DOVECOTES SCHOOL BROCHURE
2013 / 2014

RYEFIELD, DOVECOTES ESTATE. PENDEFORD
WOLVERHAMPTON
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HEADTEACHER: MISS G BEDDOW

'LIVING AND LEARNING TOGETHER'

MISSION STATEMENT

DOVECOTES PRIMARY SCHOOL

ENABLING EVERYONE AT

DOVECOTES

TO REALISE THEIR TRUE POTENTIAL

WHILE DEVELOPING CARE AND

RESPECT

FOR ALL THROUGH WORKING

AND LEARNING TOGETHER

DOVECOTES PRIMARY SCHOOL

The School Staff		
Headteacher: Miss. G. Beddow	**Deputy Headteacher:** Mrs L Jones	**Chair of Governors:** Miss S Underhill
Teaching Staff	**Teaching Assistants**	**Administration Officer**
Miss C Hardy	Mrs M Amos	Mrs E A Eccleston
Mrs L Jones	Miss T Worrall	**Attendance / Admin Support Officer**
Mrs S Pennick	Mrs A Kumar	Mrs A E Doughty
Miss L Bott	Mrs A Ashley	**Site Manager**
Miss R Watton	Mrs J Turner	Mr C Bannister
Miss K Booles	Mrs M Butler	
Miss A Osborne	Mrs D Woolley	
Miss S Turner	Miss H Mears	
Mr D Williams	Mr D Tuckley	
Miss E Bennett	Miss D Mills	
Mrs N Summers	Mrs D Reynolds	
	Miss J Fullwood	
	Miss S Begum	
	Miss K Beech	
Senco	**Learning Mentors**	
Mrs J Hill	Mrs L Hehir	
	Mr D Moulton	

GOVERNING BODY		
Chairperson	**Vice Chair**	**Headteacher**
Miss S Underhill	Mrs S Tuckley	Miss G Beddow
Parent Governors	**LA Appointed Governors**	**Community Governors**
Mrs M Butler	Miss S Underhill	Mr Tim Wakefield
Ms E Pritchard		Rev. J Perry
Mr J Hohn		Mrs S Tuckley
Associate Governors	**Staff Governors**	
Mrs L Jones	Miss G Beddow	
Mrs A Doughty	Mrs D Woolley	
	Miss K Booles	

SCHOOL AIMS

This school aims to be a happy welcoming place that provides children with a safe caring environment that gives stability to allow purposeful learning and teaching. In addition to general Local Authority aims we at Dovecotes will aim:-

1. To foster a caring and compassionate environment.
2. To create a nurturing environment in which the children feel valued.
3. To encourage self-discipline and acceptable behaviour.
4. To ensure that all children work to the best of their ability in all areas of school life.
5. To enable children to become independent learners motivated to learn more.
6. To provide opportunities to enable children become creative problem solvers.
7. To provide opportunities and models for the children to become effective communicators, able to debate and discuss.
8. To encourage children's awareness of the differences and similarities in religion, race, culture and ways of life to encourage tolerance.
9. To help children make moral judgements.
10. To work closely with the local community and relevant professional agencies.
11. To develop children's awareness and acceptance of people with special needs in our society.
12. To help children gain physical co-ordination and control of their bodies.
13. To ensure parent / carers understand they have an active role in their children's education and progress.

DOVECOTES PRIMARY SCHOOL

VISION: What do we want our children to be able to do by 11?

- Be confident to try
- Be creative thinkers
- Be able to articulate their creativity orally etc.
- Able to interact / communicate ideas pupil to pupil / pupil to teacher
- Be able to work in a team and make decisions.
- Able to use and know how to use resources to develop creative thought.
- Know what their strengths are and the school respond
- Each child to attain all they are truly capable of.
- Each child to value their education and want to continue into their secondary education.
- Each child to develop understanding of right from wrong and make successful moral judgements.
- Respect others regardless of colour, religion, physical or mental ability

What do I want Dovecotes School to be?

- Confident communication between pupil / pupil / pupil / staff / staff / staff
- Parents are involved in consultation process and communication good – pupil / parent / staff.
- Good environments, building and land
- Always looking ahead and questioning practice
- Atmosphere where discussion and questioning is welcomed.
- Children able to access information to find answers to problems.
- Encourage positive values in parents
- Staff keen to continue to develop their own knowledge further
- Staff can socialise together.

SCHOOL BUILDING

Dovecotes was opened in 1978 – there was a separate infant school and junior school. The two schools amalgamated in 1995 to form Dovecotes Primary School.

The KS1 area houses an Early Years Unit, three Classroom Areas, and Toilets. Outside there is a large playground with a section for Nursery Children to use. This is linked to the Dove Centre.

The KS2 area is linked by an adjoining corridor, which houses the Reception and Administration office. There are four Classroom Areas, a large Hall and Dining Room. There are two Resource Areas used for Group Activities.

The Halls are spacious and well equipped for P.E.

The Library is housed in the Upper Junior Area.

The KS2 Area has a large enclosed playground and playing field, which serves the whole school.

SCHOOL ORGANISATION

Our pupils are grouped in classes according to age and are taught as a class. Years 3 and 4 and Years 5 and 6 are set into ability groups for Maths and Literacy. At present there is one class in each year and our Teaching Assistants provide support.

Our Early Years Unit, built in September 1996, offers a wide variety of approaches to children of Nursery age and children of Reception age. Work in this unit is carefully planned so that every child can progress at the best place for him / her.

The Children's Centre has been built to cater for children from babies through to Nursery for parents who need extra childcare.

The Centre is open 50 weeks a year and is open as follows:-

From 8.00am to 5.30pm Monday to Thursday,
From: 8:00am – 4:30pm Fridays.

For more information on the Children Centre please contact:

Mrs K Lees – 01902 550887

SCHOOL SESSIONS

School begins every day at 8.55 am and ends at 3.15 pm.

Morning Nursery children should be bought into school through KS1 doors, and collected from the Main Entrance at the end of the session at 11:45am.

Afternoon Nursery children should be bought into school at 12:30pm via the Main Entrance and collected from there at the end of the session 3:30pm.

Your child will be sent out to you as soon as the member of staff who is responsible for dismissing the children calls them, because of safety, if you are unable to collect your child for any reason the end of any session, we ask that you contact the school to advise the name of the person who will be collecting your child.

We also ask that you arrange for these young children to be collected promptly, as they become so anxious if they feel forgotten.

Key Stage 1 children go straight to their class at 8:45am, through KS1 doors and collected from their class door at the end of the day.

Key Stage 2 children should stay on the Junior playground where they are supervised and collected by their class teacher at 8:55am. At the end of the school day, Years 3 and 4 should be collected from their classroom doors, Years 5 and 6 are dismissed from the back door entrance.

Lunchtime for Reception Class is:

12 – 1pm

Lunchtime for Key Stage 1 and 2 is

12:20 – 1:15pm

REPORTS

Once a year (in July) written progress reports on children are sent to parents. All parents are invited to the parents evening where they can discuss their child's performance with the class teacher. Parent Evenings are also held each term – this is an interview between parent and class teacher which lasts for 10 to 15 minutes. During this time the children's targets will be reviewed.

ADMISSION ARRANGEMENTS

Parents wishing to place their children at Dovecotes Primary School are welcome to look around the school and discuss our aims. Admission Forms must be collected from the Civic Centre, St. Peter's Square, Wolverhampton.

ADMISSION FORM

Our Admissions Officer will complete this form when your child is admitted to this school. It is essential that we have as much information as possible. This will help us to understand your child as an individual. The information recorded will be treated in strict confidence. If there are any changes in your circumstances (change of address, phone number at home or work, family health etc.) the school must be informed immediately.

ADMISSION TIMES

Children are admitted in September of each year. Children moving into the area can be admitted any time of the year (subject to availability of places) as described in the authority's booklet. Children can also enter the Early Years (Reception) in September. Children are admitted to Nursery from the list of applicants, strictly in age order after their third birthday and as places are available.

The maximum number of children admitted to any one year group is 45 in KS1. If the number of children wishing to enter school exceeds this number then the authority will allocate place using the criteria outlines in their own booklet on school admissions.

CURRICULUM

All National Curriculum subjects are taught to the children and all children have equal access to all areas of the curriculum.

The curriculum at the school is one that is broad and balanced and is designed to meet the needs of the individual child.

Key Stage 1 and Key Stage 2 are taught the National Curriculum, Literacy, Mathematics, Science, ICT, Design Technology, History, Geography, Music, Art, P.E. and Religious Education. Personal, Social and Health Education (PHSE and Citizenship) is also taught. Teaching methods include class, group and individual teaching.

Religious Education is taught to all children based on LA guidelines, which is broadly Christian in nature. Parent wishing to have their children excluded from Religious Education / Assemblies may contact the Headteacher to arrange this and discuss the alternative provision to be made.

Activities are planned to teach various skills, to help children to work independently and in co-operation with others. Each child is encouraged to develop the confidence to tackle more demanding work in the basic subjects and to investigate and find solutions to problems.

The school teaches English and Mathematics through National Literacy and Numeracy frameworks so that all children receive daily literacy and mathematics lessons. Reading is a vital part of our Curriculum and children receive specialist reading support each day following the Read Write Inc programme until they become confident readers.

All computers in the school have access to the Internet and are connected via Wolverhampton City Council Broadband.

The creative development of the children is very important and music, art and sport all play an important role in the curriculum. Physical skills are developed through various forms of indoor and outdoor PE and swimming for Years 5 and 6, and a co-operative attitude is fostered through opportunities to play team games.

To ensure a smooth transfer of our 11 year old children to their next school, we liaise with neighbourhood secondary schools.

The Nursery and Reception operate the Foundation Stage Curriculum which concentrates on six Early Learning Goals, Personal, Social and Emotional development; Communication; Language and Literacy; Mathematical development; Knowledge and Understanding of the World; Physical development; and Creative development.

Profiles / Records of Achievement

Records of achievement provide the basis of discussion with parents about the progress of their children. Parents will receive an annual report at the end of the school year on their child's progress, along with any published results of national testing.

Special Educational Needs

The school fosters the agreed Code of Practice for children with Special Educational Needs. There is a designated member of staff who acts as co-ordinator (SENCO). Staff work with the SENCO to monitor and assess individual children and place them on the SEN register at a stage appropriate to their needs. Strategies are worked and, if necessary, advice and support sought from outside agencies, to ensure the best programme of work for each child. Parents are kept informed about their children and their support for these programmes is welcomed and encouraged. Regular reviews of a child's progress help staff to decide on further action to support the needs of the child. Children are more able will be set specific learning targets by the class teacher, which will be supported and monitored by the SENCO

SCHOOL ACTIVITIES AND EVENTS

Educational visits are arranged during the school year.

Children in KS1 are taken to Kingswood Nursery / Infant Residential Centre when accommodation is available. Children in KS2 also have the opportunity to participate in residential visits. The school will follow the recommendation as laid out in DES Circular 2/89 and in turn the L.A. Circular 35/89 as regards a charging policy for all visits.

It is the aim of the school to pursue a wide range of educational visits, as we believe these play a vital role in the education of a child. The school will do everything in its power to ensure that its programme of events is maintained and that every child is able to participate in the events.

Theatre Companies, Musicians and Puppeteers are invited into school.

A number of sporting activities are catered for in After School Clubs, further information is always available in school. Sports Days are held in the Summer Term.

Our aims in sport are to pursue excellence and promote the positive attitude necessary to succeed, while always playing in a correct manner with maximum effort.

Children are offered opportunities to take part in the school choir and recorder groups wherever possible.

SWIMMING

When your child is given the opportunity to go swimming with the school they will need the following items:-

Girls – Swimming costume

Boys – Swimming trunks (baggy shourts are not allowed as they tend to float off in the pool!!!)

Towel

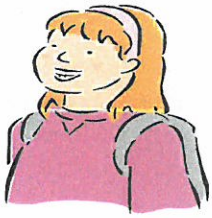
Plastic bag to transport them in.

Due to Health and Safety no jewellery of any kind is to be worn except stud earrings.

CHARGING FOR ACTIVITIES POLICY

No Charge is made for activities during the school day. A small charge may be made for some of the extra-curricular activities usually towards transport or special clothing costs. Parents will be asked to make reasonable voluntary contributions towards school visits which are part of the work within the National Curriculum, if enough contributions are not received, visits may have to be cancelled but parental support has always been excellent and children have enjoyed many visits and visitors to help their learning. Any parent who has any worries should contact the Headteacher for a confidential discussion.

SCHOOL UNIFORM



We have a very smart and sensibly priced uniform. Our school colours are royal blue and grey with a variety of options to suit the weather. Governors and staff greatly appreciate your support in this matter because wearing the uniform shows a pride in our school and a sense of belonging.

BOYS

Grey Trousers
White School Polo Shirt
Royal Blue Jumper or
Royal Blue School Sweatshirt

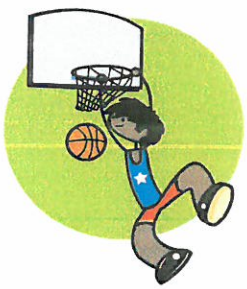
GIRLS

Grey Trousers
Grey Skirt / Pinafore
White School Polo Shirt
Royal Blue Jumper / Cardigan or
Royal Blue School Sweatshirt
Royal Blue / White
Check / Stripe Dress

The girls may wear smart grey trousers throughout the year. Leggings must not be worn.

Black leather shoes – small heel only – no trainers.

Polo shirts, sweatshirts and PE Kit are available from the school office.



Children will need Tee-shirt and Shorts for P.E and Games activities. These can be purchased from the school office at a very reasonable price (stocks permitting). All children need black pumps for indoor P.E and suitable footwear for games outside. Footwear is parent's responsibility.

ALL UNIFORM AND P.E KIT SHOULD BE CLEARLY MARKED WITH YOUR CHILD'S NAME AND P.E KIT SHOULD BE IN A SUITABLE BAG.

IN THE INTEREST OF SAFETY AND SECURITY NO JEWELLERY SHOULD BE WORN. CHILDREN WITH PIERCED EARS MAY OF COURSE WEAR STUDS BUT NO DANGLERS PLEASE.

SCHOOL MEALS AND LUNCHTIME

Parents have the following options for their child at lunchtime:-

1. Children can remain at school and eat a cooked meal. These are cooked on the premises and provide a nutritious, well-balanced lunch.
   MEALS ARE PAID FOR IN ADVANCE ON A WEEKLY BASIS EACH MONDAY MORNING. THE MONEY SHOULD BE SENT INTO SCHOOL IN AN ENVELOPE CLEARLY MARKED WITH YOUR CHILD'S NAME AND "DINNER MONEY".

2. Many children qualify for a free school meal – parents are responsible for filling in Application forms (which can be obtained from the school office), and taking them to the Civic Centre or the school with evidence of their benefits.

   Parents receiving Working Tax Credit may also be entitled to Flexible Charged Meals, this scheme has been running in Wolverhampton for approximately twelve months, if your child is eligible, you will have to pay £1 for a school meal for each child and must pay for milk if required.

3. Children can remain in school and bring a packed lunch but no glass bottles or fizzy drinks are allowed. The lunch should be in a suitable plastic container clearly marked with your child's name.

4. The children can go home for lunch, which is often an alternative they enjoy. Children should not arrive back at school before 1:10pm (KS1 & KS2), (12:55pm Reception) where there is supervision on the playground.

We try to make lunchtimes a happy time and therefore good behaviour is essential. Occasionally children persist in behaving in an unacceptable manner which may result in a behaviour report being sent home for you to see and sign, or if there is no improvement, the child may not be allowed to stay on site at lunchtime. This is rare and we look towards parents helping us to encourage our children to behave well and happily with each other. Learning to get on with other people is an important part of growing up. We have produced a "Dinnertime at Dovecotes" booklet which outlines our rules at lunchtimes (many of which the children produced themselves), a copy of this is available to every parent.

MILK

Milk is available at break time and is ordered and paid for termly at the beginning of each term. However, children eligible for free school meals (not flexible charge scheme) can also receive free milk. If milk is to be paid for, the money should be sent in an envelope clearly marked with your child's name and class. Whole milk is available for Nursery and Reception Children, children in KS1 and KS2 are only entitled to semi-skimmed milk.

BRINGING MONEY TO SCHOOL

All money coming into school for milk, visits etc., must be in an envelope marked with your child's name and the reason for the money. All money should be handed to the teacher during registration. School can take no responsibility for any other money your child brings in. No toys or valuables should ever be brought to school unless we inform you that a "quiet game" could be bought in on the last day of term.

SCHOOL FUND

Parents are asked for a voluntary contribution of £2.00 per school year payable in September. Fund Raising is vital to school to help provide items which our school budget cannot afford, and to supplement the costs of school visits / visitors. Various fund raising activities take place during the school year. We find that parents join in and have fun whilst helping the school!

FRUIT IN SCHOOLS

In 2002 the Government introduced a "National Fruit Scheme" for 4 – 6 year olds. Under the scheme each child will be entitled to receive a free piece of fruit each school day to encourage healthy eating. KS1 children have fruit instead of snacks or biscuits, KS2 are also provided with a piece of fruit each day.

Fresh water is available all day to our children from water coolers in each shared area, this is in accordance with Department of Health guidelines that children need to be drinking more fresh water especially in the afternoon to stop them from "flagging".

BREAKFAST CLUB

Mondays to Fridays 8.00am to 8.40am we have our Breakfast Club. As everyone knows Breakfast is the most important meal of the day and we know how difficult it can be sometimes to encourage children to eat a nutritious meal first thing in the morning. Our Breakfast Club can help you with this – breakfast will be cooked and served from our own kitchen every day during term time. There is an excellent mouth watering choice at good value prices, including toast, yoghurts, crumpets and cereal. Breakfast is on a self serve pay as you go basis – children must have the money with them, no money can be brought in later.

During our club, games are played and we encourage children to eat a good breakfast in happy surroundings and then be ready and alert for the start of the school day. Reception age children must be accompanied by their parents who must stay with them while they have their breakfast. All children can be unaccompanied but all parents are welcome to come and have breakfast with their child. Many parents stay and hear their child read and play games after breakfast.

CHANGE OF ADDRESS / EMERGENCY CONTACT

It may happen that in an emergency the school will need to contact you quickly. Please keep us informed of any changes in the information you have given us on previous occasions.

SCHOOL LOCKERS

Children in Years 5 and 6 are given the option of 'renting' a locker in school for the academic year, all we ask is a deposit of £5 to cover the cost of the key if lost, this deposit is refunded at the end of the summer term if the child hands back their key.

MOBILE PHONES

Mobile phones should not be brought into school, if your child brings in a mobile phone accidently or if you request that they do have their mobile in school, it must be taken to the School Office for safe keeping.

ABSENCE FROM SCHOOL

Lateness

Children who are late will be marked absent (unauthorised) if they arrive after the registers have been closed at 9:30am and 1:30pm, unless prior notice has been given. A record made of all children who arrive after 9:05; this record is monitored by the Headteacher and Education Social Worker and action taken where necessary. All children who are late or who are returning to school after medical appointments must report to the school office.

Absences

The school should be informed immediately, either by telephone, writing or in person of any child who is absent. If we do not know the reason for a child being away from then the absence is regarded as unauthorised.
If a child has not arrived in school by 9:20am and we have not heard as to why they are absent, the school will contact home to check on their whereabouts. Where contact cannot be made and no reason has been given for absence The Educational Social Worker will be asked to make a home visit.
Attendance registers are regularly checked by the Educational Social Worker on behalf of the Local Authority.

COMMON ILLNESSES

Impetigo	Exclusion until Doctor says it is safe to return to school
Athletes Foot	Child can still compete in swimming and gym activities But treatment is essential.
Shingles	Exclude for one week after appearance of lesions
Chicken Pox	Exclude from school for 5 days from start of the rash
Food Poisoning	Exclude from school until clinically fit with no diarrhoea For 48hours and where necessary Doctors results are Negative.
German Measles	Exclude for four days from appearance of rash
Glandular Fever	Exclude until there is clinical recovery
Measles	Exclude for seven days from onset of rash
Mumps	Exclude until there is clinical recovery
Scarlet Fever	Exclude until there is clinical recovery
Tuberculosis	Exclude until declared to be non-infectious
Whooping Cough	Exclude for 21 days from onset of paroxysmal cough

HEALTH

We have regular visits from the school nurse. Please contact school if you would like to see her.
Parents are asked to complete and sign and Emergency form so that we may contact them quickly should the need to arise. It is vital that any changes to this form be notified to the school office immediately.
The Governors and Staff have an active concern for health and safety throughout the school.

MEDICINE

School cannot take responsibility for administering medicines to children. However, parents are welcome to come into school to give tablets / medicines if this is essential during the school day. In special circumstances, parents should come to see the Headteacher so that specific arrangements can be made if necessary.

WINTER WEATHER

If we experience severe snow falls in the winter there are occasions when the school may have to close.

If the school has to take this action then the information will be relayed to the local radio stations as soon as possible. It is in your best interest to tune into one of these local stations should the need arise in order to receive the information you require.

Please also check on the 'Wolverhampton Today' Facebook page to check if school is closed in the case of a severe snowfall, please check that the school is open before bringing or sending your child to school.

ROAD SAFETY

Please help us to train the children to be careful whenever they are out on the roads.

Pupils should use the subway when crossing Ryefield.

Children in Years 5 and 6 may like to cycle to school, they must have a 'roadworthy' bicycle, and a lock to secure the bike to our bike rack, they must also have a cycle helmet which must be worn at all times when they are riding their bike. Letters to give your child permission to come to school using their bike are available from the School Office.

DOCUMENTS

THE FOLLOWING DOCUMENTS ARE AVAILABLE FOR PARENTS TO INSPECT:-

WOLVERHAMPTON CITY COUNCIL EDUCATION AUTHORITY CURRICULUM STATEMENT

ANY HMI REPORTS ABOUT THE SCHOOL

SCHOOL SCHEMES OF WORK AND POLICY DOCUMENTS

LEA's AGREED SYLLABUS FOR RELIGIOUS EDUCATION

ARRANGEMENTS MADE BY LEA FOR COMPLAINTS ABOUT THE SCHOOL

CURRICULUM APPROVED BY THE SECRETARY OF STATE

GOVERNOR's STATEMENTS ON CHARGING AND REMISSIONS CONCERNING SCHOOL VISITS

GOVERNOR's STATEMENTS REGARDING SPECIAL EDUCATIONAL NEEDS

SCHOOL STATEMENT ON EQUAL OPPORTUNITIES

SCHOOL STATEMENT ON MULTI CULTURAL EDUCATION

ANY STATUTORY INSTRUMENTS, CIRCULARS AND ADMINISTRATIVE MEMORANDA RELATING TO POWERS AND DUTIES UNDER WHICH HAVE BEEN SENT TO SCHOOL BY DFEE

ALL NATIONAL CURRICULUM DOCUMENTS

OFSTED REPORTS

LITERACY STRATEGY

FOUNDATION CURRICULUM

COPIES MAY BE MADE FOR PARENTS FOR A CHARGE TO COVER COST (EDUCATION REGULATIONS (1989))

DESTINATION OF SCHOOL LEAVERS

Aldersley High School	20 pupils
Bilbrook Middle School	3 pupil
Highfields Science Specialist School	1 pupil
North East Wolverhampton Academy	1 pupils
The King's Church of England School	1 pupil
Thomas Telford School	1 pupil
Smestow School	1 pupil
Adam's Grammar School	1 pupil
Codsall Middle School	1 pupil
St. Edmund's Catholic School	1 pupil

SCHOOL ATTENDANCE INFORMATION 2012 - 2013

Attendance	95.2%
Authorised Absences	3.9%
Unauthorised Absences	0.9%

The National Target for unauthorised absences 0.4%.

Total number of pupils on roll July 2013 (not nursery) 206 Pupils

SCHOOL TERMS AND HOLIDAY DATES

2013 - 2014

AUTUMN TERM 2013 :

Monday 2nd September – Friday 25th October

Holiday: Monday 28th October – Friday 1st November

Monday 4th November – Friday 20th December

Holiday: Monday 23rd December – Monday 6th January 2014

SPRING TERM 2014

Monday 6th January – Friday 14th February

Holiday: Monday 17th February – Friday 21st February

Monday 24th February – Friday 11th April

Holiday: Monday 14th April – Friday 25th April
(Good Friday / Easter Monday: 18th April / 21st April)

SUMMER TERM 2014

Monday 28th April – Friday 23rd May

Bank Holiday: Monday 5th May

Holiday: Monday 26th May – Friday 30th May

Monday 2nd June – Monday 21st July

Important Notes:

Teacher working days total **195** days. Pupils are expected to attend school on **190** working days within these overall arrangements.

Autumn Term 2014 commences Monday 1st September

In addition to these holidays there will be five extra days during the school year when the staff will be involved in in-service training.
Notice will be given of when school is closed to children for Staff Training.

We ask that you avoid booking holidays during the SAT's dates if you have children in Year 2 or Year 6, these take place during May.

Holidays during School Time are not authorised unless for exceptional circumstances, a holiday form must be requested from the School Office and returned for the Headteacher's decision.
(A fine may be imposed if children are taken out for a holiday during school time)

DOVECOTES PRIMARY SCHOOL
WOLVERHAMPTON

"LIVING AND LEARNING TOGETHER"
HOME-SCHOOL-CHILD AGREEMENT

School will:-

- Be open and welcoming to parents and carers
- Encourage children to do their best at all times and expect high standards of work.
- Encourage children to take care of their surroundings and others around them.
- Inform parents about their children's progess and what we will aim to teach them.

Staff Signature .....

Family will:-

- Make sure their child arrives at school on time – 8.55am for both Infants and Juniors.
- Make sure their child attends regularly and let us know on the first day of absence why their child is not in school.
- Attend Parents Evenings and Interviews to discuss their child's progress – one each term.
- Provide school uniform and suitable P,E Kit.
- Support policies in the School Brochure and Dinnertime at Dovecotes Booklet.
- When possible attend their child's Family Assembly.

Parents Signature .....

Child will keep the school's Golden Rules:-

- I will try my best in all lessons
- I will wear my uniform with pride.
- I will be friendly and not bully others
- I will talk about my problems and not get upset
- I will take good care of my school building and equipment in it
- I will keep my hands and feet to myself
- I will be sensible in the classroom, share areas and the playground

Child's Signature .....

Together we will:-

- Tackle any Special Needs
- Encourage the children to keep the school's Golden Rules
- Support children's learning to help them achieve their best

Home School Partnership

The education of children is a partnership between home and school and we feel that a good relationship between teachers and parents is very important. Parents are always welcome to visit the school and discuss the education of their children or to sort out problems, which may arise from time to time.

The Headteacher is always willing to see parents to discuss any difficulties or deal with enquiries.

Parent / teacher consultations are held every term. It is an opportunity for you to discuss your children's progress and see their work.

Written reports are sent home at the end of the school year in July and parents are given the opportunity to discuss the report and the year's progress with the class teacher.

It is important that parents keep the school informed of up to date telephone numbers and addresses and also of anything that might affect a child's performance.

The school has a homework policy which we ask parents to support. Children are encouraged to take reading books home every night. It is most helpful if parents can find time to hear children read at home and can also ensure that the books are cared for and returned each day.

Reading is of fundamental importance at this stage of education and children should be encouraged to join the local library. Parents may need to exercise some supervision over the children's choice of books to ensure that they are of the right level of difficulty.

The school expects all parents to sign the 'Home / School Agreement,' which outlines these main principles.

PASTORAL CARE AND DISCIPLINE

Behaviour in School

Every child has the right to an environment that provides opportunity to excel. The school has an obligation to provide these opportunities.

The school expects a high standard of discipline from children and in this respect has a clear Behaviour and Discipline Policy that promotes a positive approach. A system of rewarding good behaviour is actively encouraged and the policy outlines procedures for dealing with incidents of unacceptable behaviour. Parents will be involved in discussions at an early stage if children are not prepared to follow our good behaviour code of conduct.

Children are expected to have a respect for and a tolerance towards each other. Children are not expected to fight or to behave in an aggressive manner. Anti-social behaviour, racist behaviour and bullying will not be tolerated. Children are expected to resolve their differences by discussion and reason with staff and each other.

Parents are expected to support the school in its policy on behaviour. Parents may be asked into school to discuss persistent bad behaviour by their children. Parents are expected to work with the school in improving bad behaviour in their child.

Parental Involvement

All parents and friends are invited to help in school, supporting curriculum work, making costumes for presentations, sports day, Christmas, parties, fairs and in other events organised during the school year.
It is necessary for all adult helpers in school to have been checked by the Criminal Records Bureau. Forms are available in school.

Health and Welfare

Parents should inform the school of any medical conditions / allergies which may affect their child. Children who are on a course of medicines prescribed by a doctor should not be in school until they are better, since we are unable to administer medicines to children in school.

It is expected that children suffering with asthma will have a currently dated inhaler in school. The school keeps an emergency inhaler, which is regularly updated by the school nurse, to be used in emergencies.

The school medical service carries out a programme of health surveillance that includes height, weight, foot and skin checks and vision and dental screening. There is a team of three nurses who visit school and are available should you wish to discuss any problems concerning your child.

Parents are required to collect their child from school for medical or dental appointments, which are during the school day.

The Education Social Worker visits the school on a regular basis and may be consulted about welfare matters.

ACCESSIBILITY:

At Dovecotes, we are committed to promote educational and social inclusion and the values of independence and community. We do strive to ensure that access and opportunities are equally available to everyone, diversity is recognised as an asset, and the contribution of all individuals within our community is valued highly.

Dovecotes is an open and welcoming environment where we hope all parents and children can benefit and feel able to come in and discuss any concerns about accessibility they may have, physical or otherwise.

CHILD PROTECTION

At Dovecotes, we take very seriously, our duties as stated in the 2002 Education Act in safeguarding and protecting all children from significant harm. Staff work closely with all Wolverhampton agencies who are concerned with the welfare of children, ensuring the well-being and protection of all children in our care. To this end we seek to have an open and accepting attitude towards our children and hope that both children and parents will feel free to discuss concerns or worries which may affect the children.

We continually strive to make sure everyone sees Dovecotes as a safe place to be.