Poringland Primary School and Nursery

Respectful, Kind and Honest







School Brochure 2023-24

Headteacher	Mr P Dean
Deputy Headteacher	Mrs H Howard
Chair of Governors	Mrs J Francis
Type of School	Community

Welcome to Poringland Primary School and Nursery

Dear Parents and Carers,

Welcome to Poringland Primary School and Nursery

On behalf of the staff, pupils and governors, I would like to welcome you and your child to Poringland Primary School and Nursery.

Our aim at Poringland is to help each child develop their own potential, together with key life skills such as confidence, responsibility and teamwork. Above all, we wish to give them a love of learning.

It is our firmly held view that children will learn best when parents and school work closely together and we hope you will encourage your child to contribute to the life of the school and to take part and enjoy the many opportunities available.

This booklet aims to answer any questions you may have about how our school is organised and to help you understand more about Poringland Primary School and Nursery. As a school, we look forward to sharing this period of your child's life with you.

I very much look forward to meeting you and wish your child every success and happiness at Poringland.

We hope your relationship with the school is a long and happy one.

Regards,

Peter Dean

Mr P Dean

Introduction

The Head Teacher and Governors of the school thank you for your interest and hope you find this booklet informative.

This prospectus provides information about Poringland Primary School and Nursery for new parents and others.

The prospectus has four sections:

Section One:
School organisation, its environment and its Admissions Policy.

Section Two:
Relationship between parents and the school, and covers visiting arrangements and how parents can help.

Section Three:
Education: the curriculum and extra-curricular activities, their aims, policies and organisation.

Section Four:
General information such as where to obtain more detail, the school uniform, and the procedure for making a complaint.

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Vision and Value statement

The vision for our school means that we want:

Happy

Active

Inspired

Healthy

Learners

All children will leave Poringland:

- with a desire to learn, inspired by innovative teaching and active learning;
- with the skills and self-belief to enable them to succeed;
- with the confidence to solve problems, welcome challenges and to be independent learners, who have a love for learning.

Children will understand the importance of a healthy, active lifestyle. They will have a respect for others and a sense of moral responsibility as citizens in a modern world.

The values for our school means that at Poringland Primary School and Nursery all staff and children are ***respectful, kind and honest***.

Poringland Primary School and Nursery will be known for its caring, supportive environment; a school where staff are valued and respected, who work together tirelessly to ensure everyone reaches their potential, both children and adults.

The School Environment

The present Poringland Primary School and Nursery was opened in 1967 and had been intended as a First School. It was used from the outset as a primary, and plans to develop a middle school were abandoned in 1980.

From a high of 460 in 1967, the number on roll declined to around 210 in 1982. Since then numbers have risen. Today we have approximately 464 pupils on roll.

The school is attractively situated. It has a large playing field surrounded by woodland. There are two separate playgrounds for Infants and Juniors. There is an enclosed wildlife area with a pond. The building is light and colourful; three new classrooms were added to the site in 2015, and a further two classrooms were added in 2018. There is a hall for assemblies and PE, and we have a well-stocked school library, as well as a music pavilion. The former caretaker's bungalow houses our Breakfast Club, and also provides space for small group work and cookery.

The school prides itself on having effective and productive links with parents, the local community and other schools in the neighbourhood. The school is well supported by parents. There is a strong PTA, which has raised significant sums of money to support the school.

Pupils play an important role in decision making in the school. Parents and pupils are regularly consulted via questionnaires. There is a strongly supportive Governing Body.

The school has a dedicated, highly professional team of staff, who work together to promote its aims and values.

The School Day

Nursery Sessions:

Morning Nursery	8.30am – 11.30am
Lunchtime session	11.30am – 12.00pm
Afternoon Nursery	12.00pm – 3.00pm

The first 15 hours (30 hours for those eligible) of Nursery provision are funded by the government, additional sessions can be paid for at a cost of £12 a session and £1.50 for lunch.

Drop off and Pick Up Times:

At the time of publication, all children arrive at school any time between 8.35am and 8. 45am.The gates will be opened at 8.30am and locked at 8:45am. If you are late, then please report to the office.

Children can be collected at 3.00pm. The gates will be opened at 2.50pm and locked at 3.10pm. Please leave the premises promptly.

School Meals

At the time of publication, Nursery eat their lunches in class; Reception, Year 1 and Year 2 eat their lunches in the school hall and then enjoy outside playtime after they've eaten. For Key stage 2 packed lunches are eaten in the classroom and hot dinners are eaten in the school hall under the supervision of the Midday Supervising Assistants. For safety's sake, we ask that no glassware, breakable flasks, tins or hot drinks be included in packed lunches. Please be aware that nuts, and products containing nuts, should not be included within packed lunches.

All children may choose to use the School Meals Service provided by Norfolk County Services. Alternatively, children can bring their own packed lunch.

Infants are entitled to Universal Free School meals. The School Kitchen offers a set meal – main course and dessert – for the current price of £2.30. Parents/carers should use Pupil Asset App to order and pay for school meals. All meals should be pre-ordered 7 days in advance. All meals need to be paid for by the Thursday prior to the week of your order.

Free school dinners may be available to families in receipt of some benefits; please contact the office for more information.

Mid-Morning drink/Snack

All children are required to bring a water bottle school, which can be used throughout the day. Recent research has shown that well-watered brains work more efficiently! The children in Reception, Year 1 and Year 2 are provided with free fruit as part of the National 5-a-day Fruit and vegetable Scheme. Children are entitled to free milk (1/3 pint of semi-skimmed) each day, up until they turn five years old.

Attendance

The pupils' high motivation is reflected in our good attendance record. We rely on parents to inform us if there is a need for a child to be absent. SLT monitor attendance closely and if a child becomes a persistent absentee (attendance falls below 90% for any reason) an initial email to parents and carers will be sent out outlining the schools' concerns. If there has been no improvement, the school will contact the family to arrange a meeting. Unfortunately, if attendance continues to be a concern, the attendance team at county will be notified. However,

we work tirelessly at Poringland Primary and Nursery to ensure we can support families before it gets to this stage.

Absence from school

If your child is absent from school, you should contact the School Office before 8.45am on the first day of absence. There is an answerphone service where you will be able to leave details of your child's name, class and reason for absence. Please be aware that in the event of diarrhoea or vomiting your child should not return to school any earlier than 48 hours from the last episode.

Please also inform us of any appointments occurring during school time e.g. hospital.

Any time missed from school has an effect on your child's learning, and we hope that you arrange family holidays within the usual holiday periods. Holiday during term time cannot be authorised. An application for time off school should be made using a 'Leave of Absence' form (available from the school office or from the website). Please state clearly the intended destination, as it may be necessary for those travelling abroad to quarantine on their return to the UK.

Absence due to COVID-19

If your child, or a member of your household, has symptoms of COVID-19, they should self-isolate for 3 days. The period of self-isolation starts on the first day of symptoms and continues for 3 full days afterwards.

http://www.gov.uk/guidance/coronavirus-covid-19-getting-tested

Lateness

If your child arrives late, they should report to the office. Please help your child to be punctual. It is important that they develop good routines as persistent lateness affects a child's education. Those who are frequently late will receive a letter from the Headteacher seeking an explanation.

Authorised/unauthorised absences

At Poringland we aim for zero unauthorised absence and always expect explanation for absences. Parents must request permission from the Headteacher for time off during school time. This is done by completing a form available from the school office or our website.

Admissions

The Local Authority decides on the admissions policy for all schools except foundation and voluntary aided schools, which set their own.

Our school has adopted that laid down by Norfolk County Council, Children Services. A copy of our Admissions Policy is available on our website:
www.poringlandprimary.co.uk/key-information/policies/

Children receive full-time education when they reach statutory school age i.e. the term in which they have their fifth birthday, but the school endeavours to offer admission in September on either a part-time or full-time basis to those children who become five during that academic year.

Parents are not obliged to accept such places and are not bound in law to send their children to school until the term following their fifth birthday.

Children under five should be registered with the Local Authority, but a firm offer of a place cannot be given until the Summer Term.

Teaching Staff

Head Teacher	Mr P Dean
Deputy Head Teacher	Mrs H Howard
SENDCo	Miss J Whittington
Senior Teaching Staff	Mrs G Baker – Lower Key Stage 2
	Mrs A Edwards – Upper Key Stage 2
	Mrs S Jackson – EYFS Lead
	Mrs H Radmore – KS1 Lead
Class Teachers	Mrs L Dewing
	Mrs E Steward
	Mrs P Kemp
	Mrs C Vinsen
	Miss L Burdett
	Mrs M Coomer
	Mrs K Hamilton
	Mrs C Hayes
	Miss K Murdoch
	Mrs A Faustino-Kemp
	Mrs R Pape
	Mrs S Pond
	Miss C Thompson
	Miss J Whittington
	Mr M Woodhams
Supporting teachers:	Mr A. Ringwood

Support Staff

Office Manager - Mrs R Palmer

Administrative Assistants - Miss T Holmes

Mrs D Willrich

Site Manager - Mr N Banham

Teaching Assistants:

Mrs A Adcock	TA/ Cover Supervisor
Mrs S Arundell	TA / Cover Supervisor
Mrs N Buttolph	TA
Mrs S Chilvers	HLTA
Mrs A Clark	TA / Cover Supervisor
Miss A Collins	TA
Mrs S Cullen	TA
Mrs C Gallen	TA
Mrs V Gibbs	TA
Ms L Henning	HLTA
Mrs C Wilcher	TA
Mrs N White	TA
Mrs R Pearce	TA
Mrs D Rivers	HLTA
Mrs K Seager	TA
Mrs T Wilson-Berry	TA / Cover Supervisor
Mrs S Donmall	TA
Mrs J Robertson	TA
Mrs A Loasby	TA

Miss C Farrow	TA
Mrs L Newell	Nursery Nurse
Miss H.Nichols	TA
Mrs C Cummins	TA

Librarian	Mrs J Radnitz
Cleaner	Mrs J Henry
	Mrs T Hallam

Kitchen Staff:

Mrs R Springall	Mrs Z Sheehan
Mrs D Spooner	Mrs V Smy
Mrs L Yarham	

Breakfast Club:

Mrs A Adcock	Mrs K Seager
Mrs A Clark	Mrs V Gibb

Midday Supervisors:

Mrs K Baxter
Mr R Donmall
Mrs S Donmall
Mrs S Elliston
Mr M Sutherland
Mrs J Hunter
Ms A Loasby
Mrs J Boast
Mrs K Sharp
Mrs E Pead
Mrs M Parker
Mrs J Stangroom
Mrs J Thompson
Mrs K Webber
Mrs K Webster
Miss C Farrow
Mrs R Collinson-Cook
Mrs J Farrow

Governing Body

The Governing Body have an essential role in ensuring that the school fulfils its obligations to meet National Standards by providing a broad and balanced curriculum to all pupils, as well as operating within the financial, legal and health and safety expectations of the Department of Education.

They consist of a cross section of representatives of those who have an interest in the correct operation of a school to ensure that all pupils reach their potential. Each Governing Body membership therefore comprises representatives from the staff, parents, community and Local Authority.

The Full Governing Body meets three times each term.

Governors also act as a 'critical friend' of the school by offering advice and challenge to ensure the statutory functions of the school are met. The Headteacher and staff are directed by the Governing Body to implement policy and procedures daily and in the longer term.

The Chair of Governors can be contacted via the school office.

Name	**Governor Category**	
Rebecca Anderson	Parent	Vice Chair of Governors
Owen Appleton	Parent	
Nyssa Cooper	Parent	
Peter Dean		Headteacher
Alleisha Dixon		Clerk
Jo Francis	Co-Opted-	Chair of Governors
Steven Harrowing	Parent	
Mike Woodhams	Staff	
John Overton	Co-opted	
Nicolas Vasilakos	Co-opted	
Hannah Howard	Staff	Deputy Headteacher
Karen West	LA	

Mrs L Harrowing and Miss L Burdett - Chairpersons

Why do we have a PTA?

We are very fortunate at our school to have a PTA that is, and has been, such an integral part of the school community for many years. In its time, the PTA has raised many thousands of pounds, which have been spent on improving equipment and resources to enhance our children's education and the facilities in school.

But it is much more than just fundraising! The PTA exists to provide closer links between home and school, and it is an excellent way to bring staff, parents and friends together socially and in support of the school.

All parents and members of the school community can get involved even if they only have a small amount of time available. All parents are automatically members of the association when they join our school.

How do we raise money?

As in most schools, the majority of our funds are raised through the events that we run. Some of our recent events have included the Summer Fete, Christmas Fair, a Colour Run, children's discos, film clubs and cake stalls.

So you can see, there is always something going on! We always try and respond to the children's requests for events and it is wonderful to see them having fun at the events or enjoying new equipment that the PTA has donated.

How have we spent the money we have raised?

The PTA has made a substantial contribution to the improvement of our outdoor areas, and the installation of all weather play areas on the Infant Playground, including an outdoor classroom and the Nursery 'Ark'. During Summer 2020, the PTA has funded the completion of the second phase of this work.

This year, the PTA has also funded the purchase of new reading resources for every classroom.

School Term Dates – September 2023 – July 2024

Autumn term 2023

Begins: Wednesday 6th September 2023

Ends: Wednesday 20th December 2023

Autumn half term holiday

Begins: Monday 23rd October 2023

Ends: Friday 27th October 2023

Christmas holiday

Begins: Thursday 21st December 2023

Ends: Wednesday 3rd January 2023

Spring term 2024

Begins: Thursday 4th January 2024

Ends: 27th March 2024

Spring half term holiday

Begins: Monday 19th February 2024

Ends: Friday 23rd February 2024

Easter holiday

Begins: Thursday 28th March 2024

Ends: Friday 12th April 2024

Summer term 2024

Begins: Monday 15th April 2024

Ends: Friday 19th July 2024

May Day

Monday 6th May 2024

Summer half term holiday

Begins: Monday 27th May 2024

Ends: Friday 31st May 2024

Staff Development Days (School closed to pupils)

Monday 4th September 2023

Tuesday 5th September 2023

Wednesday 3rd January 2024

Friday 12th April 2024

Parents and the School

Prior to admission or request for admission

Please see the school website for further information:
http://www.poringlandprimary.co.uk/joining_our_school/

During the Summer Term, a programme of induction is organised for the children who will begin in Reception in the Autumn Term. We intend for children to be able to visit their new classroom to meet the staff and experience some of the activities they will be doing.

Parent / Teacher Consultations

During the Autumn and Spring terms, opportunities are provided for parents to meet their child's class teacher to discuss progress.
During the summer term, all parents receive a written report on their child's progress in the academic year.

Ad Hoc Meetings

It is our policy that, if either the parent or the class teacher has a particular worry or concern about a child's progress or attitude, this should be discussed as soon as possible. Parents are invited to contact the class teacher directly via email.

Tapestry and Google Classrooms

The Nursery and Reception teachers use Tapestry to communicate with parents/carers about their children's learning. From Year 1, children have access to Google Classrooms.

These platforms are used to post home learning activities and for regular communication between school staff and home.

Curriculum Showcases

At the end of each term, parents are invited into school for their child's showcase. The showcase is an opportunity for the children to demonstrate what they have learnt that term.

Parent and Teacher Association (PTA)

The school is lucky to have a thriving PTA Committee which exists to:

- ✔ develop relationships between staff, parents and others associated with the school
- ✔ engage in activities which support the school and the education of the children attending it
- ✔ assist in the provision of items for education (either through subsidising trips or buying equipment) not provided through statutory funds.

✔ new parents are more than welcome to join in the fun.

Parent Governors

Ofsted

The Parent Governors are elected by parents to be a 'parents' voice' on the Governing Body. They are always willing to listen to parents' views, and represent these views with the Governors.

A copy of our latest OFSTED report (date of publication: January 2018) is available from our website.

✔ Overall Effectiveness – Good

Curriculum

At Poringland Primary and Nursery School our vision and values are at the heart of what we do and our curriculum is no different. We want the children to be *Happy, Active, Inspired, Healthy Learners.* Our curriculum builds on the children's knowledge and skills from nursery to year 6 in an engaging and inspiring way. The EYFS curriculum is based on the seasons and celebrations. For KS1 and KS2 the themes differ each term. Autumn term children work as Historians; spring term children work as Geographers and in the summer term children work as Scientists.

Early Years Foundation Stage (EYFS) Curriculum – Reception and Nursery

Children starting at School are eager to find out about the world and are trying to make sense of it. Our aim is to welcome the children into a warm, caring and secure atmosphere where they will have the opportunity to explore and discover in order to understand. Children are given opportunities to talk about, and listen to, real, meaningful and imaginative situations in order to sequence and develop their thoughts. They are encouraged to think about what they are saying and to listen to others.

The curriculum is based on the government's Early Years Foundation Stage (EYFS).

The Early Years Foundation Stage Curriculum Framework is based around three different themes:

The learning characteristics:

- playing and exploring
- active learning

- creating and thinking critically

The prime areas of learning:

- Communication and Language: Listening and Attention; Understanding; Speaking
- Physical Development: Moving and Handling; Health and Self-care
- Personal, Social and Emotional Development: Making relationships; Self-confidence Self-awareness; Managing Feelings and Behaviour

The specific areas of learning:

- Literacy: Reading; Writing
- Mathematics: Number; Shape, Space, & Measures
- Understanding the World: People and Communities; The World; Technology
- Expressive Arts and Design: Exploring and Using Media and Materials; Being Imaginative

Autumn	Spring	Summer
Festivals: **Moon festival, Diwali, Halloween, Bonfire night, Remembrance day, Harvest festival, Hanukah, Christmas**	**Festivals:** **Burns night,Chinese new year, Shrove Tuesday, Mothering Sunday, Eid, St David's day, Easter, St Patrick's day, Holi, Ramadan, St George's day, Wesak**	**Festivals:** **World refugee day, Independence day, International mud day, International yoga day, Father's Day, Healthy eating week, walk to school week.**

Theme:	Theme:	Theme:	Theme:
summer to autumn	autumn to winter	winter to spring	spring to summer

EYFS and Key Stage 1

Key Stage 1 (Y1 and Y2)

Autumn Working as Historians	Spring Working as Geographers	Summer Working as Scientists
Theme: Through the decades	Theme: Our Wonderful Earth	Theme: Humanity Vs Mechanics

Overview

At Poringland, there are two Reception classes, two Year 1 classes and two Year 2 Classes. Every classroom offers scope for a range of creative activities. All classes have access to enclosed outdoor learning areas, which can be used every day, come rain or shine! All classes have an interactive whiteboard, and a range of iPads and laptops.

In Key Stage 1 we organise our learning into termly themes. Autumn term the children are working as Historians; spring term the children are working as Geographers and in the summer term children are working as Scientists. This means that the children are immersed in the subject and experience a variety of 'hands on' activities to enrich their learning. We use our themes to deliver the requirements of the National Curriculum (2014). In Reception, our curriculum is child-led, the themes are open-ended to allow for the teachers to plan activities and experiences to suit the needs of the children in their class. Wherever possible, each theme seeks to make cross-curricular links, making learning meaningful and relevant to the experiences of our children. Our curriculum is supplemented with a wide range of educational visits and visitors to the school. We have a strong, experienced team of staff, who work closely together, sharing good practice and expertise to ensure the best possible outcomes.

At the beginning of each term, each class sends home a curriculum overview during their curriculum meetings, this shares the theme for that term. At the end of each term parents are invited in during our showcase events, this is an opportunity for parents and carers to see what their child has learnt that term.

Maths

In Reception and Key Stage 1, our pupils are taught Maths in mixed-ability classes. Children practise number skills appropriate to their year group, and they also learn how to measure, and to understand shape and space. They use a range of skills and resources to solve different real-life problems and challenges around them. Teachers plan activities carefully, relating outcomes to the children's experiences, and differentiating tasks to meet the needs of all learners.

Children are regularly given investigative homework tasks, so that parents and carers can support learning in this curriculum area.

English

In English, our children experience a wide range of genres, including both fiction and non-fiction. Our children share inspiring texts together as a class, as well as reading individually and in guided groups.

The children are issued with reading books to take home to share with their parents or carers. These are changed weekly, with home and school working together to support the children in their learning by recording comments in the child's reading record. As a school reading is at the heart of our curriculum and the expectation is that a child should read **everyday**, that can be anything from reading a couple of pages or a chapter to being read to by an adult/older sibling.

At Poringland Primary School and Nursery we use the Success for All phonics scheme. This is a systematic synthetic scheme that incorporates letters and sounds. The programme follows a mantra of 'keep up' not catch up'. For those children who do need extra support additional interventions take place to support them.

Children in Reception take home lists of decodable words to practise their blending skills, as well as non-decodable 'tricky words' to learn by heart. Children in Key Stage 1 also take spelling list of non-decodable 'tricky words', and some decodable words that enable them to practise other

common spelling patterns. They are also issued with investigative spelling homework activities, to consolidate our learning in Phonics.

Key Stage 2 (Y3-Y6)

Years 3 to 6 also follow the termly themes of Working as Historians, Working as Geographers and Working Scientists. At Poringland Primary School, we strive to teach active, informative lessons that inspire children to learn. We look to ensure that the whole of the curriculum requirements are met by the time the children reach the end of Key Stage 2.

	Autumn	Spring	Summer
Y3 & 4	**Working as Historians** **Theme: Invaders**	**Working as Geographers** **Theme: Where in the world**	**Working as Scient** **Theme: Keen to Green**
Y5 & 6	**Working as Historians** **Theme: Ancient Civilisations**	**Working as Geographers** **Theme: Nurturing Nature**	**Working as Scient** **Theme: We ar physicists**

Each term focuses on one theme and this theme interlinks the subjects across the curriculum. This means that learning makes sense to children and teachers find innovative ways of linking different areas of the curriculum to one central theme.

Our teachers have a wide range of skills and expertise and we utilise their strengths and knowledge across the Key Stage. We share good practice and exciting ideas; it is very much a team effort. Trips that children go on link to the topic and we shape our topic and vision with parents at the start of each term.

English

English is at the heart of everything at Poringland Primary School. Our lessons inspire children to read, to think, to write and ultimately to communicate. Children access English across the curriculum and become confident and accomplished at using language in many different ways to take their learning forwards.

Reading

Children learn to appreciate reading texts in a variety of ways in Key Stage 2. They read different books individually and in guided groups, some children read to adults who come to our school voluntarily. Children share a class book together and are expected to read at home on their own and with someone else. We have an excellent library, as well as class based libraries, and our children are increasingly taught the skills of comprehension. This is done through whole class teaching, guided groups and by answering questions that require high skills of inference. We share good books and the joy that they bring.

From Year 2, children will have access to Accelerated Reader, which will support them to select from a wide range of books which match their reading ability. They will also have access to e-books via MyOn. Those children who require reading interventions use The Lightening Squad from Success For All, which follows on from our phonics schemes. This is a fun and engaging online reading intervention, it assess children regularly and adapts the texts according to the children's needs.

Writing

English lessons explore a wide range of genres and children learn a range of skills from writing formal, factual texts to writing creative narratives and stories. Children read and learn about classic stories and develop their skills of expression through drama, film, poetry and music. At Poringland, we learn about exciting subjects, and this results in writing that is vibrant and inspirational. Children learn to enjoy writing just as great authors and poets have done in the past.

Spelling Punctuation and Grammar

Underpinning the enjoyment of reading and writing comes the technical understanding of being a good writer. At Poringland we teach spelling and punctuation systematically and encourage children to explore words and enjoy the mysteries and complexities of the English Language.

Maths

Poringland Primary and Nursery is very proud of its attainment and progress in this crucial area of the curriculum. This success comes through effective teaching, with children learning the basic skills well, and having lots of opportunities to apply them to problem solving and practical tasks. It is essential that children see the purpose of Maths in the world around them. It is in so many things around us, and we ensure the children see the subject as more than just answering questions in a book.

Children are taught in lessons and practice all the main basic skills of Maths. They are then asked to use these skills to solve different problems and challenges around them. Applying Maths to the 'real' world is a key aspect to success. Children are encouraged in homework to apply their learning at home, at the shops or to connect Maths to their hobbies and interests. Reasoning and problem solving are a major part of this subject and our job is to connect this to the key skills that are taught. Children are taught to think about Maths in sport, in science, in their topic and can clearly see the links, and the relevance of the subject in everyday life.

Practice

Children at Poringland understand that to master a subject like Maths, they must master all of the components and this requires dedication. Children practise number skills appropriate to their year group and learn how to measure and understand shape and space. They are taught and encouraged to learn their tables and can see how these multiplication and division facts are used in their daily life. Success depends on the balance between learning the key skills and then applying them and this is a balance we feel we get right.

After School Clubs

A range of activities are available. These change according to season and available personnel. Some of the activities are run by visiting professionals and charges may be payable.

Breakfast Club

The school runs a Breakfast Club from 7.30am until 8.35am. Please ask/contact the School Office for further details. office@poringland.norfolk.sch.uk

Music Lessons

We have visiting teachers for woodwind, strings, ukulele, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

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Safeguarding and Child Protection

We have visiting teachers for woodwind, strings, ukulele, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

This school is committed to promoting the health and welfare of all pupils. We are required by law to follow procedures laid down by the Norfolk Local Safeguarding Children Board if we see signs that one of our pupils may have been a victim of abuse. Use of the procedures in this way is an obligation placed on the school by legislation and in no way infers that any parent / carer is being accused of wrong doing.

Our Designated Safeguarding Lead is Mr Dean. Alternative Designated Safeguarding Leads are Mrs Howard, Mrs Chilvers, Miss Whittington, Mrs Dewing and Mr Woodhams.

Special Educational Needs and Disabilities

We have visiting teachers for woodwind, strings, ukulele, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

We believe that all children have their own special and individual needs. Most of these can be accommodated in the normal class situation. If however a child is identified with specific needs we

are able to give more attention and specialist help by using the School Support Team. Children with specific special needs are monitored closely, taught in varying ways and usually make good progress. We aim to build a good working partnership between school, the family and outside agencies for the benefit of the child.

The school has well documented procedures that follow the agreed policy; parents may ask to see this policy.

Pastoral Care and Behaviour Policy

We have visiting teachers for woodwind, strings, ukulele, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

Pastoral care is generally the responsibility of the class teacher, who may consult senior staff if necessary. However, all staff in the school play an active role in supporting children, and children feel comfortable approaching all members of staff if they need help.

A copy of the school behaviour policy is available on the website. We aim to build a positive and supportive environment for the children to flourish, focussing on praise and rewards. However, we have clear consequences if things start to go wrong. Parents will be consulted whenever their co-operation or intervention is thought beneficial to the situation in hand, or if a serious situation arises.

School Rules

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Our school values are at the heart of our behaviour policy and school rules. Both children and adults at Poringland Primary School are: ***Kind, Honest and Respectful.***

In our school:

- ✔ we always try our best and allow others to do the same;
- ✔ we respect and care for everybody and everything;
- ✔ we keep ourselves and others safe;
- ✔ we are polite and helpful to everybody;
- ✔ we sort out problems in a fair and sensible way and
- ✔ we are in the right place at the right time.

Charges for School Activities

We have visiting teachers for woodwind, strings, ukulele, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

Activities during school hours which are part of the curriculum

1. Day trips and Entertainments in school

The whole class or group will participate.
Contributions are voluntary to cover the costs *

2. Ingredients and materials needed for practical subjects

Parents will be notified when the class will be involved in a practical activity requiring costly materials.
Contributions are voluntary to cover the costs *

3. Travel

Parents will not be asked to contribute to the cost of travel to regular activities such as swimming, which form part of the curriculum. You may, however, be asked to contribute if your child takes part in a special activity or function, such as a sports match.

4. Residential Trips

The residential trips currently organised by the school are the type deemed under regulations to take place mainly within school hours. Board and lodging will be charged for, except for families in receipt of Income Support or Working Families Tax Credit who should make a special application in confidence to the Head Teacher.
The cost of travel, entrance fees, educational activities, insurance and staff expenses will be covered by inviting voluntary contributions *

Activities outside school hours

These activities are optional. Parents will be asked to agree the child's participation in advance; a charge will be made to cover all costs involved for the individual child.

* No child will be excluded if parents are unwilling or unable to contribute, but without sufficient voluntary contributions the event would be unlikely to go ahead and the educational value of it would be lost to the whole group.

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Complaints

If you are unhappy about any aspect of your child's education or experience at school you should make an appointment to see the class teacher.

We would hope that discussing the matter with the teacher should be enough to resolve the problem. However, if you are still unhappy and wish to take the matter further you should make an appointment to see the Head Teacher. If after discussion with the Head Teacher the matter remains unresolved you will be given a copy of the complaints procedure so that you can make a formal complaint.

Additional Documents

The school produces a number of documents, which are issued to parents:

Document	**When issued**	**Content**
School Brochure	Prospective parents	General information
Nursery Brochure	Prospective parents	General information
Newsletters	Weekly	General Information
Facebook page	Weekly	General information

Communication

At Poringland, we use Parentmail to communicate with parents/carers by email. Paper copies of correspondence are available upon request. The school website is updated regularly and the posts are made on the Facebook page at least weekly.

Health and Safety

The school has a general Health and Safety Policy, which is reviewed and updated regularly. The policy covers pupils, staff and all visitors to the school. There is an annual safety inspection of all school buildings and electrical and gas appliances are tested regularly.

SATs Results

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End of Key Stage 1 Assessment Results 2022

School Results

This table shows the percentages of Year 2 children achieving at each level in 2022

	Test/Tasks	
	Percentage at each level	
	EXS (Expected Standard)	GDS (Working at Greater Depth)
Reading	70%	15%
Writing	69%	8%
Maths	79%	15%

National Results

This table shows the percentages of Year 2 children achieving at each level in 2022

	Test/Tasks	
	Percentage at each level	
	EXS (Expected Standard)	GDS (Working at Greater Depth)

Reading	67%	18%
Writing	58%	8%
Maths	68%	15%

End of Key Stage 2 Assessment Results 2022

School Results

This table shows the percentages of Year 6 children achieving at each level in 2022

Test/Tasks		
	Percentage at each level	
	EXS (Expected Standard)	GDS (Working at Greater Depth)
Reading	82%	25%
Writing	74%	10%
SPAG	80%	
Maths	72%	21%

National Results

This table shows the percentages of Year 6 children achieving at each level in 2022

Test/Tasks		
	Percentage at each level	
	EXS (Expected Standard)	GDS (Working at Greater Depth)
Reading	75%	28%
Writing	69%	13%
SPAG	72%	
Maths	71%	23%

The school has a uniform based on combinations of blue, black, grey and white. Parents and Carers are requested to ensure that, as far as possible, children's dress conforms to the suggestions below. We would suggest you take into account of our active school life and daily play outside involving our woodland climbing, slide and our woodland zip wire areas, when choosing uniform options.

All items are available from several stores in Norwich. School sweatshirts and fleeces are available online from Price and Buckland (price-buckland.co.uk/schools). Book bags (for infants) can be purchased directly from the school.

All children require a change of clothes (e.g. tracksuit) on their peg. Please note that we cannot provide spares in the event of a toileting accident, or if a child gets wet or muddy at playtime.

School Uniform for Reception and Nursery

School sweatshirt
White/blue polo necked shirt
Black or navy tracksuit bottoms, leggings or shorts
Black trainers (Velcro fastenings)
Wellington Boots

KS1/KS2 Winter Uniform

Girls
Grey / Black skirt / pinafore dress or tailored trousers
White polo necked or open necked blouse
School sweatshirt or blue cardigan or sweater
Sensible warm coat or jacket
Black or grey tights, or white socks

Boys
Grey / Black trousers
White/blue polo or white/blue shirt
School sweatshirt or blue sweater
Sensible warm coat or jacket
Grey or black socks

KS1/KS2 Summer Uniform

Girls

Grey / Black skirt / pinafore dress or tailored trousers / tailored shorts or blue and white checked dress (not jumpsuit)
School sweatshirt or blue cardigan or sweater

White socks

Boys

Grey / Black trousers or shorts

School sweatshirt or blue sweater

White/blue polo or white/blue shirt

Grey or black socks

Sensible black shoes should be worn – NOT trainers or open-toed sandals

For PE

White T-shirt, black shorts and trainers (Velcro).
If ear-rings cannot be removed for PE, please could you send in surgical tape to cover them.

On PE days, your child should come to school dressed in PE kit and trainers (if the weather is cold, then a tracksuit can be worn over the top). This means that children will not need to change their clothes in the classroom.

Swimming (where applicable)

Children require a sensible costume/trunks and towel. Goggles may be worn. On swimming days, children will wear their uniform to school and change for swimming at the Leisure Centre.

Other items

- Your child will need to bring a named water bottle.
- Your child will need a warm, waterproof coat each day, and ideally, a change of footwear in school.
- Infant children require a blue bookbag.
- Junior children may require a small rucksack or similar bag for carrying books etc.
- A painting shirt or apron may be occasionally required.
- All items should be clearly named.

Jewellery should NOT be worn. For pierced ears, simple studs or sleepers only may be worn.

Lost Property

We have visiting teachers for woodwind, strings, ukuleles, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

This is a constant problem! Please encourage your child to take responsibility for items of clothing belonging to him/her. All items should be named. Anything found lying around School is placed in the Lost Property Boxes, which can be found outside the school in the bike sheds.

Newsletter

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Letters from the school are sent to all parents/carers. We use Parentmail to email most correspondence. Newsletters are published weekly to keep parents/carers informed of school events and administrative matters. Copies are also available on the school website.

Road safety

We have visiting teachers for woodwind, strings, ukuleles, guitar, piano and keyboard who teach children in small groups. There is a charge for the lessons and children must provide their own instrument or hire one from the music service. Instrument tuition is open to children in Key Stage Two.

Special Note

The Governors of the School and the Head Teacher have included this section because they seek the absolute co-operation of parents in this vital matter.

Since the School is situated at the end of a cul-de-sac in the village, there is clearly a need for the greatest of care on the part of the children and adults, whether on foot or in a vehicle.

To Pedestrians

Please constantly remind your child / children to take care and use a good procedure when walking to and from school. Use footpaths and cross the roads in safe clear places, watching out for driveways.

The school car park is for staff vehicles only.

Please do not bring dogs onto the school premises.

To vehicle users – transporting children to and from school

For the safety of all children, please use the Playing Field Car Park or Budgens Car Park, and NOT the School Car Park.

Car parking is extremely difficult in the area surrounding the school. Please do not park on the zigzag lines immediately in front of the school. Please do not obstruct the entrance to the driveway, where the school minibus is parked. Please observe Police traffic regulations, and do not park on the road sections near to road junctions or obstructing access to residential properties.

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In the event of severe weather, we always endeavour to keep the school open, however some staff have to travel a considerable distance to get to school, many across country lanes. If I feel I cannot open the school safely for the children, I have to notify County Hall who will then inform the local radio stations.

Information can also be obtained from the sources listed below.

Emergency School Closure in Bad Weather - Advice for Parents

School: Poringland Primary School and Nursery

- Please check your mobile for a text from school
- Please check your emails for a message via Parent Mail
- Please access the Emergency Closures list via the following link: http://www.poringlandprimary.co.uk/parents/emergency-school-closures/
- Go to the Norfolk Schools website http://www.schools.norfolk.gov.uk and select 'Emergency School Closures'
- Go to: http://www.schoolclosures.norfolk.gov.uk

It is therefore important that **if we do have severe weather conditions, parents should listen to their local radio station or visit the School Closures website.**

School contact details

Poringland Primary School and Nursery
The Footpath
Poringland
Norfolk
NR14 7RF

Telephone: 01508 492530
Fax: 01508 494736

Email: office@poringland.norfolk.sch.uk

Website: www.poringlandprimary.co.uk