



Mill Hill Community Primary School  
Northallerton

Together we achieve the extraordinary

# Mill Hill Community Primary School An Enhanced Mainstream School for Communication and Interaction



# School Prospectus 2016 - 2017

**Mill Hill Community Primary School**  
**An Enhanced Mainstream School**  
**For Communication and Interaction**

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**Contact Information**

Co-Headteachers:

Rev'd Stephen Hanscombe and Mrs Annie Croft

Reception Manager:

Mrs Angela Jones

School Business Manager:

Mrs Gwen Burn

Chair of Governors

Mrs Sheila Sutton

## Mill Hill Primary School

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Welcome to the Mill Hill Community Primary School prospectus. We, the Governors and staff, hope that this gives you the information that you need as prospective parents at our school.

We feel very honoured to be the Headteachers and Chair of Governors of this school. We are a 'good' school and very proud of our achievements. We are constantly striving to improve – our next goal is to become 'outstanding.'

This hard work was reflected in our Ofsted report in May 2015. The report highlighted that Mill Hill is:

**'A happy school where pupils thrive and parents feel welcome' and where, 'the balance of academic and personal care given to pupils is seamless and impressive.'**

The fantastic staff team ensure all of our children are given diverse and exciting opportunities to have fun, work hard and make progress.

We are an enhanced mainstream school for communication and interaction which means that all children find our school to be very accessible. We work with each child individually to ensure that they are making progress. The children have termly one to one mentor meetings with their teacher where they celebrate their achievements and set next steps. Parents attend mentor meetings twice a year and are wholly involved in supporting their children with their learning at home.

We urge you to come along and visit us. You'll find a passionate, energetic staff and very happy children and will be made very welcome.

Please come and meet us, ask questions and become a part of our vibrant community.

Stephen Hanscombe and Annie Croft  
Co-Headteachers

Sheila Sutton  
Chair of Governors

### **What else did Ofsted say?**

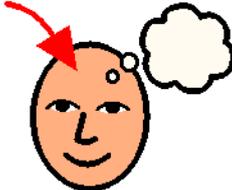
*'Pupils behave well and the school's work to keep them safe is good.'*

*'This is a good and improving school because since the previous inspection pupils' progress has accelerated. Pupils now achieve well. As a result, standards attained by pupils at the end of Key Stages 1 and 2 have risen, especially in mathematics and writing.'*

*'The strong and purposeful leadership given by the headteachers and governing body provide a clear direction for further development.'*

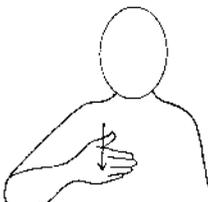
All About Our School

What is important in our school?



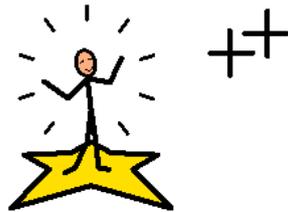
**outstanding**      **learning**

+



**outstanding**      **behaviour**

=



**outstanding**      **stars**

## Going for Green

We track the children to measure their progress and focus on the three 'A's':

### **Achievement, Attitude and Attendance**

Each child has an individual meeting with their mentor (classteacher) every term where, together, they check on the progress being made. Children's progress is colour coded red, amber and green. Red means that progress needs to be made, amber means that progress has been made and green means the child has achieved their target. In every area the whole school works towards being green.

Children are assessed continuously and this informs their mentor meeting and helps the child see what their next targets are.

Parents are invited to attend a mentor meeting twice a year and also receive a profile after each meeting. Children are given regular activities to do at home including learning their tables, key words and spellings. We believe that education is a partnership and it is important that children, staff and parents are all working together for the benefit of the children.

### **Communication and Interaction**

Mill Hill Community Primary School has been designated an Enhanced Mainstream School (EMS) for Communication and Interaction. This means that we receive extra training for supporting children who have speech, language and communication needs.



We have a team of two specialist teachers and two Advanced Teaching Assistants who have a class base within the school. From this base they provide 'outreach' support to schools across a large area of the north of the county in the form of working with individual children and offering practical advice and training to staff. They may also work with any children who are referred to them for 'in-reach' support in Mill Hill Community Primary School. The class base is also used for training, teaching and meetings and is an integral part of the school.

The EMS staff also work within our school to support the staff in developing their knowledge and skills in helping children who have communication difficulties. We are developing our school to be a communication rich environment and you will see visual supports and other suitable resources around our school.

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## **Our School Day**

This is our usual school day. There may be slight changes on some days of the week.

8.50	Bell Rings Children line up on the playground
8.50 – 9.15	Registration and starter activity
9.15 – 9.30	Assembly
9.30 – 10.30	Teaching and Learning Time
10.30 – 10.45	Break
10.45 – 12.00	Teaching and Learning Time
12.00 – 1.00	Lunchtime
1.00 – 3.10/3.20	Teaching and Learning Time
3.10	Foundation Stage/KS1 Children go home
3.20	KS2 Children go home

## **Our Identity**

All the children at our school wear our uniform with pride.

For Girls: Grey/Black trousers, skirt or pinafore dress  
White blouse  
Royal blue sweatshirt or jumper  
Black sensible shoes  
Blue check dress for summer (optional)

For Boys: Grey/Black trousers  
White shirt  
Royal blue sweatshirt or jumper  
Black sensible shoes  
Grey/Black shorts for summer (optional)

Year 6 children are entitled to wear a black sweatshirt or jumper as a privilege.

No items of jewellery should be worn to school. If earrings are worn they must be studs and they should be removed for PE.

Items of uniform are available from the Office Staff at the Reception Desk.

Our children run a mile a day! This raises their heartbeat, increases oxygen flow and aids learning. Children sleep better and work better, they develop more resilience and higher self-esteem.

All children take part in two hours of PE and Games a week, as part of the National Curriculum. For this they need a kit, which should be left in school from Monday to Friday.

## **PE Kit**

Dark shorts  
White T-shirt

## **Games Kit**

Track suit bottoms  
Sweatshirt  
Trainers

If children do not have the right kit they are unable to take part and this means they are missing out on a vital part of their education. As parents it is your responsibility to ensure that the correct kit is in school.

## **Payments**

All payments to school are conducted electronically. When joining our school you will be issued with a password so that you can make your payments online.

## **Our school meals**

Our kitchen team prepare and serve school meals which are delicious and nutritious.

Children in Foundation Stage, Year 1 and Year 2 are entitled to **Universal Free** School Meals.

Our meals cost £2.10 a day. All meals need to be paid for online in advance. If you think you may be entitled to Free School Meals as a result of family income please speak to one of the Office Staff and they will give you more information.

You can find out more about the school meals supplied by North Yorkshire County Catering by going onto their web site:

[www.myschoollunch.co.uk/northyorks](http://www.myschoollunch.co.uk/northyorks)

We of course encourage children to bring a healthy packed lunch which does not contain sweets or chocolate bars.

There is a healthy tuck shop each break.

## **Rewards and Sanctions**

Our rewards system is based on our belief that praise and rewards have a great emphasis. Children achieve more, are better motivated and behave better, when rewarded for their successes.

### **Star awards:**

Each half term every child is working towards a star badge. Each class has a target on the classroom wall, the inner circle green, middle circle yellow and the outer circle red. Every child is working towards being green every day.

In our Star Assembly, at the end of each half term, badges will be awarded as follows:

Coloured badge – never out of the green circle

Yellow star sticker – often in the yellow

Nothing – in the red at least 3 times.

### **Class Points:**

We award class points to encourage peer pressure and team work. They are in the form of coloured counters which children put in a jar in their classroom.

Blue = 1 point

Yellow = 5 points

Purple = 10 points

White = 50 points which are handed out by Headteachers for exceptional work

Throughout the week class points are awarded for lining up, moving around school well, good manners, good work, extra research, great answers, through marking, homework, etc.

### **Individual Recognition:**

We recognise our children's good behaviour and work by sending them to the Headteacher for an award and by contacting parents. You may be contacted by text if the teacher would like to share your child's good work or behaviour with you.

### **Sanctions**

In the use of sanctions, pupils learn from experience to expect fair and consistently applied punishments which differentiate between serious and minor offences.

Sanctions are applied consistently by all staff, but with the provision for flexibility to take account of individual circumstances.

We have an agreed system of sanctions to register disapproval of unacceptable behaviour. Responses range from polite reminders to permanent exclusion. These sanctions are on a continuum and should be used in this way:

- Use of normal strategies – polite but firm requests, warnings (not more than three). Consider repositioning, separating etc.
- Second reminder of the correct behaviour and what the consequences may be
- Removal of name to yellow section of class target.
- Time out – removal to a designated place within the classroom to prevent red

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- Removal of name to red section of class target.
- One of the Headteachers will be involved (this should only be used where the incident is of a high severity eg. Aggressive Behaviour)

You will be contacted by text or in person if your child displays unacceptable behaviour or behaviour which is out of character.

If a child is deemed to be red at their termly mentor meeting then a behaviour plan will be put into place. This will be done at a meeting between classroom staff, parents and the Learning Mentor at which any future support/intervention will be explored.

The Headteacher holds the right to exclude children either for a fixed term or on a permanent basis for serious incidents

We do not wish to exclude any child from school, but sometimes this may be necessary. Only the Headteacher (or the Acting Headteacher in absence) is able to exclude a child from school.

### **Staying Safe**

In the unlikely event of an emergency we require your home telephone or mobile number. It would also be useful if we could have the contact numbers for a second person, in case you are not available. Please pick up a contact form from our Reception.

If your child is ill, please ring the school on the first morning before 9 o'clock and leave a message on the answer machine. If we do not receive a call from you we will ring to find out why your child is absent.

Where possible, medicines should be administered at home. If your child requires medicine during the school day please fill in a medical form.

There are strict regulations about attendance which includes holidays. If you feel that there are exceptional circumstances for taking a holiday during term time holiday then a form may be obtained from the office and your request will be considered by the Headteachers in line with the regulations. If the absence is not approved and the holiday is still taken the Local Authority may impose a fine.

Mill Hill Primary School is committed to ensuring the welfare and safety of all children in school. All North Yorkshire schools, including Mill Hill Primary School, follow the North Yorkshire Safeguarding Children Board procedures. The school will, in most circumstances, endeavour to discuss all concerns with parents about their child/ren. However, there may be exceptional circumstances when the school will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Child Protection procedures). The school will, of course, always aim to maintain a positive relationship with all parents. The school's child protection policy is available publicly.

## **Our School Curriculum**

### **What will my child learn?**

We have a creative approach to our curriculum which is based on key themes which ensure that the children cover all aspects of the National Curriculum. Within these themes your child will be learning History, Geography, Art, French, Design Technology and Physical Education in practical ways enabling the children to learn different skills which can then be applied to all of their learning. We also use these themes to support the teaching of basic skills in English, Maths, Science and ICT. We think it is important that the children are fully involved in what they are learning so we discuss this with them alongside the targets they are expected to achieve. At the beginning of each term your child will come home with information about what they are going to be learning and how you can help them with it

Basic skills in English and Mathematics are taught as subjects but these skills are practised and reinforced during other areas of the curriculum. All children are taught phonics/spelling skills. Letters and Sounds is used as a basis for all phonics teaching throughout the school. All children are given reading books to support their learning. All classes engage in guided reading and a variety of schemes and books of interest are used to engage the children. Please read to your child regularly and listen to them read too.

The children also have Religious Education lessons where they learn about Christianity and other religions. At Mill Hill Community Primary School we use the SEAL curriculum (Social and Emotional Aspects of Learning) to give our children the skills to be able to live and work with other people and learn how they can become a positive member of the local community. Another aspect of this is the PSHE (Personal, Social and Health Education) and Sex and Relationships Education.

Parents are able to see our policy for Sex and Relationships Education and may withdraw their child after speaking to the Headteachers.

### **Visits and Visitors**

To support the work we do in the classroom we try to give the children first hand experiences that bring their learning to life by arranging a variety of visits and visitors during the school year. We also plan residential visits to support the geography and outdoor adventure elements of the curriculum.



## **How can I become involved?**

We encourage parents to come and help in the classroom and become involved in a variety of activities such as; hearing children read, baking, art work, etc.

If you would like to volunteer please drop in to see us.

## **Friends of Mill Hill School (PTA)**

All parents belong to the Friends of Mill Hill School PTA. This group arranges activities and fund raising activities, like Bingo evenings, Beetle Drives, etc. for the children and families of the school. All the money raised goes to help the children. Please come along and find out more – the more people involved the less work there is for each person!

## **Other exciting school activities:**

### **Assemblies**

Assemblies are held each day in school. These are used to celebrate the work that your child is doing and the work of our school. Parents may withdraw their child from assembly – if you wish to do this you should contact the Headteachers.

### **Wednesday clubs**

It is important that your child has opportunities to develop their own interests and skills in school. We run clubs each Wednesday afternoon and all children take part. Clubs include: drama, team sports, photography, French, singing, crafts, IT, science investigations and fashion design.

### **After school clubs (3.30 – 4.30)**

We offer expert tuition after school every day.

Monday – Street Dance

Tuesday – Boxercise

Wednesday – Striking and Fielding

Thursday – ABC of fitness

Friday – Cheerleading

If your child would like to take part in these activities we will need your permission and will need to know how they are getting home. Payment is made online.

### **Breakfast club**

Every day from 8.00 am until 8.40 am. Breakfast costs £1. Every Friday there is a 'special' breakfast.

### **After-school child-care**

We provide child care from 3.30 pm until 6pm every day. The cost is £5 until 5.30pm and £6 until 6pm payable online.

### **Parent's events**

We organise lots of events for parents – drop-ins every Wednesday morning where parents can meet others over a cup of coffee, family learning which takes place every Friday afternoon alongside regular fundraising, class events and assemblies. In our school grounds we have developed an orchard and we keep our own hens. This supports the work we do on developing children's understanding of the world around them. The eggs they produce are used in cooking.



### **Expressing Your Concerns**

If you have any concerns about your child whilst they are at school we hope that they can be sorted out easily. Please talk to your child's class teacher who knows the most about them. If you are still concerned then you should contact the office to see a Headteacher. We hope that this will address most concerns but if not the Governing Body is also there to assist you. They may be contacted through the School Office.