



Information for Parents

Flowerly Field

Primary School



Dear Parents,

Thank you for taking the time to read this information pack. Choosing a primary school is like building the foundation for your house. The future depends on it! A solid foundation with breadth and depth in education will ensure your child has the resources with which to make the best possible choices as he or she grows up.

Every Tameside school will offer children a similar curriculum but the way lessons are taught and the experiences children have will differ. We believe that every parent wants their child to be happy at school and we are striving to make Flowery Field "a happy place to learn," by putting the children at the centre of their learning.

Our school converted to academy status in 2016 and joined the Enquire Learning Trust. (See <https://enquirelearningtrust.org/>) We work closely with the Trust and other local ELT schools to constantly strive for improvement.

At Flowery Field we mentor children to help them achieve the positive behaviours and attitudes that will help to achieve their full potential. Learning how to learn, being proud of your own achievements and celebrating those of others are evident both in and out of lesson time.

I encourage you to come and visit our teaching areas. You will see art, sport, amazing writing and plenty of mathematics which are fun and give the children a chance to explain why and how they can complete the tasks successfully. You will also see computer skills across all areas of learning. The facilities and equipment are constantly being updated for pupils. Most of all, I hope you will absorb the calm atmosphere of lessons but note the excitement of children who are on task and enthusiastic about their learning. You can judge for yourself the standard of work and the degree of learning taking place by talking to children and looking at their work. You may find it very different from your own school days but I know you will not be disappointed.

We strive to keep our website up to date and you will be able to see pupil's work and find out about our learning outside the classroom. Some classes have begun blogs which we hope to develop further. School operates 'Parentpay' messaging so we can text and remind you about important events.

Parents are key partners in their child's education and it starts here. You have to decide if Flowery Field will provide the best beginning for your son or daughter. I look forward to arranging a visit for you in the near future.

Yours sincerely,

Mr A. Fell
Headteacher



Flowery Field Primary School

Flowery Field Primary School

Off Old Road
Hyde,
Cheshire
SK14 4SQ

Telephone: 0161 368 1466
Email: admin@floweryfield.tameside.sch.uk
Website: www.floweryfieldschool.org.uk
Headteacher: Mr A. Fell
Chair of Mr D Slinn
Governors:

Information for parents

The 1980 and 1988 Education Acts give parents increased opportunities to choose the school where they would like their children to be educated. The law requires local education authorities and school governors to publish details of admission arrangements and other information so that parents are able to express preferences for schools in the light of full and comparable information about them. This booklet provides information about Flowery Field.

PLEASE NOTE: The Trust does not have any insurance policy to cover the loss of personal belongings. Pupils are responsible for the safe keeping of their property. Neither the Trust nor schools can accept any liability for loss. For this reason schools do not welcome toys, expensive named clothing or other highly desirable items on their premises. Occasionally parents require a junior child to have a mobile phone for after school. These are to be given to their teacher until 3:05pm.

Admissions Policy - Nursery

We follow the Enquire Learning Trust policy on admissions to our nursery. Places are allocated, taking age and distance from our school into account. Pupils are offered places to begin in September of the year in which they are four. If there are vacant places, we have a Spring intake of the oldest children e.g. those with birthdays in September/October. In line with Tameside policy, priority places in our nursery may be offered for medical or exceptional social reasons. Attendance is on a part time basis, either 5 mornings or 5 afternoons and each session is 3 hours in duration. Visits for new children take place prior to admission. In Nursery from September 2017 we are offering free 30 Hours provision for those families who qualify.

N.B. As with all Tameside schools a place in our nursery class does not guarantee a place in our main school.

Children are admitted at the beginning of the school year in which they reach 5 years old. Any prospective parents wishing to visit our school are welcomed and should make an appointment to see our Head teacher or Assistant Head teacher.



Flowery Field Primary School



The Ethos of Flowery Field

We believe that our school is not just a building. It is the active community of pupils and staff working in partnership with parents to ensure each child receives the best possible education. We aim to provide a **happy place to learn** by expecting **everyone** to contribute towards providing a supportive, stimulating and safe environment both within and outside our school.

Behaviour Policy - Aims and Philosophy, How We Work

- To encourage the partnership between home and school. The qualities we seek and value can then be passed on and developed by all to achieve high standards in all aspects of school life.
- To care for **all** members of the community and encourage thoughtful and tolerant behaviour.
- To promote honesty and respect amongst pupils thereby encouraging them to value the rights and property of each individual.
- To seek to ensure equal opportunities for all so that pupils develop a sense of belonging and receive their right to a positive learning environment.
- To help pupils to develop **self-respect** and **maturity**, enabling them to grow towards becoming worthy citizens. We encourage children to discuss moral and social issues to promote development of their own values.
- To reject bullying and dishonesty. Pupils are encouraged to accept responsibility for their own actions, develop their own self-discipline and a willingness to co-operate with others.

The School Day

School opens at 8.50.

Nursery	8:30 – 11:30	12:15 – 15:15
Infants	8.50	15:10
Juniors	8.50	15:05

The doors to the infant classrooms open at 8.40am to allow for convenient drop off. Junior children line up on the yards at 8.50am



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Dinner Money

From September 2014 all Infant children from Reception, Year 1 and Year 2 are entitled to free school meals. All payments to school are made via our e-payment method to pay for dinner money this can be done online using a very secure website called **ParentPay**. You will have a secure online account, activated using a unique activation username and password. If this is not possible, the office staff can issue 'barcodes' that allow payments to be made at a number of local shops.

School Security

During our school day, the building is only accessible from the outside via the front door. All visitors will be welcomed by our school office staff and will be requested to register entry and exit times. If you are late you must enter by the front door.

Regular reviews of our school safety and security provision take place by the Governing Body and appropriate H.S.E guidelines are complied with.

Flowery Field endeavours

- To provide a safe and happy environment
- To provide a full and balanced curriculum
- To strive to educate each pupil to the best of their ability
- To provide records and information about your child's educational progress as well as the child's development in practical and social skills
- To arrange regular meetings with your child's teacher(s) and for them to be available at other times when you have concerns or questions
- To keep you informed about new policies and developments in school
- To welcome and support parents who wish to help with the daily work of our school

Assertive Mentoring

This programme works across the school and sets improvement targets for each child. Their progress towards meeting them is shared with parents each half term. These targets include attendance, punctuality, homework, reading practice, readiness for learning and behaviour, as well as more specific targets for improvements in literacy and mathematics. We use a simple colour band method of reporting, with red being below target, yellow meaning on target and green being above target. As we are an aspirational school looking for all our children to make accelerated progress, we have adopted the motto – 'it's good to be green.'



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Parental Involvement in School

The active involvement of parents in school is welcomed. There is a wide variety of activities which parents can help with in all areas of school life. These range from helping in the classroom or library, renewing displays around school, providing extra hands on a school trip, making toast, serving as a parent governor or preparing for our shows to sharing historical knowledge or artefacts with your child's class. Whatever form it takes, parental involvement in school is a tremendous help to us and will help you gain a greater understanding of school life as well as giving your child the knowledge that school and home are working in partnership. Please give this some thought. We struggle to engage parents in our daily work. Especially we need support for our many school visits that pupils enjoy and learn so much from.

This year we seek to train some parents in the delivery of a phonics training programme to support pupils who need a second chance to practice the skills taught in the class. Make yourself known at reception if you are interested.

Statement of Curriculum Policy

The curriculum taught at Flowery Field complies with the legal requirements of the National Curriculum and goes beyond this to provide a high quality education, which specifically meets the needs of our pupils preparing for adult life in a multi-cultural society.

The curriculum enables all pupils to experience a broad and balanced education which promotes their spiritual, moral, cultural, intellectual and physical development. This is delivered through our 'WOW' challenges, which embrace our approach to learning and give the children a say in how their interests are developed. We hold regular 'communication days' to allow parents an opportunity to see their child's work at first hand.

Non-denominational R.E. teaching follows the Tameside agreed syllabus which is available in school. Lessons are informative and not instructional and do not contain 'worship.' Parents may request withdrawal from these lessons, by firstly speaking with the Head teacher. We seek to develop a future where young people are tolerant and understanding and able to reach decisions through knowledge.



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Health

In the case of illness or injury to a child, a member of staff will act on behalf of a parent. The child will initially be treated on the school premises but where there is any doubt, parents are contacted and the child sent to hospital for further investigation and treatment.

Sometimes routine medical examinations and health checks are made in school by the school Nurse, and in some cases by a visiting doctor. We have trained first aiders in school.

Pupil Care: - All children are special, but from time to time some will have special needs and require an individual care programme.

We believe that pupils achieve most when they feel happy and secure. We also firmly believe that children need to be treated as individuals and be given encouragement to develop talents and skills. This will enable them to form good relationships with others and to make positive contributions to the school and wider community.

**N.B. Please inform us as soon as possible of any change
in your child's home circumstances, especially any new telephone numbers.**

Road Safety and Car Parking

Please explain to your child how important it is to be careful when crossing the road and to use the School Crossing Patrol where provided. Ensure your child uses the pathways when in our school grounds and not the car park. You can use the drop-off zone in a morning but do not use the disabled spaces unless you have a "Blue Badge." Please do not park near to our school gates or entrances. It is illegal to stop or park within the zigzag lines outside school.

Please don't use the Staff car park.

Child Protection

Because of the day to day contact with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents should be aware, therefore, that where it appears to a member of school staff that a child may have been abused, our school is **required**, in line with local Child Protection Procedures, to consult Children's Social Care.

What to Wear at School

School uniform is compulsory but we always try to be practical and reasonable about school dress and the co-operation of parents in maintaining our high standards is very much appreciated.

Our school uniform is as follows:-

- Black /Dark grey / navy trousers or skirt
- White un-patterned shirt, or polo shirts in white or blue (red in year 6)
- Reception to Year 5 - blue sweatshirt



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- Year 6 only - red sweatshirt
- P.E. kit – Royal blue t-shirt and dark shorts.
- Uniform is available to buy on-line from Tesco. Alternatively from Kids Stop in Hyde.
- All clothing should be clearly labelled with the pupil's name.
- **Please note:** -high heeled, stacked or open-toed shoes are not suitable for school and children should always wear socks.
- Jeans are not part of our uniform.
- Because of Health and Safety regulations, jewellery is **not permitted**.
- Caps or sunhats are encouraged during the sunny months.

Charging and Remissions Policy

In accordance with Government Policy, our Governing Body has agreed a charging policy. The full details of the policy are available on request from the school office. The Education Reform Act permits us to require payment for:-

- Any malicious damage to school equipment or property by identified pupils.
- Board and lodging on residential visits.
- Costs associated with individual tuition in musical instruments.
- Costs for activities which take place wholly or mainly outside school hours.
- Items of technology made in school and are to be taken home, then the cost of the materials will be requested - e.g. when the children made an electric car, the cost of the motor, battery and switches came to £1.20p per child.
- Lost or spoilt reading and library books (currently £2.00 per lost book).
- Off site visits during the school day – we do need voluntary contributions to make these happen. Parents accompanying visits to help supervise will not be expected to pay.

We will always make clear to parents by letter before any activity, that any contribution is voluntary and that failure to contribute will not penalise a child. Staff will always seek, in a sensitive and caring way, to support pupils in families with financial difficulty. No pupil will be treated differently because of parental unwillingness or inability to pay. In cases of difficulty please consult the class teacher, or Head teacher.

The Physical Education Programme

At Flowery Field school physical education is experienced in a safe and supportive environment. We now have two full time sports coaches, Miss Hawke and Mr Wright and we buy in the services of dance coaches from Freedom Dancers. A balance of individual and team co-operative and competitive activities aims to cater for each child's abilities and preferences. Pupil can expect at least two hours quality PE each week.

In physical education we promote an understanding of the physical, mental and social benefits of exercise through a balanced range of activities.

A parent's note is necessary for a pupil to be excused from P.E. and a doctor's note is required if a pupil has to be excused for an extended period. Earrings including studs must be removed for all



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Physical activities.

Key Stage 2 children also go swimming, where they are taught by qualified swimming instructors. Tameside baths request swimming trunks (not shorts) for boys and one-piece suits for girls. Goggles are not allowed without a doctor's note and absolutely no jewellery can be worn.

P.E. Kit

Named T-shirt (royal blue) and shorts, in a pump bag please. Bare feet are recommended for gymnastics and dance. Trainers or gym shoes, with your child's name in them, will be needed for games. **N.B.** Sometimes, weather permitting, we take advantage of our large playing fields by having outdoor games. During the cooler months, please send some warmer clothing with your child for these activities. A pair of jogging bottoms or a sweatshirt are ideal. It would be very useful if your child could have a change of clothing (including socks) for all outdoor activities.

The Extra Curricular Programme

In addition to our education programme, which is designed to satisfy National Curriculum requirements, we also have a wide choice of extra-curricular activities. These take place at before lessons start (8am), lunch times and after school.

Staff and parents of our school are enthusiastic about supporting our children's physical well-being. Clubs and courses develop from the interests of the children and from the relationships we develop between staff, children, parents and community. We aim to continually revise our programme to suit the needs and interests of our children.

During the last 12 months we have offered art, dance, drama, ceramics, hockey, netball, cricket, football, tag rugby, choir, computer, maths club, cooking, craft and a homework club.

During any year school tries to include a variety of school visits related to topics or to develop pupils' experiences and awareness. These visits are often subsidised but they are subject to the school's Charging Policy.

Absence From School

Regular attendance is essential, but in the case of unavoidable absence, parents are asked to keep us informed by sending a note to their child's class teacher as soon as possible; and certainly upon the child's return. A telephone call to our school office on the first day of absence is helpful and avoids unnecessary visits from the Education Welfare Officer.

Following a recent change in the law, we cannot authorise any holidays to be taken during term time.

In cases of prolonged or unexplained absences, the Education Welfare Officer will be asked to visit the home.

During the month of May Year 6 pupils are required to take tests set by the government.

Wherever possible please arrange medical/dental appointments for out of school time. Where this is not possible, please inform your child's teacher the day before the appointment and arrange to collect



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your child from school to take them to it. They should not miss a whole morning or afternoon of school.

The Role of the Governing Body

The governors are appointed to help decide upon the curriculum, set standards of behaviour, decide how the school budget is set, interview and appoint staff and work in partnership with the Head teacher to develop and implement school policies. School governors have legal duties, powers and responsibilities. They can only act as a team, not individually. The governing body is made up of parents, teachers at our school and representatives from the community and industry.

If you would like any information about the work of the governing body, please contact the Chair of Governors, Mr Derek Slinn on 07754 110822

Procedure For Complaints

The Secretary of State stresses that the “concerns” of parents and others should be dealt with as far as possible on an **informal** discussion basis with teachers and the Head teacher. If the complainant still remains dissatisfied after this stage has been exhausted, then the **formal** procedures adopted by the L.E.A come into effect.

Local arrangements should ensure that full, fair and speedy consideration be given to a complaint at every level. Examples of these levels as seen by the Secretary of State are as follows:-

- **Stage 1** (Informal) “Concerns” expressed by parents and others should be discussed with those directly involved with the issue, i.e. teacher / Head teacher.
- **Stage 2 (Formal)** If the matter is not fully resolved it may be referred to the Governing Body (or a sub-group of the Governing Body) for consideration.
- **Stage 3 (Formal)** If the complainant is still dissatisfied the matter will be referred to Enquire Learning Trust procedures.
- **Stage 4 (Formal)** In the final instance the complaint will be referred to the Secretary of State for consideration.

These stages provide the skeleton on which all the procedures will be based. There will be some deviation in the above procedure depending on the powers given to the Governing Bodies over particular areas (e.g. charging policies, religious education, and sex education).

OFSTED Our school is subject to regular inspections by OFSTED on behalf of the government.

To view our latest report please visit

<http://www.ofsted.gov.uk/schools/for-parents-and-carers/find-school-inspection-report>



Flowery Field Primary School

Out of school care club.

We are able to offer “wrap around” care thanks to our partnership with Rainbow Day Care. Places are booked directly with their staff and payments made likewise. Rainbow deliver children to class before school and collect from classrooms at the end of the day. They also facilitate children participating in our extracurricular activities. The club opens at 7am and closes at 6pm. Care during school holidays is also available.

Their web site is <http://www.rainbowdukinfield.co.uk/> and their direct lines are 0161 343 2922 and 07769153279

