# **School Prospectus**

# Welcome to Silverhill Primary School



Dear Parents and Carers

On behalf of all the children, staff and Governors I'd like to warmly welcome you to Silverhill Primary School. Thank you for taking the time to read our prospectus and I hope that you will find it valuable and informative and that it will enable you and your child to settle into our school with relative ease.

The prime aim of the school is to create a stimulating, exciting and happy environment where children are eager to learn and develop and where they are encouraged to achieve their potential in all activities.

We feel very strongly that school is a partnership between children, parents, teachers and governors and that by working together we can motivate children to succeed in all areas of their development. Silverhill School delivers a forward-looking curriculum that is diverse and challenging and encourages the children to take advantage of the opportunities offered to them. The school is well resourced and a talented and dedicated staff delivers the wide-ranging, rich curriculum. Parents are welcome at any time to discuss concerns with either myself or any member of staff.

We welcome you and your family to our school community and hope that you will enjoy being part of the life of our school and share with us the pride and pleasure in the achievements of the children.

Kate Nash





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# Our School



Silverhill Primary School opened in April 1971, caters for children aged between 4 and 11 and in this school year will have over 400 pupils on roll. It is a co-educational Primary School administered by Derby City Council and is a non-denominational school. It is situated in the middle of residential housing, on a spacious site with playing fields adjacent to the building. There are two entrances to the grounds, the main entrance from Draycott Drive and an additional entrance from Hoylake Drive. For security purposes the Hoylake Drive entrance is locked between 9.00 a.m. and 3.15p.m.

We can be contacted at: Silverhill Primary School

Draycott Drive, Mickleover, Derby. DE3 OQE

Tel: (01332) 511138

Email: admin@silverhill.derby.sch.uk

Website: www.silverhill.co.uk

The website has a link to our latest Ofsted report



# THE SPIRIT OF SILVERHILL



Silverhill is a dynamic and forward thinking school where we provide and maintain a culture of integrity and trust in which our pupils are honoured and people of all races, faiths and backgrounds are valued and respected.

The spirit of our school promotes care in all that we do. Care for oneself and for each other, across cultures, distances and generations. We care for our environment locally and globally and as community are committed to becoming a sustainable environment.

We are passionate about enabling children to become confident, resourceful and well educated members of our society and encourage everyone to seek and embrace the challenges and opportunities life presents, thereby enhancing personal development and leadership skills.

In every context we provoke high expectation, strong self-esteem, and high achievement in order to meet individual needs, be they educational or pastoral, and to allow each pupil to find a valued voice.

We foster creativity and independence of mind, incite a love of learning and a life-long zest for education necessary for a successful and fulfilled future.









At Silverhill we endeavour to ensure that the children grow and prosper through;

S	STRENGTH	Courage and determination to do something
P	PERSEVERANCE	To continue with something even though it is difficult
I	INITIATIVE	Being able to think for yourself and take the lead
R	RESPECT	Admire good qualities in a person, to show consideration to others feelings
I	INDEPENDENCE	To take charge of your own learning
$\mathbf{T}$	TOLERANCE	To accept someone of something even though you do not agree with it

# The School Day



PLEASE NOTE: For security reasons parents and visitors should only access the building via the school office. Only employed staff should open the security doors around school. Please DO NOT expect children (or staff once the school day has started) to open these doors even if they know you. Thank you.

#### At the start...

Both the school entrances are unlocked at 8.30 a.m. and we ask you to bring your child to the main playground where a member of staff is on duty from 8.40. When entering the school site from Draycott Drive it is essential that all pedestrians use the footpath to walk around the school building.

From 8.40 every morning anyone on the playground will be encouraged to join in with the energising Activate to Concentrate activities. At this point it is really helpful to the staff and pupils if you say goodbye and allow them to line up independently and start their day with a dance.

In inclement weather children may go straight to their class from 8.40 a.m. Please ensure your child is at school punctually each day. School registers are checked regularly by the Educational Welfare Officer and they may contact you if your child is consistently late for school.

#### In the middle...

Morning playtime 10.30am - 10.45am

Lunchtime 12.00 noon - 1.15pm (Foundation Stage and Key stage 1)

12.15 - 1.30 pm (*Key Stage 2*)

Afternoon playtime 2.30pm - 2.40pm (Foundation Stage and Key Stage 1)

## At the end of the day.....

School finishes at 3.30pm.

We would ask, as with the beginning of the day that you are punctual in collecting your child from school. Once again, the Educational Welfare Officer in their school visits will ask questions about child collections and would contact families who are persistently late in collecting their children. Of course we will always support you in the case of an emergency, please contact the school office if something has arisen to make you unusually late.

#### Food in School

We promote healthy eating in school, especially when it comes to snacks. Infant children are asked not to bring any snacks into school as they are provided with a free piece of fruit each, at every morning break. Similarly, if junior children wish to have a snack at morning break, they may bring a piece of fruit.

Children are encouraged to bring a bottle of water to school each day. Please label the bottle with your child's name and

ONLY FILL WITH WATER - juices and fizzy drinks are not permitted in school.

#### Lunchtime

- Children may go home for lunch
- Children may bring a packed lunch in Key Stage 2
- Children may have a school dinner cooked by our kitchen staff

All children in Foundation Stage and Key Stage 1 are provided with a free school meal.

The ethos of our meal service is to provide home cooked, tasty food which has been bought from local suppliers where possible. The most important factor is to ensure the food is of good quality, seasonal and that animal welfare is considered. The lunches offer a varied and well balanced menu constructed on the principles of healthy eating. A salad bar is available every day and children are encouraged to choose from the wide selection of food available. We use sustainable fish so that we can increase the fish options as requested by the children and buy our meat from the butchers in Mickleover and our milk from a dairy in Willington.

A school made sandwich option is available daily with a range of fillings and desserts.

We have been able to maintain the cost of school lunches at £2.20 for the next academic year.

In Key Stage 2 you are able to order a combination of school meals as well as packed lunches over the week, but if there are to be significant changes we need to have at least 2 weeks' notice. This is so that we do not waste or over order food in the kitchen. Naturally in emergencies exceptions can be made. Dinner money is collected on Monday morning of each week and can be paid using our online payment system or MUST BE SENT IN A CLEARLY NAMED ENVELOPE if you send it to school. Cheques should be made payable to Derby City Council.

When in Key Stage 2 please provide packed lunches in non breakable, named containers and with non-fizzy drinks.



# Birthday Table

We believe that birthdays are very important and should be celebrated in a special way. Children can wear their own clothes on their birthday so that everyone in school is able to wish them well. Family members are invited into lunch to share their child's birthday with them. You are more than welcome to bring a small cake to share with the children on the table. Please make sure you book your table and meal choice in advance. This can be done through the school office.

# Appointments / collections / absence.

Please make sure that appointments and holidays are made outside of school time wherever possible. If your child has to leave during the school day please send a letter via your class teacher explaining the circumstances. You should come to the school office to collect your child. A short note or a telephone call to the child's teacher is the polite and correct way of informing the school of a child's absence. Recent legislation has meant that absences unexplained by a note have to count as unauthorised.

Under new regulations from the Department for Education, holidays cannot be granted during term time.

Should you require Leave of Absence for exceptional circumstances this must be applied for using a Leave of Absence form from the school office.



## Breakfast & After School Care

Breakfast and after school care is available from 8.00am to 8.50am and from 3.30pm to 6pm.

#### Breakfast Club

The children are given a breakfast consisting of cereal, toast, fresh fruit, a yogurt and a drink. The pupils eat at a table in a sociable environment and then retire to play games either inside in the hall or outside if the weather is fine.

#### After School Care

A range of activities is provided for the children ensuring there is a balance between relaxation and extended learning. The club is not seen as an extension of school but aims to provide a comfortable, homely atmosphere where the children have a choice of activities in which to participate. The children are given a healthy snack which is prepared by our staff.

For more details please contact the Out of Hours Manager Mrs Angela Caborn on **07565 507133**. Early Booking is recommended as places are limited.

#### School Council

The school has an established system for selecting members for the School Council which meets regularly to discuss improvements to the running of the school. The children meet on a regular basis and some of the pupils report to the Governing Board.

#### The Curriculum

Foundation Stage - Reception Children
Key Stage 1 - Year 1 & 2 Children

Key Stage 2 - Year 3,4,5 & 6 Children



#### Foundation Stage

The Foundation Stage curriculum is based on the 7 areas of learning:

#### Prime Areas

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development

#### Specific Areas

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

#### **English**

The development of language skills is an important part of all that we do in school. Most children use language very competently by the time they enter school and we build on this prior knowledge. We follow the government guidelines for the teaching of literacy and focus on the main areas of *Reading, Writing, Speaking and Listening*.

#### Speaking and Listening

Speaking and listening skills are developed by providing children with the opportunities to use and experience the use of language to describe, to explain, to imagine and to listen to contributions made by others. Group discussion, role play and drama are key activities that incorporate speaking and listening skills.

#### Reading

Children are introduced to reading through the sharing of story books. Reading at home and at school is taught initially through phonics and whole word recognition. The children move onto develop and employ a range of reading strategies that are taught in the shared reading and group guided reading elements of Literacy. Children also have some individual reading time with an adult during the week. We have a wide range of fiction and non-fiction books available. Each child makes choices on their reading materials which become less teacher directed as their reading skills improve.

A home school reading record book is used to communicate a child's progress with reading. We value the partnership we hope to build up with parents and carers in our aim to encourage children to become relaxed, confident and independent readers who enjoy engaging in the written word.



#### Writing

In writing children are initially encouraged to be mark makers, which is extended by teaching about our writing system and how it is used. In Foundation Stage and Key Stage 1 emphasis is placed on letter formation which leads onto learning how to join letters and create a neat, legible handwriting style as they progress into Key Stage 2.

Our aim is to develop the children's confidence as writers. They are encouraged to write for a variety of audiences and purposes across the whole curriculum; through stories, reports, poems, letters, advertisements, explanations and investigations. Spelling patterns and spellings of common words are taught as part of the Literacy lesson. Punctuation and grammar skills are also developed throughout the school and increase in complexity as children progress from Key Stage 1 through to Key Stage 2.

#### Mathematics

All children have a daily mathematics lesson. At Foundation Stage the children take part in a range of practical activities to develop understanding of mathematical ideas and vocabulary. The focus of daily mathematics lessons is for the children to develop their mental mathematical strategies. The emphasis is on practical activities linked to or set in the context of real life situations and problem solving wherever possible. The children are encouraged to explain how they have tackled a problem and the methods / strategies they have used.

Children use a number of different recording formats which become more formal written methods as they progress through Key Stage 2. The children are also taught to use a range of apparatus including counting equipment, number lines, hundred squares, place value cards and calculators to name but a few.

#### Science

Our aim in Science is to encourage children to learn about the world around them by exploring it using all their senses and by testing ideas / questions to explain this world. We encourage the children to think scientifically, ask appropriate questions, form hypothesis, test fairly their ideas and interpret results to form conclusions. These skills of scientific enquiry are taught through contexts taken from the three science strands, Life processes and Living things, Materials and their Properties and Physical Processes.



#### The Creative Curriculum

At Silverhill Primary School, we believe that our curriculum should be challenging, exciting, enjoyable, and relevant. We strive to meet the needs of all children across the spectrum of abilities. We have developed a curriculum that promotes a more creative approach to learning in our school. This approach to the curriculum is skills based, with creative cross-curricular themes through which the children are helped to develop along a skills and attitudes continuum. The curriculum has been organised into 3 themes, over 1 year, for each year group from Foundation Stage to Year 6.

# Subject specific skills

Along side the key learning skills, subject specific skills for Science, Geography, History, Religious Education (R.E), Physical Education (P.E), Art, Music, Design and Technology (D.T.) and Personal, Social and Health Education (P.S.H.E.) are taught across Key Stage 1 and Key Stage 2.

#### Computing

At Silverhill we use ICT to further enhance and extend the children's learning; helping to equip them for the  $21^{st}$  Century. We have interactive whiteboards in all the classrooms. These help to bring the curriculum to life and enable the children to play an active part in their own learning. We have a range of laptops and netbooks that are used to teach the children ICT skills.

These skills can then be applied across all curriculum subjects. Each class has a digital camera to use. We also have digital video recorders which the children can use to make animations and videos. Children can use microphones to record their voices for pod casting on the internet and go-pro equipment for recording them in action.

#### **Enrichment**

Throughout the year, a series of days, 'Enrichment Days', are focused upon a theme related to sustainability - Energy and Water, Food and drink, Travel and Traffic, Purchasing and Waste, Building and Grounds and Global Dimension. Children can choose from a range of activities based upon these themes. It gives the children opportunity to work with children, teachers and teaching assistants in other classes and year groups.

#### Personal Social, Health and Citizenship Education

PSHE plays a key role in developing confidence and responsibility; making the most of pupil's abilities. It prepares children to play an active role as citizens and encourages a healthy, safer lifestyle.

Developing good relationships and respect for the differences between people, Citizenship focuses on social and moral responsibility community involvement and political literacy. PSHE is approached through circle time activities, PSHE lessons, as well as linked to other curriculum areas where lives, values and customs of other people are studied.

#### Health Education

We promote a healthy lifestyle at Silverhill and all the children undertake programmes of health education appropriate to their age. We have themed weeks each year, where an aspect of 'Keeping Healthy' is a whole school focus. A free salad bar for children who stay for school meals is also available each day. In recognition of the health promoting aspects of school life Silverhill has been awarded the Healthy Schools mark.

#### Sex and Relationships Education (SRE)

The SRE programme is delivered as part of the school's approach to PSHE and Citizenship. Certain biological aspects are taught in Science lessons, some aspects arise in Literacy, R.E., and Topic work. The SRE programme is delivered in a developmental manner so that issues are explored in greater depth as pupils mature. At Silverhill School we use the scheme of work Living and Growing from Year 1 through to Year 6.

At Key Stage 1 the focus is about different relationships, i.e. friends, special people and family. It then progresses to how we change as we grow up - from a baby to a 7 year old.

At Key Stage 2 the focus builds on previous knowledge by looking at how we grow and change parts of our body and how a baby is made and born. This remains set firmly in the context of looking at relationships such as friendships, special people and families. All through the school we will answer children's questions appropriately for their age, honestly and factually. Parents / carers wishing to withdraw their child from elements of sex education which are not part of the Science curriculum may do so on application to the Headteacher.

#### Special Educational Needs - SEN

We follow the SEN code of practice so that all children with SEN are offered full access to broad, balanced and relevant education. We work in partnership with professionals and parents / carers so that any child's SEN are identified early. The culture, practice management and deployment of resources within the school is designed to ensure all children's needs are met.

All staff are involved in providing an inclusive curriculum and through our cycle of assessment, planning and review, all children's needs are monitored effectively and appropriately recorded. Teaching Assistants are involved in all areas of meeting children's special needs.



#### More Able Pupils

Silverhill Primary School recognises that all pupils are entitled to equality of opportunity. They are entitled to a broad, balanced and relevant curriculum which is appropriate to their individual abilities, talents and qualities. All children are given opportunities to achieve their best and to make the greatest progress possible. Special abilities and talents are identified as early as possible and developed during a pupil's time at school. Pupils may be identified in one or more subjects, or in a very specific element of a larger subject area. We have decided to use the term 'More Able'

Pupils in the top ten per cent of the cohort in academic subjects such as Literacy, Numeracy, Science, Geography, History etc. or pupils displaying exceptional ability in subjects such as music, art, drama or sport are identified as 'More Able'

Through comprehensive assessment strategies we constantly assess and review pupil attainment and update our register accordingly. More Able pupils are given the opportunity to take part in accelerated learning classes, participate in summer school programmes and are involved in working with lead practitioners from education and business.

## Sustainability

Silverhill has been awarded the prestigious status of an Ambassador School for Eco Schools. We are one of eleven schools nationally to receive the award and we will be working closely with schools locally and nationally to support them in developing their practice. We have been developing our extensive grounds to increase biodiversity and sustainability which has involved working with a number of organisations. We have



a number of allotments, a pond with a dipping platform, a wildflower meadow, a living willow structure, a forest garden and a woodland habitat. We also have some chickens which are cared for by the children in the week and families at the weekends.

We believe it is essential that children understand the challenges facing the planet and are equipped with the necessary skills to preserve and sustain our globe.

#### Sustainable Travel Plan

The school actively encourages the community to use sustainable transport where-ever possible and a number of initiatives are well under way in school to encourage walking and cycling to school.

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car park of the rk and Stride'.

We encourage pupils to walk or cycle to school and the car park of the Honeycomb Public House is available for parents to 'Park and Stride'.

All Key Stage pupils are offered cycle training with Cycle Derby and all pupils in the school engage with cycle activities that are organised by Sustrans and the 'Bike It' team.

#### Residential Visits

There are opportunities throughout Keystage 2 for pupils to take part in a residential visit. We use centres in Derbyshire and other local counties that have outstanding practice in outdoor and environmental education. After one of our visits to Lea Green the leader of the visit wrote:

Dear Kate,

#### Music

Music is growing from strength to strength in the school. All the children are given the opportunity to sing on a daily basis and there is a choir which meets at lunchtimes for talented singers. The choir performs in various venues in Derby and is a multiple winner of the Westfield Choir Competition.

All Key stage 2 pupils are given the opportunity to learn to play the flute, clarinet, trumpet, cornet, trombone, violin, cello or saxophone. Pupils in KS1 are able to take up playing the violin. Lessons are conducted within the school day by experienced instrumental teachers and all pupils of whatever standard are encouraged to perform on a regular basis.

#### Uniform and Equipment

We have a school uniform that all children must wear. This is a result of consultation with parents / carers who overwhelmingly request it. This decision is supported by our governors and the staff. Our uniform is based on the school colour of bottle green.

Please name ALL items of clothing.

Children's uniform should be selected from the following;

- Plain white shirt, polo shirt or blouse with school tie
- Grey or black shorts, trousers, skirts or pinafore
- Green / white summer dress
- Green school logo sweatshirt, jumper or cardigan
- White, grey, black socks or tights
- Black shoes or sandals

NO high heels or trainers on the grounds of health and safety

Physical Education needs special kit and must be worn for all indoor and outdoor sessions on the grounds of health and safety. For Gymnastics and Dance all children will need;

- White t-shirt
- Black shorts
- Leotard (optional)
- Black slip on pumps

For outside Games sessions:

- Sweatshirt
- Tracksuit / jogging bottoms
- Trainers

For Swimming (Year 3/4/5 only)

- Swimming trunks / costume
- Towel
- Swimming hat

Children will also need;

- Draw string back to keep PE / games kit in
- A book bag to safely store and transport reading books, reading diaries, learning logs, letters to and from school

All uniform, including t-shirts, sweatshirts, jumpers, cardigans, baseball hats, PE bags and book bags all with the school logo is available from;

Morleys, Unit 2, 446 Nottingham Road, Chaddesden, DE21 6PE 01332 281311 Uniform Direct 54 Babington Lane Derby DE1 1SX 01332 342569 School Togs 01242 523623 www.schooltogs.com



#### Jewellery

The ONLY items of jewellery allowed in school are items of a religious significance, watches and stud ear rings. All other items of jewellery are considered unsuitable for school on the ground of health and safety. All jewellery must be removed for PE.



#### Reporting to Parents

We have written reports in the year and planned meeting events once a term. The first meeting early in the autumn term is an information evening where the teachers outline the Year Group curriculum,

expectations and how you as parents can support your child in their learning and development. Later on in the first term there is a chance for all parent / carers to meet individually with the class teacher and discuss how your child has settled into the new academic year. Teachers will share your child's targets and how they are progressing towards achieving their goals.

The second meeting in the spring term is another individual meeting where you can look at your child's work and discus the progress made towards achieving their targets.

The third in the summer term is an open evening and is a chance to see a year of work across the school. Your child's written report will be sent home to you in the summer term. This gives you a detailed view of your child's development over the year.

# Behaviour Management

At Silverhill Primary School we are very proud of our positive Behaviour Management System. It encourages desirable behaviour through the promotion of our school values and ethos 'The Spirit of Silverhill'. We believe this approach brings out the best in children and creates a pleasant working atmosphere for all.

- S Strength
- P Perseverance
- I Initiative
- R Respect
- I Independence
- T Tolerance

Children who demonstrate these attitudes and behaviours are awarded with a Dojo.

Dojos are also rewarded for:



Being on task Good Manners; Helping others; Teamwork; 100% attendance



Children also receive verbal praise, stickers and stamps, Gold Awards and the 'Star of the Day' award.

Consistent positive behaviour and attitude is also rewarded with a longer Friday afternoon playtime.

Dojos are taken away for disrespect, being off task, shouting out.

In the unsual event of consistent, disruptive behaviour a child may miss their Friday afternoon playtime. The class teacher will also invite parents to come and discuss the situation and explore ways forward.

#### Safeguarding

Silverhill Primary School is committed to Safeguarding and Promoting the Welfare of our school community. The welfare of every pupil and adult is of paramount importance and it is the responsibility of every member of our school community to ensure that safeguarding procedures are understood and practiced effectively. Safeguarding is the overarching term for ensuring that considered, effective practices are carried out for the safety and wellbeing of our school community. A significant element of safeguarding is our policy and practice related to Child Protection.

This is achieved by:

- creating an environment where children and young people feel secure, have their viewpoints valued and are encouraged to talk and are listened to
- continuing to develop awareness in all staff of the need for Child Protection and their responsibilities in identifying abuse, with particular care being taken with children with disabilities and SEN
- ensuring that all staff are aware of the referral procedures within the school
- providing a systematic means of monitoring all students who have been identified as 'having protection needs', whether or not they are on the Child Protection Register
- ensuring that outside agencies are involved as appropriate
- ensuring that key concepts of Child Protection are integrated within the curriculum especially in Citizenship
- providing information for parents/carers
- ensuring we practise safe recruitment procedures

Further information can be found on the website but if you have any concerns you should contact the Headteacher directly.

#### Over and Above







Places of Worship



Nativity



Theatre visits Team Captains



Badminton





Netball

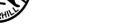
Pantomime











Web site

Choir







Eco

Committee



Tennis

French and Spanish

Instrumental Lessons



Guest speakers / Visitors



Gymnastics



# Get Involved

Help in School

There are many ways that you can help in school. Many Parents / carers come in on a regular basis to help children with their reading. Some have helped with games or art sessions. If you want to help, please talk to a member of staff.

You can play an active role in your child's education Per



#### **Special Talents**

Perhaps you're an artist, a musician, a builder, a painter? No matter what your talent we can almost certainly use your skills if you can give us a little of your time!

#### **School Functions**

Keep your eyes open for events advertised either in school, in newsletters or on the school website, www.silverhill.co.uk

# Parent Teacher Friends Association PTFA

We have a fantastic PTFA who raise much needed funding to help the school keep up to date with the best equipment and resources. They organise a range of events during the school year which are always aimed at raising money, having fun and maintaining links between home and school. If you have any idea or would like to join please just let us know!

#### Community Links

We have strong links within the local area. Local religious groups, garden centre, nature groups, school nurse and local industries, as well as being part of the Local Enterprise Partnership but are we connected to your group? If not, if it may be of mutual benefit please contact us!

#### Homework / Learning Logs

We want learning to be a partnership and you can help at home. Your child will receive work weekly in their learning log that will need discussion or perhaps just a quiet space to do their work. Help them out but please don't do it for them! The children are encouraged to explain what they have learned and show their understanding, learning and times tables. Sitting with them while they read is always a productive time with your child.

#### Parents Mornings

Parents / Carers of all pupils are invited into the Classroom from 8.45am to 9.05am to work with their child. Ideas for activities are displayed on the Classroom whiteboard. The aim is to provide you with a greater understanding of what happens in the Classroom and for children to see teachers and parents working together.

# How does my child join?



# How to gain admission for your child into Silverhill Primary School

All admissions are dealt with centrally by the Local Authority.

If you are interested in our school for your child please contact the school office.

We will be happy to arrange an appointment to show you round.

We will also give you advice on what to do next.

If your enquiry is urgent and the school is closed (e.g. during holidays), please contact:

The Admissions Team
Children & Young People's Service
Derby City Council
The Council House
Corporation Street
Derby DE1 2FS

Telephone: 01332 642730

Silverhill Primary School operates a one point entry.
All Foundation Stage children start school in the
September prior to their fifth birthday.

Pre-school age children may express their wishes to join Silverhill Primary School via the school office. We will keep you informed about Open Afternoons and remind you about the correct procedure for applying for a place.

You have the right to appeal to the Local Authority if you are unhappy about any decisions regarding admissions.