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 **Wharton Primary School**

**Rothwell Lane, Little Hulton, Salford M38 9XA**

**Telephone: 0161 790 4473**

**Fax: 0161 799 8611**

**e.mail:** **wharton.primaryschool@salford.gov.uk**

 **wharton.wellbeing@salford.gov.uk**

**Website: http://www.whartonprimary.co.uk**

**Wharton Primary School is a co-educational Local Authority Maintained Primary School, for children in the age range 3 to 11 years.**

**Head Teacher: Ms H Fielding B.Ed.Hons. N.P.Q.H.**

**Deputy Headteacher: Mrs S Carr B.Ed.Hons**

**Chair of Governors: Mr Jon Allen**

**Wharton Primary School Mission Statement**

Our school offers a secure and caring environment with learning at its core. Every child matters and all children have the right to leave Wharton being able to read, write and calculate and to have had many opportunities to succeed. There is provision to develop social, emotional, physical, spiritual and communication skills so that our pupils are able to participate usefully in society. They should have the confidence, ambition and basic skills to set them on the path to be lifelong learners. They should have a clear understanding of right and wrong and be able to take responsibility for their actions.

These principles underpin all curricular and non curricular policies and practice and are non-negotiable.



**Wharton Primary School is an active member of a group of 6 local Primary Schools who work together to promote School Improvement and strive for the best learning opportunities for all children.**

**Teaching Staff**

**Mrs. J. Lane B.Ed. (Hons) (SENCO)**

**Mrs. N. Richardson B.A. (Hons) Q.T.S Early Years Lead**

**Miss. R. Clancy B.A. (Hons) P.G.C.E.**

**Mrs. R. Cleary B.A. (Hons) P.G.C.E.**

**Mrs. J. Watts B.A. (Hons) Q.T.S.**

**Mrs. C. Hampson B.A. (Hons) Q.T.S.**

**Miss. J. Ellis B.Ed (Hons) Q.T.S**

**Mrs. C. Ingham B.Ed. (Hons) KS1 Lead**

**Miss. C. Soudet B.A. (Hons) P.G.C.E**

**Miss. B. Shakeshaft B.A. (Hons) Q.T.S**

**Mr. A. Holden B.S.C P.G.C.E**

**Mr. L. Allaway B.A. (Hons) Q.T.S**

**Miss. H. Lewis P.G.C.E Q.T.S**

**Mr. J. Martin B.S.C P.G.C.E Q.T.S**

**Mrs. A. Thornton B.A. (Hons) P.G.C.E. A.S.T**

**Mr. I. Greaves B.A. (Hons) P.G.C.E. KS2 Lead**

**Mr. A. Lowe B.A. (Hons) Q.T.S.**

**Mr. P. Kulyn B.S.C P.G.C.E**

**Non-Teaching Staff**

**Mrs. B. Thompson Attendance Officer**

**Mrs. C. MacDougall School Business Manager**

**Mrs. C. Harris School Clerk**

**Ms. E. Stuart Teaching Assistant**

**Ms. J. Timmis Teaching Assistant**

**Mrs. J. Thorpe Teaching Assistant**

**Mrs. C. Toolan Teaching Assistant**

**Mrs. S. Lomas Teaching Assistant**

**Miss. J. Baxter Teaching Assistant**

**Mrs. T. Ogden Teaching Assistant**

**Miss. C. Hamilton Teaching Assistant**

**Mrs. C. Mann Teaching Assistant**

**Mrs L. Giblin Teaching Assistant**

**Mrs. W. Shaw Teaching Assistant**

**Mrs. A. Bennett Teaching Assistant**

**Mrs. T. James Teaching Assistant**

**Miss. J. Done Teaching Assistant**

**Mrs. M. Smythe Teaching Assistant**

**Mrs. L. Morgan Teaching Assistant**

**Mrs. J. Makin N.N.E.B. (Nursery Nurse)**

**Ms. J. Wylie Teaching Assistant**

**Miss. L. Stapleton Teaching Assistant**

**Miss. D. Davidson Teaching Assistant**

Ethos and Values

At Wharton Primary School it is our aim that all pupils are able to learn without disruptions and the staff to teach without interruptions.

We believe that everyone that works in the school should have respect for each other, and that acceptable behaviour should be positively encouraged. To this end, the school promotes a system of rewards, and celebrates the achievement of children on a regular basis.

Our school motto is 'Learning Together' and we believe that at Wharton our learning is most powerful when we work with others - that's true for children, staff and parents.



We work together to make our school an inclusive, supporting & challenging environment.

We aim for Wharton to be a place of high quality learning, where pupils lay down the foundations to be valuable contributors to society.

Our school values include respect, honesty, compassion, responsibility, tolerance, self belief, resilience, perseverance and ambition.



Admissions

Salford Local Authority’s Children’s Services Directorate allocates all places within the area.

To find out if there is a place available for your child, please contact the Admissions Team on 0161 793 2500.

Any parents who would like their child to be admitted to Wharton Primary School are most welcome to visit beforehand. It is recommended that a visit is arranged during the school day so that our typical working day can be seen.

Parents should contact school to make an appointment and a member of staff will be made available to show them around.

The standard admission number for the school is 30 (changing to 60) - we have 60 places in Reception, Year 1, 2 & 3 from September 2017. If the school is over-subscribed there is a set of admission criteria that is operated by the Local Authority; a copy of the full admission criteria is available to the parents of all prospective pupils.

Once you have registered interest with the Admissions Team, they will contact you to advise if you are successful in gaining a place at Wharton Primary, or whether a place at another school is being offered.

**Organisation of our school;**

In the Early Years, the children are organised into 2 year groups – a Nursery class and 2 Reception classes.

We follow the Early Years Curriculum which is divided into areas of learning.

**In Nursery the focus is on the Prime Areas of;**

* communication and language
* physical development
* personal, social and emotional development

**And in Reception the Specific Areas of learning:**

* literacy
* mathematics
* understanding the world
* expressive arts and design

The **Early Years** provision is underpinned by **Characteristics of Effective Learning:**

* playing and exploring
* active learning
* creating and thinking critically

We employ a Speech and Language Therapist in school one day a week to assess and develop not only speech, but understanding and organisation of language in our very young children.

At Key Stage 1 (Years 1 and 2) the children are organised into 2 classes. There are two Year 1 classes and two Year 2 classes and they follow Key Stage 1 National Curriculum.

At Key Stage 2 there are 8 classes – two classes at Year 3, 4, 5, and 6 and they follow Key Stage 2 National Curriculum.

Where possible, the children’s learning is planned around a central topic or theme so that they can link ideas across different subjects.

Across Key Stage 1 & 2 ~

* A variety of teaching methods are employed, depending upon the subjects, and content of lessons. Great emphasis is placed upon direct class teaching, with the children having the opportunity to work in a variety of ways (individual, partner or group).
* As a staff we continually review the curriculum, in light of statutory requirements and to ensure the needs of all learners are being met. There are policy statements on all subjects taught. Parents are welcome to borrow a copy of any policy and can meet with the Head Teacher to discuss any aspects of the work of the school.

The Curriculum

The pupils are taught the subjects of the New National Curriculum which is the legal requirement for all primary schools from September 2014. This includes English, Mathematics, Science, Computing, Religious Education, History, Geography, Physical Education, Design & Technology, Music, and Art and in KS2, a modern foreign language (Spanish).

The school’s curriculum aims are:

* To have high expectations of the children in all aspects of their learning and behaviour.
* To ensure that each child reaches their full potential in all areas of the curriculum with particular emphasis in key skills, to equip them to both live and work in the rapidly changing world.
* To prepare the child, by example and instruction, for his/her future role as a contributing and valued member of society.
* To develop the child’s confidence and development through tasks appropriate to his/her ability.
* To encourage social awareness and positive contribution to group, class and school.
* To meet the emotional needs of the children and to provide care and guidance as appropriate.



**English**

English is delivered each day and these lessons place emphasis on learning and applying skills in reading and writing. There is a greater emphasis on spelling and the correct use of grammar and punctuation. Spoken English is also a feature of the new curriculum expectations in English. Opportunities for the application of English skills are also planned across other curriculum areas.



**Mathematics**

In a similar way Maths aims to give the children a clear understanding of number with an emphasis on mental strategies and problem solving and applying maths knowledge and skills in real life, everyday contexts.



**Science**

Science teaching develops the children’s understanding of the physical and natural world around them, encouraging them to make hypotheses, test their ideas and reach conclusions. There is a focus on practical and problem solving skills covering aspects of biology, chemistry and physics.



**Computing;**

There is a range of devices in school – laptops, tablets and stand alone PCs, all part of a networked system linked to the internet. Pupils use computers to research and present aspects of their learning across the curriculum. The new computing curriculum enables the children to learn, develop and apply coding skills throughout school. E safety is an essential element of our curriculum, ensuring our children stay safe in an increasingly digitised society. We also run e safety workshops for parents to enable them to keep pace with potential risks in internet use.

Each classroom has an interactive whiteboard and a projector.



**Humanities;**

History and Geography are usually taught through a themed learning topic over a term or half term and used as a vehicle to apply basic skills learned in English, and to a lesser extent, maths.

The choice of topics fulfils the statutory requirements of the new National Curriculum and every effort is made to provide a broad and balanced curriculum which promotes excellence and enjoyment.





**Religious Education**

The school follows the agreed Salford Local Authority syllabus for RE, which teaches the children about a range of religious beliefs and customs, with a focus on Christianity. A copy is available to parents on request.

Parents have the right to withdraw their children from R.E. and should send a letter to the Head Teacher, Ms Fielding, with their request.

**Physical Education.**

All the children must have the school PE kit for lessons. Parents are asked to provide black shorts, a white t-shirt and black pumps for these lessons.

Trainers are not suitable for indoor lessons as they are a hazard on the equipment, but they may be worn for outdoor activity. P.E. is part of the National Curriculum and unless there is a medical reason, supported by a note from parents and/or medical practitioner, all children will take part.

Pupils in Year 4 have swimming lessons from September at Walkden pool. As with other aspects of PE, a child will only be excused for medical reasons supported by a letter.

**Children with Special Educational Needs & Disabilities;**

Teachers continually assess children’s progress and identify those experiencing problems with their learning. It may be addressed by a short term intervention plan which enables the child to ‘catch up’ and ‘keep up’ and will be delivered as part of the daily classroom practice. Intervention plans are regularly reviewed to ensure they support the progress of the child.

Some children have greater difficulties - this may be a specific learning problem, or a more general one. Upon identifying that a child has a difficulty, the teacher consults with the school’s Special Educational Needs Co-ordinator (SENCO), Mrs. Lane . The child may then be subject to the SEN Code of Practice and placed on the school’s register of special needs. Parents will be kept fully informed. An Education & Health Care Plan (EHCP) is written, designed to meet the individual learning needs of the child.

If, after a set time, there is no improvement, the child may be referred for more specialist assessment and intervention. At each stage the parents of these children are consulted about any actions taken. Regular review meetings are held in school to which Parents and Carers are invited.

Further details of the school and Local Offer for SEND are available on the school website www.whartonprimary.co.uk



**General Information**

**School times, Punctuality and Absence**



**School starts at 8.30am.**

Lessons begin at 8.30am., immediately after registration.

The morning session ends for the Infants at 12 noon, and 12:15 for the Juniors for lunch.

The Juniors begin their afternoon session at 1.00pm and the infants at 1.15pm,

The school day ends at 2.30pm.

It is very important that children are punctual each morning as the lessons

begin very soon after the children enter school. Any latecomers must

report to the school office and sign in.

Latecomers will miss the introduction to the lesson and this may lead

to misunderstanding and the need to “catch up”. Experience has shown

that persistent lateness has a detrimental impact on learning.

Punctuality and the reasons for lateness are monitored.

Parents have the legal responsibility to ensure that their children attend

school. If your child is absent, the school must be informed from the first

day of absence by phone, e-mail or in person.

There is a full explanation of the school’s attendance policy which is sent

to parents and carers at the start of each school year and is available on our

website.

Where there are unauthorised absences, the school’s Education Welfare

Officer will be informed and will become involved in improving attendance.



**Requests for Absence during Term Time;**

From September 2013, at the Governments direction, absence during term time for Holidays will not be authorised.

Term time absence may be authorised for exceptional circumstances at the discretion of the Governing Body. Such requests will be considered on an individual basis.

Any request for term time absence must be made by completing a form,

available from the school office.

Any unauthorised term time absence may be subject to a fine.

**Medical Appointments**

If your child has to leave the school premises during the school day to

attend an appointment at the doctor or dentists, please inform school by

letter, email or telephone, including details of who will be collecting the child and

whether he/she will be returning on the day. Any letter or appointment

card that is sent to you should be brought to the school office to copy for our

records.

**Medicines**

In some cases medicines can be administered by senior staff. Parents

must complete and sign an “Administering Medicines Form” which is available

from the school office.

Medicines – prescribed and over the counter - should be sent in the original

packet which includes the pharmacy label with child’s name and dosage.



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**Valuables;**

We actively discourage pupils from bringing in items of any value to school and mobile phones, ipods or any other personal electronic items are not permitted. If under exceptional circumstances a mobile phone needs to be brought in, an accompanying letter, from parent or carer, should be sent to school. The phone will be kept in a locked place until the end of the school day.

Other items brought into school are the responsibility of the child who brings them. School staff will endeavour to create an environment where personal and school property is respected and looked after, but we are not responsible for the items should they go missing or get damaged.

If a child loses an item or something of their own gets damaged during school time, staff will make every effort to find lost items or take action if damage was caused wilfully, but school will not be responsible for replacing these items.

If a personal item is lost or damaged at school, parents should always bring the matter to the attention of the class teacher so that school can attempt to resolve the situation appropriately.

 

 **School Meals**

Dolce are our appointed school dinner providers. Parents/carers will receive an email from school grid on how to set up a child’s account & meals can be pre-ordered at home.

School meals cost £10.75 per week (£2.15 per day) for Nursery children and £11.25 per week (£2.25 per day) for children in Years 3 – 6. Meals should be paid for in advance of the meal being taken. **Reception, Year 1 & Year 2 children do not pay for school meals.**

**If you are eligible for free school meals, please contact Salford Gateway on 0161 793 2500 to apply or visit the Salford council website** [**https://www.salford.gov.uk/schools-and-learning/free-school-meals/**](https://www.salford.gov.uk/schools-and-learning/free-school-meals/)

If your child has a packed lunch, please ensure the bag is labelled with the child’s

name & class. No fizzy drinks or glass bottles please.

**Playtime Snacks** 

Toast is available each day in both the Infant and Junior departments.

This is to be paid in full for the term (before term starts) via ParentPay.

In addition, fruit is available each day, free for the Infants. The Junior’s can buy

fruit and bottled water at afternoon break.

Parents are welcome to provide an alternative healthy snack if preferred.

Chocolate or sweets should not be brought in as a snack.



The school also provides chilled filtered water, which is available for the children throughout the day. A named plastic water bottle should be provided so that children can refill them during the day.

**Health & Safety**

The school will ensure the safety of all pupils, employees and visitors at all times. The Health & Safety Policy is available upon request.

Fire drills are held each term, together with regular checks on the fire alarm and extinguishers.

All accidents are recorded and first aid given when necessary by one of the members of staff that have been trained. All EYS staff have been trained in Paediatric First Aid.

Risk assessments are carried out for all activities, including visits outside of school. The school follows the Local Authority guidance on Educational Trips and Visits.

To minimise risks, parents are asked to follow these simple guidelines:

* Do not send your children to school too early. If they have an accident in the playground, there may not be a member of staff to assist them. There is a Breakfast Club from 7.30am which can be booked via ParentPay and there is supervision on the Junior playground from 8.15am.
* Children should wear sensible footwear. All children are naturally active and run about during their playtimes. Please ensure that heels on shoes are flat and that any straps are secure.
* No drinks in glass bottles or containers.
* Children who have packed lunches should not bring vacuum flasks with glass insides.
* If your child wears earrings, they should be studs only.
* Dogs must not be brought onto the school premises.



**Uniform**

The school uniform is as follows:

White blouse/shirt or polo shirt

Grey skirt or grey trousers

Red jumper, cardigan or sweatshirt

Black flat shoes (no trainers)

Summer wear – red check dress/grey shorts

Ties are optional and available from the School Office.

The school logo is available in the form of an iron-on badge, again available from the school office.

If pupils arrive at school in non uniform footwear, a pair of black pumps will be provided for them to wear that day.

A white t-shirt, black shorts and pumps should be provided for P.E. lessons. Please ensure that the children have P.E. kit for lessons and should be available as teachers take the opportunity for additional PE activities at other times during the week.

In the interest of health and safety, jewellery should be kept to a minimum. Watches may be worn and children who have pierced ears should wear studs; no hoops. No other jewellery is permitted.

Ear-rings need to be removed for PE and swimming lessons.



**Parental Involvement** The school needs the involvement of all parents and carers so that the children can achieve their full potential. This can be done in many ways:

* Provision of a quiet and suitable place at home to complete any homework tasks that the children may be given.
* Regular reading with your child – daily if possible.
* Attendance at parents’ meetings held during the course of the year.
* Co-operation with school if any individual needs or difficulties are identified. Parental support at such times is vital.
* Ensuring that the children attend school and are punctual each morning.

**Educational Trips and Visits**

Children learn and benefit from first hand experiences and during the course of the year, educational visits may be planned for your child’s class. As transport and admissions costs are high, they are subsidised by school. Without parental contributions towards the cost, these trips could not continue.

In the Juniors, the children have the opportunity to take part in a residential outdoor activity trip. The older children go to Lledr from Monday to Friday and the younger children have a 2 night stay at Prestatyn.

**Complaints**

If any parents have a complaint regarding a member of staff, these should be made to the Head Teacher. The Head Teacher will investigate the complaint fully and report back to the parents what action, if any, will be taken.

A complaint about the Head Teacher should be made in writing, to the Chair of Governors, and sent to school for their attention.

A copy of the Full Complaints Policy & Procedures is available on the school website.



**Wharton Primary School**

**Term Dates 2022 – 2023**

|  |  |  |
| --- | --- | --- |
| **Term** | **School Closes** | **Return to School** |
| Autumn Term Starts |  | Tuesday 6th September  |
| Autumn Half Term Break | Friday 21st October  | Tuesday 1st November   |
| Christmas Break | Wednesday 21st December  | Wednesday 4th January  |
| Spring Half Term Break | Friday 17th February  | Monday 27th February  |
| Easter Holidays | Friday 31st March | Monday 17th April  |
| Bank Holiday | Friday 28th April  | Tuesday 2nd May |
| Summer Half Term Break | Friday 26th May  | Wednesday 7th June  |
| Summer Break | Thursday 20th July  |  |

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 Little Hulton

 Salford

 M38 9XA

 Headteacher: H Fielding

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email: Wharton.primaryschool@salford.gov.uk

**Encompass Awareness**

Dear Parent/Carer,

Re: Operation Encompass

The school has been given the opportunity to take part in a project that will run jointly between schools and Greater Manchester Police. This is called Operation Encompass.

This means that if police are called out to a domestic abuse incident the school will be notified so that they can care for your child’s needs the following day. Operation Encompass has been designed to provide early reporting to schools of any domestic abuse incidents that occur outside of school but which might have an impact on a child attending school the following day. This information will be shared on school days during the school term. When incidents occur on a Friday, Saturday or a Sunday, the police will contact the relevant school the following Monday.

A nominated member of school staff, known as a Designated Safeguarding Lead, will continue to be trained to liaise with the police. At Wharton Primary it is Ms Fielding or Miss Thompson. They will be able to use information that has been shared with them, in confidence, to ensure that the school is able to support children and their families. Information will be shared where it is identified that a child or young person was present, witnessed or was involved in a domestic abuse incident.

We always endeavour to offer the best support possible to our pupils and believe that Operation Encompass is going to be beneficial and supportive for all concerned.

Some information about Encompass is included in this letter but if you would like more information about this initiative please feel free to contact either myself or Miss Thompson. You can also contact us using the school mobile 07895770511 or email us at wharton.wellbeing@salford .gov.uk.

Thank you for your continued support.

Helen Fielding

Headteacher