



School Brochure 2021-2022

Welcome to our school!



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1 OUR SCHOOL

Founded in 1778 by the Harpole Free School Charity, Harpole Primary School is a Voluntary Controlled School with a firm Christian ethos and strong links to the village churches and the wider community.



2 HARPOLE PRIMARY SCHOOL'S VISION

“Prepared for life – in all its fullness”

John 10:10

Our aspiration is for all pupils to leave Harpole Primary School with a love of learning and the academic and personal skills that will enable future success.

They will be resourceful, independent thinkers with the resilience and confidence to adapt to change and rise to challenges. They will excel in communication in its many forms.

Through the exploring of Christian teachings pupils will reflect upon their own spirituality and have the confidence to live by these values.

As members of the school, local and wider communities, Harpole pupils will know that they belong, understand their responsibilities, and be prepared for life.

3 ETHOS

Our ethos is based upon **RESPECT** for everyone and all taking **RESPONSIBILITY** for creating the best possible educational opportunities.

We develop **PERSEVERANCE** and **COURAGE** celebrating every child's success.

With **FORGIVENESS** and **COMPASSION** we show care and understanding. Through embracing these Christian values we show we are 'Prepared for Life in all its Fullness'.

4 MISSION STATEMENT

In order to achieve our vision, we will:

- Provide opportunities to develop individual talents and interests through a rich and stimulating curriculum
- Promote positive attitudes to learning in all pupils throughout school life to build resilience and develop both academic and personal skills
- Strive for accelerated progress from all students through effective assessment and personalised learning
- Promote our distinct church school character
- Provide continual professional development for staff and governors to develop their skills

5 SCHOOL ORGANISATION

At present we have 7 classes of mixed ability. Each class has its own class teacher and separate classroom. Teaching assistants are employed to support class teachers throughout the school.

We employ a wide variety of teaching methods. We place a strong emphasis on the basic skills that give firm foundations for the children's learning but also believe in the value of a broad, balanced curriculum, which provides opportunities for children to excel in non-academic areas such as sport, dance and music.

Each class in the school has its own classroom. The hall is used for physical education, drama, dance, assemblies and for lunches. In addition we have a library, a large playground, an art and design studio, an outdoor classroom, a wildlife garden and the use of a large playing field.

A mixture of teaching styles is used and class, group and individual work is organised depending upon the learning to take place. Some subject specialist teaching is used where appropriate. On some occasions children will work with pupils of different year groups.

6 ADMISSIONS

The standard admission number for 4+ children each year is 30. Places will be allocated to pupils who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:

- I. Children in public care or previously in public care but immediately after being looked after became subject to an adoption, child arrangements order or special guardianship order.
- II. Pupils who live in the linked area.
- III. Pupils with a brother or sister continuing at the school at the time of admission of the child.
- IV. Other pupils.

Tiebreaker: If the admission number is exceeded within any criterion priority will be given to those who live closest to the school.

Parents/Guardians should contact Admissions at West Northamptonshire Council to apply for a School place.

For a full copy of our “*Admissions Policy*” please follow [this link](#) to view our “Schools Policies” page on our website.

Further information and a link to West Northamptonshire Council please visit our [Admissions Information](#) page on our website

7 STARTING SCHOOL FOR THE FIRST TIME

Children joining our reception class start school in the academic year of their fifth birthday. Our new reception pupils have a phased start to school. During the first week pupils attend morning sessions only, and are required to be collected at midday. In their second week the children will remain for lunch and are required to be collected at 1:00pm. Depending upon individual needs, all children will attend school full time from the third week of term.

- In the term before the children join the reception class, parents are invited to an Information Evening to meet the Head and members of staff.

- Parents and children are also invited to informal meetings with teaching staff to familiarise themselves with the school building and the Early Years area.
- A 'Starting School' booklet is provided for parents.
- Home visits with the child's teacher are encouraged.

8 SCHOOL INFORMATION

8.1 SCHOOL TIMES

Our school times are as follows:

8.55 am to 12 noon and 1.00 pm to 3.15 pm

Children should arrive in the playground by the side entrance no earlier than 8.45 am.

Children whose parents wish to take them home for lunch must inform their class teacher at registration and should return no later than five minutes before the start of the afternoon session. They must also be signed out at the school office.

8.2 THE SCHOOL DAY

8:45	Children arrive on the playground.
8:55	Children start to line up. Their class teachers collect them.
9:00	Registration.
10:25	Assembly (depending on the day)
10:45	Morning break.
11:00	End of break.
12:00pm	Lunch EYFS, KS1 and Y6 in hall to eat. Y3 – Y5 go to playground.
12:30 – 12:55	Y3 – Y5 go to hall for lunch. Lunchtime supervisors collect children from the playground. EYFS, KS1 and Y6 go to playground. <i>Note. In the summer if the weather is good we often have picnic lunch, where the children eat outside.</i> <i>In the case of a wet lunchtime, the KS2 children eat their lunches in class</i>
1:00	End of lunch.
2:15 – 2:30	EYFS and KS1 afternoon break.
2:45	Assembly (depending upon the day).
3:15	End of the school day.

8.3 CONTACTING THE SCHOOL

The school contact details are as follows:

Telephone: 01604 830072

Enquiries: office@harpole.northants.sch.uk

Postal Address: Harpole Primary School
Larkhall Lane
Harpole
Northampton
NN7 4DP

8.4 REPORTING ABSENCE

If your child is absent from school please call the school office on 01604 830072 before 9:30am or use the Parentmail App to record your child's absence. A letter of confirmation may also be required. The school will not authorise any holidays during term time.

For a full copy of our "*Attendance Guidance*" please follow [this link](#) to our "Schools Policies" page on our website.

8.5 MEDICAL VISITS

If your child has a medical appointment during the school day please inform the school office by letter and provide a copy of the letter of appointment.

8.6 COLLECTION OF CHILDREN

If your child has to leave school during the school day for any reason we ask that you come to the school office to collect him/her. If you are going to be late or someone else is collecting your child, please telephone us to let us know. Older children are instructed to come back into school and tell a teacher if they have not been collected. The children will then wait in the main reception until they are collected.

8.7 ILLNESS AT SCHOOL

If your child is unwell at school we will telephone you to collect them. A record of home, work and emergency numbers is kept along with details of any health problems. If there is any change in these details please inform us so that our records may be kept up-to-date. In the event of your child having a minor bump they will bring a 'bump' note home with them.

8.8 MEDICINES

We would urge you to keep children who are unwell at home until they are completely recovered. We are unable to administer medication except in exceptional circumstances, when the clearly labelled medicine, with full instructions should be taken to the school office and an indemnity form signed.

Parents need to inform the school office of any changes in medication, so their asthma record can be updated. Asthma medication is kept in the classrooms for quick access when needed. Parents are responsible for ensuring asthma medication is in date.

9 TRANSFER AT 11

Most of the children from Harpole transfer to Champion School in Bugbrooke, however, attendance at Harpole Primary School does not give automatic entry into Champion School. During Year 6 parents will be contacted by the LA about the secondary school options available to them; they will then be asked to complete an online application stating the preferred choice. Information booklets will also be available from each local secondary school stating the arrangements for making visits to enable choices to be made.

We aim to make the transfer as smooth as possible for every child. We have close liaison with Champion School with frequent meetings and consultations.

10 HOME-SCHOOL LIAISON

We welcome your support and involvement in all aspects of school life.

We place great value on our partnership with parents, as only together, through co-operation and understanding, can we achieve the best for your child. We hope that parents will encourage and show an interest in school activities and promote the positive attitudes in their children.

Consultation evenings are held in the Autumn and Spring terms when parents are invited to discuss their child's progress with staff. We would, however, like to think that parents would contact the school if they were concerned in any way about any aspect of school life. We are always ready to meet parents by appointment at mutually convenient times.

In the summer term an annual report is prepared for each child giving details of progress and achievements.

Head Teacher newsletters – which include dates and forthcoming events – are issued frequently.

We have a Home-School Agreement which parents are asked to sign to show their commitment to the partnership.

Any concerns may be discussed with members of staff by making an appointment through the School Office.

For a full copy of our “*Home School Agreement*” please follow [this link](#) to our “Schools Policies” page on our website.

11 GOVERNORS OF HARPOLE PRIMARY SCHOOL

Governors are like a Board of Directors and make policy decisions about how the school is run. They meet formally at least once a term.

Governors are appointed to help:

- decide what is taught
- set standards of behaviour
- interview and select staff
- decide how the school budget is spent

School governors have legal duties, powers and responsibilities. They can only act together, they cannot act individually.

Parent Governors

- Have a child at the school
- Are elected by parents of the school
- Serve, as do other governors, for four years

Parent governors bring the views of the parents to the Governing Body but they speak and act as individuals. They should not be thought of as delegates of parents as they do not vote for all parents in general. They have equal responsibility with all other Governors.

For further information on the role of Governors please use [this link](#) to view the “*What is a Governor*” leaflet on the Staff and Governors page on our website.

12 FRIENDS OF HARPOLE PRIMARY SCHOOL (FOHS)

Friends of Harpole Primary School is a registered charity and open to parents, members of the community and staff. It aims to benefit the children by organising social and fundraising events and supports the work of the school.

The Annual General Meeting of this body is held in the autumn term and your support is welcome.

During the past few years the Friends have purchased for the school the following:

- Re-marking the playground
- Early Years equipment
- Shade canopy
- Audio and visual equipment
- Laptops and other IT equipment
- Outdoor classroom furniture



To become a member of FoHS a “Volunteer Registration Form” can be found on the FOHS page of our [website](#).

13 LEARNING AT HARPOLE PRIMARY SCHOOL



When children join the school at 4+ they will follow The Foundation Stage Curriculum. This is the same curriculum they would have undertaken at Nursery/Playgroup. This ensures a smooth transition from pre-school to main school.

For a full copy of our “*Curriculum Policy*” please visit to our “Schools Policies” page on our [website](#).

13.1 LANGUAGE AND LITERACY

The School uses the Literacy National Curriculum, wherever possible this is linked to the topic units being studied.

13.1.1 *Speaking & Listening*

We aim to give the children the skills and confidence to communicate their thoughts, feelings and ideas in a clear and positive way and the opportunity to practise the skill of listening attentively in a variety of situations.

13.1.2 *Reading*

We aim to give the children the skills to read fluently, accurately and with expression. A joy and appreciation of the written word, including plays and poetry, is also nurtured. We have graded reading books and materials and use a variety of approaches in the teaching of reading.

In addition, when joining the school the children use Read Write Inc to learn initial letter sounds. The school also uses the Oxford University Press’s Project X Reading Scheme. From January the children across EYFS and KS1 are banded according to their ability levels and have a twenty minute daily phonics session.

13.1.3 *Writing*

We aim to give the children the skills and opportunities to present their ideas, information and impressions in a variety of forms. The school uses Talk for Writing Theory to support this. We teach correct grammar and spelling and encourage neat handwriting.

13.2 MATHEMATICS/NUMERACY

We aim to help the children develop a positive attitude towards mathematics by developing in them an ability to think clearly and logically, an appreciation of the nature of numbers, space, shapes and dimensions and skills in identifying mathematical relationships. The mathematics is taught through a developmental plan that is underpinned by the teaching of numbers. We follow the Numeracy National Curriculum. We aim to enable the children to apply and manipulate these aspects of mathematics in order to solve problems in practical situations. All children have access to calculators and computers.

13.3 SCIENCE

This is a practical subject and is taught in a way that emphasises practical, investigative and problem-solving activities. The children are encouraged to observe, measure, predict, experiment and explain. By working in a systematic way we aim to help the children draw conclusions from information that has been gathered. The activities which the children experience are based on a programme which includes the study of living things and their interaction with the environment, energy, forces, materials and their characteristics.

13.4 SOCIAL AND ENVIRONMENTAL STUDIES

We aim to give the children first-hand experience of their own environment and to extend that environment by giving them opportunities to visit and explore other parts of their own country, also arranging for them to meet people from a variety of cultural and social backgrounds.

13.5 MUSIC

We provide the children with rich, stimulating musical experiences to encourage their appreciation of the subject. We have varied curriculum activities including singing, percussion and listening to all types of music. The children also have the opportunity to learn how to read music, understand pitch, rhythm, dynamics, composition etc. Peripatetic tuition is available currently in Strings, Woodwind, Guitar, Brass and Percussion.

13.6 COMPUTING

We aim to be at the forefront of information technology developments and to prepare the children for life and work in the 21st century. Each classroom is equipped with a Touch Screen TV. The school also has 32 wireless laptop computers and 84 iPads. These can be used throughout the school. They are used not only for the teaching of ICT skills but also for enhancing the children's learning across the curriculum. Internet access is filtered.

We also have a website which you may like to access:
www.harpoleprimary.co.uk

A full copy of our “*Acceptable Use*” can be found on our “Schools Policies” page on our [website](#).

13.7 RELATIONSHIP AND SEX EDUCATION

We aim to give the children an awareness of the need to care for their bodies through healthy diet, healthy personal habits and through an awareness and understanding of the causes of sickness and health. We teach the children to be aware of safety in the home, at play and on the roads.

In an age appropriate manner we teach the children about physiological changes in boys and girls at the onset of puberty, the anatomy of the male and female reproductive systems and the process of conception relevant to their stage of development. You have the right to withdraw your child from part, or all, of the sex education programme.

For a full copy of our “*Sex Education Policy*” and “*Drugs Education Policy*” please visit our “Schools Policies” page on our [website](#).

13.8 RELIGIOUS EDUCATION

Following the philosophy expressed in our school vision we aim to help the children to develop a responsible attitude towards other people, to foster their sense of wonder at, and reverence for life. We also aim for the children to have an understanding of Christianity and other religions and cultures. The school follows the County's Agreed Syllabus for Religious Education, supplemented by units of Understanding Christianity from the Diocese of Peterborough.

There is a daily act of worship led at various times by members of staff, local clergy, the children and a number of visitors.

Services and assemblies are held in All Saints Church, Harpole in order to celebrate particular Christian festivals.

Under the 1988 Education Act, children may be exempted from the attendance at religious worship and instruction at the parents' written request.

13.9 PHYSICAL EDUCATION

Through all the various forms of physical education we aim to promote a variety of skills, a sense of enjoyment, awareness of fitness and health and provide opportunities for team games and competitive sports.

We offer a wide range of activities including football, rugby, hockey netball, cricket, rounders and many other group games.

Children in Years 4 to 6 visit the Moulton College Swimming Pool on a rota basis and work towards swimming achievements and lifesaving awards.

We enter local and county organised tournaments for Years 3 to 6 for a variety of sports including tag rugby, cricket, hockey etc.

13.10 DANCE AND DRAMA

We aim to give the children the opportunity to express themselves and present ideas through movement, role-play and various forms of drama.

The children perform plays and concerts and theatre visits are made.

External education groups and musicians are invited into the school to perform and conduct workshops. A small donation may be requested.

13.11 ART AND DESIGN TECHNOLOGY

We aim to give the children the skills and opportunities to be able to express themselves in a variety of media and forms. We encourage the development of aesthetic awareness and appreciation and the natural urge to be creative, as well as providing them with the opportunities and skills in designing and making, including the safe handling of tools.



13.12 FRENCH

All pupils in Key Stage 2 receive 1 hour per week of French tuition. The School follows the Catherine Cheater Scheme. They learn French through a variety of methods including listening, finger rhymes, classroom instructions and word games.

13.13 INCLUSION POLICY

The school places a high priority in meeting the needs of all children whatever their ability. We aim to challenge the able and support those experiencing learning, behavioural or physical difficulties.

In meeting children's needs we may design individual programmes of work to be used in the class with small groups or individually.

Advice may also be sought from outside agencies in consultation with parents.

If parents have particular concerns about their child's progress they should contact their class teacher.

Special Educational Needs within the school follows the Code of Practice 2014. This code takes into account the Special Educational Needs and Disability Act 2001, which reflects much of the practice currently in place within our school. It gives:

- A stronger right for children with SEN to be educated at a mainstream school.
- Stronger emphasis on early identification and barriers to learning.
- Stronger links with parents.
- More emphasis on pupil participation
- More emphasis on the rights of children within the decision making process and getting involved in their own target setting.

Individual progress is monitored through regular consultations between the relevant staff, the SEN Co-ordinator and the SEN Governor. Whenever necessary, parents are invited to termly reviews.

The Governors operate an equal opportunities policy of allowing any eligible child to take up a place at our school – regardless of physical or mental impairments.

For a full copy of the "*Inclusion Policy 2020 (Inc SEN info Report)*" please visit our "Schools Policies" page on our [website](#).

13.14 **HOMEWORK**

We stress the importance of encouraging reading at home and providing opportunities for practical skills and encouraging enquiry and investigation. The children bring home reading books regularly.

Most important of all, we hope that parents will talk to their children about all aspects of their learning and praise them for what they know and can do.

13.14.1 *WEEKLY HOMEWORK*

Reception (Total 1 hr max)	Reading/Sounds/Phonics = 5-10 minutes Maths worksheets about 2 per term Handwriting sheets – as appropriate Occasional Topic Work
Year 1 (Total 1.00 hrs approx)	Reading 10 minutes daily Maths about 4 sheets per term Spelling (tested weekly) to be learnt Handwriting sheets when appropriate
Year 2 (Total 1.00 hrs approx)	Reading 10 minutes daily Spelling (weekly tests) 5-10 minutes daily Maths (where appropriate) Tables Handwriting where appropriate Topic research (occasional) Summer Term – Learning logs introduced fortnightly
Year 3 and 4 (Y3 total 1.5 hrs approx) (Y4 total 1.5 hrs approx)	Reading 10 – 15 minutes daily Spelling (weekly) Tables – bi-weekly) Through Learning Logs Occasional topic/research) “ Maths – bi-weekly) “ Language – bi-weekly) “
Year 5 and 6 (Y5 and 6 total 2.5 hrs approx)	Reading 10 – 15 minutes daily Spelling (weekly) Tables – bi-weekly) Through Learning Logs Occasional topic/research) “ Maths – bi-weekly) “ Language – bi-weekly) “

For a full copy of our “*Homework Policy*” please visit our “Schools Policies” page on our [website](#).

13.15 EDUCATIONAL VISITS

We firmly believe that children learn from first-hand experience; this means that visits out of the village are arranged. A voluntary contribution towards the cost is requested. Parent helpers are often asked to accompany the children on trips and are welcomed if they would like to do so.

As part of the school curriculum we sometimes use the village of Harpole for our studies including visiting our friendly local farmers, local walks and the Church. In addition we may take the children for a walk around the village to look at the different architecture.

13.16 RESIDENTIAL VISITS

We invite all older children to spend a week away from school on an educational visit to undertake outdoor adventurous activities. This forms an important part of their academic and social education. All centres used are approved and full risk assessments take place prior to the trip taking place.

13.17 EXTRA CURRICULAR ACTIVITIES

We have a variety of extra-curricular activities, below are some examples, but please note that some of them will not run throughout the whole school year. If you would like to help in any way, we would be very pleased to hear from you.

Arts Activities

- Strings – violin, cello
- Percussion – drums
- Woodwind
- Brass
- Guitar
- U-Dance

Physical Activities

- Football
- Netball
- Basketball
- Tennis
- Hockey
- Tag Rugby
- Athletics
- Gymnastics

We participate in many competitive sports matches and tournaments throughout the year and enjoy 'friendly' and league games with other schools.

14 SCHOOL CHARTER

Children are expected to care for and co-operate with one another and behave in a responsible manner. Clear guidelines for behaviour are given and children praised when they are achieved. Children who fail to conform to behaviour guidelines are quickly brought to the attention of the class teacher and Head Teacher. Behaviour difficulties are shared with parents at an early stage.

If a child has a problem he or she will be encouraged to discuss it with a member of staff. If your child is experiencing any difficulties please contact us as soon as possible as prompt and sensitive handling is important.

Children who behave badly whilst in the care of the lunchtime supervisors may need to have lunch at home for a time.

A “School Charter” has been created with input from all the children in school. This charter specifies desirable and undesirable behaviour and the rewards and sanctions associated with these behaviours. All children are expected to adhere to this.

For a full copy of our “*School Charter*” please view our “School Charter” in the “About Us” tab on our [website](#).

For a full copy of our “*Behaviour & Discipline*” and “*Anti-Bullying Policy*” Policy please visit the “Schools Policies” page on our [website](#).

15 EMERGENCY CLOSURES

On very rare occasions it may be necessary to close the school at short notice. When this happens an announcement will be made on Radio Northampton. The school website will provide information if the school is to be closed. We will also send out a text message to parents and update the school telephone system with all the latest information regarding weather and closures where necessary.

16 SCHOOL MEALS

Hot school meals are available and provided by ABM Catering Ltd and the menus follow the latest guidance on healthy eating. Meals can be booked online in advance via ParentPay and you can choose how many days your child has hot lunches.

Universal Infant Free School Meals (UIFSM) are available to all children in Key Stage One (Reception, Years 1 and 2) providing the opportunity for all pupils in this Key Stage to have a nutritious hot meal at lunch time which can be beneficial to their learning. These meals are also booked online.

Children may also bring a packed lunch or go home for lunch. As we cannot be held liable for breakages we suggest that you do not send delicate items. Children must not bring hot soup/drinks, glass containers or canned drinks because of the danger of accidents. We expect children to be courteous and considerate to the lunchtime supervisors and other children.

Parents who believe that their circumstances make their child eligible for a free school meal, whatever their year group, should contact the school office or visit the school website. The school receives additional funding (Pupil Premium Grant) for those children registered for free school meals, which is used to help fund school trips, after school clubs and classroom support, for example, for your children. Any discussions are in confidence.

For details of the *“Universal/ Free School Meals and Pupil Premium Funding”* please visit our Pupil Premium page in the “About Us” tab on our [website](#).

17 SNACKS & DRINKS

The school encourages children to keep hydrated throughout the day. Children are provided with free school milk up to their fifth birthday, thereafter parents may purchase this from Cool Milk (please see the school office for information). We have two water fountains for the children to access at break times and lunchtime. During lesson times we encourage children to bring in their own water bottles which they can access at anytime. Please ensure that these are only filled with water, not juice or squash. Children are permitted juice or squash if they are having a packed lunch.

All pupils up to the age of seven are provided with free fruit at morning break time. Children are permitted to bring in their own healthy snack, please note no bags of crisps or chocolate. They can however have these items in their packed lunch, but we do encourage healthy eating.

18 HELPING IN SCHOOL

We value greatly the time given by parents to help in school with a wide range of activities including hearing children read, cookery, art and craft and helping out with sporting activities. The Head Teacher is always delighted to hear from parents who wish to offer their time or specific skill to help the school. It should be noted that in line with the school procedures all helpers are subject to safeguarding checks.

19 PHOTOGRAPHING / VIDEO OF PUPILS

From time to time the media may come into school to take photographs and / or film the pupils at work. In addition we also may take photographs or video the pupils for our Website.

If you prefer that your child is not photographed / filmed, please let the School Office know.

For a full copy of the updated “*Privacy Notice*” please visit our “School Policies” page on our [website](#).

20 SCHOOL UNIFORM

Our parents and governors strongly favour a full school uniform. We have a uniform that is smart, flexible and practical and we encourage all pupils to wear the uniform in order to promote a sense of belonging. We encourage parents to dress their children in school uniform.

Children’s hairstyles should be appropriate for school with no unnatural colours or shaved designs. We ask that all hair accessories should be unobtrusive and reflect school colours blue, white, grey or black. Hairbands should not be gimmick in nature.

Hair longer than shoulder length (boys and girls) must be tied back for PE.

Jewellery, make-up and nail varnish are not to be worn whilst at school.

20.1 Online School Uniform Shop

Harpole Primary School have teamed up with Logo Studio Ltd who are a local school uniform supplier based in the centre of Northampton. We believe that having a local partnership will enable us to help reduce our carbon footprint and we have negotiated some fantastic lower prices on all of the branded clothing that we love and are familiar with at Harpole Primary School.

Logo Studio started in Northampton in 2012 and they will give us a new faster online ordering service as well as free delivery direct to our school or alternatively you can pay postage for delivery to your home address. Please have a look round the website at www.logoschoolwear.co.uk, choose our school and feel free to contact us if you have any questions.

A copy of our school uniform order form can be accessed by visiting the school uniform page on our [website](#).

School colours = White shirts and Navy sweatshirts

- Navy sweatshirts
- Navy Reversible Waterproof/Fleece Jacket
- Navy jumpers/cardigans
- White polo shirts with school badge
- White polo shirts
- Grey/Black trousers for boys
- Grey/Navy/Black trousers for girls
- Grey/Navy skirt or pinafore dress
- Grey/Navy shorts
- Blue gingham dress (small check)
- Navy sun cap
- White/Navy/Grey socks or tights for girls
- White/Black or Grey socks for boys
- The children should wear smart suitable Navy/Black footwear (not trainers)
- Wellington Boots for Foundation Stage children.
- School Book Bag

No jeans or casual/beach wear

20.2 P.E. Uniform

- Drawstring bag or school PE bag
- White T-shirt with school badge
- White plain T-shirt
- Black or Navy shorts
- Navy or black tracksuit bottoms
- Navy or black jumper
- Trainers/plimsolls
- One piece swimming costume/trunks or swimming shorts
- Towel/hat. (you will be notified)

20.3 JEWELLERY

Children should not wear Jewellery to school for Health & Safety reasons. Earrings are permitted provided they are plain silver/gold round ball studs and must be removed or taped over by the child before P.E Lessons. Parents should supply plasters for this purpose.

20.4 MAKE UP

Make up and nail varnish is not permitted in school under normal circumstances

20.5 MOBILE PHONES

Pupils should ideally **NOT** have mobile phones in school. If on occasion a mobile is required for communication with parents after school it should be handed in to the class teacher for the day.

20.6 LOST PROPERTY

All clothing and belongings should be named. We are prepared to search for named items of lost clothing. All lost property is placed in the lost property box which we encourage parents and children to look through. All unclaimed property is given to a charity at the end of each term.

21 SCHOOL HEALTH SERVICE

The school nurse visits the school to undertake routine checks in the Foundation Stage. The nurse is also happy to come into the school at other times to talk to the staff and/or children regarding health issues as is felt necessary. The School Health Team, based at Daventry, will be pleased to consult with parents if they have any concerns and can be contacted on 01327 708836.

The following routine checks are programmed:-

Reception Age	Year 6
Health Questionnaire	Height and Weight
Height and Weight	

22 SCHOOL COUNCIL

Each class from Year 1 to Year 6, has 2 elected representatives on the School Council. The Council meets regularly with a member of staff to discuss concerns or suggestions to further improve the life of the school.

23 ROAD SAFETY

The children are taught Road Safety in school. Please help us to keep them safe by keeping to the following arrangements:

- Children should use the side gates and walk around the side of the building past the cycle sheds and not walk across the car park or use the front door.
- Please keep to the paths and do not walk across the car park with your child as this gives them wrong messages.
- Please ensure that pre-school children do not play on the large or small gates, or cycle sheds.
- Parents must not use our car park or entrance by the gates to turn around, drop off or pick up because of children crossing.
- Parents are asked not to drop off in the school gates area

- Parents are asked to be considerate to other road users when parking to pick up their children.
- Parents must not park opposite the school on the grass as this reduces visibility for all pedestrians and car drivers and is dangerous. Please make use of the additional car parking area provided in the Playing Fields Car Park. Persistent inconsiderate parking will be noted.
- An area is set aside for bicycle and scooter parking but this is provided at your own risk. The school cannot accept any liability in the event of theft or damage to bicycles left there.

24 CHARGING POLICY (Education Reform Act 1988)

A full copy of our “*Income & Charging Policy*” can be found by visiting the “Schools Policies” page on our [website](#).

24.1 CHARGES FOR SCHOOL ACTIVITIES

The objectives of the charging provision in the 1988 Act are:

- To maintain the right to free school education.
- To establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents’ ability or willingness to help meet the cost.
- To emphasise that there is no statutory requirement to charge for any form of education or related activity, but give to LAs and schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- To confirm the right of LAs and schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

The governors of Harpole Primary School value the benefit that pupils gain from both day and residential educational visits, also arts-related performances in and out of school. We recognise that these activities enhance and enrich the school’s curriculum. We are committed to all

pupils having equal access and opportunity to participate in these activities and acknowledge our responsibilities in light of the 1988 Education Act.

24.2 RESIDENTIAL VISITS

Costing is calculated by the Staff.

- An initial letter is circulated to explain the nature of the proposed activity, its value in educational terms and an approximate cost is given. Parents are asked to sign to say they are prepared to make the necessary voluntary contributions.
- A deposit is requested and an instalment payment scheme is offered. Those parents who are in receipt of certain benefits are asked to contact the Head Teacher for a confidential discussion if they are unable to meet the costs.
- It is ensured that no pupil will be treated differently whether or not their parents are unwilling or unable to make the voluntary contribution.
- In the event of insufficient funds the visit will not take place.
- The school reserves the right not to accept children on residential visits if there are serious concerns about their behaviour.

24.3 DAY EDUCATION VISITS

A letter detailing the visit and its educational benefits will be sent to parents with a reply slip included. A voluntary contribution will be asked for to cover the cost of transport and entrance fees. If insufficient funds are received the visit will not take place.

Parents who do not send reply slips are discreetly contacted to ensure that all children benefit from the visit.

24.4 VISITING ARTISTS

On occasions visiting artists, writers, musicians and performers come to the school to share their talents with the children. A letter with reply/comment slip explaining the activity will be sent home. Where possible the cost is met through the School Fund. On those occasions when it is not, parents are asked for a voluntary contribution. No child is excluded due to non-payment.

24.5 MUSICAL INSTRUMENTS AND TUITION

Specific music instrument lessons at our school are delivered by Northamptonshire Music and Performing Arts Trust (NMPAT). As one of the leading Music Hubs in the country, with exceptional enrichment and progression opportunities (see www.NMPAT.co.uk) NMPAT is our chosen delivery partner for music.

NMPAT teachers provide tuition for a wide range of instruments, such as brass, strings, keyboard and woodwind from Year 3 and above.

If you decide to apply for music tuition for your child, the contract will be between you and NMPAT and you will need to register with NMPAT and sign up to their contract conditions. Tuition will need to be paid termly in advance direct to NMPAT, the termly fees are approximately £115.

The governing body may decide to reduce the cost for families in receipt of certain benefits. An ability to pay is not one of the criteria of the audition.

24.6 BREAKAGES

The parents will be asked to pay for loss, non-accidental breakages or damage to fabric, equipment or books caused by their children.

25 CHILD PROTECTION/ SAFEGUARDING

It is important for parents to know that the Local Authority require Head Teachers to report any obvious or suspected cases of child abuse – which includes non-accidental injury, neglect, emotional abuse and/or sexual abuse. This procedure is intended to protect children at risk and schools are encouraged to take the attitude that where there are grounds for suspicion, it is better to be safe than sorry. This does mean that Head Teachers risk upsetting some parents by reporting a case that on investigation proves unfounded. In such circumstances it is hoped that parents appreciate how difficult it is for the Head Teacher to carry out this delicate responsibility.

A full copy of our “*Safeguarding and Child Protection Policy*” and “*Safeguarding - What is MASH? Guide for Parents*” can be found on the “Safeguarding” page on our [website](#).

26 ANTI-BULLYING ADVICE FOR PARENTS AND GUARDIANS

Harpole Primary School takes bullying very seriously, be this to a pupil, member of staff teaching or non-teaching. If you are worried that your child is being bullied then please read the following information and together we will make sure the bullying STOPS.

- The first step is to listen to your child and remind them it is not their fault.
- Next tell their class teacher (or another member of staff if you prefer).
- You can have a look/ ask for a copy of the schools anti-bullying policy and that will give you lots of information about what the school will do in the Pupil Behaviour and Bullying area of our “School Policies” page of our [website](#).
- If the bullying continues it is a good idea to keep a diary of what your child is telling you. A child friendly Anti-Bullying Leaflet is available Pupil Behaviour and Bullying area of our “School Policies” page of our [website](#).

- Keep in contact with the person you originally spoke to. You could write a letter to the Head Teacher and ask it to be put in your child's school file together with the schools plan of action.
- The school will keep a record of all reported bullying, including where and when it happens, so they can see if there is a pattern. This way they can act to reduce opportunity for the bullying to occur. All reported incidents of bullying are reported to the Governing Body.
- You can talk to the Head Teacher at any time. The Head Teacher has to, and will, investigate the matter.
- If you still have concerns the next step would be to contact the Chair of Governors. You can get help on how to write a complaint letter at www.bullying.co.uk 'model letters'.
- The Chair of Governors will then investigate the matter following the schools complaints procedure.
- Following this you will be invited to meet the governors and discuss your concerns.
- Hopefully the bullying will have stopped long ago but if you still have concerns and are unhappy you can appeal to the local authority, you should also contact the Educational Welfare Officer for your area if your child can't face going to school.
- If it goes further it can involve legal prosecution, so legal advice is needed.

Additional support can be found at:

Family Lives: 0808 800 22 22 22 (24 hours)

www.familylives.org.uk

Kidscape: 08451 205 204

Anti-bullying Alliance

www.anti-bullyingalliance.org.uk

NSPCC: 0808 800 5000

www.nspcc.org.uk

27 COMPARATIVE REPORT

27.1 Early Years Foundation Stage Profile 2019

% Achieving the a Good Level of Development: National vs Harpole

	2016 National	2016 Harpole	2017 National	2017 Harpole	2018 National	2018 Harpole	2019 National	2019 Harpole
A Good Level of Development	69%	83%	71%	80%	72%	80%	72%	83%

% Achieving the a Good Level of Development: National vs Harpole (same information as above but different layout)

	2016 Harpole	2017 Harpole	2018 Harpole	2019 Harpole	2016 National	2017 National	2018 National	2019 National
A Good Level of Development	83%	80%	80%	83%	69%	71%	72%	72%

27.2 Comparative Report Keystage 1 2019

27.2.1 Year 1 Phonics Summary

% Achieving the Expected Standard: National vs Harpole Yr1 Phonics Screening Assessment Results

	2016 National	2016 Harpole	2017 National	2017 Harpole	2018 National	2018 Harpole	2019 National	2019 Harpole
Phonics Screening Test	81%	93%	81%	89%	83%	80%	82%	90%

% Achieving the Expected Standard: National vs Harpole Yr1 Phonics Screening Assessment Results (same information as above but different layout)

	2016 Harpole	2017 Harpole	2018 Harpole	2019 Harpole	2016 National	2017 National	2018 National	2019 National
Phonics Screening Test	93%	89%	80%	90%	81%	81%	83%	82%

27.2.2 Year 2 Comparative Key Stage 1 SATS Summary 2019

% Achieving the a Good Level of Development: National vs Harpole

	2016 National	2016 Harpole	2017 National	2017 Harpole	2018 National	2018 Harpole	2019 National	2019 Harpole
A Good Level of Development	69%	83%	71%	80%	72%	80%	72%	83%

% Achieving the a Good Level of Development: National vs Harpole (same information as above but different layout)

	2016 Harpole	2017 Harpole	2018 Harpole	2019 Harpole	2016 National	2017 National	2018 National	2019 National
A Good Level of Development	83%	80%	80%	83%	69%	71%	72%	72%

% Achieving Greater Depth KS1 SATS Results

	2016 National	2016 Harpole	2017 National	2017 Harpole	2018 National	2018 Harpole	2019 National	2019 Harpole
Reading	24%	17%	25%	31%	26%	37%	25%	21%
Writing	13%	10%	16%	14%	16%	20%	15%	14%
Maths	18%	33%	21%	24%	22%	37%	22%	21%

% Achieving Greater Depth KS1 SATS Results (same information as above but different layout)

	2016 Harpole	2017 Harpole	2018 Harpole	2019 Harpole	2016 National	2017 National	2018 National	2019 National
Reading	17%	31%	37%	21%	24%	25%	26%	25%
Writing	10%	14%	20%	14%	13%	16%	16%	15%
Maths	33%	24%	37%	21%	18%	21%	22%	22%

27.3 Comparative Key Stage 2 SATS Summary 2017, 2018 and 2019

	Sch % expected standard 2017	Sch % expected standard 2018	Sch % expected standard 2019	Sch % greater depth 2017	Sch % greater depth 2018	Sch % greater depth 2019	Sch value added progress score 2017	Sch value added progress score 2018	Sch Value added progress score 2019	Sch Average scaled score 2017	Sch Average scaled score 2018	Sch Average scaled score 2019
Reading, Writing and Maths Combined	66	65	66	7	13	14	-	-	-	-	--	-
Reading	83	84	79	31	23	21	1.0	0.0	0.2	108	106	104
Writing	79	81	79	14	16	14	-2.1	-1.2	-1.3	n/a	n/a	n/a
Maths	76	71	72	14	19	31	-2.5	-1.3	0.2	104	104	105
Spelling, Punctuation & Grammar	79	84	83	14	32	45	n/a	n/a	n/a	105	107	107

% Achieving the Expected Standard: National vs Harpole KS2 SATS Results

	2017 National	2017 Harpole	2018 National	2018 Harpole	2019 National	2019 Harpole
Reading Writing & Maths Combined	61	66	64	65	65	66
Reading	72	83	75	84	73	79
Writing	76	79	78	81	79	79
Maths	75	76	76	71	79	72
Spag	77	79	78	84	78	83

% Achieving the Expected Standard: National vs Harpole KS2 SATS Results (same information as above - different layout)

	2017 Harpole	2018 Harpole	2019 Harpole	2017 National	2018 National	2019 National
Reading Writing & Maths Combined	66	65	66	61	64	65
Reading	83	84	79	72	75	73
Writing	79	81	79	76	78	79
Maths	76	71	72	75	76	79
Spag	79	84	83	77	78	78

% Achieving Greater Depth KS2 SATS Results

	2017 National	2017 Harpole	2018 National	2018 Harpole	2019 National	2019 Harpole
Reading Writing & Maths Combined	9	7	13	10	-	14
Reading	25	31	25	23	27	21
Writing	NA	14	15	16	20	14
Maths	23	14	23	19	27	31
Spag	31	14	31	32	36	45

% Achieving Greater Depth KS2 SATS Results (same information as above but different layout)

	2017 Harpole	2018 Harpole	2019 Harpole	2017 National	2018 National	2019 National
Reading Writing & Maths Combined	7	10	14	9	13	-
Reading	31	23	21	25	25	27
Writing	14	16	14	NA	15	20
Maths	14	19	31	23	23	27
Spag	14	32	45	31	31	36

28 STAFF MEMBERS

Teaching Staff	
Mr Duncan Thorpe	Head Teacher Safeguarding Lead
Mrs Nicola Tarbox	Year R Teacher Early Years Leader Key Stage One & Early Years Phase Leader (Cover) Special Educational Needs Coordinator Deputy Safeguarding Lead
Mrs Helen Stuart-Hill	Year 1 Class Teacher
Mrs Charlotte York (Maternity Leave)	Deputy Head Teacher Year 2 Class Teacher: Key Stage One & Early Years Phase Leader Deputy Safeguarding Lead
Miss Laura Beresford (Cover)	Year 2 Class Teacher
Mrs Angela Brandwood	Year 3 Class Teacher
Mr Nathaniel Lake	Year 4 Class Teacher
Mrs Helen Heley	Year 5 Class Teacher
Mr Lee Harlin	Year 6 Class Teacher Key Stage Two Leader

NON-TEACHING STAFF		
1-2-1 Pupil Support	Mrs Claire Nash	Year 4
1-2-1 Pupil Support	Mrs Anna Pratt	Year 3
1-2-1 Pupil Support	Miss Jade Douglas	Year 6
Family Support Worker	Mrs Claire Heath	All
PPG Teaching Assistant/SEN	Mrs Sam Barley	All
Learning Support Assistants	Mrs Laura Brown	YrR
	Mrs Theresa Hodgkiss	Yr2
	Miss Charlotte Etheridge	Yr1
	Mrs Sam Robinson (Tue-Wed)	Yr3
	Mrs Jackie Murray(Tue-Thur)	Yr2
	Mrs Chloe Rogers	Yr4/5/6
	Miss Jessica Peto	Yr4
	Mrs Joanna Pettitt	Yr6

School Business Manager Administrative Assistant Administrative Assistant	Mrs Sue Bewick Miss Jessica Reece (Maternity Leave) Miss Sarah Webb	
Site Supervisor	Mr Ali Corea	
Lunchtime Supervisors	Mrs Maureen Osborne (12-1:15) Mrs Angela Heigold (11:45-1:15) Mrs Rachel Surridge (11:45-1:15) Mrs Maiko Milan (11:45-1:15) Casual Support (12:00-1:00)	

29 GOVERNORS ROLES – 2021/22

NAME	TYPE OF GOVERNOR	COMMITTEE RESPONSIBILITIES
Mrs J Higson Chair of Governors	Parent	<ul style="list-style-type: none"> • Curriculum & Section 48 • Resources
Mr A Doughty Vice Chair	Co-opted	<ul style="list-style-type: none"> • Curriculum & Section 48 • Resources • Performance Management
Mr D Thorpe	Headteacher	<ul style="list-style-type: none"> • Curriculum & Section 48 • Resources
Mr N Lake	Teacher	<ul style="list-style-type: none"> • Curriculum & Section 48
Mrs Z Wilson	Foundation	<ul style="list-style-type: none"> • Resources • Curriculum & Section 48 • Performance Management
Mrs J Okundaye	Co-opted	<ul style="list-style-type: none"> • Curriculum & Section 48 • Finance & Personnel • Performance Management
Mrs A Crawte	Community	<ul style="list-style-type: none"> • Curriculum & Section 48
Mrs K McKenzie	Parent	<ul style="list-style-type: none"> • Curriculum & Section 48 • Finance & Personnel
Mrs N Borman	Parent	<ul style="list-style-type: none"> • Curriculum & Section 48 • Finance & Personnel
Mrs C York	Associate Governor	<ul style="list-style-type: none"> • Finance & Personnel • Curriculum
Hannah Ward contracted by Syzygy	Clerk to Governors	<ul style="list-style-type: none"> • Clerk

30 SCHOOL TERM DATES 2021/22

TERM 1

School Closed Training Day Term starts Term ends	Wednesday 1 st September 2021 Thursday 2 nd September 2021 Friday 22 nd October 2021	37 days
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TERM 2

School Closed Training Day Term starts Term ends	Monday 1 st November 2021 Tuesday 2 nd November 2021 Friday 17 th December 2021	34 days
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TERM 3

School Closed Bank Holiday School Closed Training Day Term starts Term ends	Monday 3 rd January 2022 Tuesday 4 th January 2022 Wednesday 5 th January 2022 Friday 11 th February 2022	28 days
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TERM 4

School Closed Training Day Term starts Term ends	Monday 21 st February 2022 Tuesday 22 nd February 2022 Friday 1 st April 2022	29 days
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TERM 5

School Closed Bank Holiday School Closed Training Day Term starts School Closed Bank Holiday Term ends	Monday 18 th April 2022 Tuesday 19 th April 2022 Wednesday 20 th April 2022 Monday 2 nd May 2022 Friday 27 th May 2022	27 days
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TERM 6

Term starts Term ends	Monday 6 th June 2022 Friday 22 nd July 2022	35 days
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