



Wren's Nest Primary School



School Prospectus



2017-2018

Contents

1. Welcome letter from the Headteacher, Mrs R Wylie
2. Our school aims
3. The Curriculum
4. Every Child is Special
5. Parents and the School
6. Educational visits
7. School routines
8. School lunches
9. School uniform (including PE kit)
10. After school clubs
11. Time for Twos
12. First aid and emergency contact
13. Important procedures and policies
14. School Governors
15. Invitation to come and visit
16. How to contact the School

Appendix

Consent letters: internet, photos, local trips
Attendance matters
Accessibility plan
List of Governors

1. Welcome to Wren's Nest Primary School

I am very pleased to welcome you to Wren's Nest Primary School. Our prospectus has been put together to give you a picture of what our school has to offer too both you and your child.

At Wren's Nest we want to create a learning environment that is exciting, challenging, safe and happy. We want to unlock the potential of every child to help them to achieve in their learning and grow into capable young people. We pride ourselves on being a friendly, welcoming school. If you have not already visited, please do come and see the children at work and play.

We recognise the importance of developing all the abilities of the children, and offer many opportunities for them to take part in additional activities. We have excellent facilities in our new £6.5million school both in the indoor and outdoor learning environments.

We also offer lots of opportunities for parents and members of our community to take advantage of a full range of adult education courses which are offered, without charge, in our dedicated adult training room.

Please read on for more details!



Ruth Wylie
Headteacher



'Mrs Wylie and Wren's Nest pupils at the front of the school'

2. Our School Aims

"Unlock potential and reach for the stars!"

We aim for all children to believe they are unique and that each can bring something special to our school community.

We aim to nurture and develop self-esteem in all and to follow the attitude of, "I will try" not, "I can't".

We aim for each child to develop self-respect and to respect the opinions, feelings and possessions of others.

Children and staff will be fully encouraged to develop an active interest in their own learning, thus fostering motivation and a thirst for new knowledge.

We want all children and staff to have an equal opportunity to learn.

We want our school to be a safe, secure place that children and staff will find inspiring and accept challenges with an open mind.

We aim to create a happy and friendly environment for the whole community of Wren's Nest Primary School.

We aim to encourage the involvement of parents in school life, to further their child's education and their own.

We aim for Wren's Nest Primary School to be an active community school, which has a positive partnership with all who live in the locality.



We believe that these aims will enable the potential of each child to be developed, both academically and personally and that they will have high levels of self-belief and aspiration.

3. The Curriculum

The school curriculum provides all children with a wide range of learning opportunities. These experiences equip children with literacy and numeracy skills and stimulate interest and enquiry. The programmes of work fulfil all the requirements of the new National Curriculum launched September 2014 and also includes the values that we believe are vital for children at Wren's Nest.

English (Literacy)

Much time is spent in developing the children's confidence and skills in the four aspects of language - speaking, listening, reading and writing. In common with most primary schools, Wren's Nest has adopted the Literacy Hour and follows the national curriculum framework for Literacy. This provides for a daily hour of literacy teaching, structured to ensure that children have a mixture of whole class and group teaching as well as independent work. Phonics is taught using the Ruth Miskin Phonics Scheme and children begin to learn their letter sounds and letter names starting in Nursery. We encourage parents to work with us to help their child learn to read and regularly offer Phonics and Reading workshops.

Reading at home is encouraged and children have book packs to take home and share with their families. A large emphasis is placed upon the acquisition of language skills and much time is spent talking with children and asking them for their opinions and responses which are always highly valued.



'Children love sharing books in their classrooms.'

Numeracy (Maths)

From an early age the children cover all aspects of maths - number, algebra, measures, shape and space and data handling.

We use practical work, physical apparatus and problem solving activities to teach the basic skills and to develop knowledge and understanding. Where possible children will practise and apply these skills through 'real-life' situations. Within the school we have agreed pathways for each of the four

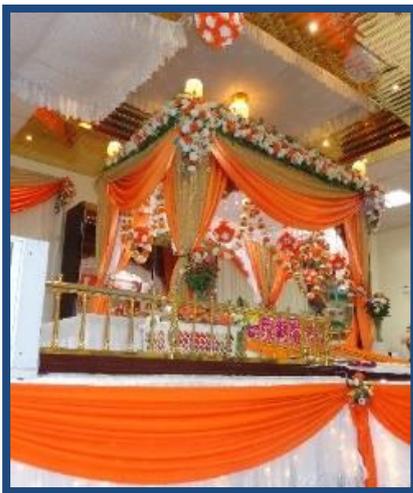
number operations. This may mean that your child does their subtraction sums in a different way from the way you learnt at school! If you would like to know more about the methods and procedures we use please do not hesitate to ask your child's teacher.



We encourage parents to support their child in learning their multiplication tables. Throughout school we hold "Mad Minute" sessions every day which help the children to develop instant recall of multiplication facts.

Religious Education and collective worship

Religious Education (RE) and collective worship is undertaken in accordance with Schedule 19 to the School Standards and Framework Act 1998 and we follow Religious education in English schools: Non-statutory guidance 2010, delivering it through the Dudley Agreed Syllabus for Religious Education.



Assemblies, which take place daily, are broadly Christian in character and support the children in their development of personal and social principles and values. Assemblies are also opportunities to promote the essential ethos of our school - the view that all people have equal opportunities and treatment in life regardless of their beliefs, colour, gender, physical appearance or ability.

To increase the children's awareness and understanding of the increasingly multi-cultural society in which we live we also learn about the main beliefs, practices and important festivals of other religions. Parents may ask to withdraw their children from religious education and collective worship (Education Act 1944). If you would like to discuss RE or collective worship please do not hesitate to contact the school.

Sex and Relationships Education

The school's SRE teaching programme has links with the science curriculum (life processes / living things). In Years 5&6 children follow a short programme of study looking specifically at the changes that happen during puberty. The school nurse is invited to talk to the Y5&6 children. Parents are kept fully informed of the timings of this programme of work and are encouraged to discuss these issues with their children. Parents have the right to withdraw their children from sex education lessons that are not part of the science curriculum. If you wish to do so please talk to the Headteacher, Mrs Wylie.

Science

The key to young children's scientific learning is exploration and investigation. We cover all areas of the science curriculum and as children progress towards the end of Key Stage 1, they begin to have specific science lessons, enabling them to develop scientific concepts and explain their findings. As the children progress into Key Stage 2 they undertake science investigations and apply their maths and literacy skills to science.

The national curriculum for science aims to ensure that all pupils:

- develop **scientific knowledge and conceptual understanding** through the specific disciplines of biology, chemistry and physics;
- develop understanding of the **nature, processes and methods of science** through different types of science enquiries that help them to answer scientific questions about the world around them;
- are equipped with the scientific knowledge required to understand the **uses and implications** of science, today and for the future.

Computing

Computing is now an essential element of your child's education and part of the national curriculum. The children learn how to use computers and access a wide range of software. Pupils learn how to communicate and handle information purposefully, using text, tables, pictures and sounds. The school is well equipped with wireless internet access throughout and children from the Foundation Stage to Y6 have access to netbooks. There are also interactive whiteboards and computers in each classroom with scanners and other digital media for use by both pupils and staff.

We have our own website - www.wrensnest.org.uk, here you will find lots of information about Wren's Nest.

You can also follow us on Twitter, go to <https://twitter.com/WrensNestSchool> and see our latest posts and tweets.

All the computers in school are linked to a server and Dudley have a safety filter

on this server to ensure that all internet sites are filtered and only appropriate safe sites can be accessed.

The national curriculum states that the Purpose of Computing Study is: "A high-quality computing education equips pupils to use computational thinking and creativity to understand and change the world. Computing has deep links with mathematics, science, and design and technology, and provides insights into both natural and artificial systems. The core of computing is computer science, in which pupils are taught the principles of information and computation, how digital systems work, and how to put this knowledge to use through programming. Building on this knowledge and understanding, pupils are equipped to use information technology to create programs, systems and a range of content. Computing also ensures that pupils become digitally literate - able to use, and express themselves and develop their ideas through, information and communication technology - at a level suitable for the future workplace and as active participants in a digital world."



'Children using the wireless laptops to enhance their learning.'

Foundation Subjects - Art, Design Technology, Geography, Music, Physical Education

As part of the wider curriculum children study a range of subjects within the National Curriculum. In Key Stage 1 this tends to be done through topic work where there is a balance of subjects covered and the links between subject areas can be fully explored. In Key Stage 2 subjects are generally taught by their class teacher and may be undertaken as a blocked project for a period of time or as individual lessons each week.

Each year group follows a long term plan with a range of topics. These are shared with parents each term, published as "Curriculum Fliers".

4. Every Child is Special

All parents want their children to be happy and successful in school. However, we know that on average 1 in every 5 children will need some extra help with their learning, behaviour or language skills at some time whilst at school.

In September 2012, OFSTED recognised our commitment to meeting the needs of every child: ***"The school values every pupil as an individual. It is highly successful in removing barriers to learning so that all pupils, but particularly those at risk of not doing well, have an equal opportunity to succeed."***

At Wren's Nest our specialist support is managed by Mrs Keyes, the Pupil and Family Support Co-ordinator. Parents, as well as teaching staff, can refer a child who needs extra help to Mrs Keyes. You may be aware of difficulties that your child is having which your child's teacher does not know about. If so, please drop in to see Mrs Keyes, or your child's teacher as soon as possible. If you tell us we can do something about it!

The key to children making progress is a partnership between home and school. The support and encouragement you can offer your children can make a big difference to the progress they make.

The most important person in all of this is your child. Like you, we know that your child is special and we will do our best to help them succeed.

"I'm unique - just like everyone else!"

5. Parents and the School

At Wren's Nest we like to think that school and parents work in partnership for the benefit of the children. School welcomes parents to come in if they have any issues or problems to discuss. Class teachers are available after school and Mrs. Armitage is always on the door to pass on messages or try to sort out any difficulties. If you need to see Mrs. Wylie, the Head teacher, please ask at the school office.



Wren's Nest also welcomes parents to take part in the numerous learning opportunities which are offered. School encourages parents to be actively involved in their child's learning and we run several family learning courses to enable parents to help their child at home. For those who would like to improve their skills in

Literacy and Numeracy we run a range of courses which will enable you to gain formal qualifications if you wish. Many other courses are offered each term. For any advice and guidance about courses or careers, please speak to Mrs Armitage.

6. Educational Visits

At Wren's Nest we have an extensive enrichment programme where children have the opportunity to go on at least six trips a year and for this, we only ask for a contribution of £15 per child. Last academic year, the children at Wren's Nest participated in a total of 104 trips and visits!

We link many of the visits to the topics that children are learning about to help bring them to life. We also include some visits which we feel are experiences that every child should have. A good example of this is the Reception class visit to the Bluebell Woods in May.

The contribution of our enrichment programme was acknowledged by OFSTED in March 2012, "The curriculum provides rich, memorable experiences that contribute greatly to pupils' spiritual, moral, social and cultural development."



'Y5 children having a great time on their residential trip to the Pioneer Centre'

7. School Routines

School routines at Wren's Nest are very important to ensure that children are settled and ready to learn during their lessons. At Wren's Nest we encourage children to get off to a good start by coming to Early Birds which is open to children from Reception upwards. This club starts at 8:20am and ends at 8:45am when the children go into the classrooms for Early Start. There is no charge for this club. The children can come and have a bagel and milk or juice. They enjoy a fun social time playing table top games and having a chat with friends.

There is a morning break for all children and Key Stage 1 have an additional break in the afternoon. Lunch times are staggered to ensure that all children have sufficient time to eat their lunch and also exercise and interact with other children in the playground.

8. School Lunches

Our school meals are excellent and we won a prestigious School Foods Trust award for our lovely lunchtime experience. Dinner money can be sent into school at the beginning of the week or paid on a daily basis. Children can have a cooked school dinner or bring a packed lunch.

All children in Reception and Key Stage 1 are entitled to receive a free school meal. If you think that you may be eligible for free school meals, please call into the office to discuss details about entitlement or see Mrs Armitage at the start or end of the school day. Alternatively, please call the office on 01384 818515.



'Children enjoy making healthy choices with the excellent variety of nutritious food on offer each day in the Wren's Nest dining hall.'

We think that it is important to teach good manners and social skills and our dining environment reflects our priority with fresh flowers, serviettes and jugs of fresh water on our circular dining tables so that the children can talk to each other easily.



9. School Uniform including PE Kit

We positively encourage our children to wear the school's uniform colours—Navy, Grey and White. We want the children to take pride in their appearance, so please encourage them to come to school dressed smartly. If you wish your child to wear uniform with the school's logo, we sell sweatshirts, cardigans, polo shirts, T-shirts and fleece and urban jackets competitively priced from the school office. Please call in for more details, staff will be only too happy to help.



School uniform consists of:

Grey trousers or grey skirts
White socks
A white polo school shirt
A navy sweatshirt
Black shoes (sensible)

(Please note school polo tops, sweatshirts and fleece jackets, with the Wren's Nest logo on, are available from the school office at a very reasonable price)

Wren's Nest provides PE kit, including pumps for all children. The Wren's Nest PE kits are allocated to each child at the start of each year and are updated according to the rate of your child's growth! PE kits are regularly washed in school. In Year 5 and 6 children will need to bring their own trainers for PE lessons.

10. After School Clubs

There is a wide variety of after school clubs on offer throughout the year which are FREE of charge, to all children from Reception to Year 6. Clubs are regularly changed to ensure that there is a wide variety of different types of club on offer, throughout the year. A letter is sent home at the start of each term to notify parents and children of the clubs which are on offer to them.

Details of the after school clubs each term are also posted on the school website:-
www.wrensnest.org.uk



'Two of our children taking part in the sports relief celebrations and our cricket team competing in the Dudley School's Cricket Competition'

11. Time for Twos

Wren's Nest also provides free education for 2-year olds that are eligible through an 'income based' criteria.

If you would like to contact school for more details and register your child, we look forward to hearing from you.



12. First Aid and Emergency Contact

Basic first aid is given at school if your child has a minor accident. If however your child becomes unwell or has a more serious accident, we will contact you immediately. This means that it is vital for us to have up-to-date information of where you or another nominated adult can be contacted in an emergency.



Medicines

Doctors occasionally advise that pupils should attend school while still receiving medicine, either because they are suffering from some chronic illness or allergy (e.g. diabetes or asthma) or because they are recovering from short term illness and are undergoing a course of treatment needing medicine.

For legal reasons, it is difficult for the school to administer medicine to children. Where at all possible your child should either return home at lunchtime to receive their medication or you should come to school to administer the medicine. If you are unable to meet this requirement the Head Teacher may arrange for the supervision of the taking of medicine, providing the following procedures have been followed:

- On the first day the parent must bring the medicine to the main office. The parent must complete the school's written indemnity form. Medicine cannot be taken in school unless this form has been completed.
- Medicines should be in the correct container with the chemist's label detailing the child's name, drug name and dosage.
- A parent should collect the medicine at the end of each day.

If pupils are identified as needing medical support they will be monitored and supported by a health care plan.

Infectious illnesses

To avoid the risk of spreading infection and illness please do not send your child to school for 24 hours after any diarrhoea or sickness bug. The school or your doctor will be able to advise you how long children should be kept at home if they have other infectious illnesses such as chicken pox.

Headlice



Headlice are a nuisance in all schools. It only takes one child to remain untreated for all children in the class to become infected. The school will send a note home alerting you to check your child's hair if a child in the class has had an infection. Please do use lots of conditioner and comb it through the hair, as this is the best way to remove all the eggs which stick tightly to the hair. A chemist will also be able to recommend treatments that you can buy to treat headlice. We also sell 'Nitty-Gritty' headlice combs which are extremely effective, at the school office. Nobody likes having headlice (including staff!) - please check your child's hair!

13. Important Procedures and Policies

Admissions Policy

We encourage you to put your child's name on the Nursery Registration List as soon as possible - even from their second birthday. The children will be taken into the nursery, based on their date of birth, eldest first. The children are admitted to the nursery the term following their 3rd birthday. Children move into the Reception class in the September of the year that they are five.

A parent can find out the catchment area of a particular school by making a visit to it or by visiting the Education offices. For placement into the school a parent should contact the Headteacher when the child is about two years of age or as soon as possible afterwards, and register his/her name for admission. For each primary or infant school there is a planned admission limit, which for Wren's Nest is 60. This means that the maximum number of pupils that can be admitted to the school in any one year group is 60. If the school becomes oversubscribed, priority for places is determined according to the following criteria, in the order shown:

- The child lives in the catchment area and has siblings in the school.
- The child lives in the catchment area.
- The child lives outside the catchment area and has siblings in the school.
- Any other children.

The school follows the Dudley Admission Policy. For further information contact Mrs Pugh, our school business manager or ring the Dudley Admissions Service, 01384 814223.

Equal Opportunities



Wren's Nest is committed to ensuring that every child has the same educational opportunities regardless of gender, ethnic background and culture, religion, disability or disadvantage. This is in line with Dudley's stated policy.

Inclusion - Special Educational Needs

All children, including those with Special Educational Needs have the right to a high quality education in a safe, secure and supportive school. At Wren's Nest we do not limit or promote access for any child including those with or without a statement of Special Educational Need. For our full Special Educational Needs Policy please ask Mrs Keyes, our Family Support Co-ordinator.

Inclusion / Exclusion

It is the right of every child to receive a high quality education in a safe, secure and supportive school. If a child, through their extreme behaviour, persistently denies this right to other children they may be excluded from school. This only happens rarely and is a last resort, the school does not wish to undertake this process with any child.

14. School Governors

What do Governors do?

The Governing Body is a group of people who are involved in making decisions and planning the future of the school. Our Governing Body consists of people who represent parents and children at the school (parent governors), teachers and other staff at the school (staff governors), and the Local Education Authority (LEA governors) and Community Governors. Governors work on a voluntary basis, i.e. Governors are not paid for their duties. Governors attend training sessions to prepare them for their role. Governing Bodies have many responsibilities and they need to make decisions about how these should be carried out. Some of the work requires governors to specialise in certain topics, such as Literacy, Numeracy, Special Needs and ICT. These governors are called Link Governors.

It is often necessary to spend more time than we have at the Full Governing Body meetings to discuss policies, budgets or reports. This work is delegated to committees. The committees in place at Wren's Nest Primary School are:



The Curriculum & Standards Committee

This committee reviews and monitors the curriculum and the learning and progress that children make. They review and develop policies linked to teaching and learning that have been drafted by the teaching staff and the Head teacher.

The Finance & Premises Committee

This committee makes decisions about the school budget, and monitors the spending in the school. The committee also reviews the school buildings and grounds and is responsible for ensuring the school site is safe and that it presents an exciting and pleasant learning environment.

The Personnel Committee

This committee deals with staffing issues within the school, including reviewing job descriptions and recruiting new staff.

Contacting a School Governor

There are several ways you can contact a governor:

- Drop a note in the school office and staff will hand it to a Governor;
- Speak directly to the chair, Mrs Abrahams -she can be contacted through the School Office;
- Speak to other Governors in the playground when they are bringing or collecting their children.

If you are interested in becoming a governor then please do let us know. Either contact Mrs Wylie, the Headteacher or one of the parent governors.

A full list of the governing body is provided on the school web site.

15. Come and see us in action!

We hope that this booklet has given you enough information to help you to form a picture of life at "Wren's Nest Primary School". As you will know, all schools have their own distinct 'feel' which makes each one unique. We believe that the special feeling about Wren's Nest has to do with its friendly and caring atmosphere. It's not always easy to communicate this in a prospectus which also contains a lot of information and some legal requirements. The best way to find out about Wren's Nest is to come and visit us so you can really see the school and experience it in action. A telephone call is all that is needed to arrange this.



'Wren's Nest Primary School - A school that we are all very proud of!'

16. How to Contact the School

We are always happy to speak to parents and visitors regarding any queries they may have about the school or their child. The school office is open from 8am to 5pm Monday to Friday during term time. During the school holidays, the school office is open from 9am -2pm most days. Mrs Wylie is always happy to show people around the school and to meet with parents.

The following details will ensure you can contact the school:

Headteacher: Mrs R. Wylie

School Business Manager Mrs E. Pugh

Postal Address: Wren's Nest Primary School, Marigold Crescent, Dudley, DY1 3NX

Office Tel: 01384 818515

Email: info@wrens-nest.dudley.sch.uk

Office Fax: 01384 818516

Website: www.wrensnest.org.uk