

# **SCHOOL INFORMATION**

## **2018 - 2019**



**HUNWICK PRIMARY SCHOOL**



## WELCOME TO HUNWICK PRIMARY SCHOOL

Church Lane  
Hunwick  
Crook  
Co Durham  
DL15 0JX

Tel/Fax No: 01388 602150

Email: [hunwick@durhamlearning.net](mailto:hunwick@durhamlearning.net)

Web site: [www.hunwick.durham.sch.uk](http://www.hunwick.durham.sch.uk)

**Head Teacher:** Mr S Joyce

**Chair of Governors:** Mr J Stott

Hunwick Primary is a Durham County Council Community school with 162 children on role at present. It is a friendly, successful school situated in the centre of the pleasant Wear Valley village of Hunwick.

The school consists of seven classrooms, all of which surround a quad area. Play areas have been developed and provide the children with a choice of activities at playtimes. They include a play trail, various line markings for games, a train and even a pirate ship! The large playing field is extremely popular with the children and it is used constantly during good weather. We have developed areas of the field to include a poly tunnel in which we grow vegetables, an environmental trail which includes a bog garden, wildlife zone with seating and a very popular bird hide. Our Early Years outside area is enclosed and provides many opportunities for outdoor learning in the Reception Class.

We continually strive for excellence; recent awards include:

- **Basic Skills Award in recognition of high standards in English and Mathematics**
- **Artsmark Silver**
- **Schools Games Gold**

We are committed to continuous improvement for the benefit of your children and the whole community. Our vision is for a school at the heart of the community, where we strive for quality, enjoyment and success for all.

Mr S Joyce  
Headteacher

# MISSION STATEMENT

**In Partnership**

**WE LEARN**

**WE SHARE**

**WE SUCCEED**

## AIMS

At Hunwick Primary School we aim to:

### Education and Training

- Guide and support every child in fulfilling their potential
- Promote high standards and high expectations in all areas of school life
- Develop high aspirations and motivate children to enjoy learning
- Provide children with the skills and enthusiasm for life-long learning

### Protection from Harm and Neglect

- Keep children safe at all times
- Provide a safe, stimulating, happy environment
- Value everyone in our school community
- Contribute in developing a sense of right and wrong

### Physical and Mental Health

- To encourage healthy lifestyles
- To keep children mentally and emotionally healthy
- To help children become caring and responsible
- To work towards eliminating childhood obesity

### Contribute to Society

- Develop councils and groups in school which contribute to the decisions made
- Be central to the village community
- Work with local groups whenever possible
- Understand that there are vulnerable groups in all societies and that we can all help
- Prepare and educate children about the wider world, beyond the local area
- Continue to develop partnerships with local, national and international partners

### Achieve economic well being

- Work with the community and local children's board to improve the community
- Give pupils the opportunity to raise funds and take responsibility for projects
- Prepare them for secondary education by developing independence

## HUNWICK STAFF 2018 - 19

**Mr S Joyce**  
**Mrs K Barker**

**Headteacher**  
**Deputy Headteacher**

### **Teachers:**

Mrs V Round / Mrs Perkins	Reception
Miss K Ross	Year 1
Mrs K Barker	Year 2
Miss S McArthur	Year 3
Mrs M Shale / Mrs S Clarkson	Year 4
Miss S Smith	Year 5
Miss M Wilkinson	Year 6

### **Classroom Assistants:**

Mrs T Burn	Higher Level Teaching Assistant
Mrs L Oliver	Higher Level Teaching Assistant
Miss K Armstrong	Teaching Assistant
Mrs S Carrick	Teaching Assistant
Mrs S Elstob	Teaching Assistant

### **Other Staff**

Mrs W Johnson	School Business Manager
Mrs D Armstrong	Administrative Assistant
Mr C Stevenson	Caretaker
Mrs L Woodward	Cleaner
Mrs J March	Cleaner
Mrs V Atess	Lunchtime Supervisory Assistant
Mrs T Dunham	Lunchtime Supervisory Assistant
Mrs M Stephenson	Lunchtime Supervisory Assistant
Mrs L Watson-McClurg	Lunchtime Supervisory Assistant
Mrs J Burton	Parent Support Advisor
Mr M Hall	ICT Network Manager

Under the direction of the Local Authority, our school is managed by Governors. They meet at least once a term to make decisions about how the school is run. School Governors have legal duties, powers and responsibilities. The Chair of Governors is Mr J Stott.

# SCHOOL UNIFORM

## WE ASK THAT CHILDREN WEAR THE SCHOOL UNIFORM AT ALL TIMES

The school colour is royal blue. Our uniform is:-

- Royal blue sweatshirt, jumper or cardigan
- Yellow polo shirt
- Grey or black trousers, skirt or tunic
- Blue/Yellow checked dresses – summer uniform for girls (optional)
- Shoes or trainers must be black or brown

Sweatshirts, polo shirts, t-shirts, shorts and coats are available embroidered with the school logo. Please ask at the office.

## JEWELLERY

For safety reasons we discourage the wearing of jewellery at school. A watch and one pair of stud earrings are acceptable.

## P.E. KIT

For P.E., children will need:

- Blue shorts
- Yellow T-shirt
- Sport shoes

Without these, your child may not be allowed to participate in certain sessions for safety reasons. All jewellery must be removed for P.E. including earrings. T-shirts and shorts can be ordered from the office.

Swimming sessions begin in Year 3. Children will need:

- Swimming costume
- Swimming hat
- Towel

## THE SCHOOL DAY

8.55 a.m.	School Starts (Please ensure children are on time)
3.10 p.m.	End of School Day (Key Stage 1)
3.15 p.m.	End of School Day (Key Stage 2)

At the end of the school day, parents are requested to collect Key Stage 1 children from external classroom doors. Key Stage 2 children are collected at the school yard gate. Please ensure other children are kept safe while waiting.

Staff are available to supervise children in the playground at 8.45 a.m. Children should not arrive before this time. The school bus is met each morning by a member of staff to ensure children are brought safely into school grounds. A school crossing patrol is available each morning and after school to escort the children across the road.

## SCHOOL DRIVE

For safety reasons we request that Parents/Carers do not bring their vehicles up the school drive when bringing or collecting children. Exceptions are made for children and Parents/Carers with mobility problems, or children who are ill; this can be agreed by contacting the school. All vehicles should be left outside of school grounds for the safety of the children.

## SCHOOL BUS

A school bus collects children from Toronto at 8.35 a.m. and returns at 3.30 p.m. Details about this service can be obtained from the School Transport Team.

## ADMISSIONS

In County Durham children can start school at the beginning of the school year in which they are five. Further information regarding how to apply for a place at Hunwick Primary School can be found online: [www.durham.gov.uk](http://www.durham.gov.uk), then follow the links 'Education and Learning', 'Schools and Colleges' then 'School Places and Admissions'. There is an online school admissions system that you can use to apply for a school place. They will then inform you if your application has been successful. For Parents/Carers of children starting in Reception Class will then be invited to various meetings. Reception children are invited into school on several occasions in June and July to help them settle into school life more readily in September.

Our admission limit is **30**. If we are oversubscribed in accordance with Local Authority Policy, admissions criteria apply. Further information can be found in the school's Admissions Policy which is available on request.

We welcome visits from prospective Parents/Carers and would be happy to show you round our school and introduce you to our staff and children. Please telephone and make an appointment.

## THE CURRICULUM

The curriculum at Hunwick Primary School is based on the principal of equal opportunities. The school seeks to provide all pupils with a broad and balanced, challenging curriculum matched to their individual needs. The 'Every Child Matters' agenda is promoted in all areas of school life.

Every child in the school has an entitlement to the National Curriculum which consists of:

- Mathematics
- Literacy
- Science
- Geography
- History
- Design Technology
- Computing
- Physical Education
- Music
- Art
- Religious Education (following the Durham County Agreed Syllabus)
- Modern Foreign Languages
- Personal, Social, Health and Citizenship Education

## RELIGIOUS EDUCATION AND COLLECTIVE WORSHIP

We have assemblies that develop Personal, Spiritual and Social Education. We follow the Durham Agreed Syllabus for R.E. Through this, the children are taught about other religions in order to understand the beliefs of the people in the world today. Parents/Carers have the right to request that their child does not attend Collective Worship or participate in R.E. lessons. Please contact the Headteacher if you wish to discuss this.

## EXTRA CURRICULAR ACTIVITIES

All children are encouraged to take part in our varied programme of after school clubs. We aim to cater for all interests through changing the activities on offer each term.



## BEHAVIOUR

Our primary aim is to ensure that our children are happy and safe. We have a caring, sharing ethos within the school, which is reflected in the good behaviour patterns that our children display and develop. A structured programme is in place and children are encouraged to make the right choices and develop respectful relationships.

## HOME/SCHOOL PARTNERSHIPS

We greatly value the links between school and Parents/Carers. We believe that children benefit greatly if families and staff work together. Parents/Carers are welcome to come into school at any time to discuss their child, but please make an appointment to speak to staff. A home/school agreement will be given to every child on admission. Please complete and return to school promptly. We have some parents who help in school on a regular basis, either in the classrooms or behind the scenes. Everyone is welcome. Please contact the school if you are interested as a DBS check may be required.

## CONSULTATION EVENINGS

We hold formal Parents' Evenings in the Autumn and Spring terms. These are ideal opportunities for you to see your child's work and discuss their progress with the class teacher. The teacher may also suggest ways for you to support your child at home. At the end of the school year you will receive a written report about your child, followed by an optional consultation meeting; which is an opportunity to discuss anything arising from your child's report.

## HOMWORK

Homework begins in Reception Class when your child first brings home various activities linked to reading, writing and number. Until your child is an independent reader, please try to hear them read every night. Weekly spellings will also be given and we would hope that you can work with your child as much as possible on their homework. This makes a huge difference to their progress. **Please** help your child at home as much as possible. Remember that we **teach** them at school so homework will be for **further practise** and **extension** of work already covered. If you have any questions about the homework, please talk to your child's teacher.

## CHARGING

We regularly take children on trips and invite professionals into school to enhance the curriculum and broaden experiences. At these times, if costs are incurred, we will ask for voluntary donations from Parents/Carers to cover the costs of transport and admission. Although we would not prevent a child from going on a visit if you do not make a contribution, we may have to cancel some visits if contributions do not cover the majority of the costs. The school wherever possible aims to subsidise trips and visitors into school.



## SCHOOL MEALS

We are pleased to offer a varied menu; each child chooses their own main course. Reception/KS1 take home the menu for you to be part of the choice process. All meals are cooked in school. Children in Reception, Year 1 and Year 2 are all eligible for Universal Free School Meals. School meal money to be paid in advance. These can be paid for online through the School Comms system or through cash or cheque brought into school in an envelope clearly marked with the child's name, class and dinner money printed on the front.

Children can also bring their own packed lunch. We ask that parents consider a 'healthy' packed lunch. Nuts, sweets, chocolate bars and fizzy drinks are not to be included. We encourage children to make healthy choices for improved health and fitness.

## BREAK TIME SNACKS

Your child may eat fruit brought from home at break time. All children in Reception Class and Key Stage 1 receive a piece of fruit daily. School milk is also provided by 'Cool Milk' – see [www.coolmilk.com](http://www.coolmilk.com) for information. Sweets and crisps are **not** allowed.

## **ABSENCE**

If your child is absent, please contact school before 9.00 a.m. If this is not possible, please send a note or email into school giving the reason for absence. Failure to do this will result in the absence being recorded as unauthorised. Due to amendments to school attendance regulations, Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. If Parents/Carers need to take their child out of school a leave of absence form must be completed and authorised by the Headteacher. Evidence of exceptional circumstances will be requested.

## **ILLNESS/EMERGENCIES**

Please make sure the school has contact numbers where we can reach you or a relative or friend in the case of illness or emergency. We would always try to contact you, but in the event of an emergency, it may be necessary for a member of staff to accompany your child to the hospital if you cannot be reached straight away. If your child needs to take **prescribed medication** during school time you will need to complete a consent form (available from the school office), ensuring the medication is in the original container supplied by the pharmacist, with a pharmacist's label showing dosage etc.

## **COMMUNICATION**

The school operates a text service to inform parents of events etc. Please ensure we have an up to date mobile contact in school at all times. A newsletter is distributed weekly and is also published on the school's website.

## **CHILD PROTECTION**

It is the responsibility of all Parents, Carers and Staff to report any suspicious comments or injury to a Named Person in School for Child Protection. These are the Headteacher and Deputy Headteacher. This may result in the involvement of other Children and Young People's Services.

## **COMPLAINTS**

If you have any complaints about school matters you should, in the first instance, always contact the Headteacher and express your concerns. If the resulting discussions are not satisfactory you may make a formal complaint. More information on the complaints procedure is available in school and on the website.