

# Bassett Green Primary

School Prospectus

2016-2017

Headteacher: Miss D Sutton





## **MISSION STATEMENT**

### **Helping Children Learn**

#### **AIMS**

- At Bassett Green Primary we aim to provide an environment and ethos which ensures equality of opportunity, encourages independence and enjoyment of learning, and where children are able to take risks, to develop their strengths and grow in confidence.
- Our high expectations of pupils and staff support children in reaching their academic potential as they grow into responsible and caring citizens within their community.
- We aim to promote an awareness of the varied language and cultural backgrounds of all our children and strive to reflect the multi-ethnic world around them.
- We aim to help children develop their own strengths and self-esteem, so that they can have success in their learning. Our school is a place where children are cared for and feel secure.
- Children come to school with many different experiences and we value that experience highly.
- Different cultures are shared in everyday school life and children are encouraged to appreciate in others their different qualities and gifts.
- We value the role that parents play in working with us to provide the best possible education for our children.





Our Headteacher is Miss Deb Sutton

Bassett Green Primary is a non-denominational school catering for children from 4 - 11 years of age.

Bassett Green Primary School is maintained by the Education Department of Southampton City Council.

Any information that is required from the Education Department can be obtained from the following office:-

Education Services  
Southampton City Council  
Civic Centre  
Southampton  
SO14 7LY

Tel. (023 8033 3000)

Our school address is:-

Bassett Green Primary School  
Honeysuckle Road  
Bassett  
Southampton  
SO16 3BZ

Tel: (023) 8067 6262

Email: [office@bassettgreen.net](mailto:office@bassettgreen.net)

Web: [www.bassettgreen.net](http://www.bassettgreen.net)

## SCHOOL CALENDAR 2016 / 2017



### Autumn Term

|                                |   |                                  |
|--------------------------------|---|----------------------------------|
| 5 <sup>th</sup> September 2016 | - | Inset Day 1                      |
| 6 <sup>th</sup> September 2016 | - | RETURN TO SCHOOL FOR PUPILS      |
| 21 <sup>st</sup> October 2016  | - | Last Day of Half Term            |
| 31 <sup>st</sup> October 2016  | - | RETURN TO SCHOOL AFTER HALF TERM |
| 25 <sup>th</sup> November 2016 | - | Inset Day 2                      |
| 16 <sup>th</sup> December 2016 | - | Last Day of Term                 |



### Spring Term

|                                |   |                                  |
|--------------------------------|---|----------------------------------|
| 3 <sup>rd</sup> January 2017   | - | RETURN TO SCHOOL AFTER CHRISTMAS |
| 17 <sup>th</sup> February 2017 | - | Last Day of Half Term            |
| 27 <sup>th</sup> February 2017 | - | RETURN TO SCHOOL AFTER HALF TERM |
| 10 <sup>th</sup> March 2017    | - | Inset Day 3                      |
| 7 <sup>th</sup> April 2017     | - | Last Day of Term                 |



### Summer Term

|   |   |                                  |
|---|---|----------------------------------|
| 24 <sup>th</sup> April 2017                   | - | RETURN TO SCHOOL AFTER EASTER    |
| 1 <sup>st</sup> May 2017                      | - | BANK HOLIDAY                     |
| 26 <sup>th</sup> May 2017                     | - | Last Day of Half Term            |
| 5 <sup>th</sup> June 2017                     | - | RETURN TO SCHOOL AFTER HALF TERM |
| 24 <sup>th</sup> / 25 <sup>th</sup> July 2017 | - | Inset Days 4 & 5                 |
| 26 <sup>th</sup> July 2017                    | - | Start of Summer Holidays         |

\*There are five Inset Training Days for all school staff held during the year:



## **SCHOOL HOURS**

Bassett Green Primary School opens: -

Morning Session                      **9.00am - 12.05 pm (KS2 12.20 pm)**

Afternoon Session                    **1.00pm - 3.15 pm (KS2 1.05 pm)**

Classroom doors are opened at **8.50 am** to enable children to begin their early morning work, formal lessons make a prompt start at 9.00 am. Children arriving after 9.15am will be counted as absent for the morning session.

Please do not send your child to school too early in the morning as we cannot accept responsibility for a child who arrives before 8.45am unless they are enrolled in Breakfast Club.

At Key Stage One in particular, it is important that you collect your children yourself from your child's classroom door. This does need to be done on time.

We do understand that in some circumstances this may not be possible. **Please let the teacher know if someone else is collecting your child.**

**If your child is going to be late or is ill please advise the School on 02380 676262.**

# Underpinning our Vision are our core values of Respect, Challenge, Resilience and Teamwork.



## Respect

- We know that we are all different, but are equally important as pieces of the school jigsaw.
- We show respect to one another by being polite and kind at all times.
- We listen to the ideas and opinions of others and treat everyone equally.
- We say please, thank you and sorry.
- We look after equipment and resources, as well as the school environment.
- We understand that respect is the golden rule at Bassett Green.



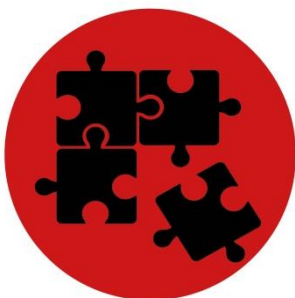
## Challenge

- We know that we must have the highest expectations of ourselves and of others, to achieve the very best that we can.
- We set ourselves challenging targets, and always work hard.
- We don't accept tasks that are too easy, as we know that we must aim high to achieve our best.



## Resilience

- We know that we making mistakes are an important part of learning.
- We believe in the famous saying: "if at first you don't succeed, try, try and try again".
- We never give up on a task, even when it seems really hard.
- We know that it is only by being resilient that we can show our true potential.



## Teamwork

- We know that success is rarely achieved by one person on their own, and that teamwork is a very important part of learning, both in school, and outside.
- We try hard to communicate well with other children.
- We co-operate and join in with team and group activities.



## ATTENDANCE

At Bassett Green Primary we strongly believe that children must attend school each and every day as learning continually takes place.

It can be difficult for a child to stay up-to-date when they miss school unnecessarily. We are all very aware and realise that some children miss school due to illness or other unexpected circumstances. In these instances we ask you to contact the school office on the first day of absence, explain why and suggest an expected date of return, which must be accompanied by medical evidence to ensure the absence is authorised. We have an up to date attendance policy which is regularly monitored. No holidays during term time will be authorised.

It is equally as important that children arrive at school, ready to learn, **on time**. Children arriving late often miss out on crucial explanations of work and also being part of the general welcoming procedures that take place each day.

If your child is late for any reason then it is important they first go to the school office to have their name, and reason, entered in the Late Book.

Attendance in the Year 2015/2016 was recorded as follows:

|                      |       |
|----------------------|-------|
| Attendance           | 93.7% |
| Authorised absence   | 3%    |
| Unauthorised absence | 2.6%  |

**As a parent/carer you are legally responsible for making sure your child attends school. Missing school causes severe disruption to a child's education.**

Children achieving 95% attendance, or more, receive a termly certificate. There are also attendance prizes for 100% attendance over the year. Weekly attendance reports are given in assemblies, and there are regular rewards for the best attending classes and individuals.

## **STAFF**

Headteacher: Miss Deb Sutton

Deputy Headteacher: Mrs Jemma Dudgeon

Assistant Headteacher/ Special Needs Co-ordinator Mrs Amanda Welch

Assistant Headteacher Miss Zoe Agius

### **Teaching Staff**

|        |                      |         |                  |
|--------|----------------------|---------|------------------|
| Year R | Miss C Bolitho       | Year 6  | Miss H Werraich  |
| Year R | Ms S Nortcliff       | Year 6  | Mrs Ali Medway   |
| Year R | Mrs R Shannon        | Year 6  | Mr S Dudgeon     |
| Year 1 | Mr O Hyde            |         |                  |
| Year 1 | Miss E Freeman       |         |                  |
| Year 1 | Mrs S Husson- Martin | PE/Gam  | Mrs G Applegarth |
| Year 2 | Mrs S Williams       |         | Mr D Ducellier   |
| Year 2 | Miss C Downie        |         | Mr R Love        |
| Year 2 | Miss A Pinto Del Rio |         |                  |
| Year 3 | Mr R Laming          |         |                  |
| Year 3 | Miss N Killick       | Spanish | Mrs K Edwards    |
| Year 3 | Miss J McIlvoy       | PPA     | Mrs S Roberts    |
| Year 4 | Mrs L Olaniyan       |         | Mrs G Williams   |
| Year 4 | Ms C Russell         |         | Mrs K Hedges     |
| Year 4 | Ms J Quinn           |         |                  |
| Year 5 | Mr P Farley          | Nurture | Miss H Welch     |
| Year 5 | Miss C Nicholas      | Group   |                  |

### **Support Staff -**

Teaching Assistants & Learning Support Assistants

|                  |                 |                |
|------------------|-----------------|----------------|
| Mrs A Ahmed      | Mr T Hughes     | Mrs J Phillips |
| Mrs D Andorhina  | Mrs M Johnson   | Mrs L Phillips |
| Mrs S Bagnall    | Mrs A Kennedy   | Mrs L Phillips |
| Miss N Bessant   | Mrs K Khan      | Mrs C Russell  |
| Ms Stacey Blue   | Mrs L Kissane   | Mrs T Rigby    |
| Mrs H Cullum     | Miss A Lorek    | Miss L Salter  |
| Mr D Ducellier   | Mr M Lawson     | Ms L Sharpe    |
| Miss C Elgram    | Miss M Logan    | Mrs S Stride   |
| Mrs G Eyers      | Mrs C McInnes   | Miss K Sloan   |
| Mrs K Kimber     | Mrs D MacIntyre | Mrs T Tonner   |
| Mrs L Gilfoy     | Mrs G McIntyre  | Mrs C Walsh    |
| Mrs R Gough      | Miss K Manley   | Mrs A White    |
| Mrs T Griffiths  | Ms K Nichols    | Mrs J Wills    |
| Miss K Griffiths | Ms S Oldham     | Mrs S Wyatt    |
| Mrs D Harris     | Mrs S Pardesi   |                |
| Mr T Hughes      | Mr A Parker     |                |



**Administrative Staff:**

School Business Manager: Mrs H Brown

Finance Officer: Mrs S Woods

School Information Systems Data Officer: Ms S Mercier-Saunders

ICT Support & Projects Officer: Mr N Dawson

Teachers Admin Support Assistant: Mrs W Adam

Receptionist: Mrs A Richards

Mrs L Carpenter :Lead Practitioner for Vulnerable Children Mrs C Gilmore:

Lead Practitioner for families

**Facilities:**

Site Manager: Mr S Gale

Assistant Site Manager: Mrs S Gray

**Facilities and Lunch time Support:**

Mrs G Ralph

Miss V Alders

Miss M Aldworth

Ms D Andorinha

Mrs K Glasspool

Ms M Grabowska

Mrs T Hillyar

Mrs J Hunter

Mrs K Moore

Miss S O'Connell

Mr D Rigby

Miss K Rigby

Miss T Rigby

Mrs A Smith



## GOVERNING BODY

Headteacher: Ms Deb Sutton

Chair of Governors: Mrs Maureen Smith

Governors:

Maureen SMITH

Peter DOCKREE

Rosalind ROWLAND

David TRACE

Alex HARVEY

Dan POOLEY

Allison HENDRY

Olya CHAMBERLAIN

Maggie RANCE

Anne SROKOSZ

The Governors establish, and where appropriate publicise policy under the following headings:

- Admissions Policy
- Annual Report to Parents
- Charging and Income Policy
- Complaints and Grievance Procedure
- Curriculum
- Development Plan
- Equal Opportunities
- Health and Safety
- Prospectus (this booklet)
- Sex Education
- Special Educational Needs

The Governors are responsible for budgeting, spending and monitoring the monies received from the Local Authority for the various needs of the school - salaries, premises, resources, equipment, repairs, services, etc.



## **ADMISSIONS POLICY**

Bassett Green Primary is a mixed Primary School for pupils aged 4 - 11 years.

There are currently 480 children on roll.

If the number of first preference applications received by the closing date is greater than the published admission limit the following will be used to prioritise applications:-

1. Children living in the school's catchment area. If there are too many applications from the school's catchment area then priorities 2(i) and (iv) will be used.
2. Children living outside the school's designated catchment area in the following order of priority:
  - (i) Children who have a significant medical or psychological condition supported by evidence from a doctor or psychologist
  - (ii) Children who have a sister or brother already on roll and who will still be attending the school during the following year
  - (iii) Children whose older sisters or brothers have previously attended the school;
  - (iv) Children who live closest to the school measured by the shortest practicable walking distance (home to school)

If the school is over-subscribed from within any of 2(i) to 2(ii) then distance as defined in 2(iv) will be used to prioritise applications within those categories.

Second preference applications will be considered after all first preference applications.

If a child cannot be admitted then parents/carers can put their name on the school waiting list. The above criteria are used to prioritise applications on the waiting list.



### **Admission Arrangements for Reception Pupils**

Children may be admitted to the school in the year in which they are five. Parents do not have to send their child until the term following their child's fifth birthday.

Early entry is subject to the Headteacher's professional judgement of when a child is ready to be admitted.

Half day moving on to full day attendance will depend on your child birthday and will be discussed with the class teacher.

Early or delayed full time entry is subject to discussion between class teacher, Headteacher and parents.

For further information regarding your child starting in Reception please contact the school for specific dates and timings.



## **SCHOOL ORGANISATION**

There are currently 480 children in our school, although this varies weekly due to turbulence. We are currently expanding our numbers through the Primary review that is being conducted by the Local Authority. Therefore our admission numbers from September 2015 will be: in Years R, 1, 2 & 3- 90 per year group, in Years 4 and 5 - 60 per year group and in Year 6 - 45 per year group. The school is organised into four phases; Year R & Year 1, Years 2 & 3, Years 4 & 5 and Year 6.

In Reception children's progress is monitored and recorded via the Baseline Assessment & Early Years Foundation Stage. In Year 1 the children take part in the national Phonics Screening Test. In Year 2 and Year 6 the children will take part in the National Curriculum tests (SATs).

Results are used to provide information about the progress children are making. Class teachers use this information alongside their on-going teacher assessments to set targets for individual or groups of children and to place children in groups to allow differentiation of tasks to take place.



## **THE SCHOOL OFFICE**

The School Office is open to receive messages from 8.45 am to 4.00 pm daily.

Mrs Helen Brown is our School Business Manager.

Ms Sharon Mercier-Saunders has responsibility for administering pupils' records and overseeing attendance. Mrs Wendy Adam is responsible for assisting the teaching staff with their administrative requirements and trips.

Mrs Anne Richards works on the Reception Desk and is responsible for recording school dinners and dealing with school uniform.

Uniform can be purchased from the school office. This is also the place for parents to go if they wish to make an appointment with a member of the school staff.



**First Aid** is administered here in our Medical Room. If you have any medical concerns regarding your child please make an appointment to speak to your child's class teacher.

**SureStart**



In May 2006 a Children's Centre was opened on site. This provides a base for all services for children under 5 in the area. The school works very closely with the children's Centre in order to provide the best possible start for children in the area. We feel privileged to have such a wonderful resource on our site.

## **Honeybeez Pre-School**

There is also a pre-school on the site called Honeybeez. Again the school works closely with Honeybeez in order to make the transition into the School as easy possible for the children.



### PARENTS/CARERS IN SCHOOL

Parents are welcome in school at all appropriate times. Please come into school and support your child. They love to show you their work. We believe that it helps if children can see parents and school working together.

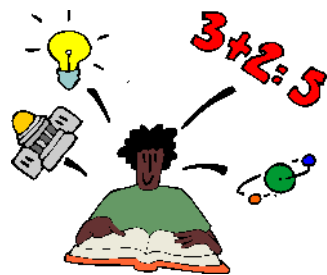
Many parents participate throughout the school year in trips, school activities, milk rota, helping in the class room, hearing readers etc. We do appreciate this help and welcome any offers of help at any time.

Parents are invited to their child's showcase assembly each term, as well as curriculum meetings, performances and sporting events.

Homework is a regular feature for all Year groups. Please support and encourage your child with this.

**Coffee Mornings** are held every Friday morning with Cindy Gilmore, Linda Carpenter and the School Nurse Claire Robinson. This is available for any parent who wishes to talk to an independent person about anything concerning them or their children, for example: you and your family, children growing up, friendships, school, work or family relationships.

This is a totally private and strictly confidential conversation in safe and secure surroundings.



## **REPORTING TO PARENTS**

At Bassett Green Primary we invite parents to have informal conversations with their child's class teacher whenever they wish to do so. Please feel free to contact the office to make a specific time, or catch your teacher at the end of the school day.

At the start of each project we send parents a Curriculum letter outlining the work to be taught that term. Visits to the local library to research a topic or unit of group are strongly encouraged.

Parents are invited to discuss their child's progress each term with the class teacher at a parents evening. This meeting also provides an opportunity for parents/carers to look at children's work.

In the second half of the summer term, generally towards the end of the school year, a written report is sent out detailing children's progress towards the targets set earlier in the year. A final Parent/Child/Teacher conference is available to discuss this.

## **RECORDS AND ASSESSMENT**

Children are assessed from entering pre-school through to their transition to Secondary School. These assessments are used to aid the planning of work for each individual ensuring that each child works at their own level and progresses according to their ability, to reach their full potential.

The children's records move with them from class to class and school to school. Records include statutory requirements, for example National Curriculum levels of achievement, and school records including samples of work, special needs requirements and language records.

If a child is causing concern for any reason parents/guardians will be informed and invited to attend school for a discussion.





## **SCHOOL DINNERS**

Our school meals are cooked on site in our own kitchen. There is a choice of main course and sweet. **School meals are free for all children in Years R, 1 & 2.** For other year groups the current cost of a school dinner is £2 per day. Please send the money, for a week i.e. £10, in a marked envelope each Monday morning to the school office. Dinners are ordered by 9.30am daily, parents bringing their children in late must notify the office before this time to ensure a dinner is ordered for their child. Please advise the school office of any medical appointments.

You may, if you prefer, provide your child with a packed lunch for their dinner. Please do not send cans of drink or glass containers. We encourage healthy eating and request that packed lunches do not include sweets.



## **Free School Meals**

Please remember that ALL children in Year R, Year 1 and Year 2 are entitled to a free hot meal every day. This could save you over £400 a year!

If you are in receipt of any of the following benefits, the school can claim an additional £1,300 per year to support the provision of resources and services such as Breakfast Club, improved learning environments and specialist resources. You are also eligible for a free school jumper or cardigan, as well Free School Meals, even if your child is in Key Stage 2:

- Income Support
- Income based Jobseekers Allowance
- Income Related Employment and Support Allowance
- Child Tax Credit with an annual income of less than £16,190
- The 'Guaranteed' element of the State Pension Credit Support under Part VI of the Immigration and Asylum Act 1999

Pop into the school office today - we can check your eligibility whilst you wait! The school relies on these additional funds to support teaching and learning, so Pop into the school office today - we can check your eligibility whilst you. If you have any questions, please just let us know by calling into the office, or sending an email [to info@bassettgreen.net](mailto:info@bassettgreen.net)



## **MILK**

School milk is arranged via a third party called CoolMilk. Order forms will be distributed at the beginning of the school year. CoolMilk is a Voluntary Milk Scheme for KS1, which enables children to have a third of a pint carton of milk at a cost of 22p per day. This is arranged via Cool Milk. Please enquire with Wendy at the school office. You can also organise this online at [www.coolmilk.com](http://www.coolmilk.com)

## **FRUIT**

We participate in the School Fruit Scheme and all children in KS1 are offered a free piece of fruit to enjoy.

## **BREAKFAST and BREAKFAST CLUB**

Please make sure that your child has breakfast before coming to school. It is hard to work on an empty stomach. The school has a limited number of places for children in a Breakfast Club, ask at the school office for details.

## **HEALTHY TUCK SHOP**

To encourage healthy eating, a healthy tuck shop is run by the children at morning break on Friday. Children can buy fruit, milk, and other healthy snacks for 20p an item. This is very popular and always has a queue! Children are requested not to bring sweets or crisps for breaktime snacks, but may bring fruit from home if they wish.

## **WATER**

Children are encouraged to drink water during the school day. We have a water fountain and children are given plastic bottles to use in their classroom.





## **HEAD LICE**

Almost every child will get head lice at least once during their time at school. It is nothing to be embarrassed about. Please check your child's hair regularly for small white eggs near the roots of the hair. If you notice any, or your child brings a note home to say we have noticed them at school, it is suggested that after shampooing, conditioner is put on the hair and then combed with a fine head lice comb which are available from Reception, Mrs Carpenter or Mrs Gilmore.

## **JEWELLERY**

We ask that children do not wear any jewellery, or bring personal or valuable items to school. If a child has pierced ears, studs should be worn for safety reasons. Children will need to remove, or cover, these for PE and Games.

## **MOBILE PHONES**

Pupils are not permitted to bring mobile phones into school. Should apparent/ carer feel their child needs to bring a phone to school please speak directly to the Headteacher.



## **SCHOOL UNIFORM**

School uniform is essential. At Bassett Green Primary we have dark green sweat shirts or cardigans, which can be purchased from the school office. These can be worn with white shirts or polo tops and dark grey or black skirts or trousers, jeans are not suitable for school.

Pupil Premium children are entitled to a free PE kit of T-shirt with shorts and one sweatshirt per year, please ask at Reception. Year 6 are allowed to wear the 2016 Year 6 designed sweatshirts, also available from the school office.

It is important that children are sensibly clothed and that footwear is suitable. Children need to be able to run around without falling over because of slippery shoes, or high heels. Backless sandals and flip flops are not suitable footwear for school. Coats will be needed in colder weather as children will still go out to play. In warmer weather we encourage children to wear sunhats and suntan lotion.

**Please** name your child's clothes. It does help us to return lost clothing to the owner. A lost property box is kept near to the office, Please ask to check for any lost items.

## **BEHAVIOUR**

We expect children to maintain good standards of behaviour at all times and look to parents to support us in this. The staff at Bassett Green Primary have worked with the children to agree on what we consider to be good behaviour and bad behaviour, including ways we can deal with it. The school has a behaviour policy which outlines rewards and sanctions used in school. Behaviour passports are used to help children to track their good behaviour and a system of Golden Time and Certificates is in place across the school to reward good behaviour.

### **GOLDEN RULES**

W e a r e k i n d a n d h e l p f u l .

W e l i s t e n t o e a c h o t h e r .

W e l o o k a f t e r p r o p e r t y .

W e w o r k h a r d .

We are honest.

Where behaviour causes concern, we work with the child and parents to improve the child's behaviour, always looking for the positive elements.

Individual behaviour charts may be used to encourage improvements. Parents will be informed of any unacceptable behaviour and invited to school to talk with class teacher or team leader about the situation. Continued or serious incidents may result in a child's exclusion from school. This may be fixed or permanent, school Governors are involved in these decisions and parents can appeal to the Governors against any such decision. If you would like further details please ask at the school office to see the school policy documents on Behaviour.

In the rare case of unacceptable aggressive behaviour at lunchtime, which is causing harm to other children, the child will be excluded from lunchtimes for a fixed period of time.



## **THE CURRICULUM AT BASSETT GREEN**

At Bassett Green Primary we provide a full, balanced curriculum which provides progression across the age ranges.

Each curriculum area is managed by a subject leader, to ensure high standards of teaching and learning.

Our curriculum also aims to develop skills and attitudes for lifelong learning. Children will have opportunities to reflect and evaluate their own learning styles and skills. Teaching is class based and year grouped, and we use ability grouping in English and Maths.

Reception children follow the Early Years Curriculum. Year Group teachers develop their working plans based on Units of Work that ensure full coverage of the National Curriculum.

Classroom teaching and learning will consist of a variety of methods, each method chosen to suit individual, group and class needs.

The school's curriculum aims are that all children have a wide learning programme geared to their age, aptitude and ability.

Please feel free to contact the office if you wish to have a copy of any policy or scheme of work.

Links with Cantell Secondary School are well developed.

## **NATIONAL CURRICULUM**

In line with all schools in England & Wales, we follow the National Curriculum 2014.

There are documents clearly showing the curriculum to be taught in English, Mathematics, Science, Technology, History, Geography, Art and Design, Music, Computing and Physical Education.

The Southampton City Council has adopted the Visions and Insight policy to meet the legal requirement of teaching Religious Education. Parents have the legal right to withdraw their child from an aspect, or all aspects of Religious Education and Collective Worship. If you wish to do so please advise the Headteacher in writing.

All the above documents are available for you to see at school. We are obliged by law to test all Year 2 and Year 6 children in the National Curriculum areas of Mathematics, English and Science and to send a report to parents. Additionally all Y1 pupils take part in the national phonics screening.

## **EDUCATIONAL VISITS AND ACTIVITIES**

We try to enrich the children's learning with real experiences - so visits out into the locality and beyond are important.

We ask you to give your general consent for short trips in the immediate neighborhood - this form is sent out at the beginning of each year. It covers visits to the library, shops, Daisy Dip and University Campus.

Any other trips, or special visitors to school, are notified by special letter and we may ask you to make a voluntary contribution.

No child will be deprived of any trip because parents have been unable to give a voluntary contribution. However, if insufficient contributions are received it may be necessary to withdraw.

The school now offers a range of exciting residential visits for children in Years 4, 5 and 6. This is a wonderful opportunity for children to develop their independence and team work skills. Again special letters will be sent out for such opportunities.

## **LIBRARY**

We are most fortunate to have a dedicated Library facility. Mrs Parr has the day-to-day responsibility for the running of this and works with all the children in the school.

Groups of children use the Library during the day to complement their Education. Children are also taught library skills, such as how the Dewey systems works, research strategies etc.

The school has a vast number of Videos and Software programmes - all of which are catalogued in the library and are in constant use by class teachers.

## **ICT**

At Bassett Green we have invested in year group sets of laptops. All children have access to computers and structured teaching to develop their skills in this area and to use in cross-curricular projects.

Each classroom also has an Interactive Whiteboard and access to the Internet which significantly enhances the children's learning. Children also have access to video recorders, digital cameras and other ICT equipment through their curriculum work.



## CREATIVE ARTS

### MUSIC

At Bassett green music is taught by class teachers, with the support of external specialists as appropriate, extra-curricular opportunities are available throughout the year.

### PHYSICAL EDUCATION

Children have at least 2 sessions of PE and Games each week. They need a change of clothing for P.E. and Games. Please provide your child with trainers for outdoor games and black shorts and white T-shirt which can be purchased from the office for P.E. in school. This should be kept in a bag which is named. P.E. bags can be purchased from school at £3.50 each.

We employ two specialist P.E. and Games teachers who teach all the children weekly. Physical Education is an integral part of the curriculum helping children to lead a full and active life.

Physical co-ordination, agility and expressive control are developed through all aspects of physical movement. In P.E. sessions large and small apparatus are used to develop skills in jumping, climbing, running, throwing and catching.

Dance and drama are also part of the curriculum. Children also have opportunities to carry out outdoor and adventurous pursuits, including team-building activities and orienteering. P.E. lessons and games are usually taken in our hall, but weather permitting outside activities are also encouraged.

Swimming is taught, in accordance with National Curriculum 2016 criteria, on a rolling programme. The health and safety aspect of all physical movement is strongly emphasized. The school prides itself in our participation in inter school competitions, we have a girl's and boy's football team who regularly play matches. In addition the school has entered competitions for athletics, tag-rugby and cricket.

### DRAMA

Our curriculum includes lots of opportunities for role-play and drama. We have a large school production at least once a year which the children always love. We also have an annual show for the children to enjoy, performed by a professional drama company.



## **RELIGIOUS EDUCATION**

At Bassett Green Primary we follow Southampton's Agreed Policy - Visions and Insight. We believe that Religious Education fosters in children a reflective approach to living and aids children's development of an awareness of other people and an understanding of religions and cultures other than their own. Religious Education adds to the spiritual development of the children's personal view by affording them positive help in the exploration of meaning, purpose and value.

Through our planned programme of work we provide opportunities for children to:

- respond to and reflect on, aspects of their own experiences which are puzzling, mysterious and challenging
- discuss their own ideas about beliefs and values openly and freely - with challenging, imaginative questioning
- increase their knowledge and understanding of different religious traditions
- develop empathy with those who have different ideas and values
- develop children's understanding of religious concepts
- use a variety of imaginative forms of expression to respond to and reflect on religious materials

Generally RE is taught in blocked units, although some topics lend themselves to a daily discussion, debate or input. A curriculum grid outlines which topic is taught in each year group and when. The 1988 Education Reform Act (section 8) accepts the fact that the religious traditions in Great Britain are, in the main, Christian but emphasises that we need to take account of the teaching and practices of other principal religions represented in the country.

Parents have a right to withdraw their children from religious education and acts of collective worship (these take place at each Assembly and once a week in the classroom). A written request, addressed to the Headteacher, will ensure your request is carried out. Children withdrawn will either be looked after in the office or go to another class for the specific period of time.

## **INTERCULTURAL EDUCATION**

At our school we follow the Southampton Council intercultural education, which states that we need to prepare pupils for life in a society which is made up of many cultures.

Our curriculum reflects and values all cultures. It enriches pupils experiences and understanding of the world in which they live. Intercultural education fosters racial harmony and understanding amongst all in society.





## **AFTER SCHOOL CLUBS**

After School Clubs are valuable parts of school life. Children can develop new hobbies, interests, skills and friendships. Our children have had the opportunity to participate in after school clubs.

We believe this helps children to make decisions, follow their interest, sustain an activity, learn new skills, achieve success and have fun. Ideas for clubs can be put forward by children through the school council representatives.

Please check with the office regarding current clubs.

## **SCHOOL COUNCIL**

Each class has an elected school council representative. School council meets with a lead teacher on a regular basis and puts forward the children's ideas for school improvement.

The school Council help to organise fund-raising events and activities, including a Christmas Fair and Easter Egg Hunt.

They also get involved in interviewing members of staff and feeding back on school life to visiting Inspectors.

## **ECO WARRIORS**

Each class has an Eco Warrior. The children meet with the Eco Team (which includes staff and Governors) once a term to discuss and plan initiatives to improve our school environment. There is also an Eco Warriors after school club every Thursday after school. We are proud to be a Green Flag school.



## **SPECIAL EDUCATION NEEDS GUIDELINES**

At Bassett Green Primary there is a person responsible for children with Special Educational Needs, Mrs Amanda Welch (Special Needs Coordinator).

A child is seen to have special educational needs if he/she has a learning behavioural or physical difficulty that requires some form of extra support.

The school may identify the child as having special educational needs by observation, assessment, referrals from outside agencies. Or the parent/carer may raise concerns and discuss them with the class teacher.

All schools follow a Code of Practice with regards to Special Educational Needs. There are five stages to this code:

Stage 1 Either the parent/carer or the class teacher would identify any difficulty that a child might have. The SENCO would gather evidence and the child's work would be monitored.

Stage 2 A programme of extra support would be outlined in an Individual Education Plan (IEP) and the class teacher and/or the learning support assistant will help the child to reach his/her targets outlined in the plan. Progress and support for the child is discussed at Parents Evening.

Stage 3 If after a period of time the child is not making the expected progress the SENCO after discussion with parent/carer will involve the support of outside agencies such as an Educational Psychologist or Teacher Advisor for learning or physical difficulties. The outside support will advise the school on ways of supporting the child.

Stage 4 If the child is having a lot of difficulties the school may ask the Local Education Authority to become involved. This involves collecting evidence from all the professional bodies involved with the child and a decision will then be made on whether or not to proceed with a formal Statutory Assessment.

Stage 5 If the LEA agree to a Statutory Assessment they may then conclude that the child's needs can be met from resources already available in school or they will provide the child with a Statement of Educational Needs

## **ACCESS TO INFORMATION**

These documents may be read upon your child taking up a place, in the Head's office:-

- The Local Education Authority's statement of curriculum policy
- The Governing Body's statement of curriculum policy.
- All statutory instruments, circulars and administrative memoranda relating to Chapter 1 of the Education Reform Act (The Curriculum) circulated by the Department For Education and Employment.
- All published Ofsted Reports that refer to the school.
- All schemes of work (in the widest sense) as used by teachers.
- The arrangements made by the LEA for the consideration of complaints about the school curriculum.
- The LEA's agreed syllabus for Religious Education.
- Southampton's Equal Opportunities Curriculum Statement.
- Insurance cover for visits.
- School Policy Documents relating to:
  - Teaching and Learning Policy
  - Behaviour Policy
  - Bullying Policy
  - Special Needs
  - Health and Safety

## **COMPLAINTS PROCEDURE**

A full copy of the school's complaints procedure is held in the school office. You are welcome to come to see this anytime.

If you have any particular concerns or queries regarding the school organisation or curriculum, please contact the Headteacher in the first instance.

If the concern is not resolved you may take the matter up with Chair of Governors. If you are still unhappy the matter will be referred to a panel of Governors. If end of this you feel that the procedures have not been followed you may contact the Customer Service Liaison Officer Children's services and learning at the following address:

2nd Floor, Cumberland Place Southampton SO15

2BG Telephone: 023 8083 3154

Email: [childrens.services.complaints@southampton.gov.uk](mailto:childrens.services.complaints@southampton.gov.uk)

*The information contained in this prospectus is intended for the parents of the children who will be entering school between September 2015 and July 2016. It was correct at the time of going to press but Government Legislation, Southampton City Council policy, and the particular circumstances of the school might create the need for some organisational changes and adjustment of policy.*