



CALVERLEY PARKSIDE

Ready Respectful Responsible



PROSPECTUS 2023-2024



Our Values

At Calverley Parkside, we have three core values which have been chosen by the whole school community. These are...

We promise to be...		
Ready	Respectful	Responsible
<p>We come to school every day and are on time</p> <p>We wear the correct uniform</p> <p>We always try our best</p> <p>We keep going when things get difficult</p> <p>We prepare for the future by setting high expectations of ourselves</p> <p>We are ready to learn and are positive about new challenges</p>	<p>We use kind words and actions</p> <p>We always listen when others are talking</p> <p>We look after our environment and equipment</p> <p>We respect difference and know we are all equal</p> <p>We respect each other by telling the truth</p>	<p>We follow instructions first time, every time</p> <p>We look after ourselves and each other</p> <p>We move sensibly around school</p> <p>We know who to go to for help and support</p> <p>We stay safe online and outside of school</p>

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Our Vision



Pupils

Our pupils are confident and caring individuals who are proud of their own uniqueness and successes. They are happy in their learning and set high expectations of themselves in all areas. They demonstrate independence and effective team-working skills and understand the importance of being a positive role model and taking ownership of their own learning journey.

Curriculum

At Calverley Parkside, we have an engaging, ambitious and inclusive curriculum which results in happy learners who achieve their potential in all areas, children being prepared for modern-day life, a lifelong love of learning and a positive mindset.

Environment

All members of the school community are proud to be a part of our welcoming, inspiring and safe environment which effectively supports learning and development in a challenging and nurturing way.

Community

Calverley Parkside is a school at the heart of the community which everybody in the local community is proud of. We celebrate and share our successes and are fully involved in local events, with our children understanding how they can positively contribute to where they live and those who live there.



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School Staff



Executive Headteacher: Mr Alan Steele

Head of School: Mr Chris Jolley (Safeguarding Lead/ SENDCo)

Assistant Headteacher: Mrs Lucy Larkin

EYFS Lead: Mrs Claire Sherwin

Core Subject Leaders: Mrs Lucy Larkin (English) Mrs Rebecca Shorthouse (Maths)

Class teachers:

Nursery: Miss Chloe Fletcher

Reception: Mrs Rebecca Shorthouse

Y1: Mrs Claire Sherwin

Y2: Mrs Marium Mahmood

Y3: Mr Joseph Cuthbert

Y4: Miss Jessica Wilson-Schofield

Y5: Mrs Lucy Larkin

Y6: Mrs Belcher/ Mrs Victoria Lambert

Learning Mentor: Mrs Anne Stark (CP Officer and Cover Supervisor)

Cover Supervisors: Mr Lee Jones, Miss Kellie Poole, Mrs Leona Veitch

EYFS Cover Supervisor: Ms Liz Hilliard/ Miss Laura Jones

Support Staff:

Ms Liz Hilliard

Mrs Laura Jones

Miss Kellie Poole

Mrs Tina Rawnsley

Mrs May Fu

Mrs Nisha Parmar

Miss Christina Zakapoulou

Mrs Melanie Hargreaves

Mrs Leona Veitch

Mr Lee Jones

Mrs Anne Reidy

Mrs Jacqueline Wolstenholme

Miss Adele Coop

Mrs Rajwinder Kaur

Miss Danielle Lynch

Mr Jack Knighton

School Office Manager: Ms Jogindar Dass

Admin Assistant: Mrs Julie Knighton

Premises Staff: Mr Richard Corbin

Kids Club Leader/Lunchtime leader:

Mrs Emma Micklefield

Lunchtime Assistants:

Mrs Anne Reidy

Miss Adele Coop

Mrs Laura Jones

Mrs Rajwinder Kaur

Mr Jack Knighton

Mrs Jacqueline Wolstenholme

Miss Danielle Lynch

Mrs May Fu

Mr Richard Corbin

Miss Louise Mulligan

Mrs Sarah Waudby

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Our School Organisation



Calverley Parkside is a one-form entry primary school on the outskirts of Leeds. We are situated at the heart of the village of Calverley and take great pride in being a community school. Our classes are organised as follows:

Early Years Foundation Stage:

Oak/ Acorn/ Blossom: These classes make up our Nursery. Parents can choose between their child attending at the beginning of the week (all day Monday and Tuesday and then Wednesday morning) or the end of the week (Wednesday afternoon then all day Thursday and Friday) and we currently have a small number of 30-hour places.

Our Nursery children experience an excellent start to their school life. The class is taught by a qualified teacher and is supported by an experienced assistant.

Our Nursery class has its own separate building and entrance but is very much a part of our school.

Ash: This is our Reception class. Children in Reception are taught the Early Years curriculum and experience a mixture of adult and child-lead learning. The classroom is organised into different areas of provision and the children also have access to a well-resourced outdoor learning environment, which is shared with Nursery.

Key Stage One:

Beech: This is our Year 1 class. The children are carefully transitioned from the Early Years into Key Stage One.

Chestnut: This is our Year 2 class

Key Stage two:

This is made up of **Hazel** (Year 3), **Rowan** (Year 4), **Sycamore** (Year 5) and **Willow** (Year 6).



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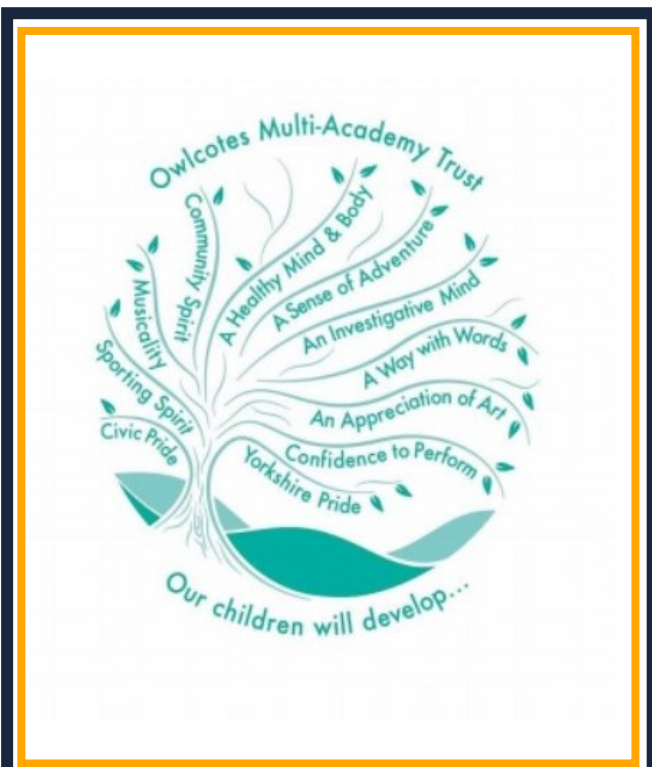
The Owlcotes Multi-Academy Trust



Calverley Parkside is part of the Owlcotes Multi-Academy Trust (OMAT). Being a part of a MAT brings many advantages, including the opportunity to work collaboratively with other schools, sharing good practice and resources.

The other schools in OMAT are Pudsey Primrose Hill Primary School, Manor Wood Primary School, Pudsey Waterloo Primary School and Armley Park Primary School.

Throughout the year, our children experience theme weeks, during which we plan collaboratively to deliver exciting and memorable learning experiences for all involved. Examples of theme weeks have included the Owlcotes Literature Festival (during which the children used a high-quality text as inspiration for a wide range of activities) and Talking Points week (during which the children developed their oracy skills by taking part in discussions about a variety of topics).



The Owlcotes Elements Curriculum

At Calverley Parkside, we have enhanced our curriculum by adopting the Owlcotes Elements. This has been created in conjunction with the other schools in the Trust to ensure that our children are experiencing a wide range of memorable activities which will support their wider development.

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Our Curriculum



Our Curriculum vision...

At Calverley Parkside, we have an engaging, ambitious and inclusive curriculum which results in happy learners who achieve their potential in all areas, children being prepared for modern-day life, a lifelong love of learning and a positive mindset.

Children who attend our school are provided with a broad and balanced education. We aim to prepare our pupils to be well-balanced citizens in response to our ever-changing and demanding world.

The curriculum consists of the core areas of English, Maths, Science and Computing and the foundation areas of History, Geography, Design Technology, Art, Music, Physical Education, Religious Education and P.S.H.E. (Personal, Social and Health Education).

All children are individuals and our teaching acknowledges this by including opportunities for whole class work, group work, paired work and independent study. The children's learning is extended in many ways such as through problem solving and investigations, computer work, dance, drama, music, creative and physical activities.

Wherever possible we include opportunities to learn from first-hand experience. This includes taking the children out of school or inviting specialists into school to work with the children.

Each curriculum area has a policy which outlines the way we implement the subject in our school. There will also be an accompanying scheme of work which outlines the content to be taught throughout each year in school. Each member of our teaching staff is responsible for organising and overseeing the work of a particular subject area.



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Admissions:

Nursery places: Children can start in our Nursery class the term after they turn three and we have three intakes throughout the year, one in September, one in January and one in April. We have a waiting list for children who are not yet three.

Reception places: We follow the Leeds City Council admissions process for school places. The Pupil Admissions team can be contacted on

Years 1-6: If you would like to enquire about a school place in these year groups, please contact the school office.

Our School Day:

Ordinarily, the timings of our school day are as follows:

Start of day: 8.45am (8.40am for Reception)

Morning break: 10.30-10.45/ 10.45-11.00

Lunchtime: All children get 50 minutes for their lunch. Lunch breaks are staggered and take place between 11.50am and 1.20pm.

Afternoon break (KS1 only): 2.10pm-2.20pm

End of day: 3.20pm

(3.10pm for children in Reception class).



Attendance:

It is essential that children attend school every day where possible to maximise their learning potential.

If you need to inform school of a child's absence, you can do so by calling the school office. In the event that a child's attendance becomes a concern, we will work closely alongside families to provide as much support as possible.

Punctuality:

It is also important to make sure that all children are arriving at school on time. Children who are late miss important teaching input and this can have a negative impact on their whole day.

Holidays During Term Time

A list of school holiday dates

are available to view on our school website. It is our policy at Calverley Parkside not to authorise any holidays during term time, unless in exceptional circumstances.

School has a duty to report 5 days of unauthorised absence in a 12 week period for pupils of school age to Leeds City Council. The Local Authority may then issue a Penalty Notice (to each parent).

To request a holiday form in the event of exceptional circumstances, please contact the school office.

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Pupil Support



Pastoral Support

Children's social, emotional and moral welfare are of paramount importance to us at Calverley Parkside. We have a number of systems in place within school to support children's development, including a Reception/Year 6 buddy system which helps the younger children grow in confidence, and an experienced Learning Mentor, whose role it is to offer pastoral support to the children where required.

Special Educational Needs and Disabilities

The Special Education Needs and Disabilities (SEND) policy implements the Government's SEND Code of Practice and works effectively in identifying and assessing pupils with additional needs.

We work hard to ensure that each child is treated as an individual and we ensure that they receive provision appropriate to their needs. The aim of all our staff is to work with all children to maximise their potential.

Children with special educational needs are cared for by trained teaching and non-teaching staff. A variety of strategies and methods are used and the pupil's progress is well monitored. Parents are kept well informed as their help and support are both necessary and appreciated.

At times, it may be appropriate to involve other agencies in order to support the child fully. Parents and carers are involved in all discussions about their child's needs.

All school staff make their contribution to SEND under the guidance of our SENDCo, Mr Jolley.



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Partnerships with Parents



We understand the importance of developing positive relationships with parents at Calverley Parkside. Parents are encouraged to be active participants in their child's education by being kept informed about their learning and progress. We hold parent-teacher consultations twice a year and provide a written report at the end of the year.

To enable parents to see what their children are learning, we hold 'learning together' and 'stay and learn' sessions regularly.



Each week, we send a newsletter, containing important information and key dates.

We have a very active and successful Friends of Calverley Parkside parent group, which plans a wide range of events throughout the school year, raising money for additional resources for school.

Fundamentally, the stronger the link with families the greater the chance that pupils will thrive when in our care. We welcome regular feedback from the community and will always strive to work closely alongside parents.

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Homework:

Homework is set in line with our homework policy. Each week, children will be expected to read regularly, practice spellings and complete certain other tasks. School has subscriptions to a number of online learning platforms such as Mathletics, Bug Club and Times Tables Rockstars. Children also have 'Learning Logs' which are used for completing research to enhance learning covered in class and to develop creativity.

We believe that care should be taken not to overwhelm children with excessive homework. All homework which is set is appropriate to the age of the child.

Medication/ First aid

At Calverley Parkside, the children's safety is our number one priority. We have a clear first aid policy and named first-aiders.

If your child requires prescribed medication, we will work together with parents to ensure that the required measures are in place. Should you require prescribed medication to be administered, please ask the school office for the relevant form.

It is parents' responsibility to ensure that all contact details are kept up to date in case we need to contact you during the school day.



Kids Club:

We have limited spaces available at our before and after school Kids Club. This starts from 7.45am and closes at 5.30pm.

This is managed by school staff and the children who attend the provision take part in a range of activities and enjoy a healthy breakfast and after-school snacks.

If you would like more information about this provision, please contact the main school office.

Lunchtime

Arrangements:

Children can have a school meal or bring a packed Lunch from home. All children in Reception, Year 1 and Year 2 are entitled to a Universal Infant Free School Meal. If you believe your child in KS2 is entitled to a free school meal please inform the school office. You can also visit Leeds City Council's website for further information, to see if your child qualifies for Free School Meals:

<https://www.leeds.gov.uk/schools-and-education/apply-for-free-school-meals>

Dinner money is paid using our online system, School Money. Please contact the school office for more details, including the current cost of a school meal.

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Behaviour

Excellent behaviour must be the foundation of every school. The aim of our behaviour policy is to encourage children to take responsibility for their actions and to make positive choices. The role that adults play in this is crucial. Staff must consider their own behaviour and what this is communicating at all times. Everything we do in school, all of our words and actions, contribute to the tone we set, the rapport we build and ultimately the culture we create.

Our behaviour policy aims to promote our three core values, which also serve as our school rules. We promise to be **Ready, Respectful and Responsible**. We support children to meet these expectations by offering a calm, consistent, positive and respectful approach to managing behaviour.

Our full behaviour policy can be found on our school website.

https://primarysite-prod-sorted.s3.amazonaws.com/calverley-parkside-primary-school/UploadedDocument/836237e8aa4a40689e37440e57a0156a/behaviour_policy_june_2020-1.pdf



E-Safety

Children live in a digitally rich world and school understands the responsibility it holds to prepare pupils to enjoy the benefits and limit the drawbacks. All pupils receive regular training to keep themselves safe when on-line. School also makes e-safety information available to families via the school website.

School does ask that families support this agenda by keeping their own digital understanding up to date and embedding strong e-safety practice in place within the home environment.

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All children from Reception to Year 6 are expected to wear school uniform. It helps to foster a strong identity and pride in the school community.

The School uniform for all children comprises:

- School sweatshirt or navy blue cardigan or jumper
- Dark trousers or plain dark shorts (not sports shorts)
- Dark blue or grey pinafore dress
- Blue or blue and white dresses in summer
- White shirt, blouse or polo shirt (no school logo required)
- Dark coloured plain shoes

If children wear boots / wellingtons in winter they will need to bring indoor shoes to wear in class. School uniform, sweatshirts, fleeces and T-shirts can be purchased from Whittakers in Farsley.

You are welcome to purchase uniform in the correct school colours from other retailers.



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PE kit:

- Plain white T shirt
- Navy shorts
- Pumps and pump bag

Key stage 2 children will also need:

- Training shoes / football boots for use on field
- Plain, dark coloured track suits for use in cold weather

Swimming Kit for Y4:

- Swimming trunks / one piece costume
- Towel
- Bag

For reasons of health and safety, jewellery is not to be worn to school, other than small stud earrings and watches. Items of religious observance are permitted.



Please name all items of clothing. We have over 200 children in school!



Safeguarding/Child Protection



Safeguarding: Children must feel safe at school. All school staff receive regular statutory training to keep this priority at the forefront of everyday practice. It is also important that children know what to do to keep themselves safe. This will be supported by many parts of the school curriculum.

Families should be confident that school always acts in the best interests of children. The governing body dedicates a large amount of their time to ensuring that correct policies and procedures are followed. If families do have concerns, they must feel that they can bring them to the attention of the Senior Leadership Team.

The school's dedicated safeguarding lead is Mr Chris Jolley.

Child Protection arrangements: Children and families may at times require greater levels of support from school and related professionals. Specially trained staff (Child Protection Officers - CPOs) will always work in the best interests of pupils and work with families to ensure the best possible outcomes for them. Families should feel they can approach the CPOs at any time for support. We ask that families cooperate fully with staff so that the best outcomes for pupils are reached as quickly as possible. At Calverley Parkside, the Child Protection Officers are Mr Chris Jolley, Mrs Anne Stark, Mrs Lucy Larkin, Mrs Claire Sherwin

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