

# KINGS NORTON PRIMARY SCHOOL

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**Kings Norton Junior/Infant School, which opened in 1876, forms an integral part of a village within a City. The village includes an ancient Parish Church, a village green, a large park and playing field areas. There are other historic buildings in this close community such as the 16th Century Saracens Head, converted to a Community Centre, and the old Grammar School dating from the 14th Century. The School is a Birmingham Local Education Community School.**

**KINGS NORTON PRIMARY SCHOOL**

Dear Parents,

Welcome to Kings Norton Primary School. Being at school is a very important time in your child's life, we aim to make it a happy one for both you and your child.

It is our strongly held belief that in working closely with you we can achieve the best for your child. We will endeavour to nurture an active partnership between home and school so that your child feels secure and happy within the stimulating and caring environment here at Kings Norton Primary School.

Whilst your child is with us we aim to develop their self- confidence, self -respect, consideration of others as well as a love of learning that will help them meet the challenges they will meet within school and beyond. In order to effectively prepare them to do this as he or she moves through the school we will support them in developing the skills and knowledge they will need that will allow them to play an active role in their own learning.

The enclosed prospectus will give important information about our school and a flavour of the opportunities available to you and your child. The teachers and I look forward to meeting and getting to know you and your child over the coming years.

Yours sincerely,

Mike Tromans. Head Teacher.

## OFSTED INSPECTION REPORT September 2016

"Your determination to provide each pupil with a range of pertinent and exciting learning opportunities is shared by staff, pupils and parents. You have clearly communicated your expectations and built a strong team of staff who are keen to ensure that all pupils succeed."

"Pupils confirm that learning is exciting and challenging. They also appreciate the many musical and sporting events they experience."

"All adults have high expectations of pupils' behaviour and pupils of all ages respond enthusiastically. They are eager to succeed and do well in each lesson and show high levels of mutual respect and care during playtimes."

### SCHOOL MISSION STATEMENT.

Each child who attends Kings Norton Primary School is a unique person; she or he has skills to be developed, curiosity to be encouraged, challenges to meet and potential to be achieved. We have high expectations of each child

### OUR SCHOOL AIMS

- Provide a broad and balanced education aiming for high standards and fostering a lifelong love of learning.
- Inspire and support children to take an active role in their own learning.
- Foster a friendly, open atmosphere where all can develop self-discipline, self-esteem and a sense of achievement.
- Develop active partnerships with parents/carers and the wider community so that each child achieves the highest possible standards.
- Develop each child's ability to make informed choices so that they may become active and responsible citizens.
- Encourage everyone to have respect for themselves and others, their feelings, views, capabilities and property.
- To foster creativity and to promote the development of physical skills.
- Provide a caring, stimulating and attractive learning environment.

**Above all we believe that learning should be fun; there are exciting things to find out, to do, to make, to experiment with, to discuss and to think about.**

### **The School**

There are 420 children aged 4+ to 11 years in the school. They are arranged by age into fourteen classes and we admit up to 60 reception children each year.

Children spend most of the time in their class with their class teacher in the secure, caring atmosphere of a conventional classroom. Each room is equipped with apparatus, books, materials and other resources appropriate to the age and abilities of the children.

We aim, within each class, to treat the children as individuals and the work is graded according to their capabilities. We strive to help the children achieve the highest possible standards.

Individual progress is continually monitored and, where appropriate, additional help is given. This may take place within the classroom, in withdrawal groups, or with the assistance of a teacher from the School Support Services.

Children transfer to one of the local Secondary Schools at the end of the school year in which they become eleven. Details of this procedure are circulated to parents at the end of Year 5 at Kings Norton. Children also have the opportunity to take optional tests for a place at one of the selective schools in our City.

Parents are invited to Class Assemblies which are held regularly on a Tuesday morning at 9.00.am in the Upper School Hall.

New Reception children and their parents are invited to visit the school for an afternoon in June to spend some time with their teacher in their classroom. This also provides the opportunity for parents to ask questions and to talk together with the Head Teacher and Class Teachers to ensure a happy and exciting entry into school.

We have many parents who help in a variety of classroom and administrative activities. This help is invaluable and warmly welcomed. If you would like to volunteer your support in this way, please contact Mr. Tromans or any other of the teachers.

### THE SCHOOL DAY

Gate and doors open at 8.45 am      Gates and doors close at 8.57 am  
Gates open again at 3.10 pm for home time.

|         |   |            |   |                              |
|---------|---|------------|---|------------------------------|
| 8.55 am | - | 12.00 noon | } | Reception, years 1, 2 and 3. |
| 1.00 pm | - | 3.15 pm    |   |                              |
| 8.55 am | - | 12.30 noon | } | Year 4, 5 and 6.             |
| 1.30 pm | - | 3.15 pm    |   |                              |

Please ensure that your child is punctual. It is very important that all the children are in the classroom promptly so that class attendances are accurately recorded. Children do like to be like their friends and they can feel different and anxious if they are sent late into school. All the children can start to come into school at 8.45am for registration at 8.55am.

On very wet mornings children are allowed into school from 8.40 a.m. and will be supervised by the staff

### SCHOOL UNIFORM

We believe that a common identity increases the sense of belonging and shows our school community off to advantage when assembled together. We therefore ask parents to dress their children in combinations of the school colours, which are royal blue and white. Grey trousers, skirts or pinafore dresses can be obtained from many of the large retail stores. Children reception can wear jogging bottoms as part of their uniform. Royal blue school sweatshirts, jumpers, cardigans and white T-shirts, with the school's embroidered badge, ties, purses etc., can be purchased very reasonably from:

Clive Mark Schoolwear Ltd  
38 Poplar Road  
Kings Heath  
Birmingham B14 7AD  
Tel: 0121 444 0606



### **PUMP BAG**

For health, safety and hygiene reasons all children are required to change for PE lessons. Pumps (preferably slip-ons, not laced, for the younger children) are needed, together with blue shorts and white T shirts or blue leotard, leggings or jogging bottoms can be worn in colder weather. These should be kept in a distinctive, drawstring bag, which should be named and will hang on a peg in the cloakroom. (Polythene bags are not suitable and can be dangerous.)

PLEASE LABEL ALL ITEMS OF CLOTHING AND PUMP BAG WITH YOUR CHILD'S NAME. THIS IS ABSOLUTELY VITAL AND MEANS THAT ANY LOST ITEMS CAN BE RETURNED TO THE RIGHTFUL OWNER.

### **SCHOOL MEALS**

We are able to provide hot meals, which are brought to us from a local school, but children may also bring a packed lunch. For safety reasons, glass bottles and canned drinks must not be brought to school.

Payment for school meals for hot school lunches is through School Money, we do not accept cash or cheques in school. We require a minimum of one week's notice, in writing, if you wish to change your child's meal choice, i.e. sandwiches to meals.

It is very important that your child is in the classroom by 8.55am at the latest, when registers are taken and dinners ordered. If, for any reason, a child arrives late in school she/he must report immediately to the School Office, to register before going to the classroom.

Parents who receive Income Support, Income Based Job Seekers Allowance or Child Tax Credit are entitled to free meals and can obtain the appropriate form and information from the School Office. All pupils from reception to the end of year 2 are entitled to a free school meal.

**In view of its importance to the school budget, we would encourage all parents who are entitled to free meals to apply for them, even if their children have sandwiches.**

We are proud to be a "Healthy School" and we promote healthy choices for our pupils. All infant children receive a free piece of fruit during the morning break and junior children are encouraged to bring fruit or a fruit yoghurt into school for this time of day. Chilled water is supplied from dispensers around the school, each child is provided with a sports bottle so that they are able to consume water at any time during the school day. We ask that parents support us by ensuring that only fruit juice or squash drinks are provided with packed lunches and that lunch boxes contain healthy options, with only a few treats.

## MEDICAL CARE

Children in the Birmingham Authority sometimes have a medical examination by a doctor from the Community Health Service, after admission to the school. It is essential, if this is required, that a parent is present on that occasion. Parents will always be notified by letter.

The school is visited by the school nurse, who can offer support and advice on vision, hearing and general hygiene. Please see Mrs Rushton if you wish to see the school nurse.

## MEDICINES IN SCHOOL

Generally medicine should be administered at home under parental supervision but sometimes a pupil is well enough to attend school but needs to take medicine/tablets during the school day.

In these cases parents are encouraged to come to school during the lunch break to administer the medication to their child

If this is impracticable or impossible, staff at Kings Norton are prepared to take responsibility for the medication, provided that a written request is received from the parents/guardians, and has been prescribed by your G.P. If parents arrive without a written request they will be asked to sign a standard school permission form. Requests can only be accepted with specific information about dosage time etc. and will be accepted from parents/guardians only, not by a child.

The medicine must be provided to the school in the original container from the pharmacy and clearly labelled with the child's name, name of medicine, how much to give (dosage) when to be given and any other instructions.

The label on the medicine container will be checked against the parents signed written request / completed school permission form. Any discrepancy will be queried with the parents before administering medicine. Any changes in medicine or dosage must also be given in writing. Whenever possible only a single dose should come into school with the child.

When a pupil needs two or more prescribed medicines each should be in a separately labelled container.

### **ASTHMA INHALERS**

All parents with children who suffer from asthma must notify the school. All inhalers must be marked with the child's name and class. Class teachers should be informed if a child needs to carry an inhaler with them at all times. If inhalers are to be kept by the class teacher for occasional use these need to be named and given to the individual class teacher with instructions. These inhalers will be kept readily accessible in the classroom and should accompany the children on trips, to the games field and to the swimming baths.

Parents should note that teachers at Kings Norton will make every effort to ensure safe storage and correct administering of medicines to provide appropriate care for the children.

**IT IS THE PARENTS RESPONSIBILITY TO CHECK THAT ALL MEDICATION STORED IN SCHOOL IS IN DATE AND IS REPLACED WHEN AND WHERE NECESSARY!**

## ALLERGY AWARENESS

Unfortunately there is an increase in the numbers of school aged children who suffer from an allergic reaction to a wide range of substances. These reactions can range from being relatively mild e.g. hay fever to severe e.g. anaphylactic shock. Although it is impossible to make our school allergy free we are an allergy aware school. As we have a small number of children in school with allergies all parents are asked to act in accordance with the following guidelines.

- **Foods containing nuts should not** be brought into school in packed lunches, snacks etc.
- Sweets, biscuits, chocolate etc. should be kept to a minimum in school – low cost items such as stickers or pencils are encouraged if your child wishes to celebrate their birthday with classmates for example.
- Parents are asked to let us know of any changes in the medical needs of their child as soon as possible.

Within school where cooking, food handling or tasting occurs as part of the curriculum we will contact all parents of the children involved so that you are aware of the foods involved and alert us to any potential concerns.

The teachers and teaching assistants at Kings Norton Primary School receive regular training on a number of medical needs including asthma and allergy awareness.

## HOME READING

The children are encouraged to take home books every evening. They each have a school blue book bag, fronted by the School Logo, to protect the book. The children also take home a reading diary, which is filled in by the teacher, the child and we hope by the parents. Book Bags can be purchased from our school office.

We cannot emphasise enough the tremendous advantage your child will gain if you can manage to put aside a short period each evening (just five or ten minutes would be enough) either to read to your child or to listen to your child read. We ask parents to write down in the diary the pages you have heard and sign it, together with any comments you may wish to make, and your child's teacher will do the same, so that you will know, at all times, exactly how your child is progressing.

THE MORE ENCOURAGEMENT AND PRAISE THE CHILDREN RECEIVE THE MORE QUICKLY THEY WILL LEARN THAT READING IS FUN AND WORTHWHILE.

Books are very expensive and we would ask all parents to ensure that the books that go home are well looked after and adequately protected on their journey to and from school. PLEASE BE CAREFUL WITH WATER BOTTLES IN BOOK BAGS!

## HOME SCHOOL LEARNING

Hearing your child read, reading to your child and sharing books together are all vitally important but all home learning is important for the children. We believe that a good well-organised homework programme helps the children to develop the skills and attitudes they will need for successful independent lifelong learning. Homework supports the development of independent learning skills, so enquiry and investigation are seen as part of the learning process.

Given the increasing importance to everyone of flexibility and the ability to learn independently, we believe these homework partnerships with parents, carers and pupils are important for extending high quality learning beyond the school day.

We want homework to be a positive experience for the children. Teachers plan and co-ordinate homework so that the demands on pupils are balanced and manageable. They also give at least two days for homework to be completed. You can ensure that undertaking homework can be a positive experience by:

- Providing an appropriate environment for your children to complete his/her homework.
- Valuing the homework set.
- Giving encouragement and praise to you children.

## PARENTS AND SCHOOL

An active partnership between home and school enhances and enriches the learning process for children. Your interest, support and co-operation in your child's education are of the greatest importance. We welcome your help in forming and maintaining good habits and attitudes, knowing that your children will benefit most when there is a combined effort from both home and school.

The attendance at regularly held Parents' Evenings is excellent at Kings Norton. Parents are welcomed and actively encouraged to discuss their child's progress with the teachers on these occasions. Relationships with parents are seen as vitally important at Kings Norton, so you are always welcome to consult the staff and Mr Tromans whenever you want further information and advice or have a concern.

If you need to see your child's teacher, please arrange to see them after school. Staff will be pleased to see you after school- you can always let your child's teaching assistant know in the morning if you wish to speak to the class teacher or you can ring the office to make an appointment.

Parents are reminded that the School's jurisdiction is limited to within its own boundaries, therefore, when the children leave the school boundaries they must become the responsibility of their parents.

### Home- School Agreement

All parents and children joining the school are asked to read and sign our home school agreement. Your child's class teacher will also sign on behalf of the school. This is an important document as it clearly identifies what is expected of the school, you and your child in working in partnership with one another. Periodically we will review and amend this agreement as necessary.

## PARENT'S Workshops

The school holds workshops for parents, both during and after school and in the evening, both to consult, inform and discuss curricular issues. These are in addition to the family parent evenings when the children's well-being, work and learning targets are discussed.

## COLLECTING YOUR CHILD

In the early years children are handed over to parents in the playground at the rear of the school and from the Reception doors, each class has their own entrance and exit.

It is emphasised that if anyone, other than the normal person, is to collect the child, the teacher must be notified beforehand.

All children throughout the school who are not collected as arranged must return to their class teacher. This is for the children's own safety.

Parents transporting their child to and from school are made aware that there is no parking for vehicles either on school premises or at the front of the school on Pershore Road South. We have an arrangement with the Navigation Public House next door to school whereby parents are welcome to use the rear car park at either end of the school day.

### **PARENTS' ASSOCIATION**

There is a flourishing Parents' Association, which holds regular business meetings and social events. At Kings Norton the Association plays a vital role both as a forum for discussion and in supporting the work of the school. All parents automatically become members of the Association.

A warm welcome awaits new committee members, who are always needed. Please the office if you would like to help in any way. Thank you.

### **OUR COPPICE and GARDEN**

At the rear of our large playground the school has its own Coppice and Meadow. The woodland covers an area of approximately 2 acres and we have access to it from the gates in the playground. It is a woodland area ideal for urban conservation and staff, parents and children have made woodland trails, a glade, planted wild seeds and bulbs, put up nesting boxes for birds and surrounded the perimeter with a dead hedge fence.

The richness that the Coppice and school garden (behind the Reception classrooms) has provided within our curriculum has been immeasurable. We have teddy bears' picnics, mini beast hunts, tree identification, bird and plant studies, and food chain investigations etc., involving Technology, Science, Mathematics, English and above all Environmental Studies.

### **ADMISSION ARRANGEMENTS**

Children are admitted to the school in accordance with City of Birmingham Education Committee regulations at the start of the academic year in which they reach five years of age. (Or later if their parents so wish).

There is no laid down catchment area for Kings Norton and places are offered by the L.E.A. in the following order of priority.

- a) Siblings who have brothers or sisters already in attendance at the school who will still be in attendance at the time the sibling enters the school.
- b) Nearness of the child's home to the school as measured by a straight line.

The L.E.A., in accordance with the above criteria, allocates reception class places on a date set by the Authority (usually towards the end of March). All pupils offered places may take up their place at the beginning of the academic year in September. However, parents have the right to retain the place offered, but start their child at the school later in the academic year, if they so wish.

Letters are sent out by the LEA towards the end of March to prospective parents. Those who have not been successful in acquiring a place at Kings Norton are given the telephone number of the Education Welfare Department and Appeals Department.

### THE COMMUNITY

At Kings Norton we believe in close liaison between our feeder Nursery Schools and Playgroups to ensure a smooth transition for your child. We have also developed very close links with local Secondary Schools.

We have regular visits from the local community whom we welcome into school, and entertain local Senior Citizens at both Christmas and Easter time and again in the Summer Term. We regularly take the children on school visits to local places of interest, as well as to theatre productions, museums, libraries and art galleries.

### BEHAVIOUR

We want our school to be a happy, safe place where children can thrive educationally, emotionally and socially. Good behaviour helps these things to happen. We want our children to be self-disciplined, independent and to show consideration to others. Therefore we encourage children to take responsibility for their actions and to sort out difficulties in a peaceful way. Underpinning our policy for promoting good behaviour are the following principles/diamond rules.

- Care for everyone and everything.
- Show respect and good manners.
- Follow instructions with thought and care.

### SECURITY

Good security is the concern and responsibility of everyone at our school. Security is monitored and reviewed each term by the Head Teacher, Staff and Governors and amended accordingly. The Governing Body of the school has formally adopted the L.A. Guidance on Security and Safety Strategy (March 1997). All children enter the school via the rear playground and parents are asked to ensure that they close all front gates as they leave the school

### VALUABLES

The City does not insure the personal property of pupils brought into school. It is the responsibility of the parents to ensure that such items of value are adequately insured through their own private policies.

We strongly advise that valuables including mobile phones or easily breakable possessions are not brought into school. This applies especially to jewellery like rings, earrings, bracelets and chains that are easily lost and can cause injury during play activities.

NO jewellery should be worn on a swimming day and only stud earrings are acceptable for PE.

### LOST PROPERTY

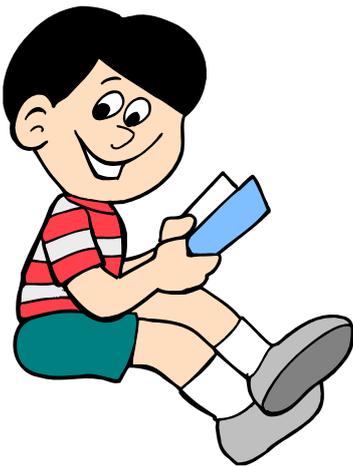
This is kept in a clearly marked cabinet in the main reception foyer. Children and parents should look there first. Clothing can usually be returned quickly to the rightful owners if all garments are clearly marked with your child's name.

### EMERGENCY CONTACT

In cases of illness or accident it is essential that we have a telephone number and address where parents can be contacted quickly. Mrs Taylor will collect this information when your child first begins school and we ask parents to update these at Parents' Evenings. If you change your address, telephone number, or place of employment, please let us know immediately. Thank you.

### INSURANCE

The City carries no personal accident insurance on behalf of pupils. Parents who feel that this kind of insurance cover is necessary for their children are advised to take out an appropriate policy with an insurance company.



### The Curriculum

Our aim is that the children in our care will be happy, well balanced and enthusiastic, working in a stimulating atmosphere which will allow them to develop to their full potential in every aspect of their school life.

At Kings Norton Primary School the Governors seek to ensure that the children receive a sound foundation in the knowledge and skills which will prepare them for the opportunities, responsibilities and experiences of adult life. Schemes of Work in the different subjects are organised to ensure that the children are able to work on class, individual or group programmes which are appropriate to their needs and abilities, where the work is concentrated on a single topic or subject studied by all pupils.

The table below shows the organisation of year groups and the curriculum stage they will be working within.

| Curriculum       | Year Groups |
|------------------|-------------|
| Foundation Stage | Reception   |

|             |                     |
|-------------|---------------------|
| Key Stage 1 | Years 1 and 2       |
| Key Stage 2 | Years 3, 4, 5 and 6 |

The National Curriculum requires Mathematics, English, Science, Technology, Information and Communication Technology, History, Geography, Art Music and Physical Education to be the principle areas of study in the Primary School. Religious Education also forms part of the basic curriculum and is taught in accordance with the City of Birmingham's Agreed Syllabus.

Teaching methods include a mixture of whole class, group and individual teaching with a manageable number of teaching groups and learning activities provided in the classroom at any one time. The school has clearly established classroom routines and systems and provides opportunities for the pupils to raise questions about tasks and the teachers to develop skills of instructing, questioning, observing, assessing, diagnosing and providing feedback. Skilful questioning is encouraged to enable the children to think and use the knowledge they have acquired. Investigative skills and problem solving skills are considered to be important and these are developed alongside literacy, oracy and numeracy. The children are taught to apply concepts in new situations, practise, apply and consolidate new skills, produce work for a variety of audience, meet the challenge of completing tasks, use modern technology as an aid to learning and work individually and as a member of a collaborative learning group. Support provided should maximise all pupils learning with activities/tasks matched to the child's ability so that a range of outcomes – written, spoken or visual are possible so that pupils are able to demonstrate achievement. Lessons are evaluated to determine strengths and weaknesses and to inform future planning.

Pupils have ready access to learning resources and are involved in both independent and co-operative learning tasks. Resources are effectively displayed and stored. We try to create high standards of presentation and display so that the children experience and enjoy an aesthetically pleasing context for their learning.

Teaching is fundamental to the quality of education provided at Kings Norton Primary School and the main avenue through which we contribute to pupil's attainment, progress and attitudes. A structured programme of monitoring and evaluating the quality of teaching has been implemented to ensure that high standards are achieved at all times.

The school is committed to the promotion of justice and equality and endeavours to create a positive learning environment, building upon the strengths of co-operation, cultural diversity, mutual understanding, tolerance and respect.

The Governing Body of Kings Norton Primary School has helped to formulate and has approved the aims of the School, the Policy Statements and Schemes of Work. These Policy Documents are in school and may be requested from the Head Teacher.

On average Junior children in school experience 23.5 hours per week of teaching and the Infants 21.5 hours.

### CORE CURRICULUM SUBJECTS

#### ENGLISH

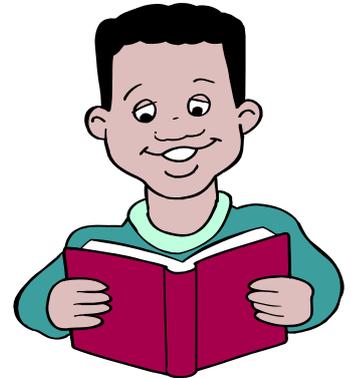
The teaching of English is central to the establishment of a broad and balanced curriculum and will enable children to become effective communicators through the skills of speaking and listening, reading and writing.

The school follows the literacy strategy in all year groups.

The children are encouraged to formulate, clarify and express their ideas; to listen, understand and respond appropriately to others; to read accurately and fluently.

Well-stocked school and class libraries enable the children to experience a wide range and variety of texts enabling them to understand and respond to many different forms of literature. Reading should be an enjoyable experience that is practised at home as well as at school, and is seen as a vitally important tool for learning.

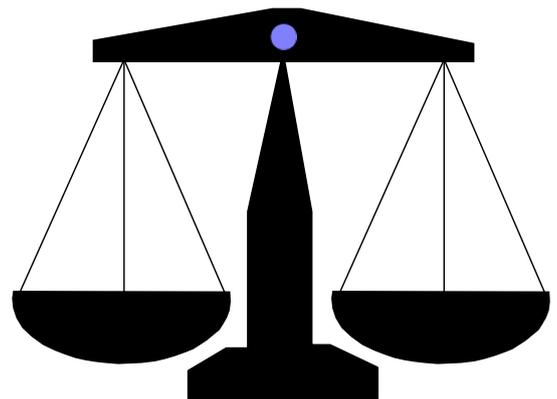
The children are encouraged to write with confidence. By studying their own writing and spelling their skills will develop more successfully, enabling them to become fluent, able writers. They will be encouraged to develop a good legible style of handwriting and to take pride in their work and presentation.



## MATHEMATICS

Mathematics at Kings Norton is based on the National Numeracy Strategy which includes an emphasis on developing methods for mental calculation. It takes into account current thinking in mathematical education and in particular it provides for:

- exposition between teacher and pupils
- discussion between teacher and pupils and between the pupils themselves
- practical work
- consolidation and practice
- problem solving
- investigative work
- mental strategies



Calculator work is incorporated and the computer used as a useful tool in developing mathematical ideas.

Mathematics is a powerful tool with great relevance to the real world. Considerable emphasis is therefore given to presenting mathematics in real situations.

## SCIENCE



The children are encouraged to explore and investigate, to develop their knowledge and understanding of Science. They also develop practical skills increasing their ability to observe, measure, record and interpret information, to ask questions and make predictions. In covering a wide range of topics which include magnetism and electricity, sound, light, colour, invertebrates, growth of plants, animals and humans, buildings, rocks and minerals the children will gain a greater awareness and scientific understanding of the world around them.

## HISTORY AND GEOGRAPHY (Humanities)

To bring alive history at Kings Norton we use a variety of resources



- Pictures and Documents
  - Photographs
  - Art and Craft
  - Museum Visits
  - Use of Artefacts
  - Visitors to School
  - Audio - Video
    - Music
    - ICT
    - Drama
- Local Environment

At Key Stage One the children study changes in their own lives and those of their families, the everyday life, work, leisure and culture of men, women and children in the past, famous men and women and famous past events.

At Key Stage Two specific topics such as the Romans, Anglo Saxons and Vikings, the Tudors, Britain since 1930, Ancient Egypt, Ancient Greece, and the history of our city and a contrasting city are taught.

Geography at Kings Norton is taught through geographical themes which are set within the context of actual places. These include the study of mountains and rivers, water, investigating our local area, improving the environment and contrasting localities such as the countryside, village settlements and towns both in this country and overseas.

## MUSIC



At Kings Norton we encourage all the children to enjoy music and to become sensitive to the way sound communicates ideas and feelings. We provide opportunities for the children to compose, perform, listen and appreciate music from a variety of cultures and traditions. We have a comprehensive collection of instruments from around the world. We have recorder, keyboard and singing groups, which perform both in and outside School. Our children perform both at Symphony Hall,

The National Indoor Arena and at the new C.B.S.O. Centre. The school has its own set of steel pans.

There are opportunities for children to undertake tuition in violin, guitar and woodwind. In accord with the Governing Body's Charging and Remissions Policy parents are required to meet the cost of instrument tuition.

## PHYSICAL EDUCATION

In Physical Education we teach the children to be physically active, develop body management and understand the value of a healthy life style. We teach the need to consider their own safety and that of others in activities undertaken in all environments.



In their activities they are encouraged to plan, perform and evaluate their own performance.

The School aims to encourage all children to play sport and traditional team sports such as football (boys and girls), netball, cricket (softball), rounders, short tennis and swimming are all taught at Key Stage 2. All the children take part in lessons in gymnastics, games and dance and key year groups also have lessons in swimming. All children have an entitlement of two periods of P.E./Games each week.

A rustic adventure activity area has been constructed in the Coppice and used avidly by the children at lunch times. A pre-fives outdoor activity has been created for the Reception children.

We also use professional coaches for both football (boys and girls,) tag rugby, short tennis, cricket and athletics and we have links with a local secondary school gym club.

### RELIGIOUS EDUCATION (Core Subject)

At Kings Norton Primary School we respect the fact that religious traditions of Great Britain are in the main Christian, while taking into account the practices and teachings of other principle religions represented in Great Britain. Through R.E. and Assembly each pupil is able to develop confidence and respect for each other's values and beliefs and contribute to building a caring and comprehensive community. The school follows a comprehensive scheme of work taken from the Birmingham Agreed syllabus for R.E. Parents wishing to withdraw their children from R.E. lessons and/or Collective Worship should contact the Head Teacher.

### SPECIAL EDUCATIONAL NEEDS

The school has well defined policies to cater for the needs of both the children who may have learning difficulties and those who are very able learners.

The school follows the three stages of guidance found in the Code of Practice and our Special Needs Co-ordinator, has responsibility for the implementation of all special educational need activities within the school. Initially support is provided within the classrooms, and whenever possible, additional support is given by other school staff, the school's Educational Psychologist and the Pupil Support Service. Parental consultation, support and cooperation at all stages are encouraged and welcomed.

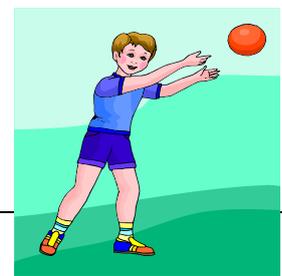
Mrs H Cooper is our school's Senco.

## EDUCATIONAL VISITS AND CHARGING POLICY

As required by the 1988 Education Reform Act the Governing Body has adopted the following policy relating to charging:

1. a) The Governing Body supports the 1988 Act's intention to maintain the right to free education.
- b) No charge will be made for activities available to all children during school hours other than these allowed in The Act where parents have had prior notice of a charge being levied.
- c) The Governing Body recognises that some traditional activities such as educational visits cannot continue without parental contributions. Where these visits take place in school hours a voluntary contribution will be requested by the school.
- d) In relation to activities held during school hours, children will not be treated differently according to their parents' ability or willingness to make a voluntary contribution. However, the school reserves the right to cancel

we have any staff changes.



any activity where the level of voluntary contributions would be insufficient to make the activity economically viable. (Contributions received would, of course, be returned to parents)

2. Activities held outside normal school hours, i.e. after 3.15pm., during weekends, on holidays and during the lunch interval would count as "Optional Extras" and parents may be charged. Where charges are to be levied, parents would be notified prior to their child electing to participate in the activity.

## EXTRA CURRICULAR ACTIVITIES

A number of activities take place outside school hours. The types of activities on offer vary from football, netball, rounders, Tag Rugby, Book Buddies, various music clubs, chess club and dance club. The school has been represented in football, dance and music in both tournaments and festivals. Clubs sometimes change over time as most clubs take place between 3.15 p.m. and 4.15 p.m. and children have to obtain written parental consent before they can attend an after school club. The child's journey home after a school club or match is also the parent's responsibility.

## PERSONAL, SOCIAL, HEALTH EDUCATION AND CITIZENSHIP (PSHE)

The school has a well-defined health education policy which includes personal growth and development.

With the personal growth and development section of our health education programme children are taught about healthy relationships. Most frequently this area of learning is fully integrated into the curriculum and not isolated, taken out of context or over emphasised. Teaching is undertaken sensitively and with appropriate information based on the aged related needs.

The following outlines the key aims, objectives and curriculum content:

### **Aim:**

- . To provide all children with knowledge and support to grow, maintain and look after healthy relationships.

### **Values**

Our school curriculum promotes and supports pupil's self-esteem and emotional well-being and helps them form and maintain worthwhile and satisfying relationships, based on respect for themselves and others at home, school and in the community. It aims to prepare children for the next step in their education and equip them to make informed choices at school and throughout their lives.

### **Objectives**

Therefore our aim is to support children throughout their time at the school to:

- Have knowledge of the diversity of relationships including friendships, families, couples, marriage and parenting with an emphasis on the importance of commitment, love and respect.
- Develop the skills and understanding to be able to build healthy and appropriate relationships.
- Recognise, talk about and deal positively with their emotions, feelings and beliefs and those of others.
- Recognise some of the possible difficulties in relationships including loneliness, separation, divorce and bereavement.
- Have the confidence to be able to ask for help and know who they can go to.
- Understand that they have the right to feel and be safe.
- To understand what is right and wrong and be able to deal with unwanted pressure from friends, family and the media.
- To develop a realistic and positive self-image valuing and respecting themselves and others.

- Know the correct terminology for all body parts.
- Be able to keep themselves clean and healthy.
- Have a respect and understanding of their own body and be prepared for the physical and emotional changes that happen to them as they grow up (including puberty).
- Have an understanding of the choices and responsibilities people have to themselves and others as they grow up.

### **Equal Opportunities/ Inclusion:**

The programme will be delivered in line with the school's Equal Opportunities policy within an atmosphere of mutual respect. The whole school community will support an approach which ensures that no individual will be discriminated against on grounds of gender, race, disability, religion or sexual orientation. Resources selected to support the programme will be free from cultural bias wherever possible and will avoid gender, race, disability or sexual orientation stereotyping. The programme will be sensitive to the needs of all pupils in the school.

### **Content:**

Is based within Science, Citizenship and Personal Social and Health Education. Any topics covered as part of the science curriculum are statutory.

This includes:

KS1:

- That animals and humans grow and reproduce
- To recognise and name the main external parts of their bodies
- To recognise similarities and difference between themselves and others and to treat each other with sensitivity
- That humans produce offspring and that these grow into adults

KS2

- The life processes common to humans including growth and reproduction
- The main stages of the life cycle (including puberty)

Parents are informed beforehand of these lessons and they do, if they so wish, have the right to withdraw their child from the lesson. However I would ask parents, if they have any concerns at all to please come and talk to us at school first. The staff and myself will willingly share and discuss with parents the resources that we use and explain to them the careful planning that goes into these lessons and the mature and matter of fact way that they are received.

Throughout the whole curriculum, both formal and informal, the children at Kings Norton are given opportunities to develop their self-esteem, their confidence, their good health and emotional well-being.

In Personal, Social, Health Education we teach the children the skills necessary to maintain worthwhile and fulfilling relationships based on respect for themselves and others at home, at school and within the whole community.

We develop the children's knowledge and understanding of their roles and responsibilities as active citizens in a modern democracy, through a comprehensive monitor system; through school and class assemblies; circle time activities; health and safety and road safety weeks.; the running of a School Council; peer tutoring and peer mentoring; presentations at Ward Committees; environmental working parties and involvement in the 'Young Peoples' Parliament'.

Our aim is to equip the children with values, skills and knowledge to enable them to deal successfully with the many different social, moral and personal questions which they will face throughout their lives.

KINGS NORTON PRIMARY SCHOOL

**STAFFING LIST**

Head Teacher

Mr M Tromans

Deputy Head Teachers

Mrs D Chapman

Assistant Head Teacher

Mrs H Cooper

Teachers

Miss L Hulse

Mrs A Corke

Mrs L Evans

Miss S McKenna

Miss R Botham

Mrs L Hands

Miss P Clayton

Miss R Motivaras

Mrs E Lee

Miss G Rai

Mrs N Dhuga

Miss S Owen

Mr D Ashton

Mr J Atkinson

Mrs S Flight

Mrs A Edmonds

Mrs S Watley

Mr T Bond

School Business Manager

Mrs A Wilkes

ICT Technician

Mr L Hesson

Office Manager

Mrs W Taylor

Admin Assistant

Mrs S Mooney

Learning Support Staff

Mrs A Hill

Mrs E Grosvenor

Mrs A Chew

Miss K Boyle

Miss S Rodgers

Miss R Marchant

Miss L Smith

Mrs M Greenway

Miss S Grainger

Mrs H O'Donoghue

Miss C Jackson

Miss E Harris

Mrs H Fisher

Mrs S Wedgbrow

Miss C Brecknell

Pastoral Manager

Mrs S Rushton

Senior Learning Mentor

Mr D Wilkes

Building Services Supervisor

Mr K Blount

Cleaning staff

Tara Smith

John Dennington

Deborah Walleth

Lunchtime Supervisors

Debbie Talbot  
Heidi Cochrane  
Lisa Lambert  
Lisa Bigg  
Mary Tolley  
Jennifer Connington-Harman  
Deborah Wallett  
Kaylee Connington  
Lesley Jones  
Selina Chatfield  
Rachel Gauntlett  
Carole Jackson

Lorrain Rockliffe- Senior  
Supervisor

School Meals Service

Mrs M. Mulleague  
Mrs S Curtis

Mrs R McLean  
Mrs T Barron

**THE GOVERNING BODY**

The school has a Governing Body, which comprises parents, teaching and non-teaching staff, Local Authority Representatives and co-opted members from the local community. The Education Reform Act has delegated increasing responsibility to the Governing Body for the management of the school. The Governors meet regularly in order to discharge these responsibilities effectively.

When Parent Governor vacancies arise you will be offered the opportunity to nominate someone you know or to put yourself forward. You will then be asked to vote.

The Governing Body provides parents with an Annual Report and also holds an Annual Meeting for parents in the Autumn Term. Should you also have any concerns about your child's schooling, please discuss these firstly with your child's teacher or the Head Teacher. The school assures all parents that any concerns or complaints will be listened to and dealt with as a matter of urgency. The Head Teacher, or Deputy Head Teachers will contact you, if not immediately then certainly within two days of a concern or a complaint being registered with them at the school. Guidelines for concerns/complaints are available in the School Office and in the Parents/Community Room.

Should you wish to contact a member of the Governing Body you may do this through the school office.

IF YOU NEED ANY OTHER INFORMATION ABOUT THE SCHOOL, PLEASE DO NOT HESITATE TO CONTACT THE HEAD  
TEACHER

SCHOOL GOVERNORS @ September 2017

Parent Governors

Mrs M Hall  
Mrs J Zammit ( Chair Person)  
Mrs H Harvey  
Mr M Adams  
Mrs K Street

Co-opted Governors

Mrs H Clarke ( Vice Chair)  
Rev. L Wright

L.A. Representative

Mr D Coleman

Staff Representatives

Rachel Botham

Associate Governors

Dawn Chapman  
Sue Rushton

Head Teacher

Mr. Mike Tromans

Clerk to the Governors

Mrs Helen Fisher

**ATTENDANCE/ABSENCE**

At Kings Norton we feel it is extremely important that your children attend regularly. Consistent attendance plays a significant role in how your child progresses during his or her time in school. School registration is now computerised and all Schools legally have to fill in the register with the exact reason for any absences so it is vitally important that you let someone at school know the reason for your child's absence.

If your child is absent please observe the following procedures:

- 1) If you know that your child is going to be absent from school, e.g. dental hospital or clinic appointments please let the class teacher know in advance. This is vital if a dinner is needed for that day.
- 2) For illness or unforeseen absence, please let us know the reason for absence either by personal contact or by telephoning the School Office, on 464 2606, on the first day of absence. If personnel are busy dealing with other matters an answer phone will take your message. The message service is regularly monitored and responded to when necessary. On returning after an absence it is important that you send in a letter of explanation to enable accurate recording on our registration system.
- 3) If your child is absent for more than three days, it is very important that you contact the school to inform us of the situation. This saves the Education Social Worker from having to make an unnecessary home visit.

- 4) Holidays in term time are discouraged. All holidays taken during term time will be recorded as unauthorised. Unauthorised absence is classed as truancy and will be referred to an Educational Social Worker, which can result in court action.

**These procedures must be adhered to for ALL absences**

The school has very few unauthorised absences but these have to be reported and may be followed up. No child should be kept away from school unless they are unwell or have a medical appointment, bereavement or a day of religious observance.

**SCHOOL PERFORMANCE INFORMATION ON ATTENDANCE**

Please refer to the link on the school's website.

**CHILD PROTECTION**

The school is committed to the highest standards in protecting and safeguarding the welfare of the children and young people entrusted to its care at all times. The school follows the latest 2015 Department for Education guidance **Keeping children safe in education** and the Birmingham children's safeguarding board procedures and the Birmingham Department (L.A.) Procedures in its child protection policy. This will mean that if a member of staff, a volunteer or visitor has concerns that a child at Kings Norton Primary School is at risk of harm or receives a disclosure (intentionally or unintentionally) they will alert the appropriate member of staff (the Designated Senior Lead for Child Protection). In this event it may be necessary to make a referral to Social Care and Health (formerly Social Services).

All current teachers and support staff have received the appropriate checks (DBS checking) as have many of our Governors and parent volunteers. The Governing Body also ensure that safe practice guidelines are followed when recruiting new staff.