



Park House Primary School

Rupert Street,
Lower Pilsley,
Chesterfield, Derbyshire
S45 8DB

Tel:
01246 851185



Email:
admin@parkhouse.derbyshire.sch.uk

WELCOME

Dear Parents/Carers

I would like to take this opportunity to welcome you and your child to what I hope will be a long and happy relationship with all involved with Park House School.

In deciding to send your child here you have made a wise choice. We are a 'Good' school and all of my staff will work hard to ensure that your child's time with us is positive and purposeful and that their needs, both personal and academic, are catered for.

We take pride in the quality of the curriculum that we provide and also offer many extra-curricular activities that are sports or creative arts based. We understand that children learn in different ways and so always try to teach in a variety of learning styles. Most importantly we strive to create a mutually supportive atmosphere that is based on respect and high expectations.

In return we expect all our pupils to think and to have a go. Behaviour is very high on our agenda and our children respond to this. In this type of environment, the results we achieve are some that we can be rightly proud of.

You too will play your part. Schools do not exist within a vacuum and the practical and moral support you provide will strengthen the home/school partnership and ultimately benefit your child.

I do hope you enjoy looking through our brochure, but I fully appreciate there may still be things that you want to ask. Please feel free to contact us.

Our door is always open.
Yours sincerely,

Mrs S Kavanagh
Head Teacher



**Rupert Street, Lower Pilsley,
Chesterfield, S45 8DB
01246 851185**



Ofsted
Good
Provider





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ABOUT OUR SCHOOL



- Park House School was first opened on 18th March 1889. At that time, it was in fact not one school but two. At present it is a Community Primary School for children aged from five to eleven years.
- In September 2024, there will be one intake for children starting in the Reception class. Children whose fifth birthday falls between 1st September 2019 and 31st August 2020 are admitted at the beginning of the autumn term.
- For 2024/25 our maximum admission number for Reception children is 30. Derbyshire County Council determines this number. During 2024/25 our number on roll is expected to reach in the region of 200 children.
- In addition to the hall and seven classrooms we have a computer suite and children's baking kitchen.
- The Library is situated in the main corridor adjacent to the offices.
- Outside, we are developing a Wildlife Garden, and we have a hard play area, an outdoor shelter, a playing field, a multi use games area (MUGA) and a curriculum play area for Reception children.
- Also, we have renovated an outside stores into two small group teaching spaces, known as 'The Learning Zone'.



USEFUL INFORMATION



School Contact Details:

Rupert Street, Lower Pilsley,
Chesterfield, S45 8DB

01246 851185

admin@parkhouse.Derbyshire.sch.uk

The school is maintained by Derbyshire County Council. Should you require any information then you should contact Call Derbyshire on 01629 580000.

THE GOVERNORS AS AT JANUARY 2024 ARE:

The Chair of the Governors is:

Mr M Dore

The Clerk to the Governors is:

Mrs J Swift

HEAD TEACHER

Steph Kavanagh

TEACHING STAFF

Christine Ellis

LOCAL AUTHORITY

Owen Robinson

CO-OPTED

Martin Dore (Chair)

Liz Key (Deputy Headteacher)

Zoe Thorpe

Joanne Hardy

Ruth Allen (Co-Vice Chair)

Linzi Smithies

PARENTS

Ruth Coulson

Daniel Faulkner

Carolyn Stone (Co-Vice Chair)

Dionne Daysh

Terri Faulkner

ASSOCIATE

Lisa Ellis



OUR SCHOOL ORGANISATION



During the school year 2024/25 there will be seven classes in school, arranged as follows :-

Reception (27 children) — **Known as the Foundation Stage**

Year 1 (30 children)
Year 2 (26 children)

} **Known as Key Stage 1**

Year 3 (30 children)
Year 4 (32 children)
Year 5 (31 children)
Year 6 (31 children)

} **Known as Key Stage 2**

Children are grouped into classes by Year Group (which is determined by date of birth).

SCHOOL STAFF

There are a number of people involved in the running of the school:

Head Teacher

Mrs S Kavanagh

Deputy Head Teacher

Mrs Liz Key

Teachers

Mrs H Fidler & Mrs K Mills
 Mrs C Kelly & Mrs M Gavan
 Mrs S Cook
 Mrs H Taylor
 Mrs I Hopkins
 Mrs L Reeve & Mrs T Watkinson
 Ms K Crawshaw-Moore (Music)

Learning Mentor

Mrs C Ellis

Teaching Assistant

Mrs M Goodwin
 Mrs T Millward
 Mrs H Mosley
 Mrs J Sanderson
 Miss E Bushnell
 Miss K Clarke
 Miss N Deaton
 Miss R Smallwood

Mid Day Supervisors

Miss K Clarke
 Mrs V Monk
 Mrs Ene
 Mrs Gale
 Miss Griffith
 Mrs Harper

Caretaker

Mr R Callaghan

Cleaner

Mrs J Bass

Catering Supervisor

Mrs J Swift

Catering Assistant

Miss H Swift

School Business Officer

Mrs D Wagstaff

School Business Administrator

Miss R Mawbey

Senior Mid Day Supervisor

Miss R Smallwood

The school crossing patrol, Mr Holland, stands by the small lower gate and we ask all our children to use this facility so that they can cross Rupert Street in safety. All children enter school via the silver gate both at drop off and collection times.



OUR CURRICULUM



The school was inspected by OFSTED in July 2023 and received a very favourable report. A full copy of the report can be accessed at www.ofsted.gov.uk

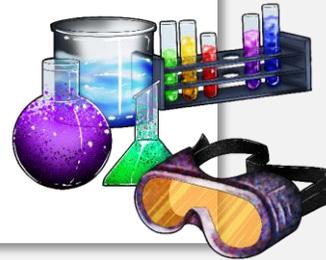
We have a broad and balanced curriculum. At Park House School the staff (teachers and non-teachers) are concerned with the maximum all round development of each child during the most formative period of their development. With this in mind the curriculum embraces:

•**English:** including reading, writing, speaking and listening, drama

•**Mathematics:** including opportunities for problem solving, investigation work and games, to ensure understanding



•Science
•Computing
•Design & Technology
•Physical Education
•Music
•Art and Design
•Religious Education



•Personal, Social and Health Education
•Relationship and Sex Education
•History
•Geography
•Modern Foreign Languages (Key Stage 2 pupils)

The curriculum, therefore, is broad. During each school year all children encounter every component, and the staff ensure that appropriate attention is given to each area.

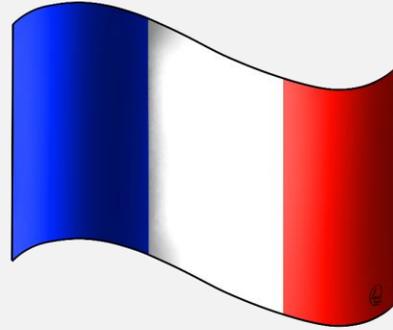
The teachers develop and maintain meaningful records, evidence of achievement files and pupil profiles to ensure that knowledge, concepts, skills and attitudes are developed within each child to his or her full potential. To this end the children encounter learning strategies, which are related to them and their particular needs and style of learning. A full range of appropriate teaching methods is used.

Whole class teaching is common, but pupils also have the opportunity to work in groups and independently.

Teachers maintain a balance between direct teaching and pupil activity. Policy Statements, Schemes of Work, Planning Documents and National Curriculum Syllabuses, are available for inspection in school or on our website.



CURRICULUM CONT.



MONITORING EVALUATION AND REVIEW

We constantly monitor teaching, learning and our overall practice. Each year, we produce a School Development Plan that gives details of how we intend to improve further on what we offer the children.

- In September 2014, the curriculum changed and now includes: English, Mathematics, Science, Design and Technology, History, Geography, Music, Art, P.E, PSHE and Computing. You will be told of your child's performance in these subjects at regular Parent/Teacher consultation meetings and also by means of an annual report, issued in June/July.
- Careful records are kept to ensure that the necessary work is covered. You can ask to see your own child's records; this process is determined via data protection (GDPR) please see our policy .
- By law, children are assessed at the end of Key Stage 2 (end of Year 6). There is also a statutory phonics test at the end of Year 1. Year 4 are now asked to undertake the multiplication check in June. Reception (EYFS) also undertake a baseline assessment within the first 6 weeks of starting school.





ENGLISH



The ability to communicate effectively through language is an essential skill for all individuals. Indeed, it is a 'life skill' necessary for our everyday existence. As such, we recognise the importance of language as a major instrument of learning throughout the school curriculum. We provide a balanced and progressive English programme aiming to develop knowledge, skills and understanding through all three attainment targets of the English

- Speaking and listening
- Reading
- Writing (including spelling, handwriting, grammar and punctuation)

The content of our English teaching and learning programme is in line with the National Curriculum and each Key Stage class has a dedicated daily Literacy lesson.

Children are taught as a Year group, in smaller groups (often according to ability) and sometimes as individuals.

Some English work also arises as part of other subjects. English work in our Reception class leads towards a Literacy lesson during the summer term. We currently teach phonics from the DfE approved Twinkl scheme.

The main objectives of our English work are to give children the skills and confidence to:

- develop enjoyment and pleasure in all areas of language
- listen, talk fluently, naturally and confidently; express themselves in clear, concise english and arrange their thoughts logically
- read; developing a love and appreciation of all kinds of books and an enjoyment of reading
- become fluent and confident writers, in a variety of styles to suit different audiences/purposes.
- Learn to express themselves effectively through drama .





MATHEMATICS



In Mathematics, children gain knowledge, skill and understanding of:

- number
- space, shape and measures
- handling data

Children also achieve the ability to select and use whatever mathematics is appropriate to complete a specific task, including the application of mathematics in other curriculum areas. Mathematics is also taught as a source of wonder and delight.

Through the teaching of Mathematics, we aim to help children to:-

- enjoy Mathematics
- achieve confidence (through a sense of achievement)
- apply acquired skills
- develop a systematic approach to problems
- realise that mathematics is not just finding answers, but that procedure and method are important too.

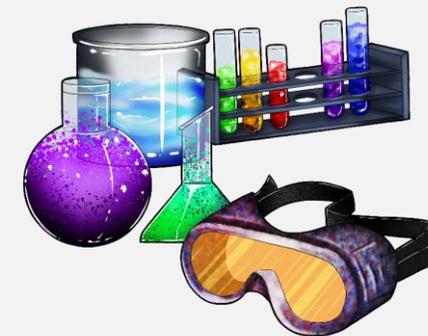
Throughout the school we follow the National Curriculum and are using developing Mastery Maths approaches in Key Stages One and Two, which involves a mental maths session, concrete maths (using objects), pictorial (illustrating the maths) and abstract (solving problems using different strategies). This provides opportunity for:

- class teaching and discussion mental work
- practical work
- reflective time
- consolidation and practise
- problem solving
- investigational work
- working individually/in pairs/as a group/as a class
- using calculators appropriately
- using computers

We also use additional time for developing mental agility.



FOUNDATION SUBJECTS



SCIENCE

Science is taught each week in line with the requirements of the National Curriculum. Teachers follow a detailed Scheme of Work that has been designed to facilitate progression and continuity throughout the school and cater for differing abilities. A child's ability is assessed during each half-term's 'block' of work. Again, each Year Group is taught as a whole as well as small group and individual work. Opportunity is given for experimental, problem solving and investigative work.

COMPUTING

Our work is based on a detailed scheme that promotes progress and continuity and full coverage of the National Curriculum syllabus. Work in Computing is often linked to current work in other subjects. Children are taught as a Year Group and sometimes in small groups or individually, receiving further tuition and assistance as necessary. Children have access to a Computer Suite, classroom iPads, and we have installed interactive whiteboards in each teacher's classroom.

HISTORY AND GEOGRAPHY

History and Geography are taught as separate subjects and a particular area of study lasts for either a half or a full term (e.g 'Vikings', 'The Maya'). These topics may also include some related Art, Design Technology, Personal and Social Education etc. Children's work is related to ability and teachers' expectations vary accordingly



FOUNDATION SUBJECTS CONT.



MUSIC

Throughout the school we follow our own bespoke scheme of work which reflects the requirements of the National Curriculum. Musical opportunities are also provided by a variety of extra-curricular activities. Peripapetic music teachers deliver violin, guitar and ukulele tuition.

We have a high musical reputation both in the locality and beyond. Public performances each year include a Carol Service and Concerts. We are proud to have recently been awarded the Quality Mark for music in 2023.

RELIGIOUS EDUCATION

Religious Education has to be taught by law and in our School it is based on the 'Derbyshire Agreed Syllabus'. It is non-sectarian in character.

Each day begins with an Act of Worship (again required by law) that is conducted either by the staff, the children or a visiting speaker. Christianity plays a major part. However, we also aim to familiarise children with other world faiths, customs and ways of life.

If you require your child to be exempted either from Collective Worship or Religious Education, this can be arranged through the Headteacher. Children who are withdrawn from Religious Education are given other work and those withdrawn from Collective Worship are supervised/instructed by parents of the same faith/denomination.



FOUNDATION SUBJECTS CONT.



PHYSICAL EDUCATION AND SPORTING OPPORTUNITIES

We provide a balanced and progressive PE programme in order to give all children experiences that will encourage a life-long interest in individual and competitive sport, healthy living and physical recreation.

We believe that PE should be fun, exciting and interesting but not an undisciplined event. Knowledge, skills and understanding are developed through all the activities of the PE National Curriculum

PE is a timetabled event and throughout the school year there is a balance between each activity. Regardless of gender, ability or physical disability, during their time with us, children are involved in: Football, Athletics, Cricket, Tag Rugby, Group games, Hockey, Gymnastics, Running, Swimming, Dance etc.

During each school year we aim to provide approximately 60 hours of PE lessons for every pupil. Each Key Stage 2 child also has the opportunity of participating in after-school sports clubs and/or sports matches. In addition, there are the residential visits and football tournaments which take place during the school day.

We ask parents to provide PE kits for their children. These should consist of a T-shirt and shorts (in the colour of the child's house - red, green or blue) and a pair of plimsolls. Training shoes are not allowed for gym work; this has to be done in plimsolls or bare feet. For reasons of safety, all shirts must be tucked in, long hair must be 'tied up' and no jewellery can be worn.



FOUNDATION SUBJECTS CONT.

PERSONAL, SOCIAL AND HEALTH EDUCATION AND CITIZENSHIP

PSHE and Citizenship helps to give children the knowledge, skills and understanding that they need to lead confident, healthy, independent lives and to become informed, active and responsible citizens. Our children take part in a wide range of activities and experiences both within and beyond the curriculum, contributing fully to the life of their school and community. They are encouraged to recognise their own worth, work well with others and become increasingly responsible for their own learning. We use the Jigsaw scheme of work to deliver our PSHE curriculum and this links in with the statutory Relationship and Sex Education (RSE).

DESIGN AND TECHNOLOGY

Our work in Design and Technology helps to prepare children to participate in the world's rapidly changing technologies. The subject calls for the children to become autonomous and creative problem solvers both as individuals and members of a team. They are encouraged to develop ideas and make products and systems, whilst developing practical skills and aesthetic understanding. Children are led towards the effective evaluation of a finished product, and through Design and Technology become discriminating and informed users of products (and they become inventors!).

Relationship, Sex, Health Education



SEX EDUCATION

Human growth and reproduction are taught during Science and P.S.H.E. lessons, in line with the National Curriculum. The work is carefully planned and delivered by the teachers and it is introduced within the context of family life. Discussions, answers to questions, written work and diagrams are always geared to the age and maturity of the children.

The Governors have decided that Year 5 and Year 6 children will discuss matters in a little more detail, as a separate entity and in a slightly wider context (e.g. dangerous diseases, unwanted pregnancy). Unnecessary and age-inappropriate questions are not answered but may sometimes be referred to parents for private explanation if deemed necessary. The teaching staff deliver the course of study.

Children may be withdrawn from this work at parents' request, we do ask that you discuss this with the Headteacher or class teacher. Should parents wish to discuss the content of lessons and teaching materials, please see the class teacher. We use Jigsaw as our scheme of work and further information is available on our website.





FOUNDATION STAGE CURRICULUM (RECEPTION CHILDREN)

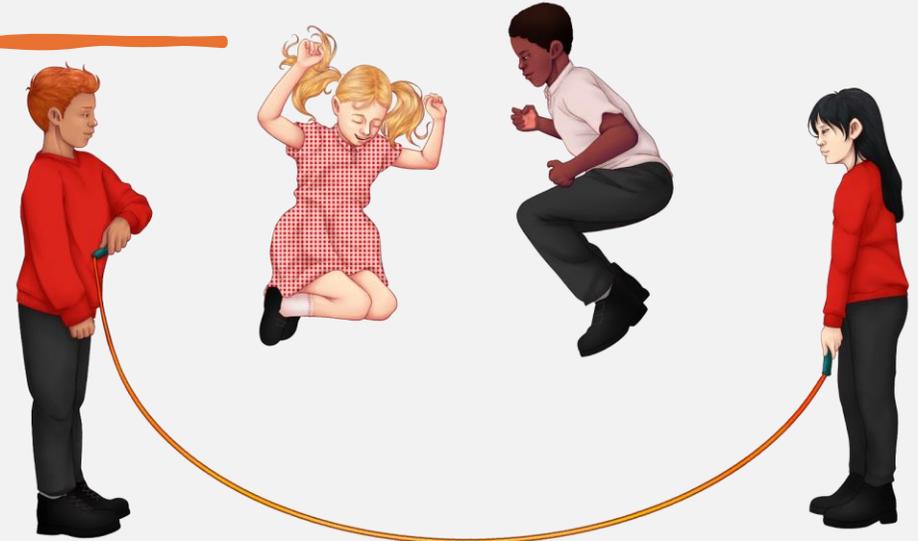
The Foundation Stage curriculum is organised into seven areas of learning

- Personal, social and emotional development;
- Communication and Learning.
- Literacy.
- Mathematics.
- Expressive arts and Design.
- Understanding of the world;
- Physical development;.

We also work towards the characteristics of effective learning:

- Playing and exploring – children investigate and experience things and “have a go”.
- Active learning – children concentrate and keep on trying if they encounter difficulties and enjoy their achievements.
- Creativity and thinking critically – children have and develop their own ideas and make links between ideas. They develop strategies for doing things.

These areas all lead towards the subjects of the National Curriculum including the National Literacy Strategy and the National Numeracy Strategy. Early Learning Goals establish expectations for most children to reach by the end of the Foundation Stage, but are not a curriculum in themselves. They are organised into the seven areas above and provide the basis for planning throughout the Foundation Stage, so laying secure foundations for future learning. By the end of the Foundation Stage, some children will have exceeded the goals and will be working on the first rung of the National Curriculum levels. Pupils in Reception will complete a baseline assessment which is used by the DfE to look at progress when compared to their end of KS2 assessments.



SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND)



The procedures and organisation for dealing with Special Educational Needs are in line with a Code of Practice, issued by the Department for Education and Skills and common to all schools. In the first instance, class teachers speak to parents about any concerns that they may have about a child. Concerns may be due to concerns falling in the categories below:

- Communication and interaction
- Cognition and learning
- Sensory/Physical
- Social, Emotional, Mental Health

If it is necessary, a child's name is put on a Special Educational Needs (SEN) Register which helps and prompts us to monitor progress, ensuring that everything possible is done to meet individual needs. Being on the 'SEN' Register involves setting long and short-term targets for a child. Children, together with their parents, are invited to a Parents Review Meetings to assess progress and agree the next targets.

To help meet targets, the children have an 'Individual Education Plan' (IEP) and a copy of this is given to parents with suggestions of ways in which they can help at home.

Mrs Ellis and Mrs Kavanagh are responsible for SEND in School and they, together with the class teacher (plus any other support staff) attend the review meetings. We keep records of reviews for all children on the register. These are updated after each review.

Occasionally a child's needs are such that specialist help is needed from outside. This help may come from: Educational Psychologist; Primary Support Teaching Service (SSSEN); Local Inclusion officer; Occupational Therapist; Speech Therapist; Advisory Teachers for Visual Impairment, Physical Impairment and/or Hearing Impairment.

SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) CONT.



Where pupils require more targeted support over a longer period, Derbyshire County Council may issue what is called a 'Education, Health and Care Plan'. Whatever the course of action, parents are involved at all stages.

In School, we have appropriate Special Needs Resources, which we expand/update each year according to the financial allocations approved by the Governors. Staff undergo training as appropriate and in line with our annual School Development Plan.

Parents may inspect the School's Special Educational Needs Policy at any time. The policy is reviewed and evaluated each September by the Governors and Staff. It should be mentioned that all work in school is differentiated according to a child's ability and current stage of development. For example, worksheets are designed to meet the needs of all the different abilities within a class.

The SEND Code of Practice is a part/extension of this approach and is designed specifically for those children who need work that is additional to and different from the rest of the class. If any child requires an IEP, he/she will receive a 'child friendly' version of the IEP which means it will be translated into their terms of understanding. They will be fully involved with this process by having a 'one -to-one' session with Mrs Ellis, and will have to opportunity to interpret their own ideas by their choice of pictures.

If you have any worries, please come and speak to us!



WORKING TOGETHER

SAFEGUARDING

Parents should be aware that the School is required to take any reasonable action to ensure the safety of its pupils. In cases where the School may have reason to be concerned that a child may be subject to ill-treatment, neglect, or other forms of abuse, the Headteacher is obliged to follow the Child Protection Procedures (established by the Derbyshire Safeguarding Board) and inform Social Care of the concern.

PARENTS AND SCHOOL

Parent/teacher consultation evenings and other meetings (e.g. about curriculum areas) take place at various times throughout the year. The school provides all parents with an Annual Report about their child plus 2 mid term reports. Detailed information about the school and its performance can be found on the school profile website at: www.parkhouse.derbyshire.sch.uk.

COMPLAINTS

We are a very popular school as is evident from the very many requests that we receive to admit children from outside our normal catchment area. Our ethos is such that 'run of the mill' misunderstandings and/or problems can quickly be resolved by means of a quick chat with either the class teacher or the Deputy Head/Headteacher. However, there is a special procedure for dealing with formal complaints about the school curriculum, including Religious Education and Collective Worship. If you have a complaint or query you should contact the school so that the matter can be discussed with the Headteacher. We are sure that all questions and anxieties can be dealt with in this way. However, if complaints cannot be resolved, then an official procedure involving the Governors can be invoked, a copy of which can be obtained from the School Office or website.

We need to work together as partners; please don't keep your worries to yourselves..... tell us !





DATA PROTECTION

Basic information about pupils is held on our administration computer to assist with the efficient organisation of the school and the children's educational needs. Security measures are taken to ensure that the information is kept confidential and is only available to authorised staff. It may be used for statistical purposes, but this will not enable any individual to be identified.

The school has registered with the Data Protection Registrar details of persons to whom they may wish to disclose information. By law, under the provisions of the Data Protection Act 1984, information may only be disclosed to other persons in accordance with this registration.

It is the policy of the Governors that such information is confidential and that, even where a need to disclose information has been registered, it will only be divulged in exceptional circumstances and will be kept to the minimum necessary to achieve the purpose. The policy is, of course, subject to any law, which imposes a duty of disclosure on the Governors.

Children use computers in their work as part of their education, but they do not have access to personal information records.

If you are concerned about any aspect of personal information held on the computer, please contact the Headteacher in the first instance or write to the Data Protection Officer, Mr John Walker c/o Park House Primary School.



PASTORAL CARE/FIRST AID



As we have around 210 children in school, accidents do occur from time to time. Any injuries sustained are dealt with immediately and we are able to administer simple First Aid. Most staff hold First Aid certificates. However, if we feel that there is any doubt we will endeavour to contact you immediately, either at work or home so that your child can be taken home (by an adult) or collected by you from school.

It is important, therefore, that we keep our emergency records up to date. If you have a change of address, telephone number or mobile phone number, please let the school know as soon as possible.

We also need to know of any special medical or physical conditions concerning your child.

Please note that staff are only allowed to administer medicines or tablets if a medication form, available from the school office or on our website, has been completed. Preferably, please either ask your G.P. to time dosages outside of school session times, you are also welcome to come into school to administer the medicine yourself.



EFFECTIVE LEARNING



Learning is most effective when it takes place in a happy, caring and secure environment, so we try to reflect this in every area of our school. To name but a few, we aim to develop the following attitudes and concepts in each of our children:

Self-discipline; Self-respect; Social awareness and respect for others; Tolerance and caring; Good manners; and Effort

We aim to promote these in a positive way at all times. For instance, there is an emphasis on rewarding and praising good or improved behaviour and effort; constant criticism does not bring out the best in any child. Pupils are also rewarded through Dojo Points which can be redeemed each term for prizes. Each Friday we have a “Gold Book “Assembly where the children’s’ achievements are celebrated.

ATTENDANCE

It is vital that your child attends school regularly. Your child’s progress depends upon regular attendance and monitoring of attendance shows us that there is a direct link between how well children do at school and how much time they have off school.

HOMEWORK

Children are asked to follow up and reinforce work done at school. We would very much appreciate your co-operation in this matter. You can also help enormously by listening to and encouraging your child to read at home, support them to complete TTRockstars or Numbots. Each child has a homework diary and we ask for your co-operation with this. There are spaces in it for your comments and initials.

If your child’s attendance is	They will miss this many days of school in a year	Which means ...
100%	0 days	Good Progress! Your child has a flying start and the best chance of success!
95%	9.5 days	
90%	19 days	Worrying Progress!! Your child will find it harder to make progress and may fall behind.
85%	28.5 days	
80%	38 days	Concerning! Your child will find it hard to catch up and the gap between them and their friends will widen!
75%	47.5 days	





EXPECTATIONS



SCHOOL RULES

Formal rules are few but are necessary to ensure either the children's safety or the smooth running of the school. The reasons for the rules are explained to the children from time to time. **Our rules are: Be Ready, Be Safe and Be Respectful!**

We expect children to be:

- co-operative
- caring and kind
- well-mannered
- respectful of people and property
- self motivated
- We expect children to take a pride in their own appearance and that of their work.



In any school there is bound to be misbehaviour at some time or another and it is sometimes necessary to 'correct' a child. This is done verbally. We also operate a 'yellow/red card' system (rather like football match cards!). If a child receives a 'card' sanctions will be in line with the school behaviour policy. More than one card involves giving up further playtimes too. We write to the parents of those children receiving cards to explain the reason why the cards were given, and the sanction imposed. Poor behaviour outside of school, where a pupil is identifiable as attending our school, may also be sanctioned under the DfE guidance on Behaviour in Schools (February 2024).

Very occasionally we may ask to see parents in order to help solve an ongoing problem with behaviour, attitude, or effort. When a child is issued a 'card' they are asked to go to see the Headteacher to explain why. We will always be fair and listen to all sides of what has happened.

Therefore, we always remember that each child is different, and they are treated accordingly. You can read the behaviour and anti-bullying policies on the school website. Corporal punishment of any kind is forbidden.





UNIFORM



SCHOOL HOUSES

We have three school 'houses' (blue, red and green) and your child will be allocated to one of these. Children remain in the same house throughout their time at Park House. Children from the same family are usually in the same house. Dojo points are awarded for effort, good work, and helpfulness (not ability). Prizes are awarded each term and a cup is presented to the winning house every term.

JEWELLERY

Apart from 'studs' in pierced ears children are not allowed to wear any form of jewellery in school. When ears are first pierced studs may be worn but these should be covered for PE and swimming (e.g. using a sticking plaster or swimming hat). The staff cannot accept any responsibility for loss or damage to jewellery, neither are they allowed to help with the removal or replacement of earrings. We ask that no smart watches connected to phones are worn at school and school are not responsible for any loss or damage to watches worn. Gel and acrylic nails are not allowed in school due to the associated risks during playtime and PE sessions. We request that pupils do not wear make-up of any kind at school. Hair longer than shoulder length should be tied back.



SCHOOL UNIFORM

The Governors recommend that all children wear our uniform. Garments may be bought through Loopwear.co.uk or non-branded items can be purchased from supermarkets/high street stores. At present ALL our children wear the uniform on each school day and we should like this to continue please. Often items of clothes lose their owners, in order to help us to reunite them, **please ensure all uniform is clearly named**. Lost property is held in a box near the baking kitchen which you are welcome to check for lost items. Sweatshirt - Red with or without the school logo Polo shirt - Red or White with or without the school logo Trousers - Dark coloured jeans are not allowed Black or grey trousers/skirts/shorts are allowed Footwear - Black shoes or trainers may be worn. (Please ensure shoes do not have coloured logos/branding on them) In warm weather, school shirts should be worn with shorts/skirts. The girls may wear cotton dresses, which are sympathetic to the uniform colour scheme (i.e. containing some red in the material; for example, a gingham check). A red school fleece bearing the school logo is available to order. Please ensure your child does not wear open toed sandals/shoes as we have many activities such as the trim trail/climbing frame available at playtimes.



TERM DATES

CLOTHING

Clothing is the responsibility of parents, but it would be sensible to ensure that coats are either brightly coloured for the dark winter weather, or alternatively, reflective arm bands should be worn.

A waterproof coat (with reflective tag on back) and red school fleece which has reflective triangles front and back are available to order from loopwear.co.uk.

We do ask that appropriate footwear for the weather is worn. Open toed sandals and crocs style shoes are not allowed.

Please help us reunite lost items of clothing by putting names in removable items such as coats, hats, jumpers etc.

We ask that PE kits are brought into school and then can be available for PE but also if the need arises for a change of clothes.

Rucksacks can be used but should be no bigger than A4 to allow them to hand on pegs, please do not buy large bags as these are not needed.

SCHOOL TERM DATES 2024/25

These will be as follows:-

Autumn term:

- 4 September 2024 to 25 October 2024 (38 days)
- 4 November 2024 to 20 December 2024 (35 days)

Spring Term:

- 6 January 2025 to 14 February 2025 (30 days)
- 24 February 2025 to 4 April 2025 (30 days)

Summer Term:

- 22 April 2025 to 23 May 2025 (5 May 2025 is a bank holiday) (23 days)
- 2 June 2025 to 24 July 2025 (39 days)

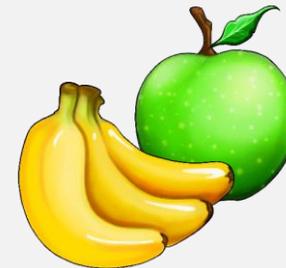
Within the above terms there will be five Whole School Closure Days. Although the staff do work on closure days, the school is not open to children. Further term dates can be found on www.derbyshire.gov.uk

We are also sometimes used as a local polling station, on these days, sadly, we have to close school to pupils.





SCHOOL DAY AND LUNCHES



SCHOOL CATERING

Derbyshire County Council provides a daily lunch service in school, which is available to all children. Our menus are planned carefully by a team of experienced people who consider the popularity of dishes, the season, the workload, cost and quality. An important part of the menu planning is to ensure that the nutritional content meets one third of the recommended daily requirement for children. All the menus are analysed by a Dietician before they are sent to schools.

The lunch consists of two courses with a choice of main or vegetarian meal, vegetables or salads and potatoes, pasta, etc. depending upon the menu. This is followed by a choice of assorted fresh fruit or pudding of the day. For those children who prefer a lighter meal we also provide 'lunchtimers' which is a sandwich based meal with salad or vegetables, plus a choice of pudding and drink, as above.

Weekly menus are displayed in school. The current price for a school meal is **£3.25 (£16.25 for a five day week)**. Dinner money should be paid online through our 'ParentPay' website (www.parentpay.com) for children's meals, using your own allocated password. This method is used to pay for lunches, trips and residential visits.

Currently, Reception, Year 1 and Year 2 children are provided with a school meal at no charge to the parents if they wish to receive one. This is called 'universal free school meals'.

In our school we serve our meals on compartmentalised trays specially made for food – these are called 'flight trays' and the children find them safe and easy to use.

Our meals are cooked here in school by our catering staff, who are trained in food hygiene and provide a high standard, caring service to the children. **Special diets can usually be catered for, but we do ask for a medical referral from either a dietician or general practitioner. We must be made aware of nut and/or other food allergies. Children may bring sandwiches if you prefer.**

Whilst in Reception and Key Stage 1, children are given a piece of fruit on each school day. This is a Government funded initiative.

THE SCHOOL DAY

- Morning school is from 8.50am to 12.00 noon.
- **Children should not arrive at school before 8.40am as before this time we cannot guarantee supervision for them. Pupils can go straight into class from 8.40am.** Registration is at 8.55am and registers close at 9am.
- Afternoon school begins at 1.05pm and all children leave at 3.30pm (Reception Class finish at 3.25pm)
- The morning and afternoon sessions total 27 hours 55 minutes per week and of this each child spends 23½ hours on active learning. The school is open for 34 hours per week.

For Key Stage 2 children, this is in line with the Secretary of State's recommendation. It is, however, in excess of the recommendation for Key Stage 1 and Foundation children.

The remaining time is taken up with the statutory daily act of Collective Worship, registration and break times.

Our school crossing patrol is on duty before and after each school session. They stand at the lower school gate and children must cross at this point if they live on the opposite side of the road.





PARKING & ROAD SAFETY



ROAD SAFETY

Various aspects of 'safety' are referred to in other parts of this booklet but this section summarises the Governors' Policy regarding Road Safety. Travelling to and from School Walking: Children must cross with our Crossing Patrol.

CARS:

Cars should be parked on Locko Road or below the junction on Parkhouse Road - the junction and private driveways must be kept clear –

*****THERE SHOULD BE NO PARKING OUTSIDE SCHOOL, AS THIS HINDERS THE SAFE CROSSING OF OUR PUPILS WALKING TO AND FROM SCHOOL*****

In the absence of the crossing patrol it is parents' responsibility to ensure that children arrive on the premises safely.

If the school is ever closed before the normal time, (for example, due to heavy snow, heating failure, etc.) No child will be sent home without prior contact with parents.

All children should be collected by an appropriate adult (over the age of 16). Parents may give written consent for their children to walk home in Years 5 and Years 6 only, you can collect a consent form from the school office. Children will be dismissed on to the school playground. Parents who usually meet children out of school should telephone if they are unable to do so. Parents should stress to children that in no circumstances must they stand waiting on the roadside; they should always return to their class teacher inside school. Staff will check who is collecting the children so if it is not the usual family member then please inform the school office or class teacher to let them know

*****PLEASE REMEMBER TO BE CONSIDERATE TO OUR LOCAL NEIGHBOURS, AND NOT BLOCK THEIR DRIVEWAYS.*****

You are more than welcome to come to school to collect your child; this is often a good opportunity for parent/teacher 'chats'. The class teacher will always be pleased to see you.



ILLNESS & ABSENCES



ABSENCES

Occasionally your child may be absent from school. When this happens, please telephone school or send a Dojo message to explain the absence. We may send you a Dojo message, so it is vital that you keep us informed of your mobile telephone numbers. This lets us know that your child is away for legitimate reasons and is in safe hands.

If you ever feel that your child is slightly off colour and should stay indoors at break time, will you please let the class teacher know (on each occasion). Any child who has Covid, should stay off for 3 days. **For episodes of diarrhoea or sickness they must stay away from school until well and are free of symptoms for 48 hours.**

Occasionally, we may have to enquire about an absence. If this happens, do please understand that we are required by law to record and report on both authorised and unauthorised absence. We may also contact you by messaging service to enquire about you child's whereabouts.

From September 1st 2013, the Government made amendments to the Education Regulations 2006 that Headteachers may not grant any leave of absence for holiday during term time unless there are evidenced exceptional circumstances.





SCHOOL VISITS AND EXTRA CURRICULAR ACTIVITIES



GOVERNORS' CHARGING AND REMISSIONS POLICY

On school visits we expect children to walk and behave sensibly. When travelling by coach, behaviour should reflect that of the classroom, and safety is paramount at all times, e.g. seatbelts must be worn.

We believe it is very valuable for the children to have experience outside the classroom. To this end we organise educational visits (half days, full days and longer periods) which help to stimulate and promote learning.

Sometimes visiting specialists come into School in connection with the children's work. (e.g. Travelling Theatre). Such activities are sometimes paid for either by the Friends of Park House, Home & School Society or from School Funds. We may need to ask you to make a contribution too but this is voluntary on your part. We try to cap the cost of excursions to £30 per academic year (residential aside).

This principle has been agreed by the Governors and is also applied to craft items, which the children make in school. However, no child is barred from an activity whether or not a parental contribution is made.

Each year, we usually organise a three-day residential visit for the older children. The entire cost for these has to be met by parents. Payment can be split over a period of time, and we will ensure plenty of notice is given. If you are in receipt of Free School Meal status, school will subsidise 50% of the cost of residential trips.

FRIENDS OF PARK HOUSE

Our home and school society, support our school with a range of events that help to raise money to support our pupils. Recent events have helped to fund the replacement summer house and reduce costs of school trips. Some of the events they run include discos, raffles, fairs and competitions. We are always looking for members or even just helpers on the day!

Some of our trips and visits this year have included:

- Matlock Farm Park
- Sudbury Children's Museum
- Viking Experience at Perlethorpe
- Stone Age Experience at Brackenhurst
- Evacuee Experience at Perlethorpe
- Yr 5 residential to Lea Green
- Yr 6 residential to Duke's Barn
- Cromford Mill
- Crich Tramway Museum
- Lower Pilsley and North Wingfield (local study)
- National Space Centre at Leicester
- Lego Facilitator Workshops at St Mary's Church.
- Christmas Carol Concert and Easter Performances at St Mary's Church.
- Easter Experience at St Mary's Church
- Interschool sports events in Netball, Football, Invasion Games, Benchball, Fencing, Tag Rugby, Gymnastics, Dance Festival.





SCHOOL CLUBS



SCHOOL CLUBS—Years 2—6

School Clubs vary according to the time of year and the availability of staff. However, during a school year the following clubs usually take place after school:

- Football (plus tournaments & friendly matches & District tournament)
- Netball (plus friendly matches with other schools & District tournament)
- Orienteering
- Gymnastics
- Acro
- Street dance
- Fencing
- Tag Rugby
- Cricket
- Multisport
- Mini Trampolining
- Boxercise.
- Cheerleading



DURING LUNCHTIMES

- Two lunch times a week, we have sports coaches who deliver a variety of activities.
- Mrs Kavanagh runs a chess club.
- Mrs Key runs a drawing club
- Older pupils also run Lego/Meccano clubs

MUSIC TUITION

- We can offer violin, ukulele and guitar lessons from visiting music teachers.



STARTING SCHOOL



STARTING SCHOOL

When a child is starting school for the first time it can mean quite a change to what they know. To 'smooth the way' we invite both children and parents to school prior to the Reception year. This gives an opportunity for you to discuss any points with the class teacher and also for your child to get to know everyone.

We offer a parents welcome meeting, followed by two transition visits (one after school and one for half a day). We also operate a phased start during the first two days in September, here pupils will complete either a morning or afternoon to help them to settle in and get to know their teachers in smaller groups.

You are welcome to arrange a meeting with the Headteacher at any time both before or after your child has started school. In addition, you may also make arrangements to visit the school before making a decision as to whether to apply for a place for your child.

Applications are undertaken online at: <https://www.derbyshire.gov.uk/education/schools/school-places/apply-for-a-school-place.aspx>

The Local Authority Admissions Team will meet early in the year to consider all the applications. You will be advised by them if your child has a place at our school. If you choose to join us, we will contact you after the national offer day to inform you of our transition arrangements.



STARTING SCHOOL CONT.

When the time comes for them to start, it would be helpful for the children to know how to fasten and unfasten buttons, put on and take off clothing, to be able to turn an inside-out jumper the right way and to be able to put on their shoes, though not always to fasten them.

WHEN YOUR CHILD MAY START

The Governors of Park House School operate the Derbyshire County Council Admissions Policy which follows the entry system of starting full time in September.

For 2024/2025 it will involve children whose 5th birthday falls on or between 1st September 2019 and 31st August 2020.

For 2025/2026 it will involve children whose 5th birthday falls on or between 1st September 2020 and 31st August 2021.

We are restricted to a limit of 30 admissions per Reception Year. Requests for places in excess of 30 have to be refused in accordance with the admissions criteria outlined in the DCC 'Parents Information Booklet – an essential guide to Primary Education'.

Park House School does not have a Nursery Unit, however there are variety of private nursery's and child minders locally.



HELPING YOUR CHILD

Even when your child has started school, remember that you, as parents, see him/her for a far greater time than we do in school.

Learning is a process, which is happening all the time, and its success depends greatly on your co-operation. Here are several points, which you may like to follow up at home:

- Reading to your child Your child can learn from you that books are interesting and enjoyable.
- Encourage them by reading from a wide variety of books.
- Have you thought of your child joining the local library?
- The children bring books from school regularly and with your interest, progress with reading will be more readily made.
- Please ensure that if your child takes a book home it is returned on time.
- Try to encourage your child to talk in sentences and not in single words or short phrases. Class teachers will gladly give further advice.
- Talking in sentences Listening to children is very important as it gives them the opportunity for self-expression and helps to develop their speech and thinking processes.
- Answering your child's questions as honestly as you can... ask questions too.

The 10 keys for unlocking school readiness*

- I can settle happily without my parent or carer
- I can tell grown-ups and friends what I need
- I can take turns to play and share when I'm playing
- I can go to the toilet on my own and wash my hands
- I can put on my own coat and shoes and feed myself
- I can tell a grown-up if I'm happy, sad or cross
- I know that what I do and say can make others happy or unhappy
- I am curious and want to learn and play
- I can stop doing what I'm doing, listen and follow simple instructions
- I enjoy sharing books with grown-ups

www.derbyshire.gov.uk/readyschool

READY FOR SCHOOL
IN **DERBYSHIRE**

*If a child is dev
typically for th



SECONDARY SCHOOL

TRANSFER TO SECONDARY EDUCATION

At eleven years of age (i.e. in July of a child's Year 6 here) children continue their education at Secondary school. Our local Secondary school is Tupton Hall at Old Tupton, (although some of our families live within the catchment area of other Secondary schools).

Parents have the right to request a place for their child at another Secondary school if they so wish.

Information about transfer is circulated to parents at the beginning of the Autumn term of a child's final year here. At the end of the academic year 2023/24 children transferred to:-

- Tibshelf School
- Tupton Hall School
- St Mary's High School
- Hasland Hall
- and Highfield's



CONTACT DETAILS

Addresses/telephone numbers for the majority of transfers are as follows:-

Tupton Hall School

Tel: 01246 863127

Station New Road Old Tupton Chesterfield S42 6LG

Tibshelf School

Tel: 01773 872391

High Street Tibshelf Alfreton Derbyshire DE55 5PP





BREAKFAST AND AFTERSCHOOL CLUB



We run a popular breakfast and afterschool club. It is run by school staff, who are familiar to our pupils, in the hall or nearby classroom.

We offer a mix of hot and cold breakfast, usually served family dining style. For afterschool club we offer a snack which includes a drink, fruit, yoghurt, crisps and a biscuit/cake.

We personalise activities based on the children's interests:, craft, baking, puzzles, games and can support with homework.

We accept child care vouchers.

Ofsted no: 112606

We hold a hygiene rating of 5!



COSTS

Breakfast Club is £5 per session

Runs from 7.30am to 8.40am
(last entry is 8.20am)

**Afterschool Club is £5 per hour
per session**

Runs from 3.30pm to 4.30pm
or
3.30pm to 5.30pm.





WE HOPE TO WELCOME YOU TO THE PARK HOUSE FAMILY



FINALLY ...

- Find the safest way to and from school for your child.
- Children quickly get anxious if they are kept waiting – always be ready to meet your child if he/she is expecting you.
- Ensure that your child knows where to go after school if you are out.
- Get everything ready for school the night before - a last minute rush can upset young children.
- Make sure that your child goes to bed at a reasonable time - even adults cannot listen or concentrate fully if they are tired.
- Let us know of any events or circumstances likely to affect your child's attitude to work.
- Stress to your child that they should never talk to or go with strangers
- If you use a car to bring your child to school, please park as outlined earlier.

We hope that you will find this brochure helpful and that you and your child will have a long and happy association with Park House Primary School.

If there is anything you would like to discuss in more detail or if there are any questions you wish to ask, please do not hesitate to contact us.





Park House Primary School

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