



Sherburn Primary School Brochure

2021-22

Welcome to Sherburn Primary School

Thank you for choosing to send your child/children to our school. At Sherburn Primary School we aim to ensure that all children meet their full potential in all aspects of their development. We want children to be happy in school and to enjoy their time with us. The school has a wonderful staff, delightful children and supportive parents – which makes working here a real pleasure!

We are dedicated to providing a safe and secure environment for all of our pupils. We teach the national curriculum innovatively through topics which have been carefully chosen to engage and enthuse the children. We have lots of outside space - a forest school area, football pitches, a large playground and an area for gardening. We have achieved the RHS Level 5 Gardening Award and won a 'Beautiful Durham' award for the best community group outdoor project.

Successful education relies on an effective partnership between home and school. We value parental support. Parents are welcome to come into school to discuss their child's progress or to share any worries or concerns. We really appreciate the time that some of our parents, grand parents and members of the local community are able to give to help in the classrooms, hear readers and to support teachers on school trips. We hold regular open-evenings, providing you with opportunities to look at your child's work and talk to their teachers. Currently we hold weekly reward assemblies to celebrate children's achievements.

We hope the booklet will answer many of your questions about Sherburn Primary school and will give you a glimpse of 'school life', but to really get to know us please arrange a visit – we'd be delighted to show you round our school. If there is anything you are unsure about, no matter how small, don't hesitate to contact us.

Miss S Cornforth

Headteacher

Mission Statement

At Sherburn Primary School, we provide a friendly, safe and stimulating learning environment where every member of our school community has the opportunity to reach their full potential and shine!

Our Values

At Sherburn Primary School we...

- Respect one another
- Always try our best
- Learn new things
- Work together as a school community
- Learn to make the right choices
- Celebrate success

'Together we shine'

Contact Details

Headteacher: Miss Susan Cornforth
Deputy Headteacher: Ms Linda Gunn
Office Manager: Mrs Tracey Pearce

Sherburn Primary School
Cookshold Lane
Sherburn Village
Co. Durham
DH6 1DU

Telephone: 0191 3720281

E-mail: sherburnprimary@durhamlearning.net

Website: www.sherburnprimary.durham.sch.uk



Our Forest School Area and Pond

Butterfly Class



The Gala Theatre Dance Festival



Meet the Team

The Staff

We have a committed and highly skilled staff, who are dedicated to providing the highest possible level of education and care for your children.

Position	Name
Headteacher	Miss S Cornforth
Deputy Headteacher	Ms L Gunn
Teaching Staff	Mrs L Cox Miss S James Miss G Jones Mrs K Lightowler Mrs J Parkin Mrs J Smith Miss F Wilkinson
Learning Support Staff	Miss R Barnett Ms A Carlyon Mrs A Crisp Miss E French Mrs K Hall Miss L Pinkerton
Administrative Staff	Mrs T Pearce
Lunchtime Supervisors	Ms A Carlyon Mr B Colledge Mrs J Crammen Mrs K Pouton Mrs S Stuart
Breakfast Club	Mrs K Pouton
Caretakers	Mr E Bowes Mrs J Crammen
Cleaner	Mrs L Birkett



The Governing Body act as a 'critical friend,' supporting the work of the school. Governors want the best for your children and work closely with the Headteacher and staff of the school to ensure a high quality of education, in a school that provides high standards of care.

Chair of the Governing Body: Councillor William Kellett

Vice Chair: Mrs Mary Turner

Governors

Nicholas Brown
Susan Cornforth (Headteacher)
Linda Gunn (Staff Governor)
David Hall
Brian Hardy
Christopher Stonehouse
Mary Turner
Laura Douglas



The School Day

The School runs a breakfast club each day from **8am**. Many parents find this a useful facility. We aim to keep charges as low as possible and at present charge £3.00 a day for this service.

The school day starts at **8.55am**, and unless children are coming to breakfast club they should not be at school until 8.45am, as there is no supervision before this time. All pupils in Years 1–6 come into school via the school playground. Reception children (Butterfly Class) come into school through Butterfly garden.

NB Changes have been made to school start and end times due to the current pandemic but we hope that we can return to normal as soon as possible. Information about staggered start and end times can be found on the school website

In line with legal requirements, all children take part in acts of worship (school assemblies). This is sometimes a whole school event and at other times is conducted in class. If you wish your child to be withdrawn from assemblies, please have a chat with me.

We have a mid-morning break from **10.30 – 10.45am**. The children all go out to play together.

Lunch begins at **12pm** and finishes at **1:00 pm** for children in EYFS and Key stage 1 (R, Y1 and Y2). For our older children lunch starts at **12.15pm** and finishes at **1.00pm**.

School finishes at **3.15pm**. Staff, parents and visitors run a variety of after-school clubs throughout the year and letters are sent out to keep you informed of these.

Reception Class are handed to their parents in Butterfly garden.

Year 1 and 2 leave through the main entrance and are handed over by the class teacher to an appropriate adult.

Years 3 to 6 leave school through the playground and are walked to the side gate or main gate as appropriate by their class teacher.

Staff will only allow people named on a pupil's data collection sheet to collect that pupil.

Tea Club

School staff run a tea club from 3:15pm to 5:45 pm. Places are allocated on a first come first served basis. Children are given a snack such as beans on toast, fruit and a drink. The cost is currently £8 for the whole session or £4 for a half session (3:15-4:30 pm). The Teaching Assistants who run Tea Club are first aid trained and have food hygiene certificates.

Absence

From time to time all children are ill and unable to come to school. Please contact us, by phone, on the first morning of absence to let us know that your child is unwell and how long he/she is likely to be absent for. If you do not contact us we will contact you, as we need to know that your child is safe and nothing has happened on the way to school.

Requests for leave of absence – we believe that all children should be in school for all sessions so that they can make the best progress possible. If, however, your child needs to be away from school for reasons other than illness, please request a leave of absence form from the school office. No Holidays will be authorised following the Local Authority Guidance unless there are exceptional circumstances.

Children are expected to achieve a minimum of 96% attendance each school year. Where children are frequently absent the School Attendance Team may become involved and may visit your home to discuss any problems.

School Uniform

The School adopted a uniform a number of years ago and the children look very smart wearing it. It is inexpensive and many parents say that it is invaluable as it saves arguments over what can be worn for school and is considerably cheaper than fashionable clothing. Some uniform items can be ordered through school and anybody wishing to place an order or try on uniform for size should contact Mrs. Pearce via the school office.

Our School uniform consists of:

Red sweatshirt or cardigan available through school with logo if you wish – these may have initials embroidered on to help us reunite children with their clothing if it gets lost.

White polo shirt

Grey or black school trousers, skirt or pinafore (no leggings or jogging bottoms please)

In summer many of the girls choose to wear a red and white checked dress and boys may wear grey shorts.

Black school shoes (no trainers or high heels please)

Plain tights – grey or black

PE Kit plain red t-shirt and plain black shorts. This can be bought through school as a complete kit in a PE bag. **Children may wear black tracksuit bottoms for PE in colder weather.** We suggest that P.E. kit is brought into school in a drawstring bag and left here most of the time. Most children take it home for washing at the end of each half-term. Children need appropriate footwear – plimsolls for indoors and trainers for outdoors.

Waterproof jackets are also available to purchase through school if you wish. These are both warm and serviceable.

PLEASE ensure that all clothing is labelled clearly with your child's name. This can save an awful lot of time and distress. Your child's initials can be embroidered onto items of clothing bought from school at no additional cost.

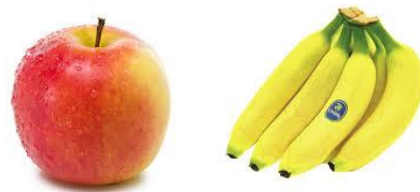
The Governing Body **do not allow** the wearing of **jewellery** at school for Health and Safety reasons. Any child who wears earrings for school will not be allowed on the playground and cannot participate in P.E. lessons.

School Dinners

We try to encourage children to stay for school lunch as this provides pupils with a nutritious well-balanced meal. Taylor Shaw hold the School Meals contract for Durham Local Authority and the meals are cooked on school premises. There are at least 3 different meals to choose from each day – a hot meal, a vegetarian option and a sandwich. We have a pre-ordering system, so that parents can help their child to choose a meal they will enjoy. Menus are sent home with pupils to allow parents to discuss options available with their child and meals are pre-ordered.

Currently pupils in Reception, Year 1 and Year 2 are entitled to Free School Meals and pupils in Year 3, Year 4, Year 5 and Year 6 will be required to pay £2.15 per day. Dinner money should be paid in advance, no later than Monday Morning for the coming week. Payments must be made online using ParentPay. School will provide you with access to this payment system.

Some children choose to bring a packed lunch and we are happy for them to do this. However, we do ask that you try to keep these as healthy as possible. We do not allow children to bring sweets, chocolate, fizzy drinks or hot food as part of their packed lunch.



Snacks and Drinks

All children in Reception and Key Stage 1 are given fruit each day as part of a national scheme to encourage children to eat more healthily. We actively encourage children in Key Stage 2 to bring in fruit or healthy cereal bars as a snack for playtime. We do not allow any other snacks at playtime.

Children are actively encouraged to bring **still water** into school to drink throughout the day. This should be in a bottle with a sport style cap to avoid spillage. Children will be allowed to keep their water in the classroom so that they can drink from it regularly. Research has proved that children who drink water regularly are able to concentrate for longer periods of time.

Milk is provided free of charge for any child who has not reached their 5th birthday. Parents can choose to pay for milk if they wish and forms will be provided for you to place your order. The school does not handle money or order forms, parents deal directly with the company. Forms are available from the school office.



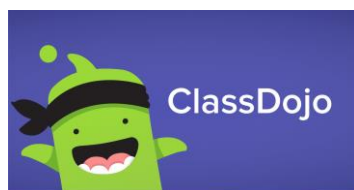
Contacting You

Each year you will be sent a personal details form to complete, please make sure you return this as soon as possible as we need to be able to contact you quickly if your child is poorly or has an accident at school. If contact numbers change at any point throughout the year please inform us promptly. Children can become very distressed when we cannot contact anybody for them, especially those children in Reception or who are new to the school.

We will use your email address to send copies of newsletters and information about school trips.

We send text messages to remind you of key events such as non-uniform days, to inform you to enter school via the main entrance in icy weather and to pass on other information quickly.

Contacting Us



We currently use an app called Class Dojo to enable you to message your child's class teacher to pass on any information or to ask any questions. It also enables the class teacher to send messages to the whole class or to you alone.

You will be provided with information about how to set this up once you have signed the relevant consent form. The majority of parents use this app on their phone and it has proved to be a really effective and popular communication tool.

Giving Children Medicines



We are quite happy to administer **prescribed** medication to your child, but, for everybody's safety, we must insist that the following guidelines are followed without exception:

- Medication is brought into school and collected by an adult,
- A parent or nominated adult completes a form giving instructions for administration.

Care plans are drawn up with the School Nurse for children who have illnesses which may affect them in school, e.g. diabetes, allergies or epilepsy.

We are also happy to apply **prescribed** creams and lotions as long as these are not to intimate parts of the body.



The Curriculum



The school offers a broad and balanced curriculum for all children, in line with National Guidelines.

Our Curriculum Intent

Our aim is to provide our children with an engaging, exciting, empowering curriculum which helps to equip them for the next steps in their lives, encouraging them to develop a thirst for knowledge, a sense of ambition, a strong moral code

and a lifelong love of learning. Our curriculum will allow the children to develop interpersonal skills, build resilience and encourage them to become creative, critical thinkers. We wish to instil in the children a sense of pride in where they live by utilising our locality to teach aspects of the curriculum, whilst also making children aware of the wider world and the opportunities that it affords them.

We believe that childhood should be a happy, investigative and enquiring time in children's lives, a time to encourage children to try new experiences, to promote positive attitudes and to learn from their mistakes in a supportive environment.

We celebrate and welcome differences within our diverse school community as every child is individual and unique. We all have different talents and skills, when we recognise and celebrate these differences, 'Together we Shine'.

Key Drivers for Sherburn Primary School's Curriculum

Our curriculum is planned around a series of topics, often based around questions for the children to explore. These topics are carefully planned to ensure that there is a clear development in the learning of key skills. There are three 'curriculum drivers' that personalise our curriculum and develop the whole child in order to prepare them for life beyond Sherburn Primary School. These have been chosen through consultation with staff and governors, identifying the needs and interests of all of our children.

Our three main curriculum drivers are:

Ambition and Resilience

Knowledge and Understanding of the World

Life Skills

Early Years

The children in Early Years follow the Early Years curriculum and develop skills in the following areas:

The areas of learning are:

- communication and language
- physical development
- personal, social and emotional development
- literacy
- mathematics
- understanding the world



- expressive arts and design

Key Stage 1 and 2

The curriculum for children in Years 1 to 6 is designed to meet the requirements of the National Curriculum in an interesting and stimulating way. The following subjects are studied:

- English
- Mathematics Science
- Computing
- Art
- Design Technology
- Geography
- History
- Music
- Personal, Social Health and Citizenship Education
- Physical Education
- Religious Education



Children in KS2 are taught a modern foreign language, French.

Teachers send out details of the lesson content taught through our curriculum at the beginning of each term, so that parents' have a clear understanding of the work we will be covering.

Sex and Relationships Education taught through the PSHCE and Science Curriculum. Explicit work on Sex Education is covered in Year 6, with support from the school nurse. Parents are informed prior to these sessions and have the right to withdraw their children.

R.E. covers all world religions however, the main focus is on Christianity. Any parents wishing to withdraw their children from this subject should contact Miss Cornforth for an appointment.



Learning through play in Butterfly Class



Spending time in the Forest School area in Science.



Art in Year 2



Special Needs Provision

At some point during their school career many children will encounter difficulties that require additional help. Many of these problems are easily overcome, but others take longer and require a special programme of work to be drawn up for your child. If we consider it will be helpful, we will ask someone from the Learning Support Team to come into school to do further work with your child to help us fully diagnose issues. We would always seek your permission before doing this.

Every child is considered as an individual and suitable programmes of work are developed for them. Our philosophy is clear - we identify the need and promote strategies, with the help of parents, to ensure that each child has the best possible chance of success.

All teachers are teachers of pupils with Special Educational Needs. Full use is made of information passed to the school when a child transfers from early education provision. The school assesses each child's level of attainment on entry and teachers identify special needs by measuring progress being made in the various areas of experience provided by the school's curriculum.

If progress is not adequate a child will require additional or different arrangements from other pupils. This may take the form of differentiation of work, or if this is not addressing issues raised school will request the involvement of outside agencies for advice, and to formally assess special needs.

Advisory support packages are available from the LEA, depending on a child matching certain criteria of needs, and involve set numbers of 'advisor' visits. Permission from parents is sought before any referrals to outside agencies.

The school uses the skills of our Learning Support Assistants to provide support for children through intervention programmes; this gives them access to additional English and Maths work in a small group.

Our Special Educational Needs Coordinator is Mrs Parkin. She works closely with teachers and outside agencies to coordinate work to support your children, if additional support is needed.

Trainee Teachers

The school works closely with trainee teachers from Durham University. The children gain much from this; trainee teachers tend to be very creative and have wonderful ideas and it frees up teacher time so that they can work with small groups of children from across the class. The university involves us in exciting projects which can enhance the children's education, for example working with a published author and working with students from around the world.

The Behaviour Policy

The School's Behaviour Policy centres around a Code of Conduct developed by children, parents and staff.

Code of Conduct

We all need to work together happily. Pupils, staff, parents and visitors are expected to follow the Code of Conduct at all times. If people upset you by not following the Code of Conduct make sure you tell someone who can help you.

- 1. Always remember good manners; say please and thank you and be polite to everybody.**
- 2. Respect one another's feelings.**
- 3. Try not to make others unhappy by fighting and saying nasty things.**
- 4. Look after you own belongings as well as other peoples.**
- 5. Take care of our school and everything in it.**
- 6. Give other people a helping hand whenever you can.**
- 7. Walk around school in a safe and calm way. Keep to the left on the stairs and in corridors.**
- 8. Always try your best in everything you do. Work hard at all times and remember to do your homework and ask for help when you need it.**



We insist that everybody adheres to this and reward those who do with Good Citizen Awards, Good to be Green stickers, Golden Time and end of term treats. Unfortunately, some behaviour requires sanctions. These sanctions are recorded on a weekly behaviour chart and include: verbal warnings, miss playtime, time out of class, loss of 'Golden Time', contacting parents and in extreme cases, exclusion.

The behavioural policy is available to read on the school website.

Complaints

It would be helpful where parents have concerns about the operation of the school, if they could discuss these, in the first instance, with the Head Teacher as in most cases complaints can be dealt with successfully at this informal level. We endeavour to work closely with parents and recognise that like us you only want the best for your child and issues can normally be easily addressed. We hope that we never have to use the complaints procedure but we are legally obliged to publish it on the school website.

Admission Arrangements

All children start their education at Sherburn Primary School in the September preceding their 5th birthday.

Children have visits during the previous term in order to meet the class teacher and the other children in their class.

30 pupils will be allowed admission to classes from September 2021.

If we are over subscribed the following admission criteria will be used:

- Medical reasons
- Family links
- Distance from school

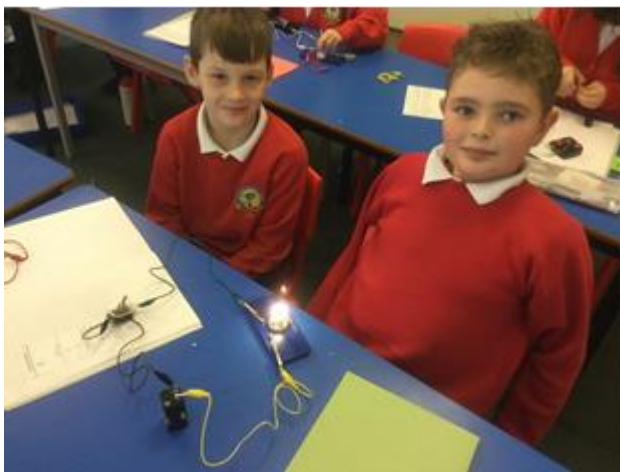
And finally, we thought we'd share with you some images that will give you a 'flavour' of school life.



Reception Class 2020-21



The class of 2020!



The information in this brochure was correct on 27th April 2021.

Don't forget the best way to get to know us is to come and spend some time with us. Please ring the office to arrange a visit.

Miss S Cornforth and Staff