

School Prospectus

2023-2024

Herrick Primary School

*'to give each and everyone
a chance'*

HERRICK



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A Message from the Headteacher



Mr U Patel, Headteacher

Firstly, thank you for choosing Herrick Primary School for your child's schooling journey and for those who are considering our school – please know that they will come to a place that is 'a people place'.

All staff at Herrick are loyal and dedicated; we all want to do our best for the children. Your children are the reason why we are all here. We fully understand that children's happiness, safety and wellbeing must always be the priority. Your school days are meant to be the best days of your life and we strive to make this a reality for the children who come to our school. These aims are summed up in our vision statement, "to give each and everyone a chance".



The purpose of this prospectus is to inform current and prospective parents about our school – its ethos, aims and values, and give insight into life at Herrick Primary School.

We aim to give you not only an insight into our school community, but to experience the happy atmosphere, and sense of purpose evident in our school and you are welcome to visit. We offer tours to interested parents on Friday mornings throughout the year, which you may book through the school office. We look forward to meeting you.



Pupils are well mannered, respectful and courteous towards each other and adults. – *Ofsted, 2018*

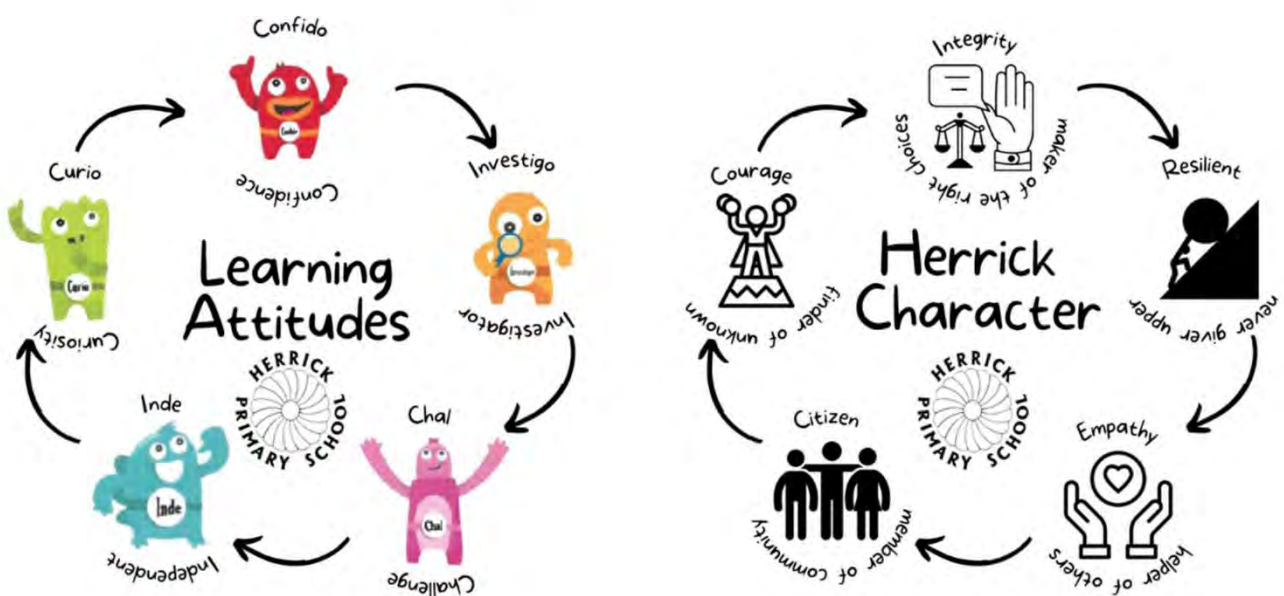
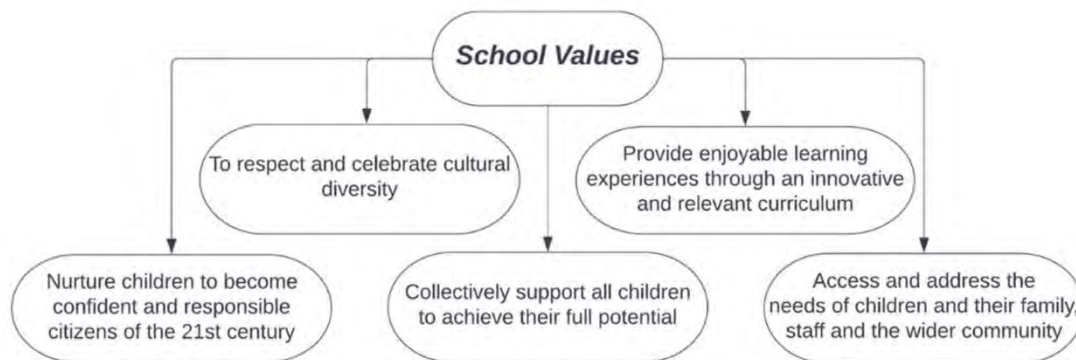
Vision and Values

'To give each and everyone a chance'

Our Vision is of an equitable and inclusive education that is underpinned by the essence of 'Every Child Matters', which to all at Herrick means:

'TO GIVE EACH AND EVERYONE A CHANCE'

The Herrick Character and Learning Attitudes are traits that we encourage all Herrick pupils to display. We recognise the achievements of all pupils, through both academic success and extra-curricular activities.





Children are inquisitive, work well together and are keen to learn. As a result, children rapidly develop into confident learners- *Ofsted, 2014*

Early Years

Miss J May

Mrs A Aydin

Miss R Lewis

Phase Leader: Mrs A Aydin

Early Years includes the Nursery and Reception classes. They follow a curriculum called Early Years Foundation Stage (EYFS) which is play-based and involves a balance between ‘child-initiated’ (chosen by the child) and ‘adult initiated’ (led by an adult) activities.

In Early Years, we follow Development matters, on-statutory curriculum guidance which was revised July 2021. At the heart of our teaching is the development of curiosity, practical tasks and questioning, and we focus heavily on this.

Children participate in free flow play: a range of activities are set up for children to develop skills in various areas and learn through play. They explore a variety of topics whilst making cross curricular links. Whenever and wherever possible, we provide an authentic experience of learning through carefully selected resources.

The development of children’s spoken language underpins all areas of learning. We ensure that children have high quality verbal interactions. The number and quality of conversations they have with adults and peers throughout the day in a language-rich environment is crucial. By commenting on what children are interested in or doing, and echoing back what they say with new vocabulary added, practitioners will build children’s language effectively.

How we teach Maths in EYFS
We use the White Rose Maths Scheme and Development Matters to inform planning and assessment. Structured Maths sessions are delivered daily and children have the opportunity to practise and apply skills taught through play on a daily basis.

How we teach Literacy in EYFS
We teach writing through phonics and deliver guided writing sessions. Our school has chosen the Little Wandle Letters and Sounds phonics programme to teach early reading and spelling.



The behaviour of pupils is good. Pupils are polite and welcoming. They enjoy school and they are usually very keen to learn- *Ofsted, 2014*

KS1

Miss H Malik Mrs L Conlon Miss S Kaur Miss S Shah

Phase Leader: Miss S Kaur

Throughout their time in Key Stage 1, your child will learn about a variety of exciting topics including: the Victorians, music and ocarinas, key figures in history, the UK and the world, the seaside, Kandinski, Mondarian, how to make afternoon tea, animations, digital painting, making music using computers and robotics. Please refer to the website for more information on our curriculum.

In Year 1, your child will be learning in a more structured classroom environment.

Children will take part in the National Year 1 Phonics Screening checks.

In previous years, Year 1 pupils have enjoyed trips to Conkers.

In Year 2, your child will develop their skills to prepare them for Key Stage 2. They will become more confident learners and will show aspects of the Herrick Character.

In previous years, Year 2 pupils have enjoyed visits to Twycross Zoo.



Pupils have good attitudes to learning, are polite and considerate to each other and behave well around the school- *Ofsted 2014*

Lower KS2

Mrs J Smith

Mrs S Chelly

Mrs M Nai

Mr S Punchard

Phase Leader: Mr S Punchard

Throughout their time in Lower Key Stage 2, your child will learn about a variety of exciting topics including: Christianity, Islam, Hinduism, Sikhism, the production of chocolate from cocoa bean to chocolate bar, Egyptians, Romans, Anglo Saxons, Europe, animation and game design. Please refer to the website for more information on our curriculum.

In Year 3, your child will become an inquisitive learner. They will learn about a variety of topics and have engaging lessons with themes that run throughout the subjects.

In previous years, Year 3 pupils have enjoyed visits to Cadbury World.

In year 4, your child will actively engage in their learning whilst becoming more independent. Their learning will prepare them for Upper Key Stage 2.

In previous years, Year 4 pupils have enjoyed trips to Sherwood Forest and London.



Pupils enjoy the rich and varied experiences that the school offers. They take pride in their school and in their community - *Ofsted, 2018*

Upper KS2

Mrs U Patel Miss C Broadhead Mrs R Shukla Mr M Maile

Phase Leader: Mr S Punchard

In Upper Key Stage 2, children develop their critical thinking skills and will explore exciting topics to prepare them for secondary school, including: programming, creating web pages, World War 2, Indigenous people, Mayans, fashion, climate change, philosophy, diversity in Leicester and globalisation. Please refer to the website for more information on our curriculum.

Throughout Year 5 and 6, children are given a range of exciting opportunities for fun lessons and activities.

In Year 5, children will attend swimming lesson and in previous years, have visited Harry Potter Warner Brothers Studios.

In Year 6, previous Year 6 classes have enjoyed residential trips and 'leavers' events, and a 'Herrick Journey' ceremony at the end of the academic year.

In Year 6, children prepare for their SATS tests and the transition to secondary school.

We support our Year 6 pupils in many different ways, which includes a breakfast throughout their SATS.

Through the years we have built up a strong relationship with 'transition' schools.

100

things to do before
you leave Herrick

Visit

Buckingham Palace - the Tower of London
Harry Potter Studios - Madame Tussauds
Another school - Places of Worship
A Library - and Art Gallery
The British Museum - the Science Museum
the Natural History Museum - Cadbury World
Baumanor Hall - a Tudor Manor House
a Restaurant - Watermead Park - Leicester City F.C.

Learn

to build a shelter - to write a story
the times tables off by heart
how to swim - to tie your shoe laces
to make cakes - how to ride a bike
to speak another language
to cook - how to make bread
to skip - how to make a film
to sew a cushion - to play a musical
instrument
to make a moving toy - to knit
to make and fly a kite
the rules of different sports games
to use salt dough and Mod Rock
how to fold origami - how to use an
iPad

Be

Happy - Safe - Proud to be you
Curious - able to stretch yourself
in charge of your learning
a problem solver - self-confident
able to reach Sapphire - different
nominated for Phone Home Friday
able to earn a Smart certificate
a good friend - able to tell the time
the teacher for a day - a monitor
able to act - able to vote
able to win an Attendance award
able to invite a family member to lunch
able to watch a performance
rewarded for your hard work and effort

Go

Canoeing - Kayaking
on a boat - wall climbing
Orienteering - on a train
on a River Thames cruise
on a zip wire - to a live orchestra
Ten Pin Bowling - to the theatre
to the Leicester Space Centre

Take part in

a school play - a school disco - a School
Fair
a dance club - a residential visit
Cooking lessons - Eco Club - School
Council
a year 6 leavers production
a walk in the woods - a sleepover at
school
Fundraising events - a coffee
afternoon
a pjyama day - a fancy dress day
a sports match - a theme day
a walk on a red carpet - a picnic
hide and seek in the dark
Sports Day - a national celebration
Faith assemblies - a competition
playing in the snow - dancing in the rain
writing to the Queen - a pottery
session

The quality of teaching is consistently good so that pupils achieve well. There are many opportunities for pupils to think creatively about their learning, particularly in writing tasks. As a result, pupils enjoy learning and confidently express their ideas- *Ofsted, 2014*

Curriculum

The National Curriculum

Schools are required by law to teach the National Curriculum to all children aged five years and over. At the centre are the 'core' subjects of English, Maths and Science. The Foundation subjects comprise of History, Geography, Art, Design Technology, Music, as well as Computing and Religious Education, Physical Education and Personal, Social and Health Education and Citizenship (PSHE&C), Relationships and Sex Education (RSE) and Modern Foreign Languages – French in KS2.

Maths

Our aim for Mathematics is that each child leaves Herrick Primary School with the skills to meet the demands of everyday life in the modern world. By the time children progress to secondary school, all children will be able to use and apply their mathematical skills confidently, use mathematical language effectively and be fluent mathematical thinkers.

Literacy

At Herrick, our aim is that each child develops a lifelong passion for Literacy. Literacy is a key skill that enhances a child's overall wellbeing and contributes to their social mobility. We want our children to be able to speak fluently, read for both enjoyment and meaning as well as being able to write in any genre. The key skills they learn at Herrick will continue with them for the rest of their lives.

Reading

At Herrick Primary School, we take reading seriously. The ability to read is a lifelong skill that all children should possess. Reading opens up a whole new world for children, and is necessary for everyday tasks. We ensure that children are comfortable and confident readers by the time they leave for secondary school. Our reading programmes, including Little Wandle, and interventions help ensure your child has the best foundation to build their reading skills.

Science

Our aim in Science is to give children practical experiences of scientific processes by allowing them to experiment and find solutions to questions about the world in which they live. We encourage children to understand the relevance of Science to their present lives and how discoveries made today may have implications on their futures. Children develop scientific knowledge and conceptual understanding of the natural world, materials and physical processes and begin to develop critical thinking and reasoning skills.

FoundationSubjects

Geography

At Herrick Primary School, we aim to stimulate our children's interest in their surroundings and develop their geographical skills through first-hand experience and geographical enquiry. Our children will learn about the lives and futures of children around the world, will understand the UK's geographical position in the world and engage with the global community. They will understand the changes we experience in our community and the wider world along with physical and human aspects of the world we live in, and to make sense of their surroundings and the wider world.

History

At Herrick Primary School, we aim to stimulate our children's interest about the past, and therefore develop an understanding of the present in terms of what has gone before. Our children will learn a sense of chronology – the ability to place historical events on a timeline, develop a sense of identity and cultural understanding based on their historical heritage, value their own and other people's cultures, and understand how events in the past have influenced their lives today.

Art and Design

We aim to foster your child's creativity at an early stage, exploring in a playful and non-judgemental way and learning skills with different materials and tools. The children will then control and master these skills using familiar media (pencil, paint and collage) to design and create their own pieces of artwork. The children will be encouraged to challenge, deepen and be adventurous with their developing skills. We will also provide the opportunity for the children to study the work of artists/designers from both Britain and around the world, so children are exposed to different cultures, techniques and themes.

Music

Our aim is to make sure that every child at Herrick Primary School has a variety of musical experiences and leaves our school with an enthusiasm and love of music and the arts. We encourage creativity within music lessons. Children have opportunities to compose their own music, collaboratively or independently, using instruments and their voices. We believe that music should help children to develop the skills to work together harmoniously.

RE and Collective Worship

Collective worship and Religious Education promotes values, which we believe all children should adopt. By developing a better understanding of the beliefs of different communities, we teach our children kindness, compassion, understanding, honesty, consideration, empathy, and encourage respect for religious and moral values, and tolerance of other religions, races and cultures. We encourage children to be inquisitive about the world around them. As Herrick Primary School is situated in a diverse community and it is important for Herrick children to learn about the faiths within the community of their peers. At Herrick, children will learn about Islam, Sikhism, Christianity, Hinduism, Buddhism, Judaism and indigenous faiths. The school holds LCC SACRE Certificate.

Foundation Subjects

PE

At Herrick Primary School we believe that PE and Sport play an important role in providing our pupils with a lifelong, positive and healthy relationship with sport and fitness. All pupils have weekly PE lesson, and children in KS1 and 2 have the opportunity to attend extra-curricular clubs, including football, multi-sports and summer sports. Pupils in Year 5 have the opportunity to participate in swimming.

Technology

At Herrick Primary School, children will have the opportunity to design a product from different materials, make a product and then evaluate the effectiveness. Children will be shown how to use the specific tools correctly and safely. Children will be able to use the collaborative and problem-solving skills developed in Technology to help them in everyday life.

Computing

As computing is an increasing part of life today it is essential that all pupils gain the confidence and ability that they need to prepare them for the rapidly developing and challenging world that is ever increasingly reliant on computers. Computing at Herrick Primary School will enhance and extend children's learning across the whole curriculum and teach children how to protect themselves on all digital equipment.

PSHE and RSHE

This area of the curriculum deals with health education, including diet, exercise, rest, life-style, self-image, relationships, keeping safe, dealing with bullying and personal, social and emotional development. This also incorporates RSE (relationships and sex education) which is now a statutory part of the curriculum and is taught age appropriately throughout the school, with sex education taught in year 5 and 6.

Through PSHE, children also learn about citizenship and their place in society, their growing responsibility as citizens and as members of the global community, and their developing understanding of systems such as democracy. Many aspects of PSHE are taught in an integrated way through other subjects, and through daily school routines, while some units are planned for separately.

Modern and Foreign Languages

The ability to speak more than one language is a skill that unlocks a wider world for children. While many children at Herrick Primary School are bilingual, we encourage all children to develop skills in other languages too. At Herrick Primary, children in KS2 learn French using the La Jolie Ronde scheme of work.



Herrick staff have created a warm and welcoming school in which academic performance and personal development are equally important. Relationships between staff and pupils are very positive. – *Ofsted, 2018*

Staff

Senior Leadership Team

Mr U Patel – Head Teacher, Deputy DSL
Mrs A Aydin – Assistant Headteacher, SENDCo, Designated Safeguarding Lead
Miss S Kaur – Assistant Headteacher, Deputy DSL, Teaching & Learning

Teaching Staff

Reception	Miss R Lewis & Miss J May
Year 1	Miss H Malik & Mrs E Conlon
Year 2	Miss S Kaur & Mrs S Shah
Year 3	Mrs J Smith & Mrs S Chelly
Year 4	Mr S Punchard & Mrs M Nai
Year 5	Mrs U Patel & Miss C Broadhead
Year 6	Mr M Maile & Mrs R Shukla
PPA Release	Mrs Z Ismail

Teaching Assistants

Level 4

Miss B Phipps

Level 3

Mrs J Kalida

Mrs R Ebrahim

Level 2

Mrs T Baza

Miss K Brennan

Mrs N Kaur

Mrs J Sheppard

Miss K Hampson

Mrs A Khalifa

Mrs N Visani

Mrs S Kaur

Office

Business Manager

Mrs S Tuckwood

Administrators

Ms F Suleman

Mrs S Beeby

Medical

Mrs S Ibrahim

Mrs H Pandya

Premises

Ms P Payne (PO)

Mrs K Chamendri

Mrs J Clayton

Mrs R Gandesha

Mr P Read

Dining Supervisors

Mr P Read

Mrs J Sheppard

Mrs H Modessa

Miss L Landers

Mrs N Osman

Mrs F Shah

Mrs H Pandya

Mrs H Patel

Mrs S Kotecha

Mrs M Chauhan

Mrs D Patel

SEND Provision

At Herrick Primary School, class teachers work with the SENDCo and parents/carers to ascertain as to whether any interventions need to be implemented. We work with multi-faceted support systems to help your child engage in their learning and receive the support they need to thrive. Our school is fully wheelchair accessible, and we have 1:1 support available for those who need it most.

Teaching Assistant led groups are held for children with specific learning difficulties and education needs, to assist and support their learning.

For more information about our SEND provision, please see our SEND policy available on our website.

Local Authority SEND Offer

The Local Offer brings together in one place information about health, education and social care for:

- children and young people from birth to 25 years old who have a Special Educational Need or Disability (SEND)
- parents and carers of children with SEND
- professionals working in health, care and education
- providers of services for children and young people

What specialist services and expertise are available at or

accessed by the school? Early Years Support Team Learning, Communication and Interaction Team Speech and Language Therapy Service Social, Emotional and Mental Health Team Educational Psychologist Vision Support Team Hearing Support Team Health Child Programme Nurse

Medical support services including physiotherapy, occupational therapy etc. Children's, Young People and Families Centres Early Help & Health Visitor Education Welfare Officer children's previous settings or schools – in order to seek advice and training which enables us to meet the needs of pupils with SEND.

How do I report any concerns?

The school works, wherever possible, in partnership with parents to ensure a collaborative approach to meeting your child's needs. If you have a concern, please bring this to the attention of SENDCo in the first instance.

Safeguarding

Mrs A Aydin
Designated
Safeguarding Lead
SENDCo
EYFS Phase Leader



Safeguarding

Herrick Primary School follow the LCC Safeguarding procedures which have been adopted for the school by the Governing Body. Mrs Aydin is our Designated Safeguarding Lead and Mr Patel and Miss Kaur complete our Safeguarding team -- all incidents or concerns are reported directly to one of them. We also follow guidance from Social Services in the event of discovering any child having non-accidental injuries or disclosing information of abuse to staff. We refer and follow procedures as advised and make the safety of the child our key priority. Please note that in certain circumstances the school may contact outside agencies before consulting parents.

Anti-Bullying

Our School is committed to an anti-bullying stance and we challenge all bullying behaviour. We want our pupils to be safe, happy and able to learn at all times. We encourage pupils to inform us if they have been subjected to bullying by others or have seen someone else being bullied. Any problems of a serious nature are passed by the class teacher or the Phase Leader to the Headteacher. Parents will be involved at an early stage. Our shared aim is to resolve problems without delay.

Anti-Racism

We want Herrick to be a happy place for all children. This means ensuring that they are never subject to remarks or threats because of their race or background. We uphold our Anti-Racist Policy and work towards eliminating racism in every area of school life.

The School Day

At Herrick Primary School, the school day begins at 8:40am and ends at 3.15pm. The school gates open at 8:40 and the children have 1 hour for lunch – totalling 32 hours and 55 minutes of learning time per week.

Arrival at School

Children may arrive at school at 8.40 a.m. and enter the school when doors are unlocked. Children must be in class by 8.50 a.m. when the register will be taken. Before 8.40 a.m. there is no supervision of children available and children therefore remain the responsibility of parents before this time. No children should arrive at school before 8.30a.m., before which time the perimeter fence gates are locked.

Breakfast Club

Parents/carers can bring their children between 8.00 – 8.30a.m. The children receive a breakfast of toast with various and fresh juice. School staff will supervise them until the start of the school day. The cost per day is £1.00. Family groups only pay for one child, siblings are free.

Breaks

Morning breaks are as follows: – KS1 10.20 to 10:40am – Lower KS2 10.20–10.40a.m – Upper KS2 10.55 – 11.15am. EYFS and KS1 children receive a piece of fruit free of charge every day, as we are part of the National Fruit Scheme. KS2 children are also allowed to bring fruit to eat at playtime. We encourage all children to bring water bottles into school, which can be refilled at our chilled water fountains.

Treats

We do not distribute sweets or presents brought in by parents for children e.g. to celebrate a birthday. If parents would like to mark a particular occasion then we suggest they buy a book for all the class to share. This will have a special label put in it acknowledging your kind donation and stating the occasion.

Milk

Parents can order milk for their child from our School Milk provider – Cool Milk. Letters are issued at the end of the previous term stating the amount and dates etc. All children in EYFS and KS1 receive a free container of milk every day.

School Meals

Hot, nutritious and freshly cooked meals are provided in school. We offer a choice of meat and vegetarian meals. We do not serve beef on any occasion. Boxed drinks are on sale for children who bring a packed lunch at lunchtime.

In line with the Government initiative, all children in Reception, Year 1 and Year 2 are provided with a free meal every day. Cost for KS2 children is £2.40 per day. Please inform us in writing if your child has any dietary issues. Payment for school meals is made through ParentPay.

Attendance

Following Government Legislation Herrick Primary School have set a criteria which is followed for any absence requests during school time.

Parents should make every effort to send their children to school every day otherwise their learning is disrupted. Children should only be absent if they are ill, otherwise the permission of the school is required before any absence can be considered.

The school should be notified by 9:30am if a child is absent and the reason why. You should notify the school of any planned long-term and short-term absences through the absence request forms available on the website or from the office.

Many factors are taken into account as to whether the absence requested will be authorised or unauthorised

School Uniform

All children are to wear school uniform we feel it encourages them to behave well and feel that they are part of a group. The uniform consists of –

- jade green or black sweatshirt or cardigan with school logo
- charcoal grey trousers or skirt
- grey or black tights
- plain white polo shirt (short sleeved with collar and button front)
- flat plain back sensible shoes (No trainers)
- All clothes must be named. Order forms for uniform are available from the office.

Long hair must be tied back to reduce the chance of accidents. Plain hairbands/toggles only to be worn – no fancy hair accessories allowed.

No short skirts to be worn. All skirts should be an acceptable length for the environment in which they are to be worn.

Book bags

School book bags We strongly encourage their use. Extra-large rucksacks and backpacks are not allowed in school as there is not room to store these in the cloakrooms. (available from the office price £5.50).

P.E Kit

School P.E. Kit comprises of –

- black shorts – white round necked tee shirt – black slip on plimsolls.
- black jogging bottoms and sweatshirt can be worn for outdoor PE/games (NO HOODIES)
- black trainers can be worn for outside PE only.

All kit must be named and stored in a draw string bag (available from the office price £3.50).

Swimming Kit

Children in year 5 are given the opportunity of attending swimming lessons with their class. Your child will need a swimming costume or trunks and the girls will need a swimming hat for their swimming lessons. They also need a towel and a drawstring waterproof bag to keep these items in after they have been swimming. All items must be named. No shampoo, shower gel, talc, deodorants or similar are to be brought to the swimming baths.

The swimming baths stipulate that NO jewellery is to be worn when going into the water. Any items that cannot be removed for religious reasons must be covered by a sweatband. The school will also need the request in writing for their records.

Jewellery

Ear-rings (studs only) may be worn in school but must be removed during PE Lessons/Swimming. If you wish your child to wear religious items, this should be discussed with the Headteacher. If any items are worn they must be hidden under clothing and removed for P.E. Nail varnish must be removed before your child attends school.

Lost Property

Items of lost property are put in tubs in our KSI area and children may check there for missing items. Any named items are returned to the child. Unclaimed items are discarded after being kept for at least a term. Please make sure that ALL items of clothing are named.

Health

We do not administer medication in school, unless it is a life threatening situation and your child has an inhaler or EpiPen in school. If your child requires an inhaler or EpiPen, you will need to complete a medication request form. The inhaler must have your child's name on it and your child must be able to self-administer.

If your child needs cream to be applied in school, we need a written letter of consent from parents and the child must apply the cream themselves. Please check that all medicines are in date.

Children who are ill should be kept at home. If a child is fit enough to return to school after taking antibiotics, the dosage should be adjusted so that no medication is required during the school day. If your child becomes ill at school and it is considered necessary to contact you we will do so. Please check our Medicines Policy on the school website for more information.

Medicines in School

The school is only allowed to put water on wounds, bumps, sprains and stings and a plaster if needed. If we consider that more treatment is necessary we will contact you immediately so that you can either take your child home or take them to a medical centre for treatment.

We are not allowed to use creams, lotions etc. if a child has a very serious injury we would of course call an ambulance and contact you immediately.

Charging for Activities

Under the 1988 Education Act, all schools are required to produce a written statement outlining their policy for charging parents/carers for school-based and school organised activities.

We invite parents/carers to make a voluntary contribution towards the cost of any outing in which their child is included in order to cover the cost. After School Clubs are available for most year groups from an outside provider and payment is made through ParentPay. For more information please see our Charging & Remission Policy on the school website.

Admissions

Admissions for children who are aged 4 by the 31st August are dealt with by Leicester City Council Education Department. Parents who would like to apply for their child to attend Herrick Primary School must apply to the School Admissions Service Marlborough House, 38 Welford Road, Leicester LE2 7A (first time admissions department). This is necessary even if your child already attends a Foundation Stage 1 class.

Parents Evening

We hold a Parents Evenings during the Autumn and Spring terms. In the Summer term parents can speak to class teachers by arrangement.

Teachers send home a flyer at the start of each term which outlines the planned curriculum for the term. Teachers are not available to talk with parents before the start and at the end of the school day. However, if parents would like to speak to their child's teacher then please speak to the office to arrange a mutually convenient time for this to take place.

Teachers may contact parents either verbally or in writing, to ask them to come and discuss a child's progress in school.

At the end of the summer term the school provides a written report on the progress of every child in the mainstream school.

Parents in Partnership

We are firmly committed to building a partnership between home and school with the aim of developing shared expectations, of enhancing the quality of education. We facilitate this by:

- sharing of books and undertaking other appropriate activities to support your child at home
- inviting parents to attend meetings and workshops
- invite parents to support the school with fundraising and arranging events

Confidentiality

The school is committed to working in partnership with parents/carers in the best interests of their children. From time to time, adults working within the school community may receive information about individual children, or family circumstances, which needs to be treated as confidential. The school's policy is that anyone receiving such information must share it with the Headteacher or Designated Safeguarding Lead (Mrs A Aydin). The Headteacher will decide whether it is necessary to inform relevant members of staff, so that the child's needs may be dealt with in a consistent and appropriate way.

The wishes of parents/carers will be taken into consideration when making this decision and information sharing will be on a 'need to know' basis. Confidentiality will be preserved between the staff and information will not be disclosed to other parents/carers. Information will remain confidential within the school, with the exception of when there is a duty to share it with other agencies for the protection of the child.

Assessments

Children are assessed through targeted questioning, observation of activities, play-based learning, testing and the marking of children's books. Children self-assess their work after every activity so that the teacher can gauge their level of learning.

Foundation Stage are assessed annually with the Foundation Stage Profile. This tracks their learning in the six areas of Personal and Social Development, Literacy and Language and Communication, Mathematical Development, Physical and Creative Development and Knowledge and Understanding of the World.

Children in Year 1 take Phonic Tests and children in Y2 take KS1 SATs which are teacher assessed. Y6 take National Standardised Assessment Tests (SATs) in Maths and English and these results are reported to parents and the DCSF. Where appropriate, children are tested using in-school tests to monitor progress when children receive interventions

Homework

We believe that homework is a valuable activity and we try to develop an effective partnership between home and school to support our pupils' learning. Regular homework is set throughout the school, which can be found on DB Primary, to reinforce and consolidate areas studied. All children are expected to read at home with the help of an adult. Children in Y2 and KS2 record and extend their learning at both home and school in Learning Logs.

After School Clubs

School Staff and visiting coaches run a variety of sports and activity clubs during the year. These Sessions are offered to the children with a small charge to cover the costs. Letters are sent at the beginning of each term.

GDPR

The General Data Protection Regulation is a legal framework that sets guidelines for the collection and processing of personal information of individuals within the EU. This came into effect May 2018.

The Governing Body of Herrick Primary School have produced statements and policies showing how personal information is used and kept in line with the workings of our school. All personal information i.e. Contact Information Forms, are kept in a cabinet in the main office which is kept locked. All electronic information is on a secure site which is password protected. If you have any questions regarding this matter please do not hesitate to contact the Business Manager, Mrs Sue Tuckwood.

Complaints Procedures

For our full Complaints Procedure, please see the School Policies available on the website. Complaints about members of staff should be brought to the Headteacher. Complaints about the Headteacher should be brought to the Governing Body.

School Policies

School policies can be viewed on the school website under 'Our School' – 'Key Policies'. The policies available to view are:

- Admissions Arrangements 2023–2024
- Admissions Information
- Attendance Policy
- Behaviour Policy
- Charging & Remissions Policy
- Complaints Procedure
- Early Years Policy & Admissions Procedures
- Emotional Health and Wellbeing Policy
- Equality Plan
- Exclusion Policy
- Homework Policy
- ICT and Internet acceptable use Policy
- Data Retention Policy
- Information & Communications System Policy
- Freedom Of Information Policy
- Privacy Notice
- Sick Child Policy
- Learning & Teaching Policy
- Live Lessons Acceptable Use Policy for Parents/Carers
- Medicines Policy
- Mobile Phone Policy
- Pupil Code of Conduct
- Remote Learning Policy 2021–22
- Safeguarding and Child Protection Policy
- Safeguarding Contacts
- Data Protection Policy (including SAR appendix)



Pupils explained [...] how they learn to keep themselves safe. They [said] that they feel safe in school- *Ofsted, 2018*

Our Senior Lead Team



Mr Umesh Patel

Mr Patel has been the Headteacher at Herrick Primary School for over 10 years and is the Deputy Designated Safeguarding Lead. He is dedicated to ensuring that every child at Herrick receives a high quality education to develop their skills and provide opportunities to all children. Mr Patel is a firm believer of the school's slogan 'to give each and everyone a chance'.



Miss Shani Kaur

Miss Kaur is our KS1 Phase Leader, Teaching and Learning lead and Assistant Designated Safeguarding Lead. Miss Kaur is passionate about providing children with a diverse curriculum that cover a range of topics.



Mrs Arzu Aydin

Mrs Aydin is our EYFS Phase Leader, SENDCo and Designated Safeguarding Lead. All work undertaken by Mrs Aydin is underpinned by the 'Every Child Matters' (2003) government report, to provide all children access and equal opportunities in education, and to support and safeguard all children.



Children make good progress, and often their progress is substantial- *Ofsted, 2018*

Governors



Mr Steve Martin
Chair of Governors
Designated Safeguarding
Governor

Mrs Angie Snow – Vice Chair

Mr Pete Davidson – Co-Opted

Ms Mira Gadhia – Co-Opted

Mrs Reena Kapadia – Parent Governor

Ms Panna Sharma – Parent Governor

Mr Rob Kettle – Co-Opted

Mr Steve Punchard – Teacher Governor

Contact Us

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