



School Brochure 2017-2018

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Headteacher: Mrs Colleen Ward

In February 2014, Ofsted performed an inspection of the school and stated:

"This is an outstanding school".

"Pupils love coming to school. Their behaviour is exemplary and relationships are strong. They have excellent attitudes to learning and participate with enthusiasm in lessons. They are very well-mannered, polite and very proud of their school.

The curriculum is lively and engaging and provides pupils with many memorable experiences.

When children start school they make excellent progress in their personal development. They settle into Nursery and learn very quickly. From this very secure foundation, they make outstanding progress in all aspects of their learning when in the Reception class.

Pupils continue to make outstanding progress across the school, owing to consistently high quality teaching over time.

Teaching is typically outstanding. Teachers have high expectations of what pupils can achieve. Well-structured lessons, engaging activities and astute questioning inspire pupils to learn and ensure that all pupils make rapid progress".

Ofsted, February 2014

Introduction

Coquet Park First School is a one form entry First School for children aged 3 to 9. We have 150 places in the main school and 33 places in a morning nursery.

We offer an exciting, broad creative curriculum delivered by enthusiastic experienced teachers in excellent facilities. Coquet Park First School moved in to new premises on 5th November, 2003. The school building was built as part of North Tyneside PFI scheme.

Zone4Kids a breakfast, wraparound and after school club look after children from Playgroup, Nursery and School. They can be contacted directly to make enquiries and bookings.

School aims – Achieve, Believe, Enjoy

The school aims:

- to cater for the educational and social needs of all its children.
- to involve parents in the education and development of their children.
- to enable each child to develop their social, intellectual, physical and aesthetic abilities in an atmosphere which recognises and values each child's own particular strengths and efforts.
- to ensure that each child experiences frequent success, building confidence and an enthusiasm for learning.
- to provide an exciting school environment which is safe, visually attractive, intellectually stimulating and kindles curiosity.
- to provide an education that covers the requirements of the National Curriculum and the child.
- to provide the resources and skills for children to become independent learners.
- to ensure equal opportunities for all.
- to ensure each child achieves, believes and enjoys their time at Coquet Park

School Times

Morning Session: 9.00 a.m. - 12.00 noon, with a break mid-morning

Afternoon Session: 1.00 p.m. - 3.20 p.m., with a break mid-afternoon.

Admission to School

Admission to the Reception Class is organised by the Local Education Authority. Application forms are distributed by local schools and nursery classes for completion and return to the Local Education Authority. Full completion instructions accompany the admissions form. Admission to all other classes are organised by the school. If you wish your child to be admitted to the school a visit can be arranged for you and admission forms completed.

The policy of the Authority is to admit children during the school year in which they are five. We operate an entry policy, during which the children attend part time initially and stay full time within a few weeks. This is to enable the teacher to work with each small group to settle them in socially, accustom them to their new surroundings, and develop programmes of work for them to follow.

The Local Education Authority firstly offer places to children whose parents reside in the catchment area prescribed by the Education Authority and then if space remains, to children whose parents request attendance at this school. Information about catchment areas can be obtained from the school office.

Prospective parents are welcome to visit the school, prior to requesting admission for their child. Children can be brought for a brief preliminary visit early in the year, and will be welcome to call again if the parent feels this to be necessary.

During the Summer Term parents of new children will be invited to an evening meeting and on Move-Up Day, in July, children will have the opportunity of spending some time with each other and their new teacher.

Pupils with disabilities are always welcome. Any special admission arrangements will be discussed with parents and put in place prior to the child's start date.

English as an Additional Language

There are a number of children in school whose first language is not English. Our E.A.L. teacher assists with their teaching programmes and liaises with class teachers to help correlate topics and attainment targets covered in class.

Religious Education

Britain is a multi faith society and our pupils are educated to understand the diversity of religious beliefs and practice found in Britain today.

The religious education we provide is broadly Christian with the study of other world religions also being undertaken. The aim is for the children to be able to live tolerantly and with understanding in a multicultural society. The emphasis is on ideals common to all religions: being kind, helpful, friendly and responsible, to all other people and other creatures, and to be appreciative of the world we live in and realise the need to conserve its resources for all.

Any parent wishing to exercise their right to withdraw children from these activities should make their request to the Headteacher.

Sex and Relationships Education

Sex and relationships education is delivered through the Personal, Social, Health and Citizenship framework throughout the school. This ensures that pupils receive sex education in the wider context of relationships and they are prepared for the opportunities, responsibilities and experiences of adult life.

The science curriculum also covers aspects of sex and relationships education.

Parents have the right to withdraw their children from all or part of the sex and relationships education provided at school, except for those parts included in the statutory National Curriculum.

Support Services and Special Needs

The Education Authority provides a variety of other special help for parents and teachers including medical care. Assistance can be given to children with impaired hearing or any other handicap which makes school life especially challenging for them. Help for children with learning difficulties is available from the Education Support Service. Behavioural problems can be eased in consultation with the Child Guidance Staff and, if needed, psychological assessment can be made by an Educational Psychologist. Any parent experiencing problems with a child should not hesitate to seek advice. There is

co-operation between all the professionals working with children and the progress of any child with special needs is regularly reviewed.

Each child's work is assessed continuously and any child who appears to be falling behind their own previous rate of progress, or class norms, is referred to the special Educational Needs Coordinator (SENCo). The SENCo will arrange suitable support and/or diagnostic investigation. An individual education plan is instigated involving either support in class or withdrawal for short periods several times a week for extra individual or small group tuition.

Gifted children also have an individual education plan, offering them work which will challenge them in their areas of giftedness, whilst ensuring all-round progress in other curriculum areas.

School Documents

Copies of all school policy documents, the school's OFSTED report and DFEE curriculum statutory instruments and circulars are available in the school office for parents to read.

Complaints Procedures

The Local Education Authority complaints policy has been adopted by the Governors. A copy of the procedure is available from the school office.

Initial complaints should be made to the Headteacher or Governors.

The Curriculum

We aim to provide a curriculum which is enjoyable and rewarding, a curriculum that allows time to reflect while building confidence and independence.

The children in Key Stages One and Two (Year 1 – 4) follow the National Curriculum in all subjects. The children learn a lot about the world they live in. In recent years we have used a more creative approach to the curriculum. This allows us to adapt our curriculum to meet the needs of our children. It allows more flexibility to respond to local, national and international events.

The children in the Early Years (Nursery and Reception) follow the national strategy for Early Years Foundation Stage (EYFS) implemented from September 2012. There is a big emphasis on outdoor play and learning in both Reception and Nursery.

We also encourage self assessment by the children, through a traffic light system, so that they identify areas for improvement with their teachers.

Behaviour

As appropriate to their age and development children are expected to exercise self-control and show consideration for others. They are expected to learn to concentrate on work and to be attentive to their teachers. A system of positive reinforcement of acceptable behaviour is used. Bullying of any description is not tolerated.

Reprimands are always verbal. Children are encouraged to improve and try to do better next time. When necessary other restrictions may be imposed and parents are informed if their child's behaviour is causing concern.

Contact with School

Close contact between parents and teachers is encouraged at all times. Parents should never hesitate to come into school. The Headteacher and Class Teachers make themselves immediately available to speak about matters which can be dealt with briefly and informally, though it is advisable to make an appointment if information is required or sustained discussion desired.

During the Summer Term, meetings are held for the parents of the September intake, so that they can meet staff, order uniforms, etc. In the Autumn Term, each class holds an Open Morning for parents to see work in progress and a parents' evening is also held.

Each Spring Term interviews are arranged when parents can discuss progress and look at children's work. Towards the end of the school year written reports are sent out and interviews held to discuss these.

Throughout the year, parents are invited to class assemblies and school events.

Helping in School

Help in school is always appreciated and might involve helping with classroom activities e.g. art, reading, swimming or school trips. If you are interested in helping us in school, we have to ask you to complete a form from the Disclosure & Barring Service, which safeguards children in schools. As this clearance can take quite a while to come through please fill it in as soon as possible, forms are available from the school office. You must have an Enhanced DBS specific to Coquet Park First School to help as a volunteer.

Uniform

School uniform:

- Grey or navy trousers
- Grey or navy skirts or pinafore dresses
- Blue summer dresses
- Navy sweatshirt with school logo
- Plain white or navy shirt or polo shirt with school logo
- School shoes or sandals NOT trainers

PE kit (to stay at school):

- Navy shorts
- White t-shirt (with logo)
- Black gym shoes (NOT trainers)
- P.E. bag

From time to time you will be asked to send in outdoor PE clothes for rugby, beach training etc. This will be a set day each week and you will be informed in advance.

Timber trail kit (to stay at school)

- Trainers

Each class uses the Timber Trail and every child should have a change of shoes, in school, to wear when climbing on the Timber Trail.

***** All school clothing must be named *****

Uniform with the school logo is available from school. The main uniform order is placed in June although orders can be placed throughout the year through the school office.

Children wearing watches should take particular care of them and no other jewellery should be worn in school. If earrings are worn they must be removed for PE.

Parent, Teacher and Friends Association (P.T.F.A.)

The school is supported by a very active Parent, Teacher and Friends Association, which assists at school events as well as organising social and fundraising events throughout the year. All parents are encouraged to support this group.

School Meals and Milk

Nutritional meals are cooked and served in the kitchen and dining room on site, and are very good. We strongly recommend that each child has a school meal at lunchtime. Meals are pre-ordered on 'Joinos' provided through North Tyneside Catering Services. From September 2014, school meals are free to all children in Reception & KS1 classes. Information about assistance with payment is available from school or from the Education Office.

We do not recommend children to bring a packed lunch but they can do if it is considered absolutely necessary. No glass containers should be used and boxes should be named. Sweet, sticky drinks are discouraged in the interests of dental hygiene and because their spillage can cause both damage to clothing and cleaning problems. Please try to ensure that packed lunches are nutritionally balanced.

We encourage healthy eating in school and for this reason mid-morning snacks are restricted to fruit rather than sweets, biscuits or crisps.

School milk is available for children from Nursery to Year Four. Our school milk is provided by Cool Milk – you can order this online at www.coolmilk.com. Information concerning payment for milk is available from the school office. As an alternative to milk children can drink water at school.

Charges for School Activities

To ensure the curriculum is broad, balanced and enjoyable visits in and out of school are an integral part of the learning process. No child will miss a school activity or visit because of financial difficulties. Contributions are requested towards the costs of some activities and visits. If any parents have difficulty with any contributions they should speak to the Headteacher.

Nursery

A Nursery class for children three and four years old is part of the school. This is open to children who live anywhere in North Tyneside. Parents are advised to enter names on the waiting list for admission to the Nursery.

Children attending Nursery classes may continue their education in the school only if places are available according to the Admission Policy of the Authority. A place in the Nursery does not guarantee a place in the school's Reception Class.

Health and Safety

Child Protection

Our child protection policy and procedures are in accordance with the Local Authority guidance and locally agreed inter-agency procedures. The policy is reviewed annually and parents may obtain a copy from the school office.

Arrangements in case of accident or illness

In the event of your child becoming ill, or having an accident at school, the Headteacher will need to contact the parents quickly. You are asked, therefore, to give the school a telephone number or address of an EMERGENCY CONTACT, in case you cannot be reached at home or on your mobile. It is vital that these contacts are kept up to date.

Sickness & Illness

Children who are ill should always be kept under proper care at home, we would much rather they spent time recovering there than struggling to get through the school day in a busy classroom. Please remember to let us know as soon as possible that your child is going to be absent through illness. You can phone the school office and leave a message. If your child falls ill or becomes injured at school, we may, depending on the seriousness, need to contact you urgently.

When your child has had sickness or diarrhoea they need to be **bug free for 48 hours** before returning to school.

Medicines

For safety reasons our policy is to administer prescribed medication only. A form must be completed by the parent before medicine can be administered. If your child is asthmatic please ensure an up to date inhaler (and spacer) is in school and the relevant form completed about when your child may need their inhaler. Please collect your child's medicine from the school office at the end of the day.

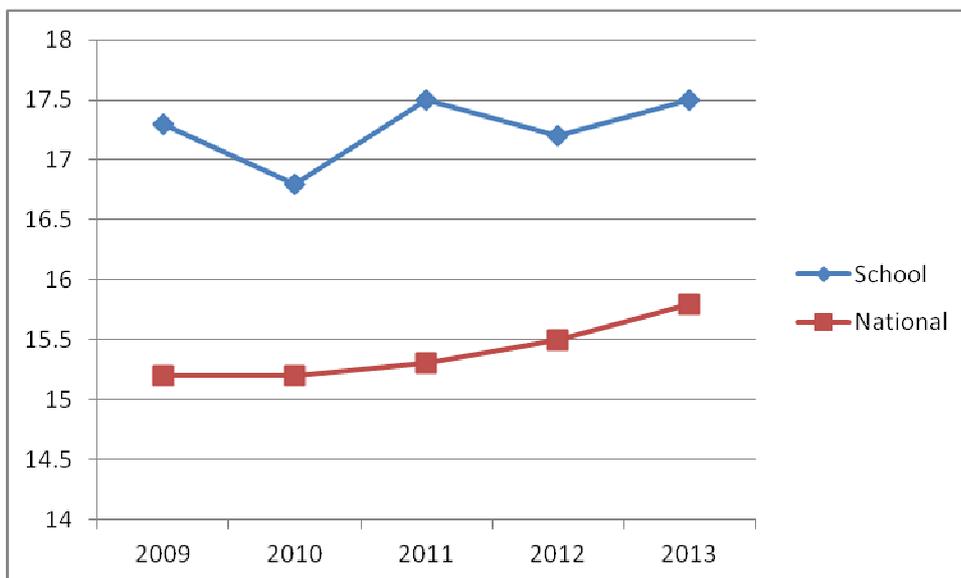
Pupil Absence

Please remember to phone the school office every morning if your child is absent from school. From September 2013, holiday requests can no longer be authorized by school. Leave of absence request forms for occasional days are available from the school office.

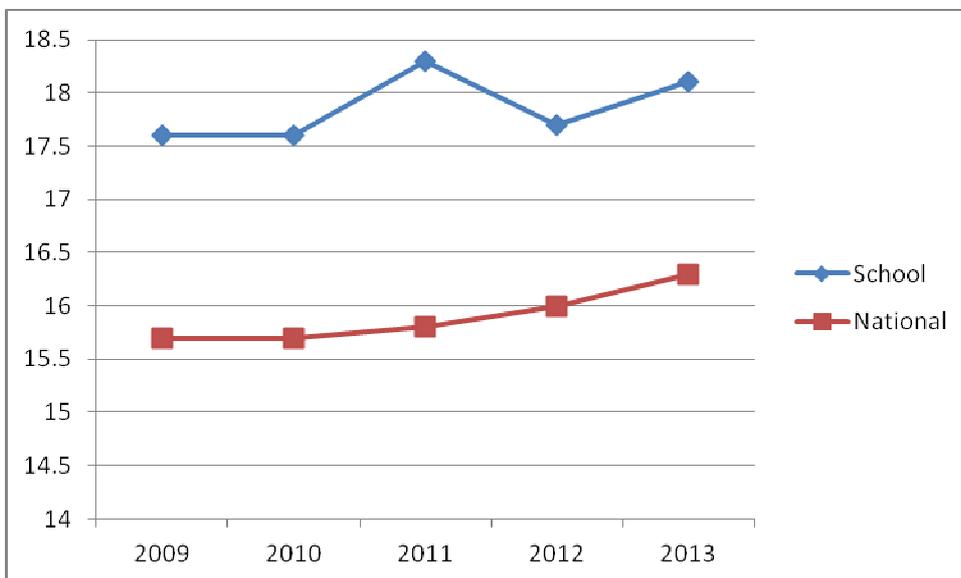
Results of National Curriculum Assessments of 7 Year Olds

The charts below give an overview of our latest National Curriculum results at this school. They show the average points scores over the last five years in reading, writing and mathematics

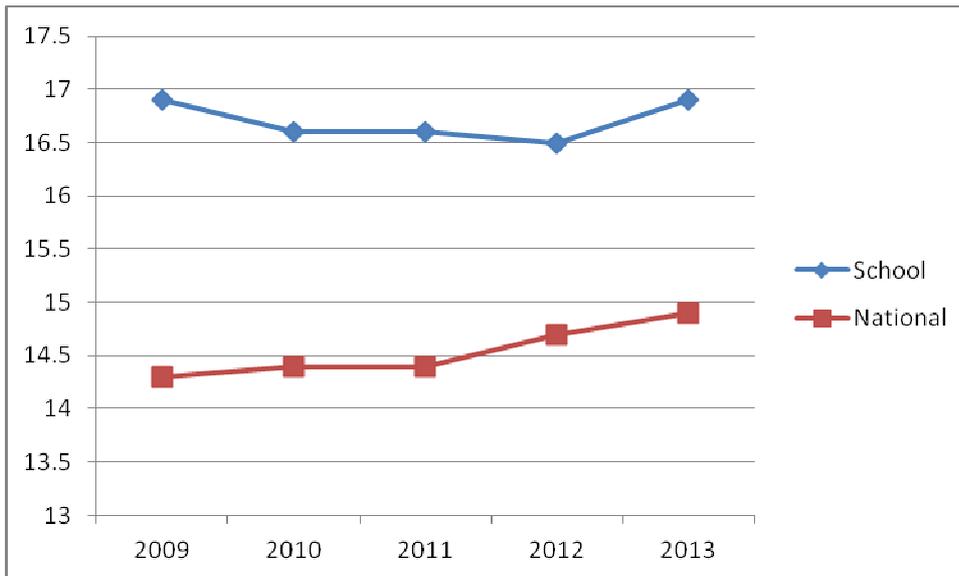
Key Stage 1 Average Point Scores All Subjects



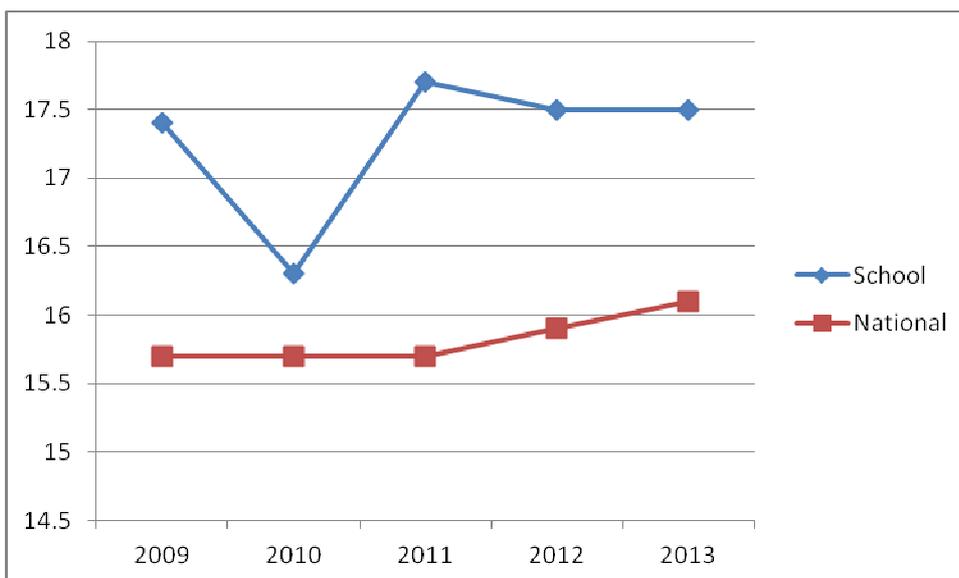
Key Stage 1 Average Point Scores Reading



Key Stage 1 Average Point Scores Writing



Key Stage 1 Average Point Scores Mathematics



Absence Information

Attendance

	2012	2013
School	96.8%	96.9 %
NATIONAL	95.6%	95.2 %

Staff List (September 2014)

Headteacher	Mrs C Ward
Deputy Headteacher	Miss C Elliott
<u>Class Teachers</u>	
Nursery	Mrs S Turner
Reception	Miss C Elliott
Year One	Mrs P McPherson and Mrs Dyer
Year Two	Miss Andersen (SENCo)
Year Three	Miss Day
Year Four	Miss J Foster
	Mrs I Cairns
Part time Teacher and Learning Support Assistant Teaching Assistants	Mrs F Willson Ms D Percy Mrs M Glenwright Mrs L Thompson Mrs S Banks Mrs L Laws Ms J Stores Mrs K Lawrence
School Secretary	Mrs K Carr (Monday, Wednesday, Thursday & Friday)
Dinner Supervisors	Mrs D Greener; Mrs K Greener; Mrs J Scott Mrs C Norrie

School Governors (September 2014)

Chairperson	Mrs Claire Harrison-Hoggarth
Vice Chair	Miss Zoe Bright
LA Governors	Mrs Margaret Jackson; Ms Zoe Bright;
Community Governors	Mrs Helen Sweeting; Mr Richard Hart; Mrs Anne Shuker; Mrs Carolyn Wordsworth
Parent Governors	Mr John Smith; Mrs Jennifer Dene; Mrs Claire Harrison-Hoggarth; Mrs Sarah Irving
Headteacher	Mrs Colleen Ward
Staff Governor	Miss Caroline Elliott
Clerk to the Governors	N.T. clerking services

Minutes of the Governing Body meetings are available from the School Office.