

We welcome you to
Horsley Woodhouse Primary School



"We are very proud of our school
and we know you will be too..."

Dear Parents

We look forward to welcoming your child to our school.

This prospectus is intended to help you know more about life and work at Horsley Woodhouse Primary School.

The Governors, staff and I believe that we can only achieve the best for your child by close co-operation between home and school. We have a fantastic team at Horsley Woodhouse who work closely together to ensure that all children have the best possible education. There are many opportunities for you to share in your child's education and the staff and I are happy to discuss with you any aspects of your child's development.

The information in this booklet is up to date but of course we will need to send you further information as situations change. If you have any queries, please ask.

We hope your child will spend a happy time with us at Horsley Woodhouse Primary School.

Liz Peach
Headteacher

School

Horsley Woodhouse Primary School
Main Street
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Our Staff

| | |
|----------------------------|--|
| Headteacher | Mrs L Peach |
| Senior Teacher | Mrs S Gent |
| Teacher | Mrs E Curran |
| Teacher (part time) | Mrs R Hamer |
| Teacher | Mr R Knowles |
| Senior Teacher (part time) | Mrs C Shirley |
| Teacher (part time) | Mrs E Swinscoe |
| Teaching Assistants | Mrs J Hole Miss L Kirkley Mrs L Long Miss S Mugridge Mrs A Nunn Mrs E Oughton Mrs J Wain |
| School Business Officer | Mrs H Cornfield |
| School Business Assistant | Mrs C Cresswell |
| School Meals Assistant | Mrs J Morton |
| Mid-day Supervisors | Mrs A Howes Miss L Kirkley Miss P Nash Mrs E Oughton Mrs S Stannering |
| Relief Mid-day Supervisors | Mrs C Cresswell Mrs K Last Mrs A Paulson |
| Site Supervisor | Mr K Marriott |
| School Crossing Warden | Mr M Hall |
| School Governors | |
| Local Authority | Vacancy |
| Co-opted | Mr S Bramley (Vice Chair) Mrs A Chilton Mrs Lesley Larman |
| Parent Governors | Mr M Andrews (Chair) Mrs Eleanor Hedley |
| Staff Representatives | Mrs J Wain |
| Headteacher | Mrs L Peach |
| Clerk to the Governors | Mrs H Cornfield |

About Horsley Woodhouse Primary School

The school was built in 1913, a spacious building full of character which is set in extensive grounds including two playgrounds, a playing field and its own copse. It also has an environmental garden and a pond for ecological studies.

Inside the school there are four classrooms and a hall, which is used for Assembly, as a dining room and for indoor PE. There are also separate cloakrooms for girls and boys.

It is a Community Primary School that caters for girls and boys from the age of 4 years to 11 years.



Our School Vision

“Together we make a difference”

Our School Values

School Values:

- Well mannered
- Respectful
- Compassionate
- Honest
- Reliable
- Tolerant
- Optimistic

Our School Aims

School Aims:

- To have independence
- To have enquiring minds
- To be aspirational
- To be resourceful
- To be confident, articulate and inclusive
- To be resilient and hardworking
- To be determined

OFSTED



During its last inspection in October 2017, Ofsted inspectors judged the school to be good. Our full report can be accessed at www.ofsted.gov.uk and we would encourage you to read it.

The school has already done a great deal of work on improving the targets set.



The school has achieved the Basic Skills Award, Health Promoting School Award, Investors in People Award, The International Schools Award, Activemark, the Eco Bronze and Silver Awards and the Initial Award in the Derbyshire's Anti Bullying Scheme.

School Times

The school day begins at 8.55am
Lunch time is between 12.05pm and 1.15pm depending on the Key Stage.
The day ends for all pupils at 3.15pm.

Please do not send your child to school too early in the mornings as staff are not on duty until 8.45am to take responsibility for the children.

There is a school-crossing warden on duty from 8.40am in the morning and again after school until 3.30pm. Parents who choose to collect their children from school are asked to wait in the school playground. Parents are also requested to follow the crossing warden's instructions carefully to ensure the safety of all our pupils. Parents are asked **not** to bring cars into the playground at any time. Parking on the main road immediately outside the school is hazardous for the crossing of children in the morning and in the evening.



Excluding breaks, registration and collective worship, actual classroom teaching time is as follows:-

Infants – Key Stage 1 (R, Y1 & Y2) 22.5 hours

Juniors - Key Stage 2 (Y3, Y4, Y5, & Y6) 23.5 hours

Term Dates –2017/2018

Autumn Term

- **Tuesday 5th September 2017 to Friday 20th October 2017**
- **Monday 30th October 2017 to Tuesday 19th December 2017**

Spring Term

- **Wednesday 3rd January 2018 to Friday 16th February 2018**
- **Monday 26th February 2018 to Friday 23rd March 2018**

Summer Term

- **Monday 9th April 2018 to Friday 25th May 2018**
- **Monday 4th June 2018 to Friday 20th July 2018**

Bank Holidays

- **25th and 26th December 2017**
- **1st January 2018**
- **30th March 2018 (Good Friday)**
- **2nd April 2018 (Easter Monday)**
- **7th May 2018**
- **28th May 2018 (Spring bank holiday)**
- **27th August 2018 (Summer bank holiday)**

School Security, Visitor and Access Control

There is a one-entry, one-exit system in operation. All visitors, including parents, are directed to the main school entrance by clearly written signs. Visitors must report to Reception. There is also a CCTV camera in operation.

Medicines

If your child needs to take medication prescribed by the doctor during the day parents are requested to complete a parental consent form available from the school office. Medicines must be brought in by parents and given to a member of staff clearly labelled with the child's name and the correct dosage. The giving of medicines is at the discretion of the Headteacher and staff.

Alternatively parents are welcomed into school to administer prescribed medicines to their child by prior arrangement.

Pastoral Care

Regular newsletters are sent out informing parents of school events and activities. There is also a text messaging service which is used regularly.

The class teacher is primarily responsible for the care and welfare of his/her children and will deal with any problems and difficulties as they arise.

It is our aim to keep your child as safe as possible in school but it is inevitable that accidents do happen from time to time. These are usually minor in nature and any child involved is taken care of. Parents are informed by letter if their child receives a minor 'head bump' during the day. In the event of a serious accident or illness parents will be contacted immediately. Please let us know of any changes in address, mobile phone number or workplace in order that our records may be kept up-to-date.

Transfer to Secondary School

Secondary admissions are subject to a co-ordinated scheme. The Co-ordinated Scheme enables parents to apply for any three maintained secondary schools and receive an offer of a single place.

All applications are considered against each school's published admission number (the number of places available in the year group). If there are more applications than there are places available at a school, places are allocated according to the school's admission criteria. If a child is eligible for a place at only one school they will be offered a place at that school. If a child is eligible for a place at more than one school, then a place is offered at the highest priority school for which the child is eligible.

The main secondary schools to which most children transfer are Heanor Gate Science College and John Flamsteed Community School. A small minority opt to transfer to Belper High School which accommodates children living in the smaller villages surrounding Belper.

School Dress



The school has a compulsory school uniform. As well as encouraging a smart and tidy appearance it gives our children a sense of identity within the school. The school colour is red. Red fleeces, coats, sweatshirts or cardigans, red and white polo shirts, red tee-shirts, book bags and baseball caps can be purchased from school at a very reasonable price. Grey skirts and trousers can be bought from local department stores. All children should wear sensible black shoes or **plain** black trainers. In the summer, crocs and flip-flops are not allowed for health and safety reasons. Long hair should be tied back at all times.

A PE kit is necessary in order to ensure safety and promote hygiene and should be kept in school at all times during term time. The PE kit should comprise of black or navy shorts/PE Skirt, tee-shirt, plimsolls for indoor PE, and trainers for games and outdoor PE. Appropriate track suits may be worn during cold weather. PE kit should be kept together in a small PE bag (which can also be purchased from school). Large holdalls are discouraged due to lack of space.

All articles of clothing must be named.

(Name tapes can be ordered from school.)

Children are not allowed to wear jewellery (with the exception of an inexpensive wrist watch) to school. If earrings are worn they must be studs. There is a County ruling that school children should not wear earrings during PE as they can cause pain or damage during physical activities. Ear studs, if not removed, must be taped up during PE and games and must be removed for swimming. School staff are not allowed to remove earrings being worn by a pupil. Nose studs are not allowed. Nail varnish should not be worn at any time.

Whilst adequate precautions are taken to safeguard all property on school premises, the Governors and staff of the school cannot take responsibility for loss or damage of any money or valuables brought to school.

Mobile phones are not allowed in school.

School Rules

The aim at Horsley Woodhouse is to provide an environment and atmosphere where self discipline, self-esteem and personal achievements are acknowledged.

Our school rules are contained in this booklet and as you will appreciate are there for the safety of your child.

Children are made aware of our school rules, as they are in force in our daily routine.

Our guidelines on behaviour are clear with children being encouraged to be thoughtful, orderly and sensible, as well as to care for themselves, each other and their environment. Good manners are expected at all times. Our school code of conduct has been agreed upon by representatives from the school council.

Our School Rules must be followed at all times:

- **Listen and follow adults' instructions straight away.**
- **Keep your hands and feet to yourself.**
- **Walk around school quietly and sensibly.**
- **Look after all equipment and belongings.**
- **Always be polite and respect others.**



Behaviour charts are used in school. We are promoting positive behaviour and rewarding children who are consistently good in school. Every child will start each day on a green area (usual class expectation level) and they are able to climb the ladder for good behaviour. Equally they go down the ladder for unacceptable behaviour.

Raffle tickets are awarded to children who make good choices, for example sharing and playing together.

Golden Time takes place on a Friday afternoon for thirty minutes as a reward for good behaviour.

On certain Thursdays there is a special assembly from 2.30pm until 3pm where the parents or other family members of children who receive a 'special achievement award' are invited to attend.

At Horsley Woodhouse Primary School we want everyone to be

'the best me I can possibly be'

We encourage the children to have the five skills shown on our Woodhouse Wonder poster:

Thinker

Listener

Reader

Learner

Questioner

There are four school teams Dove (yellow), Monsal (green), Lathkill (blue) and Edale (red). Team points are earned for good work and effort and in the Friday Assembly the winning team achieve four points and these are added together every week. Each term the winning team is rewarded and at the end of the summer term a special day out is arranged.

There is a Home/School Agreement which parents are requested to sign so that along with a school signature, we are working in partnership to improve standards within an environment of trust.

Circle Time provides our children with opportunities to play team building games and share concerns about issues. Circle Time is structured and under the direction of the teacher who ensures everyone's opinion is valued in a non-threatening situation.

Attendance and Absence

The Department for Education (DFE) requires schools to keep a detailed record of absence.

Therefore if your child is away from school it would be appreciated if parents could phone school on the first morning of their child's absence. School will ring home if we have not heard from you. A letter explaining the reason for their absence should be sent on his/her return.

Due to Government legislation holidays during term time are not encouraged and should not be taken except in exceptional circumstances. Any parent taking a child out of school for a family holiday must complete a form available from the school office outlining their reasons for it being an 'exceptional circumstance'.

Should your child be absent from school and no explanation is forthcoming the school is obliged to record the absence as unauthorised.

Children are not allowed to leave the school premises during school hours. If your child has to leave school for any reason during school time, written notification is required. When you collect your child from school you will be required to sign them out at the Office.

The total number on roll for 2016/17 is 128.

The attendance figure from September 2016 to April 2017 is 96.88%

The authorised absence figure was 2.72%

The unauthorised absence figure was 0.40%

School Dinners

School meals are not cooked on the premises but delivered from Herbert Strutt Primary School at Belper. The daily menu offers healthy alternatives including a vegetarian option. The cost of a school meal is £10 each week, £2 per day. Dinner money (cheques are payable to Derbyshire County Council) for the week should be sent on Monday mornings in a named envelope or purse. Children who do not wish to have a school meal are allowed to bring a healthy packed lunch, no fizzy drinks, glass bottles or chocolate please. If you wish your child to have school meals instead of sandwiches or vice versa we need to have as much notice as possible.

Universal Infant Free School Meals (UIFSM)

All infant aged children (Reception, Year 1 and Year 2) will receive their midday school meal **free of charge**. The Catering Service assure us that this

will be the exact same high standard, nutritionally based and balanced meal served throughout the majority of primary schools in Derbyshire.

In addition to this the Government are providing additional funding to our school for each pupil that is **eligible for the Pupil Premium**. To ensure we capture all funds that are applicable to us, which will enable us to provide additional equipment, support and activities for the pupils, a form needs to be completed and returned to school.

Many parents are now eligible for free dinner provision and forms claiming these are available in school. The information provided is confidential.

Children are supervised at lunchtime by four mid-day supervisors who are responsible for the children in the dining hall and also in the playground.

Playtime

Our school offers a subsidised milk scheme (this scheme is only free for the under 5's) which the children have at break time.

If you would like further details please contact the school office or go to the web site at www.coolmilk.com

Everyone who wishes to have milk must register.

Children in Reception, Year 1 and Year 2 are given a piece of fruit at the beginning of each morning playtime. Children are supervised during playtime by a member of staff.

The children operate a tuck shop at playtimes which is run for

Years 3, 4, 5, and 6.

On a Thursday toast is available at break time to all our pupils for a small charge.



Breakfast Club

The school runs a very successful Breakfast Club five mornings a week from 8am.

For more information please contact the school office.

Curriculum

What is the National Curriculum?
For up to date information please see:



<https://www.gov.uk/government/> - search for national curriculum.



Foundation Stage

Pupils in Reception are in the Early Years Foundation Stage.

The EYFS is based upon four principles:

- A unique child.**
- Positive relationships.**
- Enabling environments.**
- Learning and development.**

Early childhood is the foundation on which children

build the rest of their lives. At Horsley woodhouse Primary School we greatly value the importance that the EYFS plays in laying secure foundations for future learning and development.

We plan a balance between children having time and space to engage in their own child-initiated activities and those that are planned by the adults. During children's play, early years practitioners interact to stretch and challenge children further. We create a stimulating environment to encourage children to learn both within the classroom and our outdoors environment.

We aim to offer the highest quality care and education for all our children thereby giving them a strong foundation for their future learning. We create a safe and happy environment with motivating and enjoyable learning experiences that enable children to become confident and independent. We value the individual child and work alongside parents and others to meet their needs and help every child to reach their full potential.

Core Subjects

Maths

Mathematics is essential for everyday life. It underpins so much of the world around us.

The aim of the Mathematics National Curriculum is to provide a solid foundation of skills and understanding, ensuring pupils are "fluent" solving calculations and are able to "reason mathematically" when solving problems by applying their knowledge. Mathematics is taught on a daily basis however children will also be given the opportunity to use and apply their mathematical knowledge and understanding in other curriculum areas, such as science.



Teachers use the Mastery Approach to maths teaching: focusing children on gaining a thorough knowledge of one aspect of mathematics before moving onto a new concept. Children are taught in year-specific groups for maths so that teachers can focus on specific targets for children of that age.

Through the implementation of the National Curriculum, the school aims to instil a sense of enjoyment and enthusiasm for maths and to create confident mathematicians of all its pupils.

English

At Horsley Woodhouse Primary School we believe that learning should be meaningful and taught within a context. With this in mind we link our English teaching with our topic work wherever possible. English skills are applied within topic lessons and opportunities to write across a range of genres for a wide variety of reasons are provided within topic lessons.

In Reception and KS1 classes, children take part in daily 'Read Write Inc' phonics sessions to learn the sounds and decoding and encoding skills.



Spelling, punctuation and grammar is taught in meaningful contexts through English and guided reading.

Guided reading takes place in all classes throughout the school every week. Children then complete follow-up tasks to develop comprehension skills and other key skills such as spelling.

Spoken language objectives are delivered throughout our whole curriculum, not just in English lessons. We encourage our pupils to speak clearly and confidently and articulate their views and opinions.

Read Write Inc Curriculum Aims

Pupils learn to read easily and fluently through systematic Read Write Inc sessions in Reception and KS1. This is an inclusive literacy programme for all children learning to read and includes both a reading and a writing focus. We aim to teach the children to:

- apply the skill of blending phonemes in order to read words.
- segment words into their constituent phonemes in order to spell words.
- learn that blending and segmenting words are reversible processes.
- read high frequency words that do not conform to regular phonic patterns.
- read texts and words that are within their phonic capabilities as early as possible.



- decode texts effortlessly so all their resources can be used to comprehend what they read.
- spell effortlessly so that all their resources can be directed towards composing their writing.

Science

Wherever possible science is taught through a topic approach ensuring that all the attainment targets are covered at the appropriate level and that there is continuity and progression throughout the school. Much of our teaching in



science focuses on investigative work whereby children plan and carry out investigations finding out how they can get answers to questions. In encouraging the children to build up a body of scientific knowledge and scientific vocabulary we also aim to develop in the children:

- a) curiosity
- b) originality
- c) co-operation
- d) perseverance
- e) open mindedness
- f) self-criticism
- g) responsibility
- h) independence in thinking

Foundation Subjects

The following subjects are taught in cross curricular topics usually in the afternoons:

History and Geography
Design and Technology
Religious Education
PE & Games
Modern Foreign Languages
Drama and Music

Pupils' understanding and enjoyment of **music** is developed through activities that give them an opportunity to use sounds and respond to music individually, in pairs, in groups and as a class. In addition they are taught to make appropriate use of ICT to explore and record sounds; to perform and compose pieces and listen and appraise performances. A wide range of percussion instruments is used in conjunction with various pitched instruments including recorders. Pupils are taught basic musical notation as part of their study and creation of music. Pupils are introduced to a variety of music from other times and cultures, including

music from great composers. Children have the opportunity to prepare performances for parents and members of the community on special occasions throughout the year.

Modern Foreign Language (French)

All pupils at Horsley Woodhouse Primary School from Year 3 to Year 6 have a French session each week from a fluent French speaker and language specialist; this opportunity enriches the child's curriculum.

The Foreign Language curriculum covers three key elements whilst developing cultural understanding:

- oracy
- literacy
- knowledge about the language

Lessons are fun, practical and interactive and build upon previous learning to ensure progression across all strands of the French curriculum.



Children in Key Stage 2 have the opportunity of going swimming. If a child is to be excused from PE, games or swimming a letter explaining the reason must be sent to school.

Computer Science is integrated into curriculum and topic work.

Sex and Relationship Education

Our children are given opportunities to consider and reflect the wide variety of different relationships they have with others. Across school, children build on their relationship and social skills through the delivery and teaching of S.E.A.L. (Social and Emotional Aspects of learning) units of work.

Sex Education is not taught as a separate subject but is incorporated into other areas of the curriculum such as science, health education and personal and social education.

We believe that parents are the key figures in helping their children to cope with their growing awareness of sexual development. There is a programme of work focused on puberty in Years 5 and 6 which is treated very sensitively.



Religious Education, PSHE and Citizenship

These subjects are taught weekly as part of the Spiritual, Moral, Social and Cultural Curriculum. We believe that there are many areas of knowledge

and understanding that lie outside the National Curriculum. In particular, the personal and social development of the children is an area that has become an increasingly important part of children's education. In order to allow individuals, friendship groups, and classes to react to, and cope with, the pressure of the world around them, we allow time for talk, discussion and reflection so that everyone knows they are important and that their opinions are valued.

Circle Time allows children to participate as partners in the process of developing responsibility for their own behaviour and learning. It aims to encourage the development of self esteem, interpersonal skills and strengthen relationships, while at the same time allowing all involved to have fun together. This forms an integral part of our discipline policy and pastoral support for the children.

British Values

At Horsley Woodhouse Primary School we recognise the multicultural, multi-faith nature of the United Kingdom and understand the crucial role that schools play in promoting these values.

As a community we embrace the Government's definition of British Values:

- Democracy
- The rule of law
- Individual liberty
- Mutual respect
- Respect for those with different faiths and beliefs

Eco-Schools

'Horsley Woodhouse School – Greener today for a cleaner tomorrow'

We are very pleased to report that the school has achieved its bronze and silver awards.

Eco-schools is an ongoing commitment to reduce our negative impact on our local environment and through this teach the children about today's important environmental issues. All children, in every class are involved.

Established to date:

A successful garden, a vegetable plot, a wildlife garden with pond, recycling waste and composting schemes, recycling clothes and computer cartridges and a litter picking initiative within our school grounds.



Enterprise

At Horsley Woodhouse Primary School we recognise the importance of enterprise education and aim to create an enterprising ethos throughout the school. Enterprise is embedded in

the whole school curriculum and ethos. Children are encouraged to participate in many aspects of school life through the pupil council, teaching and learning, various committees and working with and in the community.

At Horsley Woodhouse Primary School there has been a long standing



commitment to the belief that an understanding of the world of work is an essential part of every student's curriculum. We support the principle that young people must be given the opportunity to develop skills and acquire knowledge that will enable them to take up their place in a rapidly changing and technological society; one that demands a highly skilled and

adaptable work force.

The School Council

The School Council makes valuable contributions to decisions made as well as making suggestions as to how we can make school a better place for our pupils. All children are encouraged to have a say on issues which concern them. Pupils in each year elect representatives for the School Council. Council members elect a Chairperson and Secretary who run the meetings with the support of an associate member of the governing body and the Headteacher. The School Council not only gives children the opportunity to have a say in the running of their school but also helps them to develop communication skills. It also boosts self confidence and gives all those involved a greater sense of belonging, while helping to develop an understanding of the need to work co-operatively for the good of others.

Assessment

Assessment is an essential and integral part of our teaching. Each individual child's progress is monitored through continuous assessment of skills, knowledge and understanding in all National Curriculum subjects. Children's social skills and their attitude to work is also closely monitored.

In the final term of the Early Years Foundation Stage, teachers must review their knowledge of each child using information from all sources to make a judgement for each Early Learning Goal. For each Early Learning Goal each child will be judged to be:

| | | |
|--------------|---|---------------------------------------|
| Emerging |) | |
| Expected |) | compared to age-related expectations. |
| or Exceeding |) | |

Children in Year 2 and Year 6 are assessed in the core subjects through Standard Assessment Tests (SATs) as required by the DFE. There is a phonic screening test for all Year 1 children.

Parents are given the results of these tests in relation to their child in the report sent home during the summer term. All parents receive a report in the summer term giving information about their child's achievement in National Curriculum areas. Please note that league tables distributed by the Government may not be a true reflection of the quality of education offered by the school, as the number of children tested in our school is so few that the percentages recorded can be misleading.

However we are committed to every child meeting their potential both in external tests and in all other aspects of their development.

Pupils in Years 3, 4, and 5 will complete Optional Standard Assessments, until new tests are provided by the DFE, in Maths and English during the summer term. The results from these provide data towards tracking our pupils' progress throughout their primary school life, along with teacher assessment, to ensure that all our pupils achieve their full potential and make the expected rate of progress.

During the school year there are two parent evenings, one in the autumn term and one in the spring term when you are invited to come into school to discuss your child's progress with the class teacher. A written school report is given to parents during the summer term.

However, please remember that if you are at all concerned about any aspect of your child's work, please let us know and we will be happy to see you.

Special Needs Provision

Our policy for Special Needs Provision reflects the requirements of the New Code of Practice on the identification and assessment of special educational needs. The Derbyshire Recording System for Special Educational Needs and Disabilities is adopted in school.

If there is concern with a child's lack of progress, parental permission is needed to seek advice from outside agencies. Parents of pupils identified as having Special Educational Needs are invited into school for regular review meetings to discuss the progress their child has made. Individual Education Plans, outlining short term targets, are agreed upon at these meetings.

A copy of the school's Special Education Needs and Disabilities policy is available in school for parents.

All children have access to a relevant, broad, balanced curriculum and tasks appropriate to their need. Through the National Curriculum we aim to meet the needs of the individual child. All work is carefully monitored and matched to the ability of the child and tasks are differentiated accordingly.

Homework

Homework can make an important contribution to children's progress. When used properly it extends school learning and ensures teaching time is used to maximum effect. Homework can play a vital role in raising standards of achievement by children of all ages by consolidating and reinforcing skills and understanding. It encourages children as they grow older to develop the confidence and self-discipline needed to study on their own.

Regular homework is set in line with our school policy. It is expected that homework is completed carefully and signed by the parents as identified in the Home School Agreement.

All children are encouraged to take reading books home regularly to read to parents. Please encourage your child to read as much as possible – read with them, read to them and above all talk to them about their books.

School Activities

During the school year there are a number of organised events to which parents are invited, such as sports day. Dates of these events are sent to parents at the beginning of each term.

The extra-curricular activities which take place, at some time during the year, after school or during lunchtime include:-

- Chess
- Discovery Club
- Multi skills
- Dance
- Dodge Ball
- Tag Rugby
- Archery



Parents' written permission is required for children to stay behind after school for these activities. Parents, if at all possible, are given advance notice if any of the activities have to be cancelled for any reason.

A peripatetic music teacher for drumming comes into school each week to teach pupils. However there is a charge made for this.

Other activities are pursued as and when they arise.

These include:-

- Cycling Proficiency
- Swimming Gala

Inter-School Sports

- Cross Country Events
- Kwik Cricket
- Design Challenge
- Chess Tournament
- School Visits
- Let's Get Cooking





PGL 2017

Pupils in Years 5 and 6 have the opportunity to embark on a residential adventure weekend in the summer term. The visit gives a major boost to our children's self-confidence and contributes to their personal development.

Forest Schools



We are very proud to report that our Forest Schools programme has been reinstated led by Mr Marriott. This consists of a six week programme which promotes independence and team building and where children learn a variety of outdoor skills.

Community Links

We are proud of and continue to develop strong community links. These include Luncheon Club which is run termly for elderly residents of the village, special church services including Harvest, Christmas, and use of the local church hall.



The community are welcomed into school during our Christmas and Summer Fairs and other special events.

Charges and Remissions Policy

The Governors have a charges and remissions policy wherein it states that we do not charge for everyday materials, extras or curricular activities. However a small charge is made for design technology items and craft items such as clay, sewing and cookery to cover the cost. Sometimes the school has to ask for a small contribution towards activities such as, a visiting theatre company, or certain extra-curricular clubs.

In the case of school visits parents are invited to make a voluntary contribution towards the cost of the visit. No child will be barred from any activity if voluntary contributions are not made but parental permission is necessary for any visit (or other activity) taking place. If there is insufficient financial support from parents then the trips will not take place.

If any school book is lost or damaged it is the school's policy to ask parents to make a contribution towards a replacement.

Parents

There is a Parent, Teachers and Friends Association (PTFA) in school, which holds regular meetings and all parents and friends of the school are invited. Fund raising and social events are arranged and organised by the PTFA all of which are successful and fun so do come along and support us.



PTFA funds pay for all those extra things, which we would otherwise be unable to afford. Some of the money raised by the PTFA, on occasions, helps fund transport costs for school visits.

Voluntary help can be of tremendous benefit in the smooth running of the school. Please don't be shy! If you have a particular talent or area of expertise, please let us know. Art, music, sewing, reading, cookery or design technology are all areas where support would be very welcome. So even if it is only for an hour, come in and help us to help your children. **Help from parents or grandparents is always very much appreciated.**



We also have 'parent voices' meetings once every term in which the parents can discuss with the Headteacher and staff ways in which we can improve the school and our partnership with parents.

Termly Governor 'drop in' sessions are held for parents to meet some of the governors to discuss any school issues.

Admissions

At Horsley Woodhouse there is a commitment to provide the best possible standards and opportunities for all pupils and this is reflected in the admissions policy.

By law parents must arrange for their child to start school at the beginning of the term after the fifth birthday.

There is a one-point entry in September.

All parents whose children are due to commence their education in the ensuing school year will be invited to an intake meeting during the Summer Term.

Parents are invited to express their preferences for schools within their own Local Authority's (LA) area ideally online or by phone.

Derbyshire LA invites all parents to name their preferred school by January 2018. Parents may express a preference for either one, two or three schools and those preferences must be ranked. Late applications received after the deadline will only be considered alongside other applications if there is a significant reason.

Derbyshire applies its own admissions criteria to requests for places.

Derbyshire LA writes to every resident parent who applied to tell them of the allocated school place.

Any parent whose child is refused a place at the school to which they have applied to, has the right to an independent appeal.

Data Protection Act

Basic information about students is kept on computer for school efficiency. These records are confidential and only available to authorised staff. The information may be used for statistics, but no student will be identified.

According to the provisions of the Data Protection Act 1984, information may only be disclosed to certain people:

Family, Relatives, Guardians, Trustees
Past, Present or Prospective Employers
Legal Representatives
Doctors and other Health Advisors
Department of Education and Science
Department of Social Security
Local Education Authority and Social Services

Our policy is that information will be disclosed in exceptional circumstances only. Students use computers in school but they do not have access to information records.

Please contact the Headteacher first, if you are worried about personal information held on computers, or write to the Data Protection Liaison Officer, Education Department, Derbyshire County Council, County Offices, Matlock, Derbyshire, DE4 3AG.

Health and Safety and Child Protection

We consider the safety of your children of paramount importance and ensure that the school does everything possible to keep everybody, children and adults alike, safe.

The Governors and staff at Horsley Woodhouse Primary School take their roles and responsibilities with respect to 'safeguarding' procedures, including child protection, most seriously.

Parents should be aware that the school is required to take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other forms of abuse, the Headteacher is obliged to follow the Child Protection procedures established by the Derbyshire Area Child Protection Committee and inform the Social Services of the concern.

Equal Opportunities

We aim to promote positive attitudes in children, staff, governors and parents so that children can fulfil their potential and make choices, unhampered by expectations based on gender or role stereotyping. We seek to fulfil the aims of the school regardless of age, gender, ability (both academic and physical), ethnic origin or background of the child.

The school has an accessibility plan and disability equality scheme which is regularly reviewed.

At Horsley Woodhouse Primary School we promote equality of opportunity for disabled people: pupils, staff, parents, carers and other people who use the school or may wish to.

The governing body plans to increase access to education for disabled pupils by:

- increasing the extent to which disabled pupils can participate in the school curriculum;
- improving the environment of the school to increase the extent to which disabled pupils can take advantage of education and associated services.

We hope your child will spend a very happy time with us at Horsley Woodhouse Primary School.

