



School Prospectus

2016-2017



Pinfold Street Primary School, Pinfold Street Extension,
Darlaston, West Midlands, WS10 8PU
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Our Mission Statement: "Learning is the Key to Success".

Our Vision Statement is based on our agreed School Values:



Our children will learn **responsibility** and will be able to take care of their own needs and those of others. They will face up to difficult situations confidently and be able to accept defeat gracefully and take responsibility for their actions.



Our children will fully participate in the very best **education** we can provide, reaching and exceeding their personal goals and ambitions. They will engage in learning because the curriculum is interesting and their teachers are enthusiastic and highly skilled.



Our children will learn a range of **skills** to enable them to develop in all areas of school life. These skills, including personal, social, academic, artistic and physical skills, will be built on as they go through school and beyond, equipping them for life.



Our children will take **pride** in all they do and say. They will have pride in their own achievements and those of others. They will be proud to be a member of the school, their local community and cultural heritage.



Our children will be encouraged to have high **expectations**, to develop resilience and to relish a challenge. We will reward their best efforts and praise their progress.



Our children will learn how to play their part in the school and other **communities** in which they live. They will be honest, caring and reliable. They will be able to work with others for the greater good. They will take care of their environments - locally, nationally and globally.



Our children will learn outstanding **teamwork** and how to co-operate with others. They will play their part in the various teams they become part of - classes, houses, school, sports, families and clubs.

Teaching Staff

Headteacher	Mrs S-A Sinclair	
Deputy Head Teacher	Mrs T Beech	
Assistant Headteacher KS2	Miss E Yates	
Assistant Headteacher EY/KS1	Mrs C Wilkinson	
Inclusion Manager/SENCO	Mr M Jones	
Literacy Co-ordinator (Acting)	Mrs S Stokes	
Maths Co-ordinator	Mrs T Gibbons	
Early Years Co-ordinator	Mr D de Vine	
Teaching staff	Miss L Powell	Miss K Page
	Miss E Kenny	Miss N Fatimah
	Mrs P Bates	Mr O Todd
	Mr M Steventon	Miss C Bell
	Mrs C Goode	Mrs S Roberts
	Mrs C Evans	Mr L Phillips
	Miss V Graham	
Higher Level Teaching Assistants	Mrs M Page	Mrs A Cornes
Classroom Assistants	Mrs D Smith	Ms V Ashcroft
	Mrs K Berry	Mrs L Williams
	Mrs G Mason	Miss G Trueman
	Mrs J Ward	Mrs J Davies
	Mrs K Wilson	Miss L Wright
	Mrs S Edwards	Mrs J Powell
	Mrs A Tinsley	Mrs C Ward
	Miss L Tinsley	Miss A Love
	Mrs M Jeewa	Mrs S Foster
	Mrs C Whittle	Mr M Reeves
	Miss A Ball	Mrs C Costello

Non Teaching Staff

Pastoral Manager	Miss L Shackleton	
Parent Support Advisors	Mrs J Morgan/Mr Niall Markham	
School Business Manager	Mrs S Harper	
Senior School Administrator	Mrs D Jinks	
Administration Assistant	Mrs Z Graham	
Principal Lunchtime Supervisor	Miss R Kennedy	
Site Manager	Mr P Mullender	

School Governors

Community Representatives	Steve Pearce (Chairperson)	
	Rob Cureton	Owen Tudor
Parent Representatives	Bukhosi Bafana	Emma Barker
	Mariam Jeewa	
Local Authority Reps.	Cllr Doug James	
	Colin Isham (Vice Chair)	
Staff Representatives	Sally-Ann Sinclair	Sue Harper
	Emma Yates	Louise Shackleton

Pinfold Street Primary School
SCHOOL CLOSURES FOR 2016/17

	<u>Open</u>	<u>Close</u>
Autumn 2016	Tue 6 th September Mon 31 st October	Fri 21 st October Fri 16 th December
Spring 2017	Tue 3 rd January Mon 27 th February	Fri 17 th February Friday 7 th April
Summer 2017	Mon 24 th April Mon 5 th June	Fri 26 th May Tue 25 th July

Mayday - 1st May 2017

There are no occasional holidays for staff.

In-Service Training Days:

- Monday 5th September 2016
- Tuesday 6th September 2016
- Monday 5th June 2017
- Monday 24th July 2017
- Tuesday 25th July 2017

Admission to School

The school provides education for children from 4 to 11 years of age. New entrants are admitted to school in the first half term of the year in which they will become 4 years old. Children transfer to secondary education at the end of the school year in which they become 11 years old. The school year begins on 1st September in one year and ends on 31st August of the next.

The school does not have a Nursery Unit, but most of our children have received nursery education at:

Rowley View Nursery School
Dangerfield Lane
Wednesbury
West Midlands
WS10 7QN

Parents who wish to seek a place should contact the Admissions Team on 01922 686470.

School Session Times

Reception and KS1:	8.55am - 12.00noon	1.00pm - 3.15pm
KS2:	8.55am -12.15pm	1.15pm - 3.20pm

Absences

When a child is absent from school, parents or carers are asked to inform the school giving a reason for the absence. They may do this personally, by a note of explanation or by phone. The school is required to keep absence records for each child in school. These are checked weekly by a visiting Educational Welfare Officer. Cases of persistent absence without explanation are pursued by this Officer on behalf of the Local Authority.

Accident or Illness in School

The school keeps a record of telephone numbers where parents or carers may be contacted in the event of accidental injury or illness to a child during the school day. Parents are requested to keep us informed of any change of contact addresses and telephone numbers. This also ensures we can contact you via our text messaging service.

School Uniform

	<u>Boys</u>		<u>Girls</u>
Trousers	Grey/Black	Skirt/Tunic	Grey/black
Pullover/Sweatshirt	Navy Blue	Cardigan/Sweatshirt	Navy Blue
Polo Shirt	White	Polo shirt	White
Tie	Maroon	Tie	Maroon
		Summer	Blue/white checked dress

School sweatshirts, polo shirts (with the school logo on) and reading bags can be purchased from the school office. PE tops in house colours (red, green, blue and yellow) are also available.

We expect children to wear school uniform: football strips and trainers are not permitted. Please mark your child's clothing with the child's name as it is so easy for items of uniform to get mixed up. Black pumps must be worn in PE, not trainers.

Jewellery in School

Jewellery is unnecessary in school and staff cannot take responsibility for it. Necklaces, bracelets and earrings can get caught in clothing and apparatus during physical activities and can lead to dangerous accidents. Therefore, we ask parents to ensure that items of jewellery are kept at home. Where children have pierced ears small stud-type earrings should be worn and not dangling earrings.

Swimming in School

Children in Key Stage 2 go swimming at different times throughout the year at Darlaston Swimming Baths. For swimming, children need a hat, costume (standard one piece swimming costume for girls and swimming trunks only for boys) and towel. Swimming is compulsory. It is part of the school curriculum.

Children Leaving School during Session Times

When a child has a medical appointment or any other valid reason for leaving school he/she must be collected by a parent or carer or an adult nominated by the parent or carer and get a 'Truancy Pass' from the office. To ensure school security, we insist that any person collecting a child report to the school office and provide proof of appointments.

Holiday requests

The school operates a zero entitlement policy to planned holidays. In exceptional circumstances, parents are asked to state their case in writing to the Headteacher, but holidays in term time are not granted. This is a Darlaston-wide policy.

Educational Visits

Educational visits are an important and enriching feature of the curriculum. Although school fund monies and Pupil Premium funds are used to subsidise visits, educational visits are now so costly that these could not take place without assistance from parents. While no child will be excluded from an activity if parents are unable to make a voluntary contribution, the school may be forced to cancel visits if insufficient funds are raised.

Breakages, Willful Damage and Loss of School Property

Schools now require parents to meet the cost of replacing school property where breakages, damage or loss are caused by a willful act of vandalism, a disregard or breach of the school rules, or neglect by a pupil.

Anti-Racist Policy

The Governing Body and Staff of the school support the following resolution of Walsall Metropolitan Borough Council:

"The Council declares that they have at all times set their face against racial discrimination and have aimed to promote good relationships between all residents in the Borough and that they will continue to implement this policy in all respects in the future".

The school strongly supports this policy and aims to promote the values of equality, respect and fairness amongst its pupils.

Additional Educational and Medical Provision

The Inclusion Manager and Parent Support Advisors regularly liaise with School Health services and the Speech and Language Therapy service. Multi-agency Inclusion Partnership Meetings take place once per term.

A detailed Medical Register is kept, with copies available for all staff who work in school. This is updated every term.

Children with specific needs have an individual plan which is regularly reviewed. The school has a Disability Policy and an Access Plan Policy which conforms with the Disability Discrimination Act.

The School Governing Body

The Governing Body is composed of several sections of the community. It represents the community in matters of school policy and the appointment of staff. The Governors meet regularly and the Headteacher reports on the conduct and running of the school.

Transfer to Secondary Education

A child transfers to secondary education at the end of the school year in which he/she becomes 11 years old. During the Autumn Term of Year 6, parents are sent forms on which to indicate their choice of secondary school. Whilst school staff will answer queries, the choice of secondary school is a parental decision.

Appeals for Charity

The school is asked to support many charities during the year but we usually restrict collections to two per year. We regularly support the Royal British Legion by selling poppies in November and additionally ask children to support those charities which benefit children in less fortunate circumstances. We are happy to publicise charity events for families but cannot copy sponsor forms or collect money on your behalf.

School Photographs

School photographs are taken in school every two years. Parents then have the option to buy copies of these photographs and if they wish, order extra copies.

The Curriculum

In Reception and KS1 phonics is taught through Read Write Inc. Parents can purchase subsidised phonic materials to help their children at home. English and Maths are taught in line with the National Curriculum. We have adopted a Singapore approach to the teaching of Maths which is proving highly successful.

All other subjects are taught through a thematic approach which we call "Irresistible Learning". A different topic is covered each term and these are chosen with the aim of making learning relevant, exciting and memorable. The term always begins with a 'Stunning Start' and ends with a 'Fabulous Finish'. Pupils contribute to planning the learning journey and the activities cater for all learning styles. Copies of the "Concept Maps" are sent out to parents termly and are available for download on the school website.

How Parents Can Help

We see education as a partnership between school and home. We expect parents to encourage children to succeed at school, to attend regularly and arrive on time. You must ensure your child is equipped properly for school, with the correct uniform (PE kit and swimming kit when needed). You can help by hearing your child read and practising words with them, helping your child with finishing work and checking that they have completed any set home learning tasks. You will receive details about 'Take Home Tasks' and the work being taught to your child on a regular basis. You will be expected to attend appointments twice a year with your child's teacher to discuss progress. The school also organises regular parenting programmes and workshops, and has two Parent Support Advisors. Information is sent out regularly to parents in newsletters and letters.

Aims of Education Provision

As a primary school, we can provide continuity in a child's education in their most formative years, between the ages of 5 and 11.

The school aims to provide a holistic approach to each child's development.

We will help children:-

- Acquire skills in English and Maths
- Develop techniques of enquiry
- Express themselves through art, poetry, drama, music and physical activities
- Develop social and personal awareness
- Be able to make moral judgments
- Develop cultural interests
- Develop positive attitudes about themselves and foster growth mindsets

After School Activities/Holiday Provision.

In the Darlaston Cluster playschemes are arranged regularly in the school holidays. Information is sent out to parents to enable them to book places.

School Milk

All children under five and children who have a free school meal are entitled to free school milk.

Snack

'Snack' takes place in Key Stage 1. It is a time when children are allowed to eat a healthy snack and are encouraged to interact socially. It is an opportunity for children to develop independent self-care skills. We would like children to bring a healthy snack, such as fruit or plain biscuits and a drink such as fruit juice or milk. Key Stage 2 may eat a healthy snack during playtime. A healthy snack shop is available in mid-morning break.

Organisation of the School

Throughout the school, children are taught in mixed ability classes. The school has a two-form entry with usually 30 children in each class. We are a popular school in the area and have waiting lists in all year groups.

The organisation of classes is as follows:-

Reception	One two-class unit
Year 1	Two Classes
Year 2	Two Classes
Year 3	Two Classes
Year 4	Two Classes
Year 5	Two Classes
Year 6	Two Classes

Road Safety

We ask for your co-operation in reinforcing the *Green Cross Code*. The turning opposite the main gates in Pinfold Street Extension is used by many vehicles and is particularly dangerous. Children should always stay on the pavement. We ask parents with vehicles not to park on the zigzag marked area of the road next to the school gates and also not to block the gates at any time of the day. Similarly, we ask that parents do not park on the grass verge on the Moxley Road side of the school. Mounting the pavement to access the verge is an offence and police do patrol the area.

Crossing patrol persons are provided at the end of Pinfold Street Extension and across Moxley Road. We advise children and parents to cross the road at these points.

Further efforts to ensure children's safety on the road consist of Reception classes receiving a short programme of road safety awareness. Year 1 children are taught S.P.A.C.E . (Safe Parent and Child Education) a road safety programme which runs for five weeks during the Autumn Term, a programme of cycle training in the summer term for pupils in Years 5 and 6. These initiatives are organised in conjunction with Walsall Road Safety and sustainable travel team and local police.

Health and Sex Education

Sex education is now a compulsory element in Health Education. The Governing Body have formulated a policy outlining the content and organisation of the sex education curriculum. Parents have a right to withdraw pupils from sex education lessons unless they are part of the National Curriculum.

Religious Education and Acts of Worship

While the teaching of Religious Education is based on the Christian Faith, a knowledge of other major religions is also important. Parents may request withdrawal of their children on the grounds of religious conviction.

Multicultural Education

Pinfold Street Primary School believes that we all benefit from understanding the diversity of language, religion and culture in our multi-cultural world. We promote anti-racism and anti-sexism in our teaching and learning.

School Discipline

The school fosters a positive ethos, encouraging caring and co-operation. To this end the pupils have created their own charter:

Pupil Charter

1. Keep the school clean and tidy and look after property.
2. Do your best work at all times.
3. Behave sensibly around the school and in the playground.
4. Be kind and polite and ready to help each other.
5. Always tell the truth.
6. Take pride in your work at all times.
7. During playtimes always stay in a supervised area.
8. Only eat at the proper times.

The school operates a policy of 'Assertive Discipline' to promote good behaviour. This is a positive programme which rewards children for behaving well and working hard. Each classroom has a set of rules called a 'Classroom Discipline Plan'. Children who keep to this plan are rewarded. If children choose to flaunt the rules, then there are consequences. The children will be referred to the Learning Mentor and a Key Worker will be nominated to work with most disruptive children.

Assertive Discipline Classroom Rules

- 1) Follow instructions given by a member of staff at once
- 2) Show respect by treating others as you would wish to be treated
- 3) Put your hand up when you want to speak
- 4) Take care of our classroom and all the things in it.
- 5) Try your best in everything you think, say and do.

Assertive Discipline Rewards include:

- Praise and praise signals (e.g. fireworks, pats on the back, ketchup claps, etc.)
- Housepoints
- Attendance awards, prizes
- Certificates, awards
- Class points
- Merit stickers from the Headteacher to recognise behaviour, effort or achievement
- Stamps, stickers and positive comments in marking
- Celebration Assemblies
- Responsibilities
- Badges

Misbehaviour during Mid-Day Break

Children who have their meal at school are under immediate supervision of our supervisory staff. If a child persistently misbehaves during the dinner break, a lunchtime detention may be given for the following day. If detentions have not had the effect of improving the behaviour, the Head Teacher may issue a lunchtime exclusion. This sanction is only brought into effect if the problem continues after the parent has been informed and the child has received a second warning.

School Meals

These are prepared for us by the staff of Rough Hay Kitchen and delivered in insulated containers. Current prices are available from the school office. Dinner money is either handed to teacher or the school office on Monday mornings for meals to be taken during that week. You must give one week's notice if children wish to change from sandwiches to school meals, or vice versa. Please speak to Mrs Harper at the school office if you have queries. A healthy balanced meal is provided.

Complaints

The Head Teacher will try to see parents at a convenient time to deal with enquiries or complaints. When a complaint involves a member of staff, the Head Teacher would expect this to be made to her, as a matter of courtesy, rather than the teacher involved.

The Head Teacher and Staff operate an Open Door Policy and aim to make themselves available to parents whenever possible. The Head Teacher is available most days, and when not, an appointment can be made with the school office. Most staff are available after school and are pleased to discuss matters with parents.

The School follows the Local Authority complaints procedure and details of this procedure are available on request from the Head Teacher or a leaflet may be picked up outside the school office.

Sport

As a School we believe that all children should have equal access to all areas of the curriculum. Sport is encouraged, both within the curriculum and in extra curriculum time. For PE children need shorts, a T-shirt and pumps. They may wear a tracksuit for outdoor games when it is cold outside. For example, there are football teams for both boys and girls. In Year 6, children take part in Walsall Football Club Liaison activities. The school participates in Darlaston Swimming Galas and athletics competitions. Year 5 children take part in outdoor activities which introduce orienteering, canoeing, sailing and camping.

eSafety

We encourage pupils and parents to use the internet and mobile phone messaging with caution and respect. We ask that parents are vigilant in monitoring how their children use the internet and chat rooms at home. Advice about this can be sought at school.

Safeguarding

The school has adopted "Walsall Safeguarding Children Board" policy for safeguarding within school. There is a system of referral transparent to all staff, and any employee or voluntary helper must hold a current DBS. There is a weekly safeguarding meeting to discuss provision for vulnerable children. This is to ensure:-

- Children are protected from maltreatment
- Children's health and development is not impaired
- Children grow up with a safe provision and have effective care to enable them to have optimum life chances

In safeguarding the pupils in school, the school may involve other agencies, and adopts a multi-agency approach to safeguarding.

Special Educational Needs

Pinfold Street strives to be an Inclusive School. We have been recognised as a Dyslexia Friendly School since 2007.

All children identified as having Special Educational Needs (SEN) have an Individual Support Plan which sets targets and is reviewed at least once per term. Parents and children are fully involved as partners in the review process and great importance is attached to their views.

The progress of SEN children is tracked and monitored regularly. Careful consideration is given to class sizes, ability groupings and targeted support.

National Curriculum Assessments

In common with other primary schools National Curriculum assessments are administered to pupils in Years 2 and 6. These are a combination of teacher assessments and Statutory Assessment Tests (SATs).

Results Summary

These tables show the percentages of Pinfold pupils achieving each level in 2015 in the national tests. For comparison, the local and national results have also been included.

FOUNDATION STAGE	% Good Level of Development		
	School	LA	National
	47%	61%	66%
YEAR 1 PHONICS	% Working at expected level		
	School	LA	National
	80%	79%	77%
KEY STAGE 1	%L2b+		
	School	LA	National
Reading	83%	81%	82%
Writing	78%	67%	72%
Maths	81%	78%	82%
	%L3+		
	School	LA	National
Reading	25%	25%	32%
Writing	17%	13%	18%
Maths	22%	21%	26%
KEY STAGE 2	%L4+		
	School	LA	National
Reading	70%	87%	89%
Writing	74%	87%	87%
Maths	74%	84%	87%
SPaG	54%	77%	80%
	%L5+		
	School	LA	National
Reading	36%	41%	49%
Writing	16%	27%	36%
Maths	18%	34%	42%
SPaG	38%	49%	56%

Teachers are continually making assessments and setting targets for pupils. At Pinfold Street, we are committed to the ongoing raising of standards in all areas of the curriculum. Pupils will naturally have strengths and talents in other areas of the curriculum and these are recognised and celebrated by the whole school community. We aim to provide a broad education and develop our pupils in both the core and foundation subjects.