

2010 - 2011

**Arden
Primary School**



Information for Parents

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Baker Street, Sparkhill, Birmingham B11 4SF

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website: www.arden.bham.sch.uk

Nursery : 675 7538

Head Teacher: Mr Lacey Deputy Head Teacher: Mrs Shergill

Assistant Headteachers: Mrs Francome, Mrs Fox, Mrs Wint

Office Manager: Mrs Taylor

Office Staff: Mrs Ryan, Miss Finn

SENCO - Special Educational Needs Coordinator: Mrs Cooper

Parent Link: Mrs Rana

Learning Mentor: Mr Khan

Nurture Teacher : Ms Trevena

ICT Team: Mr Brown, Mr Aziz

Cover/ Support : Mr Couldrey

Sports Coach: Mr Pottinger

Foundation Stage (Nursery and Reception) :

Teachers: Mrs. Francome/ Mrs Colley (Nursery)
Mrs Butt (RA) Ms Trevena (RB) Mrs Colley/ Mrs Couldrey (RC)

Early Years Support: Nur: Miss Kauser, Mrs Qayyum, Miss Bibi, Mrs Shaheen, Mrs Bi
Rec: Mrs Chowdhury, Mrs Hanrahan, Mrs Dhanda,

Key Stage One (Infants) :

Teachers Miss Jones (1D) Mr Hudson (1E) Mrs Kartz (1F)
Mrs Preston (2G) Mrs Wint (2H) Ms Salam (2J)

Teaching Assistants Year 1; Mrs Bhamra, Mrs Parveen, Mrs Chudasama
Year 2; Mrs Bisseker, Mrs Sperring, Miss Parveen

Key Stage Two (Juniors) :

Teachers: Mr Banner (3K) Miss Rana (3L)
Miss Mungovan (4N) Mrs Fox (4P)
Mrs Walke (5R) Mrs Jones (5S)
Mr Harts (6V) Mr Cooper (6W)

Teaching Assistants: Year 3; Mrs Ali, Mrs Begum, Mrs Nessa
Year 4; Miss Jones, Mrs Kauser
Year 5; Mrs Hodges, Mrs Shah, Mr Roome
Year 6; Mrs Herschell, Mrs Parveen

Inclusion Assistants: Miss Edwards, Mrs Chaudhury, Miss Grant, Miss Hind, Mrs Daly,
Mrs Begum, Mrs Iqbal, Mrs Bi, Miss Beacon, Mrs Ahmed, Mrs Aktar,
Mrs Dandy, Mrs Shabbir, Miss Williams

Graduate Teachers: Mr Kamran, Mr Wright

Site Manager: Mr. Flood

Catering Supervisor: Mrs. Devlin

Senior Dinner Supervisor: Mrs. Bi

The Governing Body

We have a supportive Governing Body made up of parents, teachers and representatives from the community and the local authority.

Chair to the Governors: Mr E. Bashir
Clerk to the Governors: Mrs J. M. McCorrison

The governors are interested in all aspects of school life. Each governor is partnered with one class of children in the school for which they develop a particular interest during their term as governors.

LEA Representatives: Mr M. Sarwar
Mr A. Suleman

Parent Governors: Mr L. Zaman
Mr M.. Hussain
Mr T. Hussain
Mr Z. Ahmed
Mrs S. Kauser

Community Governors: Mr J. Rivitt
Mr A. Mahmood
Mr A. Shergill

School Staff Representatives: Ms Salam
Mr P. Khan
Mrs A. Taylor

Governors can be contacted at any time through the school office.

The minutes of each Governors' meeting are displayed on the notice board in the entrance area.

School Background

Arden Primary School was built in 1970 to accommodate the "overflow" from other local schools. It was built originally as a one form entry school. The intake of the school remained the same until 1982, when there was a shortfall in school places locally. The school then had an intake of 90 children for three years, followed by 70 children for four years. Extra portable classrooms were delivered each year.

For many years the school remained a two form entry school, which has remained full and popular, with long waiting-lists.

A 52 part-time place nursery was opened in 1984. It is now a 78 part-time place nursery.

The school experienced a major rebuild between 2006 and 2008, and the whole refurbishment was completed at the end of 2008.

Arden Primary School is now moving from a two form entry school to a three form entry school gradually. It now has 17 classes (2 each year and 3 in reception/year 1 and year 2, and will gain one each year). We now have 510 + 39 FTE Nursery pupils and this will grow to 728 when full.

Registering Children at Arden School

The Nursery Class

Parents can register their children at the school office at any time. The closing date for registering children for Nursery Class places will be displayed on the parents' notice board as soon as the school has been informed. We need to see the child's birth certificate, medical card and proof of residency at the address given eg. a utilities bill. This **does not guarantee** a place in the Nursery Class and a place in the Nursery Class **does not guarantee** a place in the school. The priorities are decided by the Local Authority.

The Reception Class

In September 2004, Birmingham City Council altered the procedure for applying for Reception Class places in all the city's primary schools. The Education Department now manages the allocation of places and Arden Primary School will follow these procedures. All parents will receive an application form and an information book called "How to Start Your Child at School in Birmingham" sometime during the September before a child is due to start school.

The priorities for Reception Class and Nursery Class places are decided by Birmingham Education Authority. They are ~

- Children with special needs (as decided by L.E.A.).
- Brothers or sisters already in school.
- Closeness of home to school.

Choosing a Secondary School

Information about entrance examinations and choosing a secondary school is available to parents in the *Summer Term of Year Five*. Choices are made by *October of Year Six*.

You must return the pink selection form and list all schools you would be happy to attend. Failure to do so could lead to an offer of a place in a school a long way away.

Open days for secondary schools are in September and tests for some schools (eg King Edwards) in October.

Arden staff cannot recommend schools as different schools suit different pupils. Most of our children go to Golden Hillock, Moseley, Yardleys and local Islamic Schools.

Please don't hesitate to contact us if you have any queries about any part of the procedure for applying for places in The Nursery Class, The Reception Class or The Secondary School.

Term Dates for 2010-2011

	School re-opens to pupils	School closes
Autumn Term	September 6th	October 22nd
	November 1st	December 17th
Spring Term	January 4th	February 18th
	February 28th	April 8th
Summer Term	April 26th	May 27th
	June 6th	July 22nd

- There will be occasional days during the year when the school is closed to children. We will notify parents well in advance of these dates.

ATTENDANCE and HOLIDAYS

If your child has to be away from school ~

please let the school know the reason.

Regular attendance is important if a child is to benefit from the learning opportunities offered at Arden School. An average attendance of more than 95% is expected. This allows for illness during the year and any other unavoidable absence, e.g. bereavement. All other reasons for absence must be agreed with the head teacher in advance.

Unexplained absences and regular days absence are followed up daily by a phone call. The Educational Social Worker may also visit parents at home. He always carries identification. Please ask to see it, and remember - he is there to help.

In extreme circumstances it may be necessary for the local authority to take legal action against parents who deprive their children of their entitlement to full time education by condoning unnecessary absences. This can lead to penalty fines or court action.

Please ensure your child gets to school on time. School starts at 8.55. If a child is later than 9am they need to go to the office to ensure they are registered and have a dinner ordered. Children who are regularly late will be referred to the Educational Welfare Officer.



Family holidays

The school has a strict policy on holidays in term time. All parents should have a copy of holiday guidelines and copies are available from the office.

The school is following the Local Authority guidelines and will NOT authorise any holidays in term time so please do not request them. If you are still wanting to go you must contact the school and appreciate absence will be Unauthorised (Truancy) and late return will lead to loss of place.

No pupil can go on holiday in Year 2 or 6 prior to Testing/ SATs. If a child goes on holiday without permission or does not return on the given date they WILL lose their place and go on the waiting list.

Getting to School on Time

It is important that your child gets to school on time every morning. A useful tip might be to allow an extra five minutes on top of the expected journey time. Children are not always in the mood to hurry. This applies especially to children in the Nursery Class and their first year at school.

There is always a teacher on duty in the playground from 8.45 a.m.

	Morning	Afternoon
Nursery	8.45 am - 11.45 am	12.45 pm - 3.45 pm
Other Children	8.55 am - 12.00 pm	1.00 pm - 3.30 pm

It is also important that you collect your child on time at the end of the day. Teachers often have to go to meetings at 3.30 pm and it is not fair to expect them to wait with your child until you arrive.

Nursery and Reception children can be collected from their playgrounds. All other children will leave via the main playground.

If you are going to be late, please let us know.



If your child has a medical appointment in the morning, let us know **the day before**. Your child will then be given a mark in the register. This also ensures that your child is ordered a school dinner if applicable.

Leaving school during the day

We are responsible for the children during the school day. They are not allowed to leave school before 3.30pm unless they are collected by parents or another responsible adult, and only for a valid reason. Children must be signed out via the main office before leaving.

Parents in School

At Arden School we feel that a partnership with parents is essential for the development and progress of the children.

Parents' Evenings

There are now three Parents' Evenings during the school year. These meetings are usually in October, March and July. Parents can talk to the teachers about their children's progress. Parents can also talk to staff about children after school, when all teachers bring their class to the playground. However if parents think that they will need more than a few minutes, it is best to make an appointment so that staff can give parents their full attention.

At Arden we always want to deal with questions as soon as possible. Mr Khan and Mrs Rana (Mon-Wed) are always available in the playground every morning and hometime.

Parents at Class Assemblies

Parents are always welcome to see their children performing their class assemblies. It is important for the children too. This year's class assemblies are on Thursdays at 3pm and Friday at 9am in the school hall. You will be told when your children are performing.

Parents in the Classroom

Teachers always welcome parents' support in the classroom. If you have special skills to share or time to spare, please call at the school office. However you will not be able to start until we have a police check CRB certificate.

During the school year parents are invited to take part in fun curriculum activities in their child's class.

These help parents to support their children's learning at home. Look out for YOUR invitation!

Parent Classes

We have a range of classes for parents. In the future we hope to have a brand new community centre to allow for further training and support for families.

For details about classes or any requests for activities, please see Mrs Robeena Rana

Website

Our website www.arden.bham.sch.uk can be found. It provides up to date information for parents and pupils, as well as a range of activities and links, many policies can be found on the site as well as our Ofsted Inspection report. Please encourage your child to visit the site and let us know what you think of it and how it could be improved.

www.arden.bham.sch.uk



The National Curriculum

The Education Act of 1988 states that children between the ages of five and eleven must study ten subjects: Maths, English and ICT are the "core subjects"; the others are the "foundation subjects".

Core subjects

Maths
English

Foundation subjects

Science
Information & Communication Technology
History
Geography
Art & Design Technology
Music
Physical Education
Citizenship / PSHE

What is a "Key Stage"?

The National Curriculum has been planned for four age groups called key stages - 1, 2, 3 and 4. Children reach the end of these stages when they are seven, eleven, fourteen and sixteen years old. The 1988 Education Act requires children to be assessed at these four stages. In Foundation Stage children's progress is recorded in their Early Year Profile at the end of Reception.

Age	Year Group	Key Stage
4	Nursery	Foundation
5	Reception	Foundation
6	Year 1	1
7	Year 2	1
8	Year 3	2
9	Year 4	2
10	Year 5	2
11	Year 6	2
12 -14	Years 7-9	3
15-16	Years 10 and 11	4

What are "SATs"?

"SATs" stands for Standard Assessment Tests. The assessment of children's progress at the end of each Key Stage is in two parts.

The *first* part is done by the teachers who record pupils' progress on each part of the National Curriculum.

The *second* part is based on how the children do specially designed tests known as SATs. For example, a seven year old child might be asked to do some Numeracy based on spending pocket money or for the Literacy SAT, be asked to read from a simpler or harder book to see what level he or she has reached.

A combination of the teacher's assessment and the SAT will decide the final grading or "level". These levels will appear on your child's report for Literacy and Numeracy at the end of Key Stage 1 and for Literacy and Numeracy at the end of Key Stage 2.

Average Ability is shown as:

Age		Level
7	>>>>>>>	2
11	>>>>>>>	4
14	>>>>>>>	5 to 6
16	>>>>>>>	6 to 7

It is important to remember that there will be plenty of variation within these averages. We only ever ask children to do the best they can.

What can parents do to help?

Ensure children do and return homework, according to the timetable you will have

Come to the meetings in school about the SATs.

Ask teachers for advice about useful books to buy.

Support children's efforts to learn and show them that you are pleased.

Ensure children sleep and eat properly so they can do their best in lessons and SATs

Tell children you are pleased as long as they do their best



The Curriculum at Arden School

*We use a range of teaching methods
- whole class, small group, paired and individual -
because we believe that children learn in a lot of different ways.*

These different methods allow children to develop a deeper understanding of what has been taught by direct teaching, playing, investigating, exploring, experimenting, problem solving, listening, researching, interacting and applying what has been learned.

Some subjects are taught through topics, which are changed every term or half-term. Teachers plan together, sharing ideas, information and expertise to decide the best way to help the children learn. We are currently updating our whole school curriculum plan across all the subjects and year groups.

Early Learning Goals

The Nursery and Reception children (Foundation Stage) follow "The Early Years Foundation Stage" document.

Most of the work will revolve around 6 areas of the children's learning:

- Personal, Social and Emotional Development
- Communication, Language and Literacy
- Problem solving, Reasoning and Numeracy
- Knowledge and Understanding of the World
- Physical Development
- Creative Development

Equal Opportunities

We are committed to ensuring that girls and boys have equal access to all aspects of the curriculum and other activities in school. No child will be excluded for any reason.

All children are encouraged to progress at their own pace.

With this in mind, Children are taught in ability groups in Literacy and Numeracy from Year 2 upwards.

Extra support is available to children who are in the early stages of learning English as an additional language.

Gifted and Talented Children

Children with special talents in *any* subject are encouraged to develop them. A register of these children has been compiled and extra support has been provided to enable them to develop their talents further. Mrs Cooper is in charge of this register.

Religious Education

As a multi-faith community, our policy for Religious Education is to encourage children to follow the faith of their own family and to respect the beliefs of others. Acts of collective worship follow this policy. In 2009 Arden School was successful in renewing its whole school determination, which enables us to make our assemblies appropriate for our children's religious backgrounds.

At certain times during the year the school celebrates significant events in the Muslim, Hindu, Sikh and Christian calendars.

Arden follows the new Birmingham syllabus that is based on a range of inter-faith dispositions, linked to the values taught throughout school.

Relationships Education

Physical development is taught, where appropriate, as part of the Science National Curriculum. Year 5 children are taught about the onset of adolescence and puberty. The school's Health Education programme encourages the acquisition of skills and attitudes, which allow pupils to manage their relationships in a responsible and healthy way.

Physical Education

P.E. is part of the National Curriculum for **ALL** children and swimming at Small Heath Baths is introduced at the end of Year 2. Children must have their PE kit in school at all times. It can be washed over holidays or weekends, as long as they bring them back on Monday.

The P.E. kit is ~ pumps (not trainers), a red T-shirt and black shorts or leggings in a red kit bag. These are available from the school office at very reasonable rates.



Special Education Needs

We are an INCLUSIVE school, much praised by the authority for being so.

Children who have special educational needs are those who have
either greater difficulty in learning than most of the children of their age
or a disability which hinders them from making use of the
educational facilities usually provided for their age group
or behaviour which inhibits their educational progress

Many children have special needs at some time during their schooling.

To assess children's level of need, the school uses the LEA's annual audit criteria for measuring progress in numeracy and literacy in conjunction with regular teacher assessments. Suitable support is then provided for children with special education needs.

Early Years and School Action Plan:

If a child shows that he or she is progressing at a much slower rate than other children in the class, extra help is provided for the child in school.

Mrs Cooper, the S.E.N. Co-ordinator, draws up a programme of work for the child to work through over a certain length of time. This is called an *Individual Educational Plan (I.E.P.)*

Children who have behaviour support have an Individual Behaviour Plan (I.B.P.)

Early Years and School Action Plan PLUS:

If the child is still having significant difficulties, we can contact *outside support agencies for advice and help*. e.g. educational psychologists and specialists in speech and hearing, etc.

In a few cases parents or teachers may ask for a *Statutory Assessment of Special Educational Needs*. This is a detailed examination of the child's needs which includes information from all those who have been working with the child.

Parents are involved at each stage and are expected to attend all meetings arranged to discuss their child's progress.

If as a result of this Statutory Assessment, the LEA thinks that the child's needs cannot be met within the school, they will make a *Statement of Special Educational Needs*.

This sets out in detail what the child needs and what extra help is required.

If your child is having problems at school, please talk to us.

Educational Visits

Educational visits bring life to a subject that is being taught in the classroom.

Educational visits are planned as part of the school's curriculum to suit the ages, aptitudes and abilities of the children taking part. Through the visits we aim to broaden the children's experience with activities that develop their enthusiasm and enjoyment for learning.

Examples of these visits from last year are ~

Year Group	Educational Visits
Reception	Hatton Country World
1	Sea Life Centre
2	Dudley Castle
3	Botanical Gardens
4	Cadbury World
5	Black Country Museum
6	Birmingham Art Gallery

Visits take place during school hours. To help with the financing of the visits, we ask parents to make a contribution. Children are guaranteed at least one educational visit per year. There may be extra visits arranged during the year for which we also ask a contribution, including theatre trips. There is also a residential camp for Year 6 children.

Life Skills

We believe it is important to prepare children for life, and we aim to develop skills that will help them. These include patience, perseverance, co-operation, honesty, problem solving, self-confidence, asking questions, holding opinions and tolerance,

A recent development in the life skills programme is Mediation. This involves children learning skills for working co-operatively to solve conflicts peacefully. Twelve children are chosen to be the school's Mediators. They put their new skills to good use with younger children in conflicts that arise in the playground.

Behaviour

In order to achieve this, the school expects high standards of behaviour from the children. Parents are asked to support us.

All parents are sent the school behaviour policy and it can be viewed on our website. There are lots of rewards for effort, achievement, attendance and behaviour.

The sanctions are consistent across the school and understood by all. The system is :

Verbal Warning

Name on Board

Tick by Name

Move Seat

Move Class

To Mr Lacey - Parents contacted

We do not accept bullying, violent behaviour, racism, swearing or vandalism. Serious incidents will go straight to Mr Lacey.

Children must tell someone or use the worry box if they have any fears or problems and they WILL be acted upon.

If behaviour at lunchtime is not acceptable, children may be sent home for lunch for a designated time - usually one week. A note is made of all significant incidents. Parents are contacted and their support requested if a child's behaviour is a major cause for concern.

Children who have difficulty in changing their behaviour have the opportunity to have special guidance from our learning mentors and nurture team.

Values Education

This has been introduced into the life of the school as a way of encouraging *everyone* to develop a set of common positive values for managing appropriate behaviour in our school community. It takes the form of a daily reflection on the "*value of the month*".

A new value is introduced to the children on the first morning assembly of each month. This value is reflected upon daily in assemblies and in the classroom.

Meals in School

Paying Dinner Money

Dinner money for the week is paid in advance at the school office, every Monday morning. Credit is not possible. For security, please send the money in the named bag provided. If you want to pay by cheque, please make it payable to

BCC Educational School Meals

If a child misses a meal through absence, parents will be credited the following week.

Free School Meals

Some children are entitled to free school meals. Application forms are available from the school office. It is important that these forms are filled in and returned to the school office together with the supporting documentation listed on the application form.

School Dinners

The School Meals Service provides a choice of food each day. Where meat is provided, it is always Halal meat. There is always a meat free option and a fish option.

A salad bar is available, as is bread and fruit every day. Water or fruit juice is readily available.

Packed Lunches

There are some spaces in the dining hall for children preferring packed lunch. As places are limited, it is necessary to make arrangements *in advance* at the school office. Children may need to go on to a waiting list.

*Arden School is a health promoting school
and recommends that a sandwich (or the equivalent)
and a piece of fruit is included in each child's lunchbox.
Water is always available.
Fizzy drinks and sweets are NOT allowed in lunch boxes.*

Please be aware that meals are ordered in advance so it is impossible to change from dinners / home dinners / packed lunch to another without good notice. We cannot suddenly provide a school dinner!

Fruit at Playtime

As part of the national campaign to encourage children to eat more fruit, all Foundation and Key Stage One children are given a piece of fruit every day. Mid-morning snacks are available for Key Stage Two children where toast, juice, milk and fruit are sold at a small price. Key Stage Two children can bring their own fruit from home and parents are encouraged to continue to support this healthy eating habit at weekends and in the school holidays.

Out of Hours Learning

Clubs

At Arden School we aim to provide a range of Out of Hours Clubs available to children. Depending on staffing and children's interests, children will be informed about the different clubs by their class teacher. We need to have parents' written permission for children to take part and to know arrangements for their going home following the after school clubs. Clubs finish at 4.15 pm or 4.30pm in most cases.

We are part of Greet Extended School Cluster and they are developing a range of out of hour's activities in school time, after and before school and in holidays for children and families. These will be displayed and communicated regularly.

Reading Opportunities

Children are always encouraged to take books home to read. We have a good stock of reading books in both Key Stages from which children can make their choice.

Library

Key Stage Two children can borrow books from the library any night after school.



Home Reading

All children have regular home readers. We have invested large amounts in excellent material. Staff will support the children's choices and will keep a record of the reading. Parents and pupils are expected to comment on their reading.

Younger readers may not be able to read *all* the words in the books but we hope that the whole family will help the young readers to become more confident in reading the words they know and *trying* to read the words they don't. The children will know *some* sounds to be able to work out harder words ... with help. The most important thing is to share books and talk about them daily if possible.

Children's Health

*Arden Primary School has achieved the HEALTHY SCHOOLS STANDARD.
The LIFE EDUCATION CENTRE visits school every year.*

Medicines in school

There is a team of people responsible for ensuring that no children have to be excluded from school because they are on specific medication. Asthma inhalers must be labelled with the child's name and given to the class teacher or put in the child's desk.

Parents must make sure that the GP is satisfied that the child can use their own inhaler correctly.

Any concerns about a child's medication should be discussed with the school. We have three first aiders and Miss Jones is responsible for all aspects of medical care.

No staff can administer medicines or tablets to children. If your child is on medication they need to be kept at home, or arrangements made for you to come and administer the medication.

Allergies

It is important that the school knows if a child has an allergy of any kind. Parents are asked to tell the class teacher or the head teacher all the details about the child's allergy. Forms are available in school to be completed by parents so that any adult who deals with the child knows the details.

Health Interviews

The school doctor no longer carries out routine examinations on children in school. Now there are health interviews with the school nurse during the Spring and Summer terms of the children's first year in school.

Parents will be contacted by the school nurse and asked to fill in and return the questionnaire in the child's "Red Clinic Book". Appointments in school will be sent later.

Clinic Appointments

After these interviews and checks, parents may be asked to visit the clinic with their child. It is very important to keep these appointments. If there is a problem and you cannot attend, please let the school or the clinic know and another appointment can be made.

Other Health Checks

Hearing, height and weight checks are carried out during the first year at school. It is not necessary for parents to attend, but their consent is needed. Parents are asked to sign a form when children are admitted to the school.



Summary of Child Protection Information for Visitors/ Volunteers and Parents

Arden Primary School is committed to the highest standards in protecting and safeguarding the children entrusted in our care.

Our school will support all children by:

- Promoting a caring, safe and positive environment within the school
- Encouraging self-esteem and self-assertiveness
- Effectively tackling bullying and harassment

We recognise that some children may be the victims of neglect, physical, sexual or emotional abuse. Staff working with children are well placed to identify such abuse.

At Arden Primary School in order to protect our children, we aim to:

- Create an atmosphere where all our children can feel secure, valued and listened to
- Recognise signs and symptoms of abuse
- Respond quickly, appropriately and effectively to cases of suspected abuse

If you have a concern that a child is being harmed, is at risk of harm, or you receive a disclosure (intentionally or unintentionally) you must contact the following staff members as quickly as possible

Designated Senior Persons



*Mrs Gurjit Shergill
(Deputy Head Teacher)*



*Mrs Natalie Cooper
(SENCO)*

If you are unable to locate any of the above staff, please ask for a CP form which can be obtained from the office, complete this and leave for the attention of one of the above named staff who will follow up your concerns asap.

Everyone working with our children their parents and carers should be aware that:

- Their role is to listen and note carefully any observations which could indicate abuse
- They should not attempt to investigate once the initial concern is raised
- They should involve the Designated Senior Person (DSP) immediately
- If the DSP or Head are not available contact the office and following procedures as mentioned above
- Disclosures of abuse or harm from children may be made at any time

If anything worries you or concerns you, report it straight away

Children's Safety

Accidents in school

When children are hurt in school, they will be given simple First Aid. If a child has a bump on the head, parents are informed. Parents are invited to check on their child if there is any visible injury for them to decide whether to take them home.

Emergency contact numbers

Occasionally a child needs professional medical attention during school hours. At these times we need to contact parents quickly. The school needs to have ~

*a current telephone number,
an emergency contact number, and
the child's NHS number (on the medical card).*

It is the parents' responsibility to take the child to hospital as their permission may be needed for treatment to be given. However in an emergency, the school will call an ambulance first and then the parents.

Non-accidental Injury

Under the Children's Act 1989, the school is required to report to the local Social Services Department any unexplained injuries found on the children at school. This may result in the involvement of social workers, who are there to help and support.

Road Safety

Traffic on the roads around the school is increasing. The governors are very concerned about the children's safety coming to school and going home from school. Parents are asked to show their children the safe way to cross the road. It is vital families use crossing patrols properly.



PLEASE can we ask families to walk to school wherever possible. Parking around school is very limited and most families live very close to school. Be sensitive to the safety of children and the needs of local residents. The parking around Baker Street and St John's Road at peak times is very poor, and we have advised the community wardens to address dangerous driving and parking.

NEVER park in the entrance or exit to the school. This is a busy thoroughfare, has to be accessible for emergency services. Regular offenders may be clamped.

Supporting Children's Learning at Home

Anyone and everyone at home can help!

Show interest in your child's day at school. Make time to listen and to ask about the things that have been learned during the day.

Make sure the child is on time every day and attends regularly.

Read to and with your child ~ every day if possible. Take part in the Home-Reading Programme in school.

Visit the school library and local library too.



Include your child in adult conversations whenever appropriate.

Discuss arrangements for shopping, holidays, etc., with your child.

Watch TV together and talk about the programmes.

Play games that encourage counting and more complicated uses of number depending on your child's age. Help children learn times tables and phonics

Join in Parents Workshops held at school.

If there is anything worrying you or your child about school, please let us know.

There is always someone to listen and we will always try to help.

THE PULSE

At the heart of the school is The Pulse, our Every Child Matters room, where the Every Child Matters team are based.

This will be used for working with children who have any concerns, worries or barriers to learning.

We want to be a base for parents to visit if they have any questions or concerns. Someone from the team will be available every morning from 8.45 to 9.15 and every afternoon from 3.20 to 3.45. Please feel free to come to the Pulse via the playground.

If we can't help, we know people who can.

SATs Results ~ 2009

Year 2 ~ Level 2 and above		Year 6 ~ Level 4 and above	
Numeracy	78%	Numeracy	78%
Reading	69%	English	82%
Writing	57%	Science	85%

The results show the hard work of everyone at school and the support of parents at home.

Well done everyone!

Attendance Information 2009-2010

Number of pupils on roll - 480 + 39 F.T.E Nursery

Average attendance for Years R, 1, 2, 3, 4, 5 & 6 **94.4%**
 Unauthorised absences 2% Authorised absences 3.6%
 (Sept - May 09; effected by Snow and Eid)

The target for the new school year is to increase the attendance of EVERY CHILD to 95% and to improve punctuality in all classes. Some families will be monitored closely. Attendance below 90% will trigger investigation and involvement of the Welfare Service.

All the children must be in school every school day - from Nursery to Y6.

~ and did you know ~

% attendance in one year	days missed	approx. weeks missed	approx. lessons missed
95%	9.5	2	50
90%	19	4	100
80%	38	8	200
70%	57	12	300

Concerns/complaints/suggestions

Tell us.

We work for you.

We want to know your views about what we do and to hear your bright ideas, compliments or complaints.

We will listen to what parents have to say.

A suggestion box is available for your suggestions in the entrance area.

Complaints can be discussed with the head teacher or any member of the governing body. If parents wish to take a complaint further, they should contact:

Chief Education Officer,
Individual & Community Support,
Education Dept.,
Margaret St.,
Birmingham B3 3BU. Tel: 303 2528