



HUNSLET CARR PRIMARY SCHOOL

**WOODHOUSE HILL
ROAD**

LEEDS LS10 2DN

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Dear parents,

May I take this opportunity to welcome you to our caring and successful school.

I am very proud of the education that our dedicated, school staff provide for all of the children here and hope that during your child's time with us, they make excellent progress but most of all - enjoy their time at school.

This booklet has been produced to answer some of the questions you may want to ask before your child joins us.

Hunslet Carr has a positive, friendly and welcoming atmosphere for all children and parents. If you ever want to discuss your child with their teacher or a member of the leadership team, we are always available to help.

If after reading this booklet, you would like further information, please get in touch with me, and a visit can easily be arranged.

Yours sincerely

Martin Lumb

Headteacher



GENERAL INFORMATION

HEADTEACHER

Mr Martin Lumb

DEPUTY HEADTEACHER

Miss Faye Pashby

EYFS ASSISTANT HEADTEACHER

Mr Tom Gray

KS1 ASSISTANT HEADTEACHER

Miss Elisa Whitfield

Y3/4 ASSISTANT HEADTEACHER

Mrs Kate Standish

Yr5/6 ASSISTANT HEADTEACHER

Miss Michelle Ward

SPECIAL NEEDS CO-ORDINATOR

Mrs Jane Wilson

PARENT SUPPORT / CHILD PROTECTION

Mrs Carrie Parish

ATTENDANCE OFFICER

To be confirmed

OFFICE MANAGER

Mrs Christine Rayner

SCHOOL PREMISES MANAGER

Mr Trevor Carbutt

GOVERNORS



Governors are representatives of the local community, parents, teachers and others with an interest in all aspects of school life and education here, at Hunslet Carr Primary School.

Full Governing Body meetings are held termly to discuss the school, make recommendations and receive the Headteacher's report.

The full Governing Body and its relevant sub-committees discuss, challenge and monitor all functions of the school, including; our curriculum, financial management/planning, premises & staffing.

CHAIR

Mr K Birkin

VICE CHAIR

Mrs C Burgess

LEA

Mr P Wray

STAFF

Mrs Y McMullen

PARENT

Mrs C Davidson

Mrs C Aldridge

CO-OPTED

Mr I Cunningham

Miss S Gardner

Mr J Annetts

Mrs L Ogun

Mr M Stenton

Miss M Parikh

Miss C Foster



STRENGTHS OF OUR SCHOOL



The Children

- Are well behaved, calm and polite
- Are engaged, positive and resilient
- Are supportive and helpful towards others
- Have an input on important decisions
- Have a sense of belonging

The Community

- School supports the whole family, not just the child
- Recognises the importance of attendance
- Spreads our growing reputation as a good school
- Helps celebrate the children's achievements
- Supports the school on improving behaviour

The Curriculum

- Is a fun curriculum that is engaging
- Maintains a strong focus on the basic skills
- Is enriched through extra-curricular activities
- Supports our most vulnerable children
- Provides a rich variety of experiences & opportunities

The Staff

- Develop nurturing relationships with children
- Provide good quality teaching and learning
- Support one another to help the children
- Are consistent in how they treat children
- Identify children's SEN needs early



THE CURRICULUM WE HOPE TO PROVIDE



Skills

Fluent and confident in Reading, Writing and Maths
Communicate with confidence
ICT skills fit for the future
Life skills – money, time, cooking
Safety skills – Swimming, healthy choices
Problem solving skills – Patience & Resilience

Attitudes

Confident and independent
The belief they can reach for the stars
Celebrate a range of cultures
Take responsibility for the environment
Be honest and learn from their mistakes
Children who are caring and helpful

Experiences

To have 1st hand experiences of...
Going away on a residential trip
Visiting a range of places of worship
A chance to look after an animal
Relevant trips to theatres/farms/beaches
Taking part in public performances
Work experiences & further education

Knowledge

High-school ready English & Maths
To know about local places of interest
To know where we are in the world
Life skills – money, time, cooking
Information about possible careers
To know major historical facts
To know their own strengths



ORGANISATION OF OUR SCHOOL

The children in Nursery and Reception enjoy experiences and learn through the Early Years Foundation Stage Curriculum where they are assessed at key points in the year, including on entry and exit from Nursery and on entry and exit from Reception.

In Year 1-6 the children move to the National Curriculum, which was revised in September 2014. Your child's teacher will be aware throughout the school year on how well they are achieving in each subject and at in each term, assess formally using a set of tasks.

As well as these tasks, children will be assessed using nationally published tests in Year 1 for Phonics and Years 2 and 6 in Reading, Punctuation, Grammar and Spelling and Maths. Writing will be Teacher assessed against national standards and continuous moderation.

The school is part of an Alliance with New Beverley and Sharp Lane Primary schools. The collaboration is known as COGs: Community of Growing Schools. We support one another in all aspects of school life including:

- Learning and Teaching,
- Exciting and stimulating curriculum design and
- Social and Sporting opportunities.

This effective partnership is in its 6th year, with the Leadership Teams, including Governing bodies constantly exploring ways to collaborate for the best outcomes of our children.

SCHOOL TIMINGS

	Start	Finish
School Opens	8.50am	
Wednesday Nursery am session	8.40am	11.40am
Wednesday Nursery pm session	12.20pm	3.20pm
Lunch-time Nursery	11.40am	12.20pm
Lunch-time Reception	11.30am	12.30pm
Lunch-time Year 1 and Year 4	12.00pm	1.00pm
Lunch-time Year 2 and Year 6	12.30pm	1.30pm
Lunch-time Year 3 and Year 5	12.20pm	1.20pm
School Closes (Mon – Thurs)	3.20pm	
School Closes (Fri)	2.00pm	



WHEN WILL MY CHILD START SCHOOL?

Children can start in Nursery the term after they are three.

Children who are four before the 1st September will be admitted to school in September. There are also intakes in January and April depending on your child's birthday.

It is very important that your child has regular and punctual attendance at school, as lessons commence promptly and our children learn stories and songs that they would miss by not being at school.

Children should be in the yard no earlier than 8.40 am. If in emergencies you need to leave your child earlier, please see the Headteacher and we can organise care in our Breakfast Club.

BREAKFAST CLUB

Breakfast is one of the most important meals of the day, and here at Hunslet Carr, we are proud of our excellent Breakfast Club.

The club opens at 8 am... when the fun begins! The children have a nutritious breakfast of either cereal, fruit, yoghurt or toast. Once the food has been eaten, children have the chance to play, sing, draw or dance with their friends, until the school bell rings.



Cost per day: 70p per child, 80p for two, or £1 for a family of three or more.



UNIFORM

Hunslet Carr has a school uniform that we expect all children to wear.

The school uniform is a navy blue sweatshirt or cardigan, a pale blue polo-shirt, black/blue trousers or skirt and black school shoes or trainers.

School uniform and school book bags with the school logo on, can be bought from The Uniform Centre 114-116 Queen Street, Morley. Or online at <http://www.theuniformcentre.co.uk>

There is also a uniform shop in Middleton where you can find t-shirts, jumpers and dresses in our colours.

We are more than happy for children to wear school uniform without the school logo and these days this can easily be found in local supermarkets at reasonable prices.

Children are expected to wear a uniform, and your support of the school's policy is much appreciated. Please ensure all uniform is clearly marked with your child's name.

VISITS TO SCHOOL

Parents are always welcome here at Hunslet Carr, and it is not usually necessary to make an appointment to see the Headteacher or one of the teaching staff.

We run 'meet your child's teacher' meetings early in September, where you will get a chance to see your child's classroom, their books and to find out the topics your child will be learning throughout the year.



Parents' and Carers' evenings are then held in the middle of each term when there is an opportunity to see the great work your child is producing and to have a discussion with their teacher.

While we are a very open school, we would ask that you do not enter your child's classroom once the day has begun without permission from the Headteacher. This is so that we can always make sure your children are safe and are well cared for.



MY CHILD IS STARTING SCHOOL, HOW CAN I HELP?

Parents can help children to succeed in many ways at school.

One of the easiest and most effective things you can do is to talk to your children about what you are doing during the day. This might be while you are cooking breakfast or tea or even getting dressed. Try to encourage them to talk to you and to ask questions.

Other ideas are as simple as playing games such as shops, dress up and picture dominoes. Read stories to your children, encouraging them to sit quietly and listen. Sing nursery rhymes and encourage them to play with other children.

To get them ready for PE, show them how to take off and put on clothes, fastening and unfastening themselves and when ready, how to tie their laces.

Before children come to Nursery, they should be able to:

- recognise their own name on labels and in clothes
- go to the toilet on their own and be able to wash their own hands.
- hold and use knives, forks, crayons and pencils.

When they are older, the children will be given reading and simple homework in that they will need your encouragement with.

or more information about how to help your child at home, just ask one of our friendly Nursery or Reception staff members. Alternatively talk to our Parent Support Advisor, Carrie Parish.

WHAT WILL MY CHILD BE LEARNING AT SCHOOL?

In the Foundation Stage, the children enjoy a range of experiences and learn through the Early Years Foundation Stage Curriculum. They are assessed on 17 key areas including: Reading, Writing, Maths and other areas, such as physical development, social skills and their knowledge of the World around them. This takes place at key points in the year, including on entry and exit from Nursery and on entry and exit from Reception.

The subjects we are required to teach once the children are in KS1 and KS2 are:

English	Mathematics	Science
History	Geography	Design Technology
Computing	Physical Education	Cookery
Music	Art & Design	PSHE
French	RE	



For specific information about the topics, themes and experiences each year group are studying please check out the school website.

www.hunsletcarr.co.uk

Go to the Curriculum section on the menu bar and choose the year group you would like to look up.

We follow the Leeds Scheme of Religious Education. Parents do have the right to withdraw their child from religious education and collective worship. An alternative time to reflect for those pupils will be provided.

Children learn to swim in Year 4 at the John Charles Aquatic Centre. They visit three times a week for one term (30 half hour sessions) and are taken through all the steps required to be confident to swim 25 metres.

Each year, the children study one topic of Sex and Relationship Education based on the Leeds agreed syllabus. These lessons are age-appropriate, and parents have the right to withdraw their child from various aspects of the lessons. All materials used within these lessons are available for parents to view.

The school has a range of mobile technology that it uses to integrate ICT into lessons fully. KS2 classes use up to 16 laptops and iPads per year group while KS1 classes use iPads to compliment their lessons. Children are regularly taught how to stay safe online.

The annual end-of-year report to parents will show the level your child has reached in all of the subjects above, with a focus on English, Maths and Science, as well as showing the **progress** they have made in the year.

The report for Year 2 and Year 6 will show the results of the Statutory Attainment Tests (SATs) and Reception reports will identify your child's attainment against the Early Years Foundation Stage Profile.



THE SCHOOL BEHAVIOUR POLICY

We are very proud of the excellent behaviour our children show every day when they are at our school. Visitors to school often comment on the listening skills and manners the children show them.

Excellent behaviour is the norm and is expected at our school both in class and on the playground. As a school, the children, parents, governors and teachers created a set of school rules that are explained to children at the start of the year and whenever the need arises. Where possible, the school rewards good behaviour through our 'Good to be Green' scheme; awarding certificates, team points and stickers for good conduct, as well as opportunities to win prizes and trips for being on Green all week, month and year.

Any occasion of poor behaviour is challenged. Children are reminded of our expectations and may miss time from their break or lunch. If we have persistent concerns about your child's behaviour, we will inform you and work with you to help your child meet the standards we expect.

All parents of children at school are expected to sign the Home/School Agreement to show they support the school's behaviour policy. KS2 children are also expected to sign their own Home/School Agreement.

LUNCH-TIME ARRANGEMENTS

Since September 2014, all children in Reception, Year 1 and 2 have been eligible for a free school meal regardless of their parent's income. **We would encourage you to take up this offer, as it is worth up to £420 per child each year, in terms of the alternative cost of packed lunches.**

There will be a range of cooked and cold meals available that meet the Government's nutritional standards and cater for all dietary requirements.

Children in KS2 can also have one of these cooked meals at lunchtime but will have to pay the current cost of £2.40 unless they are eligible for a free school meal. Money should be paid in an envelope, marked with your child's name and class, on Monday of that week.

You can, of course, send your child with a packed lunch. These should be brought in a safe container with your child's name on. We are in the process of consulting with our parents and children before updating our packed lunch policy on which foods and drinks are not appropriate to be brought into school at lunch-time.



SPECIAL NEEDS PROVISION

Children with specific learning needs will work closely with our Special Educational Needs Co-ordinator – Mrs Jane Wilson.

If your child has specific learning needs, Mrs Wilson will assess them and then work with you to put together the best form of support. This might be additional work in class or if needed a more formal plan called an Education, Health and Care Plan (EHCP for short).

You can expect the school to support your child in a number of ways. The main way we will support your child is in class with their normal teacher who will provide work and explanations at the right level to ensure your child makes good progress. Your child might also receive individual or small group work

outside of lessons to help them on specific elements that they find hard.



The school also has established links with other professionals such as educational psychologists, the complex needs team, speech and language therapist, nurture group workers, social services and the primary care trust. More recently we have developed an excellent relationship with the STARs team

who offers support for children with Autism. For specific details of the school's SEN offer, please see the school website.

We are very proud of our Inclusion team that includes Mrs Wilson, Mrs McGreavy (our Nurture Mentor), Mrs Lilley and Mrs McMullen.

Our team was highly praised in our most recent Ofsted report and is often asked to speak at conferences in Leeds on the excellent support they provide our children and families.

The school ensures there are measures in place to allow members of our community to access the premises in line with the Disability & Discrimination Act.

CHILD PROTECTION

At Hunslet Carr, we endeavour to keep all children safe and follow all of the Safeguarding procedures laid down by Leeds City Council.

If we feel a child is vulnerable or needs further support, we will work with your family and engage with other agencies, including Social Care, to meet the child's requirements.

Mrs Carrie Parish leads our Child Protection team and works with Mrs Wilson & Mr Lumb, who are both designated members of staff for Child Protection.



EXTENDED SCHOOL ACTIVITIES

Hunslet Carr has a long history of sporting excellence, and this continues with our extensive range of lunchtime and after-school sporting opportunities. Mrs Rush – our School Sports Co-ordinator – organises a range of sports on offer each term and updated information can be seen on the parent boards around school or our school website.



We also have a range of activities for children who have an interest in areas other than sport. We offer breakfast club, Guitar practice and homework clubs.

Throughout the year, children take part in a range of competitions against other schools. COGs competitions include football, rounders, spelling, times tables and swimming. There are also 'area' competitions we enter that include; rugby, football and cricket.

WHAT HAPPENS IF MY CHILD IS ILL OR HAS AN ACCIDENT AT SCHOOL?

Despite taking all precautions, accidents do happen at school and all of our staff are First-Aid trained to support your child. All First Aid administered will be recorded on a medical slip and handed to the person collecting your child at home-time. If your child has had a bump on their head, you will be given instructions to monitor your child overnight.

If your child has sustained a serious injury or is taken ill at school, parents will be contacted at home or work. **It is most important that we have an up to date phone number in case of these emergencies.**

CAN MEDICINE BE TAKEN AT SCHOOL?

No medicines will be administered at school other than those prescribed by a doctor. These should be labelled with the child's name and will be stored securely in a locked cabinet and administered by a member of staff who will record the time, date and medicine given to your child.

For full guidance on how the school safely ensures it meets all your child's medical needs, please see the policies section of our school website:



ATTENDANCE AND PUNCTUALITY

It is an expectation that from Nursery onwards your child will attend school every day and arrive on time ready to learn. Attendance and punctuality are two key priorities of the school and will be closely monitored by our dedicated staff team and in some cases, the local authority attendance team.

All staff are very aware of the need to give our children the best start in life. They are committed to doing their best, but it becomes very difficult if children are persistently late or away from school without good reason.

Children with attendance less than 90% are on average one year behind the rest of their class!

Every half term the school encourages good attendance and punctuality through a range of incentives. These range from class prizes to individual awards.

We also have a variety of measures to tackle poor attendance which range from: colour-coded letters to parents' meetings with our Attendance Team. In extreme circumstances, the school has the right to fine parents for persistent and poor attendance. Our average attendance for 2016-2017 was 95.0% and we want to make the figure even higher.



Illness

On the first morning that your child is ill, please telephone the school and speak to either our office staff or a member of the Attendance Team. The telephone number for the school's absence line is **2713804**.

Alternatively, you can use the text message number **07786208889** to provide a reason for your child's absence before 9.30a.m. **This is a text only number.**

All Parents/Carers will be contacted after 9:30am if their child is not in school and they have not provided a reason for absence.

HOLIDAYS ARE NOT PERMITTED DURING SCHOOL TIME, UNDER ANY CIRCUMSTANCES.

In-line with schools in the South Leeds area, our Governing body has taken the decision **to not allow** holidays during term times, unless there are exceptional circumstances. Families that take their child out of school during term time for a holiday, will be issued a fixed penalty notice of £60 per child, per parent. **For a two-parent family wanting to take two children out of school, they would receive a fine for £240.** This will be doubled if the fine is not paid within 28 days. Further non-payment would result in both parents receiving a criminal record.



WHAT DO I DO IF I NEED TO TAKE MY CHILD OUT OF SCHOOL BEFORE SCHOOL CLOSES?

From time to time there may be occasions where you will need to take your child out of school before 3.20pm. On these occasions, we ask that you let the school know in advance, through our office staff, so that arrangements can be made to have your child waiting for you when you arrive.

SCHOOL HEALTH CHECKS

All children in Reception and Year 6 will have a medical check on their height and weight measurements, carried out by the school nursing team. Reception parents will be sent a pack with a questionnaire before this examination. Following the health check, parents will be sent the results in a letter.

HEAD LICE

It is a parent's responsibility to detect and treat head lice as soon as possible. Advice will be given from time to time in the form of a letter to various classes where there have been a number of occurrences. **Children should not be kept away from school due to head lice.**

SPECIAL CLOTHING FOR SCHOOL

Games and Physical Education are part of the School Curriculum, and all children take part. For reasons of safety and hygiene, a change of clothing is expected for all children; navy/black shorts and white t-shirt/polo shirt. Swimming trunks/costumes are required for Year 4.

Children will be expected to wear the school's spare PE kit if they have forgotten to bring one to school.

JEWELLERY AT SCHOOL

To help prevent loss or injury, jewellery such as necklaces or bracelets should not be worn at school. A small stud earring is allowed in each ear, but for safety reasons, it is not allowed in Physical Education or games.

For this reason, please consider piercing your child's ear at the start of the summer holiday so that they can take out their earrings for PE once school starts again in September.



LOST PROPERTY

We have a lost property box that is kept in school. Please put your child's name on each item of clothing and encourage your child to take care of their belongings.

ACCESS TO **INFORMATION**

Parents will find access to the following documents on the school's website:

- Links to The National Curriculum website run by the Government,

The School Curriculum outlined in year groups to show you how we are delivering The National Curriculum,
- OFSTED school reports,
- Information about how the school has spent Pupil Premium funding and the impact it has had,
- Information about how the school has spent the School Sports Funding and the impact it has had on participation,
- Our formal complaint procedure document,
- Various policy documents such as:
 - Single Equality Policy – tackles all forms of discrimination,
 - Behaviour Policy,
 - SEN Policy,
 - Attendance Policy and
 - Child Protection Policy.

If you would like access to further information, please ask at our School reception, where staff will do their best to point you in the right direction.



Headline Data 2015-16

EYFS

GLD 53% compared to 62% in 2015

OnentrytoReceptiondataReading=2%,Writing=2%,Number=44%atARE. SEND46% with3EHCP,3Autisticchildren,8withFFItopupfunding.

EAL 14%

Key Stage 1

Year 1 Phonics 94% compared to 73% in 2015

With 12 out 14 children who failed the test in Year 1 passing the re-sit in Year 2

Year 2

	Reading	Writing	Maths
Working Below National Exp	26	33	33
Working At National Exp	74	67	67
Working at a greater depth	28	12	19

Year 6

Teacher Assessment

	Reading	Writing	Maths
Working Below National Exp	23	21	25
Working At National Exp	79	81	77
Working at a greater depth	25	10	29

Test Scores

	Reading	Writing	SPAG	Maths
Working Below National Exp	52	21	31	50
Working At National Exp	48	81	69	50
Working at a greater depth	6	10	13	8

Progress Measures

Reading - 1.4

Writing +2.7

Maths +0.6



Hunslet Carr Primary School

Inspection Dashboard



The inspection dashboard is designed to show at a glance how well previous cohorts demonstrated characteristics of good or better performance. It contains a brief overview of progress and attainment at key stages 1 and 2 for 2016 and other data for the last three years. It shows progress first, including from the main starting points.

It includes the key groups: disadvantaged pupils, those who have special educational needs (SEN), girls and boys. Achievement of disadvantaged pupils is compared with the national performance of other (non-disadvantaged) pupils, overall and by prior attainment. SEN group progress is compared with the national for all pupils, which is zero.

The front page summarises strengths and weaknesses based on only the 2016 data shown in the dashboard. The strengths give an indication of some features of good or better performance in 2016, highlighting consistency across starting points and subjects.

Strengths in 2016

- KS2 progress was not significantly below average* overall or for any prior attainment group in any subject. *and not below -3.
- Disadvantaged KS2 pupils' progress was not significantly below national other* overall or for any prior attainment group in any subject. *and not below -3.
- For KS2 pupils who have special educational needs, progress was not significantly below average* overall or for any prior attainment group in any subject. *and not below -3.
- KS1 attainment of at least the expected standard in all subjects for all EYFS development groups was close to* or above national figures. *within one pupil below national.
- KS1 attainment of greater depth in all subjects for all EYFS development groups was close to* or above national figures. *within one pupil below national.
- The proportion of pupils that met the expected standard in phonics was above the national figure in year 1.
- The proportion of disadvantaged pupils that met the expected standard in phonics was above the national figure for other pupils in year 1.

Weaknesses in 2016

- No weaknesses were identified in this dataset

Weaknesses are indicated for cohorts of at least six. Where a group is identified as in the highest or lowest 10%, it has been compared with the highest or lowest 10% of schools based on the figures for all pupils, and not the figures for the group nationally. Where attainment is identified as well below the national figure, this is by an amount equivalent to two or more pupils. Data for very small groups should be treated with caution. In progress strengths, significantly refers to statistical significance based on a 95% confidence interval.

2016		National		
	School	Floor	Coasting	
Expected + RWM	33%	65%	85%	
Reading progress	-1.4	-5	-2.5	
Writing progress	2.7	-7	-3.5	
Maths progress	0.6	-5	-2.5	
Above?				
Coasting elements	2014	2015	2016	
Above?				



School calendar academic year 2017-2018

Holiday	Schools close			Schools open		
Summer				Monday	4 September	2017
Autumn mid-term	Friday	20 October	2017	Monday	30 October	2017
Christmas	Friday	15 December	2017	Tuesday	2 January	2018
Spring mid-term	Friday	9 February	2018	Monday	19 February	2018
Easter	Thursday	29 March	2018	Monday	16 April	2018
May Bank Holiday	Friday	4 May	2018	Tuesday	8 May	2018
Summer mid-term	Friday	25 May	2018	Monday	4 June	2018
Summer	Weds	25 July	2018			

Term length

Autumn	70 days
Spring	58 days
Summer	67 days
Total	195 days

Bank Holidays include

Christmas	25 & 26	December	2017
New Year's Day (bank holiday)	1	January	2018
Good Friday	30	March	2018
Easter Monday	2	April	2018
May Day	7	May	2018
Spring Bank	28	May	2018
August	27	August	2018

Please contact schools directly for their five training days
as these are not the same for all schools