

# Little Melton Primary School



School Lane, Little Melton, Norwich, Norfolk NR9 3AD  
Tel: 01603 811446 • Email: [office@littlemelton.norfolk.sch.uk](mailto:office@littlemelton.norfolk.sch.uk)  
Head Teacher: Mr Alex Pritchard



Prospectus 2019-2020

[www.littlemeltonprimaryschool.co.uk](http://www.littlemeltonprimaryschool.co.uk)



## School Organisation

Little Melton is a growing primary school ranging from Reception to the end of Year 6. The school is divided into 3 stages, Foundation Stage, which covers the Reception year, Key Stage 1, which covers Years 1& 2, and Key Stage 2 which covers years 3 to 6. We have mixed age classes, with support from teaching assistants. Specialist subject teachers extend the curriculum whenever possible. We currently hold High Quality PE charter mark status, Linguamarque and PSQM awards.

The school is run by a strong cohesive team consisting of the Head Teacher, teaching staff, learning support and administrative staff, School Governors and parents.



## The School Environment and Facilities

We firmly believe an attractive stimulating environment leads to the development of inquisitive and all round thinking individuals. The whole school team contributes actively to achieve and maintain this through ongoing evaluation of our excellent facilities and equipment. Computers, iPADS and interactive whiteboards support the curriculum in every subject. The extensive grounds enable us to offer many sporting facilities and imaginative play.

We enable the children to experience a variety of sporting activities either in lesson time or in extra curricular clubs. The "Friends" of the school have provided play sheds, a tyre park, a pond, wooden climbing apparatus and

colourful fencing for the Reception class and an outdoor classroom. Community links are developed through our successful annual May Fair.

### The Curriculum

A new National Curriculum for Primary Schools came into law from September 2014. You can find the full document at:

<https://www.gov.uk/government/collections/national-curriculum>

Children in the Early Years (Reception) follow the requirements of 'Early Years Foundation Stage Framework'. You can find the full document at:

<https://www.gov.uk/government/publications/early-years-foundation-stage-framework-2>

At Little Melton Primary school we follow the requirements of both of the above. Our planning uses cross curricular topics (e.g. a topic such as 'Stone Age, Bone Age' includes content drawn from History, Geography, Art and Music) alongside discrete subject teaching. Wherever possible we also seek to make meaningful links for the children between subjects and also to reinforce key literacy and maths skills across the curriculum. This includes extended writing opportunities planned in across the curriculum, and also planned opportunities for real-life Maths experiences, to supplement the daily discrete Maths lessons.

Our planning is broken down into half-term blocks. The 'Whole School Overview' details the full range of content which is covered across the whole of each child's time in each year group. This can be found at:

[www.littlemeltonprimaryschool.uk/school-information/curriculum](http://www.littlemeltonprimaryschool.uk/school-information/curriculum)



## The Curriculum

As we have mixed-age classes, there is a 2-year cycle of planning for each class.

'Keeping Safe and Healthy' is a special topic area taught here, which aims to draw together a range of content connected by the theme of being safe. Examples include, e-safety, road safety, drugs and medicines education and SRE. This is further reinforced by our programme of Assembly themes and our Behaviour Policy.

Little Melton Primary school follows the Norfolk Agreed Syllabus for RE.

Homework is designed to reinforce skills learnt at school and encourage independent study and learning skills. It includes an element of choice around homework assignments to be followed, along with daily 'bread and butter' learning e.g. daily reading and learning of times tables. We also provide for the children, through bought school subscriptions, access to a range of internet based home learning resources. These include Accelerated Reader, Purple Mash and Google Drive along with a log in to our Virtual Learning Environment (VLE), which enables work to be shared with others and completed at either home or school.





## Languages

A subject specialist teaches French across Key Stage 2 and Dinocros language teaching has been introduced into Key Stage 1.

## Music

We teach music as an integrated part of our curriculum. We have a variety of instruments including keyboards, glockenspiels, recorder and a variety of percussion instruments. Children from year 1 upwards have the opportunity to learn a variety of instruments with outside providers including ukulele, drums and guitar.



## Art and Design Technology

We offer wide and varied activities throughout the school.

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

At morning play children eat fruit only. This is provided free of charge for all children. Milk is also available. We encourage the children to bring a water bottle to school and refill it throughout the day. This is in line with the findings from research that highlighted the fact that being well hydrated improves concentration and learning.



Pupils throughout the school are strongly encouraged to work together and the Christmas production is an example of their teamwork across the age groups culminating in a whole school concert.

Sex and relationships education is part of the PSHE framework and some elements are covered in science. Parents are informed in advance of the start of the course and are welcome to view resources and discuss any concerns with the staff.

### **The School Council**

The School council organises fundraising activities both for school and charities. They are responsible for the introduction of a House system and for instigating a cycle path campaign amongst the community.



We also have jobs for children – i.e. monitors and librarians.

### **Special Educational Needs**

All children are special but some have identified challenges requiring extra help. These children have individual educational plans based on their needs. Children who are more able are identified and their needs met in a variety of ways both in school and out of school.



### Extra Curricular Activities

We have always offered a wide variety of activities throughout the year. They have included Farm to Fork, Card Making, Football, Dance, Athletics, Art, Drama, Music, IPAD, Chess and Ukulele. We are always looking at ways of widening the pupils' experiences. Activities offered change from term to term led by a combination of qualified specialists and teachers. Residential trips are offered to promote team work and independence, and these have always proved popular. Our Charging Policy can be viewed on the school website.



### Parents and School

One of the most important factors enabling children to progress well and achieve is a good relationship between parents and school staff. We have an open door policy and encourage parents to discuss any concerns sooner rather than later. Discussion groups with the Head Teacher take place on pre-determined topics. We have consultation evenings, weekly news letters and an annual school report. We use a text service to parents and upload information on to our website.

We welcome help in school, and parents often volunteer to help in many areas of school life. We have a very active Friends Association, involving parents, and grandparents who make a valuable contribution to the school. Evidence of their involvement is seen all around the school and in the school grounds. They also coordinate many social functions throughout the year.



### After School Club

Our extremely successful after school club runs from 3:15pm to 5.30pm Monday to Friday at a very reasonable cost. Tea is provided and the children are able to use the school grounds and facilities. Our play leader plans many enjoyable activities for the children including cooking and craft projects.



### Day to Day School Life

- A school uniform is required to be worn. The colours are red and navy / black.
- Homework is given according to the age of the children.
- The school day starts at 8.45 and finishes at 3.15.
- The children can have a hot lunch in school or school packed lunch or bring a packed lunch from home.
- School policies are available for you to read. All are on our website.

We always try to work in a positive environment and encourage good behaviour from everyone in school.



The governing body is extremely supportive having skills which enhance the managerial aspects of running the school. They monitor the curriculum and the budget and work with the parents, staff and children to fulfill agreed aims and objectives.

We are very proud of our school and its achievements and would welcome the opportunity to meet you and answer any questions you may have.





## Safety in School

The safety of our children is of paramount importance. Therefore, during school hours' access to the school is via the front door only and the access gate to the playground is only unlocked for short periods at the start and end of school for collection of children. Visitors are required to sign in and out and whilst on the premises wear an identification badge. “



## Safeguarding

Little Melton primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and visitors to share this commitment.

Through **training** all staff are able to recognise signs of abuse and understand their responsibilities when a child may be at risk of harm. Training of all staff will be updated in line with guidance. Our regular helpers are also made aware of school procedures.

The **designated members of staff**, the Head Teacher and alternate safeguarding officer, are fully trained and receive update training every 2 years. We also have a **designated governor** for safeguarding who ensures procedures / practices are reviewed in line with county procedures.

In line with 'Safer Recruitment' guidance the Head Teacher and Chair of Governors have completed Safer Recruitment training. A **DBS** check (formerly CRB) is made prior to commencing work.

The school believes in working closely with parents and in most cases where we have a concern about a pupil, the parents will be informed. The school, via the cluster, offer the services of a **Parent Support adviser**, who in turn is able to make referrals as needed.

**Internet safety**- E safety sessions are arranged regularly and all staff regularly include references to this in their lessons. Ensuring pupils are aware of how to use the internet safely. Visit our web page for more information:

<http://www.littlemeltonprimaryschool.co.uk/internet-safety-information-for-parents/>

Little Melton Primary School believes that all children should have a clear understanding of how to keep themselves safe in accordance with the 'Every child Matters' agenda.

### **Community Cohesion**

The school has very close links with the local community for example school council link with the parish council, the annual May Fair, organised by Friends of the School, which is a major event in the village and our link with a local care home.

We also have connections with an inner city school in Birmingham, a school in France as well as regular contact with a school in Nepal.



### **Inclusion**

We are an inclusive school and make reasonable adjustments as we strive to give everyone access to our meaningful curriculum as well as a wide range of additional activities both in and out of school. We work closely with parents and agencies to help meet the needs of our children.

Please check our website for related policies including;

SEN (Special Educational needs)

Gifted and Talented

Single Equality Scheme (meeting the legal requirements of the Disability Discrimination Act 1995, Sex Discrimination Act 1975 and Race Relations Act 1976)



## Teaching and Monitoring

Assessment for learning is widely used across the whole school. Teachers take account of children's starting points and previous learning when planning next steps. They employ the use of success criteria which is used to produce marking ladders for both staff and pupils use thereby ensuring that children know what a good piece of work will look like.

Children's attainment is carefully tracked throughout their school life, starting with the Early Years Foundation Stage profile, through Key Stage 1 right up to Year 6 enabling progress to be monitored carefully and any challenges to be dealt with sooner rather than later. Our assessment policy is available on our website.



For more details, please visit us at [www.littlemeltonprimaryschool.co.uk](http://www.littlemeltonprimaryschool.co.uk)

Our website is updated each week with latest news and events.

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