

# Ashby Hill Top Primary School



# Prospectus

2014 - 2015



Ashby Hill Top Primary School  
*Beaumont Avenue*  
*Ashby de la Zouch*  
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Website: [www.ashbyhilltop.leics.sch.uk](http://www.ashbyhilltop.leics.sch.uk)

Headteacher: Mrs Diane Mullan

Chair of Governors: Mr Richard Brewin

All information contained in this prospectus was correct at the time of printing

**Ashby Hill Top Primary School**  
**is an outstanding school. (OfSTED 2013)**

Dear Parents,

Thank you for requesting a copy of our school's prospectus.

Ashby Hill Top Primary School is a busy, friendly, lively school attended by children from within and from outside of our catchment area.

Most children join our school in the year in which they are five, but some join us later on in their school career and quickly settle into their new school life, making friends and learning routines with help from their new teacher and class mates.

Hill Top was most recently inspected by OfSTED in April 2013. The inspection was very successful. We were delighted that the inspectors could see our many strengths and we were graded "Outstanding" in all aspects. A copy of the summary of the OfSTED inspection report can be found on the OfSTED website. Alternatively, a paper copy is available from the school office. This prospectus contains a number of direct quotations from our inspection report.

I do hope that you find our prospectus both interesting and informative. If you have any further questions, or would like to come and visit our school, please telephone us, you are guaranteed a warm welcome.

Kindest regards,

Mrs Diane Mullan  
Headteacher



# Ashby Hill Top Primary School

## *Mission Statement*

***Our mission is that the lives of all who leave Hill Top will have been enhanced by their experience.***

### **Aims**

We aim to provide a caring, stimulating and safe school where achievements are celebrated and everyone is valued and shown respect.

*We do this through providing:*

- Children with a structure which enables them to question and evaluate all areas relating to their emotional and physical health and so make informed choices
  
- A secure environment where everyone has a voice and is equipped with the life skills to keep themselves and others safe
  
- An enjoyable, creative, relevant & evolving curriculum that will motivate children to become lifelong learners and encourage every child to find and develop their own personal strengths
  
- Opportunities that will enable every child to nurture self-worth and develop skills to make a positive contribution to the community and where children, parents, school and the community work in mutually beneficial partnership.
  
- The highest quality teaching and learning to enable all children to reach their full potential and thus lay strong foundations for the future. To value ourselves, others and the environment through positive relationships, actions and attitudes.

## People in School

### Teaching Staff

Mrs Diane Mullan	Headteacher
Miss Nicola Middleton	Foundation teacher; Assistant Headteacher/ F. Stage & KS1 Manager
Miss Dixie Armstrong	Yr F & Yr 1 teacher
Miss Laura Phillips	Year 1 & 2 teacher
Mrs Laura Poxon	Year 2 teacher
Mrs Elena Gorskaya	Year 3 & 4 teacher
Mrs Kate Froggatt	Year 3 & 4 teacher
Mrs Nikki McMahon	Year 3 & 4 teacher
Mrs Diana Mortlock	Year 5 & 6 teacher Key Stage 2 Manager
Mr Will Price	Year 5 & 6 teacher
Mrs Juliet McAuliffe	Year 5 & 6 teacher; Assistant Headteacher; SENCO
Miss Sheilagh Cunningham	Year 5 & 6 teacher
Mrs Emily Wideman	French teacher (oldest three classes only)

### Classroom Support Staff

Anne Archer	Jo Morton	Julie Rimmer
Kathryn Harker	Wilma Mulgrew	Julie Rush
Paul Brady	Lynn O'Grady	Claire Shorthouse
Sam Glacken	Rebecca Preston	Nicola Walster
Claire Jones	Lauren Richards	Zane Adams

### Office Staff

Tracey Hooper	School Business Manager
Michelle Pidcock	School Secretary
Mrs Jill Insley	Office Administrator

### Lunchtime Staff

Paul Brady	Zane Adams	Janice Jones
Sonya Hunt	Jo Lee	
Joanne Fletcher	Carole Watts	

### Premises Staff

Steve Rush	Site Manager
Dianne Burton	Cleaner
Julie Mear	Cleaner

### Kitchen Staff

Belinda Spencer	Dianne Burton	Julie Mear
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*"The headteacher, senior leaders and the governing body have established a strong staff team with a common approach and clear priorities" (OfSTED 2013)*

## **About our school**

Ashby Hill Top Primary School was opened in 1977 and is situated just outside the centre of the town. The accommodation comprises: two open-plan teaching areas, two separate classrooms and four classrooms in "mobiles", a small library, a fully equipped children's cookery area, a hall, medical room and administration area. There is an excellent kitchen where meals are cooked on the premises. Within the school grounds there is a wildlife area for the children's use. The school has playgrounds for lower and upper school, an extensive grassed area, a sports field and a MUGA (Multi Use Games Area ~ ie a ball court).

*"Excellent relationships between pupils themselves, and with adults, underpin the school's many strengths. Pupils feel extremely safe in school and have great trust in the adults to look after them." (OfSTED 2013)*

Ashby Hill Top Primary School is one of four primary schools in Ashby de la Zouch. On leaving our school at aged eleven, most of the children attend Ivanhoe College in Ashby de la Zouch between the ages of eleven and fourteen and then move on to Ashby School to complete their education. There are regular meetings between the Headteacher and teachers of all the Primary Schools who work closely together within our group.

On 1<sup>st</sup> October 2012, Ashby Hill Top Primary School became an Academy. This makes little difference in the day to day running of the school. The biggest change we noticed was the way in which school is funded. Hill Top children still take the same national tests as children in other schools and our curriculum will remain. We will still be subject to OfSTED inspections in the same way as before. More information on academies is available at [www.education.gov.uk](http://www.education.gov.uk)

## **Admissions Policy**

Our admissions policy is in line with that of Leicestershire County Council. Children can start school in the September of the academic year in which their fifth birthday falls. Older children can be admitted at any stage during their primary school years in line with our admission policy

## **Organisation of the School**

Ashby Hill Top Primary School caters for the needs of children from age four to eleven. The school is organised into "Years" which refer to the following age groups. The children are taught in mixed classes according to age. For organisational and planning purposes, we have teams in school: children in Foundation, Years 1 & 2 are in the Lower School team ; children in Years 3 & 4 are in the Middle School Team and children in Years 5 & 6 are in the Upper School Team.

### **Foundation Stage**

*Foundation ~ age 4 to 5*

### **Key Stage One (Infants)**

*Year One ~ age 5 to 6*

*Year Two ~ age 6 to 7*

### **Key Stage Two (Juniors)**

*Year Three ~ age 7 to 8*

*Year Four ~ age 8 to 9*

*Year Five ~ age 9 to 10*

*Year Six ~ age 10 to 11*



## School Uniform

We are keen to promote a school identity that we can be proud of. All children at Ashby Hill Top wear school uniform.

The uniform is grey skirt / pinafore / trousers, white blouse / white shirt /white or dark green polo top, green Hill Top cardigan / sweatshirt.

Sweatshirts, cardigans, polo shirts, fleeces, shorts, PE bags, sun hats and various book bags/back packs are all available from 'Ashby Schoolwear' in Ashby or through TESCO Online.

If any parent feels that providing school uniform is a problem, they are invited to speak to Mrs Mullan, in confidence.

As you can imagine, with so many children dressed in such similar clothing, we cannot stress strongly enough the importance of ALL items (including shoes) being **CLEARLY NAMED**. Ashby Hill Top Primary School does not accept liability for loss of, or damage to, personal property.

Jewellery must not be worn in school. The only exception we make is for watches and **STUD** earrings. Earrings **MUST** be removed for PE and swimming, so if your child is having his/her ears pierced it makes sense do it at the start of the summer holidays. For safety reasons, it is important that children are correctly dressed for PE activities. The PE kit is green shorts and white polo shirt, or black leotard, plimsolls (pumps), and a draw string bag to keep it all in. Children may be asked to bring suitable clothing for outdoor PE, football boots, jogging bottoms etc. Children in Years 1, 2, 3, 4, 5 & 6 will need for swimming a costume or trunks (NOT shorts), and a hat is obligatory and can be purchased at the school office for 50p. In line with our policy, we discourage the wearing of goggles unless it is medically necessary, in which case, please see the headteacher.

No jewellery may be worn for PE or swimming.



*Fun in the snow.*

## Day to Day Organisation

*"Pupils spiritual, moral, social and cultural development is good" (OfSTED 2007)*

### School Hours

8.45am	Gates open
8.55am	School starts
11.50am	Foundation & Key Stage 1 lunch begins
12.00 noon	Key Stage 2 lunch begins
1.00pm	Afternoon school begins
3.25pm	School closes

All children have a break in the morning and Foundation and Key Stage One children have a break in the afternoon as well.

### Breakfast Club

We are very pleased to offer a Breakfast Club (run by an external provider) at Hill Top. It runs from 7.30am - 8.45am each school day. The cost is per 15 minutes ~ £1.40 for 15 minutes, £2.80 for 30 minutes etc. Children **MUST** be registered with the club in order to attend. Further details can be obtained from Claire Bell on 07791519072 between 7.30am-8.45am or 2.30pm-6.00pm.

## Attendance

*"...these positive opinions are reflected in pupils' high levels of attendance." (OfSTED 2013)*

If you know your child will be absent or late into school, for example due to a dental appointment, we ask that you inform the teacher beforehand. If your child cannot attend school due to illness, we ask that you contact the school office between 8.30am and 9.15am. If we do not hear from you, we will telephone you to find out where your child is. This is purely for safety reasons.

The law concerning parents taking their children out of school during term time has changed. Parents do not have the right to take their children out of school for holidays or "days out" during school term time and we actively discourage parents from doing so. If you would like to make a request to take your child out of school, parents are asked to complete a "Holiday Request" form which can be obtained from the office. Our policy for absence is available on our school website. The Headteacher monitors the attendance of every child each term and will follow up any absences which appear to be a concern.

## Assemblies

*"There is outstanding provision for pupils' spiritual, moral, social and cultural development." (OfSTED 2013)*

The pattern of assemblies is as follows.

Monday	~	Whole School Assembly
Tuesday	~	Separate Key Stage and Class Assemblies
Wednesday	~	Whole School Singing Practice
Thursday	~	Separate Key Stage and Class Assemblies
Friday	~	Whole School Assembly



In assembly, we encourage children to learn about a variety of cultures and religions and this, too, is reflected in our assembly programme. As a parent, it is your right to withdraw your child from school assemblies. If you wish to do this, please see the Headteacher to make arrangements.

## Drinks

Children are encouraged to bring a small plastic bottle of water with a sports style top, for drinking throughout the day.

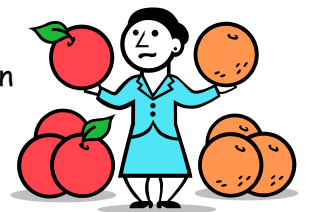
When children start school, they are given a re-fillable water bottle by our PTA, known as *Friends of Hill Top*.

Parents may order a mid-morning drink of milk for their children through 'Cool Milk', registration forms are available on our website or from the school office.

At lunchtime, jugs of water are provided on all the dinner tables. In addition children may bring a 'non fizzy' lunchtime drink from home.

## Fruit Scheme

The school takes part in the national fruit and vegetable scheme and Foundation and Key Stage 1 children are given a piece of fruit or vegetable daily. Parents may of course opt for their child not to be included in this scheme. Key Stage 2 children are encouraged to bring a piece of fruit from home.





## School Meals

Children may have a hot meal served at lunchtime or bring a packed lunch from home.

Prices for school meals and lunchtime drinks are subject to change. The most up to date prices are available from Mrs Pidcock in the school office.

Because we have children in school suffering from severe allergies to nuts, nut products and sesame seeds, Hill Top is a "nut/sesame free zone". Parents are vigilant in making sure that children do not bring food containing nuts, nut products or sesame seeds. The governors are grateful for parents' co-operation with this. A number of dietary problems experienced by some of our children mean that we do not allow children to share their food.

If your child has particular dietary needs we will endeavour to help as much as possible.

Children of parents in receipt of some state benefits are entitled to apply for free school meals.

Application for free school meals should be made to School Food Support Service, CYPS, Leicestershire County Council, Unit 14, The Courtyard, Whitwick Business Park, Stenson Road, Coalville, Leicestershire, LE67 4JP. Forms are available from our school office and information is available on our website. If you need advice or help in completing these forms, please don't hesitate to come into school and see Mrs Hooper, in confidence.

From September 2014, children in Foundation, Year 1 & 2 are entitled a hot meal every day. This is free of charge. It is called Universal Free School Meals and it is not the same as your child being eligible for Free School Meals.

Further information will be provided when your child starts school.

## Partnership with Parents.

At Ashby Hill Top Primary School, we very much value a close working relationship with parents. We believe parents are a child's first and enduring teachers. A close partnership between school and home will be in the child's best interests. We operate an "open door" policy and parents are encouraged to come in to talk with teachers about any concerns or about their child's achievements. Monthly Newsletters keep parents informed about life in school and there are always lots of parents coming in to school to help with reading or sharing skills they possess. Termly Curriculum Letters inform parents about what their child will be learning over the coming weeks and many parents use this to plan days out or treats that will support their child's work in school. Occasionally, we have evenings when the curriculum is shared with parents and ideas are given for how it might be supported at home. Also, twice a year, we hold parents' evenings, which will give you a chance to discuss your child's progress with the teachers and to share in their achievements. Parents receive an annual written report on their child's progress. We also have a school website, this is regularly updated and can be found at [www.ashbyhilltop.leics.sch.uk](http://www.ashbyhilltop.leics.sch.uk)



Play is very important  
in the Foundation  
Stage

## **Text Messaging**

We are also able to contact parents by text message. These messages are not frequent but can be useful if we need to get short pieces of information to you quickly.

## **Clubs and Sport**

Hill Top children are very fortunate in having staff who work well beyond the hours laid down by formal documents. There are a number of after-school clubs offered to Key Stage Two children at different times throughout the year, including: football, craft, cricket, netball, cross country, choir, recorders, orchestra, board games, basketball and athletics.

## **Caring for children ~ First Aid, Medicines and Illness**

Despite our precautions there can be an occasional accident, or a child may become ill. If it is necessary you will be notified as soon as possible, but if we are unable to make contact we have to take such action as we think fit in the circumstances. Emergency contact telephone numbers are **essential**. We have a medical room where children can receive simple first aid, and many of our staff have received enhanced first aid training. However, children are better at home if they are poorly, and in most cases of illness it is of considerable help to us if parents, assuming we are able to contact them, are willing to collect their child. We always notify parents if their child has had an injury to the head, or if an injury is serious enough to require an accident report to be sent to the Local Education Authority. At the beginning of every school year parents will be asked to check details of address, telephone number, place of work, etc., together with name, address and telephone numbers of friends or neighbours, in case we are unable to reach you. We would appreciate you letting us know of any changes at home or work as soon as they occur.

We are only able to give children medicines during the school day if your child has the medicine on prescription from the doctor. Written permission will be required from the parents stating exact dosage, the name of the medicine/tablet, etc. Permission slips are available from the School Medical Officer or Main Office. Non-prescription medication, e.g. calpol or even cough sweets, may NOT be brought into school at any time. All medicines will be kept in the medical room as class teachers are not authorised to keep medicines in their class areas. Children with asthma are required to keep their medication and inhaler on their person, usually in a bum bag or if you feel they are too young for this responsibility they will be kept in the medical room. Again, a detailed permission slip completed by parents is required and all inhalers/spacers must be clearly named. Sorry, but we do not have suitable facilities in school to look after sick children for any length of time. We do not encourage children to miss lessons, or to stay indoors during playtimes and lunchtimes, so before you send your child back to school after an illness, please ensure he/she can cope with the whole school day.

## **School Council**

We have a School Council consisting of two children from each class. The children are elected by their peers and meet regularly. Children contribute their ideas to the meetings and every suggestion receives a reply.

## **Photographs and videos**

We understand that parents like to take photos and videos of their children at special events such as concerts etc. It is, however, important to remember that the photos and videos you take may contain images of other children. We request that all photos and videos taken during school events are for the family's own use only and that parents never, under any circumstances, put images of other people's children on the internet. (eg social networking sites, Facebook, family websites etc). Thank you.

## **Behaviour and Discipline.**

*"Pupils behave extremely well and are very keen to learn." (OfSTED 2013)*

At Ashby Hill Top Primary School we have a system that rewards good behaviour and discourages inappropriate behaviour.

Our Behaviour Policy is available on the school website.

## **Charging for School Activities**

All children are expected to take part in school visits, which are a regular feature of school life.

They are an important part of children's studies in school and enhance their learning. While we do depend on parents to make a voluntary contribution towards meeting expenses, no child will be excluded for financial reasons and support is available. Parents are encouraged to see the class teacher or the Headteacher for further details at the time of the trip. Children in Year 4 and Year 6 have the opportunity to take part in a residential visit.



*Our Tyre Park on the School field*

## **Complaints Procedure**

If there is a problem ...

See the class teacher ~ She will usually be able to sort things out for you. ...Not satisfied?

See the Headteacher ...Still not satisfied?

See the Headteacher again ...Still not satisfied?

Make a formal complaint to the Board of Governors

We have a detailed complaints Policy available in school on request

Adults, like children, appreciate praise, congratulations and thanks and invariably go on to perform even better after receiving it, If you feel this is deserved, please feel free to give it!!

## Learning at Ashby Hill Top Primary School

*"Excellent teaching helps pupils to make rapid progress in their learning in a range of subjects."  
(OfSTED 2013)*

At Hill Top we aim to present our children with a broad and balanced curriculum. Our aim is that every child will taste and celebrate success.

When children start at Hill Top, they are in the Foundation Stage. At the end of the Foundation Stage children move into Key Stage 1. At 7+ children move into Key Stage 2.

*"A strong feature of lessons is the way that teachers enthuse pupils and gain their interest through the varied and exciting activities they provide" (OfSTED 2013)*

## Early Years Foundation Stage

*"Children get an excellent start to their schooling because of the outstanding provision in the Early Years Foundation Stage" (OfSTED 2013)*

Children between birth and the end of the academic year in which they turn five follow the Early Years Foundation Stage Framework (EYFS).

The EYFS strongly believes that successful learning and development comes through an acceptance and encouragement of children's individuality and learning styles, positive relationships with adults around them and an environment which motivates and supports learning.

This is an ethos that Ashby Hill Top strongly agrees with and we aim to underpin all that we do with these principles.

The EYFS is split into 7 areas of learning and development. There are 3 prime areas, which hold the most importance in the early years, and four additional specific areas, which become more important as children develop through the Foundation Stage. Within their first year at Ashby Hill Top we will be shifting the balance of the areas of learning towards equality across the seven.



We will plan activities and experiences for the children in these areas:

- Prime Area - **Communication and language development** involves giving children opportunities to experience a rich language environment; to develop their confidence and skills in expressing themselves; and to speak and listen in a range of situations.
- Prime Area - **Physical development** involves providing opportunities for young children to be active and interactive; and to develop their co-ordination, control and movement. Children must also be helped to understand the importance of physical activity, and to make healthy choices in relation to food.
- Prime Area - **Personal, social and emotional development** involves helping children to develop a positive sense of themselves, and others; to form positive relationships and develop respect for others; to learn how to manage their feelings and to understand appropriate behaviour in groups.
- Specific Area - **Literacy development** involves encouraging children to link sounds and letters and begin to read and write. Children must be given access to a wide range of reading materials (books, poems, and other written materials) to ignite their interest.

- Specific Area - **Mathematics** involves providing children with opportunities to develop and improve their skills in counting, understanding and using numbers, calculating simple addition and subtraction problems; and to describe shapes, spaces and measures.
- Specific Area - **Understanding the world** involves guiding children to make sense of their physical world and their community through opportunities to explore, observe and find out about people, places, technology and the environment.
- Specific Area - **Expressive arts and design** involves enabling children to explore and play with a wide range of media and materials, as well as providing opportunities and encouragement for sharing their ideas and feelings through a variety of activities in art, music, movement, dance, role-play, and design and technology.

The most effective learning done by young children is accomplished when the children are active, exploring and being supported by trained adults. Children in the Foundation Stage are trying to make sense of the world around them and much of this is done through play. In play children can rehearse, re enact and experiment with real life. Through offering quality, structured play opportunities we can enable young children to develop skills and understanding in all areas of the curriculum.



*We have a separate playground for our Foundation and Key Stage One classes*



## Curriculum in Key Stage One & Two

*"The curriculum is wide ranging, providing an excellent range of opportunities for pupils, not just in English and mathematics but also in other subjects. Pupils' cultural development is excellent. "*  
(OfSTED 2013)

The curriculum for children in Years 1- 6 is skills based and ensures full coverage of the National Curriculum.

All subjects are taught - English, mathematics, science, Computing, RE, PE, music, history, geography, French (KS2 only); art; design technology; PSHCE(citizenship).

English and mathematics are usually taught as separate subject, but often link very well to other areas of the curriculum. Other subjects may be taught as part of a topic or as a subject on its own.

**English** takes place throughout the school, each day. It is our aim that children learn to read a wide variety of material fluently and with understanding. In the early stages of reading we use the Oxford Reading Tree scheme. This provides a structured approach and enables staff to closely monitor reading in the initial stages. Children always have access to a broad and balanced range of books. We believe that learning to read should be a shared experience. We value the support of our parents in this important area of learning.

Writing is developed side-by-side with reading. Handwriting, spelling, grammar and content are developed in structured and appropriate forms. Children are encouraged to write for a variety of audiences. This ranges from producing books for the classroom to taking part in local competitions. Whatever the occasion, children are encouraged to take pride in the presentation of their work. We value the written work of all our children, and as a school we treat it with respect. Speaking, listening and drama are essential parts of our school life. We encourage our children to listen

attentively and speak confidently. Discussion of all kinds is a cornerstone of our active approach to learning. This extends from the classroom to participation in assemblies and school productions. Opportunities exist for children to take part in local public speaking events and in local county drama festivals.

It is our belief that the breadth and range of our English curriculum not only reflects the requirements of the literacy lesson, but that it is incorporated throughout children's learning.

### **Mathematics:**

It is our aim at Hill Top that mathematics should be a stimulating experience, where each child develops an interest in and understanding of mathematical processes and concepts.

Each aspect of the National Curriculum programme of study covers

- using and applying mathematics
- number and algebra
- shape, space and measurement
- data handling and probability

and is taught in ways appropriate to the individual's abilities, to enable each child to enjoy a feeling of achievement in a challenging yet supportive atmosphere. Children experience practical activities and learn to record ideas working as part of the class, group or independently.

Mathematics is taught throughout school daily. The children in Key Stage 2 are divided into groups according to age and ability.

### **Science:**

Science at Hill Top aims to develop the children's understanding of scientific concepts and skills through practical work, drawing upon the child's everyday experience of his or her surroundings. We also aim to encourage positive attitudes to science and its value in our lives, relating scientific knowledge to personal health and environmental issues.

The areas of study are:

- Experimental and investigative science
- Life and living processes
- Materials
- Physical science

### **Computing**

Computing encompasses a wide variety of modern technology. Our overall aim is that all children will develop practical skills in the use of ICT to enhance learning throughout the curriculum and will appreciate the capabilities and potential of ICT together with the implications of its use.

Computing skills are taught both as a separate subject and through other areas of the curriculum.

### **History**

We aim to give all children a feel for the past, and to enable them to identify differences that exist between past and present times, following the requirements of the National Curriculum.

Children are given the opportunity to gain information from a variety of sources and to study lifestyles and events.

At both Key Stages, adults are invited into school to talk about their own past experiences, e.g. schooldays, the war, and where appropriate practical workshops are held to given an insight into lifestyles in the past.



## Geography

Our aims are to enrich the children's appreciation and understanding of the environment, to create an awareness of people and place and to develop geographical skills and knowledge. The children should develop an understanding of the world through the use of fieldwork techniques, observation, enquiry and the ability to question.



## Religious Education

Our scheme of work in religious education follows the guidelines laid down by the Standing Advisory Committee on Religious Education (SACRE). It incorporates and reflects our own commitment to presenting and discussing moral values. We see this as a sensitive area of the curriculum, which needs to be addressed in a caring and thoughtful manner. Our children are members of a mainly Christian community. It is their right to have access to beliefs and traditions, which lie behind our festivals and celebrations. As members of a wider, multi-cultural community we believe that it is important that they learn about and respect religious beliefs of others. If, as a parent, you wish to withdraw your child from religious education you have the right to do so. In this case your child would be given alternate appropriate work and supervision.

## Physical Education

At Hill Top we aim to give children an opportunity to:

- participate and develop their own levels of expertise in a variety of activities,
- value the benefits of participation in physical activity,
- participate in a balance of individual, team, co-operative and competitive activities, catering for individual pupils' needs and abilities.

Physical education enables bodies as well as minds to be exercised. At Key Stage 1 children are taught dance, gym, games and athletics. At Key Stage 2 the children are also introduced to outdoor and adventurous activities.

Swimming is taught to children in Years 1, 2 & 5.

The school does not encourage the use of goggles during the swimming sessions but a form is available from the school office should they be deemed necessary. For reasons of safety, all children are required to wear a swimming hat. No jewellery may be worn for swimming for PE.

We try to offer all the children a range of activities and experiences, and we encourage qualified instructors into school to teach specific skills and games, e.g. cricket, basketball, short tennis. There are also opportunities for children to represent Hill Top in competitive matches and tournaments. Through physical education we encourage 'team spirit' and 'fairness'. We also make the children aware of personal safety.

We extend the physical education curriculum by offering a residential visit in year 4 and year 6. In this way we are able to provide opportunities for abseiling, rock climbing, canoeing, archery, etc.

## Music

*"Older pupils show exceptional skills in singing, playing musical instruments and composing..." (OfSTED 2013)*

Our aim is to develop sensitive responses to music and the capacity to express ideas, thoughts and feelings through music. Children will have the chance to perform, through singing and playing instruments, their own compositions and those of others, in a variety of styles.

Music is often taught as part of the class topic work and linked to other subject areas. Cross-curricular projects are planned and presented as performances, giving children many opportunities to participate in concerts.

Soundstart: All children in Year 3 have the opportunity to learn to play the viola, violin or cello for a year. The tuition is funded by school and the instruments are provided by school. More details of the scheme are available to Year 3 parents

## Instrumental Tuition

Instrumental tuition is available to pupils, usually in Years 4-6, provided by independent, self employed music teachers. Please contact school if your child is interested in having lessons on violin, cello, double bass, brass or woodwind instruments. The appropriate teacher will then consult you directly about costs and payment. The lessons are taught to individuals or small groups of children, depending on ability and progress. School will arrange suitable times for your child's lesson with the instrumental teacher.

## Art

Using a wide range of materials and techniques, children are given the opportunity to cover a variety of two-dimensional and three-dimensional activities based on what they observe, remember and imagine. Their understanding and enjoyment of art is developed through work, which encourages them to look at the world around them and interpret what they see. Children are taught the skills necessary to develop their ideas both individually and as part of a group, and to use materials, tools and techniques safely, in accordance with health and safety requirements. We aim to give children the opportunity to experiment with and develop skills in sketching, painting, printing, collage, three dimensional work, ceramics and textiles, where they will be looking at pattern, texture, colour, line, shape and form. Reviewing what they have done and thinking how they might develop their work is encouraged as self-assessment.

During their art studies the children will also be taught to identify the work of artists, crafts people and designers from a variety of cultures, styles and periods, being able to recognise differences and similarities and explain what they think and feel about them. They will also be encouraged to develop their own style of work through the study of other artists. Work produced by the children is displayed for the enjoyment of everyone in the school.



## Design and Technology

In this modern, technological age it is important that children are given the opportunity to acquire confidence in their own ability to develop ideas; to do this they must be able to handle tools and understand the characteristics of materials. They are taught safe



working practices, in accordance with health and safety requirements, which will enable them to work independently or as part of a team. Pupils have access to materials suitable for work in constructing frames, moulding materials, electrical systems, textiles and food technology. They are also encouraged to use mechanical construction kits to develop ideas. Time is spent generating and developing products, considering the appearance, function, safety and reliability of the end result. They evaluate their work, identifying strengths and weaknesses and are encouraged to suggest alternative methods of making if their first attempts fail.

The impact of technological change on their environment is an important focus for the children, and they will evaluate the suitability of commercial products, considering their design, use of materials, cost and whether they fulfil the need for which they are intended. Our children are the designers of the future, and we aim to provide the opportunity for them to develop their individual design and technology capabilities through focused, practical tasks and activities in which they can practise and extend particular skills and knowledge.

### **Modern Foreign Languages**

French is taught to the children in Key Stage 2.

### **Special Educational Needs**

*"Disabled pupils and those who have special educational needs do exceptionally well." (OfSTED 2013)*

Some of our children need extra support with their learning or may have other difficulties. The needs and progress of all pupils are monitored so that those with particular needs may receive appropriate support. If your child is receiving extra support, you will always be informed.

Mrs McAuliffe is the Special Educational Needs Co-ordinator (SENCO) at Hill Top.

The current policy on Special Educational Needs allows the pupils to be fully integrated within the whole curriculum and life of the school. The pupils' needs are addressed at all times and throughout the school, sometimes by the administering of Individual Education Programmes with which all staff are familiar. This has ensured that provision and progress have been maintained.

The school's policy is in line with the revised SEN Code of Practice in that pupils with those needs should be offered full access to a broad, balanced and relevant education, including the curriculum for the Foundation Stage and the National Curriculum.

### **Personal Social and Health Education and Citizenship (PSHCE)**

The aim of PSHCE is to help children develop the knowledge, skills and understanding to lead confident, healthy, independent lives and to become informed, active, responsible citizens.

Through our work in citizenship we emphasise: developing confidence and responsibility and making the most of abilities; developing good relationships and respecting the differences between people; developing a healthy, safer lifestyle; preparing to play an active role as citizens.

A key aspect of citizenship is in children sharing responsibility for the school community. Our School Council provides children with the opportunity to be informed, give opinions and contribute to decisions on matters affecting the running of the school.

Through our Personal, Social and Health Education work we learn: self awareness; about relationships with others; developing a healthy, safer lifestyle; drugs awareness, including smoking, alcohol, medicines and substance abuse.

Sex education forms an important part of children's learning. In Years 5 & 6 children are prepared for adolescence with sessions about this subject. Parents are notified with details of these lessons and, if they feel their child is not ready for this information, may ask for them not to participate.

## **"More-Able" Children**

We want to help all children fulfil their true potential. At Ashby Hill Top Primary, through a variety of processes, we identify children who show a particular flair or ability in a subject area. The class teacher ensures that the curriculum is appropriately differentiated for that child and resources allocated to ensure that he/she is able to extend their learning.

## **Classes**

We have an intake of 39 children per year. This means that we have to create classes that have more than one year group. Currently, our ten classes are made up as follows:

Foundation; Foundation & Y1; Y1 & Y2; Y2; Three classes of Y3&4 children; Three classes of Y5&6 children

We understand that parents may worry about this, but we spend a great deal of time every year planning classes. Often the reasons why children have been placed in one class rather than another must remain confidential and so we ask you bear this in mind when deciding to enrol your child at Hill Top.

## **Homework**

Listening to, and talking with a child about his/her day at school is a very important and beneficial contribution from parents.

Children throughout school receive homework on a termly basis in addition to reading, spelling and times tables.

## **Multi-Cultural Statement and Equal Opportunities.**

Ashby Hill Top Primary School is committed to the principle of equal opportunities for all regardless of age, religion, gender, race, creed, colour or disability. We work within the recommendations of the Leicestershire Equal Opportunities Policy.

Part of our school  
playground.



## **Child Protection: Safeguarding children – Information for Parents**

At Ashby Hill Top Primary School, we believe it is of the utmost importance to have good systems for protecting children and safeguarding their welfare, throughout all the activities which the school undertakes. This means that staff and volunteers must be alert to possible concerns about every pupil, and to report these in a proper fashion. The school has a safeguarding and child protection policy: parents may request a copy of this.

It is important for parents to be aware that:

- Staff and volunteers in the school have a duty to report concerns about a child, whether this means the child may be in need of additional support or help of some kind or whether it is thought that a child may have been abused or be at risk of abuse.
- There are four categories of abuse: physical, sexual, emotional, neglect.
- In some cases the school is obliged to refer children to children's social care staff, for children to be assessed for their needs or if an investigation into possible child abuse is required. In many

cases there will already have been discussions between school staff and the parents of the child, and the situation and concerns will not be a surprise to the parents. However, parents may not be told that the school has referred their child to children's social care if it is thought that this might put the child at risk.

- Children's social care tries to carry out its enquiries in a sensitive fashion. It has to gather information and generally it can be open with parents about the steps being taken.
- If you think your child may have been abused you should contact the Central Duty Team. If you think the abuse may have happened in school, contact the Headteacher. If you think your child has been hurt, arrange to visit your doctor. Comfort and reassure your child.

For parents' enquiries please contact: Mrs Mullan, Headteacher.

## **Pupil Premium**

The Pupil Premium is an amount of money that goes into the school budget to support the raising of attainment of pupils from low income families. The funding is dependent upon the number of children in receipt of Free Schools Meals, those whose parents are currently serving in the armed forces and those children registered at the school who are in care. We urge parents to speak to us about applying for Free School Meals if you think you may be eligible. This will enable school to attract the maximum entitlement of funds.

Ways in which we have used Pupil Premium Money include:

- **Providing additional classroom support:** where children will benefit from the extra help to reach their potential.
- **Employing a children's mentor:** who is available to support children wither on an individual basis or in small groups. She also supports children with particular behavioural or emotional needs.
- **Funding, or part funding school trips and residential:** ensuring children have equal access to these areas of their education
- **Funding or part funding music tuition:** giving children the opportunity to learn a musical instrument which they might not otherwise be able to
- **Funding or part funding PE kit:** allowing children to take part in the PE curriculum with their peers

Recently the Government announced additional funding for children who are adopted. This funding is allocated to support individual children. If you think this funding may be available for your child, please do let us know.

## **The Governing Body**

*"Governors have excellent systems to involve themselves in all aspects of school life..." (OfSTED 2013)*

The Governors have legal duties, powers and responsibilities. The Governing Body is made up of: -

- Parents
- Teachers and other staff at Ashby Hill Top Primary School
- Community Nominees.

They can only act together and their responsibilities include:

- Deciding how the school budget is spent.
- Ensuring the school meets its legal obligations (e.g. National Curriculum, health & safety etc.)
- Interviewing and helping to select staff

The Governing Body meets at least once a term and has committees that meet to discuss specific issues. There are committees that meet regularly and also other committees that meet when the need arises.

## **The Friends of Hill Top (PTA)**

The Friends of Hill Top is a body of parents and friends which continues to flourish. Without their commitment to fundraising, our school would not be enjoying the beautiful surroundings and resources it currently boasts. The group meet informally and warmly welcome newcomers at any time.

Funds raised during the last year have enabled us to have air conditioning fitted into our school hall. This follows other successful fund raising which has provided outdoor play equipment and additional ICT equipment for school.

Many thanks go to all those people involved, whose hard work is very much appreciated by the school. We do hope new parents will join us in this important aspect of school life.

## **Pupils and visitors with disabilities**

The school policy on Inclusion is available from the school office.

The Governing Body ensures that pupils with special needs join in with everyday activities with other pupils. The building has been adapted to meet individual needs and will be further adapted as necessary according to the children on roll to ensure that any child with disability will be able to access the building and the full curriculum.

In line with Government requirements and the requirements of the Disability Act, Hill Top works to an accessibility plan which sets out a programme with increased disability access at the school for both pupils and visitors.

There is access to the building via a ramp, the school is equipped with a toilet for disabled users and there is a designated parking space for the disabled in the school car park which is linked to the school office via an audio system.

### **Statement on equal opportunities and racism**

All at Hill Top consider every person to be of value, irrespective of race, age, faith, culture or gender, and believe that every person should be treated fairly.

The school abides by the laws that govern equal opportunities, racial equality and follows the policies set down by Government and by Leicestershire County Council.

Our school curriculum is designed to give boys and girls experience in all areas of study, including other lifestyles and beliefs, which contribute to our society.

At Hill Top, anyone showing intolerance of people of different sex, race, background or faith, will be dealt with firmly.

The Governors have a policy on Equal Opportunities and Anti-racism, which is available from the school office.

Any incidents of racism are reported termly to the Governing Body.

## **Road Safety.**

Hill Top Primary School is on a bend on a small development of houses. Parking near school is always a difficult issue. For children's safety, we suggest that parents park away from the school gates and walk the last part of the journey in order to keep the amount of cars parked outside the school gates to a minimum.

On the estate, we have a voluntary one-way system. Effectively it means cars drive onto the estate, right round and back up at the top of the estate to get back onto Moira Road. This prevents jams of traffic with cars going both ways on the narrow roads. Thank you for your support with this.

## Achievements

*"All pupils in the ... school had made excellent progress in mathematics for several years. Over the last two years, the already good progress in English has accelerated so that progress in this subject is also outstanding. Attainment is high in both subjects."*

*(OfSTED 2013)*

A summary of our Key Stage One and Key Stage Two SATs results for 2014 is as follows:

*Please note:*

- *National figures are for 2013 because 2014 data was not available at time of print.*
- *The expected level for a child at the end of Key Stage One is Level 2. Children attaining Level 3 are exceeding the national expectation at that age.*
- *The expected level for a child at the end of Key Stage Two is Level 4. Children attaining Level 5 are exceeding the national expectation at that age.*

### Key Stage One

	Reading		Writing		Mathematics	
	Hill Top	Nationally	Hill Top	Nationally	Hill Top	Nationally
% children attaining Level 2 or above	100%	89%	95%	85%	97%	91%
% children attaining Level 3	33%	29%	15%	15%	33%	23%

### Key Stage Two

	Reading		Writing		Mathematics	
	Hill Top	Nationally	Hill Top	Nationally	Hill Top	Nationally
% children attaining Level 4 or above	100%	86%	85%	83%	95%	85%
% children attaining Level 5	65%	44%	35%	30%	50%	41%

Rates of Attendance for the school year 2013/14 rates of attendance: 97%

*"Achievement is outstanding, throughout the school in reading, writing and mathematics, for all pupils regardless of ability or background." (OfSTED 2013)*

*We look forward to welcoming you to Ashby Hill Top Primary School*

# Ashby Hill Top Primary School

## Term Dates 2014/15

<b>AUTUMN TERM 2014</b>	
Schools Open	Thursday morning 28th August 2014
Mid Term Break	Monday 20th to Friday 24th October 2014
Schools Close	Friday evening 19th December 2014
<b>SPRING TERM 2015</b>	
Schools Open	Tuesday morning 6th January 2015
Mid Term Break	Monday 16th to Friday 20th February 2015
Schools Close	Friday evening 27th March 2015
<b>SUMMER TERM 2015</b>	
Schools Open	Monday morning 13th April 2015
May Day	Monday 4th May 2015
Mid Term Break	Monday 25th May to Friday 29th May 2015
Schools Close	Friday evening 10th July 2015