



SCHOOL PROSPECTUS

SEPTEMBER 2016

Dear Parents/Carers

I would like to take this opportunity to welcome you and your child to our school. You as parents are the most important people in your child's life, as such it is vital that you maintain an active interest in the education of your child. At certain times you will be invited to visit school, but don't wait to be invited. If your child has any problems or difficulties or your curiosity needs satisfying, then come along; you will always be welcome. Parents of prospective pupils are also free to come at any time.

Every member of Hillside Academy, from the youngest pupil to the oldest member of staff, is encouraged to cultivate opportunities to grow. We aim to achieve excellence by being inspired to become the best we can be. The progress and well-being of our pupils is our top priority.

The school is a one form entry school: however, because of staffing levels and the variation in the number of children in each year group, some classes may include children from different year groups. Whether in a class of children all from the same age group or in a class of children from mixed year groups, children are taught according to their needs and abilities.

The school buildings are spacious and well appointed. There are four classes catering for the age range 4 to 11 with approximately 90 children on roll. There is also a well appointed Nursery, which has part time places for 26 children in any one session.

We offer flexible hours for Nursery pupils. Parents and carers can choose from 5 mornings 8:30am – 11:30am, or 2½ days Monday, Tuesday and Wednesday morning. The full day sessions start at 08:45am and end at 3:15pm; parents will also be required to provide a packed lunch for these sessions or buy a school meal for £2.00

The school day for the age range 4 to 11 is from **8.45 am** until **3.15 pm**. However, the school is open for pupils from **8.30 am**. It is essential that children arrive at school in plenty of time for the school day. The lunch break is from **12.15 noon** until **1.15 pm**. Parents will be informed well in advance of any change in times.

We offer a breakfast club every day. Each child receives fruit juice, cereals and bagels/toast. To help cover costs we charge 50p per day. We offer a range of activities for the children including computer club and games each morning.

M Walton
Principal

#reach4stars

Hillside Academy is part of the Reach4 Multi Academy Trust.

The work of the Reach4 Academy Trust is underpinned by five core Value Partners, which are equally applicable to pupils, staff and the work of the Trust itself. Each pair of Value Partners is accompanied by a call for action in the form of a hashtag, which is used in verbal, digital and hard copy communications

*“Intelligence plus character - that is the goal of true education.”
- Martin Luther King, Jr.*

Reach4 Value Partners

Responsibility and Leadership

Individuals in the Reach4 community are accountable for their own decisions and actions and are supported by strong leaders, while trailblazers are encouraged to develop skills and talents in others. The Trust has a strong commitment to developing and nurturing our own leaders. **#4equity**

Honesty and Integrity

We are honest and open. Reach4 decisions and responses are grounded in time-honoured moral principles that remain constant in the face of challenges and change. **#4good**

Enjoyment and Innovation

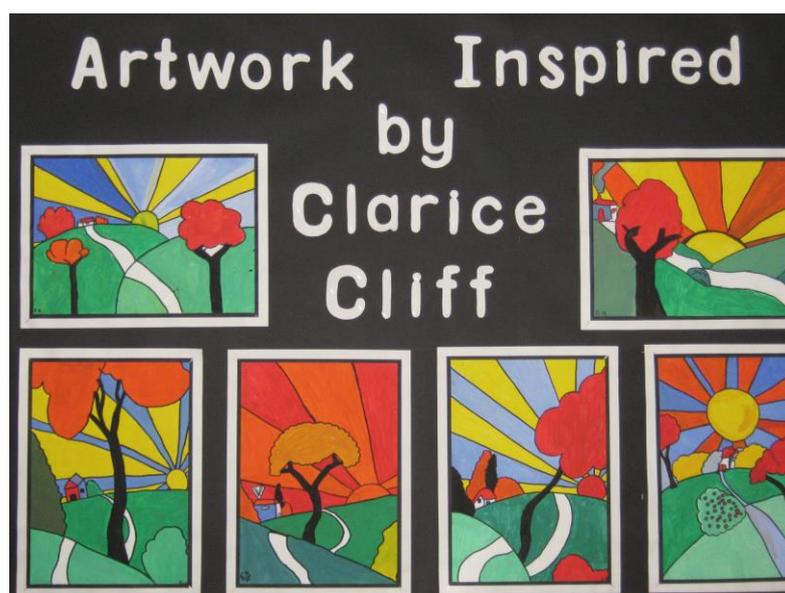
We know that everyone learns best when they enjoy what they do and are in a position to follow their innate desire to achieve. Reach4 pushes boundaries so that pioneering ideas are tried and tested so that our academies remain leaders in the advancement of teaching and learning methods. **#go4it**

Collaboration and Inclusion

Reach4 honours and applauds the differences that make us unique whilst actively seeking and celebrating the common ground that binds us together as a strong community. We work together in a productive environment where dynamic ideas are shared in partnership, so that every member of the community may thrive. **#all4one**

SCHOOL CURRICULUM

Curriculum is defined as the learning experiences provided by full-time compulsory education. It consists of all the activities designed or encouraged to promote the intellectual, personal, social and physical development of our pupils. It includes not only the formal learning situations in which we place our children, but also the 'informal' extra-curricular activities we provide as well as those features which help to produce the school's ethos, such as the quality of relationships and the values we try to promote. Learning experiences are broad, balanced and relevant in order to satisfy the need of all our children to develop and for enabling them to play a full part in modern society. All pupils, irrespective of their levels of ability have access to a curriculum of similar breadth and balance.



ORGANISATION OF THE CURRICULUM

Adequate time is given to the teaching of the subjects of the National Curriculum that is English, Mathematics, Science, I.C.T., Design and Technology, History, Geography, Physical Education, Music, Art and the teaching of R.E. Emphasis is placed on improving children's abilities in English and Maths. Various curricular areas reinforce and complement one another so that the knowledge, concepts, skills and attitudes developed in one area may be put to use and provide insight in another; thus increasing our pupils' understanding, competence and confidence. Pupils will be involved in active learning which provides a sense of purpose and success to enhance their enjoyment, interests and confidence. In particular we try to ensure that children are given the opportunity to learn through first hand experience.

Rarely do teachers find themselves in a situation where every child in a class has the same needs or is at the same level of achievement as everyone else in the class. Learning situations are planned for the individual child, groups of children of similar abilities, interests and experience and for the whole class; it follows that no single style of teaching is suitable for all purposes. Different forms of grouping have a part to play through the variety of experiences which they can provide, as well as the opportunities which they offer to allow learning tasks to be matched to the needs of the children. Learning is an ongoing process and teachers are involved throughout, not just at the beginning and at the end. This allows them to analyse and diagnose any problems that a child may be having.

Your child will be expected to do the following amount of homework each week. Remember, for KS1 children, most of the time will be spent on you and your child sharing a book and throughout KS2 children are also expected to read regularly at home.

CLASSES	Maximum TIME SPENT	HOMEWORK SET
KS1	1 hour per week	Sharing books, spellings, number work
Years 3 & 4	1½ hours per week	Sharing books, spellings, number work, occasional tasks in other subjects
Years 5 & 6	2 hours per week	concentrating on literacy & numeracy but also ranging widely over the rest of the curriculum

Collective worship takes place each day although the school has no religious affiliation. We place emphasis on the Christian ethic in the daily life and work of the school. However, if parents prefer that their child does not take part in religious instruction and worship, their wishes are respected and arrangements are made for their child to be supervised. Religious education is also provided for in class or group discussions and may be integrated with other areas of the curriculum.

Your child may wish to take part in out of school activities that are part of school life and from time to time will stay late at school. We always tell your child at least 24 hours before, so that you are aware of this.

One of our philosophies of the way we teach children is that children should be made aware of their surroundings and in particular the local environment in which they live and the people with whom they share that environment. This approach to learning is often used as a starting point from which our children will explore many areas of the curriculum. This first hand experience approach to learning sometimes requires us to hire transport to take children on visits. The visits teachers arrange for children are done so in the firm belief that they will be of benefit to the children, will improve their understanding and knowledge and will arouse their curiosity enough to stimulate them to want to learn more. As these visits are an integral part of your child's learning we expect every child to be involved when a visit is arranged for his/her class. Unfortunately the financial resources available to us require us to ask for a voluntary contribution from parents towards the cost of such visits, which includes the cost of insurance on behalf of your child. A proportion of the cost of any visit is met by money from the school fund.

Children in Skylark and Puffin class have the opportunity to take part in a residential visit to Kingswood. Apart from helping them to develop socially, this week also incorporates important aspects of the curriculum, particularly learning behaviours, including perseverance and resilience. The LA remission policy enables parents of children eligible for free school meals or in receipt of **other income support** to claim remission for the board and lodging element of any residential visit taking place in school time. Further details are available from school.



The school values the importance of sport and all children have timetabled games lessons as part of the school's curriculum. During these sessions children learn and improve skills that they will need to enjoy playing team games and as they get older small team games are introduced to give them purpose in developing their skills. Football, matball and cricket are played after school when staff are available and matches against other local schools allow friendly competition and the opportunity to test skills against others.

Children in Year 5 receive swimming instruction at the Dearne Valley Leisure Centre. The school has achieved the **Active Mark** for exceptional delivery within the National School Sport Strategy.

Sex education as such is not taught as a specific subject but is integrated into the curriculum as situations arise. The school nurse and other support agencies are available to work with upper KS2 pupils on issues to do with drug, alcohol and substance abuse and on issues to do with health, puberty and adolescence.

Instrumental teaching of the guitar is available for children in years 4, 5 and 6. Children in Puffin class benefit from wider opportunities in music, which is taking part in Samba drumming year this.

Computers are linked to the internet, which pupils are able to access under adult supervision, once parents have signed the school's E-safety agreement form. All classes have interactive whiteboards to support teaching and learning.

Details of the complaints procedure relating to the curriculum and related matters is also available from the school.

PASTORAL CARE

We aim to:

- Create and maintain a safe learning environment
- Safeguard and promote the welfare of pupils
- Ensure that all staff are alert to signs and symptoms of abuse
- Identify where there are child welfare concerns and take action to address them, in partnership with other organisations, where appropriate.

If ever your child is ill at school we will, when possible, inform you so that you may collect him/her. We also ask you to inform us of emergency contacts in case we are unable to get in touch with you and to keep us updated of any changes to telephone contact numbers.

If your child has been unwell during the day but has remained at school, a letter indicating the problem will be sent home with him/her. Class teachers will normally deal with other problems that may cause your child to be upset but will pass on to me any problem that they feel they cannot deal with.

All children have the opportunity to purchase a personal drinking bottle which is filled daily from our filtered water coolers and is available for them to drink from, during lessons.

THE ADMINISTERING OF MEDICINES TO PUPILS

Sometimes children are taking medication, even though they are well enough to attend school, and the medication may have to be administered at school. However, whenever possible, medicines should be taken before and after school. The school has a leaflet, available to all parents, outlining its agreed policy on the administering of medicines.

Children suffering from asthma need access to their inhalers at all times and they should be available whenever the child is on a school visit, including going to the swimming baths.

RULES AND BEHAVIOUR

Good behaviour is a necessary condition for effective teaching and learning to take place and where there is good behaviour it is most often associated with the central issue of good relationships. Although we have few rules about behaviour they are constantly reinforced and children are taught to understand the reasons for them. We believe that children achieve more, are better motivated and behave better when emphasis is placed on their success and potential rather than focusing on their failures and shortcomings. When misbehaviour does occur we try to deal with it in a manner that does not damage the relationships between teacher and child. Your role as a parent in fostering good behaviour in your child is vital; we aim to encourage you to support the school and for your child to realise that school and home are working together.

Rules and discipline are essential in any sphere of life but especially so in any organisation where social training is a priority. Parents will be informed in writing of any change of rules, or if particular rules need to be reinforced.

We firmly believe that discipline, particularly self discipline, is something to be desired. We believe that children feel more secure when they know the kind of behaviour that is expected of them and the kind of behaviour that is not acceptable. The expectations we have of our children is that their behaviour shows respect for other people and their possessions. Children are made aware of these expectations as part of daily school life. The normal procedure for unacceptable behaviour is one of withdrawal of privileges. The school will, and does, exclude pupils when deemed necessary.

In the interests of safety the wearing of earrings and other body piercing is not allowed. Please also discourage your child from wearing other forms of jewellery to school, as we cannot be held responsible for any loss or damage. Hair should be tidy and appropriately styled for an educational setting. Pupils should also bring to school as little money as possible.

Parents must collect children for appointments which take place in school time and pick them up promptly at the end of the school day. Smoking is not permitted by anyone on the school premises or within the school grounds.

SCHOOL MEALS

A mid-day meal is cooked and served on the premises for those who want it. From September 2014 children in Reception, Year One or Year Two have received a free school meal. This is a fantastic opportunity to allow your child to benefit from a healthy lunch. For all other pupils, the cost at the moment for a school meal is **£2.00** per day, **£10.00** per week. The money is collected on **Monday**. **Dinner money** should be brought to school every **Monday** in a sealed envelope with your child's name and class marked on it. If you think your child may be entitled to free school meals, **you need to apply on line: (<http://www.doncaster.gov.uk>)**. **It is quick and simple and you will know straight away if your child qualifies for a free meal. For further information**, FSM Department (01302) 735336 (Benefits Section). If you prefer your child to bring a packed lunch arrangements can be made to accommodate him/her. Milk is available for all children and is **free up until your child's fifth birthday**. It will be necessary for you to register with www.coolmilk.com or complete the application form and return it to school. Milk money is **£11.40 (approximately)** per term. All pupils in Reception, Year One and Year Two will receive a free piece of fruit each day, older children are encouraged to bring a piece of fruit from home to enjoy at morning break time.

ATTENDANCE

We believe that regular attendance is necessary in order for children to raise their level of achievement. Children who have time away from school, which could have been avoided, risk falling behind with their school work, may develop negative feelings about school and may find that they have difficulty making friends. Parents are encouraged to avoid taking family holidays during term time.

The Government legislation, which was effective from 1st September 2013, means **that no requests for holidays can be authorised except in exceptional circumstances.**

When a parent/carer wishes to apply to take their child out of school during term time they must complete a leave of absence form and this should be submitted to the school at least 4 weeks before the proposed start of the holiday and before booking the holiday.

The Local Authority has issued guidance to all schools on the definition of an exceptional circumstance. Where a head teacher feels that there may be an exceptional circumstance which does not fit the specified criteria, they may refer to the local authority for advice.

Criteria for Leave of Absence Exceptional Circumstances

- **Where it is company/organisational policy for an employee to take leave at a specific time in the year and there is no opportunity for a family holiday in school holidays. This must be evidenced by production of the policy document of the organisation.**
- **Service personnel returning from/scheduled to embark upon a tour of duty abroad.**
- **Where a holiday is recommended as part of a parent or child's rehabilitation from a medical or emotional issue. Evidence must be provided.**

Where there are other factors which the Principal may consider to be exceptional circumstances this may be referred to the local authority for advice.

If you take your child on holiday during term time, without the authorisation of the Principal, the Principal will make a request to the Local Authority to issue a **Fixed Penalty Notice**. If a Fixed Penalty Notice is issued, the penalty is £60 per child, per parent/carer when the payment is made within 21 days, after 28 days it will increase to £120. Failure to pay within 28 days will result in a summons to appear before the Magistrates Court on the grounds that the parent/carer has failed to secure their child's regular attendance at school. Please note that a separate Fixed Penalty Notice will be issued to each parent for each child and all monies are payable to the Local Authority

If your child is absent as a result of illness please inform the school on the first day of absence.

Although the morning session begins at **8.45 am** the school is open to children from **8.30 am**. It is vital that your child arrives at school in good time for the start of the session as it is then when instructions are given and new work is introduced.

SCHOOL UNIFORM

Children are expected to wear the school uniform which consists of the following:

<u>Clothing</u>	<u>Colour</u>
Trousers	Grey or Black
Skirt/Pinafore	Grey or Black
Shirt/Blouse/Polo	White
Cardigan/Sweatshirt	Navy
Dress	Navy/White Checked
Summer Shorts	Grey or Black

School uniform can be ordered from TESCO Online, this generates a 5% cash donation for school.

Children should have their name on as much of their clothing as possible. Flat shoes should be worn and pupils must be able to fasten them themselves.

PHYSICAL EDUCATION

Children do PE in bare feet in the hall, for which they should wear black shorts and a white t-shirt.

Games

As above, black shorts and white t-shirt, or black tracksuit bottoms and trainers for outdoor activities. It is essential that children are provided with the proper clothing so that they will be able to get maximum enjoyment out of physical education.

If your child has an injury or illness that is likely to be made worse as a result of taking part in PE or games, a letter informing the class teacher must be sent to school.

Swimming

As well as a towel and swimming costume needed by the children, the following information may be of use to you.

Long hair should either be covered or tied back and any child who suffers eye irritation from the chlorine in the water may wear plastic goggles on receipt of a letter from you accepting responsibility for any injury caused by him/her wearing the goggles.

PARENTS' EVENINGS

Parents' evening, when you are invited into school on specific dates to either discuss your child's progress or view his/her work, are held three times a year: in the autumn, spring and summer terms and a yearly report of your child's progress will be sent to you during the summer term. However, if you or your child's class teacher feel that your child's progress needs to be discussed more frequently, arrangements can be made for you to come into school to see your child's class teacher.

SPECIAL EDUCATIONAL NEEDS

In line with the requirements of the Special Educational Needs Code of Practice we intend to ensure that children with special educational needs are identified and catered for accordingly. We intend to provide them with a broad and balanced curriculum, including the national curriculum, regardless of their gender, race, ethnicity, social circumstances, or disability.

We believe that the knowledge and views of parents are very important. We take into account the wishes of these parents and of the children themselves, trying to ensure that they are happy with, and understand the action that the school has taken to help them. We recognise that at any age a child's needs may alter and that these may be short term needs. We do not intend to label any child. The school's **S.E.N. Policy Document** is available for inspection at school and on the schools' website.

The information contained in this prospectus applies to pupils to be admitted to the school during the **2016/2017** school year and was correct at the time of publication in **Sept 2016**. It should not be assumed that there will be no change affecting either the relevant arrangements, or some particular matter, contained therein before the start, or during that school year, or in relation to subsequent school years.

I hope that your child's stay with us will be a happy and successful one, if there are any problems or worries please get in touch with me.

Yours sincerely

Miss M Walton
Principal