

# South Hiendley Primary School



## School Prospectus 2018-2019

Headteacher: Mrs L Sanderson



## Welcome to South Hiendley Primary School

Mrs Sanderson and everyone at South Hiendley Primary School warmly welcome all the new and existing children and families coming to our school and hope that their time here will be happy and rewarding.

South Hiendley Primary School is primarily a village school, catering for children in the 3-11 years age range. Most of our pupils live in South Hiendley but we also welcome children from the surrounding areas.

South Hiendley School was opened in 1927 on its present site. The grounds consist of separate Foundation Stage, Key Stage 1 and Key Stage 2 playgrounds, an extensive playing field and a large outdoor study area which was redeveloped in November 2010 using a Lottery grant. This leads to a growing area where the children grow strawberries, rhubarb, leeks, cabbages, potatoes and much more. The large school field hosts a tyre park, trim trail, living willow dome, weaving loom and log cabin where the children can play.

The school continually invests in IT provision and has purchased netbooks, laptops, kindles, iPads and Tablets for use around school. It has a multi-use hall which is used for PE, assemblies and dining. A Breakfast Club takes place in the Multi-Purpose room each morning from 7.45am. This room is also used for community groups such as 'FEET Group', 'Stay and Play', 'Learning Journeys', coffee mornings and family learning activities.

There is good communication with the high school, Outwood Academy Hemsworth, where most of our pupils transfer to high school, and with Crofton Academy, which assists the smooth transfer of children when they leave us at the end of Year 6. There is also a good working relationship with local Children's Centres and Children's First Hubs to ensure the best provision for our families. The school works closely with other local primary schools and in May 2018 converted to become an Academy and joined the Inspire Partnership Multi-Academy Trust (IPMAT), which is made up of 8 primary schools within Wakefield.

The school was last inspected in July 2016 and was given an overall judgement of 'Requires Improvement'. The Early Years Provision and Personal Development, Behaviour and Welfare of pupils were judged to be 'Good'. The school had an HMI visit in November 2017, which confirmed that the school is moving towards a 'Good' judgement. The Ofsted reports and other information can be downloaded from our school website [www.southhiendley.wakefield.sch.uk](http://www.southhiendley.wakefield.sch.uk). IPMAT is also in agreement with this judgement.

## **School Details**

Name of School: South Hiendley Primary School  
Address: George Street, South Hiendley, Barnsley, S72 9BY  
Telephone: 01226 711485  
E-mail: [admin@southhiendley.wakefield.sch.uk](mailto:admin@southhiendley.wakefield.sch.uk)  
Website: [www.southhiendley.wakefield.sch.uk](http://www.southhiendley.wakefield.sch.uk)

**Teaching Staff:** Mrs L Sanderson (Headteacher)  
Mrs M Reed (FS1 and Foundation Stage Leader)  
Mrs A Webber (FS2 teacher and SENCo): Tues-Fri  
Miss Trimby (FS2 teacher): Monday  
Miss C Harper (Year 1)  
Mrs H Reed (Year 2 teacher, Key Stage 1 Leader)  
Miss V Foster (Year 3 teacher)  
Miss C Jackson (Year 4 teacher)  
Mrs L Whelan (Year 5 teacher and Deputy Headteacher)  
Miss A Frith (Year 6 teacher, Key Stage 2 Leader)

**Support Staff:** Mrs L Parton (School Business Manager)  
Mrs S Townend (Admin / Attendance Officer):  
Mrs H Murray (Admin Officer)  
Miss H Barraclough (Learning Mentor and Teaching Assistant)  
Mrs J Martindale (Nursery Nurse)  
Mrs S Burley (Nursery Nurse)  
Mrs S Dawson (HLTA)  
Mrs V Crofts (HLTA)  
Ms D Jones (HLTA)  
Mrs T Paton (HLTA and Breakfast Club Assistant)  
Mrs J Pettet (Specialist Teaching Assistant)  
Mrs S Stacey (Teaching Assistant)  
Mrs M Slater (Teaching Assistant)  
Mrs C Thompson (Teaching Assistant)  
Miss S Whelan (Teaching Assistant)  
Ms L Lambert (Teaching Assistant)  
Mrs B Johnson (Teaching Assistant)  
Mrs L Taylor (Teaching Assistant)  
Mrs S Hall (Lunchtime Supervisor)  
Mrs Y Sugden (Breakfast Club and Lunchtime Supervisor)  
Mrs A Halstead (Breakfast Club and Lunchtime Supervisor)  
Mrs K Gonnely (Lunchtime Supervisor)  
Mrs W Brown (Lunchtime Supervisor)  
Mr R Barker (Lunchtime Supervisor)  
Miss C Jones (Lunchtime Supervisor)

Mr R Crofts (Caretaker)  
Mrs L Devonport (Cleaner)  
Mrs K Turner (Engie Catering School Meals)  
Mrs C Turner (Engie Catering School Meals and Cleaner)

### **Governing Body:**

CHAIR PERSONS

Mrs C Foy and Mr M Trainer

VICE CHAIR

Mr E Wrigglesworth

Mrs D Jones

Mrs L Horsfall

Mrs B Heselden

Mr D Trainer

Mrs G Squires

Mrs L Sanderson (Headteacher)

Mrs L Whelan (Staff Governor)

### **Our Mission statement - 'Everyone equal, everyone happy'**

#### **Aims for the pupils**

South Hiendley Primary School works with children to:

- develop enquiring minds and a spirit of curiosity
- enable them to work independently, cooperatively and collaboratively
- reach their full potential, achieving high standards across the curriculum
- grow and learn in a happy and safe environment in preparation for the outside world and all its challenges
- widen and expand their vision and expectations
- have high self-esteem - respecting themselves, each other and the wider world

#### **Mission for the school**

We will accomplish this by:

- creating a safe, happy and caring environment where everyone is welcomed, valued and respected
- providing an exciting, creative curriculum where children are challenged and supported to succeed
- recognising and promoting high standards, effort and attainment through a creative skills-based approach to learning
- creating a community where all children, parents, staff and governors are valued and enabled to achieve their potential
- providing a stimulating, well-resourced and well-maintained learning environment that reflects the needs and interests of all our learners
- helping children to appreciate the benefits of a healthy lifestyle and physical and mental well-being
- working closely with parents and carers as partners in each child's learning

### **Admissions Policy**

The Local Authority is responsible for all arrangements relating to the admission and transfer of pupils. Full information about these matters is given in the Authority's "Guide for Parents", which can be obtained from the Council website.

South Hiendley Primary School has an admissions number of 30, which means we can admit up to 30 pupils in each year group. If there are more applications for admission to the school than there are places available, the Local Authority will give preference to children following strict guidelines.

### **Applying for South Hiendley Primary School**

#### **Children due to start Reception:**

Children start the Reception year of school (also known as Foundation Stage 2 or Upper Foundation) in September of the academic year of their 5<sup>th</sup> birthday (ie when their 5<sup>th</sup> birthday falls between 1<sup>st</sup> September and 31<sup>st</sup> August of that school year). If your child is due to start school, an application must be made using an Admissions Preference Form, even if your child currently attends our Nursery. This form will be sent to you from the Local Authority where you live and it is very important that it is completed and returned as soon as possible.

#### **All other children**

You should contact the headteacher of your child's existing school if you are intending to move schools. You can contact the Wakefield Education Department's Admissions Team on 01924 305616 to seek advice regarding applying for a transfer between schools. Transfers between schools normally take place at the beginning of school terms in order to minimise disruption.

### **School and Session Times**

#### **Foundation Stage 1 (Lower Foundation / Nursery):**

A.M: 8.45am - 11.45am

Assembly (Fri): 9.10am-9.40am

P.M: 12.15pm - 3.15pm (Spring and Summer terms)

#### **Foundation Stage 2 (Upper Foundation / Reception):**

Morning session: 8.55am - 12.15pm (indoor & outdoor provision)

Assembly (Fri): 9.10am-9.40am

Lunch: 12.15pm-1.15pm

Afternoon session: 1.15-3.15pm (indoor & outdoor provision)

#### **Key Stage 1 (Years 1 & 2) and Key Stage 2 (Years 3,4,5 & 6):**

Doors open at 8.55am

Registration: 8.55am - 9.00am

Session 1: 9.00am - 10.15am

Assembly: Mon-Thurs - 10.15am-10.30am / Fri - 9.10am-9.40am

Break time: 10.30am-10.45am

Session 2: 10.45am-12.15pm

Lunchtime: 12.15pm-1.15pm

Registration: 1.15pm

Session 3: 1.15pm-3.15pm

Home time: 3.15pm

The bell rings and the doors are opened at 8.55am each morning for the Key Stage 1 and 2 pupils. The children line up in the front playground and each class in turn is instructed to enter the school building. Registration takes place at the beginning of the morning and afternoon sessions.

Lunchtime options are chosen by the children during morning registration. The children have a choice of 3 different hot meals or a sandwich option each day. A coloured wrist band is allocated to each child, indicating their meal choice for that day.

### **Pupil Attendance, Absence and Lateness**

The school works closely with parents / carers regarding attendance. Good attendance is encouraged and rewarded at South Hiendley Primary School. By ensuring that your child arrives on time and attends school each day, you are actively helping them to thrive and reach their full potential at school. In 2017-2018 the overall school attendance was 94.82%. Unfortunately, this was below the school's attendance target and many of the absences were due to unauthorised term time holidays. Our attendance target for 2018-19 remains at 96.5%.

The school regularly monitors attendance and punctuality. If a pupil's attendance falls below 95% or they are often late the school will contact parents / carers. The Education Welfare Officer (EWO), linked to our school, monitors the attendance of all pupils on a regular basis. If your child's attendance falls below 90% and / or is becoming a concern, or your child is often late, you will be contacted by the Education Welfare Officer (EWO).

The school day begins at 8.55am when the bell rings. Any children arriving at school after 9 o'clock should enter school through the main visitors' entrance. They must report to the school office where they will be asked to sign in the late book and provide a reason for their lateness. The office staff will record their lunch requirements for that day. A late mark will be recorded on the electronic register. We endeavour to work with families to decrease the number of pupil absences. It is expected that your child should attend school each day unless they are ill. If your child is going to be late or absent from school, please telephone school on 01226 711485 by 9.30am, or as soon as possible. If we have not heard from you by 9.30am you will receive a telephone call from school asking the reason for your child's absence. This is to ensure the safety and welfare of all our pupils.

Wherever possible, routine medical appointments should be made outside of the school day (ie after school or during school holidays). Where children are taken out of school for medical appointments, a letter or appointment card should be brought and shown at the school office. Parents / carers will be asked to sign children in / out of school if they attend appointments during the school day.

As of September 2011, any holidays or unauthorised absences accumulating to 10 sessions (5 days) taken during term time will be followed up by the Education Welfare Service (EWS) and will result in parents being issued with a Penalty Notice. Any parents planning to take their children out of school for holidays should inform the school by completing a holiday notification slip, available from the school office. This is very important as it helps the school to account for the whereabouts of all our pupils. Please note, SATs take place in May for Years 2 and Year 6 and therefore all holidays should be avoided during this time.

Holidays taken during term time will be recorded as unauthorised absences, and will incur a fine (Penalty Notice) actioned by the Education Welfare Service. However, if your circumstances are deemed by the Governing Body to be exceptional then the absence may become an 'authorised absence' or an 'unauthorised absence' but without a fine. If you believe that your circumstances are exceptional, your situation should be explained in a letter addressed to the headteacher, however it should be noted that sending such a letter will not automatically guarantee the absence will become 'authorised' and the Penalty Notice to be waived. Exceptional circumstances are defined as being of unique and significant emotional, educational or spiritual value to the child which outweighs the loss of teaching time.

Please see the schools' Attendance Policy for further information, available on the school website.

### **Welcome Meetings**

Welcome meetings are held for Key Stage 1 and Key Stage 2 classes at the beginning of September. Parents / carers are invited to the meetings so that the class teachers can give useful information and resources that will help with the year ahead.

### **Uniform**

We expect all pupils in full time school at South Hiendley Primary School to wear the correct school uniform. This ensures that all the pupils look smart and ready to learn. The uniform for children attending South Hiendley Primary School is as follows:

- Burgundy jumper or cardigan (with or without the school logo)
- White shirt or polo shirt (with or without the school logo)
- Black or grey trousers / skirt
- Red and white checked dress (optional for summer)

- Practical footwear (black), no trainers

If you wish to purchase uniform embroidered with the school logo, please visit [www.tesco.com/ues](http://www.tesco.com/ues).

Children are not required to change their footwear indoors, however we would encourage children to make sure their shoes are clean so that dirt and mud are not brought into school. In the winter, boots or wellingtons may be used for break times and walking to/from school, with a change of suitable shoes for inside. During the warmer weather, children are encouraged to wear sun hats and suntan lotion for school.

***Nail polish and / or false nails should not be worn by pupils during term time.***

#### **P.E Kit:**

- White round necked T shirt (with or without the school logo)
- Black PE shorts
- Bare feet for indoor PE
- Trainers for outdoor PE
- A tracksuit for outdoor PE during the colder weather

You will be informed of your child's PE days by the class teacher. It is important that PE kit is brought to school on those days.

Children should not wear jewellery of any kind during PE lessons or sporting events. Watches and stud earrings should be removed prior to PE lessons. Long hair should be tied back securely for physical activity.

Please ensure that all coats, items of uniform and PE kit are clearly labelled with your child's name so that they can be easily returned if they are mislaid. There is a lost property box/basket situated in the main entrance.

#### **Jewellery**

Necklaces, bracelets and rings should not be worn for school for health and safety reasons and because of the risk of them being lost or damaged. Small stud earrings and watches may be worn, but must be removed prior to PE lessons. The staff at school are not permitted to remove earrings. If you are planning on having your child's ears pierced, we would advise that this takes place during the summer holidays.

#### **Hair**

To support your child to look smart and ready to learn, we ask that parents / carers ensure that:

- long hair is tied back
- hair is not coloured or dyed

- short hair is smart (preferably with no tramlines / patterns)

### **Medicines in School**

It is our school policy that we only administer medicines that have been prescribed by a doctor to children. Only medicines that need to be administered 4 times a day should be brought to school, otherwise you will be expected to give the medicine to your child outside of school hours.

All medicines should be sent to school in the original packaging with the pharmacy label still attached. This should state the child's name, expiry date and dosage information. Any medicine which needs to be stored in the refrigerator should be sent in a clear plastic bag.

Children who suffer from asthma should talk to their teacher about where to keep their inhaler. If the asthma is severe, it is suggested that a spare inhaler is kept in school. Please label inhalers clearly with your child's name.

**In all cases parents must complete a consent form** to give us permission to administer medicine to their child. If your child requires prescription medicine to be administered, please call at the school office where forms are available.

### **It is the responsibility of parents / carers to:**

- check expiry dates on inhalers and / or medication kept in school
- ensure that their child has the correct medication in school, eg in the case of pupils with diabetes or asthma

### **Contact details**

When your child starts school, you will be given a form to complete about contact details, medical issues etc. It is extremely important that this is completed and returned promptly. In the event of an emergency, it is vital that we can contact a parent or relative. On purchasing new mobile phones, changing jobs etc during your child's time at our school, please ensure you inform the school of your new details. The school is registered with Tucasi, which is a means of sending the weekly school newsletter every Wednesday and communicating electronically with parents via email and text messages. If you would like to register for this free service, please speak to a member of the office staff for details

### **School Dinners**

Our dinners are cooked off site at another local school and are delivered to us each day. The children can order their main course option from the menu each morning at registration. If your child wishes to change from having sandwiches to dinners, the school requires one week's notice.

Due to a government initiative introduced in September 2014 called Universal Free School Meals, ALL pupils in Foundation Stage and Key Stage 1 are eligible to receive free school meals. *However, it is extremely important that if you are in receipt of benefits you register / renew your Free School Meal entitlement with your Local Authority so that your child will automatically receive free school meals when they move into Key Stage 2 and because the school receives additional funding, which in turn helps with your child's education.* In 2017-18 this additional funding, called Pupil Premium, was approximately £86,000 and was extremely beneficial to the school. If you would like further information about Pupil Premium spending, please refer to the school website. Dinner money for Key Stage 2 pupils should be paid for in advance. The current cost of a school lunch is £2.10 per day (£10.50 per week). Debts will be followed up and if not paid, may result in your child having to bring a packed lunch until the debt is cleared.

### **Online Payments**

We promote online payments for school meals, Breakfast Club and school trips via a secure web-based application which is easy and convenient to use and allows you to log-in to keep track of balances.

The link to set-up online payments for our school is as follows:

[www.scopay.com/southhiendleysch](http://www.scopay.com/southhiendleysch)

All parents / carers have received / will receive a letter to provide a unique account access code for their child / children. Please alert the school office if you require a replacement.

Although we do still accept cash, we would encourage parents to use the online system wherever possible. Cheques should be made payable to South Hiendley Primary School. Please send any dinner money / cheques in a sealed envelope labelled with your child's name and class.

Wherever possible, please send the correct money to pay for school dinners, school visits, etc. If change is required, this should be collected from the school office and a slip signed to record receipt of the change.

### **Free School Meals**

Please inform school if you think your child is entitled to free school meals, based on receipt of tax credits or benefits. It is vital that parents of Key Stage 2 children contact school if circumstances change and your child is no longer entitled to free school meals. Failure to inform us of any changes may mean you have to pay for meals ordered / eaten. Please speak to the office staff if you have any questions about school meals or free school meal entitlement.

### **Packed Lunches**

We encourage parents to pack balanced and healthy lunches for their child to eat at school. This reinforces the healthy lifestyle messages that we promote within school. Chocolate bars and sweets should not be included in packed lunches. Water is provided for the children to drink at lunchtime, but, if you wish, yoghurt drinks or fruit juice / smoothies (in a plastic bottle or carton) may be sent as part of their packed lunch.

### **Drinks and Snacks**

Fruit is provided free of charge for the Foundation Stage and Key Stage 1 pupils and is funded through the Local Authority. Key Stage 2 pupils may bring fruit to eat at morning break time, if they wish.

Milk is provided for the full-time children for a small charge each term. Milk is provided free of charge for children in Foundation Stage 1 and to children who have free school meals.

Children are encouraged to bring a water bottle and to drink water throughout the school day, especially in the warmer weather. Water bottles can be purchased at the school office for 30 pence. Bottles should be clearly labelled with your child's name.

### **Breakfast Club**

Our Breakfast Club is run in the multi-purpose room each morning from 7.45am until 8.55am for the full-time children, by Mrs Halstead, Mrs Sugden and Mrs Paton. The children are provided with a choice of cereals, fruit, toast, beans or spaghetti and a drink of fruit juice. They are then supervised whilst playing and escorted to their classrooms ready for the start of the school day. To book places for Breakfast Club, please collect a booking form from the school office. If places are no longer needed, they should be cancelled as soon as possible, either in person, by phoning the school or by leaving a text or voice mail on 07470 257872. The cost of each session is £2.50. For last minute bookings and cancellations, parents / carers must send a text message to the Breakfast Club staff before 7.30am on the day a Breakfast Club place is required / has been booked. Otherwise, the £2.50 per session will still be payable as the school must comply with staff to pupil ratios. Please enquire at the school office if you require further information.

### **After School Childcare**

An After School Childcare Service is available for the pupils and families at South Hiendley. Kool 4 Kidz runs this service each weekday during term time. The children are transported to Ryhill Primary School to join their After School Club. Please contact the school office if you have any questions or would like further details.

## The Curriculum

In Lower Foundation Stage (Nursery) and Upper Foundation Stage (Reception) the 'Early Years Foundation Stage' Curriculum is taught, which allows for structured play-based learning to take place both indoors and outdoors, in preparation for Year 1 and beyond. The Early Years Team plans for a variety of adult-led and child-initiated activities and, as well as providing targeted teaching each day, they carry out observations to focus on what the pupils can do independently. As well as daily informal contact with parents / carers, achievements across the EYFS curriculum are shared during termly Parents' Consultations and at the end of Foundation Stage, parent / carers receive a Foundation Stage Profile personal to their child.

A phonics programme called 'Letters and Sounds', which involves daily sessions full of activities designed to help the children hear, say, recognise and write letter sounds, is taught throughout the Foundation Stage and Key Stage 1. In Key Stage 2, spelling is taught in line with the national curriculum year group objectives, in order to further develop the children's awareness and understanding of spelling and language patterns in speech, reading and writing.

A new National Curriculum was introduced in September 2014. At South Hiendley Primary School, we have designed a curriculum which meets all the requirements of the national curriculum using creative and exciting approaches. In Key Stage 1 and 2 the children's learning is based on the National Curriculum objectives and covers English, Mathematics, Science, IT / Computing, History, Geography, RE, Art, Music, French, Design Technology and PE. Key skills are taught during daily Literacy and Mathematics lessons. Many of the other subjects are taught through cross-curricular lessons, so that meaningful links are made for the children.

The school aims to provide a balanced but flexible curriculum so that every child receives skills needed in our fast-changing world. IT plays an integral part to the children's learning and each class has an Interactive Whiteboard. Each year the school invests a large amount of money to further develop our IT provision. Laptops, mini-books, ipads, Tablets and Kindles have been purchased over the last few years. We take e-safety very seriously within school and make the children aware of internet safety through assemblies, visiting speakers and celebrating Internet Safety Day in February. The computers have security blocks on them to prevent pupils accessing unsuitable materials.

Planning for the curriculum is skills-based, which allows the National Curriculum to be taught in an imaginative and exciting way. Creative approaches are used to develop thinking skills and incorporate Philosophy for Children, helping them to understand their thinking and other people's points of view. SEAL (Social and Emotional Aspects of Learning), plays an important part in our school and helps the children to appreciate and cope with life, decisions, changes and choices in everyday life. This ethos is also supported through assemblies and expectations of the

children throughout school. Outdoor Learning has been introduced into our curriculum, which supports the development of problem solving and team building. Children should bring an appropriate change of clothing and footwear for Outdoor Learning. The class teachers will provide further information about this.

We are an Ambassador school for 'Open Futures'. Open Futures allows the children to be actively involved in a wide range of activities such as cooking, growing fruit and vegetables and developing effective questioning and discussion skills. Over the last few years we have developed the Open Futures strands 'Cook-it', 'Grow-it' and 'Ask-it'.

### Homework

It is intended that the homework will contribute to developing a strong partnership with parents, actively involving them in their child's learning. The pupils in Foundation Stage focus on key skills including work on numbers, calculations, spellings, phonics and reading and activity packs are sent home.

In Key Stages 1 and 2, there will be a focus on developing skills in which will support learning in class. Homework will be sent home each week, which will be linked to, and reinforce, the classwork. In Year 1, the children will bring home a Maths book, along with spellings. In Year 2, the children will bring home a Maths book and a Grammar Punctuation and Spelling (GPS) book, plus some spellings. In Years 3, 4, 5 and 6 the children will bring home a Maths book and a GPS book. The teachers will inform the children which pages need completing and when the book should be returned to school.

We value reading very much throughout our school. The children are engaged in daily reading activities in school. ***We would be very grateful if you could hear your child read and share books with them as often as possible, preferably each day / evening.*** Then ask them questions about the book to support their understanding of what they have read. This not only helps your child with the development of their reading skills but supports the school's aim in promoting a love and enjoyment of reading.

In addition to the set homework pieces, pupils may, if they wish, complete other activities linked to class topics, such as models, research, art work. These will be shared with the class if brought into school.

Please see your child's class teacher if you have any questions about reading, homework or the curriculum. **Your help and support is greatly appreciated and can have a massive impact on your child's progress and learning.**

### Special Needs

South Hiendley Primary School is an inclusive school. Children in school who regularly require additional support to help them to cope within lessons are said to

have Special Educational Needs (SEN) and this may range from extra support within a group, to individual or specialist support. Special Educational Needs can be in the form of varying degrees of learning, physical, emotional or behavioural difficulties.

The progress of all our pupils is tracked regularly. If a pupil is not achieving or making the expected progress they will be helped and supported in school. If pupils are identified as having SEN then they will gain access to support and interventions. This is called **SEN Support** and a child will receive this support for as long as it is required. Parents will be informed if their child is receiving extra help at school. Depending on the level of support being provided these children may have a **Learner Profile** or a **Supporting Me to Learn Plan (SMTL)**. These will outline a child's area(s) of need, targets being worked towards and how best to support them.

If we still have concerns about a child who has been at SEN Support for a reasonable period of time, we will consult with outside agencies such as a Speech Therapist, Educational Psychologist or the Learning Support Service. Parents would be consulted if this was to happen. These children may remain on a SMTL plan or they may have a **My Support Plan (MSP)**. This usually happens when there is a high level of support needed and when several professionals are involved. It involves meetings with parents and outside agencies to review progress and plan next steps.

If the school and outside agencies believe that the school requires extra support with a child and the MSP is no longer meeting their needs then an **Education and Health Care Plan (EHCP)** can be requested. The decision to award an EHCP lies with the Local Authority who would carefully consider evidence submitted to them. This usually happens if a child needs more than 16 hours of additional support (interventions/ group work/ one to one adult support) in order to make progress and access the curriculum. This would involve the child receiving some additional funding to meet their complex needs and may involve 'one to one support' from a teaching assistant, although this is not always the case. In such circumstances progress will be carefully monitored and the EHCP reviewed annually.

### **More Able**

The school monitors the progress of all pupils, including the 'More Able' pupils. Parents/Carers of More Able children are notified of their child's high attainment at parents' meetings. Differentiated class teaching takes into account any more able children, ensuring that they are appropriately challenged. In addition to this, extension groups and enrichment activities are offered to pupils at different times.

### **Extra-Curricular Activities**

After School Clubs are run, usually Tuesday, Wednesday and Thursday for approximately one hour and usually begin the second week of each half term. Clubs

run each half term for the Key Stage 1 and Key Stage 2 pupils and range from Gardening and Art to Computers and Sports. There is a charge of 50p per session for the clubs led by school staff, which helps to contribute towards the costs of equipment and materials. We also have clubs which are run by sports coaches from Total Sporting Solutions (TSS). This year the school is heavily subsidising the TSS after school clubs - with a small charge of 50p per session to parents / carers. This year there will also be a choir for Key Stage 2 pupils during the autumn term. The choir, which is free to attend, will be taking part in the Young Voices event in Sheffield in January 2019.

Educational visits are organised by class teachers and help to enhance topics and learning. Also, visitors are regularly welcomed into school, often as a stimulus for a new topic or to enhance a unit of work.

### **School Council, Pupil Voice and Young Leadership Teams**

South Hiendley Primary School has an active School Council which meets to discuss issues raised through House Meetings. The School Council comprises of pupils from Years 1 to 6 who often participate in fund-raising activities such as bun sales and tombolas, which help to raise money for charities, good causes and school. The Year 5 and 6 representatives are the House Captains and Vice Captains, voted for by pupils in Years 1 to 6. Elections for House Captains, Vice Captains and School Council Representatives take place in early September each year.

Pupils' are encouraged to have their say and contribute towards decision making through questionnaires, pupil interviews, Ask-It sessions, circle times and assemblies. This year we are introducing Young Leadership teams. The Young Leadership Teams will comprise of Year 6 pupils who will have particular responsibilities across school. The Year 6 pupils will complete application forms and apply for the roles in September.

At South Hiendley Primary School we believe that every child has rights and should be respected as outlined in the covenant below:

#### **Classroom Covenant**

I have a right to be happy, and to be treated with kindness in this school;

This means that no one will laugh at me or hurt my feelings.

I have a right to be myself in this school;

This means that no one will treat me unfairly because I am fat or thin, fast or slow, tall or short.

I have a right to be safe in this school;

This means that no one will hit me, kick me, push or punch me.

I have a right to hear and be heard in this school;

This means that no one will yell, scream, or shout and my opinions and wishes will be considered in any plans we make.

I have a right to learn about myself in this school;

This means that I will be free to express my feelings and opinions without being interrupted or punished.

We all have a right to be here in this school;

This means we need to get along with each other, try our best and show respect for everyone and everything in our school.

### **Parental Involvement**

Home / School relationships are regarded as extremely important to the school. Parents are welcome into school throughout the year to speak with staff at a mutually convenient time. To see individual teachers about your child's progress, meetings will take place on designated days in the autumn and spring terms. These will provide an opportunity for the class teacher, your child and yourself to discuss achievements and targets. You will receive a written annual report in July. A 'Welcome meeting' for the Key Stage 1 and 2 classes is held for parents and pupils in September.

We believe that effective communications with parents is vital and do this through Tucasi (texting and emailing system), a weekly newsletter, letters regarding school visits, after-school clubs and events, our school website [www.southhiendley.wakefield.sch.uk](http://www.southhiendley.wakefield.sch.uk) and the school Facebook page.

We welcome parents to become volunteer helpers in school, and help with activities such as reading with the children, supporting in class and gardening. Any volunteer must first undergo a DBS check before volunteering in school. Please ask at the school office if you are interested in volunteering in school. Parents are also encouraged to become involved in Family Learning activities and to attend Inspire Days, assemblies, concerts and curriculum events.

We always appreciate feedback from parents on all aspects of school life. There are a number of opportunities throughout the year, through parental questionnaires, for parents to provide their opinions. But if you have any additional comments, please let us know! Parents may also wish to log onto Ofsted's Parent View at <https://parentview.ofsted.gov.uk/>, to submit a review the school online.

### **PTA**

Our PTA was established in 2010 and is made up of a small, friendly group of parents who support the school staff to enable fundraising events to take place. The PTA usually meets each term in order to plan and organise events. Last year, the events and fundraising calendar involved the PTA organising film nights for pupils and setting up refreshments at the termly school discos. If you have any new ideas, we would love to hear from you! We are always looking to recruit more parents onto our PTA so please come and join us! If you can't make the meetings, due to other commitments, but could help at an event, please let us know. For more information, please talk to Mrs Jones or enquire at the school office.

### **Child Protection**

South Hiendley Primary School is committed to safeguarding and ensuring that all the pupils are safe from harm. All the staff and volunteers in our school have undergone the appropriate checks to ensure that it is safe for them to work with children. Mrs Sanderson is the Designated Teacher for Safeguarding and Child Protection and Mrs Whelan (Deputy Headteacher) and Mrs Reed (EYFS Leader) are the Deputy Designated Teachers.

It is strongly recommended that all parents should be informed of the school's duties and responsibilities under the local Child Protection Procedures. We are advised to include the following statement as information for parents.

*"Because of day to day involvement with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents should be aware, therefore, that where it appears to a member of staff that a child may have been abused, the school is required, as part of the local Child Protection Procedures, to report their concern to the Social Services Department immediately."*

### **Celebrating Achievements**

Positive behaviour is always encouraged, recognised and rewarded at our school. Pupils are rewarded for good work, manners and behaviour in a variety of ways such as stickers, house points, certificates and sitting on the 'Special Table' to eat lunch with Mrs Sanderson on Friday lunchtimes! Every Friday, an Achievement Assembly is held to celebrate achievements, as well as house point and attendance winners. During this assembly children are also encouraged to share certificates, medals and photographs of out-of-school achievements. Parents are invited to the weekly Achievement Assemblies and to staff for refreshments afterwards.

Part of Friday afternoon is a 15 minute Golden Time, where, as a reward for good behaviour, children can choose from activities including ICT, Art and Sport.

### **Behaviour and Discipline**

A strength of the school is the positive ethos. Children are expected to behave in a sensible and acceptable manner at all times. Positive behaviour in our school is strongly encouraged through our reward system 'Good to be Green', house points, assemblies, high expectations and consistent approaches throughout school. Over the last few years, a Restorative Practice approach has been adopted at South Hiendley Primary School, which has supported and strengthened the mutual respect between pupils and pupils / pupils and staff. At South Hiendley Primary School we believe that every child has rights and should be respected (as outlined on the Classroom Covenant on page 15). The school has also signed up to Wakefield's Young People's Safeguarding Charter.

If a problem arises with a child the class teacher / HLTA will address the issue. Members of the Senior Leadership Team may become involved, depending on the nature or seriousness of the incident. If necessary, parents may be consulted over a child's conduct so that problems can be dealt with quickly and effectively.

### **Complaints Procedure**

If you have a problem, no matter how small, please let us know. We take all problems seriously and aim to work with you to resolve any issues quickly and effectively. You can speak to the class teacher at a mutually convenient time, usually after school is better. You could also speak to Miss Barraclough, our Learning Mentor, who is available each morning from 8.45am. If you have tried to resolve a matter but need to take it further, please make an appointment to see Mrs Sanderson. After following these steps, if you feel that the problem remains unresolved, a letter should be written and addressed to the Chair of Governors at South Hiendley Primary School. Our full complaints procedure can be accessed from the school website. Copies of relevant forms can be requested from the school office.

## **SHS 2018 Statutory Assessment Results**

### **EYFS - Upper Foundation:**

Cohort size = 19 pupils

School (2018)	68%	National (2018)	72%
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Pupils achieving a Good Level of Development (GLD)

### **KEY STAGE 1:**

**YEAR 1:** Pupils passing the Phonics Screening Check

School (2018)	89%	National (2018)	83%
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Cohort size = 28 pupils

**YEAR 2:** Pupils passing the Phonics Screening Check (either in Year 1 and Year 2)

School (2018)	96%	National (2017)	92%
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Cohort size = 27 pupils

**Year 2 SATs:**

Cohort size = 27 pupils

<b>Year 2 School Teacher Assessments - 2018</b> (% of pupils working at the <b>Expected Standard and Above</b> )		
Level	School (2018)	National (2018) - as of Sept '18
Reading	70%	76%
Writing	67%	70%
Mathematics	74%	76%
Reading, Writing & Maths combined	67%	61% (National 2017)

<b>Year 2 School Teacher Assessments - 2018</b> (% of pupils Working at <b>Greater Depth</b> )		
Level	School (2018)	National (2018) - as of Sept '18
Reading	26%	26%
Writing	19%	16%
Mathematics	26%	22%
Reading, Writing & Maths combined	15%	14% (National 2017)

**KEY STAGE 2**

**Year 6 SATs:** Cohort size = 31 pupils

<b>Year 6 SATs - 2018</b> (% of Pupils Meeting the <b>Expected Standard and Above</b> )		
Level	School (2018)	National (2018) as of Sept '18
Reading	65%	75%
Writing	84%	78%
Mathematics	65%	76%
Grammar, Punctuation & Spelling (GPS)	84%	78%
Combined R, W & M	52%	64%

<b>Year 6 SATs - 2018</b> (% of Pupils Working at the <b>Higher Standard</b> )		
Level	School (2018)	National (2018) as of Sept '18
Reading	26%	28%
Writing	29% (teacher assessment)	20%
Mathematics	23%	24%
Grammar, Punctuation & Spelling (GPS)	35%	34%
Combined R, W & M	16%	9% (2017)

<b>Year 6 SATs - 2018</b> (Progress from end of KS1 to end of KS2)		
Level	School (2017)	Floor Standard (2017)
Reading	-0.3	-5
Writing	+1.7	-7
Mathematics	-1.5	-5

**Year 6 Floor Standards for 2018** (*minimum standard expected*)

The floor standard is the minimum standard for pupil attainment and / or progress that the government expects schools to meet.

In 2018, a school will be above the floor standard if:

- At least 65% of pupils meet the expected standard in Reading, Writing and Mathematics combined; or
- The school achieved sufficient progress scores (from the end of KS1 to the end of KS2) in all three subjects: At least -5 in Reading, -7 in Writing and -5 in Mathematics.

South Hiendley Primary School met the floor standard in 2018 due to the progress measure.