
Great Doddington Primary School



Prospectus

Welcome to Great Doddington Primary School

Inspire, Achieve, Shine

Dear Parents,

On behalf of the children, staff and Governors, I would like to warmly welcome you and your family to Great Doddington Primary School. I look forward to building a strong home-school partnership with you.

We hope that as you find out about our school you will gain a sense of the value we place in each child and our desire to achieve high standards in all areas of learning within our safe, happy and caring community school. At our school, the children are encouraged to develop positive attitudes to learning which will continue throughout their lives. Our curriculum is designed to enable each child to discover their strengths so they can grow into independent, responsible citizens.

Choosing a school for your child is an important decision. This prospectus aims to give you information about our school and its organisation but we would like you to visit so you can see our teachers and children at work. Please telephone the school office to make an appointment.

Yours sincerely,

Josie Garnham
Executive Head Teacher



Welcome to your local Primary School

We pride ourselves on high quality education for all children, in a safe, caring and nurturing environment, which challenges all children to achieve their full potential. Our mission statement is:

“To provide high quality teaching and learning experiences which allow each child to be valued as an individual and achieve their full potential within a happy and stimulating environment.”

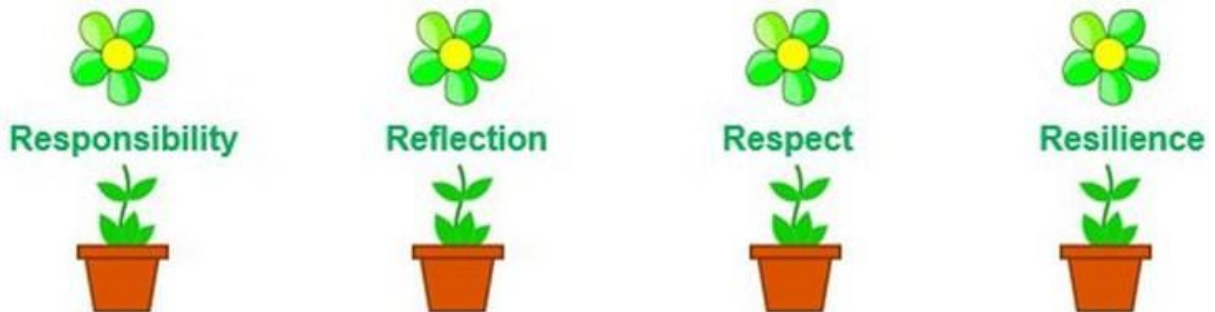
We cater for the full Primary age range (Reception to Year 6). Our staff are highly valued for the expertise they offer and all children are praised for the contributions they make to the school.

Great Doddington Primary offers the following provisions:

- EYFS and KS1 unit with covered outdoor play area and outside curriculum/garden area
- Hot meals cooked and served
- ICT equipment including computers, laptops and tablets
- Woodland area which enables outdoor learning
- A playground for sports activities
- Access to the local park for sports activities
- A good after school provision



Our school aims are based on our four core values of Responsibility, Reflection, Respect and Resilience.



Discipline and Values

At Great Doddington we set high standards and expectations in terms of attitudes and behaviour. This is fundamental to the ethos and success of our school. The school community has agreed the following values:

- Respect
- Responsibility
- Resilience
- Reflection

To co-operate with one another and work well as a **team**

At Great Doddington we all agree that everyone has the following rights:-

- To feel safe
- To be treated with respect
- To learn and work

We have 3 simple school rules for the children to remember:

- ★ BE READY
 - ★ BE
 - ★ RESPECTFUL
- BE SAFE



Each week children are chosen for setting high personal standards in behaviour and work. Parents are invited to join our VIP Assembly regularly on a Friday afternoon to help us to celebrate our children's achievements.

Discipline in the school is a responsibility shared by all staff so that children learn to form good relationships with others. Parents are informed of behavioural incidents, which give a cause for concern. Offensive language and/or any type of aggressive behaviour at any time is not tolerated.

The School Office

This is the first point of contact for all your enquiries. Mrs Ellie Kilsby and Mrs Claire Elston work in our busy school office. We ask you to support and assist them in any administrative requests the school needs to make.

Please ensure that we have at least two current contact number in case we need to call you should your child become ill at school or for any other emergency.

All visitors are asked to report to the office and, if spending any time in school, sign in on our system. You will be issued with a visitor's lanyard which must be handed back prior to departure.

To ensure your child's safety please see that they enter and leave the school through the appropriate gates at the front/side/back of school and never through the car park. At the end of the day we ask parents to wait by the classroom exit doors/gates.

Attendance

We expect all our children to attend school every day. If your child is ill, please notify the school office every day your child is absent providing a reason for non-attendance. You can leave a message on the school answerphone if you call before or after office hours.

Doctor and Dental appointments should be made outside of school hours. If this is not possible you will be asked to provide written details of the appointment. If absence from school is not explained, it will be classified as unauthorised.

We also expect children to be punctual so they have the best start to their day. The school day starts at 8:45am, the register closed at 9:00am Children who arrive after registration are marked as late.

The LA Education Entitlement Team may investigate high levels of absence or persistent lateness.

From September 2013 the DfE regulations state that no holidays can be authorised during term time. Head teachers can grant leave of absence during term time only where there are exceptional circumstances. Our Attendance Policy reflects this and our Governors monitor the effectiveness of the policy.

Links with Great Doddington Pre-school

We maintain close links with the local pre-school and arrange for their children to visit the school at various times throughout the year. This allows us to get to know the children as well as possible before they start school in the Autumn term.

Starting School

At Great Doddington we know how important it is to have a positive start to school life. Children are admitted into school in September in the academic year in which they are five. As we are a popular school, places are often oversubscribed. If your child is successful in obtaining a place you will be sent a letter of placement from the Local Authority.

In the summer term before your child starts school you will be invited to an Induction Meeting when new Reception parents are invited to find out more about the school and what their child will be doing in the Reception year. The class teacher also makes home visits to develop links with home and provide the opportunity to discuss any concerns or issues you may have. The class teacher also visits the children who attend other pre-school settings to see them in a familiar learning environment.

Prior to starting school in September, children are invited to two sessions in the Reception class to get to know the class teacher, the classroom and their classmates. On the first occasion this will be with a parent to support them and on the second occasion they will be invited to a short session on their own.

In September, the children initially attend part time. This is important to allow the children to get to know the staff, routines and expectations as part of a smaller group to make transition easier and run smoothly. If both the class teacher and parent agree that the child is then ready, the child will then start full time.

From our first contact with you, until your child is happily settled into full-time school, each stage is carefully and thoughtfully planned to ensure that trust, confidence and independence are nurtured. A child who is happy and confident in the early days at school will have a flying start in the educational process.



Curriculum

We provide a rich curriculum, which offers the children a broad and relevant education where learning is linked to real contexts and links are made between subjects. English and Mathematics are at the heart of all that we do so that children leave our school with the key skills that they need for the future. Our topics are fun and exciting and we include visits, visitors or tactile stimulation wherever possible. We also involve the children with their own learning and encourage them to share their successes and next steps in learning with their parents. Details of the curriculum can be found on our website.



Religious Education

Religious and cultural education is important in our multi-faith, richly diverse society, and at Great Doddington we see it as a vital teaching tool. We want to lead our children to a deeper understanding of the major worldwide religions and ideologies and we aim to contribute to their development as open-minded individuals and members of a confident society that celebrates variety.

At our school RE is taught in accordance with the Northamptonshire syllabus and is enriched by visits to local places of worship and visits from the Vicar, the School Christian Assembly Team, and visitors from other faiths. Parents have the right to withdraw their children from all or part of RE and those considering this are invited to discuss the matter with the RE lead.

Personal, Health, Social and Education (PHSE)

We aim to promote healthy, independent and responsible members of society. We encourage all our pupils to play a positive role in contributing to school life and the wider community through our School Junior Leadership Team (JLT), fund raising events, supporting charities and involvement in community activities. The children are given opportunities to develop confidence, self-motivation and an understanding of their rights and responsibilities within our diverse society.

We teach PSHE as a discrete subject, and also through Social and Emotional Aspects of Learning, within our assemblies and through other subjects such as RE.

Children with Special Educational Needs or Disability

All children are valued, respected and welcomed at our school, whatever the level of their educational or physical ability. The school's policy for special educational needs is regularly reviewed to ensure that it meets the requirements of "The Code of Practice for the Identification and Assessment of Special Educational Needs" set out by the Department for Children, Schools and Families.

The school has an Inclusion Leader; we also take advice from a range of specialist agencies to support our provision for children with special educational needs. We try to ensure that parents receive all the support and information that is available to them.

If the school feels that it is unable to fully meet the needs of a child without additional support, they may, in consultation with the parents, apply for a statutory assessment of a child's needs. This may result in a multi-agency plan of support known as an EHCP (Education Healthcare Plan) being drawn up.

Equal Opportunities

We value all members of our school and community, seeking to accept everyone with respect and ensuring that all have equal opportunities irrespective of their gender, ethnicity, sexuality, religion, background or disability. We aim to be fully inclusive in all areas of school life and encourage our children to recognise and value our rich and diverse world.

Our accessibility plan ensures that all pupils and prospective pupils with a disability can participate fully in the school life.

The school have a zero-tolerance approach to racism, prejudice and discrimination and all issues will be dealt with seriously and in accordance with current legislation and the school behaviour policy.

Educational Visits

The outdoor classroom can bring learning alive for children and we aim to use our grounds and local resources to engage our children in their learning. We plan educational visits linked to the curriculum to enhance and enrich the learning that takes place. All visits are carefully planned and risk assessed.

We strongly believe in the value of Residential visits as a way of developing children socially and educationally.



Extended School Activities

We believe in the importance of organised activities that are held outside of school hours. Regular extra-curricular activities include Gymnastics, Football, and Basketball. All after school club information is on the website.

Head Boy, Head Girl and School Council

We believe it is important to listen to our children and value their contribution when making decisions about the school. At the end of the school year the children in Year 5 are asked to apply for the position of Head Boy and Head Girl for the forthcoming year. These children lead the School Junior Leadership Team (JLT), who are elected each year. Two representatives are elected by each cohort (Yr 3 to Yr 6) to represent their class on the School Council. The School Council meets weekly to discuss ideas they have for the school. These ideas help us ensure that developments we make have taken account of the children's views.

Home-School Liaison - A Vital Partnership

We view education as a partnership between home and school. Please let us know if you have any problems and we will do our best to ensure they are resolved as quickly as possible.

Every week children are given homework. This may be reading, either to themselves or to you. We would appreciate a comment in the reading record book when you hear your child read. Other activities may include maths, spellings, research for topics, or other activities to support their learning.

Throughout the year you will be given opportunities to visit your child's teacher to discuss their progress. During these times parents are able to have a detailed discussion with their child's class teacher regarding attainment, progress and next steps in learning. Social and emotional development are discussed as well as academic progress.

Detailed written reports are sent to all parents at the end of the school year. Results of all national test taken by each child will also be shared with parents.

Parental help in school

We are always grateful to those parents who come into school and help. There are many areas of school life in which we welcome the support and help of parents. This includes classroom support or help on visits. If you have some time to spare or a particular talent or area of expertise then we would love to hear from you. Don't be shy!

Prior to commencing your work in school, all helpers will be required to have successfully completed a DBS disclosure which helps us ensure the children in our care are protected from harm.

Should you wish to help please contact your child's class teacher or the school office.

We will email a copy of our regular newsletter to all parents informing you of school issues and events that you are welcome to attend. The newsletter is also available on the school website.

May we take this opportunity to thank everyone who supports our school. We aim to build on links already established and, with your help, make our school a place of which we can all be proud.

The Friends of Great Doddington School (FOGDS)

We have a very active Friends Association who organise many fun events for the children, including discos and film nights, as well as raising funds for the school. These funds enable us to enrich the curriculum through educational visits and visitors and to provide additional resources for teaching. FOGDS meet termly to discuss future events and would value any additional support you can give. Please contact any FOGDS member (through the school office) for further information about forthcoming events and to offer your support.

Our fantastic playground equipment funded by our Friends Association



School Uniform, Equipment and Jewellery

Uniform

Green sweatshirt or cardigan with the school logo on
White shirts/blouses/Green polo shirts
Grey
trousers/shorts
Grey skirts
Green/Yellow gingham dress

PE Kit

Black shorts
White t shirt
Black tracksuit (You can buy a school logo tracksuit on the uniform shop or this can be an unbranded plain black tracksuit)
Trainers- with white soles

To order sweatshirts and polo shirts displaying the school logo, and other uniform please visit Wellingborough Uniform Shop

<https://www.uniformshopwellingborough.co.uk/>

All clothing should be clearly named so it can easily be returned to its rightful owner.

Book Bag

Please provide a book bag for children starting in Reception, Year 1 and 2. This can be ordered from the website.

Jewellery

For reasons of safety, jewellery should not be worn. If children have pierced ears they should only wear one pair of simple studs which must be removed by the child for PE lessons. If your child is unable to remove their own earrings please ensure they are not worn on PE days. The staff cannot accept responsibility for the safekeeping of watches, earrings or for any injury caused by children wearing jewellery.

Healthy School

As a healthy school we encourage the children to adopt a healthy life style, both within and outside curriculum time. We encourage physical activities during playtimes. We believe it is important for children to access fresh water throughout the day and ask all children to have a water bottle in school.

Children in Early Years and Key Stage 1 are offered a piece of fruit each day under the Government's Fruit and Vegetable scheme. Key Stage 2 children are encouraged to bring a piece of fresh fruit or vegetable as a healthy snack from home.

Please note that sweets, crisps and chocolate/cake snacks are not allowed at playtime.

Children have the opportunity to drink milk via the *Cool Milk* scheme. All under 5 children are entitled to free milk if you would like your child to have milk please contact the school office.

Lunch Time

All children are given the option of hot school dinners provided by *Love Food*. Children in KS1 are entitled to free school meals under the Universal Infant Free School Meal scheme. If you wish your child to have hot meals the school office will provide you with a login and password for the *Love Food* website which will allow you to order meals (and to pay for them online, if applicable). Any allergies can be managed via the website as all ingredients are listed. Meals should be preordered the week before if possible, but can be ordered up until midnight the day before.

If you think that you may qualify for free school meals please ask for information, in confidence, from the school office. Registering for Free School Meals benefits the school as well as the family as we receive an additional sum of money for each child in receipt of free school meals as Pupil Premium.

If your child is having packed lunches, please clearly mark the lunch box with your child's name and ensure that it can be opened easily. We encourage the children to bring a healthy packed lunch including savoury items, with cakes and crisps reserved as occasional treats. Please avoid glass bottles/containers, canned and/or fizzy drinks and ensure that drinks containers have firm fitting lids. We have a **NO NUTS** policy in school.

Medical Information

Parents are requested to inform the school about any medical conditions, dietary requirements etc., as they arise so that information can be updated regularly.

If your child requires an inhaler and/or adrenaline injector, parents are requested to inform the school. Spare medication should be left in school to ensure it is here if needed. A permission form to allow staff to administer adrenaline injector and inhalers in an emergency will require completion.

The school will only administer one dose per day of prescription medication to your child. A permission form will need to be completed by the parent.

Each child is seen by the school nurse during their first year at school. Sometimes they are seen more often if this is deemed necessary, or if a parent or teacher requests it.

Child Protection Procedures

“Great Doddington Primary School is committed to ensuring the welfare and safety of all children in school. All Northamptonshire schools, including Great Doddington Primary School, follow the Northamptonshire Local Safeguarding Children Board Inter-Agency Procedures. The school will, in most circumstances, endeavour to discuss all concerns with parents about their child/ren. However, there may be exceptional circumstances when the school will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Child Protection procedures). The school will, of course, always aim to maintain a positive relationship with all parents. The school’s child protection policy is available on request.”

We take the Safeguarding of our children very seriously, and ensure that the school site is secure at all times. Children will not be allowed to leave the school site alone during school hours. If your child has an appointment with the doctor, optician, etc. which requires release from school, please arrange to collect your child from the school office on arrival.

School Governors

The school's Governing Body underpins all that takes place in school. They work in partnership with the children, parents, staff and the community. The governors ensure that the correct levels of provision are there for all children, and have an overview of the education provided by the school.

The Governing Body is a mixture of selected, elected and co-opted representatives of the communities, including the school staff, our parents, members of the community and our Local Education Authority. It aims to create a balance of interested parties in the provision of education at Great Doddington Primary School.

We are sure your child will be very happy here, we look forward to welcoming you!

