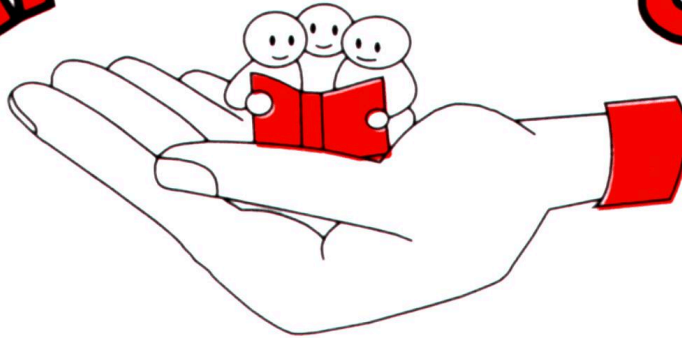


HAYLANDS



PRIMARY SCHOOL RYDE

E-mail: admin@haylands.iow.sch.uk

Tel: 01983 563372 Website: www.haylands.iow.sch.uk

INTRODUCTION

A very warm welcome to all children and parents joining Haylands Primary School.

The beginning of school is such an important first step for any child to take on what we hope will be a lifelong journey of learning. These first few years in a young child's life will form the firm basis for future development and progress. This is naturally a very exciting and stimulating time for your child but it may also hold a few anxieties for both children and their parents. I hope through this booklet we can alleviate some of those concerns.

All staff at Haylands are committed to providing a high standard of education and the development of personal and social skills. We aim to achieve this through a supportive, caring and friendly approach where appropriate high expectations are made in terms of what we feel an individual can achieve academically and personally.

A close partnership between home and school is essential in a child's educational development and at Haylands we actively seek to engage parents in this process from a very early stage.

We are extremely fortunate in having a building in which very careful thought has been given to the needs of our children. We benefit from large extensive grounds that enable children to develop their physical skills as well as aid in the outdoor learning experience for all pupils.

If you have any further questions or queries please do not hesitate to contact the school directly. We are always seeking to improve our information to parents and would welcome suggestions as to how this could be improved.

I do hope you will find this prospectus useful and by reading it through, feel welcomed into our school community.

Yours sincerely,

Mrs Katrina Shaer

Head Teacher.

VISION, VALUES & AIMS

Our Vision

At Haylands Primary School we endeavour to encourage an enthusiasm for learning that will last a lifetime. We believe in creating a learning environment where an individual's unique character and abilities are recognised, developed and celebrated.

Our Aims

At Haylands Primary School we aim to enable children to achieve their goals with positive self-esteem. We aim to include all children, and provide support for those with a range of learning needs. We encourage every child to take pride in their work and value their achievements. We strive to provide enrichment opportunities in a stimulating and creative learning environment where educational development goes hand in hand with personal, social and emotional development.

Our Values

At Haylands Primary School we value:

- Respect
- Aspiration
- Co-operation
- Independence
- Care
- Imagination
- Enthusiasm
- Perseverance

To make sure this happens-

Staff should-

- Be committed, skilled, caring and professional
- Help each child reach their potential

- Teach children to think for themselves
- Help children to develop the skills they will need for life
- Encourage a deep love of learning
- Value a child's previous learning experiences
- Work to develop themselves and the school as a whole

Parents should-

- Ensure full attendance
- Be involved in their child's learning and the school's activities
- Encourage their child to recognise the school's rules and values

Children should-

- Keep the school rules
- Become a good learner
- Love to learn

Governors should-

- Use their external perspective to support and challenge the school

Parents

We seek to develop excellent relationships with you. Please engage with us fully so that we all support your child effectively throughout your family's time with us. Parents are welcome into the playground with their child at 8.30. The senior members of staff are usually available at these times, though the staff will always make an appointment if further time is needed by a parent.

Parents may be invited to celebration assemblies, which are held on a Friday at 8.45am to see children presenting their work and celebrating their achievements in and out of school (Enter via school hall). If you are invited to a celebration assembly you will receive an invite via Dojo. Details are sent home to inform you of dates for your child's class assembly.

There are termly meetings in the Autumn and Spring terms with the teachers to discuss progress. An annual report is also issued. Staff will arrange additional meetings with parents as required.

We welcome offers of help in school from parents. We would prefer you to help in a different class to your child. Sometimes we need help with school trips etc. You will need to have an induction meeting with either the Headteacher or Deputy Headteacher, agree to keep to our policies and have a DBS (police) clearance to work with children.

Pupil Premium

We urge you to apply for Free School Meals if you are eligible as this brings additional funds to the school through Pupil Premium Funding to support your child's learning. Your child does not have to take up the meal. [See the office for further details]

SCHOOL ORGANISATION

The school is currently organised into two form entry classes of thirty, organised into year groups within each key stage.

Foundation Stage	Year R (4-5 yrs this also includes pre-school 2-4 yrs)		
Key Stage 1	Yr 1 (5-6yrs)	Yr 2 (6-7yrs)	
Key Stage 2	Yr 3 (7-8yrs)	Yr 4 (8-9yrs)	Yr 5 (9-10yrs)
	Yr 6 (10-11yrs)		

ARRIVING AT SCHOOL

School begins promptly at 8.40 a.m. Children are welcome to arrive from 8.30 a.m. when doors will be open. Doors are opened at 8.30 a.m. and are locked at 8.40a.m. Any children and parents arriving after this time need to come through the main entrance and sign in.

The teaching staff will be in their classrooms from 8.30 a.m. to welcome the children. If there is something your teacher needs to know before the day begins then you are encouraged to make contact with your teacher via DOJO in the first instance. If it is a concern that could wait until after school when there is more time available then this would be more appropriate. Teachers are willing to arrange mutually convenient appointments should a concern arise.

The grounds and buildings are non-smoking / vaping and no dogs allowed anywhere on site.

Reception classes hold regular opportunities for parents to read with their children, which is a good opportunity for your child to talk to you about things in their classroom, displays or aspects of their work that they are proud of. We encourage parents to increase your child's independence as they progress through the school with cloakroom activities and personal organisation. Parents must bring their children to school each day. Children are not allowed to arrive

alone, unless they are children in years 5 and 6 and written permission has been given by parents. The older children may not bring siblings.

PUNCTUALITY, LATENESS & THE EDUCATION WELFARE SERVICE

Regular and prompt attendance is vital. Children at this age are reliant on parents bringing them to school so parents must make arrangements to do so. We track attendance daily and celebrate good attendance. Attendance should be at least 95%. Children benefit from a prompt start to the school day. This means they are ready in classes to start the day's learning. We encourage all our parents to ensure their children arrive at school on time. A child who is late often feels self-conscious, unsettled and more importantly will miss important inputs to lessons. If children do arrive late parents are required to sign their child in giving a reason for the late arrival. All attendance, non-attendance and lateness is recorded and monitored very closely by the Education & Inclusion Service (EIS) and if non-attendance becomes an issue the EIS will take appropriate action.

The EIS regularly checks all registers to monitor the attendance and punctuality. The EIS liaises between home and school and follows up unexplained absences of more than three days or persistent absences. Parents must notify the school as soon as your child is absent (e.g. via a telephone message or e-mail). In the event of an unexplained absence the school office will contact the home. **Parents should send in a written explanation for the absence on the child's return to school, this can be via an email sent to absence@haylands.iow.sch.uk**

END OF THE SCHOOL DAY

School finishes at 3.10 p.m. Parents are welcome to wait outside classroom exits for their children. Similarly to the start of the day Year 5 and 6 children, who have permission, are permitted to walk home unaccompanied. If you need to send someone else in an emergency, you must let the office know. No-one under 14 may collect children.

Traffic and parking

The school car park is only for staff. If you have a disabled child please contact the headteacher for details of how to access the car park.

There is limited roadside parking in side streets near to the school. We strongly encourage all our families to walk, ride or scoot to school.

Reminder- it is an offence to park on zigzags or yellow lines. Please do not block the driveways of our neighbours.

Breakfast and After School Club

On-site we have breakfast and an after school club called 'Playzone'. 'Playzone' is in the hall and operates during term time only. The breakfast club opens at 7.45 through the outside hall door and costs £2.50 per morning. After

school club starts at 3.10pm and closes at 5.45pm, Monday to Friday. Current costs are £4 until 4pm, £7 until 5pm and £10 until 5.45pm.

HEALTH and WELFARE

To care well for your children, school staff are trained in First aid. If your child should seriously bump their head or become too unwell for school, we will contact you.

If your child has medical needs, you will need to complete a personal health plan with the office staff or SENCO as appropriate.

All Reception children have a health check. The school nurse visits the school on a regular basis to carry out a variety of health checks. Teachers and parents can request that a child sees the nurse if they have any concerns.

Medicines - Any prescribed medicine brought into school must be given to the office by a parent and they must complete a medicine form. We cannot give any medicine without this form. More information is available in our 'Supporting Children with Medical Conditions' policy which can be found online.

Illness at home - If your child is too ill for school, you need to let us know before 9 am each day. If your child has diarrhoea and/or sickness, they must stay home for 48 hours after the last attack. This is to stop germs spreading and to make sure your child does not have a relapse.

SCHOOL MEALS

We are fortunate in having an excellent facility on site. The meals offer very good value for money and provide a healthy balanced diet. The menus are attached to our weekly newsletter and available upon request from the office.

In some circumstances children are entitled to free school dinners. If you think you might qualify, contact the school office. Children may also bring a packed lunch. We would ask parents not to put sweets or fizzy drinks in lunch boxes please. As part of our Healthy Schools work we encourage all children to make healthy lifestyle choices and ask parents to support our work in this area by providing healthy snacks that are either fruit or vegetable based and packed lunches that reflect a healthy balanced diet (e.g. not excessive quantities of chocolate, crisps or other foods high in salt or fats) **DUE TO A HIGH LEVEL OF PUPILS WITH ALLERGIES FOOD ITEMS CONTAINING NUTS ARE NOT PERMITTED IN SCHOOL.**

Payments for school meals, clubs and school trips are done through our online payments system (SCOPAY) or, if needed, through the school office in clearly marked envelopes.

MID MORNING BREAK

The children may also bring to school a **healthy** snack - this can be either a cereal bar, cheese, fruit or similar healthy option. **Chocolate bars, crisps, savoury snacks or sweets are not permitted.**

SCHOOL UNIFORM

We actively encourage the wearing of school uniform that we firmly believe encourages children to have high expectations of themselves and the school. We believe that it develops a sense of community and avoids the possibilities of social class distinctions. Our school uniform comprises of red jumper or cardigan, white shirt or polo shirt, grey or black trousers or skirt and black shoes, not trainers or open-toed footwear. Children in KS2 (Y3-6) can choose to wear a shirt and tie. If there are legitimate reasons (e.g. medical) for any aspect of the school uniform not being adhered to then we insist that a note is brought in, signed by the parent/carer, and given to the class teacher. During the summer months boys can wear grey or black shorts while girls can wear red check dresses. All uniform can be purchased from all local uniform retailers. A full uniform list can be obtained from the school office. Inappropriate hairstyles are also not permitted, as these tend to single out children for the wrong reasons e.g. Mohawk or shaved designs. Long hair is permissible but should be tied back for P.E. days/sessions.

With regards to jewellery we only allow a maximum of one pair of stud earrings. These will need to be removed by the child for P.E lessons. We do not allow any other form of jewellery.

HOMEWORK

We expect children to carry out a certain number of activities at home. Reading is part of our core work. Research shows that when parents spend time reading with their children and showing them that reading is important and enjoyable, children improve their reading skills.

Homework expectations vary from year to year. Information concerning homework will be given via teachers as appropriate. Regular spelling and maths activities will be sent home with occasional pieces of topic work.

PASTORAL CARE AND DISCIPLINE

Haylands Primary School is part of a community in which behaviour is based on mutual respect and consideration for others. The children are encouraged to become self-confident, self-disciplined and courteous.

The values, standards and attitudes of the school community are made clear to the children by example. Our Personal, Social, Health Education programme and our Spiritual, Moral, Social and Cultural policy are used to promote discussion so that children absorb these standards, attitudes and values for themselves.

We have a very clear behaviour policy and every child is made aware of the code of conduct and the rewards and sanctions associated with this.

We believe that good behaviour is a result of positive support and reinforcement both in school and at home. We seek to work with all parents in supporting their children's positive behaviour. Our behaviour policy outlines the school's

approach to positive behaviour but also the importance of the home-school partnership when encouraging children to behave appropriately.

We do all we can within our school to manage behaviour positively. However, there may be exceptional incidents when we may need to use reasonable force to keep a child or children safe, or to maintain good order within the school. We have a policy which gives more detailed guidance on the use of restrictive physical intervention. This policy is available to parents on request.

Security

We have CCTV cameras on site and entry systems on gates and doors. All staff, Governors are DBS checked. All volunteers are subjected to DBS (police) checks and are supervised by staff.

Clubs

We provide a wide range of activities after school thanks to the generous support of staff, parents and volunteers. These are some examples:

Athletics Football Tag Rugby Crafts

If parents would like to share a hobby or skill with the children, we would be delighted to hear about it. Most clubs are £2.50 per week, if run by a visiting professional different costs will apply. The office sends home details via letter or email and you can then book your child a place if available.

PE Kit

Children should wear white t-shirt and red shorts. Parents can provide black track suit bottoms and a grey sweatshirt, without a hood, for the winter months. Parents should also provide trainers/plimsolls. Currently children are attending school pre-dressed in their full PE Kit on their designated PE days.

Lost property

All items of uniform and other items of clothing such as coats, should be clearly labelled with your child's name so that it can be easily returned to them. If your child does lose an item of clothing please speak to the class teacher. Any items remaining at the end of each half term will be allocated to the 'Pre-Loved Uniform Sale' / sent to a charity shop for recycling.

Belongings

Children are not allowed to bring personal items into school as we cannot be responsible for them. This includes toys and mobile phones. However, year 5 & 6 students who walk to and from school unaccompanied can have a mobile phone but it must be handed into the class teacher for safe keeping. The school cannot accept responsibility for any mobile phones.

Child Protection

Occasionally, there may be concerns that need further investigation. We will discuss this with you unless we deem a child to be at immediate risk of harm, in which case our duty is to follow Local Authority and Government procedures and requirements.

CURRICULUM AND OTHER INFORMATION

The National Curriculum applies to all children of compulsory school age. In our school we have three stages:

Early Years Foundation Stage – Reception children and pre school

Key Stage 1 – Year 1 & Year 2 children

Key Stage 2 – Year 3, 4, 5 and 6 children

All children are required to receive a broad, balanced, relevant and differentiated curriculum through the school's implementation of the National Curriculum.

CURRICULUM

At the heart of the taught curriculum are the core subjects of English, Mathematics. We use Dimensions for our Science & wider curriculum, covering all other National Curriculum subjects, called 'Learning Means The World'.

The journeys require deep thinking and use questions to stimulate enquiry. Our curriculum is a thematic approach, where meaningful links are made that add value, with some discrete subject specific work taught as 'stand-alone' units of learning.

All 'units' of learning will have an entry based 'hook' and 'purpose' for study. Where possible, learning will be 'first hand' and supported by field study, visits, role-play and practical resources.

Learning progression of knowledge, skills and understanding is carefully mapped. Curriculum mapping is reviewed and adapted yearly to meet the needs of the children who are currently in our school.

EARLY YEARS FOUNDATION STAGE

Pre School

Learning is planned to offer children new opportunities to experience learning through play and through their senses. Child initiated learning is carefully supported by trained staff so that children are keen to learn from their experiences, learn to communicate and how to get on well with children and adults.

Reception

Building on pre-school experiences, children still learn through being active. Their learning is planned but leaves room for their interests to develop with a widening range of experiences to be enjoyed. They will have an increasing range of visits and visitors to enrich their learning. They begin to learn more about phonics, reading, writing, maths, the world around them and learn with more technology and use a wide variety of real resources.

KEY STAGE 1 AND 2

ENGLISH (Reading, Writing, Speaking and Listening)

Children are taught the skills of reading, writing, handwriting, spelling, grammar and how to write for different purposes. We carefully teach reading using a variety of approaches and teach phonics systematically throughout the school, linking it to writing and spelling. We use the phonics scheme called 'Little Wandle'. Books are loaned for reading at home and parents are encouraged to spend time regularly with their children on this essential activity. Children change their library books weekly at the school's well-resourced library.

MATHEMATICS

We follow the Hampshire Maths curriculum. This is a cyclical curriculum, which enables pupils to deepen their learning and understanding and revisit and revise mathematical concepts over the year. Children also have 'Fluency lessons' to ensure they have strong basic skills and automaticity of recall.

PHYSICAL EDUCATION (P.E)

P.E. is essential to develop healthy lifestyles and creativity. Children learn games, dance, and gymnastics. Sport is taught by staff and a specialist sports coach. To promote healthy lifestyle choices, children undertake 2 hours of PE weekly in the timetable and have active play sessions organised for lunch and playtimes. Year 3 learn swimming at the Waterside pool.

MODERN FOREIGN LANGUAGES

French is introduced to children in Key Stage 2 to children who have strong English language skills in both spoken and written English.

COLLECTIVE WORSHIP

Children undertake daily acts of collective worship either as a whole school, Key Stage or class. Parents can withdraw their child from these if they wish. We would ask that we are notified in writing of this intention so suitable arrangements can be made.

SCHOOL COUNCIL

At Haylands Primary School we value pupil voice. We have a school council that involves children from across the school who meet regularly to discuss and

plan developments at school. It offers an opportunity for children to have their rightful say in the developments of the school.

PUPIL ROLES

At Haylands we like to offer the opportunity for pupils to take on some responsibility for helping to look after their school. This also links well to career aspiration. Pupils are able to apply for roles/jobs within school such as junior site manager, ICT technician and junior office assistant to name a few.

SCHOOL VISITS

First hand experiences help to stimulate learning and at Haylands we seek to enrich the curriculum with planned visits that are usually locally based. Typical visits have included trips to Amazon World, Winchester Science Museum and other island and mainland venues.

CHARGING POLICY

Visits by artists and musicians are usually paid for by the school. We may ask for a small voluntary donation for educational day trips and other opportunities such as swimming. For KS2 children who may attend residential visits, the school will contribute to the cost. Children entitled to free school meals may be additionally part-subsidised against any costs for extracurricular activities.

EMERGENCY CONTACT DETAILS

In the event we need to contact you during the school day it is important that we have all up to date and necessary contact details. These include home address and telephone number, mobile numbers and any other nominated contact details. It is vital that we have at least two different contacts on the school database. If parents have work commitments during the school day we also need these contact details. It is the parent's responsibility to keep this information up to date and from time to time we will ask parents to check and update our information. We generally send a contact sheet home that we ask parents to check and amend if necessary, in the Autumn term.

SPECIAL EDUCATIONAL NEEDS

All children are equally entitled to a broad and balanced curriculum and everyone will be helped as far as possible within the usual class and small group teaching arrangements. At times, children may have special educational needs, and in consultation with you, these are generally catered for in school, sometimes by working with other professionals. Children with Special Educational Needs are tracked effectively to make sure that they meet their targets. The class teacher will work closely with the school's Special Needs Coordinator

Dojo

Class Dojo is a communication app for the classroom. It connects teachers and parents who use it to share photos and messages through the school day.

They use class dojo to work together, children receive reward points which parents can see on their mobile device.

Newsletters

Newsletters are emailed to parents every Thursday and posted on the website.

Praise, Queries and Complaints

We are always pleased to hear a word of thanks or receive a smile every now and then! It can help enormously with the very busy life we lead in school!

If you do have a query, or in the event of a complaint, please do follow the process set out below:

In the first instance, make contact to-

1. The class teacher. If the teacher is unable to resolve the situation it will be passed on (in order) to
2. The Deputy Headteacher
3. The Headteacher. In the unlikely event the issue is not resolved you may contact the Governing Body by writing to the Chair of Governors, c/o Haylands Primary School.

The complaints policy is on the school website. <http://www.haylands.iow.sch.uk>

GENERAL INFORMATION

Haylands Primary School, Bettsworth Road, Ryde, Isle of Wight PO33 3HA

Tel: 01983 563372 E-mail: admin@haylands.iow.sch.uk

Maximum capacity of pupils: 420 Age Range 2-11 years (Mixed Primary and Pre-school)

Governors: Chair of Governors Mr Bob Bullivant

Local Authority can be contacted at:

Children's Services Directorate
County Hall
Newport
Isle of Wight
PO 30 1UD
01983 821000