



**SCHOOL PROSPECTUS**  
**CHAD VALE PRIMARY SCHOOL**



# CHAD VALE PRIMARY SCHOOL PROSPECTUS

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Head Teacher: Robin Haselgrove  
Chair of Governors: Sanjay Mistry



**'A special feature of the school is pupils' outstanding spiritual, moral, social and cultural development. This permeates all aspects of the school's work and supports pupils' excellent behaviour.'** Ofsted 2010

## WELCOME!

Chad Vale is a two-form entry primary school and is maintained by the local authority. The school, which opened in 1974 as a one-form entry primary school, is situated in secluded, pleasant grounds, with adjacent woodland and has its own sports field with multi-use games area and an attractive grassed play area.

There are currently (September 2013) eleven classes, two in Reception, Y1, Y2 and Y3 and single classes in Years 4-6. As the school continues to expand, by 2016 we will be at full capacity, with two classes in every year group. Children are admitted into our Reception classes at the beginning of the school year in which they

are five and transfer from Chad Vale to secondary schools at the age of eleven.

The information in this Prospectus will tell you briefly about our school. If there is anything else you would like to know, please do ask!

You may wish to visit us; this provides an opportunity for you to hear more about the philosophy of the school and to see us in action. Please contact us to book your tour.

## NEW PUPILS AND PARENTS

Prospective new Reception parents are invited to view the school during an advertised 'open week' of afternoons.

For In-Year applications, please arrange an appointment to view the school through the Office Manager. There are forms available from the school office for 'In-Year' admissions and we work closely with the local authority to place children at our school who meet the admission criteria (see 'Admission to School').

Please note that we do not have a nursery provision on-site.





**'Pupils feel extremely safe in the school due to exceptionally secure safeguarding procedures and consistent and effective behaviour management.'**  
Ofsted 2010

## SAFEGUARDING

We aim to ensure that each child has a happy and successful time in our school and we are committed to working in partnership with parents in order to achieve this.

Our first priority is your child's welfare and therefore there may be occasions when our concerns about your child means that we have to consult other agencies even before we contact you. The procedures we follow have been laid down by the Local Safeguarding Children Board. If you want to know more about the procedures please speak to the Head Teacher or refer to our policy documents available from school or on our website.

If staff become aware of situations where a child may be at risk of hurting themselves or others, or if the behaviour of a child seriously disrupts good order in the school or causes damage to property, staff may need to take steps to intervene physically.

In such circumstances staff will follow the school policy for dealing with such situations. The 'Child Protection', 'Behaviour' and 'Care and Control' policies can be found on the school website.



## ADMISSIONS

Places are allocated following strict criteria laid down by Admission and Appeals. Children with statements of Special Educational Need, children in local authority care and siblings of children already in the school have priority. The distance of your home from our school is also considered so that our school best reflects the needs of its immediate community. We do not have a 'fixed' catchment area and the distance from home to school for new Reception intake varies each year depending on where the applicants are living.

If you are considering applying to our school for a place, please contact the office manager. For all places parents must complete an 'In-Year' Admissions Form. For more information contact Birmingham Local Authority 'Admissions and Appeals' directly at 0121 675 0555.

If a place is not immediately available for your child, we ask that you are patient and contact us with any questions about your position on the waiting list. The local authority 'Admissions and Appeals' will find a place at the school closest to you with available spaces. You must ensure that your child attends the school you are allocated, however you can apply for a place on our waiting list should you wish.

Please note that places only become available at Chad Vale each year for Reception and when children in other years leave. This means that you may have to wait a long time for a place in our school- we are extremely popular!



'The key strength of this outstanding and improving school is the exemplary pastoral care that it offers.'  
Ofsted 2010

## STARTING IN RECEPTION

Starting school for the first time in Reception is the beginning of an exciting new stage in your child's life and we want it to be an enjoyable experience. We will invite you and your child to spend some time in school during the summer term before admission. This will help your child to get to know the teacher, as well as some of the children in the same class.

Every child is different and we will talk to you about your child's needs during their early weeks in school. You will also be invited to a 'New Reception Parent' meeting where you will meet the Head Teacher and other school staff.

It will help if you can prepare your child by talking about school routines and by encouraging independence in such things as:

- dressing and undressing
- eating with a knife and fork
- going to the toilet and washing hands
- sharing and taking turns
- spending short periods of time away from you.

# THE SCHOOL DAY

Whilst the official start of school is 8.55am our teachers welcome the children into their classroom from 8.45am. The register is called at 8.55am so that the first lessons can begin promptly at 9.00am.

No child should arrive at school before 8.45am (unless supervised by a parent), as no teachers are 'on duty' in the mornings.

To maintain the safety of younger siblings, children must not to play football or ride bikes or scooters before or after school in the playground.

Teaching time is very precious and we do need to start promptly at the beginning of each session. We would appreciate your co-operation in making sure that your child arrives on time each day. If your child is late arriving in school for any reason, please let the Office Manager know.

Children who are regularly late will be monitored and parents may receive a visit from our school social worker.

## **Break time**

Children have a morning break, usually at 11am.

## **Home time**

The school day ends for all pupils at 3.30pm.





The lunch break is staggered throughout the day to allow us to make the most efficient use of our facilities.

Reception: dinner from 11.30am, quiet time in class then out to play

Year 1: dinner from 12.00pm then out to play

Year 2, 3, 4: dinner from 12.30pm then out to play

Year 5,6: out to play at 12.30pm, then dinner at 1pm

Children are cared for by Lunchtime Play Supervisors and teaching staff who help them in the dining room. Supervisors support them in the playground or in the classrooms after they have eaten their lunch and a wide range of games and activities are planned outside.

We strongly recommend that children have a hot school meal, particularly those in Reception. We have excellent school meals cooked on the premises and are able to cater for all dietary requirements, including vegetarian and halal options. Pupils are welcome to bring a healthy packed lunch if they prefer, but must give at least one week notice to change from school meals to packed lunches.

Your child may be eligible for free school meals. Please ask for more information at the school office. From September 2014, all

**'Pupils enthusiastically and knowledgeably explain the value of adopting healthy lifestyles and the need for exercise. Their very well developed understanding of right and wrong and appreciation and enjoyment of the wonders of life around them, reflects the school's ethos.'** Ofsted 2010



pupils in Reception, Year 1 and 2 will have a free school meal every day.

### **Before and After School Care**

There is a 'wrap around' facility available for Chad Vale children to attend called 'Kidz.Comm'.

This before and after school care facility operates on the St. Mary's Primary School site from 7.30 am until 6.00 pm.

You can drop your child off at Kids.comm in the morning and they are safely escorted to Chad Vale by minibus.

At home-time, Kids.Comm will collect your child from Chad Vale and transport them back to their base where a range of fun and exciting activities are planned until you are able to collect them.

Kids.Comm also offer some provision during school holidays.

Kidz.Comm are inspected independently by Ofsted and were awarded the judgement of '[Outstanding](#)' in 2013.

For fees and further information please contact them on 07963 494 341.





## SCHOOL FEES AND CHARGING

Your child's place at Chad Vale Primary School is funded by the local authority however there are additional costs for certain things.

### **School Dinners**

Dinner money should be sent in on Monday morning for the rest of the week or term as you prefer. You can pay this in several ways:

1. You can send in cash or a cheque inside a school payment envelope (available from the office), clearly marked with the child's name, class and the amount enclosed.
2. You can pay online using a credit or debit card, by registering with the School Gateway website.

For up to date costs please contact the school office.

If you are eligible for free school meals or would like further

information about payment options, please contact the school office.

### **School Trips**

All activities which form part of the school curriculum must be provided free of charge. The Governors have approved a policy which permits the school to appeal for voluntary contributions to cover the cost of educational visits and other activities to support the children's learning. Parents may apply to the Head Teacher in confidence for the remission of charges in part or in full.

### **After School Clubs**

Some after school clubs at Chad Vale, particularly those organised by a third-party provider, will charge. These clubs are optional. The majority of clubs after school are run by teaching staff from Chad Vale so are free, but most are on a first come, first served or a 'lottery' basis.

# SCHOOL UNIFORM

All children attending Chad Vale Primary School are required to wear:

- Pale blue or white polo shirt, school shirt or blouse
- Royal blue sweatshirts, jumpers, cardigans or fleece. These items should be plain and suitable for school wear.
- Children can wear a blue and white summer dress, skirt or pinafore, or shorts, full-length trousers or plain jeans.
- Clothing must not have any logo other than the Chad Vale Logo
- Children must wear shoes
- P.E kit is part of the dress code with every child wearing pumps, a plain 'T' shirt top and shorts for indoor physical education
- For outdoor P.E children should bring a pair of trainers
- In winter, tracksuit trousers and tops may be worn during P.E lessons
- For swimming lessons children should wear an appropriate one piece swimming costume and will need to provide a swimming cap and towel. Goggles are optional.
- We ask that an 'Art shirt' be provided for your child to use during art lessons (this can be an overall or an old 'adult' shirt worn backwards.)

All children must wear the Chad Vale uniform on any and every occasion when they are representing the school or leaving the school premises on a trip.

Tracksuits, designer jeans, fashion jeans or trousers, hipster trousers or jeans, combat trousers, accessories such as chains or fashion belts and flashing or open-toed shoes are not suitable for school.

**All items must be clearly labelled with your child's name and class.**

Jewellery is not encouraged in school as it is dangerous during physical activities. If your child has pierced ears, please ensure that only studs are worn.

Staff cannot be responsible for any valuables brought into school by pupils. If it is valuable - leave it at home. This rule also applies to those precious things that are of sentimental value to your child.

# PARKING AND COLLECTION

Parking has been an issue for many years at our school and all other local schools in the area. We actively encourage our pupils to travel to school by bus, bike, scooter or foot and offer Bikeability training to all Y5 and 6 pupils every year. There are facilities on-site for safe storage of bikes and scooters.

Parents who arrive at school by car are advised to park their car on Yateley Road or other adjoining roads and walk their children into school using the guided crossing facility. Cars are not allowed up the driveway at any time, unless you are a disabled badge owner or hold a special Chad Vale Parking Permit.

When dropping off or collecting your child, please ensure you park legally, safely and responsibly so as not to cause an obstruction or hazard to other vehicles.

We expect all our children to be collected promptly at 3.30pm by a responsible adult. Parents are responsible for their children in the playground after 3.40pm. If your child is not collected by 3.45pm then 'Kids.comm' will take your child to their after school care facility based at St Mary's Primary School in Harborne. This will allow you to arrive safely instead of having to rush; safe in the knowledge that your child is having a fun time with his or her friends in a safe and secure environment (there is a charge for this service- more information in section 4).

Please notify the school of any changes in your normal arrangements for the end of the school day.

It would also be helpful if you could ring school if you are delayed for any reason.



# CHILD PROTECTION

Our first priority is your child's welfare and therefore there may be occasions when our concern about your child means that we have to consult other agencies even before we contact you. The procedures we follow have been laid down by the Birmingham's Safeguarding Children Board. If you want to know more about these procedures, please speak to the Head Teacher.

Staff and volunteers working at Chad Vale are vetted for their suitability when working with children and we hold a wide range of risk assessments for our site and the activities we do.

The external doors into school are closed once all the children are inside for safety reasons and our electronic gates are automatically locked from 9.00am. When locked, please ring the buzzer at the Main Entrance to gain access.

Depending on which class your child is in, they enter through their own classroom doors, doors at the end of the new build corridors or through the main entrance. These doors close at 8.55am to enable learning to begin. If you arrive late, please enter through the main entrance doors, which are power assisted.

If you need to take your child out of school during the day, they should be collected by a known adult and 'signed out' in the school office.



# ATTENDANCE

It is very important that your child should attend school every day and expect that children have 100% attendance. We monitor this closely and reward those children who achieve this each term. Attendance at school is one of the most important ways in which your child can reach their full potential.

ALL ABSENCES FROM SCHOOL MUST BE EXPLAINED. It is a legal requirement that we record the reasons for a child's absence from school. Please help us to keep these records by remembering to contact us when your child is away.

PLEASE;

- tell us in advance if your child has a hospital/doctors/dentist or similar appointment during school time
- telephone the school if your child is ill
- send a letter with your child when they return to school
- let us know if your child has an infectious illness as soon as you have confirmation from the doctor
- keep your child away for 48 hours after vomiting or diarrhoea, before allowing them to return to school

## Holidays

These are not allowed during term time. You MUST seek written permission from the Head Teacher if for exceptional reasons you need to take your child out of school in term time.

Fines are now issued to parents who take their children out of school in 'un-authorised' circumstances and this is monitored very closely by the Head Teacher.

# MEDICINES AND HEALTH

Whenever possible, parents should ask their doctor to prescribe medicines which can be administered outside of school hours. If your child requires medicine to be administered during school hours, this must be clearly marked with the child's name and must be handed into the office by an adult. You will be asked to sign a Medical Form and to provide information about the dosage. The medicine will be administered by either the Head Teacher or a designated member of staff.

## **Asthma/Epilepsy/Allergies**

The school has an Asthma Policy and this is discussed with parents when it is appropriate to the needs of their child. All staff are trained annually for epilepsy, asthma and allergies and the administration of emergency medication that may be required by children in our care. More information about starting school with a specific medical need may contact the school nurse for further advice and information.

## **Illness in school**

If your child is taken ill in school, we need to be able to contact you. It is imperative that you remember to notify us if you change your address, change your place of work or change the emergency contact number.

## **Health Checks**

Children will have their eye sight and hearing tested by the school nurse and will have their teeth checked by the school dentist. They

visit the school once every year and will contact you directly if they have any concerns regarding your child's health.

Head lice infestations are very common in schools and can be easily treated with a nit comb and medicated shampoo. Please check your child's hair regularly; if your child does have head lice, we ask that you treat this promptly and let the school know. This information will be kept confidential, but will allow us to alert other parents of an outbreak. We understand that this can seem embarrassing, but it is something which can and does happen to any of us!

Further advice can be obtained from your doctor or the School Nurse.

## **First Aid**

We have many trained First Aiders on site at all times and systems to record (and communicate with parents) details of treatment given.

## **Snacks and Food Policy**

Children may wish to bring a small healthy snack and a drink for the mid-morning break. Please note that fizzy drinks, crisps and sweets are not allowed, however a small 'mini/fun' size biscuit-based chocolate bar is permitted for morning snack as part of a balanced and healthy diet. For safety reasons all drinks should be in non-breakable containers - small cardboard sealed boxes are ideal.

We have a number of children with severe allergic reactions to nuts.  
**For this reason, any nuts or food containing nuts are prohibited from school at all times, and will be removed from your child if they inadvertently bring such a product into school.**

All key stage 1 and reception children are provided with a piece of free fruit each day.

## PARENTS IN SCHOOL

We positively welcome help in the classrooms, at after school clubs and on educational visits. Please speak to the Head Teacher or one of the staff if you can spare the time; we will be delighted to discuss how you can help. Parents are always welcome to watch a lesson or event in the classroom and are invited to all assemblies through our 'open door' policy.

You may have a particular skill or experience that you would be willing to share with the children - if so, please tell us about it. We hold a list of 'parent experts' who we contact for certain topics and lessons.



# COMMUNICATION WITH PARENTS

We foster close relationships between home and school so that we can work together to support your child in developing and achieving their full potential. If you wish to see your child's teacher, we will be happy to arrange this. It is difficult for staff to talk in the mornings when they are required to teach the children, but staff are usually available after 3.45 p.m. The Head Teacher and Deputy Head Teacher are normally available at the beginning and end of the day or by appointment at other times.

The school holds regular meetings and special events throughout the year and you will be given dates by newsletter well in advance. The school newsletter is a very important tool for communicating to parents and is delivered direct to your inbox every Friday via our Schoolcomms email and text messaging system. Please make time to read it. Many parents are saving these newsletters over the years as a record of their child's school life.

We also use Schoolcomms to send urgent whole school text alerts to parents (e.g. for snow closures) and reminder texts relating to events your child's class is involved in. Please ensure that we have your up to date mobile number and email address at all times.

You will be invited to discuss your child's progress each term during Parents' Evenings and to be involved in setting appropriate targets. In the summer term you will receive the annual written report detailing your child's achievement and progress throughout the year.

For extended discussions with your child's class teacher about progress at school you are advised to make a separate appointment

outside of these termly meetings. Research shows that achievement is improved when parents actively support learning at home.

We use an online system throughout school to record, track, monitor and predict progress and achievement. This system is called 'School Pupil Tracker Online'. You will be issued with a secure user name and password for each of your children and can access their most up to date assessments and targets. The system also compares your child's achievements against national expectations. We also use this system to produce 'Interim Termly Reports' that can be accessed online and it is used to create the end of year annual reports.

All parents are involved in their child's reading programme and are encouraged to comment in their reading diary. Parents also receive a Termly Curriculum Newsletter which describes the work we are undertaking at school and suggests activities which could be completed at home. There are additional activities and information that can be accessed via the school website.

## PARENT, PUPIL AND TEACHER ASSOCIATION (PPTA)

The Parent, Pupil and Teacher Association work very hard to run a variety of events to raise money for 'extras' around the school and every parent or carer of a Chad Vale child is automatically a member of the association. Joining in with events is an easy way to make new friends and become involved with the school's rapidly expanding community.

The PPTA organise and support a wide range of events such as Christmas and Easter Fairs, school discos, parent quiz nights and barbecues. All funds raised go towards enhancing the children's experiences at out school and in the past the PPTA have funded a stage system for the hall, stage lighting and sound system, disco equipment and benches for the playground.

New faces and offers of help, however small, are most welcome! Please contact the Chairperson of the PPTA via the school office for more information and to find out how you can get involved.





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## CURRICULUM

'The carefully tailored curriculum contributes strongly to pupils' learning because their interests are very well met. Induction programmes are outstanding for those who arrive throughout the year and those starting in the Reception class.'

Ofsted 2010

# CURRICULUM

At Chad Vale Primary School we aim to give every child access to a broad and balanced curriculum which is appropriate to their needs. We hold a variety of awards for our curriculum including the Quality Mark, ICT Mark and Artsmark,

The curriculum includes a range of learning experiences which encourage the all round development of the child and is concerned with the personal, spiritual, social, physical, creative and intellectual development of each individual.

In planning and teaching the National Curriculum, Chad Vale Primary School staff follow these principles:

- education is a unique experience
- to prepare children for a lifelong love of learning
- to provide appropriate challenge and support
- to respond to pupil's diverse learning needs
- to overcome potential barriers to learning
- to expertly assessing achievement and progress
- to provide a lasting memory of learning that was creative and active and fun

We plan learning in school in two ways. Part of the curriculum is taught through topics and different activities are identified which

provide a multi-curricular approach. Some of our work is currently delivered through subject specific lessons (e.g. Literacy or Maths).

We aim to maintain a balance of teaching styles and strategies. There will be times when your child will be taught as part of a class, in a large or small ability or mixed group, an individual or pair and at times there will be an expectation that your child learns independently.

In accordance with the National Curriculum, the formal subject areas are:

English, Mathematics, Science, Computing, Design and Technology, History, Geography, Music, Art and Physical Education. Religious Education is a statutory part of the curriculum and we deliver a locally agreed syllabus of learning.

As recommended by the Department of Education, we aim to achieve a teaching week of 21 hours in Key Stage 1 and 23.5 hours in Key Stage 2. This excludes periods of registration, collective worship and break times.

For more detail on the curriculum in a particular year group or class, please visit the 'Key Schools Information' section on our school website, or make an appointment to discuss with the class teacher.

## ENGLISH

The work is planned from the National Curriculum to develop skills in English which will enable children to communicate effectively

through the spoken and written word. Pupils' abilities are developed within an integrated programme of speaking and listening, reading and writing. Daily reading activities are planned for each class to develop reading skills, so that children can become skilled, enthusiastic, independent and reflective readers. Reception and Key Stage 1 children are taught reading using the KRM programme of phonics. This highly effective teaching strategy aims to provide children with a range of decoding and synthesis skills using 'real books'.

We use 'Big Writing' and 'Talk for Writing' teaching strategies throughout the school to raise standards of writing across all subjects.

## **MATHEMATICS**

Learning is planned using the National Curriculum and is designed to develop skills in number and the four operations, geometry, position and direction, statistics, measurement, algebra, ratio and proportion.

Children are given opportunities to apply mathematics in practical tasks and in problem solving. In Y2, children move classes into 2 groups best suited to their needs. Setting into 3 groups takes place within Y3 and 4 and in Y5 and 6.

## **SCIENCE**

A series of planned topics using the National Curriculum involving scientific investigations and experiments are used to develop children's scientific knowledge and skills in the following areas: scientific enquiry; life processes and living things, materials and

their properties, and physical processes.

## **ART**

Learning in art enables children to develop awareness and appreciation of aesthetics, develops art skills and techniques, and promotes an understanding of colour, form, line, pattern, shape, space and texture. We also look at the work of some famous artists to encourage careful observation and appreciation of the work of others.

## **HISTORY AND GEOGRAPHY**

These are subjects which are addressed primarily through topics. Where appropriate, we link our school visits to this work and aim to give the children a range of first hand experiences to increase their knowledge and understanding.

## **COMPUTING**

We have excellent facilities for computing, including iPads, laptops and desktop PC's and Apple Macs. All classrooms have an interactive whiteboard and computers with internet access. Children undertake a range of activities including presentations, video editing, research, programming, blogging and we teach the children how to stay safe when using the internet.

We also use programmable toys and a range of audio-visual equipment to support learning throughout the school.

## **MUSIC**

Our aim is to introduce all children to the joys of performing, composing and listening to music. Music specialists work in school and there are opportunities for children to learn to play the keyboard.

## **PHYSICAL EDUCATION**

All children are taught skills and techniques in gymnastics, games, dance, athletics and swimming. They learn to extend their co-ordination, stamina and control. The emphasis is on inclusiveness and all children are encouraged to improve on their personal best, gain a sense of achievement and to establish good habits for life through enjoyment of physical activity. Children are timetabled for a minimum of two hours Physical Education each week, plus any extra curricular activities.

In addition to our school hall and playground, we are fortunate to have a school playing field on site. Swimming and games skills for KS2 pupils take place at The Blue Coat School. It is vital that your child learns to swim and parents are asked to encourage this and practise these skills when out of school - it may save their life one day.

## **DESIGN TECHNOLOGY**

This subject gives children the opportunity to design, make, test and evaluate using a variety of materials.

## **MODERN FOREIGN LANGUAGE (from September 2014)**

We teach Spanish as our Modern Foreign Language at Chad Vale and have teachers who are fluent Spanish speakers. We aim to foster the love of learning a different language, country and culture

through a structured programme of teaching vocabulary, grammar and sentence structures.

## **RELIGIOUS EDUCATION**

The Birmingham Agreed Syllabus for Religious Education is used to plan topics for each class. We aim to enable our pupils to develop knowledge and understanding of different religions, in order that they may reflect on beliefs, values and experiences, make reasoned and informed judgements and develop positive attitudes towards others.

## **COLLECTIVE WORSHIP**

In accordance with statutory requirements, an act of collective worship takes place in school each day. This worship is non-denominational and although mainly Christian in character, is also valued by the school as an opportunity to celebrate the multi-faith society which is represented in our school. Assemblies take place in one of the school halls or in the classrooms.

Please note - parents have the right to withdraw their children from all or part of the religious education or collective worship provided. When a child is withdrawn from all or part of the religious education or collective worship, they are supervised by a member of staff and undertake activities linked to citizenship.

## **HEALTH EDUCATION**

This is taught through a series of topics which are designed to provide all pupils with accurate information so that they can make informed choices about their future life.

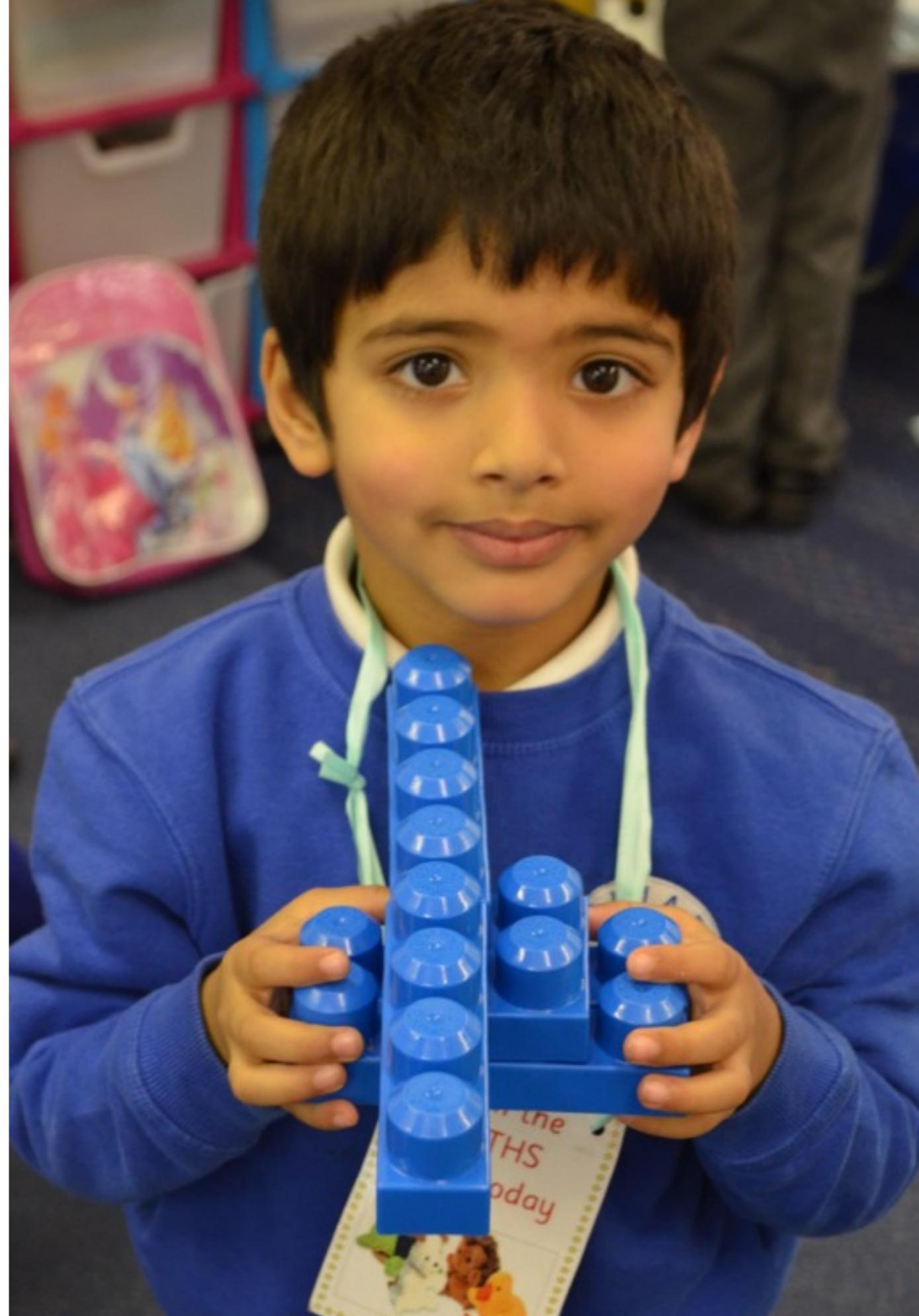
## **SEX AND RELATIONSHIPS EDUCATION**

The Governing Body of Chad Vale School has drawn up a policy for Sex and Relationships Education. At Key Stage 1, within a secure environment, we aim to develop knowledge and understanding about human life, which will lay the foundation for more specific work in Key Stage 2. Parents are informed before the formal programme is taught and have the right to withdraw their children from all or part of the programme. A copy of the Sex Education Policy is available on the school web site.

## EXTRA-CURRICULAR ACTIVITIES

Children are given the opportunity to participate in a number of after school activities. We are especially proud of our chess team who are highly successful in national schools competitions. Other activities throughout the year include art, dance, cricket, football, athletics, multi-sports, violin, flute, tabla, ICT, Science, French and Spanish clubs. Most clubs are free, but some incur an additional charge.

Clubs are advertised around school and on newsletters. Please ask at the school office for more details.



# SPECIAL EDUCATIONAL NEEDS

At Chad Vale Primary School we are inclusive and committed to providing quality provision and support for pupils who have special educational needs of any kind. This may include children who are experiencing difficulties, those who are particularly able and those having physical, emotional or behavioural challenges. We acknowledge that any pupil may have a 'special need' at some time during their school career as a result of a wide range of factors and we have many staff with experience of dealing with, and supporting general and specific additional needs.

As a school we are required to follow the national 'Code of Practice' for special educational needs which identifies different stages of provision. A copy of the Code of Practice is available from the Special Needs Co-ordinator.

We follow the local authority (LA) procedures for admissions. Where the school does not have the facilities and/or provision necessary we will work with the LA and the 'Special Educational Needs Assessment and Review service (SENAR) to enhance provision so that we can meet a particular need, where appropriate.

Children are carefully assessed and then work to an 'Individual Educational Programme' or 'Individual Behaviour Programme' which is designed to support them in making good progress. Parental

involvement is essential and you will be consulted and informed about what is happening at every stage.

Sometimes it is considered necessary to enlist the help of outside agencies, for example, Pupil and School Support (PSS), Visiting Teacher Service (VTS), Communication and Autism Team (CAT), Behaviour Support Services (BSS), Children and Adolescent Mental Health Services (CAMHS) and the Educational Psychologist (EP) Team. Referrals to outside agencies are discussed with parents and permission sought.

We also work with 'Big Community' who provide an additional set of specific support packages to both children and parents of Chad Vale. This may include mentoring, bereavement counselling, home-school support and short term 'Pupil Referral Unit' provision.

Our school SEN policy is available for parents on our school website.

# GIFTED AND TALENTED

At Chad Vale Primary School we are inclusive and committed to providing quality provision and support for pupils who are able or more able than their peers, have special gifts or talents of any kind. This may include children who are experiencing difficulties in one area of learning yet excel at others, those who are particularly able and those having physical, emotional or behavioural difficulties. We acknowledge that a pupil's gift or talent may appear at any time during their school career and we work hard to identify these as early as possible.

We provide a range support strategies to cater for our Gifted and Talented children. This includes;

- After-school club activities (such as chess)
- Extended curriculum delivery (such as Maths and extended writing groups across KS2 and Y2)
- Encouraging children to pursue activities that take place in school time (such as local/national drama productions or elite sports coaching programs)

- Providing the 'One Day a Week School'- for children who demonstrate the aptitudes towards higher level thinking we provide an alternative learning experience on one day a week, where gifted and talented pupils from across KS2 learn together using higher order thinking skills, self-organising learning environments and the opportunity to 'Bring Your Own Device' to school (e.g. a laptop/iPad from home)

- The 'One Day a Week School' experience is also provided to ALL KS2 pupils on Wednesday afternoons during the 'Higher Order Thinking Afternoon (H.O.T.A).

We carefully track the attainment of children identified as Gifted and Talented and expect that they make accelerated progress throughout their time at Chad Vale.

Our Gifted and Talented Policy and questionnaire are available for parents from our Gifted and Talented Co-ordinator.

# ASSESSMENT

On-going assessment takes place in school to help teachers to plan appropriate programmes of learning for each child. We use a range of techniques to assess pupils attainment and progress including;

- Careful marking and analysis of children's books and learning, pupil conferencing and peer assessments throughout the year
- An early baseline assessment on entry in September
- An end of EYFS report detailing whether children have reached a 'good level of development' (GLD)
- Phonics Screening Check (statutory) in Y1 and 2
- Standard Assessment Tasks (SATs) in Year 2 (statutory)
- QCA tests in May for Years 3, 4, 5
- Year 6 Standard Attainment Tests (SATs) in May
- Other testing/checking arrangements take place for certain groups of children (e.g. Boxall Profiling, Sandwell Maths Assessments, NFER testing)

All data is also shared with parents using School Pupil Tracker Online and during termly parents' evenings.

It is a statutory requirement to report end of EYFS, end of Y2 and end of Y6 data to the local authority.





‘Pupils have a high regard for both their classmates and for the adults who work with them. They display an enviable generosity of spirit.’  
Ofsted 2010

## PASTORAL CARE AND DISCIPLINE

There are few discipline problems in an atmosphere of kindness, tolerance, patience and understanding. We have established such an atmosphere at Chad Vale and are grateful for your continuing support. It’s become known as ‘The Chad Vale Way’!

We have an acceptable code of behaviour and endeavour to be fair and consistent in its implementation. We aim to ensure that everyone in our school community has a clear understanding of the consequences of keeping or breaking the school rules. Our system of rewards to encourage positive behaviour is particularly successful and we use ‘Golden Signatures’, ‘Perfect Points’ and ‘Golden Time’ to reward those children who follow the rules. We hold

a special Celebration Assembly every Friday when children are congratulated on their achievements.

It is our policy to inform parents of all concerns about behaviour so that we can work together to improve the situation. All parents are provided with a detailed copy of the School Behaviour Policy which contains clear guidance for children, parents and teachers. We have the highest expectations, which result in our children demonstrating outstanding behaviour and a thirst for knowledge.

For more information, please contact the Behaviour Co-ordinator.



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## OTHER KEY INFORMATION

We are required by law to provide a range of 'Key School Information' on our website. This includes school achievement data, information about school funding and the curriculum. To view the most up-to-date information please visit:

[www.chadvale.bham.sch.uk](http://www.chadvale.bham.sch.uk)

## GOVERNING BODY

The Governing Body consists of representatives of parents, the Local Authority, school staff and the community. The Office Manager can put you in contact with any member of the Governing Body.

Full meetings take place at least once each term and there are committees which meet more often to discuss 'Premises', 'Finance' and 'Curriculum and Community' issues. The role of the governors is to;

- Set the aims and objectives of the school
- Agree the policies for achieving those aims and objectives
- Monitor and evaluate the progress of the school
- Challenge and support the school leadership team

Parent Governors hold a fixed term of office (normally four years) and we hold a parent ballot, accepting nominations from all parents of children at Chad Vale.

Minutes of governing body meetings are available on request from the Chair of Governors, contactable at:

[governors@chadvale.bham.sch.uk](mailto:governors@chadvale.bham.sch.uk).





## DOCUMENTS IN SCHOOL

The following documents are available in school on request and are published on the school website ([www.chadvale.bham.sch.uk](http://www.chadvale.bham.sch.uk)).

1. School Prospectus
2. School Development Plan
3. School Self Evaluation Form
4. Curriculum Policies
5. Child Protection Policy
6. Charging & Remissions Policy
7. Statutory documents sent to schools by the Department for Education
8. Complaints Procedures
9. OFSTED Reports and Data Dashboard
10. Behaviour and Rewards Policy

# EQUAL OPPORTUNITIES

We are an all-inclusive school, and all pupils at Chad Vale Primary School are treated equally.

Disabled pupils have access to all events, gatherings, offsite and out of school activities. We currently have facilities for hearing impaired students and have staff trained specifically for Speech and Language needs.

Where the school does not have provision to cater for additional needs, we will work with the local authority to enhance our provision to match the need, where it is recognised to be in the best interests of the child.

Where Chad Vale Primary School cannot meet the child's needs for them to make sufficiently good progress (or where it may be unsafe to do so) we work with the Special Educational Needs Assessment and Review service to assist parents in finding an alternative setting for their child.

An 'Accessibility Audit' takes place annually which details items that need to be addressed to match local authority criteria. This audit

fuels the action and subsequently the School Development Plan and Premises Management Plan.

The Accessibility Plan (required under the Disability Discrimination Act 1995) covering future policies for increasing access to the school by pupils with disabilities is available on our website. Within this is a programme of enhancements that will support further pupils and adults with disabilities.

## SCHOOL SITE

Please ensure your child is closely supervised on the journey up and down the school driveway. The land and woods opposite the school belongs to Calthorpe Estates and contains steep banks leading to Chad Brook. We also receive deliveries at all times throughout the day.

If your child uses a scooter or bicycle to travel to school we strongly recommend the use of a helmet.

Please note that smoking is not permitted anywhere in the school building, playground or drive. Please help us to protect the health of the children by keeping this rule. Additionally, parents are asked not to bring dogs into the school grounds, as even well behaved dogs can become frightened and dangerous when surrounded by large numbers of children.

Please note that non-staff cars are not permitted on the school drive at any time between 8am and 6pm unless they have a blue disabled badge or official pass from the Head Teacher (e.g. for medical reasons). This is to maintain the safety of pupils arriving and leaving school.



## COMPLAINTS

We would rather resolve your worries before they become complaints. NO PROBLEM IS TOO SMALL - if you or your child are unhappy, please come and discuss it with us - we can probably help.

If you contact school we can provide details of the official Complaint Procedure.

In the unlikely event of the Head Teacher, staff and Governors being unable to help, you are entitled to contact the local authority or Ofsted. More information is available on request.



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# OFSTED

Quotes from recent Ofsted reports about Chad Vale Primary School:

‘Pupils enthusiastically and knowledgeably explain the value of adopting healthy lifestyles and the need for exercise. Their very well developed understanding of right and wrong and appreciation and enjoyment of the wonders of life around them, reflects the school's ethos.’

Ofsted 2010

‘Strong and clear sighted leadership and management are at the heart of the school's success. The highly effective Head Teacher works tenaciously to improve pupils' educational opportunities.’

Ofsted 2010

‘A particular strength of school leaders is the exemplary way in which they have involved members of the diverse local community groups as well as national and international visits and visitors to ensure that pupils are developing into caring citizens who respect and value the views of others. As a result, a set of common, shared values is embedded in every child and so community cohesion is outstanding.’

Ofsted 2010



‘Support for pupils with special educational needs and/or disabilities, is especially strong and helps them to make outstanding progress.’  
Ofsted 2010

‘Pupils relish responsibility and this is shown through the mature attitude of the School Council, those who represent the pupils on the Governing Body and their eager participation in imaginative and thought provoking acts of worship in assembly.’

Ofsted 2010

Thank-you for taking time to read our prospectus. For more information please contact us or visit our school website:

[www.chadvale.bham.sch.uk](http://www.chadvale.bham.sch.uk)

We hope you've found our school prospectus useful. It is published 'in house' and is updated frequently.

The information contained within it is correct at the time of publication.

If you have any observations to make about our prospectus do not hesitate to speak to the Head Teacher.

Translation of this prospectus into your home language can be arranged upon request via the school office.

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Version 2

