



Sherburn Primary School Brochure



2026-27

Welcome to Sherburn Primary School

Thank you for choosing to send your child to Sherburn Primary School. We are dedicated to providing a safe and secure environment for all of our pupils in which they can grow and flourish. The school has a wonderful staff, delightful children and very supportive parents – which makes working here a real pleasure!

As well as wanting our children to be happy in school and to enjoy their time with us, we want to make sure they meet their full potential in all aspects of their development. We teach the national curriculum innovatively through topics which have been carefully chosen to engage and enthuse the children. We make effective use of our vast outdoor learning spaces which include a forest school, football pitches, a large OPAL playground and an area for gardening.

Successful education relies on an effective partnership between home and school therefore 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 hold regular open-evenings, providing you with opportunities to look at your child's work and talk to their teachers. We really appreciate the time that some of our parents, grandparents and members of the local community are able to give to help in school either by hearing children read or supporting teachers on school trips.

Our school nursery is now in its third year. We are able to offer 15 and 30-hour places to children from the age of three.

We hope this booklet will answer many of your questions about our school and nursery and will give you a glimpse of school life. However, to really get to know us, please arrange a visit – we'd be delighted to show you around 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'



Meet 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 child.



Headteacher	Miss S Cornforth
Deputy Headteacher	Ms L Gunn
Teaching Staff	Mrs J Parkin (EYFS Lead and SENDCO) Mrs K Lightowler Mr D Forth Mrs L Cox Miss F Wilkinson
Learning Support Staff	Miss R Barnett Ms A Carlyon Ms L Crathorne-Jones Mrs A Crisp Miss E French Miss L Pinkerton
Administrative Staff	Miss A Prudhoe
Lunchtime Supervisors	Ms A Carlyon Mrs D Colledge Mrs J Crammen Mrs S James Mrs D Tomlinson
Breakfast Club	Mrs T Harvey-Bullock
Tea Club	Ms A Carlyon Mrs T Harvey-Bullock
Caretakers	Mr E Bowes Mrs J Crammen
Cleaner	Mrs L Bowes



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

Governors

Brian Hardy: Chair of the Governing Body

Mary Warburton: Vice Chair

Susan Cornforth (Headteacher)

Linda Gunn (Staff Governor)

Nicholas Brown (LA Governor)

Simon Jewkes (Parent Governor)

Steven Wharton (Co-opted Governor)

We have several governor vacancies. If you are interested in becoming a school governor, please contact the Headteacher for more information.



The School Day

The school day starts at **8.55am**, and unless children are coming to breakfast club, they should not be on school grounds until 8.45am at the earliest as there is no supervision before this time.

All pupils in Years 1– 6 enter school via the playground. However, Reception (Butterfly Class) and Nursery (Caterpillars) come into school and leave through their own entrances. Any late arrivals must enter via the main door and report to the school office.

At mid-morning break, from **10.30 – 10.50am**, children from Reception to Year 6 all go out to play together.

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

The school day finishes at **3.15pm**. Reception Class is handed back to their parents at the gate to Butterfly Garden. Year 1 and 2 leave through the main entrance and are handed over by the class teacher to a known adult. Years 3 to 6 leave school through the playground and are walked to the side gate by their class teacher.

Staff will only allow people known to them to pick up pupils. If someone different is collecting your child, please inform the office giving sufficient notice.

Staff and visitors (generally PE coaches) run a variety of after-school clubs throughout the year. Letters are sent out to keep you informed of these. Places are allocated on a first come first served basis.



OPAL

We are an OPAL school. OPAL stands for outdoor play and learning. We began our OPAL journey in January 2025.

Play is the process through which children learn everything that they need to know that cannot be taught. Play wires the brain, builds capable bodies, and is the foundation of building relationships.

OPAL's programme enables us to provide our pupils with opportunities to be creative, collaborative and active in their outdoor play, in environments that are safe enough for 'health and safety' but challenging enough for children's ongoing development.

All of our children from Reception to Year 6 play together.

The children go out in all weathers, so they need a pair of wellies to change into, which they are able to leave in school and need a suitable waterproof coat.



Wraparound Care

At Sherburn Primary School, we run a daily breakfast club from **8am**. The cost is currently £3.00 a session.

School staff also run a tea club from 3:15pm to 5:45 pm (5:30pm on Friday). Places are allocated on a first come first served basis. Children are given a drink and a snack. The cost is currently £8 for the whole session or £4 for a half session (3:15-4:30 pm). Staff members who run tea club are first aid trained and have food hygiene certificates.

Assemblies

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 arrange to have a chat with me.

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.

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.



Contacting You

The School uses Arbor as their management information system. You will be sent information to download the Arbor app and can update your emergency contact details, change of address etc using the app. Please make sure this is kept up to date 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 or update on the app promptly - children can become very distressed when we cannot contact anybody for them, especially those children in Nursery and Reception or children who are new to the school.

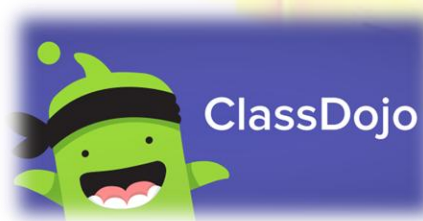


We will use your email address to send copies of newsletters and information about school trips.

We send Arbor in App messages and text messages to remind you of key events such as non-uniform days, and to pass on other information quickly. Please make sure your settings on the Arbor app are set to receive push notifications so you don't miss any messages sent.



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 about teaching and learning. It also enables the class teacher to send messages to the whole class or to you individually. Please note that messages sent outside of school hours will not be responded to until the following working day.

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.

Any messages relating to absence, school meals, uniform, holidays etc should come through the school office either using the Arbor App, email or telephone.

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 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 be asked to remove them (however we will allow plastic spacers). If this is not possible, they will not be allowed on the playground and cannot participate in P.E. lessons or swimming sessions.

School Dinners

We try to encourage children to stay for school lunch as this provides pupils with a nutritious well-balanced meal. Chartwells currently hold the school meals contract for Durham local authority and the meals are cooked on our premises. There are at least four different meals to choose from each day e.g. a hot meal, a vegetarian option, a baked potato and a sandwich.

The children order their meal each morning using our electronic ordering system, Cy-Pad. The options are displayed in picture form on the classroom whiteboard and the children choose what they would like to eat. If your child has any special diets or food intolerances this will be reflected in their choice of options. School staff make sure younger children make appropriate choices.

Currently pupils in Reception, Year 1 and Year 2 are entitled to Free School Meals. Pupils in Years 3 – 6 are required to pay £3.08 per day, unless they hit the Free School Meal criteria (please contact the School Office for more information). 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. Please make sure that nothing containing nuts is brought into school.

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. Children in Key Stage 2 can bring fruit or healthy cereal bars as a snack for playtime. We do not allow unhealthy playtime snacks.



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 yet reached their 5th birthday. Parents of over fives can buy milk for their child. If this is something you are interested in, order Forms are available from the school office.

The Curriculum

We offer 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 and 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 Foundation Stage

Caterpillar Nursery

Caterpillar nursery is part of our EYFS unit. As well as spending time in the nursery setting, the children come together with Reception children in the afternoon which gives them further opportunities to develop their social skills, learn through play and explore the outdoor environment. This provides the children with a good start to their education and helps ease the transition to school. Our curriculum promotes learning, is fun and offers exciting opportunities for all learners.

Nursery children are entitled to 15 hours free education, and may be entitled to 30 hours. We have flexible options available, including offering morning or afternoon sessions. Extra hours are available on request and are currently charged at £7.50 an hour.



Early Years

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

- 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 also taught a modern foreign language, French.

Teachers send out a curriculum map at the beginning of each term so that parents have a clear understanding of the topics that will be covered.

Sex and Relationships Education is 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 lessons and have the right to withdraw their children from these sessions.

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



Special Needs Provision

At some point during their school career, children might encounter difficulties that require additional support or bespoke tailoring of the curriculum. Many of these problems are easily overcome, but others take longer and require a special programme of work to be drawn up for the child. This usually takes the form of an individualised support plan which specifies outcomes and sets achievable targets.

If we think it would be beneficial, we may also ask outside agencies/other professionals to come into school to do further assessments and advise teachers of their recommendations. We would always seek parental permission before requesting this.

Every child is considered as an individual, and suitable programmes of work are developed for them. Frequent teacher assessment quickly identifies any children falling behind. 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.

If additional support is needed, our Special Educational Needs Coordinator, Mrs Parkin, works closely with teachers, teaching assistants (TAs) and outside agencies to suggest strategies to help. Our skilled TAs provide support for children in class as well as through tailored intervention programmes in either small groups settings or one to one.



Behaviour

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 therefore 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 stickers, Good Citizen Awards and house points.

Unfortunately, some behaviour requires sanctions. These sanctions include: verbal warnings, missing some playtime, time out of class, contacting parents and in extreme cases, a fixed term exclusion.

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

Admission Arrangements

All children start their education at Sherburn Primary School in the September preceding their 5th birthday. They can join the school nursery from the age of 3 - in the term after their third birthday.

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

30 pupils will be allowed admission to each year group.

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

- Medical reasons
- Family links
- Distance from school



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.

Contact Details

Headteacher: Miss Susan Cornforth

Deputy Headteacher: Ms Linda Gunn

Office Manager: Miss A Prudhoe

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Sherburn Village
Co. Durham
DH6 1DU

Telephone: 0191 3720281

E-mail: sherburnprimary@durhamlearning.net

Website: <https://sherburnprimary.durham.sch.uk>





The information in this brochure was correct on 1st June 2026.

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

SHERBURN PRIMARY - SCHOOL HOLIDAYS 2026-27

Holiday	Closing Date	Date Re-open for Teaching Purposes
Summer 2026	Monday 20 th July 2026	Wednesday 2 nd September 2026
Autumn half-term 2026	Friday 23 rd October 2026	Monday 2 nd November 2026
Christmas 2026	Friday 18 th December 2026	Tuesday 5 th January 2027
Spring half-term 2027	Friday 12 th February 2027	Monday 22 nd February 2027
Easter 2027	Thursday 25 th March 2027	Monday 12 th April 2027
May Day 2027	Friday 30 th April 2027	Tuesday 4 th May 2027
Summer half-term 2027	Thursday 27 th May 2027	Tuesday 8 th June 2027
Summer 2027	Wednesday 21 st July 2027	

INSET DAYS:

Tuesday 1st September 2026

Friday 27th November 2026

Monday 4th January 2027

Thursday 28th May 2027

Monday 7th June 2027