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Welbeck Primary and Foundation Stage













Welbeck Primary and NurserySchool

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> Head Teacher: Mrs R Gittins

Chair of Governing Body: Mrs D Carter

School Prospectus 2021-2022



Type of School: Welbeck is a City Primary Co-educational Day School for pupils aged 3 - 11.





Description of the School

Welbeck Primary is a Nottingham City school in the Meadows area of the city. It is close to the City Centre. Nearby is the train station, the Broad Marsh Shopping Centre, River Trent, the Canal and Nottingham Castle.

The School has attractive outdoor environment for children to play and learn in. The tram runs either side of the school. Next door is the Queen's Recreation park which the school uses for sporting and other activities.

Welbeck Primary is a vibrant, diverse and exciting school where there is always a host of activities taking place. We welcome families from all over the world.

The school has expanded to a capacity of 315.

The school is accessible by bus, tram or train.

Layout of the School

The main entrance and reception area is on Kinglake Place. All visitors must report to reception first.



Welbeck Primary School

All children enter through their cloakroom doors. There are also classroom doors which are sometimes used at the beginning and end of the day.

The Foundation Stage Centre is on the site adjacent to the main school. This accommodates Nursery and Reception children.

There are 3 entrances for FS children. The main entrance for visitors can be accessed from Kinglake Place.

Visiting Arrangements

Parents of children already at the school are always welcome to make an appointment to visit. Sometimes invitations are sent for special events. When necessary prior arrangements can be made by telephone or letter. Open evenings are held termly but arrangements to consult class teachers at other times can be made.

Teachers are available at the end of the day to speak to parents once the children have been dismissed.

Mission Statement

At Welbeck Primary we will develop happy, secure children in a nurturing, stimulating and creative environment. We will nurture every individual to fulfill their potential so that they can make a positive contribution to both the school and wider society.





School Vision

- We are an aspirational school. High expectations and academic rigour are valued at all stages. The classroom focus is on challenge, engagement, enjoyment, achievement and independent learning. Learning is celebrated in all its forms. We believe all children have skills, interests, gifts and talents and it is our responsibility to identify, develop and nurture these in order for them to achieve success.
- High quality teaching is a strength of our school. A wide range of enrichment activities enhance a creative curriculum and enable us to teach and children to practice all their required skills. We address all children's needs and develop their self esteem and self confidence to ensure success.
- Children's spiritual, moral, social, cultural development and their health and wellbeing are a priority. Effective pastoral, support and intervention programmes are implemented across the school.
- The school has a committed, forward looking, energetic staffing team who work relentlessly to ensure a highly effective school where all children receive the best education possible.
- High quality professional development opportunities are offered to all staff to ensure they can continually improve their practice. They are also trained to lead, develop and support the teaching and learning across the school.
- We work in partnership with parents, governors, the community, relevant agencies and stakeholders. Each year we develop and utilise valuable local, national and international network and business links to share and learn from best practice. This enables us to access and utilise all available resources to strengthen teaching and learning and ensure effective school improvement.
- We promote our school, community and city constantly, maintaining a high profile across the city and beyond to ensure our school, the children and their families are represented in a positive way. We embrace and celebrate all our achievements. We work together, drawing on the strengths of the whole school community, to maintain our standards of achievement and success.
- We are committed to raising aspirations and ensuring lifelong learning for all.



Our Values are



School Security

Security is a priority and we are constantly reviewing our arrangements. Termly reports are included in our report to governors.

We have an intercom system in operation at the main entrance. The classroom doors are securely closed at all times and adults are asked to wait outside.

Playground gates are locked during the school day.

All late children must enter through the main door on arrival.

Organisation of Education

Foundation 1

The foundation stage centre is built for 39 F1 children. There are 2 sessions per day of equal length. We admit children from the local area in the first instance but extra places created may enable us to offer places from outside our catchment area.

Some full time places may be available for older nursery children when numbers allow.

The teacher is the first point of contact for parents and children.

Reception

Our admissions intake is 45 children. There are 2 classes in this section.

Key Stage 1

Admission limits are 45 per year group. Class organisation varies from year to year according to the number of children in each year.

Key Stage 2

KS2 classes are also organised depending on the number of children.

The class teacher is the first point of contact for parents.

Throughout their time at Welbeck children will encounter both split year and single year classes as they move through school.



We all love to write



Session Times

Key Stage 1 & 2	Foundation 2	Foundation 1
8.40-8.50am - 12.05pm	8.40-8.50am - 11.50pm	8.40am - 11.45am
12.55pm - 3.10pm	12.45pm - 3.10pm	12.30pm - 3.30pm



Reading is a priority

What to Wear

Welbeck Primary operates a school uniform policy and school uniform is encouraged at all times. The school colours are royal blue and grey with white shirts. School sweatshirts can be bought at school. These are blue with the Welbeck motif. Fleeces for outdoors, hats and summer dresses are also available to order. We ask parents to label all of their children's clothes.

All children are expected to change for P.E. and a T-shirt and shorts should be provided in a PE bag. Suitable footwear for outdoor PE and Games is also needed. If children are unable to do PE on medical grounds a note must be provided. NO JEWELLERY SHOULD BE WORN AT ANY TIME. Simple studs are the only acceptable earrings for safety reasons.

Admission Criteria

FIRST ADMISSION TO INFANT/PRIMARY SCHOOLS CRITERIA: 2019/2020

In the event of over-subscription within any of the criteria listed below, preference will be given to applicants who live closest to the school, as measured in a straight line from home to school (i.e. as the crow flies).

- Places will first be allocated to pupils who, at the closing date for applications, live within the catchment area, whose parents have requested a place at the school and who, at the time of admission, will have a brother or sister attending the school.
- Places will then be allocated to other pupils who, at the closing date for applications, live within the catchment area and whose parents have requested a place at the school.



- Places will then be allocated to pupils who live outside the catchment area, whose parents have requested a place at the school and who, at the time of admission, will have a brother or sister attending the school.
- 4. Places will then be allocated to pupils whose parents, at the closing date for applications, have:
 - requested the school as a second preference, and
 - live in an adjacent catchment area, and
 - requested their catchment area school as a first preference, but were unable to obtain a place because the school was full (this will be the named school for transport).
- 5. Places will then be allocated to other pupils who live outside the catchment area whose parents have requested a place at the school.

Applicants who can establish particular medical, mobility, special educational need or social grounds relating to their child, which can be met most appropriately by the school, may be offered a place. Applications must be accompanied by supporting written evidence from a doctor, social worker or other relevant professional. Each case will be considered on its merits by the Director of Education (or his nominated representative) in consultation with the school concerned.

Admissions to Foundation 1

The same conditions as above apply for admission to Foundation 1, A waiting list is held and places allocated as they become available. There is an entitlement of 15 hours made up of 5 morning or 5 afternoon sessions. Times are: 8.40 - 11.45 or 12.30 - 3.30 pm

Admission from Foundation 1

When children reach the time of transfer from Foundation 1 to Main school ie) Reception, parents must apply for a school place. Parents must actively state their preferred school, together with their reasons, in accordance with the LA policy. Children enter the Reception Class at the beginning of the year in which they are five.



Bringing topics to life

The Curriculum



Education is provided for children from the age of 3 - 11+ years. The curriculum is broad and balanced, covering either the Foundation Stage areas of learning or the National Curriculum subjects. These include, English, Mathematics, Science, Design and Technology, Music, History, Geography, Art, Physical Education (including swimming), Information Technology and Religious Education.

The subjects are covered in such a way as to foster a personal exploration of knowledge, skills, concepts, attitudes and values, regardless of race, gender, religion, class or creed.

We encourage your child to enjoy learning in an atmosphere of orderliness and calmness.

A variety of teaching and learning styles are used. These include active, investigational and instructional learning.

Children are taught individually, in groups and as a class using different methods depending on the learning objective.

Special Teaching Arrangements

The school has two Literacy Support teachers who offer targeted support. Teaching Assistants also support pupils with English as an additional language.

Where appropriate both the less able and more able children work in smaller groups where extra support can be given.

Teaching Assistants work with children throughout the school and are a valuable resource for supporting children in a variety of ways.

Children with special skills, whether they be academic, physical, musical or artistic are encouraged to develop these wherever possible.

We believe all children have skills, gifts, talents and interests. These are identified, nurtured and developed wherever possible.



Outdoor learning opportunities



Additional Needs

We have a policy for children with additional needs which follows the Governments Code of Practice.

Parents are consulted and involved with the school in identifying and addressing any special needs from the verystart.

Consultations with relevant people take place - e.g. teachers, parents, school nurse, doctor, specialist support teachers.

There is a designated staff member who deals with special needs. She is called a SENCO – Special Educational Needs Co-ordinator.

There is careful monitoring of assessments and strategies employed. Records are kept of each child's progress and these are reviewed termly.

The LA. and other agencies can be requested to provide extra help.

School Activities

In addition to providing a rich and varied curriculum the school has an active policy of inviting speakers and groups into school to enhance and broaden the children's experience. Recent visitors have included historians, visiting artists and musicians etc.

Across the year themed weeks are organised eg, for Science, DT, Maths, International Week, Creative Arts Week.

We take pride in the schools tradition of music, dance and drama. Concerts and musical assemblies are well attended.

Children have the opportunity to learn musical instruments such as brass, woodwind and stringed instruments.

We celebrate special occasions and religious festivals. Parents are invited to class assemblies and end of term awards events.

A book fair is held at least once a year.

Parents are encouraged to help by supporting and helping both in school and out of school activities.



Developing Information Technology Skills from Nursery

Enrichment and Extended Learning

Welbeck has an active music and sports programme. Computing, Football, gymnastics, music, cookery, art, dance and gardening clubs are just some of the activities which form part of our extensive Enrichment Programme, where children can develop their skills, talents and interests.

Local visits and visits to places of interest to develop, extend and support curricular work and play an important part in the life of the school.

Residential visits are arranged each year. We value the benefits from our many educational visits which are integrated into topic planning.

At Welbeck Primary, children are provided with experiences within the '50 things to do do at Welbeck' challenge. Activities such as having pen pal, visiting parliament or raising money for charity are planned.



Music lessons develop talents

Environmental Education

This is given a high priority in our school curriculum. Local visits to places of interest and other visits are frequent. Residential visits are arranged.

Outdoor learning has become an important part of the curriculum. Our excellent school grounds support children's learning.



Residential School Visits





Health Education

This is taught through topic work throughout the school. The school nurse is available to help with projects when it is necessary. The school has regular contact with the local Health Centre.

Fresh fruit and milk are available as well as nutritious, freshly cooked school dinners. Water fountains and bottles are also available.

We grow vegetables in our school allotment areas and teach all children about health, diet and well being.



Teaching safety is vital

Sex Education

Welbeck Governors and staff accept the Local Authority's Curriculum guidelines for Sex Education. Work is done through sensitive discussion and topic work appropriate to the children's ages.

At Upper KS2 level the school nurse is actively involved. All parents permission is sought and any materials or resources used are shown to parents beforehand. We welcome parents comments, discuss their concerns and respect their right to withdraw their child or take part themselves.

Provision of Sport and Sporting Aims

All children take part in a planned programme of sport and physical education. Children throughout the school have weekly physical education and games lessons which cover a wide range of skills.



This girl can



Activities include: football, netball, hockey, tennis, cricket, athletics, swimming, gymnastics and dance.

The school has various sporting teams which compete in league matches and a variety of local and city tournaments. Coaching is arranged for the children whenever possible and most recently has included: Tennis and Athletics (Notts AL), Football (Notts County Football Club) and Cricket (at Trent Bridge).

We have a specialist sports coach funded by our government sports funding for 2.5 days a week.

We take pride in our tradition for both competitive and non competitive sports. We believe sport is for everyone and our aim is to provide as many opportunities as possible for each child to achieve their potential.

Religious Education

The school is not affiliated with any particular religious denomination and pupils are drawn from a multi faith community. Religious education is carried out in accordance with the Local Authority's Agreed Syllabus. Full school assemblies are held regularly. The school will make arrangements for parents to exercise their right to withdraw their children from Religious Education or Acts of Worship.

The school is mindful of the need to meet the needs of its children which serves a multi-cultural community.

Professional Development

All staff are involved in a planned programme of professional development linked to the school development plan.

We are continually focusing on ensuring and improving the quality of teaching and learning for all pupils.

We hold regular staff meetings, INSET days and attend courses and training throughout the year.



So much to learn



Assessment and Recording

The progress of each child in each National Curriculum subject area is assessed regularly in a variety of ways. These include:

- teacher observation
- marking of work
- termly assessments
- appropriate testing

Specific assessments are carried out in English and Maths. These are reported to parents in annual reports and at Open evenings when appropriate. Foundation Stage records are completed at ages 3 and 5 on entering Foundation 1 Stage and Main school.

Government SATS tests are completed at the end of each Key Stage (Year 2 and Year 6) and reported to parents.

A phonics test is completed at the end of Year 1.

All children have a record of achievement showing progress made throughout their Primary years. Children are presented with these at a special graduation ceremony – at the end of Year 6 when they leave.

Parent consultations to discuss progress are held in the Autumn and Spring term which all parents must attend. An annual written report to parents is sent at the end of the year.

School Attendance

It is a legal requirement for all children between the ages of 5 and 16 to attend full time education unless they have a valid reason for absence. Valid reasons are: medical appointments and illness.

No holidays may be taken in term time and any absence must be accounted for with a note, phone call or personal message. Any absences not accounted for will be marked as unauthorised. Registers are checked on a regular basis and data on all absence is collected and processed.

The percentage of unauthorised absences for the school year 2017-2018 is as follows: Annual attendance is 96.2%



Everyone different, everyone special

Behaviour



The Headteacher is responsible to the Governors for school discipline. In order for this to be effective all staff, parents and children must work together towards our common goals.

Our approach seeks to praise and encourage. We aim to help children to raise their self esteem and achieve their potential.

Our clearly laid out behaviour policy ensures consistent practice. This policy is included in our information to new parents and can be found on the school website.

We rely on the support of parents to help us promote and improve behaviour in our school, this being in the interests of everyone.

Pupil Welfare and Safeguarding Children

The Headteacher and deputy are the main Designated Senior Leads officers for the school and are responsible for all matters of pupil welfare. Any serious concerns which the school has for pupils will be reported using the appropriate procedures as determined by the authority.

When a school refers a concern to children's services, it is requesting that further enquiries take place. Parents are informed of any referral which takes place.

Everyone who works at Welbeck Primary either as an employee or volunteer must complete rigorous DBS clearance checks.

It is everybody's duty to safeguard all children at all times.

Equal Opportunities

We actively promote equal opportunities and oppose any form of discrimination on the grounds of race, sex or disability. All racial incidents are reported and monitored as are incidents of bullying including homophobic bullying.

The school follows the LA's equality and diversity policy.



Promoting good citizens



How to See Key School Documents and Policies

A selection of important policies and documents can be found on our website.

Complaints Procedure

Should there be any complaints concerning the curriculum or other related issues there is a procedure agreed with the Local Education Authority - a copy of which is available for reference in school.

This procedure suggests that there should normally be a preliminary informal discussion with the Headteacher to see if the complaint can be resolved without recourse to the formal procedure.

If the complaint cannot be resolved then the complainant should write to the Chair of the Governing Body (forwarded by school).

The complaint procedure can also be found on our website.

School Charging Policy

Parents may be asked for voluntary contributions for Educational visits and other activities which cannot be funded by the school. Whether the visit/activity goes ahead may depend on the ratio of non-contributing to contributing parents.

Full details of the Governors charging and remissions policy is included at the back (see appendix).



How you can help your Child at Home



Encourage and support your child in everything they do. Talk to them about their day at school. Praise them and show an interest in their school work. Get them to talk to you about the Topic they are studying. Help them with practical things such as tying laces, dressing themselves, using a knife and fork and tidying up.

Give them lots of opportunities at home to talk, read, write, colour, paint, cut, stick and play games etc.

Take them to the Library and local park.

Most importantly, read with and to your child. We ask all parents to read each day with their child for 20 minutes. This will help your child progress much quicker with their reading.

Remember our school message: Read to Succeed!

> Home school partnership



Homework

From the moment your child starts school we will give them homework which you must help them with. This could be: reading, learning spellings, learning times tables, finding out information, maths work. Whatever it is, make sure your child completes their work or you may find they start to fall behind. All children have a Homework Diary to record their homework in. Parents are asked to check and sign this regularly.

Support the school in every way you can. Our home-school partnership is vital to help your child progress and develop throughout their important years at school.



Governors play an important role



Disclaimer

The information given in this brochure which relates to the school year 2021/2022 was valid at the time of printing. It should not be assumed that there will not be any changes affecting either the arrangements generally described in this brochure or in any particular part of them before the start of the school year, or in any subsequent years. Any anticipated changes have been included as part of the text.

CHARGING AND REMISSIONS POLICY FOR SCHOOL ACTIVITIES (PRIMARY SCHOOLS)



General Principles

The School Governing Body like the Education Committee is committed to the general principle of free education. In determining the charging and remissions policies which are set out in this document the Governors have been mindful of the policy statement produced by the Nottingham Education Committee and have also taken account of the Committee's Entitlement Curriculum.

The Governing Body recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of pupils' education. The Governing Body would accordingly wish to promote and provide as far as possible such activities as part of a broad and balanced curriculum for the benefit of pupils of the school.

Charges

The Governing Body reserves the right to make a charge for the following activities, which may from time to time be organised by the school.

Residential Activities held during school hours: charges may be made for the board and lodging element of those residential activities during school hours. Parents will be notified in advance of any such activities the school proposes to organise and the estimated cost. Parental consent will be obtained for their children's participation in any such activities for which a charge may be made.

Any charge for a particular activity will be calculated by reference to the actual cost of providing the board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing Body except in the circumstances described below.

Activities held outside school hours: the school will endeavour to provide a range of such activities from time to time. These will sometimes include day and residential experiences, and are known generally as 'optional extras'.

Charges may be made for these activities. Exceptions may arise where they are provided to fulfill any requirements specified in:

- the syllabus of a prescribed public examination
- in order to fulfill statutory duties relating to the National Curriculum
- religious education requirements, in which case they are not regarded as optional extras as such and charges cannot be made.

(Board and lodging charges may still however be made for any residential activities subject to the remission arrangements described below.)

Parents will be notified in advance of any 'optional extras' that the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. A charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate.



The cost of other pupils participating in the visit will not be included in the charge. The charge may however include an appropriate element for such things as:

- the pupil's travel costs
- the pupil's board and lodging costs
- materials, books, instruments and other equipment
- non-teaching staff costs
- entrance fees to museums, castles, theatres, etc.
- insurance costs
- the expenses only of participating teachers engaged on a separate contract for services to provide the 'optionalextra'

Any remission arrangements for such activities will be at the discretion of the Governing Body, <u>except</u> in the circumstances described below.

Materials and Ingredients: a charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance a wish to own the finished product, eg. in home economics or CDT.

Alternatively parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

Remissions

Where the parents of a pupil are in receipt of Income Support or Family Credit, the Governing Body will remit in full the cost of board and lodging for any residential activity the school organises for the pupil if the activity:

- takes place within school hours
- · forms part of the syllabus for a prescribed public examination
- fulfills statutory duties relating to the National Curriculum or religious education, irrespective of whether the activity takes place within or outside school hours

Any other remission arrangements for a particular activity or pupil will be entirely at the discretion of the School Governing Body. Any subsidy provided by the Governing Body will be met from the funds at its disposal.

Voluntary Contributions

Nothing in the policy statement precludes the School Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours.

Any contributions sought will be entirely voluntary and pupils will not be treated differently according to whether or not their parents make a contribution in response to any invitation.

Breakages and Damage to School Property

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property.

Review

The School Governing Body reserves the right to review and amend this policy statement from time to time, as appropriate.

Nottingham City Council School Terms and Holidays Calendar - 2021/2022

	AUGUST 2021									
Μ		2	9	16	23	30				
Т		3	10	17	24	31				
W		4	11	18	25					
Т		5	12	19	26					
F		6	13	20	27					
S		7	14	21	28					
S	1	8	15	22	29					

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	S	4	11	18	25		
	S	5	12	19	26		

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S	3	10	17	24	31							

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Т	4	11	18	25		
F	5	12	19	26		
S	6	13	20	27		
S	7	14	21	28		

		DEC	CEME	BER 2	021	
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S	5	12	19	26		

	JANUARY 2022										
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		MARCH 2022									
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	S	5	12	19	26						
	S	6	13	20	27						

	APRIL 2022										
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W		6	13	20	27						
Т		7	14	21	28						
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S	2	9	16	23	30						
S	3	10	17	24							

			MAY 2022				JUNE 2022						J	ULY	2022						
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Т		5	12	19	26		Т	2	9	16	23	30		٦	•		7	14	21	28	
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S	1	8	15	22	29		S	5	12	19	26			S	; ;	3	10	17	24	31	

Inset Days

Bank Holiday



Half term 1 – 6 weeks 4 days Half term 2 – 7 weeks Half term 3 – 5 weeks 4 days Half term 4 – 6 weeks Half term 5 – 5 weeks 3 days Half term 6 – 7 weeks 3 days

- Spring Bank Holiday Thursday 2 June 2022 (date changed to celebrate the Queen's Platinum Jubilee)
- *Jubilee Bank Holiday Friday 3 June 2022 (additional bank holiday for the Queen's Platinum Jubilee)
- Summer Term reduced by 1 day (Thursday 28 July) to make a 194 day school year (*)

WELBECK PRIMARY SCHOOL ATTAINMENT BY KEY STAGE

% of pupils achieving SATs results over the last three years:

Key Stage One

Average is 2b Above average Level 3

Average in 2018-2019 is Secure Above average is Greater Depth

Subject	2016	-2017	2017	-2018	2018-2019		
	Secure Greater Depth		Expected	Greater Depth	Expected	Greater Depth	
Reading	82 25		75 20		84	20	
Phonics	86		8	0	82		
SPAG	82	-	74	-	84	-	
Writing	80 16		73	18	80	18	
Maths	82 23		77 20		82	25	

Key Stage Two

Average is Level 4b Above average is Level 5 Well above average is Level 6

Average in 2018-2019 is Expected Above average is Greater Depth

Subject	2016-2017		2017-2018		2018-2019	
	Secure	Greater Depth	Expected	Greater Depth	Expected	Greater Depth
Reading	86	10	59	22	93	27
Writing	93	21	85	17	89	20
SPAG	93	45	88	41	89	50
Maths	90	28	85	17	93	43

Designed & Printed by Design & Print