

EVERTON HEATH PRIMARY SCHOOL PROSPECTUS



**Achieve through
Challenge, Celebration
Excellence and Enjoyment**



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At the heart of the community

Dear Parents/Carers,

Welcome to Everton Heath Primary School. We are a small village school set in rural Bedfordshire catering for up to 70 children in the main school and an additional 8 children at our 'Evertots' Pre School.

In September 2018 we became part of The Cam Academy Trust. We are delighted to be part of this thriving Trust and are greatly supported by their educational expertise and commitment to excellence for all.

Everton Heath benefits from small classes led by a strong dedicated team. As a result, standards are generally above national averages and achievements are consistently good.

We provide a broad and balanced curriculum with many opportunities for enrichment both during the school day and in the wide and varied after school clubs throughout the year which include: Football Club, Computing, Multi-sports skills, Choir, Homework and Film Club. An Early Morning Drop-In Club is available everyday from 8am to 8.45am.

As *Everton Lower School* in 2011, Everton was judged to be **outstanding** by OfSTED. Particular comments included:

- Pupils make excellent progress and consequently standards in reading, writing and mathematics are well above those expected for all groups of pupils because the quality of teaching and learning is consistently outstanding.
- Relationships are extremely strong, the school ethos is very warm and welcoming, and pupils make excellent gains in their personal development.
- Care, guidance and support are extremely strong, so pupils behave superbly well and are mature, sensible and enthusiastic learners. A parent commented, 'Teachers know the children very well and any problems are noticed at once and solutions planned.'

- The curriculum meets the needs of all pupils well and consequently they develop an extremely positive attitude to their learning.
- Excellent links with parents and carers, the local community and external agencies contribute very effectively to the provision.

Parents are very supportive of the school. This partnership between home and school means all children have the opportunity to achieve their individual potential in a supportive and encouraging environment. We have a strong Parent Teacher Association who organise stimulating and exciting events every year.

The staff and Governors believe that Every **Person** Matters and will strive to continue to develop positive partnerships with families, the community and the extended schools. We will provide the best opportunities for all children to enjoy, achieve and in the process, feel valuable members of the local and global community.

We hope you find this prospectus helpful and that by the end of it you will have a clear understanding of our philosophy and aim which are so vital in all children's learning.

Visitors are always welcome to the school. We look forward to meeting you.

Ms. Russell
Headteacher

Our vision



A successful school at the heart of the community which provides each person exciting opportunities to achieve their best, celebrate their talents and contribute to the 21st century.

We believe through hard work and a clear vision each one of us can follow our individual dreams and realise our unique talents whilst still coming together to benefit the school, the community and the world around us.

Values

Values are our most powerful characteristics and a statement of what our school stands for. It is fundamental to our existence and these things are non negotiable. We have a range of Values that we explore with the children. Examples of these are: *safety, health, opportunity, celebration, diversity, excellence, happiness, enjoyment, achievement, honesty, caring, respect, freedom, co-operation, tolerance, peace, individuality, rules, and respecting each other.*

At Everton Heath Primary School we are extremely proud that as a school we believe that our values are a true reflection of British Values.

We actively promote 'British Values' through our spiritual, moral, social and cultural education which permeates through the school's curriculum and supports the development of the whole child.

We have a duty to prepare our children for life in modern Britain and to keep them safe. We value the importance of the current DFE guidance:

'Schools should ensure that they and the school promote tolerance of and respect for people of all faiths (or those of no faith), cultures and lifestyles; and support and help, through their words, actions and influence within the school.'

"Each person is different. Treat them equally but never treat them the same"

Aims

Everton Heath Primary School aims to provide a broad, stimulating and enriched environment where learning takes place all around within an atmosphere of excellence and enjoyment.

Specific aims include:

- Developing confident individuals who are able to lead a happy, safe and healthy life.
- Developing successful learners, who make good progress, enjoy, achieve and find their unique talent.
- Developing responsible citizens who make positive contributions to society.
- Developing enquiring minds and a life- long love of learning.
- To encourage caring and considerate behaviour where all contribute to community life.
- For each individual to achieve their best.
- To celebrate each persons' key strength.
- To appreciate everyone's talents.
- To use our talents to contribute to the big picture.
- To enjoy what we are doing.
- To value and respect each other.
- To provide a well resourced, exciting and stimulating environment which is welcoming, safe, accessible and healthy for the whole school community.
- To have high expectations - we strive for all our pupils to be confident, independent learners with ability to persevere, respect others and achieve their own potential.

- To promote positive partnerships with all stakeholders.
- To foster consideration, trust, support and respect for all.
- To provide equal opportunities.
- To work effectively.

Our mission

We will provide opportunities for all to:

**Achieve through
Challenge, Celebration
Excellence and Enjoyment**

Our children will

Learn - Grow - Thrive

Progress in Partnership

Everton is a lovely village which has a few vital services that are central to community life. The school has served the community since 1837. We have strong links and work in partnership with other schools in the area, the church, the Parish Council and local businesses. We are very grateful for their support.

We perform in the church for key events in the Christian calendar. The community is invited to attend these events as well a number of other events held at the school.

We have an excellent team of Governors who are critical friends of the school. They work with the Head and staff to provide the best opportunities for the children and to ensure further improvements in the school.

The Parent Teacher Association (PTA) is an enthusiastic and dedicated team of people who organise a number of fund raising events which are thoroughly enjoyable and well attended. All funds raised go towards providing additional resources for the children to enrich the curriculum. Recent funding has included: Improving the outdoor learning space, subsidising creative curriculum opportunities which have included visits out and visitors in to school and they are currently raising money for equipment for all year groups across the school.

The school council is made up of elected representatives from each class. Their role is to work in partnership with other groups in the school to develop and improve opportunities for all. The school council meets regularly to discuss topical issues, look at ways to raise money and to represent their class views.

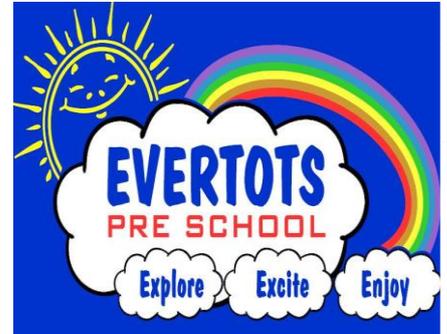
The school has also raised money for local, regional and global charities. These have included: Cancer research, Children in Need, Save the Children, Jeans for Genes, Red Cross, Shoe box appeals, hospitals, the homeless in Bedford, families in need in Everton and many more.

We have a small team of Parent Ambassadors who volunteer to meet with Ms. Russell on a half termly basis to discuss any area of school life and ways to continue to improve communication between home and school.

The community



At the heart of the community



**Everton Heath Primary School
and Evertots Pre School**



St Mary's church



The Thornton Arms

There are a few remaining vital services in Everton that are central to the community life. We are proud to work in partnership with these services and to provide opportunities for the community to join us at different events.

Local Governing Board

At Everton Heath Primary School we believe it is essential to work in partnership with all stakeholders, ensuring we have a shared vision of where we work in order to sustain and continue improvements for the school, particularly its pupils, to secure its place at the heart of the community.

The LGB is part of the Leadership team at Everton Heath Primary School. The school is run according to the requirements of the law, the powers and duties of the Education Reform Act and as laid down by the articles and instruments of government.

We have a team of *Governors* whose role is to:

- Be a critical friend
- Contribute to the strategic management
- Provide accountability for how the school is run.

Our governors are:

Chair - Mr. Nabeel Mardi	Co-opted Governor
Vice Chair - Mrs. Doreen Gurney	LA Governor
Mr. Paul Inman	Co-opted Governor
Ms. Aileen Russell	Head teacher
Mrs. Anna Rumbles	Staff Governor
Miss. Jordan Page	Staff Governor
Mrs. Vanessa Eke	Parent Governor
Mrs Barbara Hutchinson	Co-opted Governor
Mr. Andrew Simpson	Co-opted Governor
Mr. Piers Chipperfield	Parent Governor

Captain. David Tall	Clerk to Governors
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We **value** and **celebrate** the strengths of the *Governing Board* and look to use their individual talents well. The job of a school governor is not paid and can be time consuming but the rewards and satisfaction from an effective governing board are immense.

Staff

We have a strong dedicated team of staff who will work in partnership with parents and the community to provide the best opportunities for your child to develop and achieve their best.

Head Teacher	Ms. Russell
Lower Key Stage 2 teacher	Mrs. Rumbles
Upper Key Stage 2 teacher	Vacancy for September 2019
Key Stage 1 teacher	Miss. Page
Early Years Foundation Stage	Mrs. Pates
Special Educational Needs Disability Consultant (SENDCO)	Vacancy for September 2019
Pre School Leader	Mrs. Smith
HLTA (Higher Level Teaching Assistant)	Mrs. Webb
Teaching assistants	Mrs. Dickinson Mrs. Cox
Secretary	Mrs. Kirby
Administrative Assistant	Mrs. Dickinson
Cleaner/Caretaker	Mrs. Adams
Kitchen Assistant	Mrs. Little
Choir Teacher	Mrs. Hunt

Classes

Pre -School 'Saplings' led by Mrs. Smith

EYFS Rec Ash Class (4-5 year olds) led by Mrs. Pates

Year 1-2 Beech Class (5-7 year olds) led by Miss. Page

Year 3-4 Oak Class (7-9 year olds) led by Mrs. Rumbles

Year 5 - 6 Elder Class (9 - 11 year olds) Teacher TBC

Parental Involvement

Positive parental involvement is central to the effectiveness of the learning. We welcome opportunities to work with you.

- Home/school agreement outlines a set of shared expectations which all are asked to sign to agree a way of working together.
- Day to day information is on the notice boards
- Weekly information is sent out in the newsletter
- Termly information is sent out in the EHSI (Everton Heath School Information) newsletter
- Notes and messages sent through the reading diaries, the PTA Facebook page (closed group only for EHPS families) and parent hub
- Where necessary, we will contact you by phone or email and staff are always happy to meet with you at a mutually acceptable time.

Teaching and learning

Each area of the curriculum is very important to us. The core subjects are English, Maths, and Science. These are essential skills that all children must have to enable them to contribute effectively within the community and the wider world. As a result of this, a significant amount of time is given to learning these skills and then **using and applying them**. We challenge the children to achieve through excellence and enjoyment. This is then followed with a celebration of their achievements whether academic, creative or personal and social. This supports our mission statement. **We aim to provide a range of experiences that ensure the children become successful, confident learners who are responsible citizens.**

Apart from this, we divide the curriculum into seven areas of learning which follows the Early Years programme. These areas are:

Communication and Language Development

- **English**
Reading- we expect that all children will be active readers when they leave the school and will have a real love and enjoyment of books. We believe that reading is central to the whole child's

success as a learner. We have a wide range of reading books that support every pupil's development and interests.

Writing - Writing for young children is a complex skill. It requires the children to be able to hold a pencil and then begin to communicate. In the beginning this is through mark making and gradually develops into a more recognisable form. Children will also write in groups, on white boards or on the computers.

Handwriting - It is vital that the children learn the correct letter formations from the start. To begin with we suggest that the children are shown how to hold the pencil correctly and then practice mark making and exploring patterns.

Spelling - spelling is taught through phonics programmes which are shared with parents during the course of the school year.

- **Problem Solving, Reasoning and Mathematics**

This involves number, using and applying and shape, space and measure. The children have dedicated times in the morning when aspects of mathematics are taught. A lot of emphasis is put on the children developing skills that they are able to use and apply to solve problems. The use of games and practical activities are key to helping the learning to be embedded.

- **Physical Development**

At Everton Heath we provide many opportunities for the children to develop and practice their physical skills. As a Healthy School we believe that the children should have a range of experiences which develop physical abilities and keeps the children healthy and fit. These include indoor PE lessons, outdoor games and dance.

- **Expressive Arts and Design**

Music - Children have many opportunities and experiences to extend and develop their musical skills. These include: clapping rhythms, playing instruments, reading notation, singing and performing. Over the last four years children at Everton Heath have performed at the Bedford Corn Exchange.

Art - Children are given a wide range of opportunities to express themselves through art. This includes working with textiles, pen, pastel, painting, drawing and mixed media. Much of the work requires careful observation and encourages imagination.

- **Personal, Social and Emotional Development**

As a caring school we aim to promote positive attitudes and confident individuals who support and value each other. Personal and social skills are key to the whole development of the individual and are a key development in the Early Years which are then built on throughout the school. The Social and Emotional aspects of learning are discussed across the curriculum as well as in specific lessons.

- **Understanding the World**

History - We aim to develop the children's understanding of time and the past. This is taught through artefacts, stories, photos and some exciting visits or visitors that help to bring history alive!

Geography - We aim to develop the children's knowledge and understanding of the world around them as well as raising global awareness.

Computing - Computing is used constantly to support learning and research across all areas of the curriculum. The children can work on static computers with increased internet access or on our Chromebooks when appropriate.

The curriculum is carefully planned by subject leaders and subsequently monitored to ensure that the appropriate skills have been taught. Each leader will check to see there is a clear progression for the children and ensure that there are constant opportunities to improve.

All planning follows the schools policy documents which outline the content and progression that should be achieved. Wherever possible, we provide opportunities for the children to learn through play, each other, personalised learning and different learning styles - Auditory, Visual and Kinesthetic. We are further developing our curriculum throughout the school. This is an exciting initiative for the school and a focus for development in the coming years.

Assessments

What we do

The purpose of assessment is to identify a level that the children are secure within (attainment) and most importantly to record the progress they have made towards the next level (achievement). It is at the heart of promoting the children's learning and it is an integral part of the curriculum.

There are various types of assessments which include:

- Teacher assessment
- Summative assessment
- Formative assessment
- Standard assessment tests

Teachers work together within school and as part of a cluster to record comment on formal assessments and to moderate work, so as to ensure the best fit.

Assessments are made of the knowledge, concepts, skills and attitudes that the children have gained. They are carried out through teacher observations of oral and written work.

Formative assessments

We believe that ongoing feedback pupils receive on a daily basis is the most constructive and effective way of working together to improve performance. This type of assessment informs both the teachers and the pupils about the achievements within a given task and will impact on the planning and provision for that child's learning at the next stage.

Foundation Stage Profile

Most assessments in the Foundation stage are done through informal observations and recorded within the child's Foundation Stage Profile.

Summative assessments

Summative assessments summarise what the children have learned and record a level that they are currently secure within. These types of assessment are likely to be more formal e.g. end of term or year maths writing and reading tests.

Testing

At the end of Year One, children are required to take a phonics test and the results are reported to parents. Year Two children take part in assessments in Reading, Writing, Spelling, Punctuation, Grammar and Mathematics.

Parents' Consultations

Each term parents are invited into school to look at their children's work and discuss their progress with the class teacher. The parents will also receive a report each July. The Reception children take home their end of "Foundation Stage Profile". Parents are welcome to make appointments any anytime with class teachers to discuss their child's progress and achievements

Standards and achievements.

Our main aim is to provide exciting opportunities for each child to achieve their best - this means to be able to improve constantly. We help the children to achieve by setting them realistic challenges, telling them **what** they need to do to get better and then celebrating their achievements when they have achieved them.

Admissions

Admissions to Community Schools will be determined on the basis of a catchment area for each school. Parents of pupils living in the catchment area will be offered a place for their child at the catchment area school. All parents have the right to express a preference for an alternative school. An admission limit for each year group up to Year 11 at each school will be determined by the Local Authority. If the number of places in a particular year group at a school is not sufficient to meet the requests of all the parents, then the following criteria will be applied (in the rank order shown) to determine how the places will be allocated:

1. All 'looked after' children or children who were previously 'looked after'
2. Children living in the catchment area with siblings at the school
3. Children living in the catchment area
4. Other children with siblings at the school
5. Children who live nearest to the school determined by straight line distance from the school site to the child's home address

EVERTON HEATH PRIMARY SCHOOL ADMISSION ARRANGEMENTS

Children are admitted to school for the next academic year in the September, if they are aged 4 by 1st September. All children will be offered places to start in the September of the school year that they are five. Some parents may not wish their children to start full time education initially, and therefore an opportunity will be given for all parents to discuss their admission provision for their child before starting school.

Those children whose **fifth** birthday falls between 1st September and 31st August are admitted full time in September (Autumn Term)

There is no obligation to send your child to school full time at the stated time if you feel it is not in the best interests of your child to do so.

However, once your child reaches statutory school age (5 years), full time attendance is compulsory.

We have a published admissions number of 10 children per year group.

Accessibility: If you have any accessibility requirements please inform the School.

Behaviour

We have high expectations of behaviour and promote good manners, politeness and respect in all situations. Good behaviour is expected and rewarded at the end of the week with 'Golden time' for Years R-4. At all times we encourage the positive and set clear expectations, but will not accept or tolerate inappropriate behaviour that impacts on others. In severe cases where there is repeated inappropriate behaviour, an appointment will be made for Parents to be made aware and discuss with relevant staff strategies to improve the behaviour. In exceptional circumstances incidences could result in an exclusion.

Bullying

The staff and Governors adopt a zero tolerance approach to bullying. Bullying is totally unacceptable and will be dealt with quickly. Within the partnership between school and parents, we will work together to ensure that all situations are dealt with appropriately. There are different types of bullying which include:

- Verbal, through name calling etc.
- Physical. where the bully physically hurts another
- Damage of the property of another child
- Sexual
- Emotional
- Racist
- Cyber

A record file in the Headteacher's office notes any incidents of bullying.

Safeguarding.

Everton Heath Primary School is committed to safeguarding and promoting the welfare of children and young people.

Everton Heath Primary School recognises it has a statutory duty under Section 175 of the Education Act 2002 to ensure arrangements are in place for safeguarding and promoting the welfare of children.

There are five main elements to our policy:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers who work with children.
- Raising awareness of child protection issues and equipping children with the skills needed to keep safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases of abuse through regular training for all staff.
- Supporting pupils who have been abused in accordance with his/her agreed child protection plan.
- Establishing a safe environment in which children can learn and develop.

The Head teacher, Ms. Aileen Russell, is the Designated Safeguarding Lead and safer recruitment officer with The Pre School Leader, Mrs Hayley Smith, as Deputy Safeguarding Lead in school. In addition to this

Mrs Vanessa Eke is our named governor for these roles and Mrs. Barbara Hutchinson is our governor responsible for special needs.

Equality and Inclusion

We believe that everyone has a unique talent and we all have something to offer. Throughout the school we promote equal opportunities and are inclusive of all.

Helping in school

We believe that working in partnership with parents, outside agencies, extended schools and the community is essential to ensure that we provide excellent opportunities for the pupils.

We appreciate offers to help but all helpers must have a valid DBS check before helping out in school.

CODE OF CONDUCT:

When helping in school we expect that all our visitors will follow our code of conduct. This is:

- Confidentiality
- Trust
- Respect
- Honesty
- Support

Meals

School lunches are cooked at Sandy Secondary School in Sandy by Innovate Foods, and are delivered just before 12.15pm. The meals are appetising and are good value for money. All children in Year R, 1 and 2 are entitled to free school lunches. All payments are made directly online through Innovate's online payment system.

<https://innovate2018.cashlesschool.co.uk/>

School Lunches	£2.30per day
A piece of fruit	Free for Yrs R, 1 & 2

Attendance

Absence

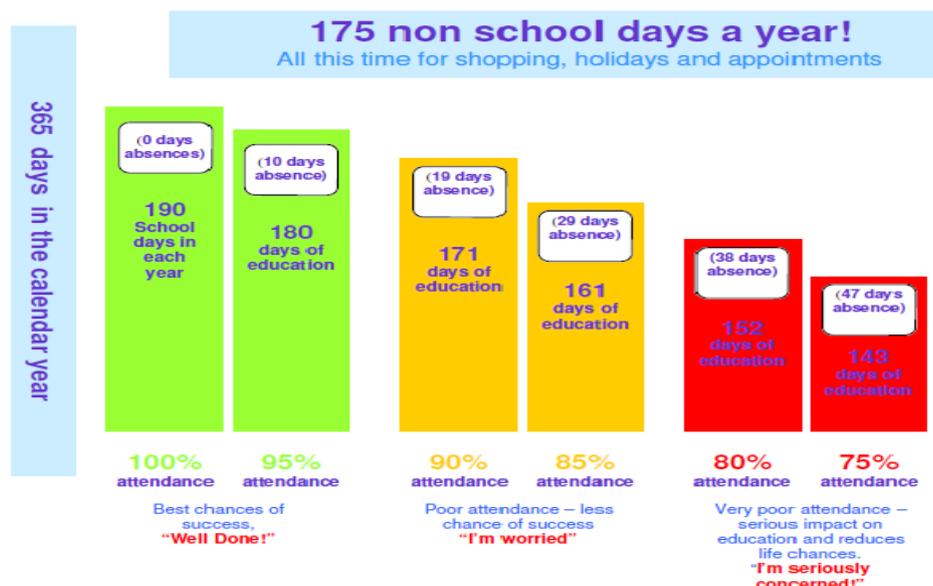
It is important that children attend school regularly and punctually. Records are kept whether absences are authorised or not, so please help us by letting us know beforehand if your child has a medical appointment e.g. dentist, optician, clinic and asking permission in advance. All applications for leave must be submitted for approval 4 weeks before an event. Authorisation for absence is given for '**specific exceptional circumstances only**'.

For more details, please refer to our Attendance policy.

One of our basic principles is to celebrate success. Good attendance is fundamental to a successful and fulfilling school experience. We actively promote 100% attendance for all our pupils and certificates are given to those who are able to achieve this.

When your child is away because of illness, please let us know by telephone on the first day by 9.15am.

Good Attendance Means...
being in school at least 95% of the time or 180 to 190 days



Medicines

If a child needs to take any medicines during the school day we are required to ask you to fill in a form agreeing that a named member of staff would be able to give the '**prescribed**' medicines. In most cases, medicines can be given before and after school times. If you are unsure, please speak to the school secretary who will be happy to advise you.

Accidents

On occasions when a child has had an accident at school, they will be seen by a registered First Aider. They will then treat and record the injury in our first aid file. In all cases parents will be notified usually with a note and where necessary we will speak to parents personally.

New parents

During the Summer Term there are a number of opportunities to come and visit the school and to talk to the Early Years Practitioners. Welcoming the child in to school and making them feel happy and secure is essential. To ensure a smooth transition into school we will visit the pre schools and liaise with the leaders before the children start school. There will also be activity afternoons that will run during June or July where parents and pupils can visit the school for a 'taster session'. This is a good opportunity to talk about any questions or concerns you may have. We also hold a 'Shuffle-up Day' where children have a chance to spend time in their new classes before the official September start date.

During the first week of the Autumn Term Mrs Pates will visit the children at home in the afternoon. The aim of this meeting is to work in partnership with the family and show the child that we are all going to help the child to feel happy and secure.

Our school rules

We have a set of school rules which the children and staff have agreed collectively and are reviewed each year. We all agree that we want a safe and happy place and have set rules that promote positive behaviour. The school rules are clearly displayed around the school to remind everyone of the agreed code of conduct that is expected.

Special Educational Needs and Disabilities

In some cases during a child's time at school, the teacher or parents may feel that a child has specific special needs and will need additional help. This may be with learning, behaviour, or physical needs. We also recognise that some children are particularly able and also have special needs that must be identified and supported. In both cases, we have a range of programmes to support needs and an excellent member of staff that specialises in this area. In more specific cases, the school would ask for support from outside agencies and work in partnership to address the child's needs. You can view Central Bedfordshire's SEN Local Offer : <http://www.centralbedfordshire.gov.uk/children/sen-disability/local-offer/overview.aspx>

Transfer

Children currently transfer to Secondary School in September having reached their 11th birthday on or before the previous 31st August. Children from Everton Heath Primary School are offered places at the new Secondary School in Sandy, but in accordance with the County Policy, an alternative may be applied for.

Trips

During your child's education at Everton, we will take them out to visit places of interest that will support their learning. This is an important part of the curriculum and is usually a stunning start or a fantastic finish to a project that will be taught. To enable these trips to continue, we ask for a voluntary contribution to cover the cost of transport, admissions or any other purchases necessary. We offer a residential trip for KS2 children in alternate years. Year 6 also go on an extra residential in their last year of their time at EHPS.

Uniform

	GIRLS	BOYS
Winter	Grey smart trousers, grey tunic or skirt White blouse Navy cardigan/sweatshirt Tie Blazer (Years 5 & 6 -optional) Shoes, (flat, no trainers)	Grey smart trousers White shirt Tie Blazer (Years 5 & 6-optional) Navy jumper/sweat shirt Shoes (no trainers)
Summer	Blue and white checked dress Grey skirt/tunic/trousers White blouse White Polo Shirt/T-shirt Shoes (flat) Sun hat	Grey smart trousers/shorts White shirt White Polo shirt/T-shirt Shoes Sun hat
P.E	Dark coloured Shorts Plimsols Trainers for outdoors White t shirt Sweatshirt Navy tracksuit	
Swim wear	Needed every day during the summer term. Swimming hats must be provided for children with long hair. No jewellery must be worn in the pool	

Long hair needs to be brushed and tied out of the way. This is necessary in work and play for efficiency as well as helping to prevent the spread of Head Lice.

Jewellery

We prefer children not to wear jewellery in school and can accept no responsibility for it. If children have pierced ears we require that they wear only "studs" in them as any form of ring could be dangerous to the child in school, and we ask that they be removed for swimming.

Home/school agreement

School and parents are required to sign a joint statement, agreeing aims and objectives to be tackled together.

Events

Throughout the year a number of exciting events are planned. These include school trips to see a Christmas Pantomime, PTA cake sales, celebrations in the church, sports day on the Everton Playing field and many more. These are all listed on the schools newsletter and can also be found on our website.

[We look forward to working in partnership with you.](#)

Contact us

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Email : office@evertonheath.org.uk