage the association between the school and community, involving activities of all kinds and raising funds to directly benefit the welfare and education of the children. The group is open to anyone who would like to support the school and the objectives of the charity. The Friends' support is very much appreciated and they have recently fundraised for our FS2 outdoor equipment and classroom resources for KS1 and our forest school.

Eco Rangers

The Eco rangers group consists of one child from each class. Our aim is to help to raise children's awareness of their environment and to appreciate what is around us and not to take it for granted. In January 2021 we were officially awarded the RHS Level 5 School Gardening Award for our commitment to environmental issues and school gardening.

Recently we have looked at how we can impact on local wildlife through the use of a hedgehog home built by the children, two mini beast hotels and a wildlife pond. We have also, very recently, planted a fruit tree in Allestree Park in association with Derbyshire Wildlife. This year our Year 2 Eco Rangers have been lucky enough to be invited on two more trips with Derbyshire Wildlife Trist to learn about pollinators and about dam building to create new wetland habitats. Our wonderful Eco Rangers team have most recently been busy organising a tree planting morning for our parents.

ZONES OF REGULATION



Zones of Regulation is an approach used to support the development of self-regulation in children. All the different ways children feel and the states of alertness they experience are categorised into four coloured zones. Well-regulated children are able to be in the appropriate zone at the appropriate time.

Throughout the day the children check in to a coloured zone in class. We teach the children about the feelings they may experience within each zone.

These are:

- Blue – tired, sick, sad, bored
- Red – mad, angry, terrified, out of control
- Yellow – frustrated, silly, worried, excited
- Green – happy, calm, focused, ready to learn

We use a range of breathing techniques, which can help us to regulate our emotions, these are on our school website.

BEHAVIOUR AND OUR GOLDEN RULES

Clear guidelines are necessary so that a good standard of behaviour can be established and everyone in the school can work well together. Children are reminded daily of the Golden Rules,

- Ready
- Respectful
- Safe

By the end of their time at infant school we hope that children will have acquired good working habits, be self-confident, truthful, responsible and have a degree of self-regulation and a caring attitude towards others.

SCHOOL COUNCIL

At Portway Infant School, our School Council plays an important role in giving children a voice and helping them to feel actively involved in school life. Representatives are chosen from each class by placing children's names into a hat if they would like to be considered and drawing them at random, ensuring that everyone has a fair and equal opportunity to take part.

The School Council meets regularly to discuss ideas, provide feedback from their classmates, to support with event organising and to contribute to decisions made within school.

THE NATIONAL CURRICULUM

The National Curriculum includes - English, Maths, Science, Computing, Design Technology, Art, History, Geography, Religious Education, Personal, Social and Emotional development, Music and Physical Education, Children start the National Curriculum in year 1 and we build on this knowledge to give all children the opportunity to achieve the expected standard by the end of year 2. We aim to ensure that all learning experiences challenge, stimulate and promote thinking and learning. Forest school is also embedded into the year 1 and 2 curriculum to promote the love of nature and the world around us, building on what they been taught in early years.

The school also provides daily assemblies. If any parent has any queries about the school curriculum, they are requested to contact the Headteacher.

OUR CURRICULUM

Through collaboration with parents, governors, staff and children we have created a school vision that enables, us as a school, to deliver a high-quality curriculum that stimulates all children so that they can achieve well and foster a **love of reading**.

We pride ourselves in our welcoming and friendly ethos where both working as a team and every individual is highly valued. Across the broad and balanced curriculum, our topics promote experiential learning both in the classroom and outdoors so that children are fully engaged in relevant and ambitious new learning. Where it is beneficial, we make connections to our local community and the area in which we live.

We bring together our experiences and further develop our learning within our wonderful Forest School, located within the school grounds. We feel this really connects our learning to access a broad and balanced curriculum.

At Portway Infant school, it is our belief that every child is our future and thus our curriculum is deliberately designed to prepare children for their next stage of learning and to grow, flourish, **be curious** and realise their potential. Through effective teaching we nurture and care for each individual preparing them by immersing them in fun, challenging and **creative** learning that they will remember as their building blocks. This is achieved through a carefully constructed and sequential curriculum demonstrating how all children make progress at our school.

We provide a safe, happy, inclusive and caring learning environment in which all children can develop their academic, personal and social and emotional skills. Indeed, we deliberately support our children to become increasingly independent, healthy and responsible members of the school community equipped with the skills and attitudes to be lifelong learners with a commitment to building **cultural capital**.

Our Forest School gives children the opportunity to learn through experience within a woodland setting, to develop their self-esteem and confidence in a hands-on manner. We enable them to develop an inquisitive and positive relationship with the natural

world, respect for each other, co-operation, motivation to learn and persevere through challenges and problem solving and opportunities to make decisions in their learning and play.

We continually evaluate our curriculum to ensure it provides progression from EYFS to the end of KS1. We have designed our curriculum to ensure it meets the needs of our children and that lessons are sequential to help children build upon what they have learnt in each lesson. We have clear building blocks that build upon children's prior knowledge, **vocabulary** acquisition and what they need to know and remember in preparation for their next phase. This is monitored by subject leaders with an emphasis on how children make progress through the knowledge and skills they are taught to support children to know more and remember more over time.

EARLY YEARS FOUNDATION STAGE (EYFS) CURRICULUM

The children join Foundation Stage 2 (FS2), also known as Reception, at four years old and follow the framework for the Early Years until the age of five.

All children are assessed continuously using the Early Years Foundation Stage Curriculum over the year. This is carried out through observations of play, conversations and adult led activities.

The children in Foundation are taught within seven areas of learning, as detailed below;

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

The organisation in Foundation is very fluid to ensure that all requirements and needs are met for all learners.

We know that children learn best when they are engaged and motivated so, alongside the curriculum, we also consider their interests and plan accordingly. In Forest School the children get to explore and investigate the natural world around us, while embedding all the knowledge and skills that they are taught in the foundation year. We continually identify what the children already know in order that we can plan and challenge individual learners.

In addition, we also want the children to be physically active. We have outdoor learning all day every day to help ensure the children keep healthy.

The school works very hard with the pre-school settings to ensure that a smooth transition takes place and there is a comprehensive transition procedure.

CONTINUOUS PROVISION KEY STAGE ONE (KS1)

Continuous Provision in Year 1 and Year 2

In Years 1 and 2 (KS1), children learn through a balance of adult-led teaching and continuous provision.

What is Continuous Provision?

Continuous Provision means that children have access to carefully planned learning areas every day which supports transition moving from EYFS (Reception) to Year 1. These areas allow children to practise and apply skills they have been taught, while following their interests and learning independently.

The activities are designed by teachers to support learning across the curriculum and to build confidence, independence, and problem-solving skills.

FOREST SCHOOL

We have a Forest School on our site. The benefits of Forest School are many! It can help improve concentration, resilience and motivation to learn. We use tools to make things, have marshmallows on campfires, climb trees, make mud pies, sing songs and many more wonderful things. The children absolutely love it, and the muddier they get the bigger their smiles!



TEACHING AND LEARNING POLICY

We strongly believe that children learn best in a nurturing and stimulating environment with quality teaching and a curriculum that meets their needs. A full copy of the Teaching and Learning Policy can be found in the school office or on the website.

OUR SCHOOL WEBSITE

Children and parents can access information through the school website as an essential part of making learning interactive and engaging at an appropriate level for infant children.

The use of the website is to give parents key information about school events, the curriculum, school governors and also to share and celebrate the children's experiences and learning. Each class has their own page which the class teacher updates with past and current learning. This offers children a chance to continue to share learning at home giving parents a form of communication to enable them to keep up-to-date with what is happening at Portway Infants.

CLASS DOJO

Class Dojo is an online service used throughout school to share information individually, as a class and as a school. It is also where you will find any homework set by the class teacher.

CURRICULUM AREAS

Art and Design

Our aim in art and design is to develop the children's creativity and expression through creative projects and using our setting. We learn about a range of famous artists and look carefully at their work, using them as inspiration for their own creations. Skills are developed over time using sequences of lessons, to build confidence in being able to use the techniques independently. We teach the children how to use a wide range of media to achieve different effects, for example watercolour paints, sketching pencils, chalk pastels and collage to name just a few. Art work is celebrated throughout the school to ensure the children feel a sense of pride over what they have achieved and to share our accomplishments. We invite local artists in to school where possible to work alongside our children.

Computing

Computing is taught as an essential tool to enhance learning in our ever-growing digital society. It is used across all subjects to support, develop and inspire the children. Children are supported to develop their independent computing skills which allow them to become creative problem solvers.

Children and parents can access the internet to support their learning in an engaging and interactive way. The websites and apps that the children have access to are age appropriate for infant children. We use the internet, which includes our school website,

to prepare the children for lifelong learning. The world of computing is ever-changing and we support children to develop their independent computing skills in a safe and productive manner.

Each child is given a username and password to access our school Purple Mash site at school and at home, where the children can access all of the programs and activities that they use at school. We use our school website to show pictures of what we have been learning at school, our achievements, exciting news and information and also printable resources. Please do not worry if you do not have access to the internet at home as your child will have the opportunity to access the internet at school.

As a school we use Class Dojo to share information with parents, such as exciting dates, new learning, school initiatives and much more. Parents have the ability to message their child's teacher to share learning and experiences. We have found Class Dojo to be a great communication tool used in a safe and secure way.

There are smart boards in each classroom and a set of iPads in school with a great range of educational apps to ensure children are accessing new and exciting content to further enhance teaching and learning across the curriculum. We also use audio recorders, digital cameras and programmable bee-bots.

On our school website there are a range of helpful posters to view which give parents advise on keeping children safe online. Online safety is of the utmost importance; it is taught to the children in FS2 (Reception) and Key Stage 1 (Years 1 and 2). Please help us to keep your children safe by ensuring they only access age-appropriate content under the supervision of a parent or guardian.

Design and Technology

In Design Technology, children are encouraged to use their ideas to design, make and evaluate different items using a variety of tools and equipment. Children develop their understanding through manipulation of constructional toys, model making and creating structures and mechanisms using different techniques and materials. We teach the children key skills, such as how to cut, shape and join materials together. They are encouraged to talk through their ideas and evaluate their own work so that they understand how it might be improved for next time. Children learn about nutrition through creating recipes and making different food products. They are taught the principles of a varied and healthy diet.

English

- **Language**

Is of prime importance to enable the children to communicate with others, to be aware, as they grow up, of what is happening in the world and be able to form reasoned opinions.

- **Listening**

A pre-requisite to learning, and children should be encouraged to listen attentively and recall what they have heard. The enjoyment of listening to stories and poems encourages children to read for pleasure to themselves.

- **Reading**

The children are given many pre-reading activities, leading to the introduction of simple reading books.

Many children complete the infant scheme and will read widely from extension readers. The aim of reading is to enable children to turn readily to books for information, read with understanding and confidence and be able to discuss what they have read. We hope to give children a lasting love of reading for pleasure and

information. A good supply of quality books is available in each classroom and in our school library.

Geography

Geography is taught as an integral part of our topic work. We aim to stimulate our children's interests in their surroundings and enhance their understanding of the world.

The children will learn how to use, draw and interpret maps, find out about other countries and cultures and begin to develop a concern and understanding of the environment. In Reception, topics include: Marvellous Me, All About Me, Celebrations, People Who Help Us, Our World Around Us, Big Wide World, At the Seaside and New Beginnings. In Year 1 topics include: Brazilian Carnival, Fur, Feathers and Scales, Bustling Cities, Life as a child, Into the Forest and Boom, Pow, Shazam. In year Two, Topics include: All Aboard, Awesome Allestree, Amazing Africa, Magnificent Monarchs and Perfect Plants and Marvellous Minibeasts.

We are incredibly lucky to have extensive school grounds and a wonderful immediate locality surrounding our school which we use regularly to enhance learning.

Handwriting

Throughout school we follow the Unlocking Handwriting scheme, which is from the same scheme as phonics, to ensure a structured and consistent approach across all year groups. Good handwriting is critical to children's writing progress. It is essential that handwriting is practised until it is fluent and effortless so that the children can put all their efforts into thinking about what they are writing. Handwriting is taught daily in all classes; all teachers recognise the importance of practising little and often. Teachers model handwriting during lessons and have high expectations for all children to have correct letter formation, building fluency over time.

Intervention groups, such as pencil grip, fine motor and gross motor activities, will be used to support children's handwriting development where needed.

History

History is taught as an integral part of topic work. We aim to develop the children's sense of chronology and foster a fascination and understanding of people and events from the past.

Topics include learning about kings and queens, dinosaurs and the first moon landing, childhood in the 1950s, Florence Nightingale, The Great Fire of London, castles, schools in the past and explorers.

Children will have the opportunity to examine historical artefacts or replicas and photographs, visit historical sites or take part in role play.

Mathematics

The teaching and learning of mathematics take's place both indoors and outdoors through a wide range of practical activities using a range of resources and manipulatives.

We provide children with lots of opportunities to explore different aspects of number and shape, space and measure. The children in reception have a wide range of play resources available to them to access and explore – this is known as “continuous provision”. For example, the children learn about capacity through water play both indoors and outdoors. The children learn to count using a range of objects which may be in line with their special interest such as dinosaurs. The correct use of

mathematical vocabulary is always supported and reinforced by teachers. The teaching of mathematics in key stage 1 is also practical but with an increased amount of recording in books.

Our teaching of mathematics aims to equip children with the necessary skills to apply their mathematical knowledge in different ways and support them in everyday life as they continue on their learning journeys. We focus on developing the children's confidence and mental fluency with whole numbers, counting and place value. This includes working with numerals, word and the four operations. We use physical resources, pictorial representations and practical problem activities in an interesting and engaging way to make the children's math's experiment relevant and memorable.

Music

Music plays an important part in school life. We aim to engage and inspire our children to develop a life-long love of music and their talent as musicians.

The children will perform and compose using a range of tuned and untuned musical instruments, whilst developing listening skills and knowledge of the musical element. There is a strong emphasis on music from a variety of cultures and societies.

Personal, Social, Health Education (PSHE)

At Portway Infant School we believe the personal, social and health education of each child is of great importance. Personal, Social and Health Education (PSHE) is taught as a specific subject throughout all of the three, year groups in the school. The behavioural expectations of our children and the overall ethos of the school reflect the high value we place on PSHE. Children are taught to be considerate towards others and to respect their surroundings and to understand their role as a positive member of the school community.

Through Our PSHE curriculum, children are supported to develop an understanding of their emotions and mental wellbeing. They learn to recognise and name different feelings, understand that all emotions are valid, and begin to explore simple strategies to help regulate them, such as calming techniques or talking to a trusted adult. We promote open conversations about feelings, helping children to build confidence in expressing themselves and seeking support when needed.

The school reflects our strong commitment to promoting physical and emotional wellbeing. Children learn about the importance of keeping fit and healthy, making positive choices, and understanding how healthy habits support both body and mind.

Phonics

Children participate in daily phonics lessons which teach children the basics of reading and spelling. We use "Unlocking Letters and Sounds" which was validated by the DfE in December 2021.

We begin teaching phonics in the first few weeks of term in reception and children make rapid progress in their reading journey. Children begin to learn the main sounds heard in the English language and how they can be represented, as well as learning 'common exception' words for phases 2, 3 and 4. They use these sounds to read and write simple words, captions and sentences. Children leave reception being able to apply the phonemes taught in phases 2, 3 and 4.

In year 1 through phases 5a, b and c, they learn alternative spellings and pronunciations for the graphemes and additional 'common exception' words. By the end of year 1 children will have mastered using phonics to blend and decode when reading and segment when spelling. In year 1 all children are screened using the national phonics screening check.

In year 2, phonics continues to be revisited to ensure mastery of the phonetic code and any child who does not meet age related expectations will continue to receive support to close identified gaps.

Physical Education

PE has a central role in the school curriculum. Along with opportunities for physical activity, PE supports the social, cognitive, creative and health development of the children. All children, regardless of ability, engage in all PE activities. We follow the Get Set 4 PE Scheme which builds fundamental knowledge and skills

Engaging in physical activity is a positive experience that helps increase confidence and self-esteem and may prevent mental health issues.

Early Years Foundation Stage have indoor and outdoor active sessions play sessions every day. Key Stage 1 are timetabled for two sessions per week PE, both indoors and outdoors, when the weather permits, which include activities in dance, gymnastics, athletics and games.

Our forest school provides further opportunities for outdoor and adventurous activities (OAA) and team building games. We provide a wide variety of sports clubs during the year, in-house and with outside agencies, such as Yogabugs and Derby County Community Trust, before and after school. We enjoy active learning in many lessons and a period of physical activity is part of our classroom routine every day for 10 minutes. We also enjoy taking part in Derby City's 'Celebration of Dance' each year.

Relationships and Health Education

The aims of Relationships and Health Education at Portway Infant School do not include the teaching of human sexuality, reproduction and sexual health, as we believe this content is more appropriately delivered in Key Stage Two and beyond. Through Relationships and Health education at Portway Infant School, children are given opportunities to develop confidence in listening, speaking and thinking about feelings and relationships. We aim to nurture self-confidence, self-respect and a positive sense of identity, equipping children with the skills needed to build happy, respectful and fulfilling relationships both during their time at school and later in life.

Children are supported to recognise and understand their emotions and appreciate the feelings of others. They learn about kindness, empathy and the importance of seeking help from trusted adults when needed.

The Relationship and Health Education programme is delivered as part of our PSHE (Personal Health Social Education) curriculum whose scheme of work is available to view on request.

Religious Education

The Religious Education in this school is non-denominational, but broadly Christian. We learn about many different faiths, their values, belief and celebrations. During Religious Education we try to encourage the children to show respect and consideration for others, be truthful and thoughtful at all times, to appreciate God's world and to foster such values as kindness and consideration of all living things.

If parents wish to withdraw children from collective worship or religious teaching in the classroom, a request in writing should be made to the Headteacher. Please consider that children dislike being excluded and would miss opportunities for general learning. Children who are withdrawn will be provided with suitable work and will be supervised by a teacher or a teaching assistant.

Science

At Portway Infant School, science inspires curiosity, wonder and a love of discovery. We nurture children's natural desire to explore the world around them and encourage them to ask questions about how and why things happen.

Through hands-on practical experiences, children investigate, observe and explore. They learn to think like young scientists by asking questions, making predictions, carrying out simple investigations and discussing their findings. This approach builds confidence, independence and critical thinking skills from an early age.

Our school grounds and local area provide meaningful, real-life opportunities for exploration. By connecting scientific learning to everyday experiences, we help children develop a strong understanding of the world around them.

We use a range of engaging teaching approaches to ensure all children develop key scientific knowledge, skills and vocabulary, laying secure foundations for future learning.

The Creative Arts

All children will experience a range of arts opportunities to enrich their learning across the whole curriculum. The arts add quality and enjoyment to learning at school. It can help all children to reflect on their thoughts and feelings. Some of the creative skills being taught include; drama, music, dance and art.

LEARNING AT HOME

At Portway Infant School we base our policy on research that shows there is evidence that 'homework' can be an effective intervention of improving attainment. This evidence (Sutton Trust) shows that it is effective when:

- It is supported by parents and carers
- It is part of good home/school partnership
- It supports attainment of all children
- Practices are developed over time

The only 'homework' that is expected of all children is reading. We ask that you support your child in learning their phonics sounds and that you hear them read at least 4 times per week. We believe passionately that if children can read confidently and fluently by the end of KS1 their educational journey through school will be a successful one. All children are expected to follow the recommended reading time.

Parents make a vital contribution to their child's education by supporting and encouraging their child in home learning.

Children take reading books home with a home-school Reading Record in which parents and teachers record comments. Children are encouraged to join their local library and read a wide variety of fiction and non-fiction books at home. A copy of the Learning at Home policy is available on the website.

MONITORING THE PROGRESS OF CHILDREN

Assessment, recording and reporting form an integral part of the teaching and learning process at Portway Infant School, involving the individual child, parents, teachers and support staff working together to enable children to achieve their potential. Monitoring takes place continuously to ensure the needs of each individual child are met. There are parent's evenings per year, one in the autumn term, and one in the spring. There is a formal written report in the summer term. However, parents are always welcome to make an appointment to see their child's class teacher at a mutually convenient time.

SPECIAL NEEDS EDUCATION

Portway Infant School is committed to providing an inclusive curriculum to ensure that all children, whatever their needs or abilities, achieve their full potential. Within each class work is adapted to cater for different abilities. Some children may receive support from outside agencies, such as the Educational Psychologist, Speech and Language Therapist, the specialist teaching and psychology Service (STePs) or an Occupational Therapist.

More detailed information about our special educational needs and disabilities provision can be found in the School Information Report in the SEND section of the school website.

A copy of the Special Educational Needs policy can be found on the school website or is available from the school office

CHILDREN WITH DISABILITIES

The Derby City Council admissions criteria is strictly adhered to and no child is discriminated against. Every effort will be made to enable any child with a disability to participate in the full curriculum. If required, special resources will be obtained and professional advice will be sought. The main entrance is wheelchair accessible and there is a disabled toilet.

LOOKED AFTER and PREVIOUSLY LOOKED AFTER CHILDREN

The governing body is committed to providing quality education for all its children based on equality of access, opportunity and outcomes. This policy includes requirements set out in statutory guidance on the duty of local authorities to promote the educational achievement of Looked After Children under section 52 of the Children Act 2004 (Nov 2005) and associated guidance on the education of Looked After Children.

The aims of the school are to:

- ensure that school policies and procedures are followed for Looked After Children as for all children
- ensure that all Looked After Children and previously Looked After Children have access to a broad and balanced curriculum
- ensure that Looked After Children and previously Looked After Children take as full a part as possible in all school activities
- ensure that carers and social workers of Looked After Children and previously Looked After Children are kept fully informed of their child's progress and attainment
- ensure that Looked After Children and previously Looked After Children are involved, where practicable, in decisions affecting their future provision.

A copy of the Looked After Children policy can be found on the website or is available from the school office.

SAFEGUARDING

The staff and governors at Portway Infant School recognise that they have a duty to ensure arrangements are in place for Safeguarding and promoting the welfare of children and we will carry out this duty through our teaching and learning, pastoral care and extended school activities.

All members of the school community (including volunteers and governors) will at all times establish and maintain a safe and stimulating environment; an environment

where children feel safe and secure, where children are encouraged to talk to adults they can trust and where children are listened to.

Our staff are fully trained in safeguarding procedures and employees, volunteer helpers in school and governors are subject to Disclosure and Barring Service enhanced checks. Staff and Governors are trained in Safer Recruitment procedures to ensure that our appointment process is rigorous.

Parents should be aware that the school is required to take any reasonable action to ensure the safety of its children. In cases where the school has reason to be concerned that the child may be subject to ill-treatment, neglect or any other form of abuse, the headteacher is obliged to follow the safeguarding procedures established by Derby and Derbyshire Safeguarding Children Partnership and inform Social Care of their concern.

A copy of the Child Protection and Safeguarding policy can be found on the school website or is available from the school office.

EQUALITY, DIVERSITY AND INCLUSION

Portway Infant School is committed to upholding all elements of the Equality Act October 2010.

We follow and revise our Equality Action Plan (2024-2028). We also have an Equality, Equity, Diversity and Inclusion Policy that you can view on our website. The new General Duty replaces the three existing public sector equality duties for disability, race and gender. It covers all protected characteristics and has three main aims requiring public bodies to have due regard to the need for:

- Eliminate discrimination, harassment, victimisation and other conduct that is prohibited under the Equality Act 2010.
- Advance equality of opportunity between persons who share a protected characteristic and persons who do not share it.
- Foster good relations between persons who share a protected characteristic and persons who do not share it.

The Governing body and school are committed to an action plan of equality and aims to ensure that no employee, job applicant, children or other member of the school community is treated less favourable on grounds of sex, race, colour, ethnic or national origin, marital status, age, sexual orientation, disability or religious belief.

Any behaviour, comments or attitudes that undermine or threaten an individual's self-esteem on these grounds will not be tolerated. We aim to provide equal access to high quality educational opportunities and to ensure that everyone feels that they are a valued member of the school community. We seek to provide a safe and happy environment where all can flourish and difference celebrated.

All members of the school community are responsible for promoting the school's Equality Action Plan and are obliged to respect and act in accordance with the Action Plan. The school's Promoting British Values statement is on our website.

ADDITIONAL INFORMATION

Although the information contained in this booklet is correct at the time of printing, it should not be assumed that there will be no change affecting the information before, during or after the date of publication.

School Term and Holiday Dates 2026-2027

 School Holiday	 Bank Holiday	
 Autumn Term	 Spring Term	 Summer Term

September 2026 (19 days)						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2026 (17 days)						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2026 (21 days)						
M	T	W	T	F	S	S
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

December 2026 (14 days)						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2027 (20 days)						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2027 (15 days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2027 (19 days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2027 (15 days)						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2027 (19 days)						
M	T	W	T	F	S	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2027 (18 days)						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2027 (18 days)						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2027						
M	T	W	T	F	S	S
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

195 Days – including up to 5 days to be taken as professional development days for teaching staff.