



FAKENHAM INFANT and NURSERY SCHOOL

SCHOOL BROCHURE

2026-2027



"Together We Can"

**WELCOME TO
FAKENHAM INFANT & NURSERY SCHOOL
PART OF THE FAKENHAM PRIMARY FEDERATION**

Norwich Road
Fakenham
Norfolk
NR21 8HN

Tel: 01328 864511

E-mail: office@fakenhaminfant.org.uk

Website: www.fakenhaminfant.org.uk

School Facebook Page: www.facebook.com/fakenhaminfantschool

Federation Head Teacher: Mr A Mason

Federation Deputy Head Teacher: Mrs S Gallichan

If you wish to contact any of the above, please telephone 01328 864511 to arrange an appointment or in writing c/o school secretary

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Welcome

Welcome to Fakenham Infant and Nursery School from all the staff and children.

We are a thriving and successful school serving the families of Fakenham and surrounding villages and form part of the Fakenham Federation of schools with Fakenham Junior School.

We have a Nursery class which has places for pupils aged between 2 and 4 years old. The main school takes children from Reception to Year 2.

On 1 April 2019 the school converted to become an academy and joined Synergy Multi Academy Trust. Synergy comprises 14 schools in Norfolk and has a simple vision: for all our schools to work together to provide teaching and learning of the highest quality and for all of them to provide an exceptional range of educational experiences and opportunities.

We are a very friendly and welcoming school, and we aim to build a strong and long-lasting relationship with parents and the local community. Please feel free to approach us if there are any further questions once you have read this brochure.

Our Vision Statement

Together we welcome everyone into our happy, caring and friendly community.

Together we:

- Learn to be honest and respect each other and the world around us.
- Help each child to be the best they can be.
- Take risks and challenge ourselves with exciting learning.



Our School Aims

Our school has an ethos in which teaching, learning and achievement are the core activities of the school, both indoors and out.

In our school we aim to have children who:

- Are confident, secure, independent learners who can reflect on and evaluate their own learning.
- Are active learners who have high self-esteem, not afraid to take risks and can learn from their mistakes.
- Have positive attitudes towards all learning opportunities offered.
- Are effective communicators and collaborate well with each other.
- Make progress in relation to prior attainment to expected, or better than expected levels.
- Are happy and excited to learn.

In our school we have staff who:

- See each child as unique.
- Involve children in the learning process, value themselves and the children.
- Have high expectations of the children and themselves.
- Recognise the achievements of children and colleagues.
- Support, challenge, encourage and inspire the children and colleagues.
- Evaluate and improve practice against agreed aims and are reflective practitioners.
- Work together as a team.
- Are positive role models.

In our school we strive to have stakeholders/partners who play an active part in the life of the school.

We have parents who:

- Show commitment to the school.
- Understand and value the aims of the school.
- Are regularly informed of the learning opportunities that are offered to the children.
- Support HELPS.
- Regularly attend school events.
- Promote the work of the school in the local community.
- Are made to feel welcome and are partners in their child's learning.

“Together We Can”

Synergy Multi Academy Trust
First Admissions Policy

The intake limit for each year group is 60.

Children are allocated places in line with the following criteria:

1. Children with a statement of special educational needs, that choose Fakenham Infant and Nursery School.
2. Children in public care who are due to start school.
3. Children who are due to start school, living in the area served by the school, who have a brother or sister attending the school at the time of their admission.
4. Children who are due to start school living in the area served by the school, who have no brother or sister at that school.
5. Children who are due to start school, living outside the area served by the school, who have a brother or sister attending the school at the time of their admission.
6. Children who are due to start school living outside the area served by the school, who have no brother or sister at that school.

If all children within any of the above rules cannot be offered a place, the highest priority will be given to children living nearest to the school within that rule.

To determine who lives nearest, distance will be measured on a straight line "crow fly" basis, using Ordnance Survey data.

The address will be measured from the post office address point on the property.

In the unlikely event that distance does not separate the final two or more pupils seeking the last remaining place, a random allocation will be used to determine who is offered the final place.

Important Note

'School' is defined as the main school and not the Nursery class attached to the school. This means that no priority would be given to a child from outside the catchment area, who had either a brother or sister at the attached Nursery class. The address given on the application form will be used to decide the catchment school.

By law, children must start statutory full-time education at the beginning of the term following their fifth birthday. All parents of children born between 1st September 2021 and 31st August 2022 must be offered a full-time place from September 2026. Parents are entitled to defer their admission or request that their child attend on a part time basis, however the child must start school on a full-time basis during the academic year 2026/2027 and no later than the beginning of the term after their fifth birthday.

If a request for a place at Fakenham Infant & Nursery School is unsuccessful, parents have the right of appeal. Parents should contact the school if this applies.



Our Curriculum

A Statement of Policy for the Curriculum

The curriculum we offer is in accordance with the statutory requirements of the National Curriculum and the Early Years Foundation Stage Guidelines.

The curriculum includes a range of learning opportunities and experiences that stimulate and excite our pupils and gives them the skills and knowledge on which to build in the future.

We greatly value the partnership between school and home and at all times we recognise the importance of good communication and shared next steps for our pupils.



The Early Years Foundation Stage

We have a large Early Years Unit including Reception classes and the Nursery. We all work according to the Early Years Foundation Stage. There are 7 areas of learning and development that shape education programmes in the Early Years. The Early Years Foundation Stage has 3 prime areas - Personal Social & Emotional, Communication & Language and Physical Development. There are also 4 specific areas - Literacy, Mathematics, Understanding of the World and Expressive Arts & Design. Child development from birth to 5 years old is a very important stage of Early Years Education. He/she will be learning and gaining experience through structured and independent child-initiated activities. The level of development children should be expected to have attained by the end of the Reception year are called the Early Learning Goals.

“Play is child's work”

Personal, Social and Emotional Development

This area of learning helps your child feel good about themselves, e.g. leaving their carer with confidence, respecting others and being kind. He/she will become independent at dressing and changing. They learn to take care of their belongings and learn to be

interested, excited and motivated to learn. The children develop self-confidence, learn how to take turns and play with their peers. They also learn how to manage their feelings and understand what behaviour is expected of them.





“When a child is happy they will learn”

Communication and Language

This area is of real importance and is at the heart of your child's learning. He/she will be encouraged to listen and speak confidently to others. A big emphasis is on speaking, listening and learning how to express themselves.

The focus is on listening and paying attention, understanding and using talk to organise sequences and clarify their thinking.

Physical Development

We participate in many activities to develop our skills within dance, gym and games, using a range of small and large equipment both indoors and outside.



We also provide the children with lots of opportunities to develop their fine motor skills. These skills are important when children are learning to hold a pencil and correctly form their letters. Activities include squeezing, moulding, pegs and threading. A variety of tools and activities are used to develop hand/eye co-ordination.

Children are also encouraged to recognise the benefits of being active and making healthy lifestyle choices.



Maths Development

Mathematical development comes from your child learning through activities including counting, sorting, looking at patterns and shapes. He/she will explore number, shape and measures in both the indoor and outdoor environment. Playing and singing counting games, counting buttons on a coat or sorting toy cars is an excellent preparation for the work in the Early Learning Goals.



Literacy

We follow a phonics programme called Read Write Inc. and this progresses to reading books using the phonic sounds that have been taught. Reading labels and text all around us develops early reading and writing skills. Children have many opportunities to read and write for a variety of purposes. Handwriting and pencil grip is a focus for reception and taught daily to ensure this basic skill is secure before moving on to Key Stage 1.

Understanding of the World

In this area of learning, children will find out more about the world in which they live. They will develop an understanding through role play and investigation. Children learn to explore different places, living things, how things work, look at changes and use ICT to support their learning. We have a wonderful, large outdoor area for children to explore and extend their learning.



Cooking Activities

As part of the Foundation Stage, we carry out regular cooking activities. This enables the child to experience a wide variety of tastes and to look and talk about changes taking place. This activity covers all areas of learning. To cover the cost of this activity and other enhancements, we ask for a donation of £15.00 for the year.



Expressive Arts & Design

Being creative helps your child make connections between one area of learning and another. Creative and messy play is important in both the indoor and outdoor environment. This area includes art, music, dance, and imaginative play. Children have opportunities to express their ideas through a wide range of materials. They will become confident to explore using all their senses and will enjoy using and responding to a range of musical instruments.



Key Stage 1

Key Stage 1 includes all children in Years 1 and 2. In both these year groups, the teachers work closely together to plan and deliver an exciting and inspiring curriculum. Learning in Key Stage 1 builds on the creative experiences of the Early Years Foundation Stage and provides opportunities for both knowledge and skills-based learning through the cornerstones curriculum.

A structured phonics programme called Read Write Inc is used as the basis for the teaching of reading. The programme uses synthetic phonics to build into linked reading tasks. Learnt phonics skills are then used to support the development of writing, which is usually approached through links to the broader curriculum. Handwriting remains a focus and builds on the foundations from the reception year.

The White Rose Maths scheme is used as a basis for planning. All other subjects are progressive and sequentially planned for and are linked through engaging topics where possible. Visits linked to our topics are organised and visitors are encouraged.

Personal, Health, Social and Emotional Education (SCARF)

In our Personal, Health, Social and Emotional programme we aim to introduce our children to the knowledge and understanding they will need to lead confident, healthy, independent lives. The children are encouraged to take part in activities across the curriculum, which will help them recognise their own worth and encourage them to work well with others. We aim for our pupils to begin to understand the importance of recognising and respecting the diversity and differences in humanity. This will help them to form the effective and fulfilling relationships that are an essential part of life and learning. In line with our trust Online Safety Policy, pupils are taught how to stay safe whilst using computers and online devices.

Religious Education

We use an RE programme called Discovery RE. It's structured in an enquiry form, encouraging questioning and reflection. Christianity is taught in every year group, with Christmas and Easter given fresh treatment every year, developing children's learning in a progressive way. Buddhism, Hinduism, Islam, Judaism and Sikhism are included and there is a flexibility as to which religions the school chooses to teach and when. Pupils are involved in a group Act of Collective Worship known in our school as Thinking Time. Parents wishing to withdraw their child from Religious Education may discuss this with the class teacher.

Relationships and Sex Education

As of September 2019, primary-aged children across the country will be taught Relationships Education. Children will learn about Relationships Education as part a whole school approach. Children will learn essential skills for building positive, enjoyable, respectful and non-exploitative relationships and for staying safe both on and offline.

A whole range of teaching approaches will be used, which will allow children to learn in a caring and sensitive way. Teachers will ensure that all children's backgrounds and experiences are recognised and valued. The scheme of work is progressive (spiral curriculum), and the learning in each year group builds on previous learning. This is also delivered via the SCARF programme.

The school is committed to working in partnership with parents and is keen to hear your views and share with you the Relationships Education policy and resources.

Extra-Curricular Activities

During the year, we welcome many visitors to school. Recent visitors have included representatives from the Police, the ambulance and fire services, the RNLI, local tractors and trucks and multi-cultural dance/drama/music artists.

All classes have the chance to go out of school, to places of interest such as museums, beaches, wildlife parks, theatres, shops, the library and churches. These visits are linked to work in the classroom.

The school has a charging policy for trips which require payments from parents/carers. All our school trips must be self-funded from these payments. However, if there are not enough funds available, the trip may have to be cancelled.

We organise and promote a range of after school activities. These vary through the year and may include arts & crafts, multi sports, cooking and gardening

We are a school partner for the iRock school of music. This is open to all our year groups and the children can join a rock and pop band session each week within their school day and this is led by an expert musician with a focus on confidence, teamwork and social skills.

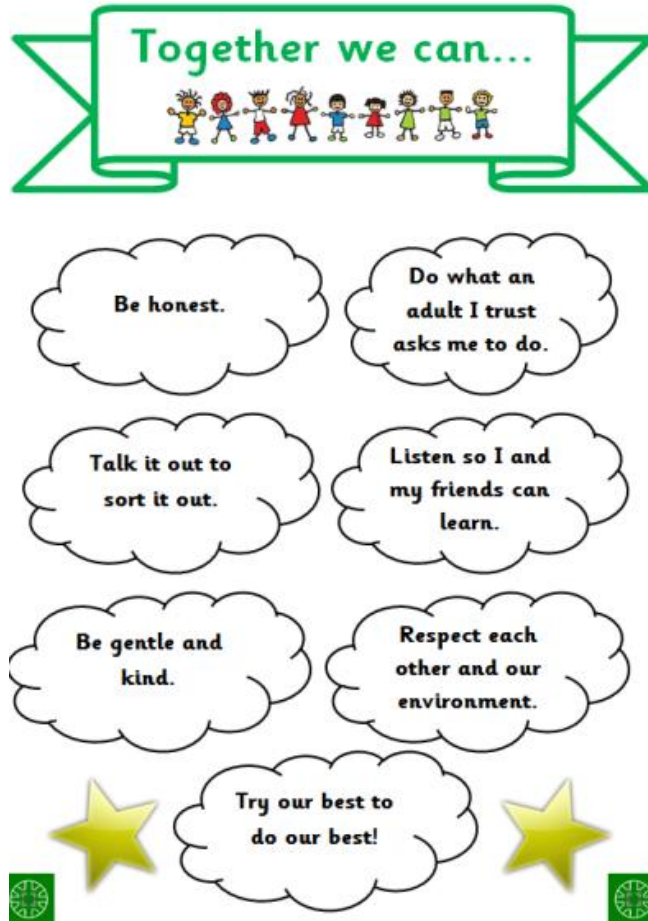
You can find out more about enrolling on the irock website.

www.irockschool.com



Behaviour

At our school we promote high levels of behaviour through positive encouragement. The following learning behaviours and procedures are laid down in the school Behaviour Policy. Throughout the school we encourage and help children to take responsibility for their own behaviour and to make appropriate decisions.



We aim for our children to behave thoughtfully and sensitively towards others and for the good of the whole school community. If we have any concerns about a child's behaviour, or there is an incident of a serious nature, we will contact parents as appropriate.

We ask all parents to formalise their partnership with us by reading and signing a Home-School Agreement. This clearly sets out the expectations of pupils, parents and the school. These will be updated yearly during the Autumn Term Parent Consultations.

Our Behaviour Policy is available to download on our website; a paper copy is also available on request.

Community Champions

We have an active champion team, with elected community champions from each Year 1 and Year 2 class (reception classes join in the Summer term). The community champions think about ways they can improve our school; they lead school events and competitions. The community champions raise money by organising events such as Children in Need Day and comic/sports relief.

Caring for the Environment

As a whole school, we care for our immediate and wider environment. We are also committed to strive to improve standards of health within the school community.

Ofsted Report

A copy of the latest Ofsted report is available on request from the school office or may be viewed on our website.

Inclusion

Supporting pupils with Special Educational Needs and Disabilities

Throughout their time at our school, pupils may experience some difficulty in one or more areas of their learning. Additionally, we recognise that some of our pupils may have a particular talent or gift. The school has a strong commitment to support all its pupils, and we will liaise closely with parents to plan individually for children who may have special needs. We have an experienced team of school support staff, who may work with small groups of children on a specific focus and at times one-to-one sessions may be appropriate. Where appropriate, we will consult outside agencies such as the Health Visitor or Speech Therapy team. We will of course keep parents fully informed of progress and developments. The School's Special Educational Needs information report is available on the school website.

Accessibility for Pupils with a Disability

The school is accessible to wheelchairs and has disabled toilet and shower facilities. The school will work with families of pupils with disabilities to ensure that appropriate plans and reasonable adjustments can be implemented, to ensure maximum accessibility.

Partnership with Parents

Admission to a Nursery or Reception Class

During the term before your child is admitted to our school, we hold a Parents Information Meeting. This will be an opportunity to meet the teacher and have a look at the classroom. We hope to hold a Phonics (Read Write Inc) Workshop in the autumn term to give parents an insight into what their child is learning.

Parent Consultation Meeting

On a more formal basis, parents will have the opportunity to discuss their child's progress twice during the school year. These occasions are in the form of a Parent Consultation Meeting. However, parents are welcome in school to talk about their children whenever the need arises. Teachers and the senior leaders make themselves available for such consultations when possible. The staff also organise specific meetings in order to inform parents of developments in a particular curriculum area. During the school year, parents will be provided with a written report.

Family Café

We have been holding very successful family cafés in our school, where parents are invited in, to listen to a story and undertake an activity with their child in the classroom.

Parents are invited to come into school on a voluntary basis to share their expertise with small groups of children, to work under the direction of a class teacher. All parent helpers will be required to complete an application form, undertake a Disclosure and Barring Service check and have two suitable references received before commencing the volunteering. You will also be asked to attend a brief induction meeting prior to supporting in the classroom.

Parent App

We use a parent app and portal called Arbor. This is available to download via your app store on your device. It is a simple management information system which helps us communicate with you and you can log in to see your child's information, get school updates, make payments, book lunches, and view your parent information.

Practical Information

School Organisation

In our main school we have Reception, Year 1 and Year 2. Whichever year group your child is in they will always have his or her individual needs met through careful planning by the class teacher.

The Nursery class is in a separate building, adjacent to the main school.

School Times

Children can arrive in school from 8.40am. The gates open to the playground at 8.40am. The bell will be rung at 8.45am. We do close the playground gates at 8.55am.

Morning registration will take place at the start of school (8.45am). The registers will remain open for 25 minutes until 9.10am. Any pupil arriving after this time will be marked as having an unauthorised absence unless an explanation given is accepted as grounds for authorising the late arrival.

Lunchtime lasts 1 hour.

The afternoon registration will be taken at 1.05pm. School finishes at 3.15pm.

Arrival at and Collection from School

We are keen to promote safe and healthy journeys to school. We hope that the majority of children walk to school.

As there is only limited parking in the vicinity of the school, it is helpful if as few parents as possible drive to school. There is **NO** parent parking in the school staff car park at any time. If you do have a blue disability parking badge, please inform the school office and they will discuss parking arrangements with you.

We have a spacious cycle shed in the school grounds and children/adults can leave cycles during the school day at the owner's risk. Parents/carers must accompany children on their bicycles, and we ask you to check that cycles are in good condition and that a helmet is worn. Children should not ride their bicycles or scooters within the school grounds. Please can you ensure children walk on the path with their bicycles or scooters from the pedestrian gate at the top of the drive to the cycle shed.

At all times children should be supervised on their journeys to and from the school site and seen safely onto the playground in the mornings.

Absence

If your child is absent for any reason, please let the school know immediately, either in person, by email or by telephone. We will aim to follow up any non-attendance the same day. If you wish to request an authorised absence, please ask for the appropriate form from the office in advance. We do not authorise any holidays during term time.

Attendance

"Every day and every lesson counts".

The school promotes high levels of attendance for all its pupils. For a child to reach their full educational potential a high level of attendance is essential. Ideally, we would like children to achieve 100% attendance. School attendance is subject to various laws and our school attendance policy reflects this. If your child's attendance falls below 93% you will receive a letter concerning this, explaining what possible actions may be taken. Holidays during term time will not be authorised, and if they are taken they may meet the criteria for legal intervention from the County Attendance Officer or ultimately a Fixed Penalty Notice. A holiday form must be completed for any holiday request. 'Be There Bear' and a certificate is given to the class with the best weekly attendance.



'Be There Bear'

Pupil Premium

If you receive certain benefits, you should apply for free school meals. This is because it can help raise extra funds for our school (called Pupil Premium). This Government funding can help with extra tuition, teaching and after school activities. Please apply online <https://www.norfolk.gov.uk/education-and-learning/schools/school-meals-and-milk> or request a form from the school office.

School Uniform

There is an agreed school uniform which we encourage all children to wear. Most parents find it extremely convenient and economical.

We keenly promote active play and discovery both inside and outside throughout the year. Therefore, we ask for a pair of wellies to be left at school at all times.

Boys

- Grey school trousers
- Grey shorts for summer
- Bottle Green Sweatshirt
- White or Green polo shirt
- Black school shoes

Girls

- Grey school pinafore dress, skirt or trousers
- White or Green polo shirt/ blouse
- Bottle green sweatshirt or cardigan
- Green gingham dress for summer
- Black school shoes



PE Kit

- Emerald green t-shirt
- Black shorts
- Plimsolls/trainers



We have a **NO** jewellery rule, apart from stud earrings if unavoidable. This is for Health & Safety reasons. If your child does have stud earrings we ask you to remove them or cover them with micropore tape on the days that they have PE. We would also request that if possible, ears are only pierced at the beginning of the summer holidays. If your child wears hair bands, bows or slides, these should be discreet. Oversized bows and hair accessories are not permitted.

Parents are asked to mark **ALL** clothing and footwear with their child's name. Please check from time to time to ensure that it is still legible.

Uniform is available to purchase in store at Birds of Dereham (behind Halfords), alternatively online via the following website <https://www.birdsofdereham.com/> or from Sew Sweet in town. You do not have to purchase items with the school logo.

School Meals

Currently each child in our school from Reception to Year 2 will be provided with a school lunch every day. There will be no charge to you for this; the costs will be met by the Government, this may change but now, as far as we are aware, it is continuing.

We will be offering a daily choice of:

- A hot meal.
- A vegetarian option.
- Daily pasta served with tomato sauce and cheese.
- Jacket Potato with various toppings.
- A cold lunch option of a Sandwich

You will be required to order your child's lunch via our parent app Arbor, and this can be done in advance. Our lunch menus change twice a year. If you require a printed copy, please ask at the office.

If you do not want your child to have a school lunch, you will be able to opt out and send a packed lunch from home. Due to the possibility of allergies please may we ask that you do not include any nut products in a home packed lunch (if using chocolate spread, please check that it doesn't contain nuts).

The school meals are of a high quality and are healthy and well balanced nutritionally.

All children receive a free piece of fruit or vegetable daily; no other snack is necessary. Nursery and Reception children are also entitled to free milk each day until their 5th birthday.

If your child has any food allergies, please provide us with a letter from your doctor and ask us for an appropriate form. You may wish to make an appointment to speak to the school cook, to discuss their dietary needs.

Medicines

If your child needs medication at school (prescribed only), please bring it to school with a label on and fill in a form obtainable from the office. An appropriate member of the school staff will oversee the administering of medicines as instructed. We do not administer non prescribed medication such as Calpol.

Children should not return to school for 48 hours following sickness/upset stomach.

Health

If your child has any allergies or medical conditions, please ensure that we know about them immediately.

During your child's time in school certain medical examinations will be undertaken, such as hearing, sight and dental. We will provide you with the necessary information as appropriate. From September 2026 all children that have an allergy which requires monitoring will require an individual health care plan. We will work with parents and any involved health professionals in the development of these.

Accidents

If your child has a medical accident or incident requiring any first aid, they will be assessed and treated by a first aider. If the accident is minor and your child is OK to remain in school, this will be recorded on our electronic system called Medi tracker and you will receive an email notification on the day of the incident.

If there has been a head bump where we feel the child is fine to remain in school, this will also be recorded electronically on our Medi tracker system, you will still receive an email

notification and if needed they will be issued with a red wristband so they can be monitored by any staff throughout the day if required.

If a more significant accident or head bump occurs you will be called and asked to collect your child.

If your child has a wetting/soiling accident in school, where appropriate your child will be changed in accordance with the school's intimate care policy. A note will be sent home to inform parents of such incidents.

After School Club

We offer our pupils the chance to extend their day with us at our After School Club. This allows working parents the opportunity to collect their children anytime up until 5.00pm. There is a charge for this service of £4.50 for collection by 4.00pm or £8.00 for collection by 5.00pm. The children are offered a drink and a snack and have a range of fun activities to take part in. If you would like your child to join the club, please enquire at the school office. We can offer Ad-hoc sessions for After School Club dependant on availability. The junior school also offers a Before School Club facility which is available from 7.30am. Please enquire directly with the junior school if you would like some more information.

Safeguarding/Child Protection Procedures

This school is committed to promoting the health and welfare of all pupils. If we see signs which suggest that one of our pupils may have been a victim of abuse, we are required to follow procedures laid down by the Norfolk Safeguarding Children's Board. Use of the procedures in this way is an obligation placed on the school by legislation and in no way infers that any parent/carer is being accused of wrongdoing. The Designated Safeguarding Lead for Child Protection is Mr A Mason and the Deputy Designated Safeguarding Leads are Mrs S Gallichan, Miss E Kiley, Mrs M Denny and Mrs A Ensom.

Operation Encompass

The school has signed up to this joint initiative with Norfolk County Council and Norfolk Police. Encompass has been set up to provide support to children who have been present at incidents of domestic abuse. The school will receive a notification from the multi-agency safeguarding hub after any domestic incident where a child at the school has been involved in, present or witness to domestic violence.

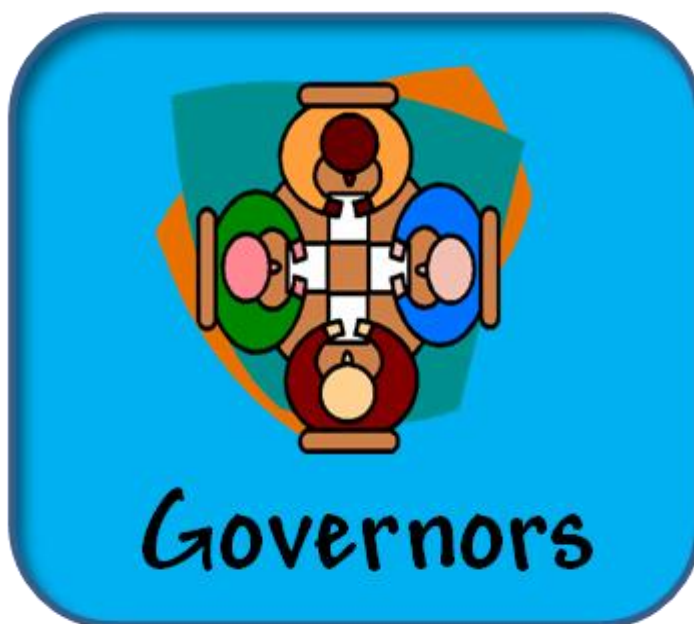
Making a Complaint

If you are unhappy about any aspect of your child's education or experience at school, please make an appointment to see the class teacher. We would hope that discussing the matter with the teacher should be enough to resolve the problem. However, if you are still unhappy and wish to take the matter further, you should make an appointment to see the Federation Deputy Head.

If after discussion with the Federation Deputy Head the matter remains unresolved, you should refer to the Federation Head Teacher. If you are still not satisfied you should inform the Federation Head Teacher that you wish to make a formal complaint. The Federation Head Teacher will give you a copy of the Complaints Procedure. This is also available on the school website.

It will then be for the Governors to decide whether the complaint is justified and what should be done about it.

It is the hope of all involved in this school, that children in our care will spend a happy and successful time with us.



A message from our Governing Body

The Governing Body of Fakenham Primary Federation supports the staff, parents and children from Fakenham Infant & Nursery School and Fakenham Junior School. Some of us are parents and all of us are a part of the local community. We have a broad range of interests, skills and experience in both education and industry.

Our parent governors are an important part of our Governing Body as they enable the parents' voice to be heard by the schools.

We are all volunteers and we meet twice a term to support the Federation Head and the rest of the staff so that together we can all be the best we can be. At our meetings we review data from the schools including achievement, attendance, safeguarding and key priorities. We act as a 'critical friend' to help take the schools forward and ensure that they are safe, secure and happy learning environments for the children.

If you would like to contact the Governing Body, this can be done via the school office.

HELPS

HELPS is the parent teacher association of Fakenham Infant and Nursery School. Approximately 180 pupils attend our school, and we aim to raise money to help staff to provide the best possible education for all those children.

The committee is made up of parents and members of staff and meets regularly at the school. We organise events for the children and the whole family. We are always on the lookout for new members, ideas and help at events. If you are interested in becoming a member, please let us know. Recent events have included: Children's Discos, Christmas Tree Festival, Summer Fayre, BBQ and more. Access to giving is available through www.easyfundraising.org.uk.

We aim to spend all the money we raise on the pupils and in the past, we have funded: the purchase of a fabulous climbing frame, dance groups, digital cameras, library refurbishment, an outside classroom for the children and £1,000 worth of books. Every penny raised is important! We are grateful to everyone who supports the school by attending our events and giving generously of both their time and effort.

HELPS has its own Facebook page <https://www.facebook.com/HELPSfakenham/>



Although details in this brochure were correct at the time of printing, it cannot be assumed that changes will not take place during the period between reviews. If you have any questions about anything contained in this brochure, please feel welcome to ask in school.

Our Staff Team

Federation Head Teacher: Mr A Mason

Federation Deputy Head Teacher: Mrs S Gallichan

Teaching Staff

Mrs L Bateman
Mrs E Cobb (Maternity Leave)
Mrs K Heazel
Mrs E Hedges
Mrs T Derrick
Mrs L Gray - Senior Teacher
Miss E Kiley -SENDCO
Mrs S Turner (Maternity Cover)

Teaching Assistants

Miss M Tudor (HLTA)
Mr D Bird
Mrs P Bridges (HLTA)
Miss R Cubitt
Mrs J Hopson (HLTA)
Mrs V Regester
Miss C Tuffnell
Miss S Nelson
Miss C Williamson
Mrs M Ayling
Mrs J Sinfield
Mrs M Askew
Mrs K Garner

Administration

Mrs S Hawking
Mrs J Brett

Pastoral Team

Mrs M Denny (Lead)
Mrs A Woodhouse

Midday Supervisors

Mrs J Sinfield
Mrs F Madgwick
Miss A Fodden
Miss S Nelson
Mrs A Doy
Mrs M Ayling
Mrs K Finn

School Meals Staff

Mrs S Daniels
Mrs S Warden
Miss R Robinson

Site/Housekeeping Staff

Mr R Cushley - Caretaker
Miss R Robinson
Mrs L Kenyon
Mr P Dean

Senior Safeguarding Lead

Mr A Mason

Alternative Safeguarding Leads

Mrs S Gallichan

Miss E Kiley
Mrs M Denny
Mrs A Ensom

Nursery Team

Mrs A Ensom - Nursery Leader/Teacher

Nursery Assistants

Mrs C Curtis
Mrs D Howlett
Mrs S Redpath
Miss L Woodhouse
Miss Y Wright
Miss L Fish

School term dates 2026-2027

Please note these dates may differ slightly to the holiday dates of some neighbouring schools.

Autumn term

- **Thursday 3rd September – Thursday 22nd October 2026** (Friday 23rd October is a training day, school is closed)
- Half-term holiday: Monday 26th – Friday 30th October 2026
- **Monday 2nd November – Friday 18th December 2026**
- Christmas holiday: Monday 21st December – Friday 1st January 2027 (Monday 4th and Tuesday 5th January 2027 are training days, school is closed)

Spring term

- **Wednesday 6th January – Friday 12th February 2027**
- Half-term holiday: Monday 15th – Friday 19th February 2027
- **Monday 22nd February – Thursday 25th March 2027**
- Easter holiday: Friday 26th March – Friday 09th April 2027

Summer term

- **Monday 12th April – Friday 28th May 2026** (Monday 3rd is a Bank Holiday, school is closed)
- Half-term holiday: Monday 31st May – Friday 04th June 2027
- **Monday 7th June – Friday 20th July 2027** (Thursday 1st July and Friday 2nd July are training days, school will be closed)

Staff training days – 1st and 2nd September 2026, 23rd October 2026, 4th and 5th January 2027, 1st and 2nd July and the 21st July 2027.

In line with the new General Data Protection Regulations (GDPR), you can find all relevant policies and privacy notices on our school website.