WELCOME TO WOODSLEE PRIMARY SCHOOL

If your child is to join us for the first time we welcome you as parents/carers and look forward to a happy and successful association over the coming years. If you already have a child here we are pleased to renew the links between us.

This booklet provides information on the school, its aims, curriculum and activities. We hope you find it useful.

The school is situated in Bromborough just off the A41. It has pleasant grounds and extensive playing field facilities. Brotherton Park, part of Dibbinsdale Nature Reserve, is adjacent to the school grounds. This is part of the Wirral Country Park and as such is a useful environmental resource for the school.

As we have a shared responsibility for the education and well being of your child, we seek to develop close co-operation and understanding between home and school. Throughout the year there will be many occasions - formal and informal - when you will have the opportunity to make contact with myself and staff. Please take advantage of these.

If you have any queries or concerns, please contact school to arrange an appointment to speak with either myself or members of staff.

If you are a parent wishing to register your child in school, please make an appointment to visit the school and to fill in the appropriate forms.

In the interest of security, please use the main door and report to the office when visiting the school.

Our Year 6 children have the opportunity of taking part in the local authority's selection procedure for grammar schools. Full information on this selection procedure and on Secondary Education generally in the Wirral may be obtained from school or the Education Office. The majority of our children transfer to South Wirral High School or the Wirral Grammar Schools.

The school was last inspected in January 2007. A copy of the Ofsted Report, following this successful inspection, is available from the school office.

In March 2007, we renewed our Investors' in People status.

The information in this brochure, as required by law, is correct at the time of publication but it cannot be assumed that there will be no changes in the arrangements described during the course of the year or in subsequent years.

A. Evans
Headteacher

DETAILS OF SCHOOL

Woodslee Primary School
Croft Avenue
Bromborough
Wirral
CH62 2BP
Telephone No (0151) 334 1406

schooloffice@woodslee.wirral.sch.uk

Headteacher: **Mrs A. Evans**

Deputy Headteacher: **Mr S. Pugh**

Senior Staff: **Mrs C.Allason (KS1/Foundation Stage)**
Mr G.Sambrook (KS2)

The school is a county community school for pupils of either sex aged 3 –11.

Number of pupils on roll at September :338 (including Nursery F1)

GOVERNORS

Chairman of Governors: Mr J Dunne (Co-opted Governor)

The Governing Body also comprises the following members:

Vice Chair: Mr R Bugg (Co-opted Governor)

Mrs B Green (L.E.A.)
Miss A Moore (L.E.A.)
Mrs K Coughlin (Parent Governor)
Mrs S Evans (Parent Governor)
Mrs S Oliver (Parent Governor)

Mr C Peake (Parent Governor)

Mr S Sambrook (Teacher)
Mrs A Evans (Headteacher)

There are named Governors with responsibility for S.E.N., Literacy, Numeracy, ICT, Health & Safety and Premises.

SCHOOL TERMS 2008/2009

Autumn Term:

Open Tuesday 9:00am 2 September 2008 (Teachers)
Open Wednesday 9:00am 3 September 2008 (Pupils)
Close Thursday 3:15pm 23rd October 2008 (Pupils)
Open Monday 9:00am 3rd November 2008
Close Friday 3:15pm 19th December 2008

Spring Term:

Open Monday 9:00am 5th January 2009
Close Friday 3:15pm 13th February 2009
Open Monday 9:00am 23rd February 2009 (Teachers)
Open Tuesday 9.00 am 24th February 2009 (Pupils)
Close Friday 3.15 pm 3rd April 2009

Summer Term:

Open Monday 9:00am 20th April 2009
Close Thursday 3:15pm 21st May 2009 (Pupils)
Open Monday 9:00am 1st June 2009
Close Thursday 4th June 2009 (European Elections)
Close Tuesday 3:15pm 21st July 2009

May Day Bank Holiday – Monday 4th May 2009.

European Elections – Thursday 4th June 2009 (Also Staff Training Day)

STAFF TRAINING DAYS 2008/2009

2008	2009
Tuesday 2nd September	Monday 23rd February
Friday 24th October	Friday 22nd May
	Thursday 4th June (European Elections)

School Day:

KS1:	9:00 am - 12:00 noon	breaktime	10:35 am - 10:50 am
	1:00 pm - 3:15 pm	break time	2:00 pm - 2:15 pm
KS2:	9:00 am - 12:10 pm	break time	10:35 am - 10:50 am
	1:05 pm - 3:15 pm	break time	2:05 pm - 2:15 pm

Twenty-two and a half hours are devoted to teaching time weekly in KS1 and twenty-three and a half hours in KS2.

When the weather is wet, children will be allowed to come into the school building from 8.50 am.
A teacher is on duty at that time on both yards, each day.

Foundation 1 (Nursery) Sessions:

Morning	9:00 - 11:30 am
Afternoon	12:45 - 3:15 pm

FOUNDATION 1 (NURSERY EDUCATION)

School has an educational Nursery (F1), which can accommodate 52 children on a part time basis, 26 mornings and 26 afternoons.
A copy of the school's admission policy for the Nursery is available from the school office.

Admissions Policy

A place in our Nursery/ F1 class does not guarantee admission to Woodslee Primary School. We, like all schools, have a catchment area, and all children living within this zone are entitled to a place in our school. Any parent wishing to send their children to a school other than that which serves their catchment area may apply to the Education Authority seeking their approval.

Parents requiring a Reception (Foundation 2) place must complete a Primary Admissions Form for Wirral Local Authority stating their preferences. Wirral Local Authority is responsible for the co-ordination of this scheme.

	Members of Staff	Curriculum Responsibilities
Headteacher :	Mrs A Evans	
Deputy Headteachers:	Mr S Pugh	
Teachers:		
	Mrs C Allason	Leader of Foundation Stage & KS1 English
	Mrs D Andrews	0.5 (Support Teacher)
	Mrs R Boult	Music
	Mrs S Callander	Special Educational Needs (SEN)

	Mrs J Davidson	Personal, Social & Health Education (PSHE) & Citizenship
	Mrs J Flyn	Religious Education (RE)/Geography
	Mrs M Litherland	ICT
	Mrs G Owens	Physical Education (PE)
	Mrs M Ray	History/Geography
	Mr G Sambrook	Leader of KS2, Assessment Mathematics, DT
	Mrs C Shepherd	Art
	Mrs D Wroblewski	Science
	Mrs C Dutton	Education Inclusion Base (E.I.B)
Classroom Support:	Mrs R Hyland	(Teaching Assistant Level 3)
	Mrs C King	(Teaching Assistant Level 3)
	Mrs C Redmond	(Teaching Assistant Level 3:
	Mrs L Goulding	(Teaching Assistant Level 2)
	Mrs E Waring	(Teaching Assistant Level 2:)
	Miss S Ahmed	(Teaching Assistant Level 3)
	Mrs J Cove	(Teaching Assistant Level 2)
	Mrs H Stockwell	(Teaching Assistant Level 2)
Secretaries:	Mrs G Phillips/ Mrs C Brennan	
Caretaker:	Mr R Marrs	
Cook-in-charge:	Mr C Lee	
Senior Mid-day Supervisor:	Mrs C Cromwell	

WOODSLEE PRIMARY SCHOOL

SCHOOL MISSION STATEMENT

At Woodslee Primary School, we strive to create a caring and secure environment, where everyone feels happy, confident and valued. By providing challenging and stimulating learning experiences, we aim to encourage enquiring minds with an enthusiasm to learn.

SCHOOL AIMS

- To develop good working relationships that promotes a happy school environment, where children feel secure and confident.

- To encourage a sense of pride and respect for each other and our community.

- To enable children to learn how to learn and enjoy the processes of discovery and acquisition of knowledge, skills and attributes.

- To provide children with the experiences and support to enable them to acquire self-confidence, self-discipline, self-motivation and independence.

- To encourage equality of opportunity by being a community where everyone is valued culturally, morally and socially.

OFSTED INSPECTION

We received a good report following our recent inspection in January 2007. The report highlighted the following strengths of the school:

- **The school is well led and managed. Leaders and managers at all levels, including the governors provide a very good role model for pupils.**

- **The quality of teaching and learning is good and contributes well to the good achievements of pupils.**

- **Pupils achieve well and attain above average standards throughout the school.**

- **A considerable strength is the excellent behaviour and very positive attitudes of the pupils.**

These areas for further development were identified:

- Raise the quality of provision in Nursery (F1).
- Involve the pupils more in their own learning and assessment and give them a more potent role in decision-making.
- Ensure that teaching assistants are fully utilised throughout the whole of the lessons.
- Improve the arrangements to support pupils with special gifts or talents.

The staff and governing body produced a detailed Action Plan for these areas, all of which are now in process.

Should you wish to see or have a copy of any document relating to the school's curriculum or statutory instruments and circulars sent to school by the Department for Education and Employment about the Governors' powers under the Education Reform Act, please apply to the Headteacher in writing.

THE CURRICULUM

Emphasis is placed on the development of skills, concepts, knowledge and understanding in Mathematics, English, Science, Religious Education, PSHE, Physical Education, Humanities (History and Geography), Creative Arts (Art and Music), Design Technology (DT) and Information & Communication Technology (ICT).

The Foundation Stage (F1 and F2) curriculum follows the Stepping Stones leading to the Early Learning Goals at the end of F2. The curriculum enables children to access a range of learning experiences at the appropriate level and develops the whole child. Structured Play through 'Continuous Provision' is integral to this. A structured play area has been developed outside the F2 classes with a special surface and secure fencing and is used by all our Foundation children.

In F2, the children are introduced to Guided Reading using the Oxford Reading Tree – the language and reading scheme they will follow. Phonics is systematically taught using Letter land. A range of mathematical activities are provided and a practical approach is adopted based on the Stepping Stones and Early Learning Goals. In the summer term the children are introduced to the literacy and numeracy strategies. Throughout the Foundation Stage, children are continually assessed using the Foundation Stage Profile.

In following the Government's revised Literacy and Numeracy Strategies at both Key Stages, we use Collins Mathematics as the main scheme for the school and Ginn 360 as the lead Reading Scheme for Key Stage 2 to support this work.

The Music Express Scheme is used to teach music throughout the school. It provides the children with many musical experiences from composing to performing.

All children from Year 1 to Year 6 are taught in line with the National Curriculum orders. Since many skills and concepts are common to several National Curriculum subjects - history and geography for example - a cross-curricular approach is often adopted.

Within each class, all of which are mixed ability, there is a mixture of whole class, group and individual teaching. Children are grouped according to ability in Mathematics and English within the classroom. However, currently the children in Key Stage 2 are set into broad ability groups for English, Mathematics and Science.

National Curriculum statutory orders for all subjects, circulars and administrative memoranda relating to powers and duties under Chapter 1 of the Education Reform Act (The Curriculum) are available in school on request, as are the LEA statement on its curriculum policy and the school's curriculum guidelines.

Our current ICT Suite of 16 PCs has been running since January 2008. The suite is supported by a scanner, digital camera and a projector and screen to enable teachers to model tasks for the children. We have a total of 33 PCs available for school use. A trolley with 16 laptop computers and projector, (RM Note bus), together with Digital Cameras are available to support ICT in the classroom.

We have 5 interactive whiteboards and projectors, three are installed in the three Y5/6 classes, a Year 3 /4 class and one in a Y2 class. Two of these whiteboards were provided by the LEA as part of their Interactive Whiteboard Scheme, one was purchased by the School Association and the other two were purchased from the

school's ICT budget. The whiteboards are linked to existing PCs in the classrooms and, with their link to the Internet, provides an excellent teaching and learning resource.

ICT is currently a development action of the school. We have undertaken an audit of staff skills and a systematic training programme is in place, linked to cross curricular planning and assessment.

. A risk assessment has been completed for the computer suite (updated annually) to ensure it is a safe environment in which the children can work.

Aspects of Sex Education are, in the main, included within the PSHE and Science curriculum. The delivery of this topic varies within the school ranging from discussions in circle time, formal lessons and through drama. The school nurse and other relevant outside agencies are invited into school where appropriate. A video is used as the basis of discussion for children in Years 5 & 6 and parents are invited into school to see this before it is presented to the children. Any questions posed by the children within these lessons will be answered appropriately and in accordance with Local Authority Guidelines. The school also follows a scheme of Drug Education integrated in our PSHE curriculum and appropriate to the age and needs of our children.

Parents do have the right to withdraw their children from Sex and Relationships Education should they so wish but are invited to discuss this with the Headteacher before reaching a final decision.

The school aims to aid all children to attain their full potential through 'Every Child Matters' agenda.
We aim to work with parents/carers to achieve this by liaising closely with other agencies, where appropriate, to further support children.

Attendance/Absence Rates

During the school year 2007/2008 there were - 94.9% attendances
5.1% authorised absences
0.02% unauthorised absences.

Targets

We are required to set and publish targets for our children achieving Level 2 or above at the end of Key Stage 1 (Year 2) and Level 4 or above at the end of Key Stage 2 (Year 6).

Our targets are as follows:

Key Stage 1	2009
Reading (task & test)	92
Writing (test)	88

Key Stage 2	2008		2009	
	L4	**L5**	**L4 +**	
English (test)	88	40	**82**	-

Maths (test)	96
Science (TA)	92

Maths (test)	88	43	86	-
Science (test)	93	62	87	-

PLEASE SEE TEST RESULTS AT BACK OF THIS BOOKLET.

At Woodslee we aim to maximise the potential of each child and to respond to the whole child by developing the learning styles of all pupils. We aim to do this by taking into account social, emotional and intellectual needs by:-

1. Promoting an early identification of children with special needs.
2. Providing extra resources for the child with special educational needs to fulfil his or her potential.
3. Promoting an awareness of children with S.E.N.
4. Ensuring access to the National Curriculum and offering modifications and dis-application only when necessary.
5. Promote a policy for Inclusive Education.
6. To teach children social, emotional and behavioural skills.

At Woodslee we put great emphasis on learning support and aim to improve the learning environment for everyone. Our aim is that our school will be inclusive of all children whatever their needs and abilities.
Parents are informed if their child is to be entered on to the school's Special Educational Needs Register. Meetings are held between parents, class teacher and S.E.N. co-ordinator, where appropriate, to keep parents informed and involved in their child's progress. If parents have a query or concern about the school's S.E.N. provision, they should contact the S.E.N. co-ordinator or Headteacher to arrange an appointment to discuss the matter.

The school has an Education Inclusion Base, (E.I.B), catering for Autistic pupils, which is staffed by a specialist teacher and teaching assistant. We aim to integrate these children into mainstream classes when and where appropriate, as part of their inclusion plan. Similarly children within the mainstream classes will have access to this additional resource when appropriate to their development.

Alongside our SEN Co-ordinator, we have a part-time (0.5) teacher who supports groups of children currently in upper KS2, liaising closely with the S.E.N. co-ordinator and class teachers. She works with groups of children, who need support in basic skills, particularly Literacy and Numeracy. . The L.A. Learning Support teacher visits the school regularly to assess and review S.E.N. children and advise staff when necessary.

The school has links with a wide range of support agencies - Learning Support Service, Educational Psychology Service, Gilbrook Outreach for Behaviour, School Health Service, Hearing and Visually Impaired Services, Speech Therapy Service, Educational Welfare Service, Social Services - with whom we may consult and work on behalf of the children with special educational needs.

Both Key Stage 1 and Key Stage 2 are accessible for wheelchairs, one being flat and the other having a ramp. Foundation Stage 1 and 2 and indoor girls' toilets have specially fitted handrails and taps. There is a disabled toilet in the main building. Our Main Entrance has been improved for easier access for visitors.

Copies of Local Education Authority and School Policies for S.E.N. are available in school for reference. To see or receive a copy of these policies, parents may make a written request to the Headteacher.

SEAL (Social and Emotional Aspects of Learning)

We teach social, emotional and behavioural skills to all our children. We explicitly tackle relevant issues through assemblies, circle time and "taught" SEAL sessions.

SEAL underlies almost every aspect of school, home and community life, including effective learning and getting on with other people. The government has provided schools with a structured whole curriculum framework for teaching these skills to all children. This approach has now been adopted by our school and makes a significant contribution to our provision for children's personal, social and emotional development.

Able Children

We identify and keep a register of children who are particularly able in a variety of fields e.g.

- academic ability
- musical talent
- sporting ability
- dramatic talent
- creative ability
- leadership ability
- mechanical ingenuity
- interpersonal skills

We aim to provide for these children by differentiation of work, extension and enrichment work, grouping within the class/year, out of school clubs and activities.

Religious Education

The school is not affiliated to any religious denomination and Religious Education is given in accordance with the Agreed Syllabus for Wirral Schools. Parents have the right to withdraw their child from such instruction and from daily school assemblies. If they wish to exercise this right they should write to the Headteacher. If any children are withdrawn from Religious Education, alternative activities are negotiated with their parents.

We enjoy close links with the Gospel Hall. Members from the Chapel regularly visit school to take assemblies with the children. The Chapel presents each of our children with a Bible in Year 5.

Music Tuition

Peripatetic Music tuition is encouraged for Key Stage 2 children interested in playing the violin, brass and woodwind instruments (clarinet/flute). A charge is made for this is Tuition (see Charging for School Activities).

Recorder and choir groups are organised as extra-curricular activities by members of the teaching staff.

Children, who play instruments, occasionally perform during morning assembly.

Groups of children take part in the annual Bebington Schools' Music Festival.

Sport

Within PE and Games lessons, we seek to develop a variety of skills - throwing, catching, dodging, striking a ball - needed when participating in a variety of sports. Some athletics activities - running, jumping and throwing - are developed during the summer term. School holds a Sports Day for all key stages in the Summer Term. The school has achieved the Active Sports Mark in recognition of the sporting activities and opportunities offered to the children.

We are involved in the School Sport Co-ordinator Education Training Programme. Bebington High School is our Sports College and we also have close links with Wirral Girls' Grammar School and four other local primary schools. The aim of the project is to increase and improve the provision of physical education and sport opportunities for our children. As part of the programme, we are involved in a variety of competitions with the other primary schools – indoor athletics, 5-a-side football, rounders and tri golf. Coaches come into school to work with children across our age range to develop football, tennis and multi skills.

All teaching and support staff have taken part in TOPS training for both gymnastics and games.

In the cross-country club, the children are encouraged to improve their overall fitness through a range of cardio-vascular activities such as circuit training, aerobics and running. Teams of children take part in the Wirral Cup competitions and some have represented Wirral in races against other neighbouring authorities. This year our children won the Wirral Tag- Rugby Festival.

During this year, it is hoped that KS2 children will be able to resume swimming lessons at the Oval Centre, Bebington. This centre has recently been refurbished. It is expected that all children in KS2 will be able to resume these sessions on a timetabled block system. The children are taught by either the Leisure Services Swimming Instructor or by a member of the school's teaching staff who, as a minimum, holds the Wirral Water Safety Certificate.

Charging for School Activities

School trips and visits form an important part of our curriculum and parents may be asked to pay a contribution towards their cost. Children will not be excluded from a visit because of parents' inability to contribute. If insufficient money is raised for the visit, it may be necessary to cancel it.

Parents may also be asked for a contribution towards workshops/visitors working with children. They may also be asked to contribute towards the cost of repair or replacement of an item of school property damaged or lost as a result of their child's behaviour. A charge is made for instrumental music tuition provided by the Authority's Instrumental Music Service in groups of up to four.

Homework

Children will be expected to complete a variety of tasks at home, as detailed in the school's Homework Policy. Parents are advised by relevant Year Groups as to the homework requirements.
We reviewed our provision for homework in autumn 2007. This is to be reviewed annually in light of the needs of our pupils.

Organisation of Pupils and Teachers

The school's budget is delegated to the Governing Body under the LMS Scheme and, consequently, the number of teaching staff employed is determined by the budget allocation and the number of pupils on roll. As year groups vary in size, it is invariably necessary to have classes of children from more than one age group.

The school organisation for 2008/2009 is :

Morning and afternoon Nursery (Foundation 1) – maximum of 26 children in each
2 Reception (Foundation 2) classes
1 x Year 1 class
1 x Year 1 / 2 class
1 x Year 2 class
3 x Year 3 /4 classes
3 x Year 5 /6 classes

1 x Education Inclusion Base: 8 children

As each class consists of children of differing abilities, work is designed to meet individual/group needs.

The children in Key Stage 2 are regrouped for English, Maths and Science.

Behaviour

We aim to establish good home/school relationships, so that we may help all children to develop respect for themselves, for others and their property. We operate in school with a set of rules that all children can follow. We reward children for success with stickers and the 'Half Term Reward'. When children have difficulties, they are supported by staff to consider the implications of their actions. Parents are involved with school at a very early stage to support their child fully. If a pupil's behaviour is causing concern, the Headteacher will contact parents with a view of working together to resolve the problem. Equally, if a parent is concerned about any aspect of school, they should contact the Headteacher immediately. On their child's admission to school, parents are asked to share the rules with their child and sign that they support the school's behaviour code. The school also has a clear policy

and procedure for the prevention of bullying in place. This practice is reinforced continually through our secure monitoring systems and our SEAL curriculum.

School Council

We have an extremely enthusiastic and active School Council and within this each class has a representative. The council meets regularly with the Deputy Head. During the last year, the council has developed the theme of healthy schools through food tasting, healthy snacks and the purchase of water bottles for school. Last year, three of council members represented school at the Wirral Children's Parliament and were awarded the prize of winners for their debate on the environment.

Absences/Holidays

If your child is to be absent from school, through illness, please contact school to inform us.

On returning to school following any illness, your child should bring a note explaining his/her absence.

We discourage parents from taking their children on holiday during term time as this disrupts their children's education and often unsettles them on returning to school

If, however, taking children on holiday during term time is unavoidable, a form requesting absence for a holiday is obtainable from the school office**. It must be noted that we may only authorise absences to a maximum of ten school days in any one school year for a holiday.**

Year 2 + Year 6 Parents should note that during May SAT Testing takes place for these Year Groups and to be advised that it is very important to avoid holidays at this time.

We monitor punctuality every week. It is important that pupils arrive in school on time, so that lessons may start promptly. We work closely with our ESW to support attendance issues.

If your child is to attend a dental or medical appointment during school hours, please send a letter to school informing us of this. A pass from school is required should you be approached by a Truancy Officer when out of school during the school day. If your child is late for school please enter their name in the book by the office, so that we know who is in the building for safety reasons.

Medicines

Medicines may only be brought to school to be administered by staff if

- a child has a chronic illness or long-term complaint such as asthma, diabetes or epilepsy.

- a child needs to take a prescribed drug such as Ritalin, (for ADHD).

PLEASE ENSURE THAT THESE ARE CLEARLY LABELLED WITH NAME AND DOSAGE.
(For further details, please refer to our 'Medicine Policy')

'Friend's of Woodslee'

All parents were recently consulted and voted that everyone in the school community could be involved in school events, fund raising etc. The aim is to strengthen relationships between home and school for the benefit of the children. During the year, school organises a variety of fund raising events and social activities. Through recent fundraising, school has developed ICT and Playground facilities. Parents are kept informed of events by a newsletter and letters home informing of forthcoming events. Notice boards advertising forthcoming activities, etc., are situated outside the entrances to school. We have also recently launched our own school magazine ' Woodslee News', which is generated by the children, overseen by Mr Pugh.

Parental Involvement

The school seeks to develop closer home/school links with home in order to:-

- to better inform parents of the activities in which their children are involved by means of workshops, open days and information meetings.

- to provide opportunities in which parents may develop their own interests or skills. We have many Parent Helpers who support the school helping in classroom activities, school visits and Reading Partnership. Several parents have also successfully trained in NVQ2/3, whilst helping within school.

Two parents' evenings are organised during the school year to discuss your child's progress with his/her class teacher. Should you wish to discuss any issue concerning your child with either his/her class teacher or the headteacher, please contact school to arrange an appointment.
Each class performs an assembly on Friday mornings for the rest of the school and their parents. From September 2008, school has organised these to include refreshments and a crèche for parents. In addition, the school aims to promote curriculum involvement for parents through termly, 'spotlights' on curriculum areas. In the summer term, parents enjoyed a 'French Coffee Morning' with staff and children within the development of MFL. From September 2009, we will be inviting parents to Year Group Meetings, to share more information about curriculum and routines.

EXTENDED SCHOOL: Out of School Care

From September 2009, we shall be offering both Breakfast Club and After School Club. Maria and Alan Hudson from ' Paintbox', will be our new providers. This provision has been set up after full consultation with all our parents

School Uniform

We encourage the children to wear school uniform:-

Girls	Light blue blouse	**Boys**	Light blue shirt
	Grey skirt, grey pinafore or grey trousers (winter wear)		Grey trousers
			Grey socks
	Sweater/cardigan/Sweat shirt - Navy-blue		Sweater/Sweatshirt - Navy Blue
	Blue gingham dress (summer wear)		
	School tie		School tie

Reversible fleece jackets with the school logo are available through the School Office.

Jeans, denims, and tracksuits are not acceptable.

School PE t-shirts and sweatshirts are available through the School Office, as well as the school tie, book bags and pump bags.

P.E. kit is plain coloured t-shirt, plain coloured shorts, and pumps. The older pupils will require appropriate change of clothes for outdoor games. Children will be taught to swim during their later years in school and should therefore have swimwear available as from that time.

Between Autumn Half Term and February Half Term, KS2 pupils are permitted to wear jogging/tracksuits for outdoor games.

Please ensure that all items of clothing are named.

For safety reasons, jewellery should not be worn for school, apart from earrings (one pair only), which should be of the stud variety, preferably with no sharp point at the rear. For P.E., Games, Swimming etc., earrings must be either left at home or removed by the child as they must not be worn for any of these activities. If a child is unable to remove earrings safely, it is best to send your child with some plasters to cover over for P.E.

Children should not bring toys, sweets or mobile telephones into school.

Extra-curricular Activities

At lunchtime and after school hours, there are various activities organised for the children. From time to time the following activities may be offered: Recorders, Tennis, Badminton, Drama, ICT, Choir, Chess, Science, D.T, Spanish, Cross Country, Multi-Games and Football

Educational Visits

Educational visits or visitors are organised throughout the year. These are carefully planned to stimulate and widen the children's experience. Parents will be asked to contribute towards them (see Charging for school activities). It is hoped that all parents will appreciate the benefit gained from these visits or visitors as it is only through home/school co-operation that these invaluable activities can continue to take place.

School Meal Arrangements

Children can purchase a meal for £2.00 at lunchtimes.

Pupils may also bring a packed lunch or go home for lunch.

If you wish your child to change from school meals to packed lunch or from packed lunch to school meals, please arrange for your child to change at the beginning of term or half-term, giving at least two weeks' notice in writing, to facilitate the ordering or cancelling of food stocks.

Enquiries about school meals should be made to the Education Department, Hamilton Building, Conway Street, Birkenhead.

If you think your child is entitled to free school meals, please contact the Education Department at the above address.

Complaints Procedure

In accordance with Section 23 of the 1988 Education Reform Act, the Authority has adopted a procedure to deal with complaints about the curriculum. Most complaints are settled quickly and informally at school level: the complaints procedure exists for those parents who wish to pursue a complaint through more formal channels. A copy of the complaints procedure is available from school or directly from the Education Department, public libraries and public information offices.

Future changes

Parents will be informed as and when any changes within the school occur.

General information about all schools in the Wirral area is available from the Education Department, Hamilton Building, Conway Street, Birkenhead, district information offices located in Bebington, Wallasey Town Hall, The Mount, Heswall, and public libraries.