WHOBERLEY HALL
PRIMARY SCHOOL



BELIEVING | ACHIEVING | LEARNING FOR LIFE

PROSPECTUS

Our Whoberley Vision

Whoberley Hall is a small community school with a family ethos at its heart.

We believe in showing our pupils unconditional, positive regard at all times. Our aim is to foster self-esteem and encourage our pupils to forge forwards with confidence, aiming high. We are sincerely committed to the idea that if you believe, then you can achieve anything.

We have extremely high expectations of our children in terms of pupil behaviour and the progress that pupils make with their learning. We recognise that everyone has a skill or talent that they can be proud of.



Mrs Speedy



Mrs Tull

Although Whoberley Hall Primary School is based within an urban area, we are very lucky to have extensive grounds. We have an allotment, pond, amphitheatre, football pitch, netball courts and an established Forest School area. Our exciting curriculum is delivered in a variety of ways, including utilising these outdoor spaces.

Pupils and staff are so very proud of our school. We genuinely believe that at Whoberley Hall we provide an excellent, rounded education for our pupils. This in turn equips pupils with skills and knowledge for life.

Our School Values

Compassion

Courage

Respect

Determination

Inventiveness



Our Curriculum

We deliver high quality learning experiences to children, by pupils and staff working together within an atmosphere of mutual trust and respect. Positive attitudes to learning are promoted and encouraged through excellent, enthusiastic and inspirational teaching. Children are encouraged to persevere, question, think, challenge and reflect, stimulating them to become inquisitive and enthusiastic about expanding their horizons.

We are proud of our thematic curriculum that takes the children on voyages of discovery. Our curriculum is powerful, relevant and creative and has a lasting influence on everyone in our school. The children relish the opportunities that they have for exploration and enjoy unearthing new knowledge and skills that enable them to become independent and confident learners.

We teach Religious Education as part of a worldview, through philosophical discussions. Lessons aim to promote tolerance and a knowledge of difference in our society, encouraging understanding and harmony. There is an option to withdraw children from Religious Education, however we would hope that all children can participate and develop a useful understanding of the wider world around them, including taking part in a variety of religious celebrations throughout the year. If you would like to discuss this further then please speak initially to your child's class teacher.



Assembly and Daily Acts of Worship

-Education Act 1996

An act of worship is held daily, either as a whole school, year group or phase. The majority of assemblies have a Christian but non-denominational theme, in line with statutory guidance. Parents have the right to withdraw their children on religious grounds. Usually, each assembly has a theme which is explored through story or action. These themes are related to a variety of issues and link the qualities that we would wish to develop, compassion, respect determination, inventiveness and courage. Different religious festivals are recognised and feature as part of the assembly calendar.

Parents are invited to Special Award assemblies and class assemblies featuring their child.



Health & Sex Education



Relationship & Sex Education (RSE) is taught as an integral part of our Personal, Social & Health Education (PSHE) programme and science curriculum. We use the My Happy Mind Programme in school to deliver PSHE and support childrens wellbeing. PSHE education is taught through a variety of curriculum areas as well as a separate subject. The emphasis in all our PSHE education is respect for ourselves and for others around us. When discussing issues with children we aim to ensure that they have the skills and ability to deal with peer pressure with regard to drugs, smoking and alcohol as they get older. Healthy relationships also features as an important aspect of Health & Sex Education teaching. The My Happy Mind Programme comes with a parent app full of resources to support at home.

Assessment and Reporting







We use assessment as part of our everyday practice. We recognise that it is essential to good learning and teaching to be able to identify what children can do and what they need to do next.

Informal ongoing types of assessment are made throughout the learning week and inform the steps planned for the individual and groups within classes.

As with all primary schools we have a statutory obligation to report formally on standards of attainment for all primary school pupils at the end of Reception, Phonics Standards at the end of Year 1 and Times Tables in Year 4. At KS2 these take the form of national tests which are the basis for the annual school league tables. Formal assessment at the end of Year 6 (SATs) measures whether children are “secondary ready”.

Our Early Years team use a cycle of observations and assessment to plan next steps for each child based on individuals’ needs and interests.



Homework

Children from Year 2 upwards will have homework throughout the week. Often this is reading, spelling, times tables and topic work. It is important that you encourage your children to complete their homework and return it to school when asked.

Extra Curriculum Activities

The school offers a number of additional activities. These vary from term to term in order to offer a wide selection. These may include sports clubs, arts and crafts, cooking and gardening to name a few. Places are usually limited but we try to offer as wide a range of activities to as many children as possible. Clubs may change and rotate throughout the year.















Visits and Residential

The school recognises the importance of visits and visitors into the school to enrich learning opportunities. We are committed to ensuring that any activity undertaken develops children's understanding and visits/visitors are selected to enhance experiences. We believe that residential visits provide the children with an opportunity to broaden their experience and we currently, hold a school sleepover in year 4, an overnight stay at Bushcraft in Year 5 and visit Dol-y-Moch with Year 6.





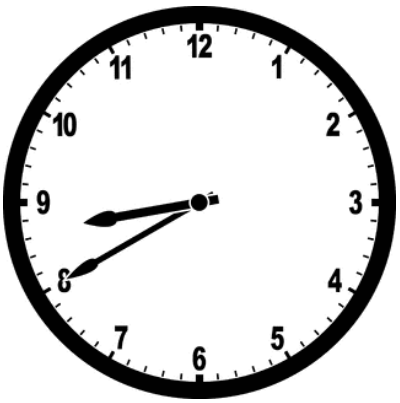




Coming to School

The school side gates open from 8:40 until 8:50 am and again at 3:30 until 3:45 pm.

Our School day starts at 8:40am when classroom doors open. Registration takes place at 8:50am.



We ask that children come into their classrooms and the school building on their own from Year 1 upwards. This is part of developing independence. Parents may wait on the playground while their children come into school and collect them there after school.

Our school day ends at 3:30pm when children will be let out of classrooms to an adult authorised to collect them. If an alternative adult needs to collect your child please inform their class teacher and the main office who will ask that a collection password is set up. The new adult will need to give this password in order to collect your child.

Children are welcomed to carefully ride bikes and scooters to school; we have parking facilities for these on the school playground. These must not be ridden on the school grounds and should be walked from the gates to the parking area. Helmets are strongly advised to be worn when riding to/from school; these can be stored in the cloakroom.

The school is situated on a busy road, and therefore the traffic and parking in front of the school are a particular hazard to children walking into school. We request that parents consider this if they are collecting or dropping their children off by car. Could we also ask that parents do not park on the Zig Zag lines outside the school gates as this causes a potential hazard. Please also avoid parking across dropped kerbs and driveways. Thank you.



Absence or lateness

If your child is late for any reason, you should ensure that they report to the school office, with an adult, so they can be marked in the register and a reason for the late arrival can be noted.

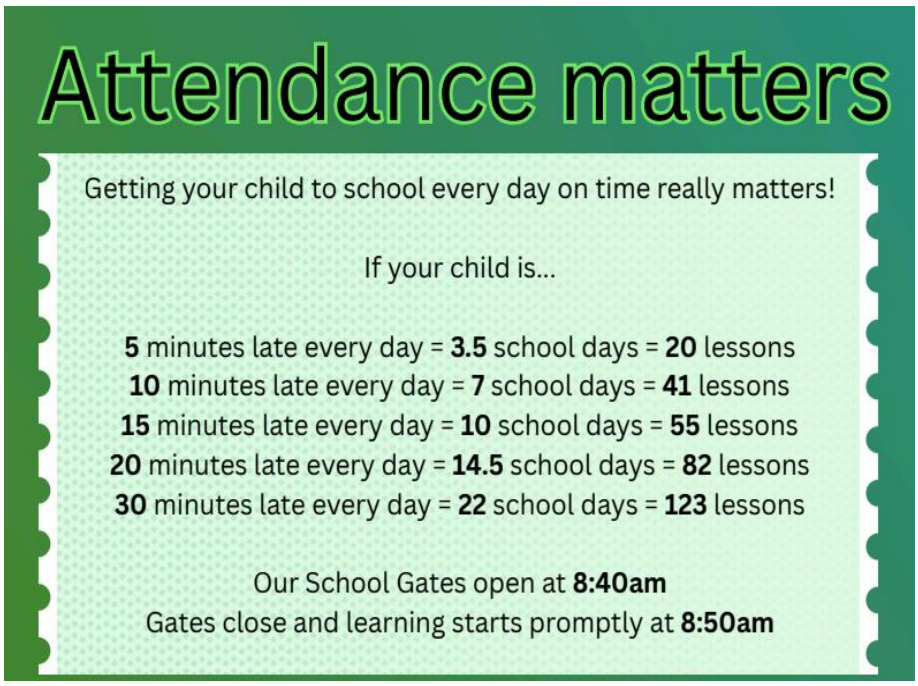
If your child is absent from school you must notify the school via telephone or using class dojo on the attendance group only and explain why, on the same day or in advance, to ensure that the absence is not registered as unauthorised. We are legally required to code all absences by reason, and we will notify the school's attendance officer if children are absent regularly. We also record lateness on the register. Messages regarding attendance should not be sent to class teachers or individual staff members as these may not be picked up in time.

We recognise that there are emergencies when children are collected from school late and we will support these situations. If you child is not collected by 3:40, without the school being given prior notice, they will be placed in Before and After school Club and a charge will be made for this. If your child is still not collected and you have not notified the school by 4:30 it may be necessary to notify Social Services and request their intervention.

It is important that parents and staff support children in developing their understanding of punctuality. It is essential that children come to school on time as they may miss out on the beginning of the day. We refer persistent lateness or absence to the school's Local Authority which may result in a fine.

The school also sends out letters to all parents whose child/children have below 95% attendance. The school target for attendance overall is 95%.

Absence in term-time



We recognise that pupil absence during term time can seriously disrupt a pupil's continuity of learning. Parents are therefore strongly advised to avoid booking a family holiday in term time.

We are bound by strict Government guidelines regarding term-time absence. Only in exceptionally rare circumstances will the Headteacher grant leave of absence for holidays in term-time and fines may be imposed. Any child who has an unauthorised absence for longer than 10 days may be removed from roll.

School Meals

School dinners are cooked on the premises and comply with the health nutritional standards. Children are given a choice at every mealtime, including salads and fresh fruit. School dinners are eaten in our school hall. All Reception & KS1 children are entitled to a free school meal. The price of a school meal is £2.50 per day for children in nursery and KS2. You may be entitled to free school meals if your child is in KS2. Please ask for information at the school office.

Children are welcome to bring a healthy packed lunch in from home if they would prefer. We are a nut free school due to having children in school with severe nut allergies. Any food sent in from home must be nut free.





Snacks

We encourage children to bring in fruit for a healthy snack at morning break. They should also bring in a plastic bottle suitable for water, which may be topped up during the day.

Fruit is available in school for Early Years, Year 1 and 2 children as part of the National School Fruit Scheme.

School Uniform

We believe that School Uniform:

- Helps to promote a sense of belonging to the school
- Encourages a working atmosphere within the school
- Is easily recognisable when out on visits from school.
- Reduces the opportunity for children to be competitive about what they wear to school.
- Is inexpensive and readily available.

Our Uniform is as stated below:



Nursery, Reception and Years 1- 5

Forest Green sweatshirts or cardigans

Year 6

Black sweatshirts or cardigans

The rest of the uniform is universal:

Pupils may wear:

Grey/ Black skirts or pinafore dresses

Grey/ Black Trousers/ Shorts

White shirts/blouses or white polo shirts

Black sensible school shoes (NO TRAINERS)

Green stripe/ checked gingham dresses in the summer months

Uniform can be purchased from any retailer outlet. Items with the school logo can be purchased and collected locally from Senik Print (https://senik.co.uk/collections/whoberley-hall) or Clive Mark Schoolwear on Moseley Avenue in Coundon.









CHILDREN SHOULD NOT WEAR MAKE-UP OR JEWELLERY- apart from small stud earrings. These should be covered by medical tape for PE. **HAIR SYLES MUST BE SENSIBLE AND APPROPRIATE FOR SCHOOL: HAIR DYE IS NOT ALLOWED UNDER ANY CIRCUMSTANCES**. Long hair should be tied back for safety.

PE KIT

PE Kit is necessary to ensure hygiene and safety. Children can come into school wearing their PE kits on PE days. Each child will be allocated a house group on enrolment and should wear a t-shirt relating to this colour. Siblings and family groups will be allocated to the same house group where possible. School have plenty of stock that can be purchased cheaply from the office. They should also wear black shorts or joggers with black pumps or trainers as appropriate.

In Upper Phase the children will have swimming lessons as part of their PE curriculum. Children will need a one piece swimming costume or trunks and a towel.

Houses			
Leofric	Greyfriars	Broadgate	Godiva



Whoberley Wraparound-

Before and After-School Club

Our breakfast club runs from 7.15 – 8.45 am and the after school club runs from 3.30pm – 5.45pm during term time. Healthy breakfast and afternoon snack given. The children benefit from a range of activities. Places are arranged through agreement of days and hours. This must be agreed in advance half termly and all booked places must be paid for whether or not they have been used.

If you are interested in your child attending this facility please contact the school office for further information.











Equal Opportunities

We aim to foster and develop attitudes based upon respect and consideration for others. We try to ensure that our children are given positive images of Everyone in our school community and the city in which we live. We take opportunities to widen our children's experiences through visits and visitors into school, and we encourage children to be proud of their own individual contribution to our community.



Behaviour



We expect our children to be well behaved and considerate towards others.

High standards of behaviour are expected.

We follow a behaviour system where we keep parents updated regarding concerns but also reward good behaviour. Rewards are given via Class Dojo points and house points.

Children are regularly reminded about and rewarded for following our school values:

Compassion **Inventiveness** **Courage** **Respect** **Determination**

Bullying

We work hard to counteract any form of bullying and all the children are encouraged to discuss incidents with adults around them.

We involve parents in this process and encourage parents to discuss with us any concerns that they have.

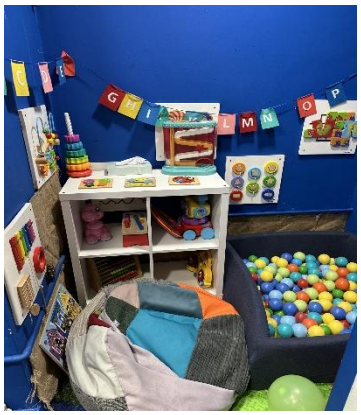
By working together, ensuring that all our children are confident and articulate, we can support all individuals' wellbeing.

Inclusion and Special Needs

We are committed to providing the right education for all the children in school. Some children have particular needs that require them to receive support that is different from the majority of children in the school.

We recognise that children may be part of these groups at different stages in their development, so we monitor and support all learners within school.





Admissions Policy



The school complies with the Coventry Local Authority admissions policy. Reception places are allocated by the criteria identified in the Local Authority admissions policy:

- Looked after children
- Children with certain special educational needs
- Siblings already at the school
- Distance from the school.
- Admissions of pupils in excess of the admission number must be sought through the appeals process.

The full admissions policy is available through the Local Authority and at the school.

Charging Policy

We ask for voluntary contributions towards the cost of all trips and activities that enhance the curriculum. No child is excluded from the activities if their parents cannot pay. We take into consideration the cost of school activities, and if there is not enough income to cover the costs, these may have to be cancelled.

Anti-aggression

Whoberley Hall Primary School does not tolerate aggressive acts towards staff, pupils or other parents. If there is an act of aggression against the school community, or on the site, it is logged and we inform the city council and police. In extreme cases offenders may be banned from our site.

Security

The school site is secure, during the day as the side gates are locked and access to the building is only through the main door which is buzzer-operated. Security is very important to us and we work together with parents and children to ensure that we maintain this.

Parents and School

At Whoberley Hall we put partnership with parents into practice in a variety of ways. Parents are welcome to come into school to discuss matters with members of staff and the Headteacher.

Obviously some times in school are busier than others so there may be occasions when you may need to make an appointment.

The Headteacher is always willing to see parents, other commitments permitting usually via prior appointments.

It is important that we are aware of any issues that could affect your child in school. Illness in the family, bereavement or family break-ups can all affect your child and alerting us to any difficulties allows us to deal with your child sensitively. We will deal with any matters confidentially.

We will contact you if we are concerned about your child's work or behaviour and we will ask you to be involved in supporting us to support your child in school.

We also seek to share the positives about your child in school. Certificates, stickers and praise are part of our behaviour management within the school and we try to ensure that parents can also share in these successes.

We publish a weekly newsletter on a Friday which shares information and events that are happening in school. The newsletter can also be found on the school website and class Dojo.



Whoberley Hall Parent Teacher Association (PTA)

Our PTA has registered charity status (no 1217282).

The PTA organise various activities and events throughout the year. Previous examples are Christmas Fair, Summer Fair, non-uniform days, and movie nights.

We are always looking for new PTA members. You are automatically a member once your child starts. You are welcome to contribute to events in any way that you can. Please ask to speak to Natalie Parry.









Health and Safety

Health and Safety responsibilities in school derive from Health and Safety at Work Act 1974 and associated regulations. The Health and Safety Executive (HSE) enforces health and safety law relating to the activities of Local Authorities and schools.

The health and safety of staff, pupils and visitors while on school premises or involved in school organised activities (e.g. educational visits) must be protected as far as is reasonably practicable. The school carries out risk assessments for all activities and measures put in place to minimise or control risks. We are supported effectively by the LA and this includes regular reviews and checks.

Childrens Welfare

It is important that your child feels happy and secure at school if they are to achieve their potential.

We will always inform you if your child is taken ill during the school day, and if they have had a bump on the head.

You can help us by keeping up to date with:

- Any injuries/illnesses/allergies that your child may suffer.
- Any medication that they may be taking.
- The name and address of your family doctor.
- Your daytime telephone number and another emergency number.
- It is vital that you tell us as soon as possible if any information changes, especially your phone number, address and email.

Headlice

Headlice are an unfortunate part of school life. It is recommended that parents check children's hair weekly and, if there are any signs of infection, treat using methods available from the pharmacy. Notification to school will ensure that we contact all parents and by working together we can try to minimise the issue.

Medicines in School

Staff do not have to administer children's medicine.

Under no circumstances may children bring medication into school other than asthma inhalers and insulin.

If your child has been given a course of prescribed medicine, check with your doctor whether they can be given it outside of school hours. We expect medication prescribed 3 times a day to be administered outside of school hours.

Child Protection

The Coventry Safeguarding Children's Services outline the procedures we follow. Our first concern is for children's welfare and therefore there may be occasions when we have to consult other agencies even before we contact parents. Should this be necessary we want to reassure parents that any concerns we have about a child will be discussed with them after we have talked with other agencies.

In view of the day to day contact with individual children, school staff have an important role to play in recognising cases of suspected child abuse. All school staff, both teaching and non-teaching are obliged to report any suspicions and disclosures to a school Designated Safeguarding Lead (DSL). A DSL is often required to alert The Children and Family Initial Response Service and in most cases inform parents and carers.

Parents may seek advice and guidance from the teams at the Early Help Hubs across Coventry or contact The Children and Family Initial Response Service directly.

Concerns and Complaints

If you have a concern or a worry, please speak to your class teacher or if you would prefer you can speak directly to the Headteacher. Please make an appointment through the school office staff.

If your complaint has not been resolved by the Headteacher you can obtain a copy of the complaints procedure from the office or from the website. If you have made a complaint, and you feel that this has not been addressed in a satisfactory manner, please contact: **The Chair of Governors, Whoberley Hall Primary school, Overdale Road, Coventry, CV5 8AJ**