



WEMBROOK PRIMARY SCHOOL **PROSPECTUS**



Believe and Achieve



HEADTEACHER'S WELCOME

It is with great pleasure and pride that I welcome you and your child to Wembrook Primary School.

As a governing body and staff we are fully aware of our responsibility in educating children from the age of 3 to 11. We are a friendly, welcoming school with a dedicated staff committed to ensuring that every pupil has the opportunity to achieve their full potential.

We are most fortunate in having excellent facilities which support us in providing the highest standards of education for your child. In partnership with parents and the community we strive to ensure continued academic success and develop personal qualities in pupils of which we can be proud.

In partnership with our community, we are committed to ensuring that every pupil feels included and valued in all aspects of school life. We want all pupils to be inspired and motivated so that they can succeed not only in school but in life as well.

We look forward to being part of your child's development both intellectually and socially and we hope that you and your child will enjoy a happy, stimulating and fulfilling time at Wembrook Primary School.

You are most welcome to arrange a visit to experience the school for yourself and meet the staff and pupils.

I look forward to meeting you.

Yours sincerely

Mr Simon Pearson B.Ed (Hons)
Headteacher



RULES AND EXPECTATIONS / BEHAVIOUR MANAGEMENT

The school expects a high degree of self-discipline from all the children attending. We encourage good manners and behaviour, which will enable all pupils to work in harmony for the common good and help them to become responsible, caring citizens. If a child is having problems of any kind at school early contact is made with the parents. Please see our behaviour policy on the school website for more details.

KIDS CLUB

This facility is available to all parents. We are a child care service serving our school community. We are open before and after school and offer a range of activities both inside and out. Further information and prices can be found at the back of this prospectus.



ATTENDANCE PROCEDURES

Regular school attendance is an essential part of a good education and we place a high priority on encouraging this good practice.

If your child is going to be absent from school due to medical appointments or illness, it is vital that you inform the school either by telephone or ParentMail, as we have a legal obligation to report figures of absences. Any anticipated long term absence should be discussed with either your child's class teacher or the Headteacher. Leave of absence, eg. holidays must be requested in advance by completing a 'Leave of absence' form (available from the school office). This will then be passed to the Headteacher for approval. There is no automatic right to a holiday during term time.

If your child needs to leave the school during the day to attend an appointment we ask that you inform your child's class teacher and report to the School Secretary at the appointment time to collect them. Details of previous absence rates can be found at the back of this prospectus.

MEDICINES

Medicines cannot be administered by the teaching staff. On the rare occasions when it is necessary for a child to take medicine during the school day please contact the Headteacher. A parental consent form must be completed if this is necessary.

Inhalers for asthma or any similar condition where there is a need for immediate access is obviously treated differently. If a child has an accident or is ill during the school day, every effort will be made to contact you. It is therefore essential that we have an up to date contact number for you and also a number which we can contact in the case of emergency.

COMPLAINTS PROCEDURE

In the case of a complaint, parents should contact the Headteacher in the first instance, where every effort will be made to resolve the problem. If parents believe that the school has not resolved a problem satisfactorily they may make a formal complaint to the Governing Body or the Local Educational Authority.

BELIEVE AND ACHIEVE

The school has adopted the motto "Believe and Achieve" The idea came from the School Council and was chosen by pupils, staff and governors. In many ways, we believe it sums up the essence of Wembrook; that is, if you work hard, try your best and make best and full use of the support and opportunities that are offered, you can achieve your potential in all aspects of life.



A MESSAGE FROM THE GOVERNORS

Over recent years Wembrook Primary School has become a local success story. It is one of the largest primary schools in Warwickshire and has been fortunate in having keen and dedicated staff members who have worked very hard in all areas of school life.

Facilities at the school have been developed and improved throughout the past decade and the first impression that visitors to Wembrook get is of a well-ordered, friendly, and welcoming environment in which young people can thrive and develop.

It is a particular encouragement to me that so many visitors have remarked on the polite and helpful nature of the children they encounter within our buildings.

The governors are pleased to be associated with such a vibrant school and community. All of us strive to support the school in whatever manner we feel might be most appropriate, given our own individual strengths and interests.

This school prospectus is designed to help you understand and appreciate what might be on offer at Wembrook for your child. I am sure that you will find it interesting, but if you feel that you need to know more, by all means contact the school directly.

John J. Evans
Chair of Governors

NURSERY ADMISSION

Our Nursery Admissions Policy

- We admit children in the Autumn Term after their third birthday.
- We have space for 78 children (39 in the morning and 39 in the afternoon)
- We admit children for half a day (morning or afternoon) for five sessions a week. We will do all we can to meet your preference but cannot guarantee to do so.
- In addition to checking your eligibility on this website you will find a wealth of information including tax free childcare. There is a general helpline telephone number: *0300 123 4097*
- You must apply to the school, on our application form, after your child's second birthday and before the 2nd Friday in March (the term before they are due to start the nursery).
- From September 2017 parents eligible for 30 hours nursery entitlement can register with us for free nursery provision during school hours. We offer provision for the level of funding that you are eligible for, as set out by the government. In order to check whether you qualify for either 15 or 30 hours of funding please visit the following website www.childcarechoices.gov.uk
- You may be asked to withdraw your child from the Nursery if you cannot ensure that he or she attends regularly.
- If your child comes to our nursery unit, he or she does not have to move on to the primary school. Equally, attendance at the nursery unit does not guarantee that he or she will be offered a place in the primary school.
- Your application will be considered using the criteria below.



Admissions Criteria

Every nursery class or school has a maximum number of children it can accept. If there are more applications than there are places, we will offer places in the following order of priority:

- First priority will be given to children who will have an older brother or sister in our main school at the time of admission.
- Children living in the school's priority area at the time of admission.
- Any other applicants living within the administrative county with priority going to those nearest to the school.

NB Within each priority area, if there are too few places for all applicants, places will be offered first to those who have the shortest walking distance between home and school.



SCHOOL ADMISSION

Children transfer from the Nursery into the main school if they are 4+ on the 1st September.

Our standard number for admission is 90 pupils per year group. The school follows the admission policy, which is based on a County model. Parents who move into the area can enrol their child at any time during the year providing there are spaces available.

Parents wishing to visit the school prior to making decisions to enrol their child are most welcome, providing they have first made an appointment with the school secretary.



ADMISSION POLICY

The admissions criteria for Wembrook Primary School are as follows:

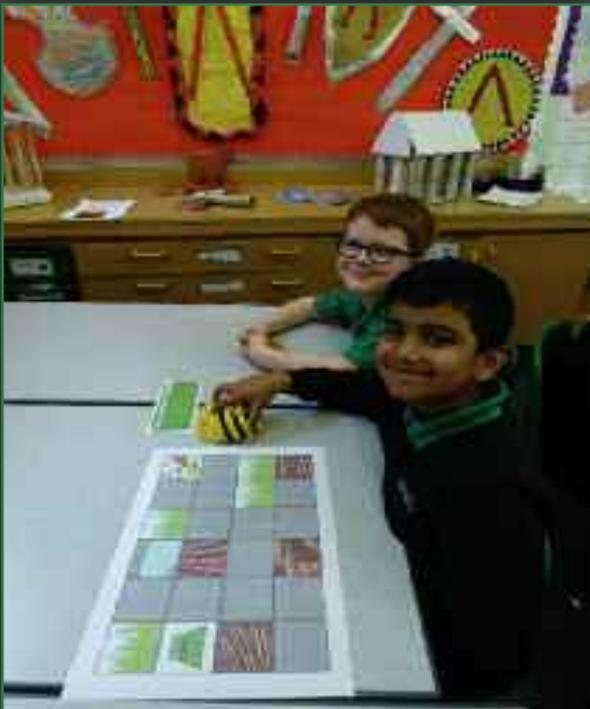
- Children living in the priority area who have a brother or sister at the school at the time of admission
- Other children living in the priority area.
- Children from outside the priority area who have a brother or sister at the school at the time of admission.
- Other children from outside the priority area.

In each category, decisions are based on the distance between home and school and the shortest walking route, with priority going to those living nearest the school.

The schools priority area is the area north of Donnithorne Avenue, Coventry Road, Coton Road, Coventry Street, Market Place, Bridge Street, Bond Gate, Leicester Road and the railway line as far south as Gipsy Lane and Wem Brook.

Parents must complete the County form issued the September before their child is ready to start. Places will be offered during the following Spring Term. All admissions are dealt with centrally by Warwickshire County Council Admissions Team.





Believe and Achieve



THE WEMBROOK CURRICULUM

The Wembrook Curriculum is structured to cover all the requirements of the National Curriculum, we emphasise the teaching of skills, ideas and knowledge in an interesting and fun way so that all pupils are motivated.

We endeavour to make our curriculum as active and fun as possible. We encourage active learning and believe in using the children's ideas and first hand experiences wherever possible. Our curriculum encourages children to exercise a degree of choice and take responsibility for their own learning. Interactive technology including whiteboards and computers enhance learning with each child being encouraged to develop their skills, knowledge and competence. Personalised learning and target setting enables children to progress at their own rate and fulfil their potential.

It is a legal requirement of the 1988 Education Act that schools teach National Curriculum subjects and Religious Education. Both Key Stage One and Key Stage Two children are taught:

English
Mathematics
Science

} Core subjects

Computing
Geography
Music
Design and Technology

Art
History
PE
PSHE

} Foundation subjects

In Foundation Stage and Key Stage 1 the curriculum is taught through topic and theme based activities which are selected to cover a broad and balanced curriculum content. The programmes of study from the National Curriculum ensure continuity and progression are secured. As children progress through the school into Key Stage 2 many areas of knowledge are taught as discrete subjects, however cross curricular links and topic based work, enable an exciting and inspirational curriculum to be taught.

All children learn French as they progress through Key Stage Two.

FOUNDATION STAGE

The Nursery and Reception class follow the Early Years Foundation Stage curriculum which is a progressive curriculum building on the skills and knowledge that a child comes to school with. The approach to learning is through structured play based activities which encourage the child to learn at their own pace and ability.

The areas of learning are:

- Expressive Arts and Design
- Communication and Language
- Physical Development
- Personal, Social and Emotional Development
- Maths
- English
- Understanding the World

These are addressed through various approaches and activities.





SCHOOL UNIFORM

The Governors have approved the wearing of the following dress code:-

- Boys: Black trousers
 White shirt or green polo top
 School sweatshirt or black jumper
- Girls: Black skirt, pinafore or trousers
 Green and white gingham or striped dresses - for the summer
 School sweatshirt or black jumper
 White shirt or green polo top

We ask that all children should wear flat and sensible shoes which should be dark in colour. **Trainers should not be worn.**

Parents are advised to mark all items of clothing with their child's name. There is a Lost Property box in school, so please check this first if any of your child's clothes go astray at school.

We cannot accept any responsibility for any valuable or breakable items brought into school by your child.

No jewellery should be worn except for watches and studs for pierced ears. We cannot accept responsibility for these items.



PE KIT

- Indoor PE Black shorts
 White T-shirt with School logo or plain white T-shirt
 Pumps - indoor PE
- Outdoor PE Indoor kit
 Trainers for outdoor wear
 Tracksuit

Wearing a proper PE kit is essential to ensure both Health and Safety. Long hair should always be tied back for PE and all jewellery removed. It is essential that all items of clothing are clearly labelled and a PE bag should be provided to keep kits in. A PE kit is not required for Nursery pupils.

If your child needs to be excused from PE, a note should be sent to your child's teacher. Unless a note is received, your child will be expected to take part in the lesson.

Items of uniform, with the school logo, can be purchased from Schoolwear on Queens Road in Nuneaton. Alternatively, you can purchase uniform from other supplies and then have the logo embroidered onto items at the Schoolwear shop.

SEX EDUCATION

At Wembrook sex education forms part of the Personal, Social and Health Education as well as our Science curriculum. As such it begins in a fundamental way in Key Stage One in accordance with the National Curriculum Science documents. Questions from children are answered by the class teacher in an appropriate way.

School runs a succession of lessons from the 'All About Me' Programme. This is a tailored teaching scheme appropriate to the sexual development phases of children. It offers an age appropriate method of acquiring the knowledge, attitudes and skills needed. As a result, children are better prepared for any subsequent sexual contacts in later life. They also better understand relationships and sexual health.

The school's Sex Education policy is available online to parents.

Parents may choose to withdraw their children from all or part of the Sex Education programme. In this instance they need to speak to the Headteacher so that alternative arrangements can be made.



SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND)

Every child is considered special at Wembrook Primary School and all parents are welcomed and encouraged to discuss their children and their needs. A number of children attending the school will have a particular educational need. In the case of children with learning needs, provision is made through a differentiated curriculum and when appropriate interventions or activities which are jointly planned by the class teacher and SEND Co-ordinator are provided. Progress is regularly reviewed and parents are kept up to date with progress made.

Children may have other needs e.g. physical or behavioural and these are dealt with sensitively in consultation with parents. Liaison with relevant outside agencies is carried out where necessary and appropriate.

The school's Special Educational Needs and Inclusion Policy complies with Warwickshire guidelines and Department of Education's Code of Practice.





WORKING TOGETHER

Children benefit greatly when home and school work closely together. Ours is a school, which encourages parents into school to support the children's learning. Parental support and participation in the life of the school is highly valued. Please contact either your child's class teacher or the Headteacher if you are willing to help.

Newsletters will be sent out regularly to keep parents and friends up to date with events in the school. These can be either emailed to them or they can be viewed on the school website.

Home School Link Books

The books are used to encourage dialogue between home and school. They include information, dates and reasons for absence. Achievements are noted down in the book and pupil's homework will be recorded. We encourage all parents to use the book as a way of sending messages between home and school.

The school has an active parents association. The 'Friends of Wembrook' organise numerous events throughout the year and help raise thousands of pounds towards various school projects.



PARENTS MEETINGS

Regular termly meetings are arranged for parents to meet class teachers to review their child's progress and to exchange information, which may influence the child's development.

In addition there will be new parents meetings for those children who start in our Nursery and when they begin Reception. From time to time parents will also be invited to attend curriculum meetings.



NATIONAL CURRICULUM TESTING

All children entering our Reception Class will take part in the Early Years Baseline. A summary of a child's achievement against the ELGs in the EYFS Curriculum will be reported on at the end of Reception.

Years One to Six have specific expectations they should achieve by the end of their school year, as stipulated in the National Curriculum.

Children will be assessed using National Curriculum expectations at the end of Key Stage One aged 7 years and the end of Key Stage Two aged 11 years. Year One are also assessed in their phonic knowledge as part of the Phonics Screen which occurs in June.

The results of these tests along with teacher assessment will be included in pupils reports.

Details of these results can be found at the back of this prospectus.

EXTRA CURRICULAR ACTIVITIES

The school provides a wide variety of out of school activities. So from football, athletics and rugby to engineering, drama, art and samba drumming there really is an opportunity for all children to join in and get involved.

The School is a member of a thriving sports association and regularly takes part in many tournaments and competitions. We also run Saturday clubs and, with the use of the school minibus, provide wider opportunities for your child to partake in activities such as canoeing and archery.



MUSIC

Children in Key Stage Two have the opportunity to play a musical instrument. The County Music Service visits the school weekly to offer tuition.

HOMEWORK

The school believes that it is important for all children to continue their learning at home. We encourage parents to support their children through regular practice of their reading book. Older children will bring home a variation of activities including spellings, english and maths work.

A copy of our Homework Policy is available online on our school website.

RELIGIOUS EDUCATION AND COLLECTIVE WORSHIP

Religious Education taught in the school is based on the Authority's Agreed Syllabus, supported by QCA guidance. It seeks to develop children's understanding of Christianity and the other principal religions represented in our community. It encourages respect for those holding different beliefs and helps promote pupils' spiritual, moral and cultural development

There is a daily act of collective worship, usually Christian based, which provides children with the opportunity to develop spiritually, morally and socially. Parents have the right to ask for their child to be withdrawn from Religious Education or from daily collective worship. Parents may first wish to discuss the matter with the Headteacher should the situation arise.

PASTORAL CARE

At Wembrook, we promote and value a family atmosphere where each child is known by name, where brothers and sisters are given opportunities to meet and look after each other, and where parents are recognised and welcomed.

We realise that young children need security and that they gain confidence from knowing that the adults around them care and are interested in them as individuals. This belief is shared by all, from the teachers, classroom assistants, midday supervisors and secretaries; in fact, anyone they choose to turn to.

We have a Learning Support Mentor, who is readily available to discuss any concerns you may have during the school year. They are here to support both you and your child. The school has policies on behaviour management, bullying and child protection which are readily available for parents' reference. There is also a comprehensive section of books and leaflets available for parents and children to use at home on sensitive issues such as death, stranger danger, adoption, going to hospital, loneliness and bullying.



CHILD PROTECTION AND SAFEGUARDING

'Under the Education Act 2002 (Section 175 for maintained schools/Section 157 for academies/free/independent schools), schools must make arrangements to safeguard and promote the welfare of children. Parents/carers should know that the law (Children Act 1989) requires all school staff to pass on information which gives rise to a concern about a child's welfare, including risk from neglect, physical, emotional or sexual abuse. Staff will seek, in general, to discuss any concerns with the parent/carer and discuss the need to make a referral to Children's Social Care if that is considered necessary. This will only be done where such discussion will not place the child at increased risk of significant harm or cause undue delay. The school will seek advice from Children's Social Care when they have reasonable cause to suspect a child may be suffering or likely to suffer significant harm. Occasionally, concerns are passed on which are later found to be unfounded. Parents/carers will appreciate that the school's Designated Safeguarding Lead carries out their responsibilities in accordance with the law and acts in the best interests of all children.'

Wembrook is committed to safeguarding and promoting the welfare of children and young people. It is our school's responsibility to safeguard and promote the welfare of children is of paramount importance. Children who are safe and feel safe are better equipped to learn.

We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support and protection.



INTERNET SAFETY

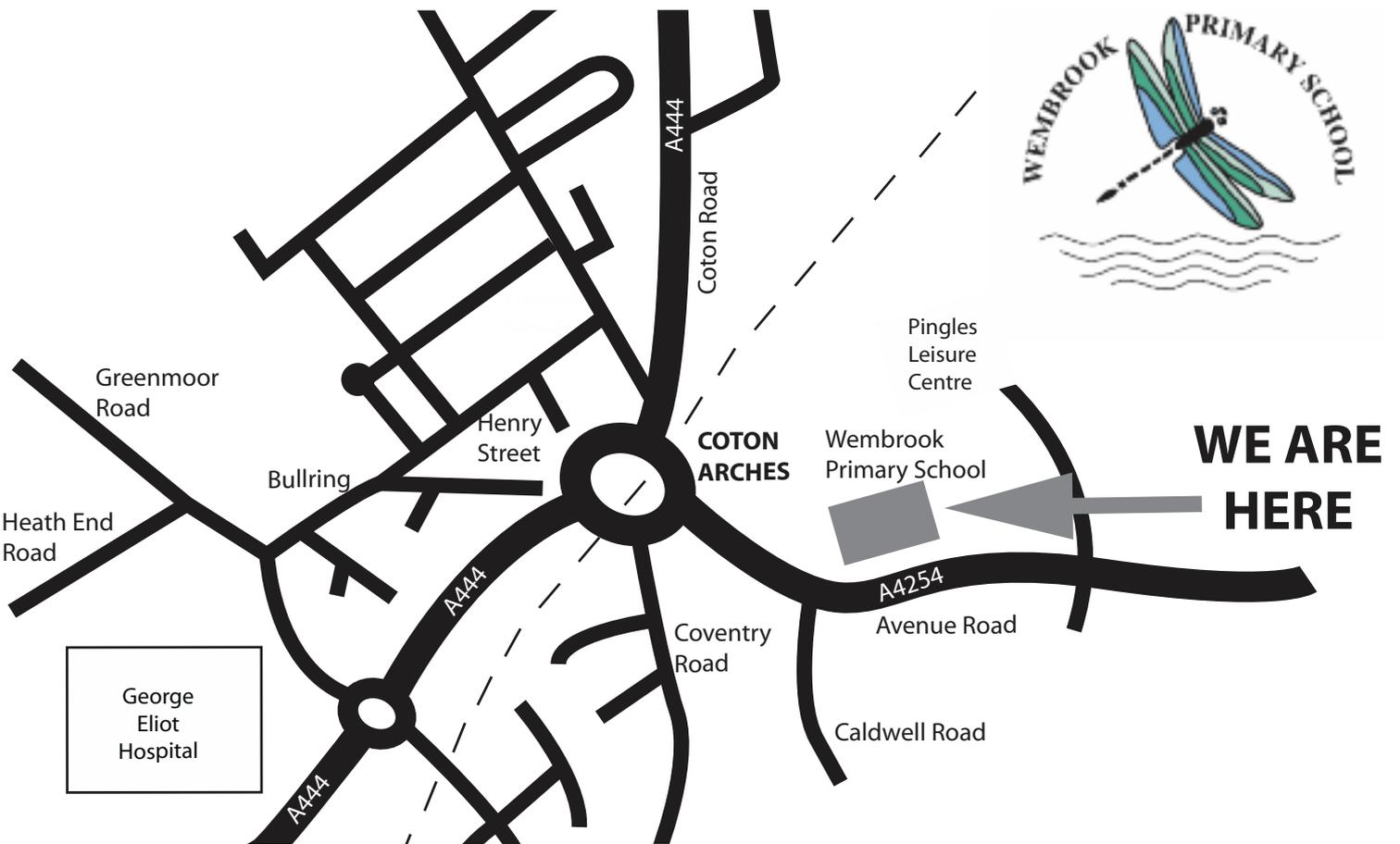
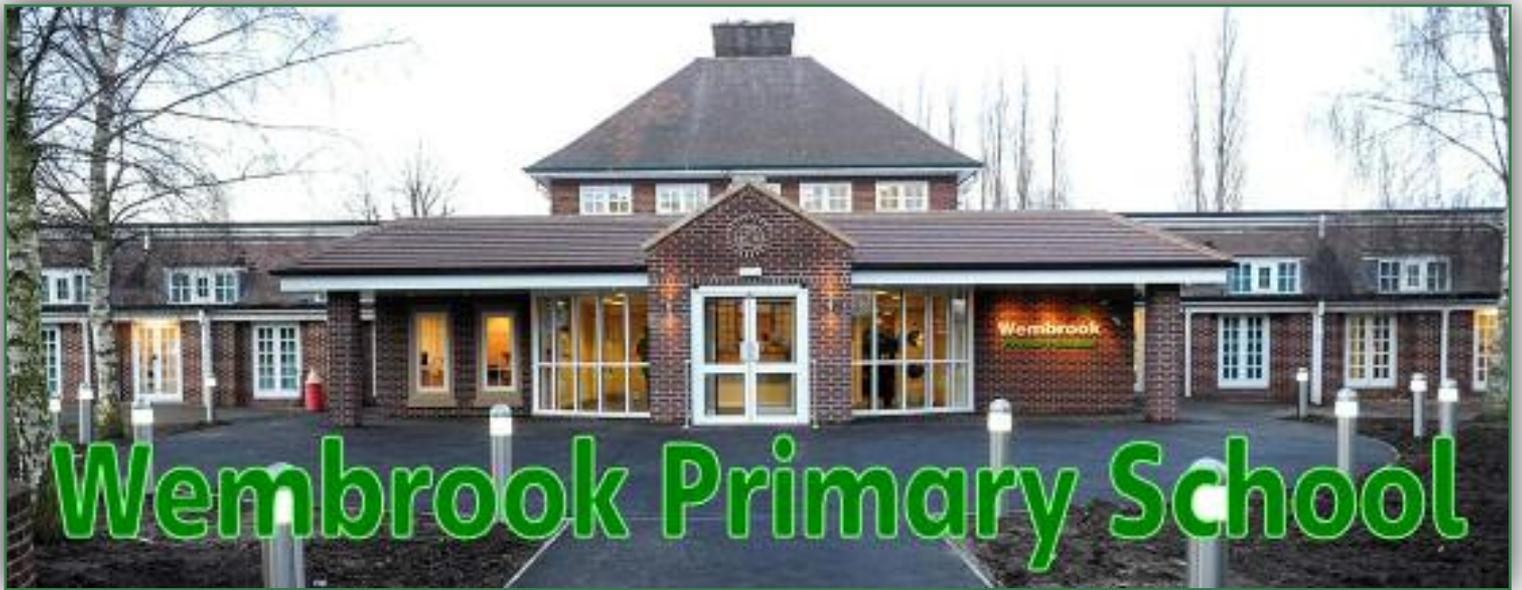
Safe and responsible use of the Internet and technology for pupils is reinforced across the curriculum and subject areas. Pupils will be taught what Internet use is acceptable and what is not and given clear objectives for Internet use. Internet access is planned to enrich and extend learning activities. Staff guide pupils in on-line activities that will support the learning outcomes planned for the pupils' age and maturity and educate them in the effective use of the Internet in research.

Guidance will be shared with parents to encourage consistency between home and school.

For more detailed guidance please refer to the E safety policy on the school website.







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