King's Meadow School

KIND MOTIVATED SUCCESSFUL

King's Meadow School Parent Handbook 2022/2023

Welcome to our School from the Headteacher

Dear Parents/Carers,

I am very pleased to welcome you to King's Meadow School. We are a large, thriving, primary school at the heart of Bicester town. We are a 'good' school where each child is valued, and strong relationships are developed between all children and adults, based on respect and understanding. We believe that each child has their own unique talents, and we aim to help every child to reach their potential in all areas of school life – academic, social, physical and spiritual. We have 451 pupils in 16 classes that are organised into Early Years, Key Stage 1, Lower Key Stage 2 and Upper Key Stage 2. Each phase is ably led by a member of the Senior Management Team.

We offer an exciting and inspiring curriculum that stimulates and engages our pupils. We supplement the curriculum with educational trips, visitors to the school and termly curricular themed days and weeks. Specialist teachers visit the school to offer instrumental lessons. We offer Wrap around Care from 7.30 am until 6.00pm. In addition we have a varied after school programme of activities. We have strong links with the local community and we participate in the sporting, artistic and educational opportunities that are offered by the Bicester partnership of schools. As the head I am constantly looking for opportunities to build on the numerous existing strengths of the school, as we continue our journey towards providing our children with an 'outstanding education'.

We were recently recognised as 'amongst the top 3% of primary schools in the country'- by Rt Hon Nick Gibb, Minister of State for School Standards. Please refer to the school website to see the letter that we received about this in January 2020.

If you think that this may be the school for your child then please come along and meet me. I can give you a tour of our wonderful school and explain our ethos in detail. I look forward to meeting you soon.

This handbook is to be read in conjunction with the school website to cover all areas of school life. I hope that it will help you and your child with the transition to school and to gain an understanding of life at King's Meadow.

Mrs Lindsay Daulton

L J Daulton

Headteacher

King's Meadow Primary School

Shakespeare Drive, Bicester, Oxfordshire, OX26 2GS

Tel: 01869 323525

E-mail: office.2210@kings-meadow.oxon.sch.uk

https://kings-meadow.oxon.sch.uk/

Ethos, Values and Vision

Statement of Aims

At King's Meadow School we aim to live as a peaceful, courteous and healthy school community, where trust, concern and respect for others are important. We are committed to developing each child's intellectual, creative, social, spiritual and physical potential within an attractive, happy and caring environment preparing them for the world beyond school.

K **Kind**	**.M** **• Motivated**	**S** **Successful**
• Happy school • Children Enjoy Learning and Helping Others • Every child matters • Eco-friendly • Lessons are Fun • Healthy lifestyle choices • Respect for fellow pupils, staff and our wider community	• Growth Mindset is apparent in all we do • Celebrate success • Children are encouraged to 'Be the Best you can Be' • Enrichment of the whole child • Embrace new and emerging technology • Committed to improve • Everyone aims high	• Academic excellence • Inclusive • Everyone plays a part in our team • Sporting champions • Talented musicians • Local, county and regional dancing winners • Talent is recognised, nourished and celebrated

Together We Are KMS

School Organisation

At present there are 411 children aged 4 - 11 years at the school. In addition 40 children attend the nursery.

Year Groups and classes have the following names

Foundation Stage

Nursery- Duckling Class- age 3 - 4

Reception- Bluebird, Red Kite & Yellow Wagtail Classes - age 4 - 5

Key Stage 1

Year 1- Kingfisher & Puffin Classes- age 5 - 6

Year 2- Swan & Flamingo Classes- age 6 – 7

Lower Key Stage 2

Year 3- Lion & Giraffe Classes- age 7 – 8

Year 4 – Eagle & Penguin Classes- age 8 – 9

Upper Key Stage 2

Year 5 – Leopard & Snowy Owl Classes - age 9 – 10

Year 6 – Elephant and Dolphin Classes- age 10 – 11

When children move on from Y6 to Y7 (Secondary School) they will move in to KS3.

King's Meadow School Staff
2021/2022

veadteacher	Deputy Headteacher	Assistant Headteacher	SENCo
Mrs. L. Daulton	Mr. R. Laurie	Mrs. M. Ward	Miss L. Golden
Office Staff	**Business Manager**		
Mrs. A. Lee	Mrs. A. Hargreaves-Hands		
Mrs. S. Stanway-Shaw			
Miss N.Vintner			
Foundation	**Key Stage One**	**Lower Key Stage Two**	**Upper Key Stage Two**
Teacher	Teacher	Teacher	Teacher
Ms. K. Rainer	Miss. B. Roche	Mrs. J. Toes	Mrs R. Powell
Miss. S. Nicholls	Miss. S.Smith	Mr. G. Hutchinson-May	Mr. R. Cox
Miss. H. Meyer	Ms. T. Chevis	Mr. S. Roberts	Miss. J. McGuire
Mrs. C. Spearman- Nursery	Miss R. Ryczowski	Mrs. V. Woodward	Ms. H. Scott
	Mrs. S. Knights	Mrs. N. Newton	Mr. R. Knights
Support Staff	**Support Staff**	**Support Staff**	**Support Staff**
Mrs. S. Fowler – Early Years Practitioner	Mrs. E. Biggs	Mrs. L. Bell	Mrs. L. Morgan
Mr. T. Hankins	Miss. S. Stevens	Mrs. S. Devaney	Mrs. J. Chaundy
Mrs. E. Cox	Mrs. S. Devaney	Mrs. J. Smith	Mrs. V. Merrett
Mrs. M. Holt	Mrs. L. Walsh	Mrs. V. Targus-Stone	Mrs. J. Hughes
Mrs K. Peacock	Mrs. J. Farrell	Mrs. S. Watson	
Miss. B. Kilby		Mrs. D. Tugwell	
Mrs. E. Upton		Mrs. D. Herring	
Mrs. Y. Jordan		Miss. R. McCarthy	
Mrs. L. Sutton			
Premises			
Mr. T. Chambers			

Governing Body

The Headteacher and three representatives of the staff are governors along with three elected Parent Governors and five Co-opted Governors.

Governor	Date of Appointment	Term of Office	Appointment Type
Lindsay Daulton	01.09.2015	Ongoing	Headteacher
Valerie Laing (Joint Chair)	16.05.2019	4 Years	Co-opted Joint Chair
Laura Lewis (Joint Chair)	18.06.2019	4 Years	Parent Joint Chair
Richard Cox	18.10.2021	4 Years	Staff
Claire Starkey (Vice Chair)	21.11.2018	4 Years	Co-opted Vice Chair
Michala Ward	05.10.2017	4 Years	Co-opted
Nick Dolden	28.01.2021	4 Years	Co-opted
Margaret Lloyd	23.09.2021	4 Years	Co-opted
Betony Harbottle	29.09.2022	4 Years	Co-opted
Annabel Williams	29.09.2022	4 Years	Parent
Richard Laurie	12.03.2019	4 Years	Associate

Admissions Policy

Our Admissions Policy can be found on the school website.

https://kings-meadow.oxon.sch.uk/admissions/

Please be aware that admission to our Nursery does not guarantee a Reception place at the school which must be applied for separately via Oxfordshire County Council.

Access to Relevant Documents & School Policies

Copies of school policy documents and approved minutes of the most recent PTA meetings are available on the school website. Copies of children's reports are held at school if parents wish to consult them.

Ofsted Reports & Performance Tables

King's Meadow School was last inspected by Ofsted in June 2019 and was rated as a 'Good' school. The details of this visit can be located on the school website under the heading 'School Information' along with a link to the latest DFE performance tables.

Attendance & Absence

Information regarding Attendance can be found on the school website.

https://kings-meadow.oxon.sch.uk/information/parents-information/

Punctuality:

To support your child to gain the greatest benefit from their education it is vital that they attend regularly and on time. The morning bell sounds at 8.45am and school begins promptly thereafter.

Reporting Absence:

If your child is unable to attend school please contact the school office by e-mail on office.2210@kings-meadow.oxon.sch.uk or by telephone on 01869 323525 by 9am on each day of absence.

Where a child has been absent from school and we have not heard from you, a courtesy call will be made. We follow a 'First Day Absence Protocol' to ensure that your child is appropriately safeguarded.

If your child has been sick or experienced diarrhoea as per NHS and Public Health England Guidelines, your child should remain off school until 48 hours following the last bout of sickness or diarrhoea. For any other illness please check the NHS Choices website for details.

Absence Request:

Please complete a 'Request For Term Time Absence Form' for all known absences except for medical appointments. This form can be requested from the school office or located on our website. Since September 2013 Government amendments to legislation no longer entitle parents to remove their child from school for a holiday during term time. Holidays during term time will not be authorised unless there are exceptional circumstances. This policy applies across the school including for those children attending our Nursery. Please advise the school in advance of any medical appointments.

Behaviour Policy

Our behaviour policy is based on mutual respect, respect for ourselves and respect for others. Pupils are expected to uphold our values, which encourage an extremely high standard of behaviour. We expect that children will behave in such a way that they will always be excellent ambassadors for the school and their parents. It should be noted that the standard of discipline at the school is extremely high, the children, staff and parents having a high regard for each other and each other's property. At King's Meadow School we build a high level of respect through building strong relationships. All classes will use the Going for Gold Reward Chart which can be linked to school and classroom rules and enable all members of staff to reward or sanction children across the school. We also encourage and reward positive behaviour with 'Fun Time Friday' each week. We expect parents to support the school behaviour policy and the teacher's professional judgement. Full details of the school's Behaviour Policy can be viewed on the school website.

School Safety

The gates are locked between 8.50 am and 3.05 pm each day to ensure children's safety. Please use the main front gate and report to the office if you need to come into school during the day.

No dogs or smoking on the school site please.

School Safety (Continued)

The School cannot be held responsible for children playing on the playground equipment before or after school. Please ensure that your children are supervised and do not access play equipment before and after school.

Safeguarding

At King's Meadow School staff and governors are committed to the development of good practice and sound procedures to ensure all safeguarding children concerns are handled in a professional and sensitive manner in accordance with the latest guidance and legislation. Our policy has been developed in accordance with the principles established by the Children Act 1989; and in line with the following:

"Keeping Children Safe in Education 2022 Part 1"

"Working Together to Safeguard Children 2019"

Oxfordshire Safeguarding Children Board guidelines

At King's Meadow Primary School, our Governing Body/Senior Leadership Team takes seriously its responsibility under Section 11 of the Children Act and duties under "Working Together to Safeguard Children 2019" to safeguard and promote the welfare of children; to work together with other agencies to ensure adequate arrangements exist within our setting to identify and support those children who are suffering harm or are likely to suffer harm.

We recognise that all our staff and governors have a full and active part to play in protecting our pupils from harm, and that the child's welfare is our paramount concern. Our school should provide a safe, caring, positive and stimulating environment that promotes the social, physical and moral development of the individual child, free from discrimination or bullying, where children can learn and develop happily.

Our policy applies to all our staff, governors and volunteers working in our school and has been written in line with Keeping Children Safe in Education 2022

All staff receive Level 1 Safeguarding training and know what to do in the event of a safeguarding concern.

If a child makes a disclosure to a member of staff, as dictated by the Government and county council policy, the designated Safeguarding Officer may need to report this for further investigation to Social Services. Parents are expected to work alongside Social Services and the school to support the safeguarding of their child.

To support us in keeping your child safe, please be aware of the following points:

Should you need to collect or return your child to school during school hours, please note that the main entrance to the school will be locked at all times. Please report to the school office immediately upon reaching the school. Please inform the school office before collecting/removing your child from school.

For security reasons all visitors to school sign in using our online signing in system . Here their identity will be verified by the office staff and they will be issued with an identification badge

Full details of our Safeguarding Policy can be viewed on the school website.

First Aid

All staff receive Emergency First Aid in School Training. A number of additional staff have Paediatric First Aid Training (Staff in Early Years and WAC Staff).

We like to know where parents can be contacted during school hours, especially if both parents are working. Please give us any alternative address or telephone number to be used in an emergency. The name of your family doctor is also of use to us under certain circumstances. It is important to tell us of any disability or re-curring illness (for example; deafness, weakness resulting from a major operation) which may have an effect upon your child while in our care.

In the unfortunate event that your child is injured during the school day, they will be issued with a yellow or red form which explains what has happened and how it has been dealt with. Parents will always be informed of any serious incidents and all head bumps. This is precautionary, just in case of concussion.

Medicines

In order to comply with regulations laid down by Health & Safety at Work Act, schools are being advised that any medication required during the school hours should be administered by parents/carers. We will, however, administer prescribed medicines and medicines for chronic illnesses such as asthma, diabetes, epilepsy, etc. as instructed. A medical consent form must be completed with full details of medical condition and this must be discussed with the School Office.

Medical Conditions

If your child has a medical condition please ensure that this is detailed on your child's enrolment form. Certain conditions may require a care plan in place, this will be discussed on an individual basis.

Special Education Needs

At King's Meadow School we are fully inclusive. We recognise that some children will have particular learning and assessment needs which may require additional support to enable them to reach their full potential. This includes children with special educational needs, disabilities, social and economic factors, English as an additional language, or children who are gifted and talented in a specific area of learning. For these individuals, or groups of children, our approach to teaching and learning includes making 'additional to' or making 'different from' provision. This will enable children to participate effectively at their own level in the curriculum and assessment activities.

If there is anything that you feel we should know, please speak with your child's class teacher as soon as possible.

Pastoral Care and Mental Health Support

Here at King's Meadow, we have a passion for supporting the 'whole' child this includes the importance of supporting your child's mental health and well-being. There are many whole-class strategies we use on a day-to-day basis to support this including: practising Mindfulness weekly, having 'class-chat' boxes and daily check-in system as well as many more. Further to this, we have also developed strong links with the Mental Health Support Team, whereby children can be referred to seek further support with their anxieties or struggles they may be experiencing. We also now have two qualified Emotional Literacy Support Assistants, who work 1:1 with children or in a group capacity to develop a child's emotional understanding and well-being through fun activities if needed.

Break, Dinner & Session Times

School starts at 8.45am, the bell will sound at 8.45am for children to line up and be collected by their class teacher. It is at this point when the school becomes legally responsible for the children. Parents are responsible for their child's well-being until 8.45am and all children other than those in years 5 & 6 must be supervised by an adult until this time. Parents are politely requested to leave as soon as their child has been handed over to the class teacher.

School opens at 08.45

Morning Session 08.45- 12.00

Morning Assembly 10.30—10.50

Morning Break 10.50- 11.10

Lunch 12.00 - 13.00

Afternoon Session 13.00 - 15.10 (Nursery 15.15)

Break times will be taken outside if the weather is fine. In wet weather, pupils may need to play in the classroom. Children are encouraged to take toilet breaks during their break times. Nursery and Reception children have access to toilets in their classrooms for their use throughout the day.

During break times children can help themselves to water from their named drinking bottles ,and bowls of fresh fruit snacks are provided to children in Nursery, Reception and KS1.Children in KS2 are encouraged to bring in a piece of fruit for break time, other types of snacks are not permitted. Children in Nursery and Reception also have access to milk throughout the day.

Late Arrivals

Children arriving after registration at 8.45 are asked to enter by the front of the school and register at the office. It is imperative that all late arrivals sign in for safeguarding purposes. If you are aware in advance that your child will be late, please make the office staff aware.

End of School day

The school day for all children other than Nursery ends at 15.10. At the end of the school day all children will need to be collected by parents and carers from their classroom teacher. In the interest of safeguarding, please support your child's class teacher by informing them in advance if they are being collected by someone else. It would be appreciated if you could avoid passing these messages through the office at short notice unless in an emergency.

Late Collections

If you are going to be late please ring school as soon as possible. The school reserves the right to transfer children who are not collected on time to our after school club 'Koala Club' and charge parents for the use of this service.

Children Walking Home Alone

Children in Year 5 and 6 may walk home alone from school, however parental permission is required in writing. Permission forms are sent out at the start of each academic year. If you wish to change your permission part way through a year, please ask the school office.

School Lunch

A delicious hot lunch, made on the premises, is served daily in the school hall. A two course hot school lunch is available free each day under the Universal Free Meals initiative for Reception to Year 2 children. School Lunch costs £2.40 per day for children in Nursery and Years 3-6. All lunch orders are to be made through the school's online payment system - ParentPay, even those which do not require payment. This will assist the catering team in ordering and preparing the correct amount of meals each day.

You may wish to discuss school lunch options with your child prior to the school day as they will be asked to make their own selection from the choices available. Children are encouraged, not forced, to eat the savoury food first , and to eat a reasonable proportion of their food.

The school lunch menu is published online and is updated regularly. Visit our school website as detailed below:

https://kings-meadow.oxon.sch.uk/information/parents-information/lunch-menus/

Some children in KS2 are eligible for Free School Meals. If you think your child may be entitled to Free School Meals please ask at the school office for details.

Alternatively, children may bring a healthy packed lunch. Children are not allowed to swap or try food from any-one else's lunch box. Any food not eaten from packed lunch boxes will be brought home so that you are able to see what is being eaten. If staff are concerned about a child's eating habits, we will inform you.

NO NUTS OF ANY KIND are allowed (including Nutella and peanut butter)

If your child has any kind of special dietary requirement or allergy please ensure that this is detailed on the en-rolment form and that the school office are made aware. If your child will be eating a school meal we would also ask you to complete a 'Medical Diet Application Form' for our catering team. Without the completion of this form and confirmation from your child's doctor we cannot guarantee that we can supply a menu that is suitable for your child. Please be aware that if your child has a special dietary requirement and changes from a packed lunch to a school meal, it is your responsibility to make the office aware and ensure that the correct form has been completed in advance.

Water Bottles

All children are encouraged to bring in a named water bottle from which to drink during the day. These should only contain water and children will not be permitted to drink anything other than water during lesson times.

Personal Possessions & Mobile Phones

No personal possessions are permitted in to school. This includes mobile phones.

Koala Club - Wrap Around Care – Breakfast and After School Club

At King's Meadow School we have further strengthened our care provision by providing breakfast and after school care clubs for children who attend our school. The Breakfast Club operates in the school hall from 7:30am and the After School Club operates in the ICT Suite until 6:00pm.

Our Wrap Around Care (WAC) is run by a team of dedicated and highly qualified staff from the school, and the atmosphere is friendly, happy and secure. It is available to children from Reception to Year 6.

In case of emergency, if you need to contact WAC outside normal school hours please call: 07526 553508

Our goals

The ethos of the club is 'free play and fun' in a safe and comfortable environment. The club is not a substitute for school – children have had a long day learning at school, and they need to be able to unwind and have fun. The emphasis is on play as this is the most natural way that children learn about themselves and the world around them. Children will be encouraged to take part in physical activities outside, weather permitting, and will also be able to choose from a wide range of games and activities indoors for all ages.

Children can complete their homework during this time, however the decision is up to the individual child. We will not force them to carry out their homework as the club is about their choice.

Breakfast Club (BC)

Breakfast Club will start at 7:30am and children can be dropped off at any time from 7:30am onwards using the main entrance. Children must be registered with a member of staff before the person who drops the child off leaves. A range of activities will be offered to the children, and a healthy breakfast will be served until 8:20am, after which food will not be served in order to allow staff time to clear food and clean before the start of the day. The breakfast menu will include cereal, toast, yoghurt and fresh fruit.

Children in Reception and Years 1 & 2 will then be taken to their classrooms by staff, and children in KS2 will go to class independently.

After School Club (ASC)

The children will come to the After School Club either directly from school at the end of the day, or at 4:20pm after having attended any extra-curricular activity clubs at the school (part session). Children in FSU and Years 1 & 2 will be collected by staff, and children in KS2 will be released by the class teacher and will make their way independently. On arrival, children will be checked in on the register.

A healthy light tea will be served, for example, wraps, sandwiches, cheese and crackers along with fresh fruit. Children can be collected from the ICT Suite door at the front of the school any time up to 6.00pm.

Koala Club- Wrap Around Care – Breakfast and After School Club—Fees

A one-off £10 registration fee per child is payable for your child to be registered to attend either the Breakfast Club or After School Club.

For Breakfast Club, the cost is £5.50 per child per session. After School Club (full sessions) cost £12 per session and part sessions (where a child is attending an after school activity first) are £10 per child per session.

The full charge is applicable for all bookings, and charges will not be adjusted for parents dropping off or picking up their children part way through the session times.

It may be necessary to change fees from time to time however parents/carers will be given suitable notice.

A late fee of £25 per hour (or part hour) will be chargeable if parents arrive after 6.00pm to collect their child. This is to cover the cost of two members of staff staying behind to look after your child.

Care is provided term time only. Bookings can be made at short notice if spaces are available and if you have completed your registration form and paid a £10 registration fee. No booking can be taken unless you are registered. A £1 per child, per session late booking fee will be applied for all bookings taken after the booking deadline. Full details and information pack can be found on the school website.

We are pleased to advise our parents that King's Meadow Primary School is able to accept childcare vouchers and the government's Tax Free Childcare Scheme to pay for Wrap Around Care. Please speak to the school office for further information.

After School Activities

We have a range of after school clubs on offer, depending on the term these may include; netball, cricket, tennis, computing, gardening, film club, cookery, drawing and chess club. Musical lessons include choir and recorder and these activities take place at lunch time or after school.

The school make a small charge for all after school clubs. The current rate is £2 per session for most clubs and helps to fund resources and pay for coaching. Occasionally it may be necessary to charge more than this in order to cover the cost of materials. Childcare Vouchers and the government's Tax Free Childcare Scheme can be used to pay for after school activities.

In addition to the clubs run by the school we also have a range of clubs run by experienced teachers/coaches that your children are invited to attend. These may include Football, Gymnastics & Zumba. Charges for these clubs are set by the external providers.

Uniform & Equipment

At King's Meadow School we expect that all children will arrive at school neat and tidy and wearing suitable clothing. Please ensure that all items are clearly marked with your child's name to help with the identification of lost property.

Our compulsory uniform consists of:

A pair of sensible black school shoes

A white polo shirt / white blouse / button-up shirt

A navy blue sweatshirt (logo optional) or cardigan

Black or dark grey trousers, skirt or tailored shorts (smart culottes are also acceptable) or pinafore dress

Plain tights (grey, navy or black)

A Navy/blue 'gingham' summer dress

School fleece (optional)

A coat or waterproof jacket

Children will also require a school Book Bag that they should bring to school each day.

Polo shirts, sweatshirts and cardigans which are manufactured with the school logo embroidered on the front can be purchased from Price & Buckland online (our uniform provider).Please visit pbuniform-online.co.uk/kingsmeadow to view the selection available. The school PTA also runs a second-hand uniform shop, which stocks a range of good quality used items.

Please be aware – It is not compulsory for school uniform to carry the school logo. However, uniform containing the school logo does increase a sense of pupil identity with the school and can make it easier for parents to decide what is/is not appropriate for school uniform.

The following items of clothing are not appropriate school uniform:

Jeans or skinny jean like trousers

Patterned tights Leggings (either instead of trousers or instead of tights)

Tracksuit bottoms

Hooded tops (either worn instead of school jumpers or as coats)

Flip flops

Shoes with high heels or wedges

Slippers

Trainers

PE Kit

Children should come to school on their allocated P.E days wearing the appropriate P.E kit. All children from Year 1 upwards will require a P.E kit consisting of:

A plain white T-shirt or navy KMS Sports Team Top (available from Price & Buckland)

Blue or black shorts

Plimsolls for indoor use

Training shoes for outdoor games

Plain blue or black tracksuit trousers and warm top for outdoor games.

The following items of clothing are not appropriate to wear as PE kit:

Replica football kits

T-shirts with large logos

Hi-top trainers

Swimming

Children in Years 4 & 5 also require a swimming kit which should include:

A one-piece swimming costume for girls

Swimming trunks or shorts for boys (long shorts are not suitable as these make it more difficult for children learning to swim)

A towel

A swimming hat

Swimming goggles can be worn by children who suffer eye irritation from the chlorine or if they struggle to submerge their head in water. Please ensure that they are correctly fitted at home and that the class teacher is made aware.

We also ask that all items of clothing or footwear are clearly marked with the child's name.

Jewellery

The only jewellery that is permitted at school is one pair of simple stud earrings and/or a wrist watch. Children wearing necklaces, wrist bands, bracelets etc. will be asked to remove them.

A local authority regulation also forbids the wearing of jewellery in schools for physical activities, including PE and games lessons and also swimming. If your child has recently had their ears pierced, then please provide 'micropore' tape for them to cover their earrings whilst participating in PE lessons.

Make Up

Make-up of any kind (including nail varnish) is not permitted.

Hair

We would ask you to keep hair accessories simple and avoid items like large bands, bows, flowers and bandanas.

Long hair should be tied back, so that it is not a distraction in the classroom or a safety hazard during PE sessions. This will also help with avoiding the spread of headlice.

We ask for no lines, patterns or words to be shaved into haircuts. No mohicans. No brightly coloured hair e.g. red, pink or blue.

For the vast majority of pupils and parents who adhere to the guidelines, it is fair that these are enforced properly across the school and that incorrect uniform is addressed. If you have any questions or comments, please do not hesitate to contact us

School Council

Who are the School Council?

The School Council is a group of children made up of 4 children from each year group. The year groups range from Year 1 to Year 6. All pupils in Years 1-6 have the opportunity to put themselves forward to become a school councillor and represent their class. Class elections are held and all children have the opportunity to vote at the start of the year. The two children who have the highest amount of votes becomes their class representative within the school council. The children in year 6 lead the meetings, speak in assemblies, and advertise fundraising events in the school.

What does the School Council do?

The councillors go to meetings every Wednesday and take part in discussions. The councillors bring the views of the classmates to the meeting to ensure they are acting as the voice of the children. They also let their class know what was discussed and share feedback. The School Council arrange fundraising activities for charities such as Comic Relief, Children in Need, Sports Relief and the Poppy Appeal. They also come up with ideas on how to improve the school. In the past they have focussed on how to improve playtimes. So far they have introduced more games in the quad, as well as skipping and ball areas on the playground. They have also reorganised how football is played on the field.

Our School Council aims to encourage our children to:

Have a "voice" and to share their opinions and ideas with others

Develop confidence and responsibility and make the most of their abilities

Prepare themselves to play an active role as citizens

Develop healthy, safer lifestyles

Develop good relationships and respect the differences between people

Play an active role in fundraising for charities

House System

The school prides itself on its active House System whereby all staff and students are assigned to one of four houses. The houses comprise of:

Derwent- Yellow

Severn- Red

Thames – Blue

Avon- Green

Younger siblings will be placed in the same house as their sibling already attending the school. We celebrate the successes of all our students who strive to achieve their best in all aspects of their life in school. The House System gives our students this opportunity to be rewarded for efforts and achievement in all areas. Students regularly earn house points for excellent work, positive behavhiour and through inter-house competitions such as the termly Maths Competition and Spelling Bee. Competition between the Houses is fierce and always very

Parent Teacher Association

All parents and carers at Kings Meadow school are automatically a member now that your child has enrolled in the school. It's your association. The Parent Teacher Association is an open community of parent volunteers working alongside the school and teachers to benefit the school and ensure the best educational experience for all its pupils.

The PTA is a small charity that is independent from the school. Parents and care givers have a big impact on how well their children do at school. Taking an active role in your PTA is one of the ways you can make a difference and get involved.

We raise money to fund school initiatives through charity activities and events that the school would not be able to afford otherwise. We provide a social support network for parents We run various events throughout the year for both children, adults and families; from the traditional Christmas and Summer Fayres to Comedy Nights, Film Nights, Discos and lots more. We also hold a second-hand uniform sale throughout the school year. We have our own school lottery with a weekly winner, and we are also registered with Easyfundraising that donates money to the school every time you shop without costing you anything!

So far we have purchased an all-weather running track worth £15480 and have raised a further £6885 for 32 new Chromebooks for the school. These are things that the school budget does not allow for but that enhance every child's school experience.

Although a warm welcome is great, there's more to PTA activities than home baking and serving tea: Any parent can be an active member, and every parent has skills to bring, from graphic design to events management to balancing the books; and from wrapping up lucky dip gifts to handing out flyers! We also have Class Representatives who ensure a good line of communication

If you have any questions or would like to speak to a committee member about helping next year you can contact us.

By Email at kingsmeadowschoolpta@gmail.com

On Facebook- search for KMS COMMUNITY

Come to the PTA AGM Meeting in September 2022 – Date to be confirmed.

All payments for PTA fundraising events etc need to be made through **www.pta-events.co.uk/kmspta/**

You will first need to register on the above website. Once you have registered you will only need to login to see what events are coming up and purchase your tickets. More information regarding this can be located on the PTA page of the school website.

Online Payments/ParentPay

King's Meadow Primary School operates a cashless online payment system called ParentPay for all monetary transactions. Parents are issued with a login for each child to enable you to set up an online account as soon as your child starts with us. Any payment for lunches, wrap around care and trips etc is paid for using this system. The school office is happy to assist parents in setting up their account and is available to discuss any difficulties that may arise from this system. For further details please ask at the school office.

Pupil Premium

The school receives additional funding of £1345 per pupil for pupils in families who are in receipt of a number of benefits including: Job Seekers Allowance, Income Support, Child Tax Credit, Uniiversal Credit, Working Tax Credit and a number of other benefits. We can use this funding in different ways to make sure each child has the best education we can provide. It may also pay for particular activities or resources that will benefit the children concerned. Children who are entitled to Pupil Premium are also entitled to Free School Meals.

At King's Meadow school children who are entitled to Pupil Premium may also receive assistance with:

- School Uniform
- School Music Lessons
- School Visits
- Other Extra Curricular Activities

If you think you meet the criteria and would like to make an application then please contact the school office who will provide you with a copy of the relevant form.

During the application process you will be required to provide your name, date of birth, National Insurance Number and information for each child you are applying for.

The school office will be more than happy to advise and help with any enquiries.

Early Years Pupil Premium (EYPP)

The government provides Early Years Pupil Premium (EYPP) additional funding for early years settings to improve the education they provide for disadvantaged 3 and 4 year olds. Early years providers are any organisation that offers education for children aged under 5, including nurseries and childminders. 3 and 4 year olds in state-funded early education will attract EYPP funding if they meet at least one of the following criteria:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (provided they're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on, which is paid for 4 weeks after they stop qualifying for Working Tax Credit
- Universal Credit

Or if

- they have been in local-authority care for 1 day or more in England or Wales
- they have been adopted from care in England or Wales
- they have left care under a special guardianship order or residence order in England or Wales

Children must receive free early education in order to attract EYPP funding. However, they do not have to take up the full 570 hours of early education they are entitled to in order to get EYPP. Children become eligible for free early education at different points in the year depending on when they turn 3. Please note that 4 year olds in primary school reception classes who already receive the school-age pupil premium are not eligible for EYPP funding.

If you feel that your child may be eligible for this additional funding please complete the relevant section of the 30 hour declaration form or contact the school office for more information.

Home School Communication

We greatly value the link between home and school and have found that the education of children is even more successful where this link is strong. We are delighted to involve parents in the life of our school and do so in the following ways:

IRIS ParentMail

https://www.parentmail.co.uk/

At King's Meadow Primary School we use an electronic messaging service called 'ParentMail'. ParentMail is a service used to communicate to parents and we would encourage all parents to download the APP to their mobile phones.

- ParentMail will bring you many benefits such as:
- Messages will get to you reliably and on time instead of being forgotten and lost in the bottom of a school bag.
- We can send messages directly to mums, dads and other carers at the same time.
- Emergency or important information can be sent to by text message, for example; school closures,

Once your child has started with us, please look out for an e-mail link giving you the ability to register for a ParentMail account.

Please be assured that ParentMail is registered with the Data Protection Registrar and guarantees that all information you provide will be kept private and will not be passed on to any other organisation.

Weekly Newsletter

Every week on a Friday, parents of all children will receive via ParentMail, a weekly newsletter from the school. This is the main regular communication to parents about everything that is happening in school and we would encourage all parents to make a habit of reading this document.

Parent's Evenings / Parent Teacher Meetings

During the school year we hold two Parent's Evenings when parents have the opportunity to discuss their children's progress in confidence. These meetings are held in the autumn and spring terms and it is hoped that all parents will attend these meetings. At these meetings the teacher will discuss how well your child is performing in comparison with the national expectations and a brief report on attitudes and personal development. Teachers will make parents aware of children's strengths and targets. We continually assess children in line with National Curriculum requirements and record this information in the child's progress. Our own assessments are complemented by Department for Education and Skills Standard Assessment Tests for Year 2 and Year 6 children, and National Phonics Testing at year 1.

Teacher Discussions

We hope that parents feel that King's Meadow Primary School is a welcoming place and that they feel able to discuss openly with staff any problems or worries they may have regarding their children as they arise. The best time for this is after school, as in the mornings teachers are preparing for the day's activities. For a longer discussion you can also request a call at any time from your child's teacher through the school office by e-mailing office.2210@kings-meadow.oxon.sch.uk or by calling 01869 323525.

Class Assemblies

Each term, children present their learning in assemblies for parents. Parents will be informed of the dates and are warmly invited to attend at 9.00am on a Friday. Tea and coffee will be served at the end.

We welcome the open approach, and will also have various dates throughout the year when parents will be invited in to school to see their childrens work, such as following Art Week and International Week. We also hold regular 'book sharing' sessions for our Nursery and Reception children and parents are encouraged to come in to school to share books and other learning experiences with their children.

Parent Workshops

Parent workshops have been run throughout the year based on feedback requests from parents. Past workshops have included Spelling, Phonics, Mathematics and Internet Safety.

Curriculum Newsletters

Curriculum Newsletters are uploaded to the school website at the start of each main term for all year groups. These can be located under the 'Classes' tab within the relevant year group. We would encourage parents to read these to see what is planned for the term ahead.

School Reports

A full written report will be issued to parents of all children in July.

School Website

https://kings-meadow.oxon.sch.uk/

The school website is a wealth of information and is frequently updated. Please regularly visit the class page relating to your child, which will be updated with spellings, photographs and details of what your child has been doing in school.

Family questionnaire Feedback

You will have the opportunity to provide your feedback anonymously via the Parents' Questionaires issued at regular intervals by our governing body, however we would encourage all parents to regularly let us know how you think we are doing.

Curriculum

At King's Meadow Primary School, we provide a broad and balanced curriculum with a variety of enhancement activities to deepen and support learning to become embedded. We promote the spiritual, moral, cultural and physical development of pupils and aim to prepare them fully for the opportunities, responsibilities and experiences of adult life.

The National Curriculum consists of 11 subjects: 3 core subjects; 8 foundation subjects for primary age children; and Religious Education.

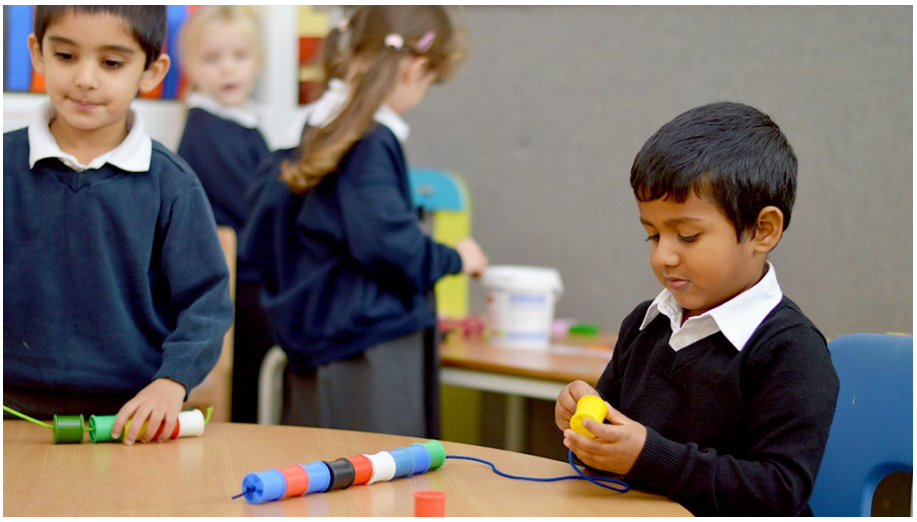
The 3 core subjects are: English; Mathematics; and Science.

The 8 foundation subjects are: Design and Technology; Computing; History; Geography; Music; Art; Physical Education; and Languages.

The curriculum of the school is constantly under review and we are confident that it meets the requirements of our pupils , and develops a lifelong love of learning, as well as important life skills and knowledge. We aim to create learning that will encourage cross-curricular links, to enable the pupils to have the opportunity to apply and embed their skills across the curriculum. Our curriculum includes: English; Mathematics; Topic Work/ Environmental Studies; (History, Geography; Science; Design & Technology / Computing); Music; Art/Crafts; Physical Education; Religious Education; and Personal, Social and Health Education.

We treat children as unique individuals and understand that they develop at different rates. We encourage them to work to their maximum capabilities, to "be the best they can" At a time of constant change in education, it is important that teachers keep abreast of new developments and initiatives by seeking and sharing best practice. Through courses organised by the Local Authority and a variety of other training providers and by schools joining together to share skills and experiences, we know that the teachers at King's Meadow Primary will always be fully prepared to meet the needs of our children and community.

Information about our curriculum can be located on our school website. We publish both the yearly planner and termly curriculum maps for each year group on the relevant page , along with the termly spellings.



Curriculum Across The School

English

English at King's Meadow School promotes high standards of language and literacy, equipping children with a strong command of the spoken and written word. English will teach children to speak and write fluently so that they can communicate their ideas and emotions to others. Pupils will be encouraged to develop a love of literature through widespread reading for enjoyment. Reading will enable pupils to both acquire knowledge and build on what they already know. Pupils will have the chance to develop culturally, emotionally, intellectually, socially and spiritually. Literature, especially, will play a key role in this development. An understanding of grammar and knowledge of linguistic conventions for reading, writing and spoken language will underpin the English curriculum. Phonics instruction teaches children how to decode letters into their respective sounds, a skill that is essential for them to read unfamiliar words by themselves. Having letter-sound knowledge will allow children to make the link between the unfamiliar print words and their spoken knowledge.

To incentivise the children, each term one child in every class is awarded the title 'Reading Champion'. They are rewarded with trips to the cinema, Pizza Express, bowling or Macdonalds if they demonstrate that they have read the most in their class.

Cross-curricular links will be made, and standards of English upheld, in all areas of the curriculum. Pupils will develop writing skills, enabling them to write clearly, accurately and coherently, adapting their language for a range of contexts, purposes and audiences. KS1 children gain confidence with their letter formation and develop their handwriting so that it is neat and correctly formed. They are rewarded with a pencil topper when they can show this consistently. KS2 children prove that they can write neatly with the correct joins to gain their pen licence and be able to transfer from writing with a pencil to a pen. Three times a year the children in school produce a piece of work in their neatest handwriting, that is to be judged by the Headteacher. One child per class is rewarded with a treat. Spellings are practiced weekly and each term four children from each class battle it out in a 'Spelling Bee' to prove that they are the best speller in their year group.

We also hold an annual 'P' Factor competition in school. This is a poetry performance competition where the children have all studied a poem or poems to celebrate World Poetry Day and the winners from each class compete in a final.

Mathematics

At King's Meadow School, children are taught mathematics in accordance with the National Curriculum. We aim to ensure that all pupils have a deep, solid and fluent understanding of the fundamentals in mathematics through regular and rigorous practice. We use a mastery style of teaching to deepen their understanding of mathematical concepts and enable children to reason mathematically. This method of teaching ensures that all children progress securely throughout the year, and gives them a solid understanding of the core concepts in maths, which allows them to access new learning easily. The learning is supported through consistent use of physical resources and models. We provide opportunities for children to use and apply their mathematical knowledge and skills to solve problems logically. Children also use and apply their mathematical skills across the curriculum. This enables children to further their knowledge and understanding of mathematical concepts as well as appreciate the relevance of mathematics in real life contexts.

Maths is also celebrated across the school with regular competitions! We hold a 'Maths Champion' event three times a year where the top mathematicians come together to compete to be the maths champion and score points for their house. We also use Mathletics and Times Table Rock Stars as interactive tools to engage the children and support their learning at home and in school. Three times a year the most active students from each class on these online systems also get a special treat. In the past, these children have gone to the cinema, bowling or even Pizza Express! Children love these competitions and are motivated to be the next winner!

Science

Children are taught science through topic-based planning, whilst ensuring National Curriculum coverage and progression is addressed. Through building up a body of scientific knowledge and concepts, pupils are encouraged to recognise the power of rational explanation and develop a sense of excitement and curiosity about natural phenomena. Children are encouraged to be curious about things they observe and to explore the world about them. They are helped to develop their working scientifically skills of; predicting, asking questions, concluding and evaluating their work. They have opportunities to test their knowledge and understanding through the use and application of science.

Languages

The teaching of languages is a statutory requirement in Key Stage Two. At King's Meadow School, we are learning French. Initially, the emphasis is on spoken language taught through conversation, games and songs. Children then move on to reading, writing and phonetic and grammatical knowledge. Teaching aims to foster a love of language learning and an appreciation of other cultures. We currently have a link with a school in France. Children exchange letters with their own pen friend as part of their work in Year 6.

Computing

Computing is taught through cross-curricular links with all areas of the National Curriculum. Children are taught to use appropriate hardware and software through this thematic approach, with an increasing focus on programming throughout all year groups. Children access a 'filtered' Internet service, which is monitored. New technologies are always being explored at King's Meadow School and we are lucky to have a plentiful supply of both Chromebooks and iPads.

History

Children are taught through cross-curricular links with a topic based approach, bringing strands of the National Curriculum to life, and making history relevant and gripping. A wide variety of teaching methods and resources are used to ensure children catch the 'History Bug'. Through stories, poetry, drama, first-hand accounts, maps, visits, music and other primary and secondary sources, children are taught how our present is shaped by our past; they are encouraged to appreciate their own and others' cultural heritage and how this impacts on their own lives; they develop the ability to detect bias, and to distinguish fact and opinion.

Religious Education

Religious Education is taught in accordance with the Agreed Syllabus of Religious Education. Religious Education is an important means by which children are helped to develop morally and spiritually. It plays a significant part in promoting in each child the ability to understand, analyse and discuss information and concepts, which are special to religion. It is taught as a separate lesson but cannot be separated from the life of the school and the conduct of the people in it.

Design and technology

Design and Technology is a practical and inspiring subject. Through our D&T curriculum at King's Meadow, we aim to provide opportunities for children to design, make and evaluate products that are purposeful, functional and appealing. Pupils will develop their knowledge and understanding in the following aspects:

Key stage 1 - mechanisms, structures, textiles and cooking and nutrition.

Key stage 2 - mechanical systems, structures, textiles, electrical systems, cooking and nutrition.

Design and Technology provides an opportunity for developing cross-curricular knowledge; for example, links to Maths, Science, Computing, Art and PSHE.

Healthy cooking is integral to both Key Stages and we hope to instil a love of cooking in pupils. Not only will children learn how to cook safely and understand where food comes from, but also consider food's nutritional value. Each year, the school takes part in a week's off-timetable 'Healthy Schools Week'. During this week, the children take part in challenges relating to healthy eating and in cooking sessions that use the harvested fruit and vegetables that the children have planted and grown themselves. They also attend a session on the Life Education Bus, which aims to help children to make healthy choices.

Music

At King's Meadow, we want our children to be engaged and inspired so that they have an appreciation and love of music for life. Class music lessons follow the National Curriculum, and often link up with cross-curricular topics. We celebrate the way music unites and enhances our community at KMS and we enjoy a range of performances across the year, including class shows and assemblies. Three times a year we hold our King's Meadow "Music Extravaganzas" where children's achievements are celebrated at our whole school concert. The school choir performs at this and other events including the Christmas and Summer Fayres, Bicester's Children Singing For Children concert, and singing with elderly residents at Wyndham Care Home. Recorder Club is offered to children from Key Stage 2 and Musical Box come into school to provide private lessons for children wishing to take up piano, drums or guitar.

Geography

The geography curriculum is presented in a dynamic and thematic approach throughout school. The national curriculum is integrated into topic work so that it will inspire in pupils a curiosity and fascination about the world and its people. Teaching should equip pupils with knowledge about diverse places, people, resources and natural and human environments, together with a deep understanding of Earth's key physical and human processes. As pupils progress, their growing knowledge about the world should help them to deepen their understanding of the interaction between physical and human processes, and of the formation and use of landscapes and environments. Geographical knowledge, understanding and skills provide the frameworks and approaches that explain how the Earth's features at different scales are shaped, interconnected and change over time.

Art

At King's Meadow we view art as an important part of a child's education, allowing children to develop their creativity, original thought, and personal expression. Our pupils are encouraged to develop their artistic skills through direct observation and through the exploration of their inner world of ideas and feelings. Experimentation is fostered across a wide range of media. Through the cycle of planning, experimenting, creating and evaluating, children gain greater understanding of their own work and the work of other artists. We want all of our children to feel that they are valued artists and we take pride in our displays at KMS , which showcase children's work, promote high standards, and contribute to high self- esteem amongst our pupils.

One of the highlights of King's Meadow's calendar is our annual Art Week, when the whole school participates in the National Gallery's 'Take One Picture' event. During this community event, inspiration is taken from a single example of fine art and the entire week's work in school centres around this picture, with everybody being off-timetable. Art specialists from the school receive training about the painting and in turn pass on their knowledge to the whole staff. The week culminates in a tour around our school which is open to the wider community to view. King's Meadow have been delighted to have had work exhibited in video form at the National Gallery as a part of this project.

Physical Education

Children are taught in accordance with the National Curriculum for PE. They are given opportunities to choose, select and use apparatus and are encouraged to experience success through a high level of expectation. Children are expected to consolidate and practise transferable skills focusing on stability, object control and locomotion. Through working with others, children are encouraged to celebrate success both for themselves and others and are also taught to accept defeat graciously. Children are encouraged to challenge themselves and attempt to beat personal bests in a variety of disciplines. Children in all years are given opportunities to compete in both team and individual games. Through our affiliation to North Oxfordshire School Sport Partnership, the children at King's Meadow have the chance to participate in a number of School Games competitions including mini-football, tag rugby, swimming, hockey, tennis, sports hall athletics, cross country, athletics, dance, netball and cricket! Through these activities children have been signposted to sporting clubs and events taking place within the community. The children have also had opportunities to take part in martial arts taster sessions, multi-skills events and after school clubs such as football, tennis, gymnastics, rounders, multiskills, ball games, netball, dance, drama, cooking and gardening. The children also participate in a daily 'Morning Mile' around the school running track. The school is also proud to run the Bicester Schools' Football League, which enables hundreds of children in the local area the chance to play competitive sport. The league currently comprises of 16 schools, with 31 teams competing for mixed and girls only trophies. King's Meadow currently hold the girl's football league trophy.

Our P.E. curriculum also allows us to build on the children's leadership skills, by giving them more opportunities to be young leaders; i.e. older children lead a daily active playground session for KS1 children and sports leaders help with intra-school competitions and run their own school sports council.

We celebrate all areas of the curriculum at King's Meadow and as part of our celebration of sport we hold an annual Sports Personality of the Year awards ceremony. We recognise all individual and team performances throughout the year, we reward those who have adhered to the School Games Values and we allow children to showcase skills they learn in local clubs. Certificates are also given throughout the year for representing the school, where we are always commended for our enthusiasm and sportsmanship.

King's Meadow has consistently achieved the Gold Youth Sport Trust Quality Mark and the Gold School Games Mark over the past few years, awarded for our commitment to and the development of competition, school sport and physical education across our school and into the local community.

In order to further enhance our PE Curriculum, King's Meadow School employs a professional Latin and Ballroom teacher to provide dance lessons to children in Years 1-6. Previous year groups have benefitted from the opportunity to take part in the 'Dancing for Schools' Strictly style competition where we have always achieved a high standard including a First and a Second Place. We also employ a trained gymnastics coach to provide quality PE lessons to all children in Years 1-6.

Relationship and Sex Education (SRE) and Health Education

From September 2020, schools in England are required to teach Relationship Education and Sex Education and Health Education. The new DfE statutory guidance now has 13 separate categories, including an emphasis on :

· Mental Wellbeing

· Respectful relationships

· Internet Safety and Harms

· Online relationships

Relationship Education and Health is taught appropriately and sensitivity across the school. The teachers, who usually work with the children, will lead the teaching and be supported by the school nurse, where possible. Parents/carers will be informed of specific SRE sessions and be invited to view the teaching materials.

Personal, Social, Health and Economic (PSHE) Education

PSHE is a non-statutory subject but is an important and necessary part of all pupils' education. All schools should teach PSHE, drawing on good practice, and this expectation is outlined in the introduction to the proposed new national curriculum.

The new statutory guidance for Relationship Education and Health Education covers most of a comprehensive PSHE education programme – but not all of it.

Economic wellbeing, caring for the environment, community, and rights and responsibilities are not included. They are essential to meeting SMSC and Ofsted Personal Development requirements.

At King's Meadow Primary School, Years 1 – 6 use the online Coram Life Education SCARF resources to cover these themes in a coherently planned and sequenced manner. The school has introduced a school wide programme to encourage the development of a Growth Mindset.

In the Foundation Stage, the Personal, Social and Emotional Development strand within Development Matters is followed. Characteristics of Effective Teaching and Learning are used to develop children's attitude to positive learning.

Performances & Nativities

Children in Nursery, Reception, Year 1 & Year 2 all take part in an annual Christmas Nativity performance which parents are warmly invited to attend. Children in Years 4 & 6 also put on an annual production for their parents. Children in years 3 & 5 will lead the assemblies that take place in St Edburg's Church termly. As a whole school we attend St Edburg's Church three times a year to celebrate Easter, Harvest Festival and Christmas.

Educational Visits

School trips and in-school visits are an essential part of your child's learning and development. During the academic year, your child will be undertaking a number of trips including, for example, walks around the local area, trips further afield or enjoying sessions from visitors in school. In order for these activities to take place, you may be asked for a voluntary contribution, paid via the online payment system, ParentPay. Consent for these visits will also be given via ParentPay, other than for free of charge visits around the local area for which consent is given on your annual consent form. If insufficient voluntary contributions are received, it may not be possible for the visit to go ahead. You will always be advised in advance of any major trips .

During your child's time at King's Meadow school they will be invited to attend two residential visits, a two night stay in year 4 and a four night stay in year 6. These visits are exciting and demanding, both in the physical sense and in the requirement to co-operate as part of a responsible team, as well as being accountable for individual actions and property. Staff will be looking for examples of good teamwork and strength of character in meeting new challenges, and children will be encouraged to demonstrate independence, initiative and determination.
Each year the whole school attend the theatre in either Oxford or Aylesbury to watch the annual pantomime . This is a highlight of the school calendar and all of the staff and children always have a wonderful time. Families receiving Pupil Premium may be able to receive assistance with payment for school visits. Please ask at the office for details.

International Week

Each year as a school we hold an off timetable week in the Autumn Term to celebrate the countries and cultures of the world. During this week, each year group looks in more depth at a specific country and its culture. This gives the children a chance to develop a deeper understanding of a particular country and its society. This covers physical and human aspects of the country's geography and a variety of curriculum-based activities are planned in order to provide an engaging and interesting week of learning. During this week the children learn about art, music and culture in different countries and the school invites in visitors to present this to the children in various interactive workshops. The week culminates in an international food tasting day on Friday and parents are invited in to school at the end of the week to see the work the children have been doing .

Responsible use of the Internet

Online safety encompasses internet technologies and electronic communications such as mobile phones, tablets, collaboration tools and personal publishing. It highlights the need to educate pupils about the benefits and risks of using technology and provides safeguards and awareness for users to enable them to control their online experience. The school's online safety policy operates in conjunction with other policies including those for Pupil Behaviour and Anti-Bullying. Our online safety policy can be located on the school website. A range of links and useful information for parents can also be found on the online safety section of the school website in this section.

Homework

Please see below our expectations for home learning in each year group. Your child will greatly benefit by knowing you are interested in their progress, so we warmly invite you to involve yourself in your child's learning and to please do all you can to ensure that your child's schooling is a partnership in their learning journey in which we are all involved.

Reception:

Daily reading – Staff will give parents guidance on the new sounds they will be teaching on a Friday.

Years 1 & 2:

Spellings - To be practised daily and tested every Friday
Reading - Four times a week minimum
Mathletics – To be set every Thursday and completed by the following Tuesday

Years 3 & 4:

Spellings - Weekly practice - (copying and related sentences), to be tested on a Friday
Reading - Four times a week minimum
Maths activity - (Mathletics or printed worksheet) To be set every Thursday and completed by the following Tuesday
Literacy activity (SPAG/ comprehension) To be set every Thursday and completed by the following Tuesday

Years 5 & 6:

Spellings - Weekly practice - (Copying and related sentences), to be tested on a Friday
Reading - Four times a week minimum
Maths activity – (2 pages of Maths homework book or 2 Mathletics tasks) To be set every Thursday and completed by the following Tuesday
Literacy activity - (2 pages of Literacy homework books or a comprehension) To be set every Thursday and completed by the following Tuesday
Times tables- Weekly practice

We also send home termly reading comprehension at the end of each full term to be completed over the school holidays. We may also issue topic based projects on an adhoc basis.

Outdoor Learning– Wonderful Woodland Area

Our Woodland area is situated next to the school field behind the Foundation area. It has a wealth of natural resources for the children to explore and use to make sense of the world around them. On site is a small pond, fire pit, digging area, mud kitchen, safe tool zone, woodland area; all marked by a natural fence that runs alongside the field. The pond has an additional fence and the children are only able to access this with an adult present. The Woodland Area is available for all year groups to use to enhance the children's learning.

Our Nursery, Reception and Year 1 children will be using this area on a weekly basis during Wonderful Woodland sessions.

How will my child benefit from outdoor sessions?

- Our Wonderful Woodland supports the holistic development of the child: Health and fitness – Being active in an outdoor, natural environment.
- Increased emotional wellbeing
- Social development -Communicating, and negotiating with peers and adults to solve problems and share experiences.
- Developing Skills – Developing fine and gross motor skills and coordination for real purposes.
- Gaining knowledge and understanding – Multi–sensory, real-life learning.
- Individualised learning – Careful observation allows adults to tailor support to children's own interests and stage of development.
- Curriculum Links – Our Wonderful Woodland sessions supports most areas of the Early Years Foundation including Characteristics of Effective Teaching and Learning.

Possible Wonderful Woodlands activities may include:

- Hunting for minibeasts and/or pond dipping
- Natural crafts – making necklaces, crowns or dreamcatchers from willow, collages from natural materials, weaving with long grasses, tree cookies, etc
- Mud sculptures/art
- Shelter building and knot tying
- Tree climbing
- Using tools for a purpose – such as peeling bark from sticks
- Making rope swings
- Fire building and cooking on a camp fire
- Habitat creation

Sessions are planned around the individual's and group's needs, and built upon each week.

Teachers in KS2 will largely use the area in correlation with the curriculum, aiming to take learning outdoors to enrich the children's learning experiences.

Awards and Accolades

At KMS we believe that celebrating our children's awards and achievements is very important and we do this in a number of ways:

Star of the Week

Each week during the Friday celebration assembly, each class teacher awards one child in their class with the title of 'Star of the Week'. The children are chosen for a variety of reasons, either academic or because they have exhibited behaviour in line with the KMS values.

Certificate of Achievement

Each week during the Friday celebration assembly, each class teacher awards one child in their class with the a Certificate of Achievement. This award is given for outstanding academic performance or effort.

KMS Has Got Talent

At KMS we like to celebrate the various talents of our children and each year the children have the opportunity to showcase these in our 'KMS Has Got Talent Competition'. Each class vote on their favourite acts who go through to the final. In the past we have had many different performances including, dancers, musicians, singers, comedians and many more.

Headteachers Tea Party

One of the most prestigious awards that a KMS pupil can be awarded is an invitation to the termly Headteachers Tea Party. Each term a child in every class is selected by their teacher to receive this award for outstanding behaviour and achievement.

Early Years Foundation Stage—Nursery & Reception

Our primary objective is to give all the children the very best possible start to their education through the provision of a rich and relevant curriculum. Our highly trained and experienced Early Years staff ensure that all the children have the opportunity to learn and grow in a supportive and stimulating environment. Each child is unique and learning within our Foundation Stage is personalised to enable all children to "be the best they can be".

Settling in

It is vitally important that we get to know you and your child prior to them starting at Nursery or Reception Year. We will hold a Parents Information meeting initially at which we will arrange a home visit before your child starts. These are informal chances to meet and talk to you and your child in an environment that is familiar to them. These visits provide opportunities to discuss necessary information, such as sleeping and eating habits, food likes and dislikes, who lives in the house, things they enjoy doing. It also provides opportunities to discuss any worries about your child's health and wellbeing. We will also hold a settling in session during the Summer Term where all children will be invited to experience some time in the classroom with their classmates and teachers. We will also use Tapestry to publish stories read by the Foundation team to enable your child to become familiar with the staff.

Nursery Funding

At King's Meadow Primary School Nursery we are pleased to be able to offer up to 30 hours of free childcare for working parents of 3 and 4 year olds. All 3 and 4 year olds are eligible for up to 15 hours of free nursery education per week over 38 weeks. These free sessions are funded by the government and this equates to five morning or afternoon sessions of three hours per week. Children who are eligible for up to 30 hours of free childcare will be offered full day sessions. To check your eligibility for 30 hours please apply online at www.childcarechoices.gov.uk or for further information contact the Parent HMRC Helpline Number 0300 123 4097.

Parents must apply for funding the term before they intend to access their 30 hours. Parents should then provide the school with their eligibility code, National Insurance number and the child's date of birth for a verification check. You will be provided with a form to supply us with this information ahead of your child starting with us. In order to receive funding for the Autumn term, parents must ensure that their eligibility code is valid on 31st August.

Any fees for nursery sessions that are not covered by government funding should be paid in advance at the start of each half term.

We are pleased to accept various childcare voucher schemes. Please contact the School Office for further information.

Snack Time

During the day the children will have free access to fruit, water and milk, therefore they do not need to bring a snack from home. We do however encourage the children to bring a named drinking bottle which should only contain water. Snack time encourages independence, social skills, taking turns, health and hygiene and sensory awareness - touch, taste, smell etc. It also helps with mathematical language - how many, full, empty, half, whole etc and science - baking, properties of ingredients used, naming of ingredients, foods from around the world

Child Development and Independence

All children develop at different rates and will progress with their learning accordingly. We are teachers and experienced in education, however we often have to seek advice from other services when needed on an individual basis e.g. Speech Therapist, School Nurse, Educational Psychologist, Occupational Therapist and support from the Special Needs Advisory Service. We will of course speak with you first if we feel further advice or support is needed for your child.

It would be helpful if your child could put their coat and shoes on independently. This could be something to practice over the holidays. In case of toilet accidents, you will need to provide your child with named spare clothes, (knickers/pants, trousers/skirt, and socks). In Reception you will be asked to purchase, from school, a small bag in their group colour, at a cost of £2.00. Nursery children will need to provide their own small bag for their spare clothes.

If your Nursery child is not yet dry, please provide nappies/pull-ups and wipes in your child's bag each day and mention this to staff ahead of your child's start date.

Outdoor Learning

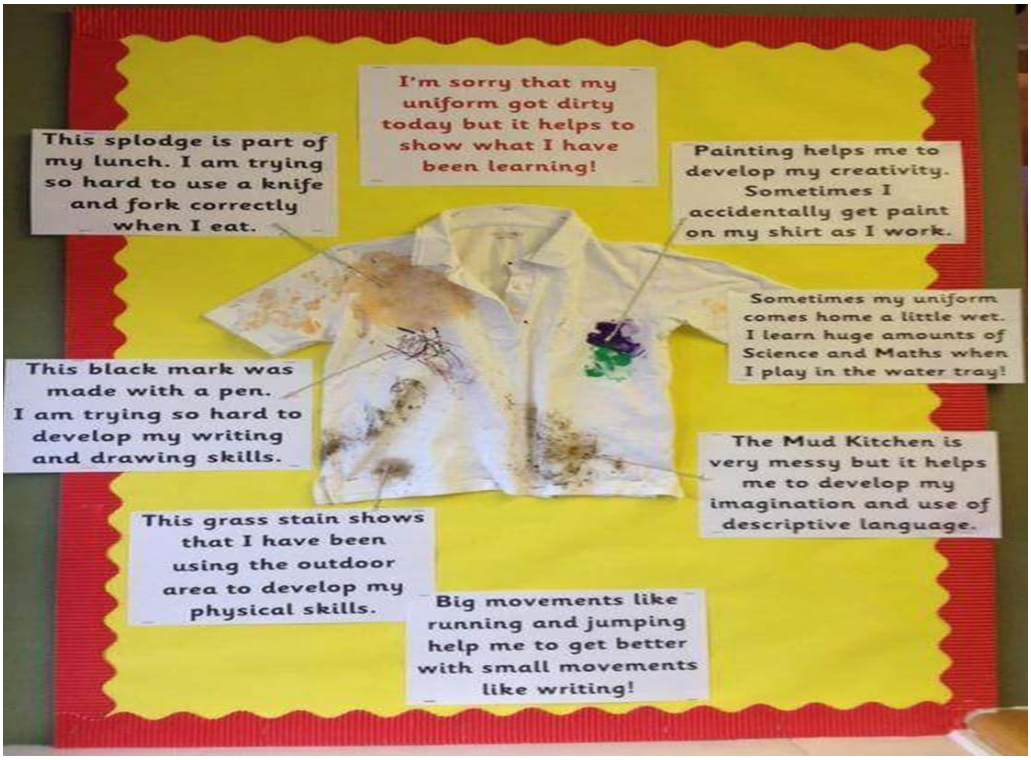
We learn outside whatever the weather, so please provide your child with a coat every day. We have some spare wellington boots, however on rainy days we would be grateful if you could send your child to school in wellies or alternatively they can be left in school (Please label with your child's name). In the winter months your child will need a labelled hat, scarf and gloves.

In the summer months your child should have a labelled sun hat. Also please cover your child in a long lasting sun cream before they come to school as we are unable to administer sun cream.

We have risk assessed our wooden climbing area and unfortunately wellies do not provide enough grip. Please provide your child with appropriate footwear e.g. black school shoes with a gripping sole. Nursery children will initially familiarize themselves with the Nursery and Nursery Garden, however in time we will begin to use the Reception garden. We will inform you prior to this as we will allow the children to use the large climbing area.

Getting messy– change of clothes

In Foundation Stage we encourage the children to explore and it is highly likely that your child will get their school uniform messy or even wet. We do ask that all children have a full change of labelled clothes, including underwear as previously mentioned.



PE Kit

We do not expect the Foundation Stage children to change for PE, however on PE days only we would prefer the children to wear either navy joggers or leggings and a pair of plain trainers with the rest of their uniform. A full P.E kit is not required until Year 1.

Book Bags

Your child will need a King's Meadow bookbag to transport reading books to and from school. No other bag is required as we do not have capacity for them in our cloakroom. These are available from our uniform supplier.

Monitoring, Assessment & Reporting & Tapestry

We work hard to promote a happy and harmonious relationship with both children and parents, encouraging parents to take an active role in learning. We consider it essential that there is a regular two-way flow of information, so we make time to talk to parents or carers at the beginning and end of each day to share information. The Early Years staff are continually observing and assessing the children to help inform next steps planning. Observations are made in a variety of ways, through joining children in their play during child led activities and asking questions to develop their ideas, as well as working with small groups and individuals in teacher led activities. Displays in the classroom show the activities that the children have been doing and we will also regularly share observations through an online piece of educational software called 'Tapestry'. The advantages of this type of 'Learning Journey' are:

- Tapestry allow us to keep video evidence of the children which is a powerful assessment tool, particularly with regards to communication and language and role play.
- Tapestry has the facility to email parents whenever a new observation is added to their child's Learning Journey to keep you up-to-date with what your child has been learning about in school.
- Parents have access 24/7 to their child's Learning Journey and we encourage parents to add comments on the observations added by school staff and to add their own to share progress and milestones achieved at home.

Parents will need to provide an email address, and accounts are password protected. Parents will be issued with usernames and passwords on receipt of the completed Tapestry consent form which you will receive in your welcome pack.

You will be invited to attend Parents' evenings where you will learn more about the nursery and the individual progress of your child. There are also regular opportunities for you to get involved in Foundation Stage if you are able to do so.

Voluntary Contributions

To enable us to deliver the wide variety of experiences, we ask for a weekly contribution of 60p to pay for consumable items such as flour, food tasting items and play doh. This is payable as a yearly amount or smaller contributions via ParentPay.

Starting School

Finally, when children start school they get very tired, so please try to encourage a sensible bed time. We want your child to be happy at school and open to the exciting opportunities to learn.

Nursery Daily Routines

Nursery 15 hours sessions AM, Monday – Friday 8:45am – 11:45 am

Nursery 15 hours sessions PM, Monday – Friday 12.15—3.15 pm

Nursery 30 hours sessions, Monday – Friday 8:45am – 3:15 pm

On Arrival:

- 8:45am School begins
- Children choose an activity whilst we register them

Morning session:

- Children take part in a welcome group time with their Key Person.
- Children then explore the appropriately challenging child-initiated environment inside and outside, with adult support.
- Later they will begin Focus Activities. These involve up to 6 children working with an adult on our current topics and themes.
- At the end of the morning another group time will take place with a mathematics or phonics focus with their Key Person
- At 11:30am, the 30hrs children will have lunch and then play outside until 12:30pm. Nursery and Teaching Assistants will support the children during lunchtime.
- At 11:45 the 15 hours children will go home.

Afternoon session:

- The afternoon session beginning at 12.15pm, will follow a similar format to the morning session with both focus groups and child initiated activities both inside and outside.
- At 3.15 all children will go home

Reception Daily Routines

Timings 8:45am – 3:10pm

Start of the Day – At 8:45am the teachers will come out to greet the children and the expectation is that they will walk in independently and will be greeted inside by the Reception support staff. They will help with the children with coats and book bags etc.

At this point if you have a quick message e.g. your child is being collected by someone different, they have had a sleepless night or have had an accident on the way to school then please tell your child's teacher. Anything that needs a greater conversation should wait until the end of the school day, when the teachers will have the time to talk. Our priority at the start of the day is to get the children settled and the learning started.

The Morning Session – During the morning, the children will participate in a phonics and maths session where the children are formally taught. These sessions last between 20 mins in the first term extending to 40 mins towards the end of the year. In between these session the children's learning is play based and they will have free flow access to all Reception classrooms and the outside area.

Lunchtime - 11:30 – 12:30 All the children, whether they have a hot school meal or a packed lunch will eat in the school hall. We encourage the children to be as independent as possible, so supporting them with knife and folk skills at home would be advantageous.

The Afternoon Session – The afternoon begins with a whole class focus session of about 30mins, which could be linked to any part of our curriculum. The details of our curriculum can be found on the school website. Following this the children are involved in play based learning in the same way as the morning session. The day always ends with a story or a song or two.

End of Day 3.10pm – At this point the teacher/teaching assistants will be available to discuss any issues you may have.

Foundation Stage Curriculum

We produce a curriculum newsletter each term to let you know what your child will be learning and how best to support your child. This can be located on the school website. We encourage children to share their home experiences, curriculum linked or not, and look forward to hearing them talk and share their items, however, please don't bring in any valuable or fragile items for show and tell.

The Foundation Stage curriculum is split into two areas, Prime and Specific. These areas are taught through a balance of teacher lead activities, short focus groups, child initiated activities and play.

Prime Areas: Personal, Social & Emotional Development; Physical Development; Communication & Language

Communication & Language

When our Foundation children start school we try to build on the language experience and skills that the children already possess. We use a variety of activities to stimulate the development of speaking and listening skills. When children are involved with sand and water or painting and modelling activities they are continually improving and extending their vocabulary. Class teachers will use exciting objects and visitors to stimulate class discussions. Interaction is very important because as children meet and talk to many other people; peers, teachers, visitors and parents in different situations, they become competent language users. Class discussions provide valuable listening and learning experiences; children are encouraged to listen carefully while others are speaking. We provide the children with opportunities to speak and listen, and to develop their confidence and skills in expressing themselves. This could be achieved by listening to stories or following instructions, which could also be done at home. Opportunities to talk with your child are so important.

Physical Development

Physical activity is vital in children's all round development, enabling them to pursue happy, healthy and active lives. To enable the development of Gross Motor skills the children have regular access to outside spaces and equipment which allows them to roll, crawl, walk, run, jump, hop, skip and climb. Through their play they also develop the skills of lifting , carrying, pushing, pulling and stacking. The children also have access to bats and balls to develop throwing, catching, kicking and aiming skills. The use of bikes and scooters allows the children to further develop balance and co-ordination. Also, in Reception, we use the hall to teach skills such as balance, strength and co-ordination though gymnastics, and moving with control and grace through gymnastics and dance. The use of small tools such as knives, forks, paintbrushes, scissors, tweezers and pencils all support the development of Fine Motor skills. Developing the children's upper arm and shoulder strength along with the ability to move and rotate their lower arms and wrists independently will ultimately enable the children to use pencils for writing. The final key element of Physical Development is understanding how to maintain their own health and wellbeing, through understanding the importance of physical activity, healthy eating, oral hygiene, sensible screen time, good sleep pattern and being a safe pedestrian.

Personal, Social & Emotional Development

This area is about the children developing a positive sense of themselves and others. We will be encouraging the children to develop relationships, social skills and manage their feelings. This also includes making good choices with respect to behaviour and developing confidence.

Specific Areas: Literacy; Mathematics; Understanding the World; and Expressive Arts & Design

Literacy (Reading)

Children are encouraged to take books home and we encourage parents to take an active interest in the books children bring home. Research has shown that the most positive reading influence is where parents show a keen interest, model reading and regularly listen and talk to their children about the books they are reading. A strong phonic approach is used in the teaching of reading with the use of the Department of Education's Letters & Sounds Programme. A range of reading schemes are used to build the skills needed to become a confident and expressive reader.

Literacy (Writing)

The early stages of writing involve the teacher scribing what the child is saying about their pictures. This progresses to the child 'mark making' through a variety of different media and emergent writing using their phonic knowledge. As this develops children quickly grow confident to write sentences and short stories. The children are encouraged to use word cards and sounds displayed in the classroom to aid spelling, but we try to strike a balance between fluent writing with phonic spelling and much more structured work. Spelling is taught with reference to sound patterns. Use is made of the computer to encourage writing skills as work is easily corrected and looks very professional when printed.

Mathematics

Within Foundation Stage, children will have lots of opportunities to count to 5 and then 10, compare numbers using the language more than, fewer than and subitise. Once in Reception, the children will be learning the number bonds to 5 and 10, the composition and numbers to 10 and counting beyond 10 and then 20.

All the children will also have experience of 2D and 3D shapes, including identifying shapes within shapes, recognising and creating repeating patterns, and using positional language such as in front, next to, behind.

Expressive Arts and Design

At King's Meadow, art is a clear strength, which is reflected all around the school. In Foundation Stage, this area also includes allowing the children to experience music, dance and role play.

Understanding the World:

This includes thinking about Past and Present, People Culture and Communities and The Natural World through talking about their immediate family, people in the community who are important to them and events which have happened in the past. The children will also make observations of the natural world, including how seasons affect our environment and how temperature affects different substances, such as ice melting and water freezing.

Data Protection Act Fair Processing Notice

Schools, local education authorities and the Dept. For Education & Skills all hold information on pupils in order to run the education system and, in doing so, have to follow the Data Protection Act 1988. This means, amongst other things, that the data held about pupils must only be used for specific purposes allowed by law. The full policy outlining the types of data held, why that data is held and to whom it may be passed on, is available in school for parents or other interested parties to see. This policy has been approved by the Information Commissioners.

Freedom of Information Act

In line with the Freedom of Information Legislation this school has adopted a publication policy approved by the Local Education Authority. All policies and documents are available on line on the school website.

Disclaimer

The information supplied in this document is in accordance with information at present available to the Governors and is believed to be correct as at the date of printing. In particular, nothing herein prejudices the right of the Secretary of State, or the Governors, or the Head of the School to make any decision relating to the school as it sees fit without regard to whether this will affect the accuracy of any matters contained in this publication. Further, neither the Governors, nor the school, nor the Department of Education and Employment, nor any member of the Authority of the school is deemed responsible for any erroneous information in this document.