

Brewster Avenue Infant and Nursery School

School Brochure 2025-2026



Learning Together, Growing Together

Headteacher: Miss Becky Thompson

Brewster Avenue Infant and Nursery School
Brewster Avenue
Woodston
Peterborough
PE2 9PN

Phone: 01733 565092

Email: office@brewsteravenue.peterborough.sch.uk

School Website: www.brewsteravenueinfants.co.uk

Welcome

Dear Parents and Carers

On behalf of the children, staff and Governors I would like to welcome you and your family to Brewster Avenue Infant and Nursery School.

Our school motto is *"Learning together, growing together"* and our primary aim is to work together to ensure every pupil achieves and learns to their potential in all areas of school life, within a happy, secure, exciting and challenging environment. We value a broad and balanced education and ensure that all children access not only academic, but creative and physical areas of the curriculum both within the school building and outside in our fantastic grounds.

We believe in the importance of every child and adult who enters our school and want all those who become a part of our school community to feel valued, happy and respected and to recognise their role in developing and improving our school.

We have a fantastic team: children who enjoy their learning and behave well; staff who guide your children to be good learners and make progress through a creative curriculum; governors who help lead and manage the school strategically; and you as parents and carers who support your children and the school.

We hope that as you read our school brochure you will gain a sense of the value that we place in each child and our desire to ensure achievement remains high within a caring and happy community.

The staff and I look forward to meeting you and your child to ensure that their first experiences of school life are both happy and successful. If you have any questions, please do not hesitate to contact me via the school office or visit our school website for more information.

Yours sincerely

Miss Thompson

Miss Becky Thompson
Headteacher

About our school

Brewster Avenue Infant and Nursery School was opened in 1951 and is a mixed community school for children aged between 3 and 7. We are situated close to the centre of Peterborough, down a residential street, on a site that offers us a little oasis in the centre of a busy city. Each year group has an outdoor learning space.



Our grounds boast a large field and enclosed playground to the back of our site, including an allotment garden and environmental area with pond.



We have a Woodlands Learning area and we are continually looking for ways to develop and improve the outdoor learning opportunities we offer.



Our school building comprises six large infant classrooms and a spacious nursery class, together with a large hall and kitchen. Wide corridors and small group rooms provide additional learning spaces.

Our school vision is that we are all

Learning Together, Growing Together

We value and respect each child and adult whatever their gender, race, culture, religion or abilities and we expect each child and adult to do likewise

We foster each child's creative, moral, social, physical, intellectual, emotional and aesthetic development

We help each child to develop a sense of his or her own worth

We create a secure and stimulating environment where children will find happiness and satisfaction in their work and play

We praise rather than blame, reward rather than punish, expect good rather than bad and work towards the best in all things

...and we like to SMILE!



The Governing Body

Governing Body	
Chair of Governors	Ben Hackney-Williams
Clerk	Clare Weston
Headteacher	Becky Thompson
Staff Governor	Helen Cave
Parent Governors	Emily Stevens Agnes Gallovich-Levai
Co-opted Governors	Sara Basuc Amanda Bull Pamela Kanyuchi Adrian Meadows
Local Authority Governor	Graham Casey

The Full Governing Body meets once every half term to support and challenge the leadership and direction of the school. The minutes of all Full Governing Body meetings are available, on request, from the school.

Parent Partnership

We believe it is important that the school has strong links with the community and that parents and carers should be involved in the education of their children for the benefit of both parent and child.

In the autumn and spring terms, parents are invited to talk to their child's class teacher to discuss progress. Teachers write an end of year report which is delivered at the end of the summer term, with an opportunity to follow it up with a discussion with the class teacher if required. Staff will always be happy to talk with parents and carers to discuss and resolve any concerns.

We communicate with parents and carers in various ways, for example through daily contact at drop-off and collection, our regular newsletters, questionnaires and workshops. Parents are also invited to attend special events through the year in school.

The school's website has a wealth of information including copies of key policies.

Staffing September 2025

Headteacher	Becky Thompson	
Deputy Headteacher & SENDCo	Amanda Bull	
Teachers	Nursery	Khola Mortell & Norah Lester
	Class 1	Ella Waterhouse
	Class 2	Alayna Moss & Karen Durban-Haskins
	Class 3	Lital Serjeant & Emma Bell
	Class 4	Monika Komisarczyk
	Class 5	Helen Cave
	Class 6	Steven Perrett
Teaching Assistants	<div> <div> Karen Bucciero Hayley Convertino Rocky Corbino Erin Lovett Hayley McAllister Hayley Pearson </div> <div> Lilith Rickerby Teresa Riley Katie Spong Kiera Street Steph Taylor Hazel Wharton Rebecca Webb </div> </div>	
Office	Office Manager	Megan Reynolds
	Finance Manager	Jo Jones
Site	Housekeeper	Mark Clifton
Kitchen	Cook in Charge	Mim Cozzetto
	Catering Assistants	Cheryl Hoskins & Mandy Smith Dron
Lunchtime Supervisors	Hayley McAllister – Lunchtime Play Leader Sarah Borley Pascall Horsfall Leanne Worth	

School Term Dates

September 2025 - July 2026

Autumn Term 2025	
Opens	Wednesday 3 rd September
Staff Training (closed to children)	Friday 3 rd October
Half Term	Monday 27 th October – Friday 31 st October
Ends	Friday 19 th December
Spring Term 2026	
Opens	Tuesday 6 th January
Half Term	Monday 16 th to Friday 20 th February
Ends	Friday 27 th March
Summer Term 2026	
Opens	Monday 13 th April
May Bank Holiday	Monday 4 th May
Half Term	Monday 25 th to Friday 29 th May
Ends	Friday 17 th July

The School Day

The school day begins at 8.55am and ends at 3.05pm

Doors are opened at 8.55am and closed at 9.00am. Children are registered at 9.00am. Children arriving after 9.00am will be considered 'late' and an appropriate mark recorded on their attendance record.

- Reception children are dropped-off and collected on the front playground.
- Year 1 are dropped-off and collected at the hall doors.
- Year 2 are dropped-off and collected from their classroom doors on the front playground.

Lunchtime is between 12.00pm and 1.00pm

Our Lunchtime Play Leader ensures that there is a range of fun activities for the children to play with, whatever the weather.



Our Lunchtime Supervisors ensure that the children enjoy their lunch with their friends and play with them on the playground.

Travelling to school

We encourage families to walk, scooter or bike to school. However, we do realise that some parents have no choice but to drive and we would ask that you park sensibly around the local area. For the safety of all families, Brewster Avenue is closed to traffic during school pick up and drop off times. If you are a blue badge holder and require parking closer to school, please contact the school office.

Pupil Information

To manage pupil information, we use a system called Arbor. You have an account set up already and need to log in to share your child's registration information with us.

To finish creating your account you need to set a password. Your username is your email address. Go to <https://login.arbor.sc> and click **Forgot your password?** to finish setting up your account.

You can access your account online (called the Parent Portal) and once you have set up your password, on the Parent App.

The Parent App can be downloaded from either the Playstore on android phones or the Apple Store on iPhones. If you are using a mobile phone, the information is much easier to read on the app, so we recommend you download this.

You will need to complete your child's **personal, medical, dietary, authorised collection details and consent** on Arbor, before your child can start at the school.

If there are any changes to your child's details whilst at the school, you can change them on Arbor and the office will get a notification of the changes.

We use the app to send messages, so please have notifications switched on.



Brewster Avenue Nursery

We are lucky to have an education nursery class in our school. Our nursery currently has capacity for 26 children to attend daily, in the mornings from 8.50am to 11.50am (15 hours per week).



Children can start at our nursery the term after their 3rd birthday. The school manage nursery admissions and application forms can be collected from the school office.

Early Years Foundation Stage

We work towards Early Learning Goals which the children should meet by the end of the Foundation Stage (Reception year).

Children progress through 3 prime areas of learning:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

And 4 specific areas of learning:

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Reception Baseline

The reception baseline assessment is a short and simple check of a child's early literacy, communication, language and maths skills when they begin school. This is administered by the class teacher at some time during children's first 6 weeks at school.

The assessment will provide a measure of how schools are helping pupils to progress between Reception and year 6.

During a 20-minute one-to-one session with their teacher, your child will do a number of practical and interactive tasks. Your child does not need to prepare. There is no pass mark or score and your child should not realise they're doing an assessment.



Key Stage 1

In Year 1 and 2, children progress onto the requirements of the National Curriculum 2014, in which they cover the following subjects:

- English
- Maths
- Science
- Computing
- Art and Design
- Design and Technology
- History
- Geography
- Music
- Religious Education (RE)
- Physical Education (PE)
- Personal, Social and Health Education (PSHE)



In general, the subjects are taught through the use of themes or topics, which link the different subjects together. For some activities children will be taught as a whole class. For others, teaching may be in small groups or individually. Classrooms are set up with a wide range of resources, that offer children access to different activities and investigations linked to the curriculum areas throughout the day.

We teach daily phonics/spelling and grammar sessions across the school, which develop the children's ability to distinguish letter sounds and use them in their reading and writing. We follow the Little Wandle Letters and Sounds (Revised) programme as the basis of our phonics and early reading teaching.



Religious Education

Our RE curriculum reflects the fact that the religious traditions in Great Britain are in the main Christian, while taking account of the teaching and practices of the other principal religions represented in our community and worldviews.

You have the right to ask for your child to be excluded from RE, assemblies and also from elements of Relationship and Sex Education if you wish.

Please see our policies on the school website and contact the Head Teacher if you would like to discuss this option.

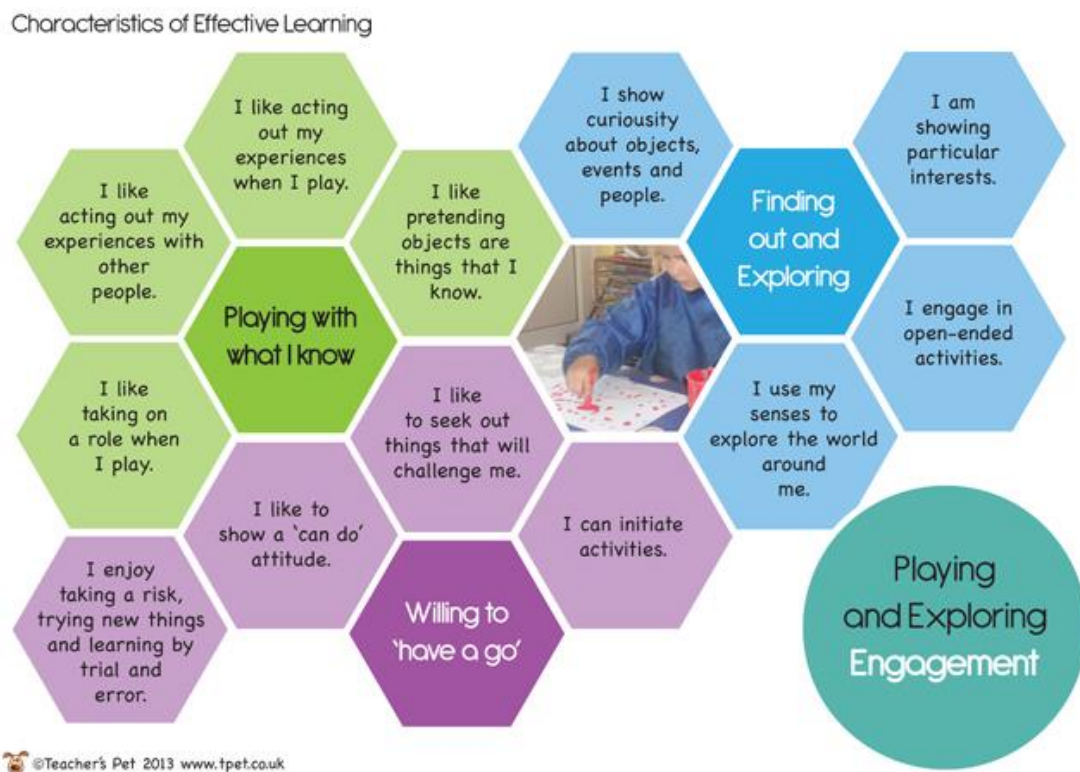
Characteristics of Effective Learning

Children develop and learn in different ways. The ways in which children engage with other people and the environment underpin learning and development and support them to remain effective and motivated learners.

Our staff enable and encourage children to learn well by ensuring challenging, playful opportunities across all areas of learning, fostering the Characteristics of Effective Learning:

Playing and Exploring
Active Learning
Creating and Thinking Critically

We actively encourage our children to think about how they are learning, what their strengths are and identify their next steps for development.



Characteristics of Effective Learning



©Teacher's Pet 2013 www.tpet.co.uk

Characteristics of Effective Learning



©Teacher's Pet 2013 www.tpet.co.uk

Assessment

The school keeps detailed records on the progress each child makes in learning. Teachers regularly assess every child's learning throughout the year and you will be informed how your child is progressing each term through Parents' Evenings and your child's annual school report.

During the Reception year children's progress towards the Early Learning Goals will be assessed using the Foundation Stage Profile.

At the end of Year 1, parents will be informed of the results of the statutory Phonic Screening Check that takes place in June.

In Key Stage 1, children's progress will be judged against the expectations of the National Curriculum at the end of Year 2. At the end of Year 2 teachers make a judgement as to whether the child has reached the expected standard for his or her age, based on the child's classwork throughout the year.

Evidence Me

Evidence Me is an app that we use to provide a simple way to record observations of each child's learning. The app is used from nursery to Year 2.

There is a parent app too, so you can regularly see the observations of your child's learning and add photos and comments about events and activities that they have done at home too.

The observations on the app are the main assessment method for EYFS and form part of the record of learning for KS1 (together with children's exercise books).



Home School Agreement

Brewster Avenue Infant and Nursery School shall:

- Care for your child's safety and well being
- Help your child to develop a positive attitude to school and a love of life-long learning
- Encourage high standards of work and behaviour as your child progresses through school
- Ensure that your child is given equal opportunity to develop his/her potential as a valued member of the school community
- Encourage your child to believe in themselves, feel valued and support their spiritual, moral, cultural, and social development
- Teach your child to develop a positive attitude to others, regardless of sex, race and ethnicity, religion or belief, gender identity, sexual orientation, or disability
- Respond quickly and appropriately to any bullying or racist, homophobic, or disability-related incidents
- Provide a stimulating and balanced curriculum to meet your child's individual needs
- Keep you informed about your child's progress and behaviour and how you can help at home
- Be open and welcoming

Parents/Guardians shall:

- Ensure that their child goes to school every day, is on time and properly equipped for their school day
- Inform the school by 10am on the first day of their child's absence, giving a reason for this absence
- Make the school aware of any concerns or problems that might affect their child
- Support their child with his/her home learning
- Support the school's policies for learning, equality, discipline and good behaviour
- Attend parents' evenings, workshops and discussions about their child's progress, behaviour and learning

Children shall:

- Help grown-ups to get them to school on time
- Take care of their school uniform and belongings
- Follow the school SMILE rules
- Be polite, kind and helpful to others
- Take care not to hurt anyone by what they say or do
- Respect other children's culture, background, feelings, beliefs and values
- Tell a member of staff if they are worried or unhappy or do not feel safe
- Expect to be treated kindly, be listened to, be helped, have a friend, play and join in games, be happy, feel wanted, be safe, and to be special

Inclusion

Children with Special Educational Needs

All children are valued, respected and welcomed to our school. We are able to provide an environment which enables access for all pupils regardless of their need.

We are proud of our ability to support all children in their learning and adapt our curriculum to support individual needs. We use a variety of assessment strategies to identify and assess the needs of individual children and work in co-operation with the children, parents, teaching staff and external agencies to offer the best school experience possible for children with additional needs.

The school works with the School Nursing service, Speech and Language Therapists, Educational Psychologists, Physiotherapists and other specialists as necessary.

Our SENDCO is Mrs Bull.

Accessibility

The school has carried out an accessibility audit and is confident about meeting the needs of all pupils here. We have designated parking spaces, toilet facilities, a shower, wide corridors and easy access to classrooms. Our accessibility policy and plan can be found on our website.



Data Protection

Our school aims to ensure that all personal data collected about staff, pupils, parents, governors, visitors and other individuals is collected, stored and processed in accordance with the General Data Protection Regulation (EU) 2016/679 (GDPR) and the Data Protection Act 2018 (DPA 2018).

You can view our Data Protection Policy and Privacy Notices for pupils and parents & carers on our website: <https://brewsteravenueinfants.co.uk/PrivacyNotice.asp>

Safeguarding our children

Brewster Avenue Infant & Nursery School fully recognises the responsibility it has under Section 157/175 of the Education Act 2002 to have arrangements about safeguarding and promoting the welfare of children.

Parents and carers should know that the law requires all school staff to pass on information which gives rise to a concern about a child's welfare, including risk from neglect, physical, emotional or sexual abuse. Records of safeguarding concerns may be kept about your child. School staff will seek to discuss any concerns with parents including referrals to other agencies such as Children's Social Care. However, in situations where the child is suspected to be at risk of harm, the law says that schools may take advice from other agencies without informing parents and carers.

The school operates safer recruitment practices including ensuring appropriate DBS and reference checks are undertaken according to the "Keeping Children Safe in Education" guidance.

We acknowledge that staff must only ever use physical intervention as a last resort, and that it must be the minimum force necessary to prevent injury to themselves, another person or property.

We acknowledge that to allow or condone bullying may lead to consideration under child protection procedures.

We acknowledge that repeated racist incidents or a single serious incident may lead to consideration under child protection procedures.

We recognise that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse especially those with communication difficulties. School staff who work with children with disabilities, sensory impairment or emotional and behaviour problems are particularly sensitive to signs of abuse.

Online Safety is included in the curriculum in all year groups and information will be provided to parents.

The governing body fully recognises its responsibilities with regard to child protection and to safeguarding and promoting the welfare of children and all staff share this commitment.

Internet Use and Online Safety

The internet brings many advantages to learning and entertainment at home and school, but it is important that children, parents and staff are fully aware of the need for safe use of the internet. Online safety is included in our curriculum. The school has a policy and further guidance for parents on this subject, which can be found on our website.

Illness and Injury

If a child becomes ill during the school day parents will be informed. In the case of an accident then one of our first aiders will treat the injury and parents will be informed through an 'Accident Form' that will be sent home that day.

If your child sustains an injury to their head, parents will receive a 'head bump' letter at the end of the day that contains advice and guidance and will be asked to sign to say that they have received that guidance.

In circumstances where the first aider feels further medical assistance is required then parents will be contacted and asked to collect their child so they can decide on the course of action to take or take the child to their GP or Walk in Centre for further advice.

In extreme emergencies the school will contact the emergency services and if the child needs to go to hospital, a member of staff will accompany them until a parent arrives.

Medication in School

Parents are required to inform the school about any medical conditions, dietary requirements etc. on the child's Arbor profile and keep the information updated if things change, via the Arbor App.

We will only administer prescribed medicine to pupils in exceptional circumstances, for example antibiotics that have been prescribed 4 times a day, Epi-pens/Jext pens and inhalers.

All medicine must have the pharmacy label showing the child's name and dosage. It must be given to the School Office (not the classroom), and a Medical Form will need to be completed and signed by the parent before the medicine can be administered.

Using the Toilet

We expect children (except for those with SEND needs) to use the toilet themselves by the time they start school. If your child is not yet toilet trained, please start to work on this now in readiness for September. Your child's nursery or pre-school will provide advice and support if you require.

We have toilets, exclusively for the Reception children to use to enable them to be as independent as possible. Small children often have accidents and we are equipped to deal with these, however please send a change of pants and trousers if you think they may need them.

Eating at School

A healthy snack is provided for each child in school every day.

You may also like your child to have milk at snack time. Milk is provided and is free up to your child's 5th birthday and then you can pay for your child to have milk. To register for milk (including free milk) please visit www.coolmilk.com.

All pupils in Reception, year 1 and year 2 are eligible for Universal Infant Free School Meals (UIFS). The vast majority of children have a school lunch; however, your child can bring a healthy packed lunch if you would prefer. Children should have the same meal choice all week e.g. if a child has a school lunch on a Monday, they will have a school lunch every day that week.

We are a nut free school. Please **do not** send nut products in children's lunch boxes. We have children in school who are severely allergic to nuts.



Please advise the school, via Arbor, if your child has any medical or religious dietary requirements.

Water Bottles

Water is available to your child throughout the day. Please provide a clearly labelled water bottle that your child can have in school. Your child will bring this home every day to be washed.



School Uniform

Our school uniform consists of:

- Navy blue jumper or cardigan
- White or green polo-shirt or shirt
- Grey skirt, trousers or shorts
- Green and white checked or striped dress for the summer

Please go to www.nationwideschooluniforms.co.uk if you wish to buy uniform with the school logo on it. Alternatively, 'sew-on' badges are available to buy from the school office for £1.00.

Children wear PE Kit all day on their PE day(s). Reception *do not* need this until January at the earliest – your child's class teacher will give you plenty of notice:

- White polo-shirt or t-shirt
- Navy blue shorts or tracksuit bottoms
- Plimsolls or trainers

To ensure your child's belongings do not get lost, **please clearly label each item with your child's name.**

Bags

We will provide your child with a plastic book bag. Your child will bring two books home each week for you to share. One will be linked to their learning in phonics, and they should be able to read themselves. The other is a picture book for you to read together. We encourage you to take photos or videos of your child reading and share your comments about your child's reading on Evidence Me.

Your child may bring a small bag or backpack if they need spare clothes etc. Please be aware that cloakroom space is limited, so large bags are unsuitable.

Jewellery

We discourage pupils from wearing jewellery at school due to the risk of accident and injury and the likelihood of it getting lost or broken. If your child wears earrings, they should be of a small stud variety.

Educational Visits

The outdoor classroom can be used to bring learning alive for many children and we aim, where possible, to use our spacious grounds and local community resources to inspire and stimulate our children.

We also encourage class teachers to plan an Educational Visit further afield, to a relevant place of interest.

All visits are planned carefully and a risk assessment completed. Visits only take place once approved by the Headteacher.

The aims of our off-site visits are to: -

- Enhance curricular and recreational opportunities for our pupils.
- Provide a wider range of experiences for our pupils than could be provided on the school site alone.
- Promote the independence of our children as learners and enable them to grow and develop in new learning environments.



Charging Policy

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary.

If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not made any contribution. We do not treat these children differently from any others.

Behaviour and Expectations

It is a primary aim of our school that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community whose values are built on mutual trust and respect for all.

We approach behaviour in a therapeutic way, understanding that behaviours (positive and negative) are all underpinned by feelings. Where behaviour is not in line with our expectations in school, we help the child to develop an understanding of their feelings and how to manage them.

Our Behaviour Policy is available on our website.

Behaviour and expectations are taught and reinforced by the class teacher and during assemblies. In addition to the school rules, each class also has its own classroom code which is agreed by the children and displayed on the wall of the classroom. Therefore, every child knows the standard of behaviour that we expect in our school. If there are incidents of anti-social behaviour, the class teacher will discuss them with the whole class during circle time.

The school does not tolerate bullying of any kind. If we discover that an act of bullying or intimidation has taken place, we act immediately to stop any further occurrences of such behaviour. While it is very difficult to eradicate bullying, we do everything in our power to ensure that all children attend school free from fear.

The class teachers in our school have high expectations of the children with regard to behaviour and they strive to ensure that all children work to the best of their ability. The teachers treat all children in their classes with respect and understanding.

The Leadership Team support the staff by setting the standard of behaviour and the school collaborates actively with parents and carers, so that children receive consistent messages about how to behave at home and at school.

We expect parents and carers to support their child's learning and to co-operate with the school, as set out in the home–school agreement. We try to build a supportive dialogue between the home and the school, and we inform parents and carers immediately if we have concerns about their child's welfare or behaviour.



Conduct on the school site

Our school is an orderly, safe place where relationships between staff and visitors, especially parents/carers, demonstrate mutual respect and recognition of shared responsibility for pupils' welfare and educational progress. Parental involvement is an important factor in educational success and in dealing with emerging problems at an early stage.

Violence, threatening behaviour and abuse against school staff or other members of the school community is not tolerated.

All members of our school community have a right to expect that Brewster Avenue is a safe place in which to work and learn. There is no place for violence, threatening behaviour or abuse in our school or on our school grounds.

Where such behaviour does occur the Local Authority and, where appropriate, the police, will play a proactive role in taking all possible action to deal with it, in response to the wishes of the school.

Before and After School Club

Breakfast Club is open from 7.45am until the beginning of school and After School Club is open until 6pm, weekdays, during term time. Children from Brewster Avenue Infants and St Augustine's Junior School are welcome to attend and are dropped off or collected from school. There is a charge for places at Out of School Club.

Please enquire at the school office if you would like further information and to set up a booking account.

School Attendance

The Law relating to attendance:




Section 7 of the Education Act 1996 states that *'the parent of every child of compulsory school age shall cause him / her to receive efficient full time education suitable:*

(a) to age, ability and aptitude and

(b) to any special educational needs he / she may have

Either by regular attendance at school or otherwise'.

We aim for all children to have attendance of 95% or above.

175 NON SCHOOL DAYS A YEAR 175 days to spend on family time, visits, holidays, shopping, household jobs and other appointments e.g. non-urgent doctors and dentist appointments					
190 SCHOOL DAYS IN EACH YEAR FOR YOUR CHILD'S EDUCATION					
190 DAYS OF EDUCATION	10 days absence	19 days absence	29 days absence (half a term missed)	38 days absence	47 days absence
	180 DAYS OF EDUCATION	171 DAYS OF EDUCATION	161 DAYS OF EDUCATION	152 DAYS OF EDUCATION	143 DAYS OF EDUCATION
100%	95%	90%	85%	80%	75%
GOOD Best chance of success Gets your child off to a flying start 		PERSISTENT ABSENCE Less chance of success Makes it harder to make progress School Attendance Meetings 		SERIOUS CONCERN Not fair on your child Local Authority intervention Possible court action 	

Absence Procedures

If your child is absent you must:

- Contact us as soon as possible on the first day of absence by phone or email;
or
- Visit the school office and report the absence.

If your child is absent we will:

- Telephone on the first day of absence if we have not heard from you;
- Invite you in to discuss the situation with us;
- Take legal action if there are persistent absences, which may be in the form of Penalty Notices issued to each parent/carer for each child.

Telephone numbers:

There are times when we need to contact parents/carers about lots of things, including absence, so we need to have your contact numbers at all times. Help us to help you and your child by making sure we always have an up-to-date number – if we don't then something important may be missed. There will be regular checks on telephone numbers throughout the year.

Lateness:

Poor punctuality is not acceptable. If your child misses the start of the day, they can miss work and do not spend time with their class teacher getting vital information and news for the day. Arriving late disrupts lessons, is embarrassing for the child and can also encourage absence. Children should be in class no later than 9am.

Leave of Absence:

Taking leave of absence without exceptional circumstances in term time will affect your child's schooling as much as any other absence and we expect parents to help us by not taking children away in school time.

Remember that any savings you think you may make by taking a holiday in school time are offset by the cost to your child's education.

There is **no** automatic entitlement in law to time off in school time to go on holiday.

All applications for leave of absence must be made in advance. In making a decision about whether to authorise this leave, the school will consider the circumstances of each application individually, including any previous pattern of absence.

It is important that you understand that we will **only** authorise such absences in **exceptional circumstances**. Any period of leave taken without the agreement of the school (with at least four weeks' notice) and/or different from that agreed by the school, will be classed as unauthorised and may attract sanctions such as a Penalty Notice per parent/carer per child.

Brewster Avenue Admissions

Nursery Admissions

Children are eligible for a place in the nursery in the term after their 3rd birthday. Each year the closing date for September applications is 30th April. If places are still available, we will then allocate for January and April starts. Places are allocated from the waiting list in the first week of May and we use the same oversubscription criteria as School Admissions.

Reception Admissions

Reception places in all Peterborough Schools are allocated by the Local Authority. You can apply online at <http://www.peterborough.gov.uk/admissions> The application deadline for reception places is usually mid-January. **Please note that a place in our nursery does not guarantee a place in the school.**

Local Authority Admissions Criteria

The Local Authority will admit children with a statement of Special Educational Needs which names a school. This will be in addition to any specific arrangements to specialist provision.

The order of priority for all other children is as follows:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
2. Children who are both living in the catchment area served by the school and have siblings of compulsory school age still attending the school at the time of their admission.
3. Other children living in the catchment area at the time of admission.
4. Children of members of staff, provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.
5. Children who do not live in the catchment area served by the school, but who have siblings of compulsory school age attending the school (or are attending an infant or junior school on the same site) at the time of their admission.
6. For admission to Junior (KS2) Schools only; Children who are in attendance at an infant school on the same site at the time of application, have been in attendance at the school for at least a term prior to application and remain there until the end of the summer term.
7. Other children whose parents have requested a place who live outside the catchment area of the school.

For more information on school admissions please go to: <http://www.peterborough.gov.uk/admissions>

Year 3 Admissions

Your child will leave Brewster Avenue in the summer following their seventh birthday. Most of our children transfer to St Augustine's Church of England Junior School, and we liaise closely with the school to ensure a smooth transfer. You will need to make an application for a place at junior school, in the same way you did for reception places.