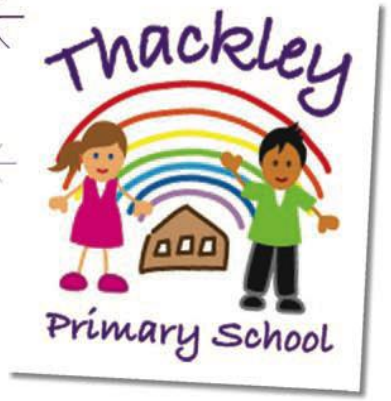
Thackley PRIMARY SCHOOL



Welcome to Thackley Primary School

2017/2018



Dear Parents

Welcome to Thackley Primary School where children aged 3 to 11 flourish in a safe and enriching environment. At the heart of everything we do is our school vision:

High standards in everything we do
Skills for life
Happy memories

We believe in giving our children the best start in their educational life with an emphasis on sound English and Mathematical skills using exciting and innovative learning techniques and a wide range of extra-curricular activities.
Activities including participating in sporting and cultural, and artistic events, a range of educational visits, including residential, and working with our local and wider community all contribute to help make our curriculum come alive. Together, these help our children to grow in self-confidence, develop social skills and achieve their potential.
We greatly value our partnership with parents, carers and the local community, who all help make a positive contribution to life at Thackley Primary School.
Please do not hesitate to contact us if you would like any more information.

Trevor Patterson — Executive Headteacher
Annette Patterson — Head of School

Dear Parents

Here at Thackley we have a dedicated team of Governors, Teachers, Staff and Parents who strive to provide the best possible learning experience for our Children. It is our aim to give each Child the highest possible level of education in a safe, friendly, happy environment, to ensure that they have reached their full potential mentally, physically and socially.
There have been many wonderful improvements made to our school over the last few years to try to make sure that your Childs time at Thackley is both pleasant and productive.
I always value your comments and suggestions, so if you wish to speak to me about anything please feel free!

Regards
Annmarie Malcolm
Chair of Governing Body

School Vision

A school is an exciting place to be and every school provides a unique experience. At our school we aim to provide the best possible experience for your child and for everybody who walks through our doors. At the heart of everything we do are three key principles:

- **High Standards in Everything We Do**
- **Skills for Life**
- **Happy Memories**

We believe in **high standards** for all members of our school community. This applies to academic and sporting achievements, manners, behaviour. It is our role to support them in acquiring a variety of life skills including the ability to make friends with others and to work alongside a variety of people in school and in the work place.

Life skills are developed through communication and at an early age children will be taught skills to support them in later life.

Above all we want our children to leave with **happy memories**. If children are happy and enjoy school they learn at a far faster pace and enjoy contributing to their own development and success. Alongside parents, our role is to support your child to achieve.

Thackley Primary School Staff

Executive Head Teacher: Mr Trevor Patterson
Head of School: Mrs Annette Patterson
Assistant Headteacher: Miss Philippa Stanworth

Senior Management Team

Mrs Rosalyn Horne	**EYFS Leader**
Mrs Caroline Bolton	**KS1 Leader & SENCO**
Mrs Cat Eversfield	**KS1 Leader**
Mrs Kate Bainbridge	**LKS2 Leader**
Mrs Kate Cutting	**UKS2 Leader**

Teaching Staff

Mrs Ros Horne	**Nursery**
Miss Robyn Walker	**Reception**
Miss Sian Goodbold	**Reception**
Mrs Kate Bainbridge	**Year One**
Miss Jessica Oriell	**Year One**
Mrs Michelle Haxby	**Year One**
Mrs Catherine Eversfield	**Year Two**
Mrs Debbie Rhodes	**Year Two**
Mrs Gemma O'Hora	**Year Two**
Mrs Caroline Bolton	**Year Three**
Mr Martin Waddington	**Year Three**
Mrs Catherine Lang	**Year Four**
Mrs Emma Coe	**Year Four**
Mrs Susan Nield	**Year Five**
Mrs Anita Murphy	**Year Five**
Mrs Lucy Moore	**Year Five**
Mrs Kate Cutting	**Year Five**
Miss Kayleigh Parkes	**Year Six**
Mrs Julie Illingworth	**KS2**

Nursery Nurses

Mrs Tracey Burdett
Mrs Kath Crowe
Mrs Sophie Hopkins
Mrs Catherine McDougall

Higher Level Teaching Assistants

Mrs Fiona Shiel
Mrs Susan Smithies
Mrs Kay Jeffrey
Ms Amanda Douglas

Learning Mentor

Miss Heidi Walker

Teaching Assistants

Mrs Diane Patton
Mrs Lynn Robinson
Mrs Fiona Maude
Mrs Helen Jack
Miss Rachel Clegg
Miss Sally Townend
Mrs Alison Roberts
Mrs Donna Smith
Mrs Jane Greenwood
Mrs Lisa Wormald
Mr Stephen Milbourne
Mrs Joanne Harmer
Mrs Harpreet Sudle

Acting School Business Manager

Mrs Jayne Preston
(supported by Tina Denham)

Office Staff

Miss Angela Gelder
Mrs Sara Horner

Site Manager

Mr David Brook

Cleaners

Miss Clare Brown
Mrs Shirley Coates
Mrs Ann Mathers
Mrs Caroline Moore
Miss Kelly Tillotson

School Cook

Mrs Joanne Crocket

Senior Midday Supervisor

Mrs Diane Patton

Sept 2017

School times
The school day begins at 8:45am. Children may enter classrooms from 8:30am onwards. **It is important in terms of safety that children are not left in the playground on their own before this time.**

Reception and Key Stage One have their lunchtime from 11:30 am and Key Stage Two from 11:55am. There is a 15 minute break in the morning for all children and in the afternoon Reception and Key Stage One children have a 10-15 minute break. School finishes at 3:00pm for all children.

There are two nursery sessions each day. The morning session begins at 8:30am until 11:30am and the afternoon session runs from 12:00 noon until 3:00pm. At the start and end of every session, the doors will be open for 15 minutes to allow for a staggered entry and exit. This will ensure a smoother transition for everyone.

Traffic wardens will attend at the beginning and end of the day at the request of the school or residents, if safe parking is not complied to. Thackley sees itself as part of the wider community it serves and therefore maintaining good relations with local residents is important to us. Please show consideration when parking in the vicinity of the school. Please avoid parking in the school car park as the disabled parking space needs to be accessed. Parking in this area also poses a danger to the children.

Admissions to Reception Class
All children in Bradford are admitted into Reception Class in the academic year in which they are five. All children begin school in September.

If you would like your child to attend Thackley Primary School please contact Mrs Jayne Preston on 01274 414437 to organise a visit to the school or attend one of our open mornings.

APS1 (Application) forms are available to download from www.bradford.gov.uk/bmdc. This form gives you the opportunity to name five schools you would like your child to attend, in preference order. The application form needs to be completed and returned to the authority at the beginning of January. Parents will be informed about places during the April before the children start school.

Thackley Primary School has an admission limit of 60. If there are more than 60 requests for places then priority is given to siblings of children already attending the school and to those children living nearest to the school. Further details about admissions can be obtained from the Local Authority (Pupil Access) on 01274 385607. Please note that not all children in our nursery are admitted to school due to number restrictions as above.
In the June before your child starts school you will be invited to a Parents' Meeting at which you will have the opportunity to meet the staff and find out more about our school.

Pupil Numbers
Our standard admission number for Reception is 60.
Our Nursery admission numbers are 39 each morning and afternoon.

Curriculum Statement

Our statement is based on our school aims.

Our school is organised into three phases. The Early Years Foundation Stage (EYFS) consist of our nursery and two Reception classes and caters for children from 3 to 5. Children then enter Key Stage 1 (KS1) from the ages of 5 to 7, moving into Year 1 and then Year 2. From the age of 7, children move into Key Stage 2 (KS2) completing Years 3, 4, 5 and 6. Children leave our school at the age of 11 to move up to Secondary School.

Our classes all have children with mixed ability within them. Children will be taught in single age group classes only

The staff work as a team, with the Governors, to achieve the aims of our school, developing schemes of work based on agreed school curriculum policies in line with the National Curriculum. Curriculum developments, planning and review are achieved through regular meetings of the whole staff and key stage teams. Children are organised into ability groups to access literacy and numeracy; the groups are reviewed regularly to ensure the needs of the children are being met. Information Communication Technology is both incorporated into the curriculum and also taught as a separate subject area within the ICT suite.

Each class teacher is responsible for setting a task at appropriate levels for all children in each class, for planning and liaising with other teachers to ensure continuity and progression in learning and for monitoring individual work. Children are grouped in a number of ways, by ability or mixed ability, interest groups or friendship groups. We aim to provide an interesting and well planned curriculum, meeting the individual needs of the children, and we strive to ensure that each child is challenged and extended in their learning. Children are encouraged to participate in homework from an early stage; this includes reading, spellings and basic numeracy skills in the early years through to a more formal homework timetable in Key Stage 2.

Much work in school is undertaken through topics, developing learning related to children's interests and with many opportunities for first hand experiences. Topics are very carefully planned to cover relevant subjects and provide a coherent framework for developing the basic skills of communication across the curriculum. Throughout the year we try to arrange visits to support our topic work and we seek parental support for this work through voluntary payments.

Developing Personal, Health, Social and Citizenship Education is key to the ethos of the school. This takes many forms including assemblies, celebration of success (both academic and behaviour), the school rewards and sanctions policy, the school council and specific lessons planned to develop children's social and moral understanding.

Religious Education
Religious Education is a compulsory subject. The school does not have an affiliation with a particular denomination. The present syllabus is broadly Christian in accordance with national guidelines but includes the beliefs and customs of other major world faiths. Parents are able to withdraw their children from R.E. by notifying the Head of School in writing.
Each day we have an assembly during which moral values and beliefs are discussed with the children. These assemblies are led by different teachers and by the children themselves on occasion. Parents are able to withdraw their children from assembly by notifying the Head of School in writing.

Health Matters
Thackley is a Healthy School. At Thackley the children are allowed **fruit only** at playtime. Crisps, sweets and chocolates should not be brought in as playtime snacks. Milk can be ordered each term and fruit is provided for children in the Early Years and Key Stage 1. Children have access to water and are encouraged to bring a drink of water to school every day in a plastic bottle. Glass bottles and fizzy drinks should not be sent for safety reasons. Children are encouraged to eat healthily at lunchtimes. We offer a health conscious menu or you can send your child with a healthy packed lunch.

Sport
All children participate in PE. This includes gymnastics, dance and games. Swimming is offered in Year 4. Sports Days take place in the Summer Term. We also hold a wide range of extra curricular sporting activities throughout the year and participate in many tournaments and festivals along with other local primary schools. During each school year we invite outside agencies to work with the children in school.

PE Kits
Each child will require all or some of the following PE clothing:
- Pumps for indoor gym and games – trainers are not suitable for indoor activities such as gymnastics.
- Plain white T-shirt and black shorts.
- Swim wear (Year 4).
- Black tracksuit for outdoor games.
- Trainers may be worn for outdoor games.

As cloakroom space is limited children are requested not to bring large sports bags. The responsibility for children's clothing rests with the owner. A lost property box is located in the hall storage area.

All clothing MUST be marked with the child's name.

Extra-Curricular Activities.
Extra-Curricular activities take place before and after school. The school offers the pupils a range of opportunities to participate in extra-curricular activities. At any time there may be a range of activities depending on the time of year. We have and will continue to offer a range of clubs including sports clubs. Children involved in activities after school should always be picked up by an adult unless school have been formally notified.

Residentials
Children in Year 4, Year 5 and Year 6 have the opportunity to go on a residential visit. Over the last few years this has involved trips to Buckden, Robinwood London and Whitby. All residentials can be paid for over a period of time to spread the cost using Parent Pay.

PTA
The school has an active Parent Teacher Association that works with the school to organise social events. These events aim to raise money so that the children at Thackley Primary School might benefit, educationally and socially, from the additional facilities provided. There is no subscription and all parents are welcome to take part and support the activities arranged.

PTA meetings are usually held immediately at the end of the school day and childcare is available for the majority of these meetings. Parents are notified of the date, time and venue in advance. Please contact the School Office for more information.

School Council
We have a School Council who actively contribute to the development of the school. Each year the pupils vote and elect two pupils from their class to represent them at the Council Meeting and to share in the organisation of the school.

Parent Helpers
A number of parents are actively involved in providing additional support to the staff and pupils within the school. If you have any help, time or expertise to offer please contact the School Office.

Special Educational Needs

We aim to provide a broad, balanced and differentiated curriculum that meets the needs of all our children. At Thackley we are committed to the principle and practice of integrating children with special educational needs into mainstream school. We look to create a happy and caring school that welcomes the child and rewards effort and achievement.

The term Special Educational Needs refers to a range of difficulties that children may have with their learning or behaviour – anything that may affect their learning. At Thackley we aim to identify children with special educational needs as early as possible so that their needs may be addressed.

In order to do this we follow the procedure as laid down by the DfE Code of Practice. The Code of Practice is a staged procedure with School Action being the initial concern. At each stage the child is provided with different levels of support by the school or by the Local Authority's Support Services.

With the Local Authority, we aim to work with parents and children to inform them of the school's response to the needs of their child. More details on this are available in the school's Special Educational Needs Policy.

Disability

Our school aims to ensure that every child has full access to the curriculum and school building, irrespective of their disability, and we make every endeavour to ensure that this is put into practice.

Our building includes wheelchair access ramps, and there is also a ramp within our Nursery. We offer the following facilities for children with disabilities:-

- 3 disabled toilets with safety bars and 'grab rails'
- Allocated disabled parking space
- 1 electric wheelchair lift
- Adjustment to landing areas and rails on steps

We continually review the provision provided for our pupils and should the need arise we have access to the support, resources and expertise of a variety of specialist agencies.
These services have been widely utilised in previous years to ensure that any pupils with disabilities have successfully completed their education at Thackley Primary School.

Care and Discipline

The values, standards and attitudes of our school community are made clear to the children by example and through discussion. High standards of manners and behaviour are expected of all children. The staff work positively together to make a happy and safe environment for all pupils. This is clearly set out in our Behaviour Policy. At Thackley the policy towards behaviour is a positive one in that we encourage and reward good behaviour. We look to celebrate achievement in all aspects of school life.

At the beginning of each school year the children will be involved in producing suitable rules to ensure a happy, busy and safe environment within their classes. Rules are set to encourage positive personal development and are not intended to be restrictive.

The class teacher is responsible for the care of the children in his/her class and deals with any day to day problems by discussion with the child, and may involve other members of the Leadership Team. If a child displays persistent anti-social behaviour, consultations may be arranged between the Head of School, class teacher and parents, so that an attempt is made to correct matters. In rare cases of serious and persistent poor behaviour, the Executive Head and Head of School have the right to exclude pupils from school.

The Governing Body is legally responsible for ensuring that appropriate procedures are in place for the protection of children from abuse. The Head of School is available to discuss any concerns about suspected child abuse and has the responsibility for setting the correct procedures in motion, if required. Training is undertaken by staff to deal with these matters.

Homework

At all levels within school, tasks undertaken at home should reinforce and extend learning which has taken place in school.

We greatly value parental interest and help and encouragement given at home to support children's learning. We hope that work at home is enjoyable, worthwhile and of relevance to the child. We want homework to reflect the positive attitudes to learning experienced by children in school. Anxiety and pressure should be avoided. There will be different expectations at different times in school. Staff will advise and direct parents regarding suitable activities. These may include:

- home / school reading scheme
- mental arithmetic skills
- times tables practise
- spelling activities
- research tasks relating to class topics

Further details can be found in our Homework Policy.

Attendance and Absence

We expect all children to attend school punctually each day. All schools are required by law to keep an attendance register which is taken at the beginning of every morning and afternoon session. The register must show whether the absence is authorised or unauthorised. The school has produced an extensive fact sheet on attendance which is made available to all new starters and is readily available on the school website.

Reporting Absence
Parents should inform school of the reason for a child's absence on every day of absence by 8:30am either by a note, e-mail, personal contact or telephone call. Dentist appointments will not be authorised during school time unless extensive work or emergency treatment is required.

If taking or returning your child from an appointment, parents should report to the school office and sign in or out using our electronic system. The information is vital in the event of an emergency evacuation of the building.

Absence due to Holidays
At Thackley Primary School we believe that every day of your child's education matters.

We are obliged by the Department for Education not to give permission for pupils to go on holiday during term time. Children will only be given an authorised absence due to exceptional and unavoidable circumstances. Wherever possible appointments to see doctors etc should be made out of school hours.

School Meals
Children may have a school meal or choose to bring a packed lunch. Any change from one to the other must be made via our school cook, providing half a term's notice, as food is ordered in advance for the kitchen. Our healthy school meals include a variety of hot main meal choices and also salad and fruit options. **Children in Reception, Year One and Year Two are entitled to a free school lunch**. For children in years Three to Six meals cost £1.65 per day.

The children are supervised at lunchtimes by trained Midday Supervisors.

Head Lice
Head lice can be a real problem in schools. Cases of head lice should be reported to the class teacher/office. Advice on treatment is available from the school nursing team (contact Wendy Spivey, 01274 595611). Please note that the school is not responsible for treatment. However we do endeavour to keep parents/carers informed if there is an outbreak.

Sex Education
Relationships and Sex Education is taught as part of the Personal, Social, Health and Citizenship Education at Thackley. We understand the additional needs of the older children, and a programme specific to Year 6 is in place following close liaison with parents and governors.

School Uniform

Our school has a clear dress code and encourages the wearing of a school uniform. The co-operation of parents in ensuring the maintenance of a full and correct school uniform is requested.

Early Years Foundation Stage and Key Stage 1

Boys	**Girls**
Black trousers	Black skirt, trousers or shalwar kameez
White polo shirt	White polo shirt
Purple round neck sweatshirt with school logo	Purple round neck sweatshirt or cardigan with school logo
Black socks	Black or white socks or black tights

Key Stage 2

Boys	**Girls**
Black trousers	Black skirt or trousers
White shirt	White shirt
School tie	School tie
Purple V neck sweatshirt with school logo	Purple V neck sweatshirt or cardigan with school logo
Black socks	Black or white socks or black tights

Black shoes must be worn by all children

Stockists

PC Sports	Henry Smiths
67 High Street	21 Briggate
Yeadon	Shipley
Leeds	Bradford
LS19 7SP	BD17 7BP

All other items are available in major supermarkets and local shops

P.E.

Black shorts
White t-shirt
Black tracksuit from Year 1
Black pumps

Summer Term only (optional)

Black shorts
Short sleeved shirts for KS2 or white polo shirt with school logo
Lilac gingham dresses with sweatshirts or cardigans
Black or white sandals

Optional Extras with the school logo on

Tracksuit
White polo shirt
White P.E. t-shirt
Outdoor coat

The wearing of jewellery and nail varnish is discouraged throughout the school. For safety reasons, children with pierced ears may only wear studs which must be removed during PE. If children are unable to remove or replace their studs themselves, they should not be worn to school on PE days.

Medical Procedures
Parents whose children require vital medication within school hours are requested to follow the procedures below:

- To fill in a consent form with details of the medication and correct dosage (available from Mrs Horner or Mrs Gelder in the office).
- Personally bring and collect any medicines / drugs to school each day.

It is not possible for 'over the counter' medicines and creams to be administered by staff. This includes items such as Calpol, paracetemol and cough medicines that have not been prescribed by a GP.

Medical and dental inspections are carried out from time to time in school by the school nurse and other professionals. Further details can be obtained from our school health adviser at Shipley Health Centre.

Emergencies
Simple first aid is given at school when necessary. If a child has an accident that requires hospital attention we will immediately arrange this and contact you straightaway. There are currently 12 qualified first aiders in school. Please ensure that your contact details are correct and the school is told about any changes as soon as possible.
It is important that all parents fill in a contact sheet and update it if any of the details change. If parents cannot be contacted the Executive Head or Head of School will take the necessary steps to ensure the safety and well being of the child (in loco parentis).

Child Protection
The responsibilities for schools in the area of child protection are laid down in the Children's Act of 1989. Due to their day to day contact with individual children during school terms, teachers and other school staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. The school will alert Social Services if it is suspected that a child has been abused or is at risk of abuse.

No Smoking Policy
In the interests of Health and Safety there will be no smoking in our school environment, this includes the building and grounds. This is a legal requirement.

No Dogs
For Health and Safety reasons, no dogs are allowed on school grounds, unless used as an aid to visual impairment or disability. This includes dogs on a lead or being carried. May we also kindly request that dogs are not tied up and left unattended at the school gates.

School Security
At Thackley we take the issue of security very seriously. The remote entry system and digital locks ensure that all welcomed visitors are able to gain access. All visitors need to report to the School Office and are required to sign in and wear a visitor's badge.
Access to the car park is restricted to Staff only to ensure the safety of all our children.

Parents videoing/photographing school events

During the school year there will be a number of school events, productions, musical concerts and sporting events etc. that parents/carers may wish to take videos/photographs of their child's involvement. The school encourages parents to take part in this activity for their personal use only. The school also takes many photographs and videos of the children which we may use on our school blogs, twitter, website and digital signage. Full details on videoing and photographs of pupils can be found in our Media Policy which can be found on the school website. If you are opposed to your child being videoed/photographed you must contact the school as soon as possible.

Holiday Dates

Please see the school website for holiday dates throughout the year.

Useful information

School Details	**Chair of Governors**	**Clerk**
Thackley Primary School	Mrs Annmarie Malcolm	Mr Kevin Clark
Town Lane		School Governor Service
Thackley		Future House
Bradford		Bradford
BD10 8PJ		

School Telephone Number:	01274 414437
School Fax Number:	01274 414438
E-Mail Address:	admin@thackleyschool.com
Website Address:	www.thackleyschool.com
Twitter:	@ThackleyPrimary
School Blog:	http://theblog.is/thackley/

Please check our website for up to date details from the school. We also have a text system set up within school to keep all parents informed of any last minute updates.

Questions, Concerns and Appreciation

If you feel that you have a complaint, please speak to your child's class teacher in the first instance. If the matter cannot be quickly resolved, please refer to the schools' Complaints Policy which will guide you through the process.

The Executive Headteacher, Head of School and staff are always open to suggestions for improvements – and also to comments on what the school has done well, both generally and for individual children.

We hope our prospectus provides you with all the required information. If there is any further information required or anything else we can assist you with, please do not hesitate to contact us.