

Great Linford Primary School



We aim to provide a high quality education through which everyone feels valued and meets with success.

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“Every child is valued and the school is successful in making sure that all pupils have equal opportunities to develop within a safe and stimulating environment.” OFSTED

Welcome

We look forward to welcoming you and your child to Great Linford Primary School and are sure that they will enjoy their time at our school. We provide a stimulating learning environment where the children are happy and confident and able to meet the many challenges offered.

At Great Linford we encourage children to play an active part in their learning and we are proud of our broad curriculum, which is enriched by many high quality trips and visitors, alongside arts and sporting activities.

Successful education is about building strong, committed partnerships between home and school and our parents play a crucial role in their children's learning and development. By working together we will give your child the best start possible.

Children are valued at Great Linford and we strive to help them all realise their potential and meet with success. We look forward to meeting you soon.

Claire Dunstan
Headteacher

Eiry Cheney
Deputy Head

Gilly Walden
Chair of Governors

About our school...

Our School Vision reflects the values that we all feel are important. It represents the aspirations of the whole school community. The School Vision is there to serve our pupils. Our Vision has the children's confidence and success at its centre.

At Great Linford School we want children to learn to:



- Be good citizens, showing respect for themselves, others and their environment.
- Have high self-esteem
- Achieve their full potential in all areas of the curriculum
- Develop the confidence necessary to take part in an ever changing technological world
- Be highly motivated and well organised learners
- Be able to work independently and contribute effectively within a group
- Develop moral and spiritual awareness within which there is tolerance to other races, religions and ways of life

To achieve this we will provide:

- An ethos of support, challenge and encouragement to succeed
- High expectations of what ALL our children can achieve and varied opportunities to put learning into practice
- A broad, challenging, active and relevant curriculum
- A stimulating, well resourced and secure learning environment
- An enriching range of extra curricular activities and visits
- Opportunities for high quality professional development for all staff
- Positive learning partnerships between school, home and the community where the involvement of others in school life is actively encouraged

Where we learn

The design of our building is spacious, light and brightly decorated giving children an excellent environment in which to develop. As well as eleven classrooms we have a Medical Room, Music Room, Computer Suite, Library, Food Technology Room and a number of group rooms for Special Needs support and working with outside professionals. We have a spacious, well-equipped Hall for Physical Education and changing room facilities. In addition we also have two playgrounds and expansive playing fields, which offer many opportunities for sports of all kinds, as well as providing a pleasant area for recreational times.

We continually aim to increase the accessibility of our school and have most recently improved ramp access. We continually review and improve our school environment as the needs of the curriculum develop and change.

How we learn

Foundation Stage

We admit children in September for the academic year in which they are five years old. To help them settle in more quickly they are offered induction days in the summer term and parents are strongly encouraged to attend an Induction evening. Children start school in small groups and these inductions are staggered across the first two weeks of the autumn term. The curriculum follows the Early Learning Goals from the Foundation Stage Curriculum. All children will experience high quality teaching within a very stimulating environment. Our teaching assistants also provide very strong and caring support.



Key Stage 1

Children in Key Stage 1 are taught in classes of mixed ability and if necessary, mixed age. The curriculum builds on the work of the Foundation Stage and follows the National Curriculum. There is a daily Literacy and Numeracy lesson and the children use the Computer Suite and laptops. Experienced teaching assistants effectively support the teachers both in and out of the classroom.



Key Stage 2

Children in Years 3 to 6, work from Key Stage 2 of the National Curriculum. The organisation of classes and methods of teaching are similar to that in Key Stage 1 and children are often in mixed age classes, vertically grouped. We recognise that children have different learning styles and our teaching aims to meet those needs. A strong focus is placed on the importance of learning basic skills in Literacy, Numeracy and Information, Communication, Technology. We expect the children to take an increasing responsibility for their own learning as they progress through the school.

What we learn

Mathematics The Programmes of work are designed to develop the mathematical skills of the individual child. We encourage a positive attitude towards mathematics and build upon firm foundations in basic skills leading to higher levels of Numeracy that can be applied in different contexts

English We aim to enable all our children to become independent, enquiring, critical thinkers and to develop their powers of communication and self-expression. We strive to ensure that every child achieves fluency and understanding in reading and can communicate effectively through speaking and writing.

Science We teach the children to recognise the importance of science in every day life. The school aims to increase the children's knowledge and understanding and to develop a range of scientific skills through practical experiences.

Arts/Design We provide a skill based curriculum and encourage imaginative responses to help children explore, reflect upon and communicate ideas and values. The children often have opportunities to work with artists and crafts people to enrich their experiences and we also have strong links with the MK Art Forum and support from Stantonbury Campus through their specialist 'Arts' status.

Music We encourage children to have a sense of enjoyment and appreciation of all types of music as composers, performers and audience. The children will have opportunities to develop their musical skills whatever their level of competence. The children regularly work with practitioners and subsidised instrument tuition is currently available for Year 3 and above in strings, woodwind and guitar. The tuition provided changes annually to reflect the interests of the children.

Information and Communication Technology Through Information and Communication Technology we prepare the children for a rapidly changing technological environment. We believe that ICT supports pupils as independent and lifelong learners. The school has a fully equipped Computer suite with broadband connection. There are also additional computers and laptops across the school. Interactive whiteboards and digital projectors are available in all of the classrooms, enhancing children's learning and enjoyment.

History We aim to stimulate the children's curiosity about people and events in the past in Britain and the wider world. We provide the children with a wealth of opportunities to develop their understanding of and empathy with the past.

Geography We aim to stimulate curiosity about the natural and human world. The children will learn map reading skills as well as exploring issues relating to the environment and development.

Design and Technology We give the children the confidence, skills and understanding to engage and interact with the designed world around them. The children will design and make quality products using a range of materials and processes.

Religious Education The Milton Keynes agreed syllabus forms the basis for study. We help pupils acquire knowledge and understanding of Christianity and other principal religions represented in our country. They will develop an understanding of the influence of these religions on individuals, communities, societies and cultures. If you wish to withdraw your child from this area of the curriculum or from Collective Worship then please contact Mrs Austin to discuss your concerns.

Modern Foreign Languages We provide specialist French tuition from Year 3 upwards and encourage the children to become confident enough to speak independently in the language. We also help them acquire an understanding of the way of life of the people speaking this language.

Physical Education We give children the skills to perform with increasing physical competence and confidence across a broad range of activities. We encourage them to set and achieve challenging targets and develop an understanding of the importance for their overall well-being. All the children have the opportunity to learn to swim before the end of Key Stage 2.

The School has been awarded Active mark by Sports England and the FA Charter Standard in recognition of its commitment to Physical Education and Sport.

Personal, Social Health Education Effective learning in PSHE enables the children to develop confidence, take responsibility and make the most of their abilities. Pupils will learn how to play an active role as citizens and develop healthy, safe, life styles. They will be able to develop good relationships, while understanding and respecting the differences between people.

Sex Education The School's Governing Body, in partnership with parents, have produced a Sex and Relationship Education Policy. Parents are invited to view the materials on which the lessons are based prior to them being presented to the pupils. For pupils in earlier years, questions are answered sensitively and factually and learning is based on National Curriculum Science. You will be given the opportunity to withdraw your child from these lessons, should you wish. Please contact the Team leader to discuss your concerns.

At home

We believe that parent's support for children's learning and achievement is essential and we encourage children to extend their learning beyond the school day and to undertake work at home to support their learning in school. From Year 1 onwards children use 'Learning Logs' to record their work at home. These encourage a more creative and personal responses to their work and inspire children to become increasingly enthused to pursue their own learning.

We provide consistent guidelines to enable every child to participate at an appropriate level. This enables them to make best progress and the programme is designed to ensure progression throughout the school. It is important that children should try to complete the learning objectives by the agreed deadlines as this fosters a good pattern of self- discipline and learning ready for secondary transfer. Parents are asked on entry to school to sign the Home School Agreement and then to sign the Learning Log at the beginning of each academic year, thus agreeing to support the children's work at home through reading, playing games and talking to them about their work. The allocated time for homework is:

- ◆ Years 1 and 2 75 minutes each week
- ◆ Years 3 and 4 100 minutes each week
- ◆ Years 5 and 6 170 minutes each week

*Learning logs are a wonderful journal of my son's learning and family life.
I wish I had started to use one years ago."
(Parent of Year 1 pupil)*

How well is your child doing?

Assessment

Throughout the school children's work is regularly assessed and their progress tracked as an integral part of learning and teaching. All children are assessed on entering our school to determine their potential for learning and identify any specific needs. In addition to the end of Key Stage assessments pupils in Key Stage 2 use non-statutory materials to report progress. All children have their spelling and reading tested regularly and each term all the children complete a piece of unaided writing. Targets are set to challenge each child and they are encouraged to take responsibility for these.

Written reports are completed at the end of each school year and for children in the Foundation Stage these reflect the Early Learning Goals and assessments from the Foundation Stage profile. Progress is discussed at three consultation evenings or at other times if there is a concern. The children have many opportunities to celebrate success one of which is the weekly 'Student of the Week' assembly.

If your child needs help

Special Educational Needs and Inclusion

Most children at one time or another may need extra help at school. We aim to meet the needs of every individual and support the children at the appropriate level. This will be achieved through the additional support of teaching assistants, specialist teachers and outside agencies. Some children may require an Individual Education Plan or to work in small groups. From the earliest stages parents are consulted and actively encouraged to participate in their children's learning.

The school's Inclusion Manager is Mrs Smith, supported by Mrs Nickless.

Gifted and Talented

Our teaching and learning is designed to give all the children the opportunity to progress and fulfil their potential. Our most able and talented children, where appropriate, are given additional opportunity to challenge themselves. This may be organised by the school or the local authority.

The school's 'Gifted and Talented' Coordinator is Mrs Cheney

Extra Curricular Activities, Clubs and Visits

We offer the children many rich and varied experiences both in and out of school. Much curriculum work is enriched through visits and visitors. These opportunities increase children's confidence and independence whilst extending their social and problem solving skills. Trips include day and residential visits both locally and further afield. The school has developed strong partnerships with many local, national groups and individuals. These include M K Gallery, M K Arts Education Forum, M K Dons, Stantonbury Campus and local artists. Out of school clubs are attended by large numbers of children and can include chess, art, dance, German, line dancing, football, basketball, athletics, drama, singing and Cine Club. Clubs run by outside providers may incur a charge.

Our School

Behaviour

We promote a positive atmosphere throughout the school so that everyone feels valued. We have five rules, which everyone is expected to follow.

- Be polite and kind to everyone**
- Walk quietly and sensibly around the school at all times**
- Take care of our school and everything within it**
- Be proud to do the 'right thing'**
- Always listen attentively**

Each year, based on these rules, classes agree a code of conduct and parents are informed of the rewards and sanctions that are relevant to the age of their child.

Our reward system actively encourages positive behaviour and promotes self-esteem. Good behaviour is reinforced through our merit system and the assemblies.

Where children do not fulfil our expectations of good behaviour a number of different sanctions and strategies may be used to seek an improvement. Parents are always informed at an early stage and we very much value the benefits of home school links.

Bullying and Racism are not tolerated in any form.

"Pupils personal development is good and they learn to treat each other with respect" OFSTED

School Dress Code

For reasons of health and safety children are not allowed to wear jewellery to school, except for small earring studs, which must be removed by parents or children before any physical activity. If your child has recently had their ears pierced you will need to cover the stud with a plaster for all PE activities for the first six weeks. Long hair should also be tied back.

We expect children to wear to school

- Grey, black or navy trousers, skirt, shorts
- Girls can wear blue and white checked or striped summer dresses
- Blue or white polo shirt, shirt, blouse or tee-shirt, plain or with school logo
- Navy sweatshirt or cardigan, plain or with the school logo
- Appropriate safe footwear

Sports Wear

- A change of clothes and footwear is needed for PE and games. This should consist of T-shirt, shorts, plimsolls or training shoes for Games. Leotards may be worn indoors.
- For swimming children need a towel, swimming shorts and a one-piece swimsuit

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

Book bags are used to carry books and homework safely to and from school. These and some items of clothing can be ordered via the school office each term.

School Council

Representatives from Year 3 and above are elected to serve as school councillors and additional children in Year 6 represent classes from FS and KS1. The council is an opportunity for staff and pupils to speak together about all aspects of school life. It gives the children a voice and an opportunity to lead initiatives to improve their school.

Streetcare Champions

To further encourage children to have a voice and support their local community, each year six children are trained by MK Council to identify and report, via an interactive website, any highway or environmental issues that need to be addressed within the local community. If you need a pot hole or streetlamp fixing, fly-tipping, graffiti or litter removed, let our Streetcare Champions report it for you by using the 'Concerns' box outside the school office.

Friends of Great Linford Primary School

The school has a small but active 'Friends' group which offer a great deal of support. We are very grateful for the additional funds that are raised and the many social events they organise. Please support them and join the committee.

Governors

Our Governors provide a wide range of skills, support and guidance for our school and are a dedicated and enthusiastic team. There are regular opportunities to join the Governing Body and complement their skills. We hope that parents and others, who might consider joining us in the future, will contact the Chair of Governors or head teacher for an informal discussion.

Communication with Parents

We encourage parents to attend all parent consultation evenings and regularly communicate with their child's teacher about anything that pleases or concerns them. This can be done through the Home/School book in FS and KS1, a note to the class teacher in KS2 or via e-mail, phone or visiting the office staff. If you would like to meet with your child's teacher at any other time to discuss your child's progress please book an appointment via the office staff.

Year teams send out Curriculum Newsletters each term, which give information about the areas of learning to be covered and ideas for ways in which you can support your child at home. We send out regular school newsletters to inform parents of school events and activities and dates.

Parents are encouraged and welcome to work with small groups of children under the direction of class teachers, usually in year groups other than their own child's class. If any parents, friends or relatives have special

skills and would like to share these with the children they are asked to contact the school.

Pastoral Care

When children feel safe, secure and cared for they can achieve their full potential. The class teacher takes prime responsibility for this but every member of staff shares this role. Support for pupils is provided in a sensitive way and should children or families need additional support we have excellent relationships with a wide range of other professionals.

School security is clearly an important part of ensuring the personal safety of children, staff and visitors. We have security fencing and key code entry and ask that all parents and visitors if entering the school, register with the school office, sign in and wear an identification badge. Parent's cooperation is essential and we also ask you to highlight any concerns and bring them to the attention of the office staff. For reasons of Health and Safety dogs are not allowed on school grounds, including the field and parents are asked not to use the staff car park for cars or pedestrian access.

We have a number of staff who are qualified in first aid and staff have experience of working with children with a range of medical needs. If a child bumps their head during the school day or is marked by an accident we will send a red letter to inform you of this via your child's school bag. It is essential that you ensure that your contact details are up to date, as on some occasions a child may need to go home and parents will need to be contacted quickly to collect their child. We are usually unable to administer medicines, other than inhalers and would ask you to request that your doctor prescribes a dosage that excludes the school day. If your child has specific medical needs please inform the office staff as soon as possible, so that suitable provision and advice can be sought.

'Pupil's like coming to school and enjoy their lessons' OFSTED

Every day that your child spends at school is important and it is essential for your child to build up a pattern of good attendance and punctuality, so that they can achieve their best. School registers are taken twice a day at 8.55 and after lunch. If your child has a medical appointment, please ensure that they are able to register in school before attending the appointment and return before the following registration session.

Absence from school prevents children from achieving their full potential so we discourage families from taking holidays during term time. The head teacher may authorize absence for up to 10 days during the year, but will not do so within the first two weeks of term while class routines are being established, during SATs week in Year 6 or if your child has a poor attendance record.

- To apply for leave of absence please complete a form, available from the school office, at least two weeks in advance of the dates required.
- We ask that you contact us before 9.30 on the first day of your child's absence, via the school office or answer machine, so that we can ensure that all children are accounted for, safe and secure.

School Food Policy

Almost all of our children stay at school during lunchtime and bring in a packed lunch. If you need your child to eat at home for a period of time please inform the school office in writing beforehand and arrange for an adult to collect them if they are in Year 4 or below.

We are a **Healthy School** and we encourage children to have a variety of foods that support a balanced diet. We ask that they should not bring sweets, chocolate bars or fizzy drinks to school and that all containers are plastic. We encourage children to replace all items back in their lunchbox at the end of lunchtime so that you can check that they eating the contents provided. Children are not allowed to share food from their lunch box with each other and occasionally in classes where a child has a serious nut allergy we will write to parents and request that they provide a nut free packed lunch.

Children are encouraged to drink plenty of liquid during the day. In Foundation Stage they are offered free milk and drinking water is available in every classroom. We encourage children to bring in a fruit or vegetable snack to eat at break times. In FS and KS1 this is available free of charge via a Government initiative. We provide a packed lunch for those children who are entitled to free school meals, and the contents have been very popular with the children. Please contact Sue Armitage in the school office if you need further details.

Charging Policy

The Governors policy on charging is available to view in school. Parents will be informed in advance of any activity that involves a cost and in the unlikely event that a child has deliberately damaged school equipment; parents will be informed of the cost of replacement.

Compliments, Comments and Complaints

The school has adopted the Local Authority's policy and a leaflet explaining the scope of the procedure and how it works is available from the school office. We also have a visitor's comments book available at the school office for you to be able to share your comments and read those of others.

Further Information and Advice

Our school profile, which gives details of our attendance and SATs results and compares them against National performance, is available to download at <http://schoolsfinder.direct.gov.uk>

Our most recent OFSTED report, 2005, is also available on the OFSTED site. Paper copies of both can be ordered from the school office for a small charge. The DfES have been slow to respond to the Milton Keynes schools name changes so you may have to type in *Great Linford Combined School*.

Thank you for taking the time to read our school brochure. We hope that it has answered any questions that you might have. If you wish to know more about any of the areas outlined or have any queries please contact the school office on 01908 605027 between 8.30 and 4pm Monday to Friday or visit our new website at www.greatlinfordschool.org.uk

Notes: