

King George V Primary School



Prospectus

Welcome

to

King George V primary School

King George V Primary School is a one-form entry primary school close to the centre of West Bromwich. We are a co-educational community day school for pupils aged 5 to 11 years, with a nursery class offering part time places for children aged 3 to 4 years.

King George V has a happy, lively and purposeful atmosphere built on the good relationships we have between staff, children and parents. We work hard to provide a wide range of experiences for children ensuring that they enjoy their time at school and achieve well, giving them the best possible opportunity to go on to succeed in whatever they choose to do.

If you have any questions or if you would like to come and visit us at any time, please contact the school - you are very welcome.

School Address:	King George V Primary School Beeches Road West Bromwich Sandwell West Midlands B70 6JA
Telephone	0121 553 0060
Acting Head Teacher	Miss S. Penny
Chair of Governors	Mr K. Bailey
Website	www.kinggeorgev.sandwell.sch.uk

Number of registered pupils (June 2016) - 235

Our prospectus is updated annually. This information was correct at the time of printing (June 2016) - it may, however, be subject to subsequent amendment.

King George V Primary School

Vision Statement

Our purpose at King George V is to enable each child to fulfil their social, academic and physical potential in a happy, safe and stimulating environment. We will promote unity, whilst celebrating diversity, in our multicultural community and prioritise the skills and attitudes needed for each child to become responsible citizens, actively involved in our ever-changing world.

Mission Statement

Many people, one school family. Proud of who we are.

Our Vision

At King George V it is our aim that:

- Children feel happy, safe and confident in school and leave King George V equipped with the skills to be motivated, independent life-long learners.
- We have high expectations of all pupils; supporting children to meet the needs of all whilst encouraging them to high and achieve well to maximise their potential.
- We provide a rich, engaging and challenging curriculum; presenting new learning in exciting ways which enables children to rehearse, apply and solve problems in a variety of contexts.
- We build positive relationships with parents, carers and families as well as the local and wider community.
- We provide a range of opportunities for children to understand how to keep themselves safe and healthy and to take responsibility for their own wellbeing as well as that of others.
- We actively promote tolerance, respect, understanding, compassion and harmonious living whilst celebrating diversity.



TIMES OF SCHOOL SESSIONS

Infants and Juniors - Morning 8.50 a.m. - 12.00 p.m.
 Afternoon 12.50 p.m. - 3.15 p.m.

Nursery - 8.50 a.m. - 11.50 a.m. 12.15p.m. - 3.15 p.m.

Punctuality is a very important characteristic that we emphasise with our children. Please try to support this by ensuring that children arrive in school, and are collected, promptly at the times given above.

DATES OF SCHOOL TERMS AND HOLIDAYS FOR THE ACADEMIC YEAR 2016 - 2017

AUTUMN TERM: WEDNESDAY 7TH SEPTEMBER 2016 - FRIDAY 16TH DECEMBER 2016
 Half Term Monday 24th October - Friday 28th October 2016

SPRING TERM: WEDNESDAY 4TH JANUARY 2017 - FRIDAY 7TH APRIL 2017
 Half Term Monday 20th February - Friday 24th February 2017

SUMMER TERM: TUESDAY 25TH APRIL 2017 - TUESDAY 25TH JULY 2017
 Half Term Monday 29th May - Friday 2nd June
 (May Day holiday - Monday 1st May 2017)

STAFF TRAINING DAYS - Monday 5th and Tuesday 6th September 2016, Tuesday 3rd January 2017, Monday 24th April 2017, Monday 5th June 2017 will be staff training days and school will not open to the children.

Regular attendance is vital for children to achieve well in school. Please try to avoid taking your child out of school during term time. If you think there may be a need for your child to have absence during term time please make an appointment to see the Head Teacher.

(Please see school attendance policy for further details)



SCHOOL UNIFORM

We strongly encourage children to wear school uniform as we believe it helps promote the family atmosphere and sense of belonging that we work hard to maintain.

Our school uniform consists of:

- ✓ Navy blue sweatshirt or cardigan
- ✓ Gold polo shirt
- ✓ Grey skirt/ pinafore/ trousers
- ✓ Safe footwear (low heels, no flip flops)
- ✓ Blue and white or yellow and white summer dress



Children will also need a white round neck t-shirt, navy blue shorts and a pair of pumps for PE.

The following uniform items are available from school:

- Sweatshirts £8.00 - £9.25(dependent on size)
- Cardigans £9.00 - £9.95(dependant on size)
- Fleeces £11.00
- Reversible Waterproof £15.00
- Pump Bags £4.00
- Book Bags £4.00
- Caps £4.00

Please see Mrs Iqbal or ask at Reception if you wish to purchase uniform.

PLEASE HELP US BY MAKING SURE YOUR CHILD'S NAME IS CLEARLY MARKED IN ALL ITEMS OF UNIFORM.

CURRICULUM

We aim to give a broad, balanced and enjoyable education to all our children. Nursery and Reception follow Statutory guidance for the Early Years Foundation Stage Curriculum, children from Year 1 onwards follow the National Curriculum.

Foundation Stage Curriculum

The Foundation Stage Curriculum is organised into 7 areas

- ✓ Personal social and emotional development
- ✓ Communication and language
- ✓ Physical Development
- ✓ Literacy
- ✓ Mathematics
- ✓ Understanding of the world
- ✓ Expressive Arts and Design

The National curriculum has three "core" subjects:

English, Mathematics, Science

There are also seven "foundation" subjects:

Computing, Art, Geography, History, Music, P.E., Design Technology

We also teach Religious Education. These lessons follow the Sandwell LEA agreed Syllabus for RE. Parents have the right to withdraw their child from all or part of Religious Education and Collective Worship. A written request explaining the reasons will be needed.

Governors have agreed that there will be no formal sex education but children's questions are answered sensitively and thoughtfully when they arise. Children in classes 5 and 6 receive a talk from the school nurse towards the end of the school year. Parents are informed prior to this and given the opportunity to either attend themselves or have their children withdrawn from the talk.

The 5 priorities of Every Child Matters are integrated into our curriculum and further broaden children's development through areas such as health education, personal, social and emotional education and citizenship.

Children's progress is carefully monitored by their teacher. You are welcome to discuss this at any time and we hold termly parents' meetings to keep you informed. You will also receive a written report at the end of each year.

EDUCATIONAL VISITS

Once a term we like to support and enhance the curriculum by taking children in each year group on educational visits or having visitors into school. This is usually to give the children a deeper understanding or wider perspective of an area they are studying.

Visits are usually for a half or whole day and once a year we organise a residential visit for years five and six who stay at an authority centre for a week.



Visits are built into children's work in school and so it is important that all children are able to share the experience. Visits are always planned thoroughly to ensure they are safe and appropriate and we will let you know well in advance of any planned trips. Children will never be taken on school trips without your permission.

Governors make a budget allocation to support the cost of visits and visitors and parents will be asked to make a financial contribution. We will try our best to keep this to a minimum and give plenty of notice for payments needed. This year plans are in place to organise one free school visit, one partially subsidised by the school and another where the full amount will be requested. **Unless most people pay, visits and visitors may be cancelled. If you have any difficulty with this we are happy to discuss arrangements to help. Please see the Head Teacher.**

BEFORE AND AFTER SCHOOL CARE

We have a daily breakfast club which meet in the Annexe building. Breakfast is served between 8.00 and 8.30 a.m. and children are escorted to their classes at 8.45. Breakfast club costs £1.50 per session.

We do not provide after school care on the school site. After school care is however, provided locally by The BRANCH (553 3075) who also organise play schemes during school holidays. Please contact them for further details.

AFTER SCHOOL CLUBS

We provide a range of after school clubs across the school. These vary depending on the time of the school year and projects that we become involved with. Recent clubs have included Sports multi-skills, Italian, Mad Science and ICT. Most clubs are free of charge but some do have charges attached. Information about clubs is shared with children and parents on a regular basis.



PASTORAL CARE



Children sometimes have worries about school. They usually have a good relationship with their class teacher and are able to talk to them about their concerns. If at any time they don't want to speak to their teacher any member of staff will be happy to listen.

If there is a concern that they don't want to discuss with us, they can always tell you and you can let us know.

Whatever the problem, please do not sit at home and worry. Come and talk to us and we will do our best to sort things out.

BEHAVIOUR AND DISCIPLINE

We believe children should be happy and safe in school and good behaviour and discipline are vital to this. Our school expectations (opposite) were created with the children and are regularly discussed with them. Through these expectations we aim to ensure that all children are safe and able to learn in a calm and undisturbed environment.

For many children school is their first experience of being part of such a large group of people so we build many activities into our Early Years work to help children learn the skills they need to mix well and work together. Incidents of inappropriate behaviour are dealt with by explaining to children why it is wrong and what they could do instead. Contact with parents is crucial in supporting us with this and staff will often ask to speak to parents at the end of a session or day. This does not mean your child is having difficulties in school but gives us the opportunity to explain any incidents and ask you to reinforce what has been discussed in school.

As children move through the school we expect them to continue to behave well and support them with this in many ways. Our behaviour management is very positive and children are taught how we expect them to behave and they are recognised and praised when they do so.

We use a scheme in school called SEAL (social and emotional aspects of learning) which is designed to help children develop the language and skills they need to manage and express their own emotions and behaviour. Each half term we have a different theme which is the focus of our assemblies and children's work in class. We also thread Spiritual, Moral, Social and Cultural learning throughout the curriculum and during whole school assemblies and reflection times, as well as actively promoting Modern British Values.

When children maintain the school expectations they earn merits. These are exchanged for a system of star and merit badges which children wear on their uniform. They are also tracked on our "Good to be Green" system and children who have shown positive behaviour for a whole term are given a reward, such as a visit to the park.

If children misbehave they may:

- be spoken to about what they have done wrong
- miss part of their playtime or other treat
- write an explanation of their behaviour/ appropriate rules
- be moved to sit alone in their classroom
- spend some time in a different classroom
- be sent to the Head or Deputy Head Teacher
- work in isolation within the school

In very serious or persistent cases a child may be excluded from school and Local Authority guidance would be followed in this case.

Parental support is highly valued. Strategies to support children are always more effective when school and home are able to work together. You will be informed if your child is involved in inappropriate behaviour and/or if we have concerns about their behaviour in school. We will discuss strategies with you to ensure an improvement and keep in regular contact in order to support this. We will also, of course, let you know when your child is doing well. If you have any questions or concerns please contact us.

Our School Expectations

We want everyone at
King George V Primary School to...

Enjoy
their
learning

Be
happy

Have
fun

Be safe

Be
successful

So we...

show
respect

are proud

are a
caring
community

are
honest

take
responsibility
for ourselves
and others

aim high and
keep trying!

SPECIAL EDUCATIONAL NEEDS

Some children have special educational needs. This may be difficulties with learning or with behaviour. If we think your child needs support we will:

- ✓ Let you know and keep you involved in your child's support
- ✓ Prepare an individual plan and special work for them
- ✓ Give them extra help when we can

We may ask other people to help us with our assessment and support but we would always ask you in advance.

Children with special needs will be taught in class by their usual class teacher. All schools must have a named person to monitor their progress - in our school this is Mrs L. Perrins.

CRITERIA FOR ADMISSION

Children are eligible for a place in Nursery following their third birthday. Application forms for places are available from the school office.

Children are admitted to Reception in September, at the start of the academic year in which they have their fifth birthday. Sandwell Education Authority use the following criteria to allocate school places:

- children with special educational needs or in public care
- children with a medical condition that may be best met at the selected school
- children with a brother or sister in the school
- distance measured in a straight line from a child's home to the nearest available entrance to the school

All admissions are managed centrally by the Local Authority. Applications for reception places are sent out automatically and application forms for all other Year Groups are available from the school office. These should be completed and returned to the Local Authority admissions services.

SCHOOL ATTENDANCE

Children must come to school, on time, every day unless there is a good reason why they cannot.

If your child is absent please let us know why by phoning.

Improving levels of attendance is a key priority for our school and there are reward systems in place in school to recognise good attendance. Each week we identify the class with the best attendance and they are visited by our attendance mascot "Brainy Bunny" for the week. Children regularly receive certificates recognising good attendance and each week all children with 100% attendance are placed in a prize draw to win £5.00.

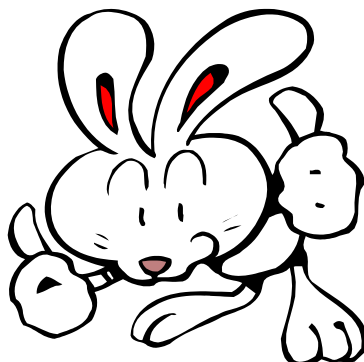
Children's attendance is regularly monitored and if we have concerns we will contact you to let you know. If we remain concerned about your child's attendance we will ask you to discuss to see how it can be improved and we may involve our Attendance Prosecution Officer who can often help.

For any absence other than medical, parents must make an appointment to see the Head Teacher. Following Department for Education guidance school is unable to authorise any absence during term time.

If parents do decide to take children out of school, however, it is important to inform us of the dates to avoid the child's place being withdrawn.

PLEASE AVOID TAKING CHILDREN OUT OF SCHOOL DURING TERM TIME. EXTENDED ABSENCE IS VERY DIFFICULT FOR CHILDREN AND HAS A NEGATIVE AFFECT ON THEIR PROGRESS.

Brainy Bunny



SNACKS AND SCHOOL MEALS

In September 2007 the government introduced revised guidelines for nutritional standards in schools. This is an attempt to encourage children to develop healthier eating habits. As a school we are fully endorsing these standards.

Drinks and Snack

Children are allowed free access to water in every classroom. They are able to have a snack at morning break time; children in Nursery up to Year 2 should not bring food from home as they will be given fruit in school. Children in classes 3 to 6 may bring their own snack. Snacks should follow the nutritional standards and be a healthy option. Fruit is the preferred snack and children **should not** bring crisps, chocolate bars, sweets or lollipops and no fizzy drinks. Toast is sold at morning break time at 10p per slice. Children should order and hand in money to class teacher at the start of the day.

School Meals

The school meals service runs a kitchen at our school that provides a selection of hot meals for our children. Meals are tailored in our school to the tastes of our children. We do not use any beef products and a vegetarian option is always available.

School meals cost £2.00 per day. Dinner money should be sent into school on Monday morning in an envelope marked with your child's name and class. If you are on Income Support and in some cases Tax Credits your child may be entitled to a free school meal. Please see the secretary who will let you have the forms that you need.

From September 2014, all children in Reception, Class 1 and Class 2 will be entitled to a free school meal. It is still important, however, that forms are completed as this is taken into account when school funding is decided.



ATTENDANCE STATISTICS

Each year we have to count how many times a child is absent from school. This is recorded in sessions with one session being half a school day (so if a child is absent for one school day this is recorded as 2 absences). If we know why your child is absent, and have agreed that it is a justified reason (if they are ill or have a medical appointment), this is called an authorised absence. If your child is away without a good reason or you don't tell us why they are away this is called an unauthorised absence.

For the academic year 2014 - 15 our attendance figures were:

Percentage of authorised absence 3.8%

Percentage of unauthorised absence 0.7%

Overall attendance - 95.5%

Improving attendance is a key priority for our school. The National expectation is 95% and we are trying hard to achieve this.



CONCERNS, COMPLAINTS and COMPLIMENTS



If you have any concerns about your child in school we are always keen to help. Please speak to your child's class teacher, the Head or Deputy Head Teacher who will do their best to help.

If you wish to make a complaint please speak to the Head or Deputy Head Teacher. If we are unable to help, parents may write to the chair of Governors (at the school address) outlining their concern. If there is still no resolution parents should contact the Local Authority who will investigate the matter further.

We would always encourage you to approach us as teachers first as we can usually explain or put right most concerns.

We are, also, always happy to hear your suggestions for improvement. We will ask you for your views each year in our annual survey but we also have a suggestions box in the main reception area where you can post your suggestions at any time.

Schools retain a variety of information about their pupils. We are legally obliged to make all parents aware of this and draw your attention to the information below.

Privacy Notice - Data Protection Act 1998

We, King George V Primary School, are the Data Controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data and use it to:

- Support your teaching and learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well your school is doing.

This information includes your contact details, national curriculum assessment results, attendance information ¹ and personal characteristics such as your ethnic group, special educational needs and any relevant medical information. If you are enrolling for post 14 qualifications we will be provided with your unique learner number by the Learning Records Service and may also obtain from them details of any learning or qualifications you have undertaken.

We will not give information about you to anyone outside the school without your consent unless the law and our rules allow us to.

We are required by law to pass some of your information to the Local Authority and the Department for Education (DfE)

If you want to see a copy of the information we hold and share about you then please contact the Head Teacher.

¹ Attendance is not collected for pupils under 5 at Early Years Settings or Maintained Schools

If you require more information about how the Local Authority (LA) and/or DfE store and use your information, then please go to the following websites:

<http://www.sandwell.gov.uk> - Privacy Notices and

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/thirdpartyorgs/>

If you are unable to access these websites, please contact the LA or DfE as follows:

- **DP Officer - Business Information Systems Unit, Children and Families, Shaftesbury House, PO Box 41, 402 High Street, West Bromwich, B70 9LT.**
- Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT
Website: www.education.gov.uk
email: info@education.gsi.gov.uk
Telephone: 0870 000 2288



We hope you have found the information in this booklet useful but if you have any questions please do not hesitate to get in touch and we will do our best to help.



Visit our Website:
www.kinggeorgev.sandwell.sch.uk



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