

**Scalford
Church of England
Primary School**

School Lane

Scalford

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Headteacher: Mrs Marie Waring

The information contained in this prospectus was correct at the time of printing in October 2016.

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WELCOME

We are very pleased to welcome you to Scalford Church of England Primary School and hope that this brochure will give you a picture of the values and principals which we as Staff, Governors and Pupils believe in.

We are a warm, friendly and caring school, where children are encouraged to flourish. It is a school where the individual abilities and needs of children are recognised and catered for, where every child feels their achievements are celebrated.

We believe in every child and that with high quality learning and teaching experiences, all children can reach their potential. We deliver a curriculum that encourages children to achieve, enjoy and excel. Through providing interesting and engaging lessons, an enthusiastic and dedicated staff team, we strive to provide our children with the best possible start in life.

A big heart - we truly are in the centre of our community and value the support, experiences and role that both our parents and community bring to the life of our school. As a Church of England School, our values are grounded and rooted in Christian values, where mutual respect, community spirit, kindness and care for others are all actively encouraged. We believe that a values based Christian education, provides a strong basis for future success. We encourage respect, tolerance and honesty across all members of the school and community. We pride ourselves, that as a small school, we know our pupils and families well. This ethos is key to the success and sense of belonging at Scalford.

All of our staff, our governors and our community strive to make Scalford a warm, welcoming, purposeful and successful school.

Mrs Marie Waring
Headteacher



THE SCHOOL

The building itself comprises three classrooms, an office, and a fourth space used for teaching.

The accommodation is compact but we have use of the village hall and playing field for PE lessons and lunch times.

At the front of the school is an enclosed playground containing purpose built equipment. The playground is protected by a security gate. This area is also used throughout the day, for the outdoor play provision for our youngest pupils.

Salford School has always had strong links with the parish church of St Eglewin.

The village provides a wonderful resource for both historical, environmental and geographical studies.



SCHOOL STAFF

Mrs Marie Waring	Head teacher/SENCo
Mrs Jane Dickson	Senior Teacher
Mrs Andrea Leonard	Class Teacher
Mr Peter Leonard	Class Teacher
Miss Tanya Moore	Class Teacher
Mrs Lynn Raynor	Class Teacher
Mrs Paula Handy	Nursery Nurse
Mrs Caroline Hibbert	Learning Support Assistant
Miss Kaisey Lambert	Learning Support Assistant
Mrs Andrea Sutherland	Learning Support Assistant
Mrs Nichola Wigley	Learning Support Assistant
Mrs Faith Howden	Bursar/Administration
Mrs Elaine Tomkinson	Administration Assistant
Mrs Nichola Wigley	Mid-day supervisor
Mrs Katharine Christian	Mid-day supervisor
Mrs Trudy Lee	Premises Officer

OUR AIMS AND ETHOS

At Scalford the committed staff and Governors work closely together to provide:

- every child with an individually monitored, balanced and broad curriculum at primary school
- the opportunity for all children to aspire to achieve their very best, academically, socially, morally, spiritually and culturally (SMSC).
- an environment in which children are encouraged to develop enthusiasm and a thirst to learn
- an ethos which promotes willingness to experiment with new challenges and to learn by both successes and mistakes.
- a team which is constantly self-evaluating and values the contributions made by the whole community.

We aim for children to:

- be happy, confident and responsible members of the community taking their own initiative when appropriate
- understand and respect Christian values, showing respect to others
- meet high expectations in all areas of the curriculum
- become independent learners with a well developed sense of self-esteem.

We feel that this can be achieved by providing:

- high quality teaching and learning with excellent regularly up-dated resources.
- realistic aspirations for achievement based on individual needs.
- fund-raising for outside charities which widens horizons, encourages children to see themselves as effective members of the community and promotes social responsibility
- maintaining strong links with the parish church thus ensuring an awareness of spirituality
- a wide range of extra-curricular activities and visits
- equality of opportunity for all children with a firm commitment to inclusion
- the knowledge that adults and children are working together to achieve common goals.
- a caring, supportive, environment based on a Christian ethos.

Fund raising for MacMillan
Cancer Charity



Admissions

Parents/carers wishing to send their children to Scalford School should make an appointment with the Head teacher to view the school and talk to staff and pupils.

As a small school with 4 classes, pupils are taught in mixed aged classes. These classes and where pupils are placed, are determined each year by numbers on roll.

All parents/carers are required to fill in an online admissions form, regardless of whether or not they live in the catchment area. They can apply online by logging on to the Leicestershire County Council website: www.leics.gov.uk/admissions

The Governing Body follows the Leicestershire agreed policy on admissions. The exact arrangements may vary slightly from year to year, so please consult the full policy documentation which is posted on our school website: www.scalford.leics.sch.uk and a copy of which is held in school.

Induction

Our primary concern is for your child to settle in to school happily and confidently. An active partnership between home and school is both sought and valued. Our induction programme includes:

- close links with the local pre- school group
- a meeting with the Head and class teacher
- a school booklet to provide information for parents
- visits to the school in the Summer Term
- pre-school visits, as appropriate

The school operates a staged entry system for new starters.

Children are introduced to Scaford School life over a period of two weeks. This is to allow the children time to adjust to their new settings and surroundings and also to give them time to adapt to unique features of the school, such as lunchtimes offsite.

For the first week of the Autumn Term, children attend from 9 am until 12pm. Parents are requested to collect their children before lunch.

For the second week of the Autumn Term, children attend from 9 am until 1.15pm. This allows children to participate in lunchtimes at the village hall and become use to the offsite procedures and also meet their Year 6 buddy, who escorts them to the Village Hall during the Autumn Term.

From the third week, children attend full time from 9 am until 3.15pm and fully participate in the life of the school.



THE CURRICULUM

Here at Scalford we follow the National Curriculum but we also strive to maintain a wide, enriched programme of learning which is not simply geared to government targets and SATs results.

We never lose sight of the fact that we are dealing with individuals. Each child has a contribution to make to the success of the school. The school believes in every child and so places personalised learning at the heart of the school. This is reflected in the different structures and learning styles seen in the individual bases.

Literacy and Numeracy are taught every day and skills learnt in these lessons are reinforced in all other areas of the curriculum.

Science, Geography, History, RE, Design Technology, Music and Art are based around a two year rolling programme of topics, many of which are taught in a cross curricular fashion, to form a coherent focus of teaching and learning.



Mathematics

English and I.T.



Studying Rocks and Fossils during a visit to the Geological Survey Centre

Personal, Social and Health Education [PHSE] and Citizenship are also taught, often as an integral part of other topics. French is taught in Years 4, 5 and 6.

PE lessons take place at the village hall, playing field and local swimming pool. The children play hockey, football, rugby, basketball, short tennis and cricket as well as taking part in dance, drama, swimming, athletics and gymnastics. We have strong links with secondary and other local primary schools and regularly participate in inter school competitions and events.

ICT skills are taught as discrete lessons as well as being an integral part of the whole curriculum. The school has a high ratio of computers to children along with new technologies such as ipads and e-readers to further engage and inspire pupils in their learning.



Scalford C of E Primary School's 2016 Assessment Results

There have been significant changes in 2016 and this year's tests are the first to reflect the new primary curriculum, which was introduced in 2014.

Because this is the first year of the new tests, the results will look very different from those of previous years, and should not be compared with them. This is because The DfE have introduced a new curriculum and set **higher standards**.

The DfE have **raised the bar** because they want to match the best international standards (Standards and Testing Agency 2016).

Key Stage Two

The DfE made the decision that an effective way of calculating progress was to put all pupils nationally into groups based on their Key Stage One results, so that they could compare groups of pupils who have similar starting points to each other.

They took a pupil's average performance at Key Stage One across reading, writing and mathematics to create an average point score. Pupils with similar average point scores were then allocated to prior attainment groups to compare against 2016 end of Key stage Two attainment.

The important measure for schools this year is to meet **Floor Standard**. To meet **Floor Standard** at least 65% of Year 6 pupils must meet the expected standard in reading, writing and maths

OR

Year 6 pupils achieve sufficient progress in all three areas of reading, writing and maths.

At Scalford School we often have very small cohorts, so for example our 2016 Year 6 group consisted of six pupils with each pupil representing 17% of the overall set. With this in mind we are sensitive about how we publish our results.

WHAT DO OUR NEW RESULTS LOOK LIKE?

We are pleased to report our results are above Floor Standard.

Year 6 average scaled scores for Reading, Writing and Maths are in line with the National average, and our Reading is above.

100% of pupils with high prior attainment reached a high score in Reading.

Pupils made sufficient progress from Key Stage One to Key Stage Two in all three subjects (reading, writing and maths)

Key Stage One

End of Key Stage One

Reading, Writing, Maths and Science are broadly in line with National average, with the cohort making **exceptional progress** from Reception to the end of Year 2.

Year One Phonics results for 2016

91.7% working at the required standard in comparison to the National figure of 80.6%.

EXTRA CURRICULAR ACTIVITIES

As part of curriculum enrichment, children are able to experience educational visits to a wide variety of places. In Years 4, 5, and 6 there are also opportunities for children to go on residential trips. We also offer Year 2 a one night residential visit to Beaumanor Hall near Loughborough. These encourage independence, team building and self-reliance and are always very popular.

There are a variety of clubs in which children can take part. Throughout the year, these can include; recorders, guitars, multi-sports, football, science and road safety. Clubs change frequently to ensure that a wide variety of extra curricular interests are catered for.

We are also able to offer pupils the chance to see if they would like to learn to play the flute. We have 2 flutes which can be taken on loan, for at least a half term and we are able to provide parents with details of private tutors for private lessons in flute.

The school places value on the children learning outside of the classroom through opportunities such as Forest Schools and visits linked curriculum topics. Over their school life, we try to ensure that all pupils are given the opportunity to participate in the same number of visits. However, as visits are arranged according to the curriculum needs of the class or Year Group, not all children will offered the same visits during any academic year.

The school has strong links with St Eglewin's Church who offer family services and a variety of activities at the church after school once a month for any children and parents who would like to take part. Many of our services such as Harvest, Easter and Christmas take place in St Eglewin's or Scalford Methodist Chapel.



CHARGING POLICY

It is no longer possible to charge for certain school activities. The Governors' policy on charging is as follows:

Parents/carers will be asked for voluntary contributions to meet the cost of activities such as visits, field trips and swimming, all of which enhance the children's understanding of the National Curriculum. No child will be excluded from an activity if parents are unable to contribute, however, lack of funds may mean that we have to find an alternative activity for all children.

HOMEWORK

All children receive home work suitable to their age and ability. This supports the work being carried out in school and gives parents the opportunity to keep abreast of what is happening in the classroom.

SPECIAL EDUCATIONAL NEEDS and DISABILITIES

We recognise that many children have special educational needs at some point in their school career.

Individuality is accepted as the norm and work is planned to suit children of all abilities. Extra support is given in the classroom or in group work.

Outside agencies give support for children with specific learning difficulties.

PUPIL PREMIUM GRANT

The school is allocated additional funds for those pupils who are on Free School Meals. The school utilises this money to provide additional support provision for eligible children and by ensuring good staffing ratios so this additional support can be provided.

MORE ABLE CHILDREN

The school recognises and promotes any special talents, which includes the identification of more able children.

The work of these children is supported by differentiated work in the classroom. Mixed age groups in classes make it easier for more able children to work with older pupils and on some occasions, children may be moved to an older class if this is appropriate, to ensure that they receive the level of challenge they require.

REPORTS ON CHILDREN'S PROGRESS

Parents receive a written report once a year in the summer term. There are open evenings in the Autumn and Spring Terms where parents meet class teachers and discuss their child's progress.

The school has an 'Open Door Policy' and liaison between parents and teachers is always actively encouraged.

SEX AND RELATIONSHIP EDUCATION

We see S.R.E. as part of the general health education programme. It is essentially a development process beginning in early years and proceeding through the Key Stages into secondary education and beyond. While sex education does have a biological component, it is also concerned with the sensitive issues of relationships, sexuality and responsibility towards ones self and others.

HEALTH CHECKS

Regular dental checks are made by the school dentist. Other health checks are made by the School Doctor, School Nurse, Audiometrician Technician.

COLLECTIVE WORSHIP

Scalford C.E. Primary School is a controlled Church of England School which means that we have a daily act of collective Christian worship. Parents have a right to withdraw children from this. Further information is available from the school.



SCHOOL HOURS

School starts at 9 am

Lunch (Foundation/Key Stage 1) 12.00 – 1.15 pm

Lunch (Key Stage 2) 12.15 - 1.15 pm

School finishes at 3.15 pm for all Key Stages.

Children should not be in school before 8.50 am when a member of staff will be available to supervise them. We cannot accept responsibility for children who arrive before this time, but if this causes difficulties please see the Head teacher.

At 9.00 am the school gate is locked and visitors must ring the bell to gain entry. If you arrive after 9.00 am please report to the school office.

Teaching time per average week excluding registration assemblies, and break times is:

Key Stage one children [5-7 year olds] 22 hours

Key Stage two children [8-11 year olds] 23.5 hours

UNIFORM

School uniform is encouraged as we feel that it creates a sense of identity and pride in the school.

Our suppliers are:

B & H Midland Services

1, Norman Way,

Melton Mowbray

Or online at

www.your-schooluniform.co.uk or www.tesco/direct/ues

Please ensure that all items of uniform are named as this prevents any confusion.

If earrings are worn to school, they must be the small stud type. Children must be able to remove their own earrings for P.E. and swimming (earrings are not allowed to be worn during physical activities for Safety reasons). Nail varnish should not be worn to school.



PE CLOTHES

A pair of black shorts, a plain t-shirt and trainers or plimsolls should be kept in a *small* bag at school. School uniform T-shirts are available from B & H Midland Services and Schoolwearforless.com but any plain T-shirt is acceptable.

SWIMMING

Swimming takes place for the children from Year 2 to Year 4 in the Spring term, and for those children in Years 5 and 6 who have yet to achieve swimming 25 metres. You will receive further details in the weekly newsletter.

Under Health and Safety legislation it is vital that no jewellery is worn, including earrings.

Swimming lessons take place at the local swimming pool in Melton Mowbray. Children travel to and from the swimming pool by bus.



SCHOOL MEALS

Children have the choice of having a hot meal or bringing a healthy packed lunch. Universal Free School Meals are offered to children in Reception to Year 2. Scalford has been awarded a 'Healthy School Accreditation' and as part of this initiative we encourage children to eat healthy meals and have healthy snacks at playtimes. Lunchtimes take place at the village hall. School dinners cost £2.20 per day or £11.00 a week. There are often special lunch events such as World Book Day with spaghetti worms! There is a wide range of meals so we're sure that there is something for everyone!

An up to date copy of the current school lunch menu can be found on the school website.

PASTORAL CARE

Our prime concern at Scalford Primary School is that your child should be happy and secure. Individual problems are dealt with promptly and parents are informed of any concerns or difficulties that may arise. It is a great help if parents inform the school of any changes in their circumstances as difficulties at home can have an effect on a child's behaviour and ability to learn at school.

MEDICINES

Short term medication

If your child is taking a short course of prescribed medicine then he/she should stay at home until the course is finished. If the doctor is happy for the child to remain at school, the dosage should be administered outside of school hours.

On entry, parents are requested to complete medical information forms, so staff are aware of any medical requirements.

Long term medication

Conditions such as asthma, diabetes, etc are obviously a different matter. Please see the Headteacher to discuss individual needs.

CHILD PROTECTION PROCEDURES

The procedures we follow have been laid down by the Leicestershire Child Protection Committee. **All** staff are aware of these procedures.

The safety and welfare of your child is our first concern. If we have to consult other agencies for whatever reasons you will always be immediately informed unless the safety of the child is at risk.

COMPLAINTS

The school has an approved complaints policy and procedure. Parents are welcome to see this either in the office or to ask for a copy.

If you have a concern or query you should contact the school so that the matter can be discussed with the Headteacher and/or member of staff. It is expected that the majority of anxieties and questions can be dealt with in this way. However, if a complaint cannot be resolved then the formal procedures involving the Governors and the Local Authority can be invoked.

ATTENDANCE

The school has an attendance policy based on the agreed Leicestershire guidelines which parents are very welcome to see. Please ask at the office.

Children should attend school regularly and punctually. Lateness has to be recorded by law, as do other reasons for absence.

From 1st September 2013, schools cannot authorise leave of absence unless the Headteacher considers that there are exceptional circumstances relating to the application and an application has been made in advance by the parent with whom the pupil normally resides.

If you know that your child will be away for any reason we ask you to inform the school by letter or telephone. This is important for the safety of your child as failure to do so results in the absence being recorded as 'unauthorised'. Continued unexplained absence will then have to be reported by the school to The Education Welfare Officer.

Children will not be allowed to leave school during school hours unless the school has been notified and they are collected by a known adult who reports to the office.

If children then return to school, the adult must once again report to the office.

This is for health and safety reasons.

BEHAVIOUR

Our expectations for good behaviour are high and excellent behaviour is a key feature at Scalford School. We believe that it is important that each person in our community is valued and has clear ideas of what is expected of them.

The emphasis is always on making children feel positive about themselves and their achievements and in encouraging them to take responsibility for their own actions. We have a wide range of positive initiatives to encourage and reward positive behaviour and good attitudes to learning such as stickers, certificates, prizes, the weekly golden book and star of the week awards.

Every pupil becomes part of a House Team at Scalford. The names of these are decided each year by the pupils. Siblings are placed in the same house team. Children receive points for their house, with a House cup being presented, at the end of the year to the team with the most points.

Please see our behaviour policy for more information.

At Scalford we ensure that pupils have a voice and are involved in making decisions about the life of the school. Children are involved in decision making at a level appropriate to their age and maturity. There are numerous roles and responsibilities that the children can take on, during their time with us such as School Council, Play leaders, Junior Road Safety Officers, Green Team, Buddies and Monitors.

The School Council, made up of all the members of Year 6 and one representative from all other year groups, is involved in making decisions about appropriate behaviour and in listening to the views of the other pupils in the school.

Some members of
our School Council



We also have other opportunities for pupils to take on roles such as Junior Road Safety Officers, Play leaders and the Green Team.

ANTI-BULLYING

The school community considers bullying to be a very serious offence and it will be treated as such. We would like to stress that children and parents should always come and talk to the class teacher or the Head if they have any concerns that bullying is happening at school. These concerns will be followed up immediately.

GOVERNORS

LIST OF SCHOOL GOVERNORS

Mr Andy Cox	Chairperson/Parent Governor
Miss Katie Farrar	Vice Chair/Parent Governor
Mrs Ginny Winder	Foundation Governor
Mrs Elizabeth Bryan	Co-opted Governor
Mrs Marie Waring	Headteacher
Miss Tanya Moore	Staff Governor
Mr Andrew McAvoy	Parent Governor
Mr David Brook	Community Governor
Mrs Kathryn Bloodworth	L.A. Governor
Mrs Kathryn Christie-Smith	Clerk to Governors
Vacancy	Parent Governor
Vacancy	Foundation Governor

The governors play a very important strategic role in the management of the school. They meet regularly and all minutes of their meetings are available to parents if they request to see them.

An Annual School Profile is published on the internet.

FRIENDS OF SCALFORD SCHOOL (F.O.S.S.)

The Friends of Scalford School do a great deal to organise fund-raising events for the school and provide us with an essential source of income. All parents are very welcome to join. Informal meetings are held after school in the village.

The minutes of all F.O.S.S. meetings are available to parents on the school notice board.

PARENTAL SUPPORT

Scalford School has a very good partnership with parents and this is a real strength of the school. Parental assistance with reading, artwork, swimming and accompanying children on trips is always very welcome.

It is now a legal requirement that all adults working in a school have a criminal record check.

ACCESS TO INFORMATION

All policy and curriculum documents are available from the Headteacher. Other information available includes OFSTED Reports and Schemes of Work.

WORKING TOGETHER

The most effective support that you can give your child during their time at Scalford School is to give them your time; time to listen, to share an interest in their work and to show that you value their efforts in everything they do.



Grandparent sharing their musical talent

Parent sharing their skills in the process of cheese making



HOLIDAY DATES

Academic Year 2016/2017

AUTUMN TERM

Schools Open Wednesday morning 31st August 2016

Mid Term Break Monday 17th to Friday 21st October 2016

Schools Close Friday evening 16th December 2016

SPRING TERM

Schools Open Tuesday morning 4th January 2017

Mid Term Break Monday 13th to Friday 17th February 2017

Schools Close Friday evening 7th April 2017

SUMMER TERM

Schools Open Monday morning 24th April 2017

May Day Monday 1st May 2017

Mid Term Break Monday 29th May to Friday 2nd June 2017

Schools Close Friday evening 14th July 2017

Total = 193 days