

# GREENFIELD PRIMARY SCHOOL



# PROSPECTUS 2024-2025



<b>Address</b>	Greenfield Primary School Shaw Street, Greenfield, OL3 7AA
<b>Telephone number</b>	0161 770 5525
<b>E-mail</b>	<a href="mailto:info@greenfield.oldham.sch.uk">info@greenfield.oldham.sch.uk</a>
<b>Website</b>	<a href="http://www.greenfieldprimaryschool.com">www.greenfieldprimaryschool.com</a>
<b>Chair of Governors</b>	Mr T Wild
<b>Headteacher</b>	Mr B Storey, B.A. (Hons)
<b>Teaching Staff</b>	
Deputy Headteacher	Mrs D Juster B.Ed. (Hons)
Assistant Headteacher	Miss L Egan B.A. (Hons)
SENDCo	Mrs C Snape B.A. (Hons)
Teachers	Mrs R Mubiru B.A. (Hons) Miss N Gabbidon B.A. (Hons) Miss M Beardmore B.A. (Hons) Miss S Sellers B.A. (Hons) Mrs R Dench B.A. (Hons) Mrs L Lewthwaite M.A. Miss E Cassinelli B.A. (Hons) Miss K Ellery B.A. (Hons) Miss C Humphries B.Sc. (Hons) Mrs A Sheldon B.A. (Hons)
Pastoral/Mental Health Lead & Pupil Premium	Miss R Porter B.Sc. (Hons) - part-time
<b>Higher Level Teaching Assistants</b>	Mrs A Colley B.Soc.Sci. Miss S Sharmin B.A. (Hons)
<b>Teaching Assistants</b>	Mrs S Graham Mrs C Devy Miss C McCabe
EHCP TAs	Miss K Saville Mrs L Mitchell Miss C Walker Miss C Davies Mrs L Goodwin-Hardwick
Pupil Premium TAs	Miss C Boucher Miss C Russell Miss C Davies

## **Nursery**

Nursery Manager /  
Nursery Teacher  
Deputy Manager  
Teaching Assistant

Mrs R Mubiru B.A. (Hons)

Miss S Whitehead

Miss C Walker

## **Office Administration**

SBM/Finance  
Office Manager

Mrs R Whiffin – part-time

Mrs S Bentham – part-time

## **Site Manager Cleaners**

Mr S Cooke

Miss T Nicholls (OMBC)

Ms A Batchelor (OMBC)

## **Midday Supervisors**

Mrs L Shackleton

Mrs W Littleford

Miss C Russell

Ms L Finan

Mrs K Naylor-Boustead

Mrs L Goodwin-Hardwick

Mrs N Dunn

Mrs A Khan

## **Cook Kitchen Assistants (OMBC)**

Mrs L Main

Mrs E Queenan

Mrs F Kearney

Miss T Nicholls

Mrs Z Parveen

## **Governing Body**

Chair of Governors	Mr T Wild	Parent Governor
Vice Chair	Mrs Z Reuter	Parent Governor
Governors	Mr B Storey	Headteacher
	Miss S Bardsley	Parent Governor
	Mr J Clarke	Co-opted Governor
	Miss L Egan	Co-opted Governor
	Mrs M Hewson	Co-opted Governor
	Mrs L Greenalgh	Co-opted Governor
	Mr A Neophitou	Local Authority Governor
	Miss R Porter	Staff Governor

## **Clerk to the Full Governing Body**

Oldham LA Governor Services

<b>School hours</b>	8.45 am	– 11.30 am (Infants)
	12.30 pm	– 3.15 pm (Infants)
	8.45 am	– 12.30 pm (Juniors)
	1.30 pm	– 3.15 pm (Juniors)
	8:30 am	– 11.30 pm (Morning session Nursery)
	12.30 pm	– 3.30 pm (Afternoon session Nursery)

## **Introduction**

Greenfield Primary School accommodates children in the age range of 2 – 11 years.

The new building opened as a two-form entry primary school on 1<sup>st</sup> September 2019. The original building opened in 1912 and has made way for a new Sports Field with football pitch, rounders, pitch, running track, changing and toilet facilities for boys, girls and staff.

There is a vast space for children to play outdoors on the site of the new building. The Nursery and Reception children have direct access to their own fully equipped outdoor play area which is fenced off from the main playground to ensure their safety. The main playground has markings and fixed equipment for a variety of sports, including football, cricket and netball. The surrounding grassed area has an extensive Trim Trail.

Both Nursery and main school have been inspected separately by Ofsted and were both found to be “Outstanding” in every category.

## **MISSION STATEMENT**

Greenfield Primary School strives for excellence and enjoyment in a safe and caring environment where every child matters.

Through Religious Education and other opportunities, children will learn to think for themselves about British Values to build an accurate knowledge base about religious and human values.

Children are encouraged to develop an interest in exploring and improving the understanding of, and showing respect for, different faiths and cultures. Equality and Diversity is promoted in all we do.

We seek quality in all we do, ensuring all children are valued and receive their full educational entitlement, developing intellectually, emotionally, physically and spiritually to the limits of their potential.

## **AIMS OF GREENFIELD PRIMARY SCHOOL**

- To teach children the features of British Values, to be tolerant, sensitive and understanding, showing respect for the rights, views, opinions and property of others.
- To develop in children a responsible attitude towards their work and towards their roles in society.
- To develop children's enjoyment of learning.
- To help children to reach their full potential in terms of their intellectual, creative, moral and spiritual development.
- To encourage children to develop a love of learning and to approach challenging tasks with confidence.
- To encourage high standards of behaviour throughout the school community.
- To foster children's independence and sense of personal responsibility, intellectually, emotionally, physically and spiritually to the limits of their potential.
- To support the wider family wherever possible to work together to ensure every child has the opportunity to reach their full potential.

## **GENERAL PRINCIPLES OF GREENFIELD PRIMARY SCHOOL**

All members of our school community can contribute to our aims by:

- Using time and resources effectively.
- Developing a well ordered and high-quality learning environment.
- Promoting equality of opportunity in all aspects of school life.
- Providing encouragement and support for one another.
- Working collaboratively with all members of the school community.
- Planning for and presenting children with a challenging curriculum that supports differentiation and equality of opportunity for all.



## **Greenfield Primary School Pledge**

### ***Excellence and Enjoyment for All***

We want all our children to be confident, happy, independent learners who experience a range of opportunities and activities linked to our British Values. To promote positive well-being and develop resilience and independence we make these pledges:

***Our pledge to the children whilst they attend our school, we will:***

**Visit and explore our local places of worship**

**Visit an art gallery**

**Visit the local library**

**Visit a local/historical place of interest**

**Visit an outdoor learning environment**

**Experience and use modern technology**

**Meet a person/people who can widen your understanding of the world**

**Perform to an audience**

**Fundraise for charities and contribute to community engagement**

**Attend a live concert/performance**

**Experience different cultures and festivals from around the world**

**Meet children from other local schools**

**Take part in sporting events with other schools**

**Have experience of a residential school trip**

## **Admission Procedures**

It is helpful to school if parents register an interest at the school office. Parents apply online to the Local Authority Admissions Team for a school place. **It is important if you want your child to come to Greenfield Primary School that you ensure we are your first choice on the electronic Common Application Form.**

The admission number for Reception children each September is set at 60. There will potentially be two Reception classes of thirty children starting each September. Parents will be notified of an offer of a place in April before commencement in September.

Parents and children will be invited to visit school in the Summer Term before starting in September.

The admission process is managed by the Oldham Local Education Authority, telephone 0161 770 4213.

## **Other Admissions**

Children can be admitted to any class during the school year if there is a vacancy. Parents should contact the Local Authority to discuss this in-year transfer.

## **Transfer Procedures to Secondary School**

Generally, children from Greenfield Primary School transfer to Saddleworth School and we constantly seek to maintain and develop the strong links that we have with that school.

Decisions about secondary schooling are obviously a matter of parental choice, and parents are welcome to discuss this with the Headteacher at any stage.

Children from our school have transferred to Hulme Grammar School, Manchester Grammar School, The Blue Coat School, Crompton House School, and Rishworth.

## Home and School Partnership

At Greenfield, we consider that education is enhanced by a close relationship between home and school. There are many opportunities for parents to work with us in a variety of ways throughout the school. We have parents who regularly listen to children read, work with children on computers/iPads and help with after school clubs and indeed with school trips/visits and sporting events.

In addition, we have developed blended learning to allow children and parents to communicate with teachers through a variety of Learning Platforms – Purple Mash, Maths Shed, Spelling Shed, etc and live teaching through Microsoft Teams.

If you would like to help in school, a Disclosure Barring Service (DBS) procedure needs to have been successfully completed, please discuss this with the Headteacher.

Greenfield Primary PTA is a fund-raising charity set up to enhance the learning opportunities of children through events and purchasing of additional resources. Please contact: [pips4greenfield@gmail.com](mailto:pips4greenfield@gmail.com)

Home and school links are further strengthened through shared meetings to discuss curriculum areas, e.g. Maths and English mornings or evenings. Curriculum documents for each year group have been posted on the school website.

Parents and members of the public can find out more about the curriculum by looking at the home page for each class on the school website.

We hope that you will feel able to come to school if any aspect of your child's education causes you concern. We will always try to see parents at short notice, but as we have such a busy diary of extra-curricular activities, a telephone call to arrange an appointment would be more convenient.

## Parents Evenings

Parents Evenings are held termly where teachers share pupil targets, informing parents of their child's progress and 'next steps' in their learning. This takes place in school or when necessary through Microsoft Teams.

## Organisation

Within our setting, staff work together to provide appropriate learning experiences for individual children, delivering the National Curriculum to the appropriate year groups.

All classes are named after trees, eg: Elm, Ash, Pine, Maple, Birch, Hazel, Willow and Oak, which link with our school environment and ambition to develop Forest School principles. Children start their time at Greenfield Primary School's Nursery as acorns and end their time in year 6 as oaks.



## Curriculum

### Intent

Our curriculum has been designed to promote and sustain a thirst for knowledge and understanding and a love of learning. We intend to cover a wide range of subjects and provide opportunities for academic, creative and sporting excellence. Emphasis will be placed on acquiring, developing and applying core skills in all subjects along with a child's personal development.

### Implementation

At Greenfield Primary School, after a discussion and analysis of our children's backgrounds, experiences and culture we are implementing a broad and balanced ambitious curriculum ensuring excellence and enjoyment underpins every subject. We are working in all areas of learning to promote opportunities to enable our children to successfully meet the challenges of the next stage of their education and beyond.

### Impact

Children have experienced a broad and balanced ambitious curriculum allowing them to have widened and deepened their essential knowledge, skills, understanding and learning behaviours. This will have enabled them to confidently meet the challenges of the next steps of their education.

Subjects taught at our school are as follows:

- English
- Reading
- Writing
- Spelling
- Grammar
- Phonics
- Speaking and listening
- Maths
- Science
- History
- Geography
- Art and Design
- Design and Technology
- Computing
- Music
- Spanish
- Religious Education
- Physical Education
- PSHE (personal, social, health education) & SRE (sex and relationships education) including British Values

**For further information about each subject, including long term planning overviews, policies and schemes of work, please see our school website.**

## Facilities

Our facilities are second to none, offering exciting opportunities for learning in an outstanding environment. Whether it is the practical/science room, hall, dance studio, library or even playground, all are equipped to meet the pledge of our school motto: "Excellence and Enjoyment for All".

- Large hall
- Spacious classrooms
- Playground including football goals with basketball hoops and cricket side panels and 12 picnic style benches for children to use during lunchtime or break time
- Practical room with sinks, ovens, 3d printers
- Dance studio
- Well-equipped Nursery/Reception area
- Outdoor play area for Nursery and Reception
- Trim Trail
- School field with football pitch, rounders pitch, running track, benches and changing rooms with toilets.



**Practical Room**



**Dance Studio**



# EYFS

## Ethos and Vision

Early Years education is the foundation upon which young children build the rest of their schooling. It is a holistic education that encompasses all learning and development.

At Greenfield Primary Nursery we want our children to feel happy, nurtured and excited to learn in an environment enriched with positive relationships and experiences.

We want all our children to feel valued as individuals, we want them to be confident and assertive and to reach their best possible potential of learning and development through the provision of stimulating and inspiring experiences. In EYFS children are taught the 7 key areas of learning.

### 7 Areas of Learning:

❖ Communication and language development

❖ Physical development

❖ Personal, social and emotional development

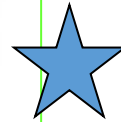
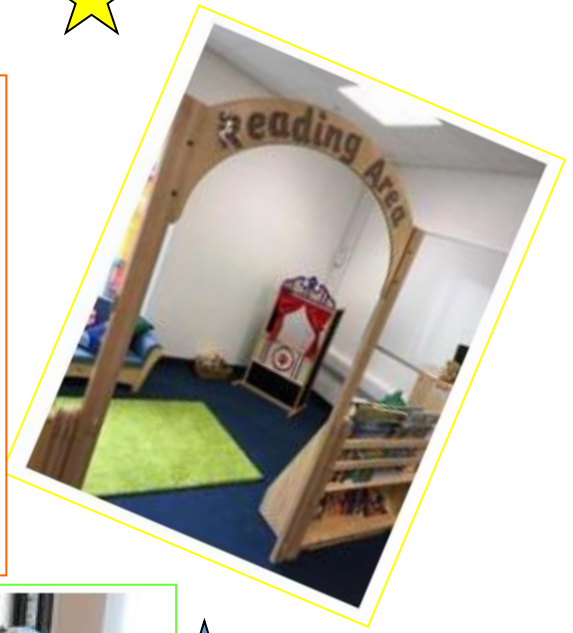
❖ Literacy development

❖ Mathematics

❖ Understanding the world

❖ Expressive arts and design

# Reception Area



## Residential

Greenfield Primary School takes the opportunity to visit Robinwood for a residential experience. They provide 15 high quality sessions packed into three days. Some of these activities include, canoeing, archery, caving, climbing, team building, giant swing and zip wiring.



### Quotes from Year 6 children:

*'Robinwood is the best experience you will ever have!'*

*'Robinwood was the best trip ever, especially jumping in the lake!'*

*'The food was amazing and the activities were so fun, it was an adventure for all and we loved it!'*

*'It was the best trip I have ever been on!'*

## **Eco Council**

Greenfield Primary have a very proud Eco Council. They contribute to the ethos of the school through exploring and developing the immediate environment within school grounds and the wider village. We have explored local events such as moorland fires and its effect on the community also discussing similar features on a global platform.

## **School Council**

At Greenfield Primary School we elect a number of children each year to be part of our School Council. The School Council is represented by children from years 3 to 6. Children in year 6 take on specific roles including Head of School Council and Scribe.

The School Council meet weekly with a member of staff to discuss, organise and implement improvements to our school. They seek opinions and views from children across the school and make presentations to staff and school governors. There is a suggestion box located centrally in school to enable children to share their ideas.

The School Council has previously run events such as World Book Day, safety talks and colouring competitions. They have attended training and events at the Council Chambers Oldham and have met with other Primary School Councils.

Children are able to apply for a position in the school council at the start of each academic year.

Greenfield Primary School is rated **OUTSTANDING** by Ofsted in every category.

**Ofsted Quotes:**

✚ *‘Outstanding leadership by the headteacher and other senior leaders’*

✚ *‘The rich curriculum fosters a love of learning in the pupils.’*

✚ *‘Pupils are enthusiastic about their learning’*

✚ *‘Pupils’ outstanding behaviour is a major strength of the school’*

✚ *‘The pupils’ spiritual, moral, social and cultural development is excellent.’*

✚ *‘Teaching is inspiring and of the highest quality’*

✚ *‘An excellent foundation for learning is laid in the early years for children to thrive exceptionally well and rapidly develop new knowledge and skills.’*

## **GDPR**

Greenfield Primary School has followed Local Authority guidelines with respect to the General Data Protection Regulations made by the European Parliament and Council of the European Union which was implemented on 25<sup>th</sup> May 2018. It sets out how personal data should be protected and the consent needed from subjects for data processing purposes.

## **Protecting Children from Abuse**

Parents should be aware that the school will take any reasonable action to ensure the safety of pupils. Where the school is concerned that a child may be the subject of ill-treatment, neglect or other forms of abuse, staff must follow the Oldham Child Protection Procedures and report their concerns to M.A.S.H. (Multi Agency Support Hub) Oldham. If you would like a copy of school's Safeguarding Policy, it is available from the school office or via the school's website.

## **Safeguarding Team**

Designated Safeguarding Lead	Mrs D Juster
Deputy Safeguarding Lead	Miss L Egan
Designated Safeguarding Lead Nursery	Mrs R Mubiru
SENDCo	Mrs C Snape
Pastoral/ Mental Health/Pupil Premium Lead	Miss R Porter

## **Complaints**

If you have any concerns or complaints about the education that your child receives at Greenfield Primary School, these can in most instances be dealt with and resolved by either your child's class teacher or the Head Teacher. On the rare occasion that matters cannot be resolved informally the school has a formal complaints procedure that parents can use to progress a complaint about a school matter.

Details of the complaint process and how to make a formal complaint can be obtained from the school office or via the school's website:

[www.greenfieldprimaryschool.com](http://www.greenfieldprimaryschool.com)

## **Assessment and Reporting**

Children's work is assessed at Greenfield in two ways: by ongoing teacher assessment and by assessment at the end of each Key Stage (at the ages of 7 and 11). Teacher assessment is carried out continually and is generally informal. It helps staff to build up an accurate picture of each child's achievements, and areas for further developments. More formal assessments are recorded termly using NFER tests and this information is analysed further to inform teacher's planning and target setting.

All children are supported and challenged at their own level of ability whether they have specific learning difficulties or are gifted and talented. The children in Reception are required to undergo a Baseline Assessment on entry to school and the Year 1 children take a Phonics Screening Check. Year 2 children currently undergo the National SATs as do Year 6 children. The Year 4 children are now experiencing Times Tables checks.

All other year groups who do not sit external examinations (SATs) will complete NFER assessments at key points throughout the year.

Reports on children's work during the year will be sent to parents in the summer term. Parents' Evenings are held in the Autumn, Spring and Summer terms.

## Key Stage 2 Pupil Performance

The percentage Expected pass rate is as follows:

	School		
	2022	2023	2024
<b>Reading</b>	90.6%	74.2%	73%
<b>Writing</b>	75%	58%	70%
<b>Maths</b>	87.5%	81%	76.6%
<b>GPS</b> (Grammar, Punctuation and Spelling)	87.5%	80.6%	86.6%
<b>Science</b>	94%	-	-
<b>Reading, Writing, Maths combined</b>	75%	54.8%	63.3%

\* The Expected pass score is 100

The percentage Exceeding pass rate is as follows:

	School		
	2022	2023	2024
<b>Reading</b>	37.5%	29%	33.3%
<b>Writing</b>	6%	6.5%	6.7%
<b>Maths</b>	37.5%	23%	23.3%
<b>GPS</b> (Grammar, Punctuation and Spelling)	50%	35.5%	46.6%
<b>Reading, Writing, Maths combined</b>	6%	6.5%	6.71%

\* The Exceeding pass score is 110

## Key Stage 1 Pupil Performance

The percentage Expected pass rate is as follows:

	School		
	2022	2023	2024
<b>Reading</b>	60%	73%	72%
<b>Writing</b>	40%	67%	72%
<b>Maths</b>	71.4%	79%	88%
<b>Science</b>	n/a	n/a	n/a

\* The Expected pass score is 100

The percentage Exceeding pass rate is as follows:

	School		
	2022	2023	2024
<b>Reading</b>	0%	17%	24%
<b>Writing</b>	0%	4.3%	4%
<b>Maths</b>	0%	19.1%	8%

\* The Exceeding pass score is 110

### Year 1 Phonics

*Year 1 Phonics Screening was undertaken in Autumn Term (Year 2)*

### Reception – Good Level of Development

*Teacher Assessment*

School		
2022	2023	2024
91.7%	93%	94%

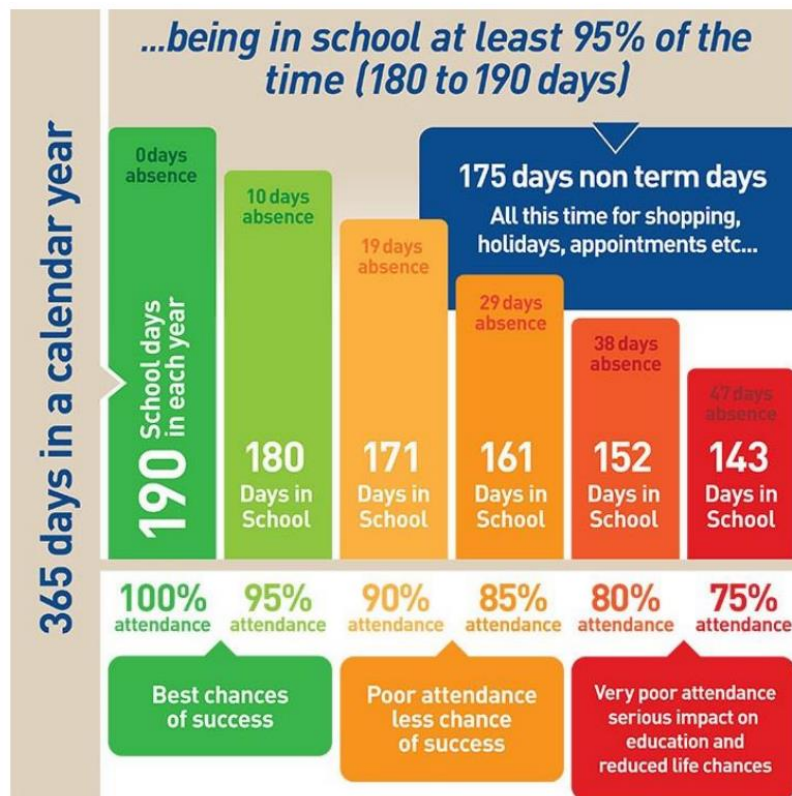
School - GLD		
2022	2023	2024
80%	84%	70%

### Multiplication Check – Year 4

School		
2022	2023	2024
53%	23%	66%

## Attendance

For more information around attendance please see School's Attendance Policy and how school manages this.



**DID YOU KNOW?** If you are 15 minutes late each day you will have missed a full 2 weeks of school in one year?

## **Term Date 2024-2025**

### Opening Dates

Monday 2<sup>nd</sup> September 2024

Monday 4<sup>th</sup> November 2024

Monday 6<sup>th</sup> January 2025

Monday 24<sup>th</sup> February 2025

Monday 22<sup>nd</sup> April 2025

\*Tuesday 6<sup>th</sup> May 2025

Monday 2<sup>nd</sup> June 2025

Monday 16<sup>th</sup> June 2025

### Closing Dates

Friday 25<sup>th</sup> October 2024

Friday 18<sup>th</sup> December 2024

Friday 14<sup>th</sup> February 2025

Friday 4<sup>th</sup> April 2025

Friday 2<sup>nd</sup> May 2025

Friday 23<sup>rd</sup> May 2025

\*\*Thursday 12<sup>th</sup> June 2025

Friday 18<sup>th</sup> July 2025

\* May Day Bank Holiday – Monday 4<sup>th</sup> May 2025

\*\* Whit Friday – Friday 13<sup>th</sup> June 2025

## **Term Date 2025-2026**

### Opening Dates

Monday 1<sup>st</sup> September 2025

Monday 3<sup>rd</sup> November 2025

Monday 5<sup>th</sup> January 2026

Monday 23<sup>rd</sup> February 2026

Monday 13<sup>th</sup> April 2026

\*Tuesday 5<sup>th</sup> May 2026

Monday 8<sup>th</sup> June 2026

### Closing Dates

Friday 24<sup>th</sup> October 2025

Friday 19<sup>th</sup> December 2025

Friday 13<sup>th</sup> February 2026

Friday 27<sup>th</sup> March 2026

Friday 1<sup>st</sup> May 2026

Friday 22<sup>nd</sup> May 2026

Monday 20<sup>th</sup> July 2026

\* May Day Bank Holiday – Monday 4<sup>th</sup> May 2026

## **Greenfield Primary Nursery**

Greenfield Primary Nursery opened on Monday 7<sup>th</sup> January 2013. It is registered with Ofsted to provide childcare for 2, 3 and 4 year-old children. Our Nursery is led by a qualified teacher, supported by early year's practitioners who are dedicated to delivering high quality education and care within the Statutory Framework of The Early Years Foundation Stage. On 15<sup>th</sup> May 2013 it was inspected by Ofsted and graded as Outstanding in all areas.

Nursery is within the new school building and has access to a large, secure play area furnished with exciting, stimulating, outdoor equipment. Flexible sessions are available for families to take advantage of to meet their individual needs.

For further information please visit the school website:

[www.greenfieldprimaryschool.com](http://www.greenfieldprimaryschool.com)

where you can access the Nursery Prospectus and view photographs of activities and the setting.

You may also telephone 0161 770 5525 and ask to speak to the Nursery Manager, Mrs Rebecca Mubiru, or the Headteacher, Mr B Storey.

## **Tiny Treasures Out of School Club**

The club aims to offer high quality childcare and structured learning activities for your children. The staff are highly qualified and enthusiastic, offering stimulating and creative play in a safe, secure and happy environment. They can accommodate your children on either a fixed or ad-hoc basis providing they have availability.

Tiny Treasures Out of School Club's hours are:  
7.45am to 8.45am and 3.15pm to 6.00pm.

For more information or booking a session for your child/ren, please contact 07725 128941/ 01457 833322

## **Special Educational Needs and Disability (SEND)**

We endeavour to identify any additional educational needs that children may have at the earliest stage possible. A support plan is then drawn up to develop specific ways in which children can be supported with any barriers they might have to their learning. We may also involve specialist outside agencies with the consent of parents/carers. Where a child has more complex difficulties, a request for an Education, Health and Care Plan assessment can be made to the LA. An EHCP would then provide a pupil with an even higher level of support if appropriate.

If your child is identified as having additional educational needs, you will, of course, be regularly consulted and kept informed of developments and progress.

The majority of pupils with additional educational needs will follow the National Curriculum with the necessary adaptations and reasonable adjustments in place to support them.

### **Pupils with Disabilities**

The school has wheelchair access on the ground floor and a lift is available to access the first floor.

The school and governors are committed to promoting equal opportunities for pupils with disabilities, and would, in consultation with parents and the Local Education Authority, seek to provide any additional facilities necessary for any pupil wishing to attend the school.

### **Medical**

Please inform the Headteacher of any medical issues that your child may have, especially concerning hearing, eyesight or allergies. The importance of an up-to-date emergency contact telephone number cannot be over stressed.

The school nurse, doctor, dentist and audiologist visit school periodically to undertake various tests, hygiene inspections and medicals.

In special cases, when children need daily medication, arrangements can be made with the Headteacher.

## School Budget

School Budgeted Allocations	2022/2023 £	2023/2024 £	2024/2025 £
Total Resources	1,457,140	1,615,340	1,740,780
Teaching Staff	657,220	755,030	858,320
Support Staff	315,760	298,730	332,350
Building Maintenance	16,720	16,000	16,000
Learning Resources	27,400	26,220	33,420
ICT Resources	27,740	25,410	22,990

## Charging Policy

A basic principle of state education is that it should be free of charge. Certain additional activities may incur a cost. These include:

- Breakfast club
- Some after school activities
- Music tuition

If you wish your child to learn to play an instrument, you will have to agree a contract, in some cases through the school, with the provider of the tuition. Please see the Headteacher for details.

Many extra-curricular clubs are run at Greenfield Primary School, some are delivered by staff whilst others are provided by outside agencies. A number of these clubs have a small charge.

When an educational visit is planned, parents will be notified of the cost per child and be asked if they are willing to donate that amount. No child will be excluded from a trip due to non-payment, and school funds may subsidise these educational visits to a limited extent. However, if we do not receive sufficient donations, the visit will not take place.

We believe that all children benefit greatly from such outings and visits and hope that this situation will not arise.

## **Extra-curricular Activities**

Our school has a strong tradition of extra-curricular activities and we encourage children to take part. The activities vary according to the time of year, but our comprehensive list includes:

- Athletics
- Dance
- Cross country running
- Cricket
- Aerobics
- Football
- Rounders
- Netball
- Art
- PE
- Spanish
- Needlecraft
- Lego
- Gardening club
- Cooking club
- Homework club
- Relaxation classes
- Yoga
- Table Tennis

These clubs may be run by staff or outside agencies and there may be a charge for some clubs.

## **School Uniform and Pre-Loved School Uniform**

At Greenfield Primary School we endeavour to support all families to access school uniform by keeping items with a school logo to a minimum, and all items can be purchased either with the school logo or from supermarkets and high street stores without the school logo.

Our PE kit does not have a school logo and again can be bought from supermarkets and high street stores.

Used uniform is often donated to school and pre-loved uniform is available for families who require support; voluntary donations are warmly welcomed.

Greenfield Primary PTA regularly organize pre-loved uniform sales for a small voluntary donation. The PTA sorts through the uniform items, organizing them by type and by size so that is easier for families to see what is available.

Please do not hesitate to talk about your school uniform needs to staff in the school office who are more than happy to help.

## **School Uniform / Equipment**

Greenfield Primary School has a school uniform which consists of the following items:

- emerald green sweatshirt / cardigan
- white polo shirt, long or short sleeved
- black trousers / shorts
- black skirts / pinafore dresses
- black shoes (not trainers)
- green checked gingham /gingham style summer dresses.
- black or white socks for girls and boys (not over the knee)

If you wish to order sweatshirts or polo shirts, please contact Simply Schoolwear, Chew Valley Road, Greenfield.

No jewellery except if children have pierced ears they may wear studs, not earrings. Children can wear a watch that does not connect to the internet.

Hair accessories to be subtle and in line with school uniform colours.

No nail varnish or acrylic nails to be worn.

## PE / Games Kit

### *PE & Outdoor Games*

- Plain White T-shirt
- Plain black jumper/fleece or school jumper/fleece
- Plain black bottoms – (jogging pants, leggings, shorts or skirt – weather dependent)
- Black or white socks
- Plain black trainers (preferably unbranded)

<i>Swimming</i>	Trunks or one-piece swimsuit
<i>(Key Stage 2 only)</i>	Towel
	Cap (for children with long hair)

**No** earrings may be worn for any PE, Swimming or Games lesson and staff may not remove or replace earrings for children.

Pump bags	Small bags with child's name on. (No plastic carrier bags please)
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Large sports bags are unsuitable as we do not have the space to store them.

School book bags can be purchased from the school's main office.

**All clothing and pump bags should be clearly labelled with your child's name.**

## **School Rules and Discipline**

The school rules are designed to provide a safe and co-operative environment for the benefit of all children and staff.

We ask for your co-operation with the following:

- **Respect:** We respect ourselves and others
- **Uniform:** We wear the correct uniform and are proud to represent our school
- **Listen:** We listen carefully to make it possible for all pupils to learn
- **Effort:** We take pride in our work and always try our best
- **Safety:** We move around school safely and quietly

Minor breaches in discipline will be dealt with by the class teacher using the school's Behaviour Policy, and sanctions such as completing reflection forms, withdrawal of privileges or missing playtimes. More serious or recurring problems will be referred to a member of the Senior Leadership Team, who may wish to involve parents to discuss the situation. In exceptional circumstances, the Headteacher may exclude a child either temporarily or permanently. Parents have the right to appeal against an exclusion. For more information, read the Behaviour Policy, which can be found on the school website.

For security reasons, visitors to school are asked to enter the school by the Main Entrance and see the school secretary on arrival. A visitor may then be asked to sign in using the Electronic Signing-In system and wear a Visitors' Badge.

Parents should make sure that school has an up-to-date emergency telephone number for day-time contact. Parents need to inform the office of any changes to personal or contact details as soon as possible.

At Greenfield Primary School, we encourage self-discipline and a respect for others. We believe that these aims are best achieved in a relaxed, pleasant atmosphere where the children themselves will be treated with respect.

## **Midday Provision**

The lunchtime break is 11.30am-12.30pm for Nursery, Reception, Year 1 and Year 2, and 12.30pm-1.30pm for Year 3 to Year 6. Children may have a school meal and there is a choice of a hot meal every day. In addition, a salad bar is available daily, and children are encouraged to choose healthy options. School prides itself on the range and variety of fresh food available, including vegetables and fruit.

Children may bring a healthy packed lunch but, for safety reasons, drinks in glass bottles must not be brought to school.

Greenfield Primary School has achieved 'Healthy School' status and the platinum 'Tooth Friendly Award'. Please ask if you require advice on healthy lunch boxes. The Tooth Friendly Officer does recommend non-fizzy or sugar free drinks, fresh fruit and yoghurts, avoiding chocolate, crisps and sweets.

If your child has school dinners, please ensure that dinner money is sent in an envelope with your child's name on it on Mondays. School dinners are currently £14.50 per week (£2.90 per day) paid on line via ParentMail.

Children may also go home for lunch, and they should return to school ready for the afternoon session.

In certain circumstances, children may be eligible for free school meals. Please contact the Customer Services, telephone 0161 770 6688.

## **Absences**

Educational legislation requires school to record absences in two categories, authorised and unauthorised absences. An absence is considered to be authorised when a child is absent due to sickness and school has been informed. The Headteacher is no longer allowed to authorise absences due to family holidays, and this may result in a penalty notice and fine being issued by the Local Authority.

Any absences that are recorded as unauthorised will appear as such on your child's end of year report. In order for any absence to be recorded as authorised, the school **must** be informed, either by telephone or in writing.

All parents need to be aware that current government guidelines deem a child to be a persistent absentee if their attendance is 90% or below.

Please help us to maintain our good record by limiting absences to illness and hospital or clinic visits.

If medical appointments are made during school hours, an adult must collect the child from school as children will not be allowed to go home alone.

## **Community Links**

A village school has a special place in the life of the community and we are very keen to maintain and develop links with the people of Greenfield.

We seek to use the talents and facilities of the immediate community in order to widen the children's experiences and to teach them to respect their environment. Members of the village community are welcomed into school to share in festive celebrations and to celebrate the work of the children.

We also seek to develop links with local groups who may wish to make use of the many opportunities that are provided by the outstanding facilities of our new school. This could range from the hall, dance studio, playground facilities to the new sports field with a football pitch, rounders pitch, running track, changing and toilet facilities for boys, girls and staff.

## **Conclusion**

I hope that our prospectus has given you an insight into the life of our school and has provided you with the information that you will need to support your child as he or she spends an important (and we hope enjoyable) time with us.

Please contact me if you need any further information or advice.

Mr B Storey  
Headteacher