



School Prospectus

“Confident, Caring and Accomplished Learners.”

Welcome to Meadow Farm Primary School. Our school is a Derby City Local Authority school for children aged 3 to 11 years and we have approximately 170 children on roll. This brochure is an introduction to our school and how we work.

Visit our website, www.meadowfarmschool.co.uk and view lots of information such as newsletters, reports and policies for your information.

We are a family friendly school and proud of our children and their achievements, both in and out of the classroom.

The day-to-day management of the school is the responsibility of the Headteacher Mrs S Eyre, who can be contacted in school. The Governing Body is responsible for strategic management of the school and can be contacted through the school office on 01332 662631.

When you come into school, please go to the office where someone will be happy to deal with your enquiries. We have an open-door policy in school where parents/carers are able to speak to their child's class teacher, or the Headteacher, at a mutually convenient time.

Parents and Carers

We regard parents/carers as partners and endeavour to work with them to further each child's education. We celebrate each child's achievements and parents/carers are invited into school for assemblies, performances, meetings and other activities. We also hold parent/carer evenings, which take place during the year.

There are an increasing number of parents/carers helping in school both in and out of the classroom and also on educational visits. We welcome parents/carers to come and help us in school. Please see your child's teacher or the Headteacher who will be happy to discuss the process with you.

The school organisation and curriculum

The teachers and teaching assistants work closely together to ensure that a broad and balanced curriculum is taught to each child enabling them to reach their potential.

Foundation Stage - Children in Foundation One (Nursery) and Foundation Two (Reception) follow the Statutory Foundation Stage Curriculum. An integral part of this curriculum is the assessment of children during their time in the Foundation Stage.

Key Stage 1 - Children aged 5 – 7 and Key Stage 2 Children aged 7 – 11 year olds follow the National Curriculum. This is composed of the core subjects of English, Mathematics, Science, Information and Communication Technology and Religious Education; and the foundation subjects of History, Geography, Design and Technology, Music, Art, Physical Education and Personal, Social and Health Education, Citizenship/MFL.

An integral part of teaching and learning is ongoing informal and formal assessment. At the end of Key Stage 1 and Key Stage 2, children take Statutory Assessment Tests (SATs).

Further details of the Foundation and National Curriculum subjects, and any aspect of assessment are available from school on request.



School Uniform

Meadow Farm has a school uniform. All clothing must be clearly marked with your child's name. Please can sweatshirts and polo shirts be free of logos and patterns other than the school badge. Clothing with the school logo can be purchased from Morleys at 446 Nottingham Road, Chaddesden, Derby DE21 6PB.

The staff and Governors would like all pupils to abide by the dress code:

- Grey trousers, shorts or skirt. Pupils may also wear a pinafore dress.
- White shirt or blouse
- White polo shirt
- Dark Green School logo sweatshirt/cardigan or equivalent without logo.
- Green/White checked summer dresses
- Sensible black shoes/Summer sandals (white or black with a back strap – not flip flop style)
- Black/white/blue/black socks or tights

Denim jeans, trainers, sportswear and similar play or leisure type clothes should not be worn as school dress.

Sensible sandals may be worn in the summer (no jelly/croc type sandals). Socks must be worn to protect the children's feet.

PE Kit

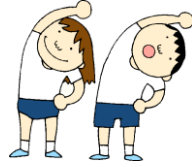
On PE days students will come to school wearing their PE kit. Foundation One (Nursery) children do not require a PE kit.

Outdoor PE Kit (Key Stage 2 only – Juniors)

- Blue or black tracksuit or jogging bottoms and sweatshirt
- White T shirt
- Black pumps or Trainers
- Spare Socks

Indoor PE Kit

- Navy or black shorts
- White T shirt
- Black pumps
- Spare socks



Class Dojo

One of the school's methods of communication with parents is an app called class dojo. This allows parents to view their child's daily activities and any upcoming events. It is also a great method of communication between the parent and the class teacher. We strongly advise you download this app so you can stay up to date. Please feel free to speak to your child's teacher for assistance.

School Hours

We run a breakfast club from 7.30am every day at £3.75 per session.



Lessons starts at 8.45am and finish at 3.15pm
We operate an Early Bird session from 8.40am.
This is where we open our doors early so pupils can settle in.

Dinner money payments

Daily cost = £3.25

Weekly cost = £16.25

All dinner money should be paid in advance via parent pay. You can sign up easily via the parent pay website once you have been given a registration letter. If you have any issues signing up please speak to the office. Dinner money accounts should not be in arrears.



Your child may be entitled to free school meals. Please speak to the office staff who will support you in making the appropriate checks.

Cool Milk

Children enjoy free milk each morning in Nursery and Reception Classes funded by the UK Government's Nursery Milk Scheme. This entitlement is only available until they turn 5 unless you have an entitlement to free school meals.

You have the option to pay for their milk to continue - we have made arrangements with the UK's leading school milk supplier, Cool Milk, to supply milk at a subsidised cost of just 31p per day.

What you need to do:

Visit www.coolmilk.com as soon as possible and select "Register your child for milk here", then follow the on-screen instructions to register and pay. Alternatively, please ring them directly on 0844 854 2913.

A portion of fresh, chilled milk at mid-morning break provides protein, calcium and other vital nutrients, important for your child's growth and development. It's also a great way to bridge the gap between breakfast and lunch, re-hydrating your child and helping them to concentrate in class.

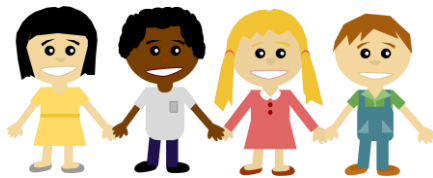


Jewellery, hair and body decorations

Hair should not be cut shorter than a grade two, be free from shaved patterns and kept a natural colour. Longer hair needs to be tied back with a suitable bobble (not a headscarf) to help prevent head lice spreading. For safety reasons, children are not allowed to wear 'hair extension' bobbles.

For safety reasons, children who have pierced ears may only wear one pair of small studs to school and these must be removed for PE (no other body piercing is allowed). All jewellery must be removed for swimming. Any child wearing earrings does so at their own risk. Jewellery must not be worn in school. Key Stage 2 children may wear a sensible watch.

We ask that body decoration and coloured hair is kept for out of school activities such as parties. Children who wear make-up or nail varnish to school will be provided with the materials to remove it.



Swimming

The year 4 children go swimming throughout the year. This has proved a real success as it gives even the most nervous swimmer the opportunity to learn to do something that may one day save their life. Girls are required by the swimming baths to wear a full costume and boys to wear trunks / swimming shorts. The instructors insist that earrings are removed for swimming, therefore please ensure your child is able to remove their own earrings. All children with long hair are required to wear swimming caps (available from school for £1).



Child Protection

The school is required to take reasonable action to ensure the safety of our children. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other

forms of abuse, the Headteacher is obliged to follow the Child Safeguarding Procedures. This involves informing the Social Services department with the Children and Young People's Service, of the concern.

Social networking websites are a public forum and are not to be used to talk about or show pictures and videos of children. We will ask you to remove any photographs that put our pupils at risk.

Data Protection

The school and the Local Authority are registered with the data protection agency and follow their guidance regarding all matters of disclosure about pupils. By law, information may only be disclosed to other persons in accordance with this registration. The school keeps basic information about pupils on computer to assist with the efficient organisation of the school and the individual's educational needs. Security measures are taken to ensure the information is kept confidential.

Children use computers in the computer suite and in their classrooms but they do not have access to personal records. If you are concerned about any aspect of personal information held on computer, please speak to the Headteacher or write to:

The Data Protection Liaison Officer, Education Department, Children and Young People's Services, The Council House, Corporation Street, Derby DE1 2FS.

Charges

To guide the school in charging for activities, the governors have agreed a policy which is:

- That the school will provide free education;
- The school will provide books, equipment and materials;
- When parents/carers wish to have a finished product made by their child, a charge will be made to cover the cost;
- A charge will be made to cover the cost of board and lodgings for residential trips;
- A charge will be made to cover the cost of books or kit lost by children;
- A charge will be made to cover the cost of deliberate damage caused by identified children.

Voluntary contributions will be requested in order to pay for organised activities and educational visits. Sufficient contributions will have to be made in order for a visit to go ahead. Parents/carers experiencing financial difficulty can see the class teacher or Headteacher in strictest confidence to discuss possible alternatives.

Concerns and Complaints

If you have a concern or complaint about your child's schooling, you should raise it with your child's class teacher. They will be willing to discuss the matter with you at an appropriate time. It is expected that the majority of questions and anxieties can be easily solved by the class teacher. If concerns or complaints cannot be dealt with in this way, then the Headteacher is willing to discuss things with you. If matters cannot be resolved, a formal process involving the Governors and Local Authority can be used, a copy of which can be obtained from the school.

It is not appropriate under any circumstances to discuss any school matters or member of staff on social networking sites. The authority will legally challenge any perpetrators who breach this.

Further Information

If you require further information or details about our school, you may write to The School Office, Meadow Farm Primary School, Foyle Avenue, Chaddesden, Derby DE21 6TZ Tel: 01332 662631 www.meadowfarmschool.co.uk

Conclusion

Meadow Farm Primary School is happy, friendly and hardworking. We strive to create a stimulating environment which all our pupils can become confident, caring and accomplished, whilst achieving their personal goals. Please help us by encouraging your child to enjoy school, be independent and make learning a lifelong pleasure.

