

St. George's Primary & Nursery School
St. Peter's Road
Great Yarmouth
Norfolk
NR30 3BQ



Information for Parents 2017/2018



Telephone: 01493 843476

www.stgeorgesprimary.norfolk.sch.uk

office@stgeorgesprimary.norfolk.sch.uk

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Headteacher: Ms Melodie Fearn



May 2017

Dear Parents/Carers,

Welcome to St. George's Primary & Nursery School. Thank you for choosing our school for your child, in doing so you have chosen an exciting, creative and innovative place for your child to start their school career.

Here at St. George's we aim to provide the best possible educational opportunities for the children in our care. We have a commitment to raising standards and creating interesting and enjoyable learning for all. We believe in the education of the whole child through collaboration with families and the wider community and see every child as an individual. Our warm, caring family atmosphere celebrates our multi cultural community and the individual's achievement at all levels.

We provide stimulating, inter-active learning environments where children can feel safe, comfortable and supported. We enable children to develop self esteem, confidence, maturity and tolerance helping them to become effective independent world citizens.

We believe behaviour that shows consideration to others is essential to the success of our school and we have very high expectations both of the children and the adults in the school community. We value the contribution that parents and carers can make towards their child's education and we are always available to talk to you about any aspect of your child's development.

We aim to ensure all of our children are happy, that they enjoy their learning and make good progress, enabling them to develop firm foundations for their future and a love for lifelong learning.

We look forward to meeting you.

Ms Melodie Fearn
Head Teacher



Our School

St George's Primary & Nursery School is a thriving multi-cultural, co-educational community school situated in the seaside town of Great Yarmouth. We are currently changing from an infant school to a primary school and as such for the year 17-18 we will cater for children aged 3-10.

At St. George's parents/carers, staff, governors, children and the wider community all work together in the spirit of friendship to provide better life chances for all of the children in our care.

The school has an urban setting just two minutes from the vibrant Great Yarmouth seafront. During 17-18 there will be 6 classes (taught in a variety of groups), a Nursery, a library (which parents can access after school) and a hall that is used for: assemblies, PE and as a dining room. We have a hard play area with some exciting play equipment and an Early Years area that is used to provide outdoor learning opportunities. We have a fenced garden that provides a growing area for each class and a small pond, this enables our children to gain first hand experience of the environment and growing their own vegetables enabling them to develop a better understanding of the wider world and broader social responsibilities.

We Welcome Visits to our School.

Please make an appointment to meet us by contacting the school either in person, by telephone (01493 843476), by e mail (office@stgeorgesprimary.norfolk.sch.uk) or by post, St. George's Primary & Nursery School, St. Peter's Road, Great Yarmouth, Norfolk. NR30 3BQ.
(Website: www.stgeorgesprimary.norfolk.sch.uk)

Admission for Reception to Year 5 children

If you would like to apply for a place at St. George's please contact Admissions at County Hall on Tel: 0844 800 8001 or admissions@norfolk.gov.uk

Mission Statement

We support young people, their families and adults in our school to build firm foundations for a love of learning that will last a lifetime. We nurture and value children as individuals and help them to develop respect and responsibility for themselves, others and the wider world.

Aims & Values of Our School

- To provide a nurturing, happy, fun and creative environment where everyone can grow as an individual, enjoy coming to school and make a positive contribution to the global community.
- To value parents and families as learning partners.
- To promote a caring, responsible and enthusiastic attitude to learning that will last a lifetime.
- To develop confidence, self-esteem, independence and resilience giving children the skills to cope with life.
- To encourage self-discipline based on the understanding of right and wrong and the recognition of the needs of others within the community.
- To have the highest expectations in everything we do and encourage everyone to reach their full potential.
- To foster appropriate tolerance, respect of difference and of each other whilst promoting a sense of community through the celebration of our school's diversity.



School Staff

Head Teacher:

Mrs Melodie Fearn

Assistant Head Teacher:

Mrs Sharron Mitchell

Special Needs Co-Ordinator

Mrs Sandie Robinson

Teachers:

Y5 Class

Miss Helen Rhodes

Y4 Class (Stingrays)

Mr Shirajul Hoque

Y3 Class (Otters)

Miss Jennifer Coles/Mrs Sandie Robinson

Y2 Class (Jellyfish/Seals)

Miss Ellie Gislam/Miss Natasha Parramint

Y1 Class (Turtles)

Mr Jamie Kirkham

R Class (Dolphins)

Miss Denise Holland

Nursery

Mrs Elizabeth Bunker

Teaching Assistants:

Mr Darron Fox

Mrs Amanda Gamble

Miss Melanie George

Miss Heidi Jordan

Mrs Michelle Thompson

Miss Kelly Thornton

Mrs Laurie Blackwell

Miss Claire Lynch

Mrs Michele Butt

Mrs Sue Sault

Mrs Tracey Catchpole

Learning Support Assistants:

Mrs Maria Correia

Ms Rachel Wilson

Miss Corina Cox-Donovan

Mrs Jo Ingram

Miss Dawn Kerrison

Mrs Monica Whitmore

Miss Dawn Doole

Mrs Doreen Hambright

ICT Support

Mr Curt Armer

Parent Support Advisor

Mrs Gillian Floate

Early Help Social Worker

Miss Jo McGrath

Mid-day Staff:

Miss Michelle Saiche

Miss Anabela Ribeiro

Mrs Heather Williams

Miss Claire Lynch

Mrs Sarah Tibble

Miss Dawn Doole

Miss Cara Johnson

Miss Dawn Kerrison Supervisor

Finance Officer:

Mrs Sue Wells

Secretary:

Mrs Angela Belletty

Caretaker:

Mr Carl Himpleman

Cleaners:

Mrs Mandy Roe

Mrs Karen Edwards

Mrs Caroline Harris

Road Crossing Patrol:

Mrs Nora Conacher

Governing Body

The Governors have a statutory responsibility for the school, its finances, the curriculum, policies, staffing and health and safety. We have capacity for 9 Governors, made up of parents, community members, local authority representatives and staff. The Governors meet twice termly. Parents should raise any suggestions or concerns initially with the class teacher and then with the Head teacher. If parents feel that any issue remains unresolved, the issue could then be discussed further with a governor. Where necessary there is a complaints policy with a clear procedure. Governors are always happy to receive feedback from parents.

2016-17

Chair of Governors

Mrs Monika Khanna

Vice Chair of Governors

Ms Julie Page

Clerk

Mrs Rachel Shirley

Policies and Procedures

The school operates a variety of policies & procedures (some of which are statutory) that determine the practices of the school. All policies and procedures are available on request (one copy of each will be provided free of charge) from the school office.



Parents

Parents play a **very important** part in developing the education of young children. Regular reading at home, talking to your child about their school day and what they have been doing all helps good progress to be achieved. We value the contribution that parents and carers can make towards their child's education and we are always available to talk to you about any aspect of your child's development.

We also have a Parent Support Advisor (PSA) Mrs Gillian Floate who is available to families to offer support and guidance on any issue or concern that they may have.

The school welcomes direct involvement from parents and families and appreciates the efforts and goodwill of everyone that gets involved with the school in any way. Where possible we prefer that parents do not regularly work in classes with their own children. To comply with our commitment to safeguarding children, parent helpers have to undergo a police check before they can regularly help in school.



The Parent Teacher Association (PTA)

The PTA is an important part of the school community enabling the staff and parents to work together to provide greater opportunities for the children of St. George's.

The social context of the PTA enables parents to meet each other in a relaxed atmosphere and share ideas. Additional funds generated by the PTA have provided such things as: playground equipment, outings and special events. We are always looking for new parents to develop the PTA.

Admission Policy

The school governors have decided to adopt the Norfolk County Council Policy on first admission to school, which is as follows:

By law children must start statutory education full time at the beginning of the term following their fifth birthday.

Children born between 1st September and 31st August may start school full time at the beginning of the Autumn term before their fifth birthday.

Our admission policy allows children to start school earlier than the law requires. However the law also allows parents to ask for their child to be admitted but lets them delay the start date until later in the school year, the school would prefer that all children start full time in September if at all possible. Your child must start school by the beginning of the term following their fifth birthday and the place must be taken up by the start of the Summer term. Following discussions if you inform us that you wish to delay your child's entry the place will be held and will not be offered to another child.

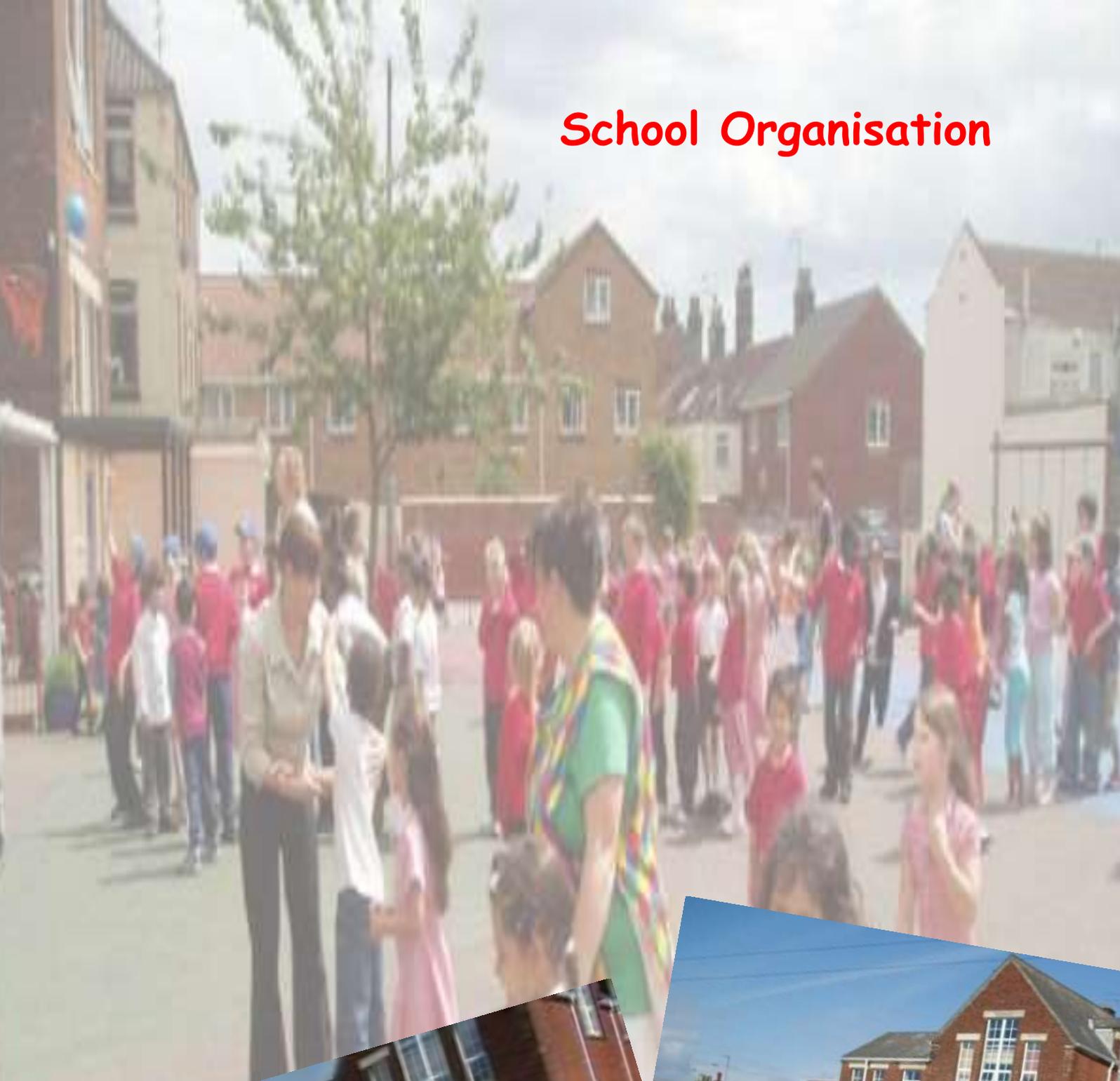
If there are more applications for places than there are places available, the Local Authority will give preference to children living nearest the school according to the following criteria in this order of priority:

1. Children with a Statement of Special Educational Needs or EHCP naming that school.
2. Children in public care who are due to start school.
3. Children who are due to start school, living in the area served by the school who have a brother or sister attending the school at the time of their admission.
4. Children who are due to start school, living in the area served by the school who have no brother or sister attending the school at the time of their admission.
5. Children who are due to start school, living outside the area served by the school who have a brother or sister attending the school at the time of their admission.
6. Children who are due to start school, living outside the area served by the school who have no brother or sister attending the school at the time of their admission.

If all children within any of the above rules cannot be offered a place, the highest priority will be given to children living nearest to the school within that rule. To determine who lives nearest, distance will be measured on a straight line crow fly basis, using Ordnance Survey data. The address will be measured from the post office address point on the property. If following the application of the admission rules and distance two applicants cannot be separated for a final place at a school, the authority will use random allocation to determine the priority for the remaining place.



School Organisation



School Organisation

The school is organised into one Nursery class and one class in each year group, however the classes then have different configurations for teaching purposes. The groups will be mixed each year as they move through the school enabling the children to develop friendships throughout the whole year group and a resilience to change in preparation for when the children move into their new schools at the end of Year 6, where they are always mixed and often separated from their friends. In organizing class groupings the needs of individual children will be considered at all times. All areas of the relevant curriculum are covered fully over the Key Stages. All lessons cater for children with a variety of needs and abilities. A classroom assistant is available in each class and often there are further part-time support staff in attendance.

Here is a **sample** of our topics over an academic year:

	<u>Autumn Term</u>	<u>Spring Term</u>	<u>Summer Term</u>
Nursery	Nursery Rhymes	Fairy Tales	Minibeasts
Reception	Winter	Go-Jettors	Growing
Year 1	United Kingdom	Great Fire of London	Tourism
Year 2	Habitats	World War 2	Our World
Year 3	Volcanoes	Stone Age	Rainforests
Year 4	Roman Empire	Trade of Chocolate	Anglo-Saxons
Nurture	All About Me	Under the Sea	Animals

The School Day

School starts at 8.45am. Adult supervision in the classrooms begins at 8.45am **for the safety of your children, please do not leave your children unattended before this time.** We like to encourage the children to be independent, **so please say your "goodbyes" reasonably quickly in the playground.**

During the morning session there is usually a Maths and an English focus. There is a daily assembly and there is a 15 minute break for the children mid morning. Younger children have a piece of fruit in snack time each day. The school supports the Healthy Schools project and encourages children to eat 5 portions of fruit and vegetables a day.

At lunch time children can bring their own packed lunch in a clearly named rigid container or we can provide a cooked lunch from the school kitchen. Menus are delivered on a 4 week cycle and remain in place for a term; there is a vegetarian option each day. A menu is sent out at the start of each term. **Lunches are FREE for children in Reception, Year 1 & Year 2** and cost £2 per day for Year 3,4 and 5. Meals should be paid for on a Monday morning. Money should be brought in a purse or similar container clearly named. Free school meals are provided for families receiving benefits please ask at the office for further information.

In the afternoon session the children may take part in a variety of activities such as art, science or P.E. etc. School finishes at 3pm, unfortunately there is no space for parents to wait inside and so all children are brought out to parents on the playground for collection. If a parent is delayed, a child will be kept on the premises until the parent arrives. If your child is going home with another adult, please give the class teacher a written note of the arrangements, this is for the safety of your children. It is difficult for staff to remember lots of different verbal messages that they have been given during the day. Please help us to help you.

Teachers can be very busy before the start of the school day but they are always available to speak to you at the end of the school day. Class support staff are available on the playground in the morning to take messages. If you have an urgent issue to be resolved please inform the office at any time and they will try to get a member of staff to help you.



Special Days



We take every opportunity to extend and enrich the curriculum making the learning an enjoyable experience. We host visits from a wide variety of visitors and engage with the local and global community wherever possible

CBeebies Visit us for the day!

We believe in the value of offsite educational visits and every child has the opportunity to experience an offsite visit each year linked to the curriculum.

We worked with the local pottery on a mural project



Performing at Britannia Pier



A Royal playground party.



BBC Radio Norfolk.



Attendance

Good attendance is really important - we cannot teach your child if they are absent. Children quickly fall behind if they are away from school even for a short time. If you keep your child away from school unnecessarily **you** are directly damaging their education.

It is the law that children between the ages of 5 and 16 attend school regularly. **If your child attends for less than 95% of term time we will want to meet with you to discuss the issue. If attendance falls to 90% the County Council can prosecute parents through the court process which results in fines, a criminal record and sometimes even a prison sentence.**

If your child has to be absent we will need to know the reason why? If your child is absent please ring the office to let us know on the first morning (before 9.05 a.m.) or in advance of any planned absence. Official absences include sickness, doctors, dentist, and hospital appointments but we may request evidence for these absences. Official absence is still counted as absence in % terms.

We strongly advise you not to take your child out of school at any time if this is at all possible. We only authorise absence in term time that is deemed to be in exceptional circumstances and you need to complete & return a holiday form at least 5 days before the intended absence. We will let you know whether or not we are able to authorise your child's absence as quickly as possible. **Holidays are not authorized during term time and will result in a fine.**

It should be noted that parents of Nursery and Reception children who start school with us before they are of compulsory school age, must agree to abide by all of our policies and practices and includes our requirements for attendance of 95%. Nursery children who have persistently low attendance of 85% or less may have their nursery place withdrawn after being given notice through our attendance panel process.

Lateness

Being on time is also very important - if children miss the start of the school day they will be behind everyone else in their understanding in that lesson. The school opens to receive children from 8.45am. Arriving on time and prepared enables a calm start to the day. **If you arrive after 8.55am you are considered to be late with your child** and you will need to complete a late form stating the reason. This will be held with your child's records and if lateness is identified as a problem you may be required to attend a panel to discuss the issue.

At the end of the day (3pm) please be prompt to collect your child & inform us if you are going to be late. Children who are collected late often feel upset and worried.

Illness, Toileting & Other Accidents During the Day

If your child is taken ill or has an accident during the school day we will assess them as to whether they should go home or not. If we think they need to go home we will contact you - **please keep emergency numbers up to date with the school office.**

We try to make school as safe as possible but from time to time children are likely to have bumps and scrapes. Most minor incidents do not need to be reported to parents but if there is a serious incident staff will inform parents directly. All bumps to the head are taken to be serious and the children are given a bumped head sticker to wear and a letter to take home to inform parents. Children who bump their heads should be monitored closely, if they complain of feeling sick, dizzy or become uncharacteristically sleepy, you will need to seek medical advice from a doctor.

Toilet accidents (which can be common in young children) are not considered a reason to contact parents unless the child is deemed by staff to be ill. If your child has a toilet accident we will inform you through a note in the child's book bag and the return of clothing where necessary. Please speak to staff if your child is known to have toileting issues and ensure that spare clothing is left in school. Children who attend our school are expected to be toilet trained before they start school.

Uniform

We encourage our children to wear school uniform. This consists of a red school sweatshirt or cardigan with logo, a red/white polo or T-shirt and grey trousers or skirt, black sensible shoes (no trainers to be worn day to day in class). Girls can wear red and white gingham dresses in the summer months. Logo shirts are available to order from the school office. Key Stage 2 children wear ties with collared white shirts.

Children will need trainers for outdoor PE and use on the trim trail and plimsolls for indoor PE, black or navy shorts and a plain white/red or a red school logo T shirt. A tracksuit for winter PE is also a good idea. We ask that children bring in their PE kit on a Monday and take it home on a Friday and that it gets washed regularly. Children cannot do PE if they do not have suitable kit.

Please ensure **ALL items of clothing** and other personal items are clearly labelled.



Assembly/Collective Worship

The school has a daily assembly/act of worship which is based on Christian values and includes all children. The Head Teacher and staff usually lead the assembly in school. The children participate in a Christmas Nativity and specific parent assemblies in school.



Parents have the right to withdraw their children from assembly. To use this right, parents should write to the Head Teacher, who will then invite them into school to discuss the matter.

On Fridays each class nominates children to receive a good work award in front of the whole school. Parents of nominated children are invited to attend the assembly.

Race Relations and Equal Opportunities

Our school promotes and celebrates cultural diversity and will not tolerate any form of racist behaviour. We have a strong belief in Equal Opportunities and have policies and practice that enables everyone in our community to be treated fairly and equally. The school meets the requirements of the Race Relations Act 1976, the Sex Discrimination Act 1975 and the Disability Discrimination Act 1995 and has due regard to the Public Sector Equality General Duty (April 5th 2011).



Early Years

The Early Years Foundation Stage takes children through from birth to 5 years. In our school it forms the curriculum for the Nursery class and the first year in school in the Reception class. The children progress towards achieving specific targets known as the Early Learning Goals by the end of the Reception year. The foundation stage curriculum has a strong emphasis on learning through play and has seven areas of learning and development:

Three Prime Areas

- Communication and language
- Physical development
- Personal, social and emotional development

Four Specific Areas

- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design



Play is an extremely important part of early learning both in the classroom and outside. The Nursery and Reception children have their own separate outdoor learning environment so that the needs of the Early Years Foundation Stage can be met. The children from Reception share playtimes in the larger playground with the other children from the whole school.

Teachers from Reception and Nursery work closely together sharing ideas and resources so that the children can build on previous learning and achieve a smooth transition as they move through the school.

Nursery

We have a Nursery class which caters for a total of 52 children from 3 years of age on a part time basis. There are two part-time sessions, one in the morning and one in the afternoon, we can offer flexible arrangements on request. A fully trained teacher assisted by a teaching assistant and other part time staff deliver the nursery education following the Early Years Foundation Stage curriculum.

Nursery Organisation

The nursery is well equipped and organized into different areas. Equipment, resources and materials are accessible to the children, and they are encouraged to get things out for themselves as well as helping to tidy up. The children have opportunities to initiate their own learning, work independently or with others and to work with the supporting adults.

Admission to Nursery



Children's names can be registered for the nursery with the school office on or after the child's second birthday. Admission to the Nursery is undertaken by the school following the Nursery Admission Policy and the award of a place **DOES NOT GUARANTEE** a place in the mainstream school for the following Reception year - admission to the main school follows the School

Admission Policy and is a process controlled by Norfolk County Council.

Starting Nursery

Before your child starts nursery you will be given an appointment to come in and meet the nursery teacher. The children start nursery in small groups which enables the staff to support each child as an individual and quickly establish routines and high expectations of good behaviour.

Behaviour in the Nursery

The school's Behaviour Policy also applies to the Nursery children, staff and parents. It describes how we expect people to behave and what the consequences are when expectations are not met.

Attendance in Nursery

Although Nursery attendance is not statutory, once you have accepted a place in Nursery we expect good attendance and for children to be brought to school and collected from school on time. The school attendance policy also applies to the Nursery and if **your child's attendance falls to 85% or less over a specified period of time your child's place in Nursery may be withdrawn** and reallocated to another child on the waiting list.

Mid-Session Snack in Nursery

The children in Nursery are provided with a free snack of milk and fruit during each session.

Personal Hygiene

ALL children who start Nursery (or Reception) are expected to be able to go to the toilet themselves and have a suitable level of independence in hygiene, including understanding the need for hand washing. Children who are still in nappies will not normally be admitted unless there is a documented medical issue.

Reception Year

Admission to the Reception class is organized by Norfolk County Council and you will be notified by them of your child's place. Before starting in Reception you will be invited to make an informal visit to the class with your child. This enables your child to see their new classroom, meet the other children and get to know the staff they will be working with. While your child is getting to know their new classroom, parents will meet with the Head Teacher who will explain the organisation of the school and give an opportunity to parents to ask questions and sort out uniform etc. Each year there will also be a further tailored transition programme for you and your child to participate in so that you both feel ready to start school in September. Further details will be provided to you once your child's place has been confirmed.

Child Protection

In order to safeguard the children in our school, we have a Safeguarding & Child Protection Policy and Procedures in place that are followed by members of staff if they have any concerns for the welfare and well being of any child in our care. Any concerns are reported to Children's Services immediately. The policy and procedures are reviewed annually. A copy of the policy is available from the office on request. There are four designated persons and one governor for child protection. The Head Teacher is the Senior Designated Person for Child Protection issues and should be contacted if you have any concerns about the children in our care. If you have concerns about the Head Teacher please contact the Chair of Governors.



Happy Days



Our exciting curriculum



Key Stage 1 & 2 Curriculum

A broad and balanced curriculum is provided throughout the school. The Nursery and Reception classes follow the Early Years Foundation Stage Curriculum and Key Stage 1 and 2 follow the National Curriculum. Wherever possible links between subjects are made and subjects are taught in a cross curricular way often through topics or themed teaching.

English

The aim for English in our school is to promote high standards of language and literacy by equipping pupils with a strong command of the spoken and written word, and to develop a love of literature through widespread reading for enjoyment.

The development of language is the basis for much of the learning that takes place in our school; pupils are encouraged to speak clearly and confidently and to listen to others. We aim to give pupils a love of reading, to develop an appreciation of books and an eagerness to use the library. English is an established part of the school day. The pupils enjoy a wide range of texts including plays, poetry, traditional stories and information books.

We use the Read, Write Inc. structured programme to teach reading. This programme includes picture and context clues, sight vocabulary and phonic skills. As reading skills develop, pupils are questioned on their understanding of a text.

Children take reading books home to share with parents. We value parental partnership in helping children learn to read and to that end provide a reading diary for parental communication. We recommend that children spend between ten and twenty minutes each day reading at home with an adult.

Pupils are taught how to write in different ways for different purposes, e.g. letters, fictional stories, newspaper reports, plays, poetry and factual information. We teach grammar, punctuation and spelling in context. We encourage pupils to take pride in their handwriting and in the presentation of their work.

Mathematics

We aim to provide a high quality mathematics education that provides a foundation for understanding the world, the ability to reason mathematically, an appreciation of the beauty and power of mathematics and a sense of enjoyment and curiosity about the subject.

We strive to enable our children to become fluent in the fundamentals of maths so that they can recall and apply knowledge rapidly and accurately.



We aim to enable children to be able to reason mathematically and solve problems by applying their mathematical knowledge.

Maths learning is based on practical investigation leading to developing mental strategies and informal and formal recording methods.

The maths curriculum covers:

- Number
- Measurement
- Geometry
- Statistics (KS2)
- Ratio and proportion & Algebra (Upper KS2)

Science

Science education provides the foundations for understanding the world through biology, chemistry and physics. Our Science teaching aims to ensure our children develop scientific knowledge and conceptual understanding of these areas and of nature and the processes and methods of science together with a scientific enquiry approach to enable them to answer scientific questions about the world around them. We also aim to enable them to understand the uses and implications of science today and for the future.

Computing

The computing national curriculum aims to equip pupils to use computational thinking and creativity to understand and change the world. We aim to enable the children to understand and apply principles and concepts and solve problems in computational terms and to become responsible, confident, competent and creative users of information and communication technology. There are interactive whiteboards in all teaching areas in the school that are used effectively by staff to enhance learning in all curriculum areas. The school has an e-safety policy; and children are actively taught to use the internet safely. The children have access to control technology, data logging equipment and digital cameras and regularly use IT in general class work.



Design and Technology (DT)

We aim to enable the children to develop the creative, technical and practical expertise needed to perform everyday tasks confidently and to participate in an increasingly technological world. Throughout their time in the school, the children investigate how a variety of objects work and are made. They then have the opportunity to design and make their own products based on what they have discovered. There is an opportunity to work with a wide variety of materials including textiles, wood and food. The children learn how to use a variety of tools in a correct and safe manner.

Art and Design

The display boards around our school demonstrate our varied artistic talents. We aim to engage, inspire and challenge pupils, equipping them with the knowledge and skills to experiment, invent and create their own works of art, craft and design. The children experience a variety of media and have the opportunity to create 3D work as well as 2D. Children work individually or collaboratively and on different scales that encourages communication and negotiation skills. The children learn about great artists, craft makers and designers.

Geography

We aim to inspire the children's curiosity and fascination about the world and its' people and develop understanding of the key physical and human processes. The children learn about the local area and the wider world and consider the environment and human impact. Children are encouraged to think about similarities and differences, continuity and change, cause and effect.

History

The history curriculum enables the children to gain a coherent knowledge and understanding of Britain's past and that of the wider world and understand the chronological order. History helps pupils to understand the complexity of people's lives, the process of change, the diversity of societies and relationships between different groups, as well as their own identity and the challenges of their time.

Languages (KS2)

From Year 3 children will learn French. The teaching during Key Stage 2 will enable the children to express their ideas and thoughts in another language and to understand and respond to its speakers, both in speech and writing.

Music

In the school we have a wide variety of tuned and untuned instruments. Children are encouraged to enjoy music making as they work through the National Curriculum. The children learn to perform, listen to, review and evaluate music across a range of historical periods.

There are further opportunities to have small group tuition in a range of instruments with peripatetic teachers from the Norfolk Music Service (small charge). Currently we offer: guitar and keyboard.

Physical Education (PE)

P.E. is considered to be a very important part of our school life, both within and outside curricular hours. Every week the children take part in two hours of P.E.. We try to give the children as wide an experience as possible, including not only dance, games, gymnastics and athletics but also a great variety of games skills such as football, basketball, cricket, tennis and rounders. We encourage children to lead healthy, active lives and provide competitive sports opportunities.

The school holds a sports day in the Summer term, promoting team work and competition. All children are encouraged and enabled to take part in all sports regardless of gender or ability.

Religious Education (R.E.)

Religious education is taught according to the Norfolk agreed syllabus. Children learn to understand common aspects of six world religions during their time at school. Parents have the right to withdraw their children from R.E. To do this parents should, in the first instance, put the request in writing to the Head Teacher. They will then be invited into school to discuss the matter.

Personal, Social & Health Education

PSHE is supported by cross curricular work, for example, science and drama. There is planned time for activities such as circle time. A team assembly approach involves the children with school decision making. We have a detailed Sex and Relationships Education Policy (parents have the right to withdraw their children from these lessons following a written request and a discussion with the Head Teacher). The school is part of the Healthy Schools project, promoting a healthy lifestyle through diet and exercise. A wide variety of activities, special events and charity work promotes citizenship and an active responsibility from our children for themselves, others, the environment and the wider world.

Assessment

Within each lesson staff monitor the learning progress of the children and use the level of success achieved by individuals to inform future teaching and learning. Children may also undertake specific assessment tasks to enable staff to measure each child's progress. At the beginning of the Reception year children are assessed as a baseline and against the Early Years Foundation Stage Profile at the end of the year. During Year 2 children will undertake SATs tests and teachers will make a final formal assessment of the children that will be reported to parents at the end of the year. The progress of all of the children is carefully tracked and monitored throughout the school on a term by term basis.

Extra Curricular Activities

We provide a wide range of after school activities for all ages and a varied programme of visits out of school during the school day. Some activities have to be restricted to particular year groups in order to comply with health & safety regulations. Activities change during the year depending on staff available and topics being taught. Activities recently have included: football, basketball, multi sports, choir, chess,



family reading café and family fun club. We have visited the cinema, a variety of museums and the local area. There is a small charge for out of school activities. Activities that occur within the school day may require voluntary contributions. Funding may be available to support families in receipt of benefits.

Breakfast Club

During term time we have a breakfast club that offers child care before school from 7.45 to 8.45am (children are taken to their classes by staff). All children including Nursery are welcome to attend the Breakfast Club.

Children have a healthy breakfast, the opportunity to play with their friends and have a story before starting the school day. Parents and teachers report that the breakfast club calms the children who attend and enables them to be ready to learn at the start of the day.

There is a charge of £1.50 per day and families in receipt of benefits can apply for funding to meet this cost. Please ask in the school office for further information.

HOME/SCHOOL AGREEMENT

	SCHOOL	PARENTS/CARERS	CHILD
Teaching & Learning	We will provide the best quality educational opportunities we possibly can (including setting regular homework) to meet the needs of each child and help them reach their full potential.	<ul style="list-style-type: none"> • I agree to take an interest in the school work my child is involved with. • I agree to hear my child read at least 3 times per week. • I will ensure my child completes their homework. 	I will always try my best. I will read or practice my sounds at least 3 times per week at home. I will do my homework.
Attendance & Punctuality	We expect everyone to have good attendance and to be on time.	<ul style="list-style-type: none"> • I agree to bring my child to school on time and every day. • I will inform the school first thing in the morning if my child is ill. 	I will come to school on time every day.
Behaviour	We will promote the highest standards of behaviour in our whole school community and encourage people to be kind and respectful to one another.	I will support the school Behaviour Policy and will encourage my child to have good behaviour in and out of school.	I will follow school rules and will try my best to behave well at all times.
Being Prepared	We will be well prepared in all of our lessons. We will encourage the wearing of school uniform.	I will enable my child to wear the expected school uniform and provide appropriate PE and other clothing.	I will wear school uniform and bring my PE kit to school.
Communication	<ul style="list-style-type: none"> • We will share the children's success and progress with parents and discuss any problems as the opportunity arises. • We will provide regular information about school events, activities and policy development. • We will listen to parents carefully and act appropriately. 	<ul style="list-style-type: none"> • I will keep in regular contact with the school and will inform them of anything important that may affect my child. • I will attend parent evenings. • I will read information that the school sends out. 	I will take letters home and tell my family when school wants to talk to them.

Children with Special Educational Needs or Disability

Children with Special Educational Needs or Disability (SEND) are supported in all areas of school life. All teachers have expertise in differentiating the curriculum to meet the needs of pupils with a range of learning difficulties. A special educational needs (SEND) teacher is employed, part time, to support individual needs. Teaching and Learning Support Assistants are also trained to assist children in class.

We make every effort to cater for the needs of our community and we now have a lift to enable easier access to the top floor. We have developed an accessibility plan and a Disability Inclusion Policy that enables the school to meet the requirements of the Disability Discrimination Act 1995.

Children with S.E.N.D are monitored termly. All children identified with SEND have a Learning Plan which sets out attainable targets to ensure their steady progress. Learning Plans are written and reviewed termly or more frequently if appropriate. Parents are encouraged to be involved in the children's learning. In addition to direct school support, outside agencies such as the local learning support teacher and educational psychologist can be involved in assessing children's needs and supporting their learning.

Children with complex needs may be recommended for further detailed assessment. If they are found to meet certain criteria by the Local Authority they may be given an Education Health and Care Plan (EHCP) that will define their learning difficulty and the support they will need. Parents will be fully involved in this process.

We will continue to ensure that all children with special education needs participate as fully as possible in the Early Years Foundation or National Curriculum alongside their peers.

Meeting the needs of the more able children

All children's individual needs are considered in our school including those of the more able children.

Through ongoing assessment and observations staff will identify more able children in their care. These children will have work differentiated for them within the class in order to challenge and extend them and if further opportunities arise (e.g. competitions or cluster school working etc.) these children will be considered for any places that may be offered.

Our Caring Community

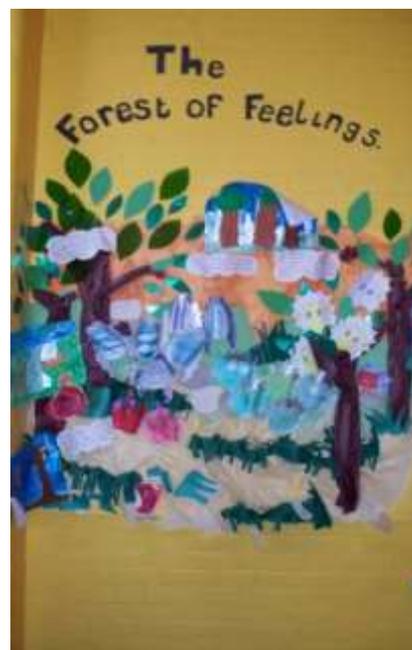
We promote a caring community involving all staff, parents and children. Children and parents are encouraged to have confidence to talk to teachers or any other adults in the school about any concerns they may have. Teachers are always happy to discuss with parents any problems that may arise (the most suitable time for this is after school).

Our lunchtime supervisors ensure that children are safe and cared for. If children have difficulty at lunch times they can be invited to PALS (Play and Learn Safely) where they will be helped to resolve their problem or issue.

Nurture Intervention (Yellow Ted)

To support children with specifically identified social and emotional issues we have a nurture intervention programme. Up to six children can spend four afternoons per week in a special classroom environment supported by a teacher and learning support assistant where their needs are addressed.

We endeavour to engage and celebrate our diverse local and global communities through a range of activities and share this work with our families, governors and the wider community.



Looked After Children

Children who are in public care (looked after children) are supported as individuals within the school to ensure they achieve their full potential and do not suffer any disadvantage in comparison to their peers due to their circumstances. The Head Teacher is the Designated Professional for Looked After Children and ensures that all policies, procedures and specific needs are met for this group of pupils and that each looked after child has a personal education plan that is regularly reviewed.

Discipline

When people spend time together within a community, they need to be aware of not just their rights but of their responsibility to obey the rules of the community. St. George's is a community and we do all that we can to explain to children and adults the purpose of any rules and the need to observe them. We have collaboratively created a set of promises to guide everyone to the standard of behaviour we expect. All staff are committed to maintaining high standards of discipline and encouraging good behaviour at all times. There are clear Behaviour and Anti-Bullying Policies in place and class teachers liaise with the Headteacher and any behavioural problems are followed up with appropriate and proportionate sanctions.

Our School Promises

Our agreed promises enable us to fulfil our school aims and encourage pupils to develop a sense of self-respect and self-discipline. They are a statement of the standard of behaviour we expect in our school (and whilst representing the school e.g. on off site visits).

The school promises are displayed and actively used to promote good behaviour.

Everyone promises to:

- **Be willing to listen, learn and do their best.**
- **Be kind, caring and helpful.**
- **Be fair, share and take turns.**
- **Play nicely and without play fighting.**
- **Look after the school and everyone and everything in it.**
- **Be safe and sensible and do not hurt anyone.**
- **Be polite.**
- **Be honest.**
- **Be positive about themselves & others.**

To promote positive behaviour children receive praise and reward for good attitude, work or behaviour and we celebrate this in assembly once a week. At the end of each term, children who have made an exceptional effort or improvement are rewarded with a certificate of merit in a special star of the term assembly.

In line with the Government's policy, we have a Home/School Agreement that defines responsibilities. This was compiled following discussions with other schools in the area, staff and Governors. This is sent out for parents, children and the school to sign to demonstrate agreement and commitment.

British Values

St. George's Primary and Nursery School is committed to serving its community and surrounding areas. It recognizes the multi-cultural, multi-faith and ever-changing nature of the United Kingdom and subsequently the local community. It also understands the vital role it has in ensuring that groups or individuals within the school are not subjected to intimidation or radicalization by those wishing to unduly, or illegally, influence them.

The school is fully inclusive and admits children from all those entitled to an education under British law, including pupils of all faiths or none. It follows the policies outlined by its Governing Body regarding equal opportunities, which guarantee that there will be no discrimination against any individual or group, regardless of faith, ethnicity, gender, sexuality, political or financial status, or similar.

The Government have defined key 'British Values' that they require schools to promote:

- » Democracy
- » The rule of law
- » Individual liberty
- » Mutual respect
- » Tolerance of those of different faiths and beliefs

St George's promotes British Values through the school ethos, policies and procedures, school adults acting as role models and through curriculum opportunities.

Charging Policy

Music

We are able to provide tuition for children to learn a variety of instruments. Peripatetic music teaching is a voluntary extra-curricular activity. As a result parents are charged on a weekly basis. The charge covers the payment of tuition of children in a group learning situation. A half-term's notice is required for termination of this arrangement. We currently have children who are learning to play the piano and guitar.

Cost of School Trips

All children enjoy taking part in educational visits. We would never exclude a child from taking part in school trips because of the inability to pay. However, trips must be self-financing by way of voluntary contributions or other funding.

Official School Information



OFSTED reports & other school information is available at <http://csapps.norfolk.gov.uk/schoolfinder/schoolinfo.asp?govid=2344> and www.ofsted.gov.uk



Term dates 2017/18

Children are expected to attend school every day the school is open:

Autumn Term

Return on Thursday September 7th 2017.

Half Term Friday October 20th to Friday October 27th 2017.

Finish on Tuesday December 19th 2017.

Spring Term

Return on Thursday January 4th 2018.

Half Term Monday February 12th to Friday February 16th 2018.

Finish on Wednesday March 28th 2018.

Summer Term

Return on Tuesday April 17th 2018.

Half Term Monday May 28th to Friday June 1st 2018.

Finish on Tuesday July 24th 2018.

School is also closed on: May Day: Mon 7th May 2018

A-Z TIPS FOR PARENTS

- A - After school clubs.** We aim to provide a variety of after school clubs (charges apply) throughout the school year based on pupil interest. Some may involve families. We offer Dragons 3-5pm each day as child care.
- B - Bad weather.** Listen to the local radio announcements between 7.00 and 8.30am for school closures. These are also available on Norfolk County Council's website www.schools.norfolk.gov.uk.
- **Book Bags.** Each child is given a book bag when they start school. Replacements can be bought from the school office.
- C - Car Park.** Please do not use the car park as parking is limited and if you park near the school please be considerate to our neighbours and do not park in front of the school gates.
- **Contact numbers.** Please let the office know quickly of any changes in address or telephone number.
- D - Dogs.** Are not allowed in the playground.
- E - End of School Day.** The school crossing patrol is at the front of school. The children will be supervised by their class teacher as they leave the building. Children should only leave the building if a parent or nominated adult collects them. If parents are late, the children will wait beside the office inside of the controlled entry door. Once a child has left the school premises he/she is the responsibility of the parent or guardian. **Children should not play on the play equipment at the end of the school day.**
- F - Fruit.** All children have free fruit provided for morning snack.
- G - Gates.** These are generally locked at 9.00am, after which entry to the school is via the St. Peter's Road gate. Gates will be unlocked again at 2.55pm.
- H - Homework.** Children should be reading with/to an adult at home at least 3 times per week. Other homework will be set by the class teacher as appropriate.
- **Hair.** The children should have sensible hairstyles and no artificial hair colouring.

- **Head Lice.** Unfortunately head lice are a common and recurring problem. There are no longer regular head inspections at school so this must be done at home on a regular basis. We can provide further information if required.
- J - Jewellery.** This should not be worn in school. If worn, only a watch and stud earrings are acceptable and all jewellery has to be removed for PE including stud earrings. The school accepts no responsibility for loss or injury caused by jewellery. **Staff will not remove or replace ear rings.**
- K - Kitchen.** We provide hot school meals that are cooked on site.
- L - Library.** This includes both fiction and many reference books. Children can borrow books at lunch times but please remind them to bring them back.
 - **Lost property.** Lost property is the child's/parent's responsibility. Unclaimed items are stored in a box by the library door until the end of the year. All removable clothing should be marked with the child's name.
- M - Medicines.** It is a County Council policy that staff do not normally administer medicines. When it is necessary for children to self administer medicines supervised by an adult written permission and instructions must be given by the parent/carer - see the Administration of Medicines Policy.
- N - Newsletters.** These are sent home in your child's Reading Folder on a weekly basis; please remember to also check for notes at the end of each day. Copies of the newsletter are posted on the school website.
 - **Nut and Egg Allergies.** These are on the increase; please take special care not to send food with nuts or egg in packed lunches - many thanks.
 - **Nurse.** We are supported by a School Nurse who can help with any medical issues that your child has. The nursing team visit the children in the Reception year to provide a hearing test and a check on height and weight. You will be notified of these visits.
- O - Outdoor Facilities.** We have a trim trail, a quiet area and a small garden.

- P - Photographs** During the year there may be opportunities to publicise some of the activities your child has been involved in. Your child may have their photos taken or be filmed for use either by the school or local media. The school will not name children in photographs however, the media (newspapers) normally do. All parents are asked to complete a consent form on entry to the school. If you do not want your child photographed or named in the media please make the school office aware.
- **Parent/Teacher Consultations** Formal discussions are held twice a year.
 - **Packed Lunch.** Children can bring their own lunch in a rigid container clearly named. Drink containers must be spill proof, no cans or glass bottles please. Also please think about providing healthy contents for your child - no sweets, chocolate or fizzy or sugary drinks.
- Q - Questions.** Both the Staff and Governors are always ready to deal with any questions you may have regarding the school.
- R - Records of Achievement**(reports) are provided to parents once per year.
- S - Security.** The school tries to balance the need for full security as well as providing a welcoming environment. The gates are unlocked from 7.30-8.55am and 2.55-3.15pm.
- **Smoking.** The whole building, playground and car park are a NO SMOKING area.
- T - Toys.** Toys SHOULD NOT be brought into school.
- **Toilets.** Children are encouraged to visit the toilet at appropriate times so that learning is not disrupted. For hygiene purposes children must:
 - ✓ Flush the toilet.
 - ✓ Wash their hands
- U - Uniform.** Children are expected to wear school uniform every day.
- V - Visitors.** All visitors need to report to the school office and sign in and out. Anyone working in school will be issued with an identity badge.
- X - Xtra Special Days.** The normal curriculum is temporarily suspended to support a special event, often undertaken as a whole school. There is sometimes a special meal, an opportunity to dress up or fund raising for charity.
- Y - Yellow Lines outside School.** Please do not park on these.