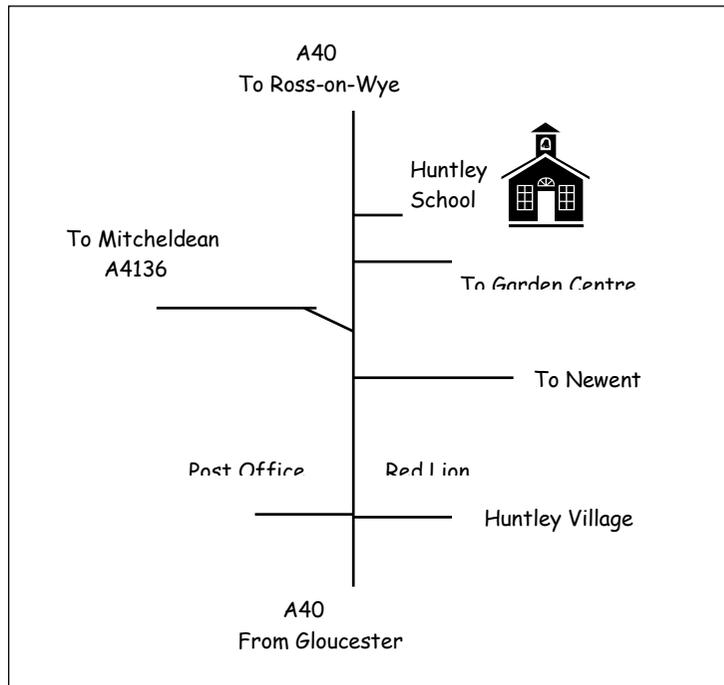


Welcome to Huntley Church of England Primary School

Huntley C of E Primary School was opened in 1875 and sits proudly on the outskirts of the village adjacent to the church, St John the Baptist. It is listed as a building of architectural interest.

“The key strength of this outstanding school is the exemplary pastoral care that it offers. By the time pupils leave in Year 6 they are confident, well-rounded young people, ready to play their full part in the world beyond school. Pupils’ enjoy school and learning greatly and develop very well as articulate, courteous and considerate young people, extremely aware of how to lead safe and healthy lives. A very positive atmosphere permeates the school, relationships are exceptionally strong and this, together with excellent care, guidance and support, results in very happy learners.

One pupil spoke for many when saying, ‘This is a great school ... it is a privilege to be here.’ *Ofsted March 2011*



Our School Prospectus

Page

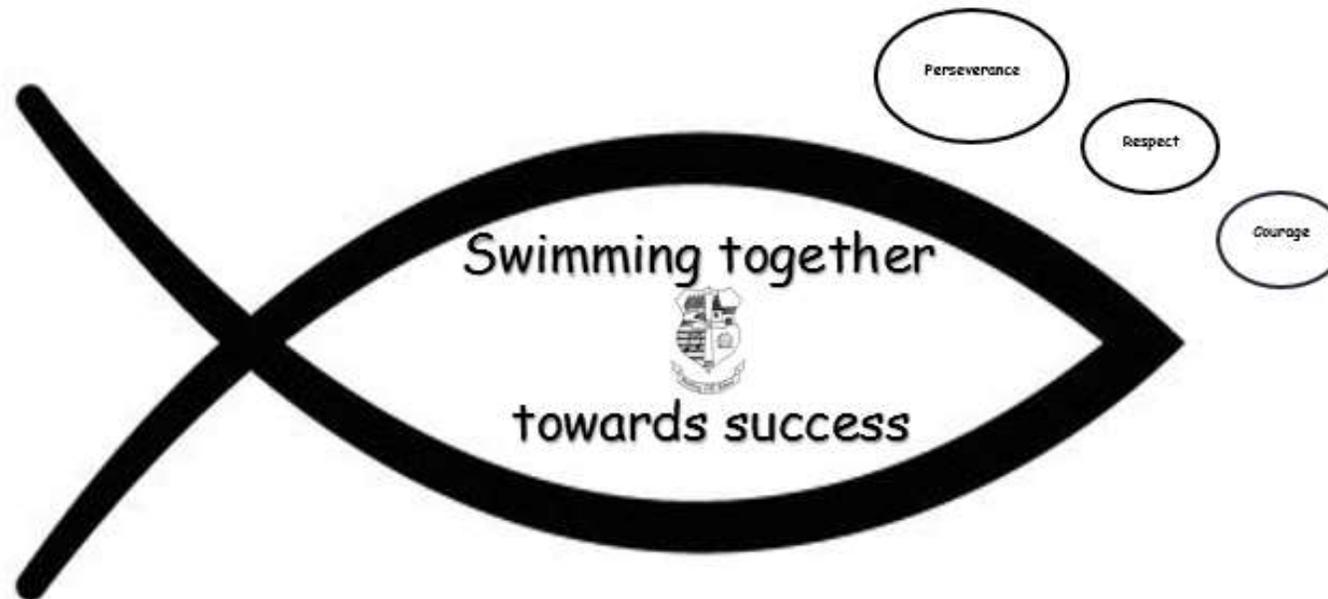
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OUR SCHOOL VISION AND VALUES

HUNTLEY C of E SCHOOL VISION:

Nurtured individuals, learning together with God's love, to live life to the full.



OUR LIVING VALUES:

Creativity, Wisdom, Compassion, Truthfulness, Generosity, Responsibility, Friendship, Service, Justice, Peace, Thankfulness and Forgiveness

MISSION STATEMENT

At Huntley Church of England School, we aim to work in partnership with parents, governors, the Church and the community to provide a nurturing, personalised education for all our children regardless of gender, race, ability, social circumstances or religious faith.

This education is built on a firm Christian foundation and will provide the children with the values, skills, opportunities and knowledge required for them to live successful, healthy, fulfilled lives.

SCHOOL AIMS

We aim to provide children with the values, opportunities, knowledge and skills to enable them to understand and realise their full potential and to develop with the confidence to enjoy life and find time for recreation and laughter.

We aim to provide all staff with the opportunity to develop their professionalism in order that the quality of education remains at a high standard and we may remain an effective school.

School Website: www.huntleyprimaryschool.co.uk

ADMISSIONS

Decisions regarding admissions are the responsibility of the Governing Body. Children are admitted during the school year in which their 5th birthday falls. There is one intake each year, in September. Prospective new starters are encouraged to attend the Rising 5s sessions during the summer term prior to their start in school. The Huntley Playgroup leader runs these sessions in school with some of the school staff whom the children will have teaching them when they start. Parents considering Huntley for their children are encouraged to visit the school and spend time seeing us at work before making a decision. If you wish to register your child for admission, you are invited to make an appointment with the Headteacher to discuss your application.

Priorities for Admission

If there are more applications than places available, the governors have agreed the following order of priority for admission:

1. Children in Public Care - Looked After Children.
2. Children who live within the Church of England Parish Boundary of Huntley with May Hill.
(A map may be inspected at the school.)
3. Children who have a sibling attending Huntley School when the younger child is admitted
(Siblings are defined as children who share a parent and/or are living in the same household.)
4. Children living outside the Parish Boundary whose parents specifically want a church school and can demonstrate active participation in Christian worship (in the form of a letter from a minister who is a member of Churches Together in England)
5. Children who have an authenticated medical reason for attending that particular school. Medical circumstances will be considered in accordance with the LA description in the Admission to Primary School booklet.
6. Children with the strongest geographical claim, measured in a direct line. Ease of access to the school or other schools will be taken into consideration. Distances will be measured in accordance with the LA description in the Admission to Primary School booklet.

In the event of a child being refused a place, there is a right of appeal to an independent appeal process.

In accordance with government guidelines, no more than 30 children can be accommodated in Key Stage 1 classes.

STAFF

Headteacher: Mrs. E. Curtis (Safeguarding Lead)

Teachers:
Mrs. A. Goulding (Senior Teacher)
Miss S. Bramley
Miss A. Dawson
Mrs M. Hulse
Miss B. Etheridge

**SEND
coordinator**

Mrs. E. Curtis

Administrator:

Mrs. N. Mason

**Cleaner/
Caretaker:**

Mrs. L. Martine

**Teaching
Assistants:**
Mrs A. Harvey
Mrs. J. Hatton
Miss C. Stroud
Mrs. A. Nairn

**Midday
Supervisors:**
Mrs A. Harvey
Mrs. A. Nairn
Miss C. Stroud
Ms C. Davies
Mrs. R. Eggleton
Mrs N. Mason

THE GOVERNING BODY

Clerk to Governors: Mrs. N. Mason

Staff Governors: Mrs. M Hulse
Mrs E Curtis (Headteacher)

Foundation Governors: Mr. A. Eggleton (Chair of Governors)
Mrs J. Akerman
Mrs A. Bryson
Mrs A Cholefko
Mrs. L. Clifford
Mrs B Fellowes

Parent Governors: Mr. C. Taylor (Vice Chair) & Mr A Davis

Ex officio: Rev Lara Bloom

L.A. Governor: Ms. F. Gordon (Safeguarding Governor)

As a Voluntary Aided School the majority of governors are Foundation Governors, proposed by the Parochial Church Council and appointed by the Diocesan Board of Education. They would normally be practicing Christians and regular and supporting members of the local Anglican Church. Along with other members of the Governing Body they seek to uphold the ethos statement of the Instrument of Government.

The Governors are responsible for all matters concerning the school, including admissions, the curriculum, maintenance of the buildings and appointment of staff and they meet regularly throughout the year. Anyone with an issue they wish to have discussed at a Governors' meeting should write to the Clerk of the Governors at the School.

As a Church of England Voluntary Aided School we have a special relationship with the Diocesan Trust which owns the school buildings and is responsible for their maintenance and improvement in association with the Local Authority and the Department for Children, Schools and Families



SCHOOL/CLASS ORGANISATION

As a small school with fluctuating numbers we constantly have to review teaching groups. We try to keep class numbers as small as possible and to separate the teaching of the Foundation Stage, Key Stage 1 and Key Stage 2. In the current academic year (2018-19), with 87 children on roll, the school is organised into four classes as follows:

Class	Year Groups	Teacher/s
Stream	Reception & Year 1	Mrs Goulding
River	Years 2 & 3	Miss Dawson
Estuary	Mornings - Years 4 & 5 2/3 x Afternoons - Years 4, 5 & 6	Miss Bramley
Ocean	Mornings + 2/3 afternoon - Year 6	Miss Etheridge/ Mrs Hulse

Children are taught in mixed age, mixed ability classes.

The school employs a variety of teaching methods according to need including whole-class teaching, group work and individual learning. We use a subject-based approach with a strong emphasis on cross-curricular themes.



A Typical Day in the Life of a Pupil

8.45am	Meet friends in the playground
8.55 – 9.05	Registration in class
9.05 – 9.45	Lesson time
10.00 – 10.15	Collective Worship in the hall
10.15 – 11.00	Lesson time
11.00 – 11.15	Playtime and time for fruit and milk
11.15 – 12.15	Lesson time
12.15 – 1.15	Lunch and playtime
1.15 – 1.20	Registration in class
1.20 – 3.15	Lesson time
3.15pm	Meet your parent or carer at the gate
3.20 – 4.00	Extra-curricular clubs (Some clubs may finish later)

Your child's learning

We aim to provide your child with a broad, balanced, differentiated curriculum which will give your child the skills and values he or she will need to cope with the demands of life in the twenty-first century. We encourage children to become independent and confident both in their work and their social development. The teaching of Y1—Y6 is in line with the National Curriculum and Reception teaching is in line with the Foundation Stage Curriculum. The Curriculum is broad, balanced and provides for the academic, spiritual, moral, physical, creative and personal and social development of every child.

In our school we recognise that learning consists of:

Acquiring knowledge

Understanding ideas

Perfecting skills

Developing good attitudes

In order for this to take place the children must:

Become involved with things that interest them

Be active in their learning

Be encouraged to work with each other

Make progress and be challenged in each area of learning

Be encouraged to think and act for themselves and become independent.

The National Curriculum

Our school bases its curriculum planning on the National Curriculum. We teach cross-curricular themes, linking subjects together wherever possible. Some subjects are taught discreetly where appropriate. We find opportunities for spiritual development across the curriculum.

Core Subjects: English, Maths, Science, Religious Education (RE)

Foundation Subjects: Geography, History, Design and Technology (D&T), Art and Design, Music, Physical Education (PE) Computing, Personal, Social, Health, Citizenship Education (PSHCE) and French (KS2)

The Foundation Stage

The Foundation Stage is a distinct phase of education which finishes at the end of the reception year.

There are **three prime areas of learning**,

- Communication and Language
- Physical development
- Personal and Social Development

There are **4 specific areas**

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Well planned play is essential to the children's learning as they explore the world around them and ask questions, extend their skills and develop their confidence. Outdoor learning is a large part of our Foundation Stage curriculum, we have a secure outside area attached to the classroom providing free-flow between indoor and outdoor learning. This supports not only physical development but also learning across the curriculum through the use of role play, number resources and small play activities.



English

In English we develop pupils' abilities to communicate effectively in talking, reading, writing and listening with understanding. All pupils are given a range of opportunities to enable them to develop the necessary competence in Standard English. We follow the **National Curriculum**, our lessons include the following:

- Shared text work (balance of reading and writing)
- Focused word work and sentence work
- Group or independent work which could be independent reading, writing or word work, reviewing, reflecting, consolidating teaching points and presenting work covered in the lesson. Time is allowed for extended writing (Big Write) and reading within the school week. Group guided reading and writing takes place regularly. Pupils are encouraged to take home reading books, fiction and non-fiction, to share with parents. We run a reading challenge to encourage children to read frequently, as this can impact greatly on their confidence and creative writing. Your child is allowed to take home books from our Library. Reading and writing ability is carefully monitored. Your child is encouraged to write in different styles for different audiences and purposes and to re-use and re-draft his/her work with the help of the teacher. Computers are sometimes used to assist this process.
-



Maths

Our aim is that children should find Maths a source of delight and wonder. We plan to make children numerate, mentally agile and conceptually aware so that they can use their developing mathematical skill and understanding to analyse and communicate information or ideas, to tackle a range of practical tasks and to solve real problems which may be part of their everyday lives. Children will be encouraged to take work home to extend and reinforce work from the classroom: for example, mental arithmetic tasks, number bonds, games and times tables. We follow the **National Curriculum** guidelines for maths. We use the Shanghai method of maths teaching.

Science

It is our aim to develop basic scientific knowledge, thinking and skills, as well as encouraging children to record their findings carefully and accurately in a variety of forms, to draw conclusions, predict outcomes and devise their own fair testing. We encourage children to become enthusiastic and confident investigators working in pairs, groups and as individuals.

Religious Education (RE)

RE is not part of the National Curriculum but it is a core subject. As an Aided school we have strong links with the Diocese and the Parish Church of St. John the Baptist.

We aim to develop your child's knowledge, understanding and awareness of Christianity and other faiths. At Huntley School we the syllabus recommended by the Diocese.

Computing



Computers are used to complement and enhance the children's learning. We encourage children to find ways in which technology is changing the home and workplace and the world around us. Teachers attend regular courses in and out of school time to keep abreast of new technology. We are committed to e-safety, and teach our children to keep themselves safe online.

Personal, Social, and Health Education (PSHE) and Relationships Education

We are proud that Huntley School has achieved Gloucestershire's **Healthy School Award**. To achieve this award, schools are judged on healthy eating, physical activity and the emotional well-being of its children.

PSHE is covered on a regular basis throughout the school as part of the topic approach. Relationship education is taught at an age appropriate level across the school. Parents are invited to school to discuss the programmes and materials we use. We place a strong emphasis on the physical and mental well-being of the children.

Physical Education (PE)

We provide a variety of physical activities, games, dance, athletics and outdoor adventure activities to promote the development of physical skills, body control, safety awareness and health consciousness. Each year we take all the children for swimming instruction and Years 2-6 for gym instruction at nearby centres with specialist coaches. Alongside class lessons we offer a range of extra-curricular sporting opportunities through after-school clubs, including football, netball and multi-sports. We regularly arrange competitions with GloWMATCH schools and we also attend the Forest Cross Country Area Competition. We also enter a team for the annual multi-sport, netball high fives, and football competitions for Small Schools. We often win! The school has attained **Activemark**.

History

History offers opportunities to develop your child's sense of identity through learning about the development of Britain, Europe and the world. We will introduce your child to what is involved in understanding and interpreting the past through learning about familiar and famous people, similarities and differences between life today and in the past, learning about local history and different aspects of British and world history.

Your child will find out about the past using different sources of information and representation, including ICT.

We use visits and visitors to help bring history alive.



Geography

We aim to stimulate your child's interest in the local area and foster a sense of wonder at the beauty of the world around us. We enhance a sense of responsibility for the care of the earth and its creations. Through studying a variety of physical and human features, as well as studying places and themes from local to national and overseas, your child investigates how people and places are linked and how he/she relates to the wider world.

We use a variety of enquiry skills, including field work, geographical terms, making and using maps and photographs, as well as IT skills. The Year 6 children spend five days on the Isle of Wight as part of their field work. We have established links with overseas schools, giving the children opportunities for cultural understanding.

Design and Technology (D&T)

In D&T we aim to give your child the opportunity to plan and make something for a purpose, as well as extending his/her skills and knowledge of the use of materials and equipment. Several aspects of this work will be familiar, such as food technology and textiles; other work will include control mechanisms, structures and control electricity. We have strong links with local secondary schools to support the teaching of some aspects of D&T.



Art

Through a wide range of opportunities we aim to foster in your child a personal appreciation of beauty in our natural world. We encourage your child to express feelings, experiences and ideas through a variety of art media. They will enjoy experimenting with a variety of materials and develop an understanding of the work of artists, crafts people and designers from the locality, artists of today and yesterday, as well as artists from a variety of cultures.



Music

In music your child will study concepts and skills related to the four strands of music: performing, composing, listening and appraising. They will experience a breadth of style, period and culture. Staff sing regularly with the children. Peripatetic music teachers are available and for a termly fee your child can hire and learn to play an instrument. We currently run whole class instrument tuition across all classes over the year starting with mixed string or ukulele in class Stream.

Modern Foreign Language

We teach **French** from Y2 – Y6. They learn basic words and phrases, to enable them to engage in simple conversational French. We teach songs and rhymes to make their learning fun. We are lucky enough to have a secondary French teacher delivering our curriculum.



Forest School

All our children take part in Forest School activities, the aim is to encourage and inspire children through positive outdoor experiences. By participating in engaging, motivating and achievable tasks and activities in a woodland/outdoor environment each child has an opportunity to develop intrinsic motivation, sound emotional and social skills. These, through self awareness can be developed to reach personal potential.

Curriculum Complaints

This procedure is confined by law to the following areas: The provision of the National Curriculum, the implementation of the National Curriculum and its various regulations, the provision of Approved External Examination Courses, the provision of Religious Education and Collective Worship, the temporary withdrawal of pupils from all or part of the National Curriculum. The complaints Policy can be inspected at school. All complaints should be directed to the class teacher initially, then the Headteacher and then, if there is still an issue, to the Governing Body.

WORSHIP

Worship at Huntley C of E School takes several forms. It may be:

- teacher-led, with stories, readings, drama, music or art
- formalised worship in church
- a time for quiet reflection
- a time of celebration (Parents are invited)
- Visitors deliver an assembly.



Huntley School is an Aided School which means that it was originally founded by the Church and the Church continues to work in close partnership with the school as follows:

- Most of the governors are Foundation Governors appointed by the Diocese of Gloucester; one of their roles is to determine the nature of RE and Worship in consultation with the Headteacher.
- The 'Open the Book' team lead Collective Worship once a week.
- Worship and special services are regularly held in the adjacent church.

We revisit our core values on a regular basis and each term we explore one of our living values in depth.

We believe that children gain from these close links. We try to make the church an integral part of the children's educational experience.

Parents have the right to withdraw their children from Worship if they so wish.

BEHAVIOUR

A high standard of behaviour is expected from all pupils. We have few rules but the ones that do exist are designed with your child's safety in mind, to enable children to learn effectively and for the smooth running of the school community. Most children readily respond to our high expectations.

Children are rewarded for good behaviour over the week by choosing a Golden Time activity on a Friday afternoon. These activities regularly include cooking, gardening, parachute games, card games, computer games, etc. Children who have misbehaved have time taken off their Golden Time allotment for that week.

We work deliberately and positively to encourage children to behave responsibly in a group situation and on their own. Unacceptable behaviour has clear sanctions and is detailed in our Behaviour Policy. In brief, a child receives a verbal warning and entry in our behaviour book: when a child has three entries in the behaviour book in one half-term, the matter is reported to parents. If behaviour problems persist beyond this stage, greater parental involvement is sought. If more help is needed we draw on the support of outside agencies. Very few children need this degree of support. A copy of our behaviour policy is available to read in our school office or on our website.

OUR UNIFORM

Boys: Grey trousers or shorts, royal blue school sweatshirt, royal blue polo-shirt, grey socks, black shoes.

Girls: Grey skirt, pinafore dress, grey trousers, royal blue polo-shirt, royal blue school sweatshirt, white socks, black shoes.

Summer alternative: blue gingham skirt or dress / grey shorts

PE kit: Black daps, white trainers (from Year 2—6), white T-shirt, navy shorts, navy joggers, white socks, Indoor PE is a bare-foot activity.

Swimming: Pair of trunks for boys / one-piece costume for girls.
(Navy or black preferred)
Goggles worn subject to parent's consent.
Swimming hat

Hair: Long hair should be tied back.

Jewellery: Children are not allowed to wear jewellery to school.
Those who have pierced ears may wear small studs but these must be removed for PE.

Sun Safety: Children should wear caps or hats during the summer months. Sun cream should also be applied before school

Our uniform is available to buy from myclothing.com.

Other items available are fleeces, reversible coats and cardigans, all bearing the school crest.

All items of clothing should be marked clearly with your child's name.



CLUBS

Clubs vary from term to term and year to year as do skills and pressures of time on staff and volunteer helpers. This is a selection of the clubs we have at school.



Please help your child to appreciate the **commitment** involved and encourage consistent attendance at clubs. If a club has to be cancelled at short notice we will text you. If all else fails, we keep children in school until he/she is collected.

Special Educational Needs and Disabilities (SEND)

The SEND Code of Practice is laid down by the Government.

Our SEN coordinator is Ella Curtis. Ms F Gordon currently fulfils the responsibility of Special Needs on the Governing Body.

Parents with anxieties about their child's learning, behaviour or physical development are encouraged to discuss problems with the class teacher or headteacher. Where extra help is required, parents are involved at all stages of the process. The aim is to provide the best education for each individual child. Outside agencies are consulted when necessary.

Children whose achievements are well ahead of the norm for their age are also monitored to ensure that appropriate challenges and interest keep them performing at their ability level.

Equal Opportunities

We aim to provide equal access for all children and staff, regardless of race, colour, creed, gender, ability, social circumstances or grouping within the school in order that each child can eventually take an active, informed and responsible role in our modern society.

Lunchtime

Children are able to enjoy a hot meal every day.

Our lunch provider is Caterlink, orders for lunches are taken daily in class, payment is made through Parent Pay, please ask Mrs Mason in the office for details.

Years R – Y2 receive free school meals under the government initiative Universal infant free school meals scheme.

Alternatively your child can bring in their own packed lunch.

Snack time

The school provides a piece of **fruit** for every child R – Y2 for morning snack time. Other children may bring a piece of fruit, or buy a piece of toast for 20p at morning playtime. (Organised by Y5 pupils)

Parents may order milk, from the '**Cool Milk**' Scheme – details available from the office. The school provides each child with a **water bottle**. We encourage children to drink water throughout the day to aid their concentration.

Charging and Remissions

The school day is 8.55am until 3.15pm, Monday to Friday during term time. If educational trips take place during these hours a letter may be sent to the parents of all children involved, that the cost of the trip, including transport will be met partly or entirely by voluntary contributions. In the case of residential trips, a charge will be made for the cost of providing board and lodging and transport.

Money in school

School lunches must be paid for through Parent Pay.

Other payments can be made on line through Teacher2Parents.

Please send any money to school in **sealed envelopes**, clearly labelled with your child's name, the amount of money and what it is for.

Photographs

Children may be photographed during their school activities. Sometimes these photographs may appear in the local press to publicise the work of the school. If you do not wish your child to be photographed you will need to fill in the photograph form (issued on entry to school) appropriately.

Health and safety

Most of our staff are trained first aiders. Your children are supervised at all times during the day. Minor accidents are always dealt with immediately. If emergencies arise we make every effort to contact you on the numbers you have provided on your child's admission form. Should this prove impossible the school will act in the best interests of the child. **Please ensure that the school has up to date emergency contact numbers.**

Medicines in School

The school prefers not to administer medicines in school. It is only necessary to administer medicines at school if the doctor has prescribed the medicines in 4 or more doses each day. Staff will do this providing medicines are clearly labelled and handed in to class teacher. Parents will need to fill in a permission form, these are available at the school office.

If your child has an asthma inhaler this **must** be brought to school each day and be kept in class for use as directed by their doctor.

The **Fire drill** is practiced at least six times a year.

Child Protection/Safeguarding

All of our staff are subject to enhanced Criminal Record Bureau or Disclosure and Barring Service checks.

Huntley C of E Primary School recognises its responsibility for safeguarding and takes care to protect and support all of our children. Full details are available in our Safeguarding/Child Protection policy which can be viewed in the school office or on our website. Our designated lead for safeguarding is Mrs Ella Curtis. **Please let the class teacher know if your child will be collected by another person.**

Insurance

The school is covered for accidents and liabilities within the terms of the LA's school insurance policy. Governors of Huntley C of E Primary School are not responsible for children on school premises before 8.45am and after 3.15pm unless children are attending extra curricular clubs. Our insurance will not cover accidents and injuries happening outside of school hours / extra school activities.

School Session Times

8.55	–	12.15	Morning Session
12.15	–	1.15	Lunchtime
1.15	-	3.15	Afternoon session

Absence from school

Absence is treated as authorised if a child is ill. Please notify the school on the first day of absence.

Holidays must be taken during the school holidays; attendance has a great impact on a child's progress. If you have exceptional circumstances for taking holiday during term time, then please submit a holiday form to the headteacher, who will determine whether or not permission will be given.

If absences are unauthorised, then the Headteacher will contact the Local Authority to take up the case on behalf of the school. If it is necessary for a child to leave the premises early, then please inform the school by letter and collect your child from the classroom.

Late arrivals are shown on the register and persistent lateness is brought to the attention of the Local Authority.

Reporting

Parents' evenings are held in the autumn and spring terms. Parents will receive a formative written report at these meetings. A summative written report giving details of each child's progress is sent home during the summer term and, should parents so wish, a time can be booked to discuss the report with the teacher.

At Huntley School we have an open-door policy. At any time you can arrange to talk to the class teacher or to the Headteacher about any problem or concern, large or small. Please be aware the class teacher will not be free to talk to you once the school session has started, but will happily do so after school or in good time before school.

National Standard Assessment Tests/Tasks (SATs) are undertaken at the end of Key Stage 2. Children are teacher assessed at the end of Key Stage 1 and at the end of the Foundation Stage. The results of the assessment are sent to the DfE and LA.

- Year 1 - Phonics Screening Check
- Year 2 - Key Stage 1 Teacher Assessment.
- Year 4 - Times table assessment (from 2020)
- Year 6 - Key Stage 2 SATs

The results are reported to parents in the summer term.

PARENTAL INVOLVEMENT

Education is a partnership between staff, governors and parents.

There are many ways you can become involved in school life and support our school, for example by -

- helping your child with reading (the children who make best progress read and are read to regularly at home)
- helping your child with homework
- assisting with activities in school - reading, playing games, cooking, ICT, sports, music, art, clubs, etc.
- making costumes for school productions
- being an active member of the Parents, Teachers and Friends Association (PTFA)
- supporting school events, eg. Founder's Day, fund-raising.

If you are interested please see the class teacher, the Head or the Parent Governor

Please contact us for any further information.

School Address: Huntley C of E School,
Ross Road,
Huntley,
Gloucestershire,
GL19 3EX

School Telephone/Fax: 01452 830510

School email address: admin@huntley.gloucs.sch.uk

School website: www.huntleyschool.co.uk