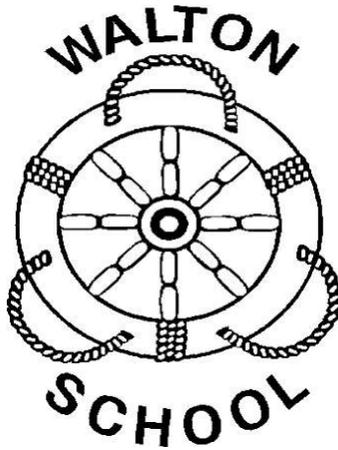


CHOOSE YOUR DREAM AND CHASE IT!



Walton on the Naze Primary School  
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Headteacher: Mrs. Suzie Bliss

Chairman of Governors: Mrs Ann Bryant

Status of School: Foundation Primary

Number of pupils at September 2019: 235

### **OFSTED 2016**

Walton on the Naze Primary School is officially a Good school with Outstanding features

Pupils' behaviour is good; they are polite, and focus well in lessons and listen attentively. There are good relationships between adults and pupils.

The school places a high priority on pupils' welfare. Pupils feel safe in school and are confident that staff will deal with their concerns.

Excellent provision in the early years ensures that children's learning gets off to a rapid start. They are well prepared for Year 1.

## ABOUT OUR SCHOOL

### **School History**

The school can trace its roots back to the opening of Walton on the Naze Infants School in October 1872. The Infants School occupied purpose-built premises in the High Street (now part of Walton library) and Walton Primary School opened in April 1906 when the Infants moved from their High Street classroom into the Primary School in Standley Road. After the Secondary School moved into new accommodation in Thorpe in 1968, the Primary School transferred into the former secondary premises in January 1970.

Outside, there are two playgrounds, an extensive field; play areas with climbing apparatus and a wildlife area which is used for practical investigations into all aspects of environmental studies. Our sensory garden, *Greg's Garden*, was opened in May 2006 and provides a quiet area for children at break-times. The local swimming pool is situated behind the school and is used for lessons every week.

### **How is the school organised?**

Children are placed in classes throughout the School in accordance with their ages. The number to admit in KS1 is 30 and KS2 34. There is one reception intake, in September. Each infant class has a limit of 30 children in line with Government guidelines. Essex County Council asked us to take an additional 15 Reception children in September 2013 and 2014 due to a high increase in the number of children requiring a school place in our area. We were again asked to take additional children into Years 3 and 4 during the 2017-18 academic year.

The organisation for the academic year 2020-21 is:

Class R	Reception
Class 1W	Year 1 pupils
Class 2B	Year 2 pupils
Class 3W	Year 3 pupils
Class 4S	Year 4 pupils
Class 5S	Year 5 pupils
Class 6GS	Year 6 pupils
Class 6M	Year 6 pupils

## Meet Our Team!

At Walton we strive to ensure that every child is educated through an active, engaging Curriculum. We want all of our children leaving aspiring to be the best they can be, continually challenging themselves.

Our children are polite and caring, learn to be part of a community and responsible citizens. We believe that strong links between home and school are essential for a child to flourish; therefore, many events involve parents and carers.

Our dedicated team prides itself on knowing our children and families well, working together to provide our children with the best possible futures, in a happy, secure, and caring environment.

There are many members to our team and their roles include

- The Governors
- Headteacher
- Deputy Headteacher
- Class Teachers
- SENCo
- Pupil Premium Lead
- Pastoral Support Manager
- Learning Mentor
- Learning Support Assistants
- Office Staff
- Business Manager
- Midday Assistants
- Site Manager
- School Meals Staff
- Cleaner

We sometimes need to call on other agencies to support our work, these may include

- Educational Psychologist
- Speech Therapist
- Specialist teachers
- Music teachers
- Family Support Advisors

## Teaching Hours

The hours spent on teaching during the normal School week are: -

Infant Classes	:	22.5 hours per week
Junior Classes	:	24.5 hours per week

*This includes Religious Education but excludes the daily act of collective worship, registration and break times.*

## Times of School Sessions

**School opens for pupils at 8.30am**

### Morning Session:

Reception	8.45am - 11.45am
Infants (KS1)	8.45am - 11:45am
Juniors (KS2)	8.45am - 12.15pm

### Afternoon Session:

Reception	1.00pm - 2.55pm
Infants	12.45pm - 3.00pm
Juniors	1.00pm - 3.00 p.m.

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## **WHAT DO THE CHILDREN LEARN?**

All classes are engaged in an ethos of active learning encouraging our pupils to be active and responsible partners in their learning.

### **EYFS (Early Years Foundation Stage)**

The EYFS runs from birth to 5 years of age, (the end of Reception Year in school). During the Foundation Stage, children progress through the stages of the 7 Areas of Learning towards the Early Learning Goals. We work with our local preschools to ensure a smooth transition. The EYFS Curriculum includes the following areas of learning:

#### **Prime Areas**

Personal, Social and Emotional development  
Communication and Language  
Physical development

#### **Specific**

Literacy (Including Reading and Writing)  
Maths (Including Shape, Space and Measure and Number)  
Understanding the World  
Expressive Arts and Design

The children learn through a balance of adult led group work and child-initiated play.

### **Play in EYFS**

At Walton Primary School, we believe that well planned, challenging play, both indoors and outdoors is key for young children to become independent, successful and self-motivated learners, in an environment where they feel secure, valued and confident.

Our aims and objectives allow children to learn by developing the Characteristics of Effective Learning. These include exploring, investigating, discovering, creating, practicing, taking risks, the revision and consolidation of their developing skills, understanding and attitudes.

## **Key Stage One and Key Stage Two**

### **English**

Reading is taught carefully and systematically to all children in order that they develop the skills they will need to read with fluency and understanding. There is a well-established and constantly growing collection of books of all kinds and this plays a vital part in the work of the School.

Children are encouraged to borrow books and take them home; there are class collections of books and a well-stocked School Library.

Children gain ideas for writing from a range of sources including reading, real life situations and imagination. Fiction, non-fiction, poetry, films and multimedia texts are all used to stimulate writing. A clear and legible style of handwriting is taught. Children are encouraged to write on a wide variety of topics, for many purposes and for many audiences. The abilities to spell and punctuate correctly are developed systematically and children are given opportunities to discuss their ideas and to communicate clearly with others in both speech and writing.

The School uses Talk for Writing which gives children the opportunity to actively learn of all genres of text orally.

### **Mathematics**

The school follows the National Curriculum which covers all areas of maths: geometry, numbers, measure and statistics.

Much of the work has a practical base, allowing children to develop the skills and understanding, before moving on to written methods and abstract ideas. There is also a strong emphasis on mental calculations, with many maths lessons starting with mental "warm up" games and activities.

## **Science, History, Music, Design Technology and Art**

These subjects are taught using a whole school thematic approach. The curriculum is very carefully planned ensuring coverage of all the programmes of study as required by the National Curriculum. There is an emphasis on investigations so that children can learn through first-hand experience.

### **ICT**

Every classroom has an interactive whiteboard. ICT is used across the curriculum, for example, using the internet to research historical facts or record science investigations on a graphical programme. Each class is timetabled to use laptops and iPad each week.

### **Music**

Additionally, we aim throughout the year to provide a wide range of musical experiences. A school choir runs very successfully and is well known in the local area.

### **PE**

The school has developed its own scheme of work for PE using a variety of sources including QCA guidelines. Cannons sports coaches are employed to deliver P.E. lessons, upskill teachers and to deliver sports clubs which include girls and boys football and basketball. Swimming lessons at Frinton and Walton Swimming Pool are an integral part of our PE programme for Year 5 and 6 children. There is an annual Sports Day and Fun Sports Day.

### **RE**

The School follows the Essex Agreed Syllabus for Religious Education.

*Parents have the right to withdraw their children from Religious Education and collective worship. Parents should consult the Head Teacher in the first instance.*

## **Personal, Social, Health Education (PSHE)**

The school has developed its own scheme of work for PSHE using a variety of sources and utilising the Christopher Winter's scheme of work for Sex and Relationship Education (SRE).

Sex and Relationship Education is part of the PSHE programme and science curriculum. At Walton we believe that parents are the key figures in helping and preparing their children to cope with the physical and emotional changes of approaching sexual maturity.

SRE is taught at an appropriate level from Reception to Year 6.

In school knowledge is provided about loving relationships, the nature of sexuality and the processes of human reproduction. The course presents facts in an objective and balanced manner, suited to the age and understanding of the pupils. The children are encouraged to develop an understanding of the value of family life and the responsibilities of parenthood.

Parents are given full details of the arrangements for Sex Education before the scheme of work commences in Years 5 and 6.

### **Assessment**

Assessment is an integral and continuous part of the teaching and learning process. It enables teachers to recognise strengths and weaknesses and adjust planning to address these needs. Formal assessments take place throughout the year using Foundation Stage Profiles, Y1 Phonic screening, Y2 and Y6 National Tests.

### **Collective Worship**

Daily collective worship plays an important part in the life of the school and, by law, should be of a broadly Christian character. A variety of visitors are invited to take assembly on a regular basis.

Our daily assemblies currently follow as:

Monday	Whole school assembly
Tuesday	Whole school assembly
Wednesday	Whole school assembly
Thursday	Singing assembly
Friday	Whole school celebration assembly

*Parents do have the right to withdraw their children from RE and collective worship if they so wish. Please contact the Head Teacher.*

## **Extra-Curricular Activities**

A wide variety of extra-curricular activities are open to pupils at our school before and after school. A list of clubs is circulated at the beginning of each term. The clubs on offer may include:

Football	Library	Bikeability	Golf
Netball	Rounders	Breakfast Tennis	Gardening
Choir	Basketball	Breakfast Club	Science

## **Equality**

All the staff at Walton Primary School are committed to providing all the children with the same opportunities in school, regardless of sex, race, creed or culture. We believe that every child has the right to a broad and balanced and relevant curriculum matched to their ability and needs.

Any behaviour by an adult or child that does not reflect this statement is unacceptable.

## **Special Educational Needs**

It is a fact that some children find learning more difficult than others.

At Walton we have a SENDCo (Special Educational Needs Coordinator), a Pastoral Support Manager and a Learning Mentor with designated Learning Support Assistants to support the class teachers and the children when the problems are more long term or more complicated. They see the children in small groups and work on the areas of difficulty. This might only be for a short time or it might be for a year or more. The SENDCo may ask other agencies for help and advice and will discuss this with you first.

You can ask to speak to the class teacher, the SENDCo or contact the school office if you think your child needs SEND support or they may ask to speak to you first. You will be involved, and your views will be needed throughout the process and you will be kept up to date with the progress made. You will find more information in the SEND Information Report and the SEND policy, both available on the school website.

### **Disability / access**

If your child has a disability, whether or not they have SEN, then our school must make reasonable adjustments, including the provision of auxiliary aids (such as tactile signage or induction loops) and services to prevent them being put at a substantial disadvantage. All schools have wider duties to prevent discrimination, to promote equality of opportunity and to foster good relations. If your child has a disability and will be joining Walton school, then please arrange to meet with us as early as possible, in order that we can plan to meet your child's needs. The school has ramps or level access to all parts of the building. There are two accessible toilets.

### **CARE AND GUIDANCE FOR PUPILS**

At Walton Primary School we believe that we have the responsibility to educate our pupils in all areas of their lives. We strive to develop the children both academically and socially and aim to give them the skills they will need to become valued members of our community.

The school has developed its own 'Drivers' which are a vital inclusion in the School Curriculum. They are:

**Aspirations**  
**Independent and creative thinking and learning**  
**Knowledge for work**  
**Citizenship**

**Code of Conduct**

Our Code of Conduct reflects our core values and aims of learning, mutual respect and consideration of others, care of people and the environment and safety. These values are summarised as:

*Everybody has a*

- *Right to learn*
- *Right to respect*
- *Right to safety*
  
- *Work hard*
- *Aim high*
- *Love learning*
- *Think of others*
- *Open your mind*
- *Never give up*

***No one has the right to disrupt the learning of others.***

## Meals at School



We provide a rotating two-week menu for the children. School meals are cooked on the premises and lunch is served in the hall. A nutritious and balanced diet with a vegetarian option is offered. Contact the school office for menus and current meal prices.

Please send in the correct money for the week on Monday in a clearly labelled envelope or send in money on the day the meal is required. The children will be issued with a dinner token before lunch. If you are receiving Family Credit, your children are entitled to free school meals. Application forms can be obtained from the school office. Since September 2014 children in Reception Year 1 and Year 2 have an automatic qualification to receive a free school meal.

If you prefer, children may bring a packed lunch to school. We do request that lunchboxes are nut free as there are several children who have nut allergies in school and also that a child has still drinks (not fizzy). We also ask that children do not bring bars of chocolate or sweets for their lunch. There are no refrigeration facilities for packed lunches. The children having packed lunches are supervised in the dining hall with the children having school dinners.



## Playtimes

With two playgrounds and an extensive field the children have plenty of room to play at break -times. Older children act as Playground Pals helping to create happy lunchtimes. At the request of School Council, a brightly coloured friendly bench was installed so if any child would like someone to play with, other children could invite them to play.

## **Welfare of children**

Children are cared for, in the first instance, by the teachers and support staff. However, if your child is ill, the best place for them is at home. If your child has an upset stomach or is sick, they must be kept off school for 48 hours.

School requires an up-to-date contact number in case of emergencies so that we can contact you. If your child is absent from school, please let us know before registration if possible. We have a standard absence note; which parents are expected to complete each time their child is absent from school. We operate "First Day Calling" to follow up any absences.

## **General Health Care**

If your child has any chronic health problems, we are willing to help. Please let us know of any recurring problem such as asthma or a nut allergy. Please advise us what treatment to give in an emergency. We will make arrangements in school to provide for such cases.

Our school endeavours to be a "Nut Free Zone" to accommodate children with this allergy. Staff receive regular first aid and Epi-pen training.

## **Medicals**

The school has regular contact with the School Nurse for various health checks and medicals throughout the year.

## **Safeguarding**

In common with everyone in the education service, Walton on the Naze Primary school is dedicated to keeping our children safe, by providing an environment in which they can learn. It is also our duty to identify any child who is suffering or likely to suffer significant harm and to take appropriate action, with the aim of keeping them safe at home and school. We are legally bound to follow procedures and involve external agencies if we feel a child is suffering abuse of any sort. In order to safeguard the children in our school, we will take these actions in accordance with our Child Protection Policy.

The person with designated responsibility for Safeguarding is Mrs. S Bliss.

## Security

School security is taken seriously at Walton Primary School and arrangements are regularly reviewed by the Governors and staff. Whilst the school wishes to maintain its welcoming atmosphere by encouraging parents and the community into the school, certain procedures are necessary while the children are on the premises. During school time, all visitors must enter the school via the main entrance, sign the visitors' book in the school office and wear an identity badge while on site.

The playground gates are reopened at 2:55pm to allow parents to meet their children in the safety of the playground. Alternatively, to help with the traffic congestion at pick up times, parents may use the swimming pool car park to meet their children via the side gate. Parking permits for the swimming pool car park are available from the school office.

## Jewellery

For health and safety reasons, the wearing of jewellery in school is strongly discouraged. Pupils **MUST** remove earrings and jewellery before any games activity that may involve physical contact.

In line with the Essex Policy, earrings are not allowed to be worn for any form of P.E.

## School Uniform

School uniform colours are specified so that the children develop a sense of identity with, and a pride in their school. We have chosen uniform colours which are readily available through a variety of local and chain store outlets at reasonable prices.

School Colours      Navy and red

<u>Girls</u>	Blouse/polo shirt	white
	Pinafore dress/skirt	navy or grey
	Trousers	navy or grey
	Jumper/cardigan	navy
	Summer wear	blue/white gingham check dress

## Boys

Shirt /polo shirt

white or grey

Trousers/shorts

navy or dark grey

Jumper

navy

School sweatshirts for boys and girls with an embroidered school motif are available from the school office. Also, on sale are cardigans and polo shirts with the embroidered school emblem.

We also request that sensible black footwear is worn, no high heels or strappy sandals. Children may change into trainers at playtime if they wish.

In colder months, if boots are worn, additional footwear must be provided to use inside the school building.

## **PE Kit**

Pupils require a change of clothes for PE. A pair of plimsolls or light trainers, a plain white t-shirt and a pair of red shorts. The PE kit needs to be kept in a PE bag and remain in school. The office sells PE bags, red shorts and white t-shirts. Junior pupils will require suitable wear for swimming lessons.

***All clothing needs to be clearly labelled.***

## **HOME AND SCHOOL PARTNERSHIP**

Your child is most likely to flourish socially and educationally if teachers and parents work together.

Homework is set regularly for all pupils. Many of the homework assignments are concerned with reinforcing and developing skills in reading, writing, spelling and maths. Each term, class teachers will provide you with details of the themes to be covered in the coming term's homework assignments.

Your encouragement and support are vital in providing time, space and interest and following up class themes when possible.

***Together, we can make your child's primary school years happy and successful.***

## **Information from School**

Parents are welcome to speak to the class teacher about their child's progress. Parent- teacher-pupil consultation sessions are arranged in the Autumn and Spring Terms, to provide opportunities to discuss the progress of the child and to agree learning targets for the coming months.

Similarly, after the written Annual Reports in the Summer Term, there is an opportunity to meet to discuss any matter that has arisen since the last consultation session.

Parents do not need to wait for one of the consultation sessions if they have a matter to discuss with the class teacher. A confidential meeting can be arranged with your child's teacher at any mutually convenient time. You may approach the teacher directly (e.g. when you see him/her in the playground after school) or arrange a meeting by telephoning or calling-in at the School Office.

## **School Visits**

The local community is an extension of the classroom and it is used regularly. For this reason, we ask you sign a permission slip to enable your child to be taken out of school on local fields trips.

We strive to provide activities that build on subjects taught within school. These activities are important to the children's experience and much of our learning stems from them. No child will be penalised if you cannot make a contribution, but we must point out that in the event of insufficient voluntary contributions, the activity may not go ahead.

## **Parent Volunteers**

We welcome parents to come and help in the school, whether it is to hear readers, help on school trips, help with art activities or offer support in any way to the class.

*It is School policy that we carry out DBS checks on parents before they work in school.*

All parent support is appreciated. Please see the office staff so they can complete the necessary paperwork.

### **Parent Teacher Association**

We have a very active PTA who organise a variety of events throughout the school year. The two main fund-raising events are the Christmas Bazaar and the Summer Fete which raise thousands of pounds for the school. There are other events providing a balance between socialising and fundraising e.g. Quiz Night, cake stalls, and barbeques. The money raised is spent on additional resources and extra activities to enrich the children's learning.

All parents are automatic members of the PTA. If you wish to become more involved, a new committee is formed at the annual general meeting each September.

### **The School and the Community**

The school has strong links with the local community.

Our annual Christmas Carol service is usually held in the local parish church. The choir sings at the annual Rotary Carol Service with the other local schools and represents the school singing at All Saints Church during the year.

Each term, pupil representatives on our School Council select either a local, national or international charity to support after consultations with their classmates. Collections are also made for deserving causes at our Harvest Festival and Christmas Carol Services.

Parents and friends are invited to many events during the year including the Christmas Carol Service, the annual drama production and Sports Day. Visitors are warmly invited into school to share their knowledge and expertise with the children and, whenever possible, the children are offered opportunities to attend educational visits and learn about the local environment.

### **Consideration of Complaints**

The school aims to work closely with parents, and we hope that parents who have any concerns or anxieties will, in the first instance, raise these with the Class Teacher or Head Teacher. We find that nearly all concerns or potential complaints can be

resolved happily through discussion. However, should this not be the case, the Governors of the school do have arrangements for considering complaints formally.

### **Arrangements for Parents to visit the School**

Arrangements can be made to visit the School by appointment with the Headteacher, who will be pleased to see parents, show them the School, and to provide further information, at any mutually convenient time.

Parents of new entrants will be invited to bring their children to a meeting during the term prior to their admission to School. This will provide an opportunity for parents and children to see the School, to meet the teacher whose class the child will be joining and for the child to spend some time with the class.

### **School Attendance**

*It is the parents' responsibility to ensure that their children attend school regularly and punctually.*

All schools have to provide an annual return of unauthorised absences to the Department for Education. Any lateness, e.g. if your child arrives after the class register is called, is categorised as unauthorised absence, so please ensure that your child arrives on time. A late register is kept, and parents need to complete the register to explain their child's late arrival.

In line with government guidelines, Essex County Council has carried out its annual review of the penalty notice code of conduct and I write to notify you of the significant change that has been agreed as a result of this year's review.

As from 1<sup>st</sup> September 2015, all penalty notices will be issued on the basis of 10 unauthorised absences within a six-week period. This will include absences that are taken where a family chooses to go on holiday or take unauthorised leave for 5 or more days (10 or more sessions).

If a holiday is not authorised, and is taken without permission, the Education Welfare Service may issue a penalty notice to each parent, requiring them to pay a fine of £60 for each child to be paid within 21 days. If the penalty is not paid within the time scale the penalty will increase to £120. If the higher penalty is not

paid within 28 days, the Education Welfare Service will then institute legal proceedings against you in the magistrate's court under Section 444 of the Education Act 1996 for failing to ensure your child attends school regularly.

### **Lateness**

For security reasons, the gates are locked at 8:45am. Children arriving at school after this time must enter via the school office, where parents will be required to record the reason for the lateness and allow the children to confirm their lunchtime arrangements. Children who frequently arrive late are referred to the headteacher who will request a meeting with parents to discuss.

A link to the school's data dashboard can be found here:

<http://dashboard.ofsted.gov.uk/dash.php?urn=115300>

Below you will find a link for a comparison with local schools:

<http://www.education.gov.uk/cgi-bin/schools/performance/search.pl?searchType=postcode&postcode=CO14+8PT&distance=5&phase=all>

