



Dear Parents, Guardians and Carers

On behalf of the staff and children, I would like to welcome you to Pirton School. Here our aim is to develop a partnership with you, building on the skills which your child has learned at home, and working together to pursue the utmost further development in a happy, confident and successful manner.

Pirton is a friendly, attractive community school with good class sizes, lots of adult help and approximately 130 lively and enthusiastic children. We realise each child in our care has differing needs and we provide a carefully structured and stimulating curriculum within each class, based on the National Curriculum. We also strive to provide quality extra curricular activities, at present offering a large number of physical education clubs, individual instrument lessons (piano, recorder, woodwind and brass) and French clubs. The children enjoy school, but are aware that we have high expectations of them in their behaviour, social development and academic work.

As well as valuing our partnership with you in educating your child, we welcome your involvement in school life; whether this be helping in the class, assisting with school visits or supporting the activities of the Pirton School Association.

Should you wish to find out more about us, please visit our website on <u>www.pirton.herts.sch.uk</u>. Alternately, please do telephone the school for information or to arrange an appointment to visit us.

Yours sincerely

JENI HOUGHTON Headteacher

Headteacher: Mrs Jeni Houghton Assistant Heads: Miss Alison Banks & Mrs Joanne Webb High Street, Pirton, Hitchin, Hertfordshire. SG5 3PS Telephone: 01462 712370 Fax: 01462 713555 E-mail: <u>admin@pirton.herts.sch.uk</u> www.pirton.herts.sch.uk







Dear Parents, Guardians and Carers

As a Governing Body we are extremely proud of the achievements of our pupils, our school and of course our staff. The friendly, welcoming atmosphere of the school is very important to us and the welfare of each child is at the heart of all we do.

Choosing the right school for your child is one of the most important responsibilities you undertake. The purpose of this prospectus is to help you make that choice and to give you information about our school.

Our goal is to provide and environment which enables children to achieve high academic standards, to develop an understanding of self and others and to care about the world in which they live. However, we believe that we can only achieve this for your child by close co-operation between home and school.

We would warmly invite you to visit us to see for yourself the happy, lively, confident pupils and to meet our committed Headteacher and her team. We would welcome this as an opportunity to explain our aims and to be able to answer any questions you may have.

Yours sincerely

Christopher Chappell Chair of Governors

Headteacher: Mrs Jeni Houghton Assistant Head: Miss Alison Banks & Mrs Joanne Webb High Street, Pirton, Hitchin, Hertfordshire. SG5 3PS Telephone: 01462 712370 Fax: 01462 713555 E-mail: <u>admin@pirton.herts.sch.uk</u> www.pirton.herts.sch.uk





THE SCHOOL AND ITS SETTING

Our original school building was opened in 1877. However, formal education in Pirton had begun before this, growing out of the early straw plaiting schools which were started locally to meet the demands of the hat making industry centred in Luton and Dunstable. In 1875 the Pirton School Board was established to enable local children to receive a more academic education. While maintaining the charm of the original building, the present school has been extended, modernised and refurbished.

The more recent block, built in 1975, consists of a very spacious hall/gymnasium, a large classroom and the kitchen where school meals are prepared.



In 2001 two small rooms were joined and the resulting space refurbished to make a dedicated classroom for our youngest children. The old school house is joined to the school and is used for teaching small groups. It contains a kitchen which is used by small groups for food technology. The small upstairs rooms have also been refurbished to facilitate more specialist teaching.

The school stands in extensive grounds, with a full-size football pitch, a hard-surfaced court for tennis/netball and a small orchard. There is an attractive hard-surfaced playground surrounded by garden areas between the two buildings. The whole site is securely fenced.



Vision & Aims

Our vision for the future

Pirton School is committed to offering a Primary education of the highest quality to each child. As a school at the heart of the village community, we set out to promote and nurture moral and spiritual values within a happy environment where everyone feels valued and secure.

The school seeks to provide a rich and varied curriculum that ensures that all children are challenged to achieve their best and become confident and independent learners.

Pirton School has high, individual-based expectations of all members of the school community in all aspects of their school life. We will constantly review our objectives, celebrate our achievements and will always strive to improve.

Our Aims

- To provide an education of the highest quality for each child.
- To provide a caring and welcoming environment where all children are happy and feel confident to develop their potential.
- To have high expectations of academic excellence whilst promoting the moral, cultural, spiritual, social and physical development of our pupils.
- To prepare our pupils for their future education and adult life by encouraging an enthusiastic and independent approach to learning, the development of social skills and a positive self-image.
- To foster our successful partnership with parents, carers and the wider community to promote the aims of the school.



SCHOOL ADMISSIONS, TRANSFER AND ORGANISATION

Children are taught in classes according to their age and all teaching is designed to adjust to the educational needs of each child. There are five classes covering the Foundation Stage (Reception), Key Stage 1 (Infants) and Key Stage 2 (Juniors). Class teachers teach all areas of the curriculum with additional specialist teachers in PE.

Pre-School Visits

We know the biggest change children will face is on entering school. To manage this and prepare children for their first day, we have developed a programme of pre-school visits to familiarise children and parents with school life, and to encourage a comfortable start to school for all concerned.

These visits are normally arranged during the second half of the term prior to starting school. Parents will receive a letter detailing the arrangements. We have strong links with Pirton Playgroup and our Class 1 teacher arranges visits for the children to help the transition process.

Admission Arrangements

Admissions for new entrants to Reception are processed completely through Hertfordshire County Council. If you live in Hertfordshire, the Children, Schools and Families service should send a primary admissions form to you during September, one year before your child's starting date in the following September. Our intake number is 21 but, in the event of the school being oversubscribed, parents may place their child on the 'continuing interest' list.

From September 2011, all Reception children will commence school full time in the September of the school year in which they become five.

During the year all children other are admitted as 'casual which entrants' for parents must apply to Hertsfordshire the County Council's Admissions Team.

Parents of all prospective pupils are encouraged to make an appointment to visit our school, to see us in action and discuss the educational needs of their child.



TEACHING AND LEARNING AT PIRTON

Children in Reception follow the Curriculum Guidance for the Foundation Stage, Years 1 and 2 follow the National Curriculum for Key Stage 1, and Years 3, 4 and 5 and 6 the National Curriculum for Key Stage 2.

These require that schools provide a broad and balanced curriculum which promotes the spiritual, moral, cultural, academic and physical development of all children. The curriculum is taught in a creative, cross-curricular way that groups subjects and learning that naturally fit together.

We aim to teach in a way designed to stimulate and challenge each child appropriately and to encourage independence and confidence. Staff work together to develop programmes that allow access to the curriculum for all children, establish high standards and promote continuity, coherence and progression.

Teachers give opportunities for the children to work as a whole class, as part of a group and individually. Groups are arranged according to different criteria, depending on the needs of the children involved and the demands of the subject. The teacher regularly sets appropriate targets for each child to work towards.

<u>English</u>

The National Curriculum divides English into three inter-related elements - Speaking and Listening, Reading and Writing. The main part of our English curriculum is based around the schemes of work from the National Literacy Strategy which children are taught in a daily Literacy Hour.

As well as working within the Literacy Hour, we encourage children to read as widely as possible at home. Younger children and less fluent readers take structured reading books home to share with their parents. Home/school contact books are used so that successes and problems can be noted and shared. Children in Key Stage 2 keep their own reading diary. Book bags are available to purchase from the school office. The children are encouraged to bring them to school each day. All children have the opportunity to borrow books from the school's lending library.



In phonic lessons children learn the sounds which individual and groups of letters make. They are encouraged to try out spellings and to <u>look</u> carefully at a word, <u>say</u> the word out loud, <u>cover</u> the word, <u>write</u> it and <u>check</u> to see if it is correct. Children with difficulties in spelling receive regular support and all children are given words to learn and to practise at home.

Handwriting patterns and correct letter formation are taught from Class 1 and children are encouraged to join their writing as soon as possible. Children write in pencil in Key Stage 1 and in pencil and pen in Key Stage 2 depending on the nature of the task. We emphasise the importance of neatness and presentation of work.

Mathematics

Mathematics is taught in a daily structured lesson, following the schemes of work from the National Numeracy Strategy. A strong emphasis is placed on mental arithmetic, investigations and applying skills to solve problems. Learning number bonds, patterns in number and multiplication tables is vital to mathematical confidence.



<u>Science</u>

The National Curriculum for Science has four strands - Scientific enquiry, Life Processes and Living Things, Materials and their Properties, and Physical Processes. At Pirton we follow 'Steps in Science', a scheme of work compiled by Hertfordshire Science Advisory team, to help us deliver the National Curriculum. This sets a pattern of learning and investigating which starts with the youngest children through to Year 6 and is based on observation, hypothesis, fair testing, presenting results and coming to evidence based conclusions.

<u>ICT</u>

The school follows National Curriculum schemes of work. Pupils learn to use the internet as well as a variety of software packages appropriate to a range of subjects, their age and ability. ICT skills are introduced in Class 1 and progressively developed throughout the school. We have invested in training for the staff in this fast-moving subject area, so that computers can be used more fully both as a subject and to support the children's learning in other curriculum areas.

The school currently has 25 PCs. These are arranged in the classrooms rather than in an ICT suite to facilitate group work and permanent access for the children in each class. All these machines are networked and have Internet and e-mail access to the Hertfordshire Grid for Learning. Each class has an interactive whiteboard and we also have a digital camera, scanner, roamer and scientific sensors for classroom use.



Design & Technology

Children are taught to develop and plan ideas and to work with a range of tools and materials safely. Throughout their design work, they are taught to evaluate and modify their designs. They are given opportunities to work with rigid materials, construction kits, models, textiles and food.

Geography

To help children make sense of their environment and the wider world, they study the rich surroundings of the school and village, as well as studying people and places in contrasting areas through books, visits and journeys. We also use the facilities and expertise of environmental study centres and have an annual week long visit to various locations for pupils in Years 4, 5 and 6.

History

We aim to help children to understand the present in the light of the past, starting with the child's own life and history.

The school and village provide a valuable source of historical relevance for the young child, and using objects, pictures, books and visits, we also explore earlier times in line with National Curriculum requirements.





<u>Art</u>

Using a variety of tools and media, children study and use colour, pattern, line, tone, shape, form and texture to express their ideas. The work of other artists, crafts people and designers are studied and this knowledge is related to the children's work.

<u>Music</u>

Children are taught to listen and respond to music as well as to compose and perform. Lessons involve singing, listening, making music or rhythms and music theory. Children have the opportunity to learn to play a musical instrument with peripatetic tuition being offered for piano, recorder, woodwind, brass and guitar.

Physical Education

We encourage healthy lifestyles through offering at least two hours of quality physical education learning and activity each week. Gymnastics, dance, games and swimming are taught at Key Stage 1, and at Key Stage 2 children are also taught athletics and outdoor and adventurous activities.

Children are taught to plan, perform, evaluate and improve their performance. All classes visit Hitchin swimming pool for 6 to 7 lessons per year of qualified tuition. The Key Stage 2 children include outdoor adventurous activities in their residential trips.

We take part in the annual rural schools' football, netball and athletics tournaments. We also enjoy friendly matches in football and netball against other schools.

The children have clubs provided for them on several nights after school and at lunchtime and include dance, football and netball.

<u>Swimming</u>

Swimming is provided as part of the physical education curriculum and it is expected that all children participate in full if they are in school. If there is a medical reason why your child should not take part in swimming lessons, this should be discussed with the Headteacher.

Religious Education

Religious Education is taught in accordance with the Hertfordshire agreed syllabus. Children learn to discuss, reflect and respond to spiritual and life questions.

Aspects of the following religions are explored: Buddhism, Hinduism, Islam, Judaism and Sikhism, with an emphasis placed on the study of Christianity.

Parents have a right to withdraw their children from RE. If you wish to discuss this or any aspect of our RE policy, please contact the Headteacher.

Assembly and Collective Worship

An assembly is held every day and is an opportunity for children to meet together to celebrate achievements (in and out of school), things of importance to themselves, the school and society and to wonder at the world we live in.

During assembly, children are given the opportunity to worship and reflect. Our worship is expressed through songs, hymns, stories, prayers or silent thought, contributions from children and visitors and is broadly Christian in character. Parents may withdraw their children from assemblies if they wish by arrangement with the Headteacher.



Personal, Social, Health and Citizenship Education (PSHCE)

We follow the Social and Emotional Aspects of Learning (SEAL) strategy which provides a scheme of work for PSHCE and links this subject to behaviour management and collective worship. The school has been reaccredited with 'Healthy Schools' status which is due for renewal in 2010.

We have a School Council which is made up of 14 elected pupil members. The Council discuss issues within the school, fund raises and generally gives a 'voice' to all pupils.

Sex and Relationships Education

In the early years, children study animals and their young as part of the Science curriculum. Staff respond sensitively to questions with honest answers, appropriate to the circumstances and the child or children concerned.

Sex and Relationships Education is taught as units of work within coursework of our ongoing whole school Personal Social and Health Education curriculum. These lessons are further supported by visits from our School Nurse.

Our Sex and Relationships policy defines Sex and Relationship education as: "lifelong learning about physical, moral and emotional development embedded in a context that enhances self-worth and confidence of each individual and encourages mutually respectful relationships and empathy for others".

Our policy is available for you to read from the office. It further outlines the provision, curriculum content, teaching strategies and learning outcomes of sex and relationships education at Pirton School, and is in line with the DCSF recommendations.

Our main teaching resource is the Channel 4 series of programmes "Living and Growing" with support materials and appropriate discussion opportunities.

Boys and girls are taught together but also have the opportunity to have additional separate discussions on issues of puberty.

Parents have the right to withdraw children from Sex and Relationships lessons and to do so should contact the Headteacher.

Children with Special Needs

We believe that if places are available and appropriate provision can be made, all local children have an entitlement to attend Pirton School, to learn with and from their peers, and to participate fully in the National Curriculum. We provide resources to ensure that children with special educational needs receive the support they need. Our Special Needs Coordinator works with class teachers and classroom assistants to identify and meet needs. Additional help is provided by the advisory and support services. Sometimes it may be necessary to call on the Educational Psychologist to advise on particular needs and to work with parents and teachers where necessary. If we become concerned, our concerns will always be shared with you.

Very able children may also have special needs and staff extend the curriculum in order to meet their needs.

The school's work in SEN is bound by the SEN National Code of Practice and is outlined in our SEN policy. Both these documents are available at the school.

Assessment and Reporting

Children's progress is continually monitored by teachers in order to ensure that the curriculum is tailored to the needs of each child. Children are encouraged to be involved in their own assessments, and, in consultation with the teacher, discuss ways to improve their own performance. More formal tests and assessments take place from time to time to help identify specific needs and to gather information on progress. Teachers regularly set and review specific targets in maths and literacy for each child.

Teachers meet together to discuss examples of pupils' work and attainment to ensure that judgements are valid, reliable and consistent throughout the school and in line with national requirements.

There are two parents' evenings each year, around October and February, at which teachers and parents discuss children's progress and targets.

Standardised and statutory tests are used to monitor the performance of children within the school against national standards. On entry into Class 1, we use the National Foundation Stage Profile to determine the skills and knowledge the children bring to school with them. This baseline assessment forms the basis on which we can make comparisons and predict expected future attainments. At the end of Year 2 and Year 6, children take the statutory Standard Assessment Tests and results are sent to parents.

In Years 3, 4 and 5, we also administer Optional Assessment Tests to monitor children's progress against national performance in English and Maths.

An annual report covering progress in all National Curriculum areas is provided for parents each summer and targets are set for the following year. A meeting to discuss the report is offered if parents request one.

A summary of the school's National Curriculum assessment results is contained in Appendix A (end of this booklet).

Educational Visits and Extra Curricular Activities



Recent events have included a Children In Need bake sale, a Blue Peter Bring & Buy Sale organised by Year 6 and Christmas 'shoe boxes' for needy children in Eastern Europe.

The Pirton School Association (PSA) is a very active body and organises out of school activities for children each year, such as the Christmas Disco.

Children are encouraged to join in the full life of the school including private tuition in Music and French. Musical and dramatic productions involve all children. These include concerts, plays and services, which take place in the school hall, local church or chapel and the Village Hall.

The children are also encouraged to think of others less fortunate than themselves and are involved in several fund-raising activities.





Educational visits take place throughout the year to enhance and enrich the curriculum by providing first hand experiences. Children in years 4, 5 and 6 also spend a week away from home on a 'School Journey'.

We hold a book week each Autumn, during which we focus on reading and building a love of literature.

Charging Policy

Government legislation says schools may not charge for any activity which takes place within school time and forms part of the curriculum, but schools may ask for voluntary contributions to cover the costs of such activities. This we often do because it is not possible to fund these events from within the school's resources but we consider these extremely worthwhile and a great enrichment to the children's experience and learning.

Recent visits and school journeys have been to:-

Harrow House, Swanage Pestalozzi Centre, nr Hastings Isle of Wight Crucial Crew at Wilshire Dacre School, Hitchin Hitchin British School and Hitchin Museum Thames Barrier, London Gordon Craig Theatre, Stevenage Stevenage Museum Natural History Museum, Tring Sing Up Gala at Royal Albert Hall, London

A copy of the Governors' full charging policy is available at the school.

Parental Involvement

We greatly encourage the involvement of parents as partners in the team at Pirton. You are regularly kept informed of activities by personal contact and fortnightly newsletters. You are welcome to discuss any matter with us. Parents are invited to many of the school's activities during the year: both formal, such as parents' evenings, and informal, such as children's concerts, seasonal services and Pirton School Association social events.

Many adults enjoy working in school with children and their work is crucial and very much appreciated by staff and children. Your child's class teacher would be happy to discuss any skills, time or expertise you are able to offer.

Pirton Parent Council is another way that parents can be involved with the school, through having an annually elected member to represent each class. This provides a valuable communication mechanism between school and the parent body.

Links with the Community

We are constantly seeking to strengthen links with the local community and welcome visitors to school. Children are regular visitors to the village churches for services, festivals or in connection with our topic work.

The school also provides a base for village clubs, meetings and activities. Pirton School children contribute regularly to the parish magazine and to village activities like the Open Gardens, the Summer Fair and the Pumpkin Show.

GENERAL INFORMATION

School Hours

Morning Session:	8.50 – 12.00 pm
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Morning Break 10.30 - 10.50 am All children

Afternoon Session: 12.55 - 3.15 pm

Afternoon Break: 2.00 - 2.15 pm Foundation and Key Stage 1

We cannot accept responsibility for children before or after school, except by prior arrangement. Please supervise your children closely outside and do not allow them to climb on the equipment. Neither can we accept responsibility for children not on the register at Pirton School.



Please make every effort to get your child to school on time. Late arrival needs to be accompanied by an explanation. Children coming to school late must report to the school office.

Parents should collect their children from the playground - Foundation and Key Stage 1 children must be collected by a parent or known adult from the door or playground. Please let us know if your child is being collected by another person.

Should your child be unable to attend school, for whatever reason, please notify the school by 8.55 am on the first day of absence and send a written explanation on your child's return to school.

Academic Year 2011 - 2012

Autumn Term

Friday 2nd September to Friday 16th December Half Term: Monday 24th – Friday 28th October 2nd September – Occasional Day - school closed 5th September – Inset - school closed 19th September – Inset – school closed

<u>Spring Term</u> Tuesday 3rd January to Friday 30th March Half Term: Monday 13th – Friday 17th February **3rd January – Inset – school closed**

Summer Term Monday 16th April to Monday 23rd July Half term: Monday 4th June – Friday 8th June May Bank Holiday: Monday 7th May – school closed 1st June – Inset – school closed 23rd July – Inset – school closed



Absences

Our unauthorised absences were 0.11% and authorised absences 3.98% during the last school year. These are below the national average.

All absences must be explained in writing. Parents may take children out of the school for a maximum of ten days per year for family holidays at the discretion of the Headteacher. Please remember this is a maximum not a desired amount or quota to be used up. **Permission will not be given to take children out of school during the week of Key**

Stage SATs. If a holiday or other absence takes place without the school having given permission, it will be marked as an unauthorised absence and will appear as such on the child's report. Please refer to the school's Attendance Policy for further details.

<u>Illness</u>

Should your child become unwell at school, we will contact you or a nominated adult. It is important we have up to date telephone numbers for work, home, child minders and emergency contacts.

Please keep your child at home if he/she is unwell. Please inform the school of any infectious diseases and seek medical advice as to when your child should return to school.

GOVERNING BODY – 2010/2011

Mr Christopher Chappell (Chair - Parent)	9 Coleman's Close, Pirton		
Mr Mark Roberts (Vice-Chair – Local Authority)	9 High Street, Pirton		
Mrs Diane Bailey (Non-Teaching Staff)	Pirton School		
Miss Alison Banks (Teaching Staff)	Pirton School		
Mr Richard Easterbrook (Community)	1 St Mary's Close, Pirton		
Mrs Clara Ezed (Local Authority)	1 Half Acre, Hitchin		
Mrs Caroline Gilmour (Local Authority)	5 Hitchin Road, Pirton		
Mr Graham Gibbs (Local Authority)	12 Bunyan Close, Pirton		
Mrs Fiona Gumm (Parent)	39 Royal Oak Lane, Pirton		
Mrs Jeni Houghton (Headteacher)	Pirton School		
Mr Hugh McConnellogue (Parent)	20 Cromwell Way, Pirton		
Mrs Nicola Robbins (Parent)	10 Coleman's Close, Pirton		
Ms Sarah Stoney (Community)	4c Royal Oak Lane, Pirton		
Mr Paul Watson (Parent)	23 Cromwell Way, Pirton		
Clerk to the Governing Body:	Mrs Jennifer Smart		

STAFF OF PIRTON SCHOOL WHO'S WHO 2010/2011

Teachers:

Mrs Jeni Houghton Mrs Rachel Wooding Miss Jade Bell and Ms Liberty Warde Mrs Joanne Webb Miss Alison Banks Mrs Andrea Perry and Mrs Caroline Watson Mrs Rachel Marsh Headteacher Class 1

Class 2 Class 3 and Assistant Headteacher Class 4 and Assistant Headteacher

Class 5 All Classes (0.3)

Support Staff:

Mrs Kate Burgess Mrs Julie Dawson Mrs Helen Groves Mrs Cathy Hansell Mrs Debbie Keating Mrs Jancy Overell

Mrs Diane Bailey Mrs Helen Groves

Cleaning Staff:

Mrs Amanda Spooner Mrs Julie George

Kitchen Staff:

Mrs Hilary Pearce Mrs Sue Bowen

Mid-day Supervisory Assistants:

Mrs Amanda Spooner Mrs Jackie Skingley Mrs Diane Ward Mrs Karen Welch Teaching Assistant Teaching Assistant Teaching Assistant Teaching Assistant Teaching Assistant Teaching Assistant

School Business Manager Admin Assistant

Caretaker Cleaner

Cook Kitchen Assistant

Senior Midday Supervisor





PIRTON SCHOOL ASSOCIATION A BRIEF REVIEW

The motto of the Pirton School Association (PSA) is "Friends and Fun" and it runs a number of events each year to meet those two goals. Some are just for fun, some are done to raise money and some do both. Any money raised is offered to the school for projects that would not otherwise be funded.

The PSA has financed:

New computers Interactive whiteboards Dining room tables Willow structure DVD players Renovation of the food technology area / staff kitchen. Digital cameras Coomber recording and CD players Football and netball kits Staging for the school hall Sound system for school hall Camcorders

All parents/guardians of children at the school are automatically members of the PSA and it relies on parent volunteers to keep the programme of events running. Normally a sub-committee is set up for each event and a small group then puts it on.

Regular events are:

Bags2School (collecting second hand clothes and shoes to raise money) PSA 100 Club Bingo Night Fashion Show BBQ at the village Summer Fair Christmas Fair Christmas Disco Boxing Day Run

The PSA looks forward to meeting new parents and hopes you will join in with the fun and the fundraising.

DIL WETHERILL Chairman, Pirton School Association

Headteacher: Mrs Jeni Houghton Assistant Head: Miss Alison Banks & Mrs Joanne Webb High Street, Pirton, Hitchin, Hertfordshire. SG5 3PS Telephone: 01462 712370 Fax: 01462 713555 E-mail: admin@pirton.herts.sch.uk www.pirton.herts.sch.uk



APPENDIX A: Summary of the School's National Curriculum Assessment Results

NATIONAL CURRICULUM KS2 SATS RESULTS

Pirton School Results

These tables show the percentages of Year 6 children achieving each level at Pirton in 2010.

	Dis.	Abs.	3	4 & above	5
ENGLISH	0	0	0	100	59
MATHEMATICS	0	0	6	94	59

TEST RESULTS: Percentage at each level

Dis. = disapplied under sections 92 and 93 of the Education Act 2002 Abs. = failed to register a level due to absence The figures may not total 100% because of rounding