



# Kirk Smeaton Church of England Primary School Prospectus

## 2023/24

## Welcome

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Here, at Kirk Smeaton Church of England Primary School, we believe life is different ... children are individuals and our aim is to help each of them discover, believe in and fulfil their true potential.

We have a dedicated teaching team, led by enthusiastic teachers who continually seek out new and innovative ways for our children to learn. We encourage children to be interested in their own learning, through helping them set and assess their own targets. This way they learn to continually stretch themselves and realistically assess how they are doing; a valuable skill they can take with them throughout life.

Here, at Kirk Smeaton School, we have children who are encouraged, inspired and, quite simply, love being here to learn. Our rewards are to see each child flourish and grow in confidence throughout their time at our school.

We hope you will enjoy reading our prospectus, which will give you a feel for life in our school, and how we work together with parents to help all our children succeed.

We live our lives as God taught us. Our vision is simple, 'Let God's love SHINE as we care for each other and learn together.' Our core values are focused around SHINE and these are:

- **Safe**- we all need to safe and treat other safely.
- **Health**- we need to healthy in body and mind and help others when required.
- **Independent**- believe in yourself and you can move mountains.
- **Nurture**- we nurture everything around us, parents, children, wildlife, staff etc and we try to make a positive impact of things we feel strongly for.
- **Equal**- everyone matters and everyone is equal, treat everyone with respect.

They help us work in collaboration, understand others and their needs and help us all to make a positive contribute to life.

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Mrs Hannah Cuddy  
Head Teacher

Mr Harvie Palmer and Mrs Rebecca Rawson  
CO Chair of Governors

# Our Team

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## Our Staff Team

**Headteacher** Mrs Hannah Cuddy

**Teaching Team** Mrs S Peart  
Mrs H Jones  
Miss Hallwood  
Mrs M Holmes  
Mr Morgan

**Admin Team** Mrs Jay Maltby  
Mrs Anita Marner

**Classroom Team** Mrs Fiona Holt  
Miss Lyndsay Harrison  
Mrs Louise Lister  
Mrs Margaret Whittles  
Mrs Amanda Greenaway  
Miss Cassie Whittles  
Mrs Sadie Sheen

**School Cooks** Mrs Kelly Helstrip  
Mrs Elaine White

**Lunch Time Supervisors** Mrs Sadie Sheen  
Miss Lyndsay Harrison  
Mrs Margaret Whittles  
Miss Cassie Whittles  
Mrs Louise Lister

**Caretakers** Mr Darren Holmes

## Our Governing Body

**Chairperson** Mrs Rebecca Rawson  
(Parent Governor)

**Vice-Chair** Peter Hudson  
(Parent Governor)

**Parent Governors** Mark Suaznabar  
Kay Crossley

**Foundation Governors** Mrs Rebecca Rawson  
Mrs Carol Cessford

**Local Authority Governors** Harvie Palmer  
Vacancy

**Community Governors** Chris Smith

**Staff Governor** Mrs Sadie Sheen

**Headteacher** Mrs Hannah Cuddy

# Our School Day

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## **The School Day**

The school day starts at 8.40am and finishes at 3.10pm.

We have an after school club and private providers providing sports clubs from 3.10pm until 5.30pm.

## **Snacks and drinks**

We encourage a healthy diet in our school, and do not allow our children to bring sweets onto our premises. As part of a Government Scheme, all children in Reception, Year 1 and Year 2 are provided with a fruit or vegetable snack for morning break. Children in other years are encouraged to bring in their own fruit from home. All children are asked to bring a water bottle to school with fresh water (no juice or pop) daily.

## **Lunchtimes**

Lunchtime is an important part of the school day, where children enjoy a healthy meal together. We have our own cooks who prepare a two-course school dinner every day from fresh ingredients, along with freshly baked bread. Our emphasis is on promoting a healthy, varied diet. You can find further information on school lunches and sample menus at the North Yorkshire website, details of which are given in the 'Useful Contacts' section.

A high proportion of our pupils have school dinners every day, which can be paid for on a weekly or termly basis. For those children who prefer to bring in packed lunches, we still encourage these to be healthy and well balanced. This usually incorporates a sandwich, a piece of veg (carrot sticks), a piece of fruit and a yoghurt. Fresh water is available on the table. All of our pupils, including those with packed lunches, eat together in our school hall. Children in Reception – Y2 have are entitled to a free dinner, we encourage all parents to take this offer up as it helps support children in eating a diverse range of foods.

## **Attendance and Holidays**

Each half-day session begins with registration. If your child is absent for any reason, please let us know. You can do this either by note, visit or telephone call to school. Any absence without this notification has to be entered as unauthorised in our records. We are proud of the good attendance record of our children, and always encourage parents to take family vacations only during school holidays. The dates of these are circulated through our regular newsletters and are available well in advance on our website.

# Our School Life

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## School Uniform

Our school uniform consists of red jumper or cardigan, white or red polo shirt and grey trousers, shorts, skirt or pinafore. During the summer months girls may wear red and white checked or striped dresses. All pupils must wear black sensible school shoes for indoor and outdoor use (not trainers). Children are expected to bring a labelled carrier with a pair of trainers for outdoor PE and muddy playtimes. Children in Starfish are asked to bring wellies instead of trainers in a strong plastic bag (labelled with their name) that can be left on their pegs. From November to March we ask that children wear trousers or tights to keep warm in the winter months. We do not allow jewellery to be worn in school, with the exception of a wristwatch. Children should not wear earrings at school and cannot take part in PE with them in.

Our PE kit consists of black close-fitting shorts, red t-shirt and black indoor trainers (outdoor use). In winter, pupils will also need a black tracksuit for outdoor PE.

Sweatshirts, cardigans, polo shirts, PE t-shirts and other items of clothing for school can be purchased, embroidered with the school's name and emblem, from <http://www.school-shop.co.uk>

## Class Organisation

We have four main teaching classrooms: Starfish, Dolphins, Lions and Eagles. Currently Nursery and Reception are in our Foundation Unit, Starfish, with Miss Hallwood. Year 1 and 2 are in Dolphins with Mrs Jones and Mrs Peart; Years 3 and 4 are in Lions with Mrs Holmes and Eagles class, our Years 5 and 6 children are with Mr Morgan. Classrooms also benefit from having experienced, well-trained classroom assistants.

# Starfish Explorers

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We have an afternoon nursery, the 'Starfish Explorers'. We take children the term after their 3rd Birthday. If you would like your child to attend, please contact the school office to secure your child's place. All children in Nursery are required to wear school uniform. We appreciate this may be difficult due to sizing, so we ask for a red polo neck t-shirt and grey or black trousers or leggings with a red jumper.

Kirk Smeaton Nursery runs in the afternoons from 12.30-3pm, Went Valley pre-school offers a morning and dinner session, together we are therefore able to provide a full day of nursery provision for your child. We ask that parents pre book the sessions that are needed.

[Let God's love shine as we care for each other and learn together.](#)

# Our Parent Partnership and communication

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## **Working Together**

Success in school is very much a partnership, and we do need your support. We are very keen to work with our parents to support our children. Our teaching staff are available at the end of every school day to talk with you about any concerns or successes you would like to share. If you need to discuss anything more fully with us, then we will arrange a mutually convenient time to talk with you. We have a formal parent's evenings during the Autumn and Spring Term. If, however, you have concerns about your child between please speak to us.

## **Newsletter and communication**

We use dojo throughout school to share learning and messages. We also use Arbor for trips, wrap around care and official letters as well as fortnightly newsletters via email. Please share newsletters with other members of the family that may pick up and drop off as there is lots of information that they may need to be aware of. We also have a text message service that will be used if required.

## **Homework**

We know that children learn best through a partnership with home, and value the support that parents and carers give. All children are encouraged to read at home, with the support of their parents. From Year 1, children also have a range of homework tasks each week. These include workbooks, spellings and IT games to consolidate their learning in mathematics and English. They also include more open ended research projects that enable children to develop their own research skills and to choose how to display their findings. Homework diaries are used to record progress and to highlight any concerns or problems.

## **Pupil School Reports**

In Autumn and Spring term we share targets that are specific to supporting children progress. In the Summer Term, we send home a comprehensive written report for each child, giving detailed information about what your child has achieved throughout the school year.

## **Church Services and School Performances**

We hold School Services in our parish church of St Peters to celebrate events such as Harvest Thanksgiving, Christmas, Easter etc. Throughout the year, we have numerous performances in our main school hall, which are open to parents, families and members of our community.

[Let God's love shine as we care for each other and learn together.](#)

# Our Indoor Facilities

## **School Building**

Our school building is over 170 years old and originally consisted of only two classrooms. To house our increasing school community, we have, over the years, considerably extended our facilities. The main building now includes: three classrooms (Starfish, Lions and Eagles), a large library/teaching room/computer suite (Dolphins), and a number of smaller group rooms. Our school office and storerooms are also in this building.

## **School Hall**

Our badminton-sized school hall has state of the art, PE and Sports Equipment. We use the hall during school time for our collective worship, indoor PE lessons, lunch times, drama, music and school events. This Hall is also home to a catering kitchen where school lunches are freshly prepared each day. Outside of school hours, this hall is available for hire and is regularly used for sports sessions, exercise classes, children's parties and by our local youth club. For information on hiring this hall please contact the school office.

## **Community Room (The Smeatons Centre)**

Our Community Room is the home of our local Went Valley Pre-school, which meets every morning, 9 am till 1pm, during term time. It also houses the Went Valley Pre and After School Clubs, which provide childcare from 7.30 am till school start time, and after school clubs. More information on Went Valley Pre-School can be found in 'Our Partners' section of this prospectus. The community room is also available for hire and is regularly used by local groups. For information on hiring this hall please see our 'Useful Contacts' section at the end.

# Our Outdoor Facilities

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## Outdoor Classrooms

To extend, support and further our children's learning, we have an outdoor classroom area as part of our Starfish and Dolphins. The children in the class can enjoy using the playhouse (which has been a vet's surgery, post office and Santa's Grotto, to name but a few), outdoor stage, music area, sandpit, water play bench, hard surfaced area and stepping stones. This area is set amongst mature trees which provide shade in the summer months and various flowers and plants which all makes for a varied environment in which our younger children can learn, whilst enjoying themselves in the fresh air.

Lions classroom also has its own outdoor classroom, with benches, sandpits and other learning areas. Again this is used daily to extend the children's learning and ensures diversity to hold children's interest.

## Playground

As well as the outdoor classrooms, which are used during playtimes, we also have a large playground and field area. In this area there is a playing field and a hard-surfaced pitch. We have a wooden adventure trail equipment, tyre park, exercise park, play equipment and tree seats around the many trees in our playground and a 'quiet area' where children can sit quietly. We also have den making materials and other, varied items of play equipment in our playtime shed to ensure children are occupied and enjoy playtimes playing with their friends.

## Wild Garden and Vegetable Garden

In our main playground, we also have a small wildlife garden and vegetable plot, complete with wormery and compost heap. Our pupils, to enhance their understanding of food and the world around us, look after this area, and we are very grateful to a number of parent volunteers who come and help us with this. Over recent years, the children have been able to grow, prepare and eat the produce that is harvested.

## Accessibility for Disabled People

Our Access Plan Policy is aimed at promoting Disability Equality in keeping with the Disability Discrimination Act (DDA) 1995. Priority is given to removing barriers to make sure everyone has equal access to all our resources and facilities. Where needed, we work with individual families to address their needs.

# Our Children's Learning

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## **High Standards in All We Do**

Our Curriculum at Kirk Smeaton Church of England Primary School has been especially designed to help us consider the principles of progression and continuity without losing sight of creativity. Following the breakdown of the key skills structure outlined in the National Curriculum, it has helped us to move each pupil's learning forward and guarantee that they are always achieving to his or her full potential.

## **Regular Assessment**

We operate a structured assessment agenda backed up by sound analysis of progress. Children are consistently assessed each term and we find that this structure enables the teaching staff to deliver a personalised curriculum for all our pupils.

## **Personalised Learning**

An important part of learning is the ability of children to take ownership of their own learning. Lessons have clear objectives, and children are trained to assess how well they have done and to identify what they need to do next to improve. These skills are gradually built up as children move through school. We find that when they understand their learning needs, children are then able to concentrate on the best ways of making personal progress. Targets are sent to parents three times a year. All children are encouraged to know their targets they are working towards. For children that have additional needs, they are supported by a termly target plan meeting where SENCO, child and parents are present to reinforce targets to all parties.



# Our Commitment to Each and Every Child

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## **Children with Special Needs**

All children are unique, and have many talents to celebrate, but may also have special needs requiring understanding and support. Parental partnerships are very important to us, and where a child has specific needs, we work very closely with them and their families.

In the first instance, children who need extra help are supported within the curriculum of the classroom. Should this not lead to the expected progress, then an individual plan is set up for the child aiming to support these specific needs.

We put great emphasis on using the expertise of other professionals where appropriate, such as medical professionals and educational psychologists. In cases of more severe difficulty the Local Education Office may offer further support. Parents may like to know that we have a Special Needs Co-ordinator and a Special Needs Governor who are available to support in any way they can.

## **Gifted and Talented Children**

Gifted children also have their own unique needs. Our broad curriculum provides opportunities for children to develop mastery in the arts and sport, as well as 'academic' subjects, and we celebrate and nurture all of these talents. As we have different age groups in the same class, we can offer children extra challenge by giving them opportunities to work with older pupils, whilst maintaining their social links with their own age group. We also offer individual extension activities to enable children to work towards their full potential.

# Our Added Experiences

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## **French**

All our children begin to learn French on a weekly basis, from Year 1 onwards.

## **Music**

All children are taught music as part of the curriculum. Instrumental tuition is also available through the Music Service and Mrs Vizard, and there is an extra charge for this.

## **Sports, PE and Fitness**

We promote a healthy lifestyle by ensuring that all children have at least two hours of physical exercise each week. Children are encouraged to review their performance and identify ways of improving both their skills and their fitness. With the support of our local sports development team our children receive expert coaching in PE and sport.

Children in Y3-6 will access swimming at Adwick pool. We usually take the children in alternate years, which means they have two sets of 15 sessions of swimming in KS2.

## **School Day and Residential Trips**

We have day trips throughout the school year, to support topics, and enhance learning. Our children also have the opportunity to attend a residential in Y5 and 6.

## **Being a Church School**

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### **Religious Education**

As a Church of England school, RE is a central part of our curriculum. It includes teaching about the Christian faith, and also introduces children to the ways in which other world faiths are similar and different to Christianity. Our work both gives information about religions, and helps children to appreciate how belonging to a religious faith group affects the way we live our lives.

Religious education and collective worship are considered to be an important part of school life, and we actively encourage all children to take part. As a Church of England School we have collective worship on a regular basis

# Supporting Our Children

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## **Discipline and Our Shine Rules**

Our children are encouraged to think about rights and responsibilities. Each year pupils agree a code of conduct that enables everyone to be safe and happy. This forms the expectations for behaviour in school, and contributes to the supportive family atmosphere that we value. Where a child's behaviour repeatedly causes upset or risk to others, we work with parents and the child to overcome the problem. Specialist support will be accessed if appropriate, and, as in all schools, the head teacher reserves the right to exclude pupils in very serious cases.

## **Sex and Relationship Education**

We want our children to make lasting and supportive relationships throughout their lives. We explore the stages of life at appropriate levels in our school. We study the life cycles of plants and animals and our development from birth. From Nursery- Y6 we talk about sex and relationships, please see our school website for the content of these discussions.

## **Children's Safety**

Our first priority is to work with parents to ensure each child's welfare. However, there may be occasions when our concern about your child means that we have to consult other agencies even before we contact you. If the other agencies share the school's concern they will agree the best way of carrying out an investigation. The decision about when and how the child's parents or carers are informed is made by the Social Services and the Police, not by the school. These procedures, which follow guidance issued by Central Government, are described in detail in the North Yorkshire Child Protection Committee's guidelines and procedures, a copy of which you are welcome to look at in school. If you want to know more about these procedures, please speak to our Headteacher.

# Joining Our School

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## **Finding Out More**

Choosing a school for your child is a very important decision, so please visit us to meet staff and the other children, and to see for yourself what the school has to offer. At the moment, approximately 50% of the children at this school are out of our direct catchment area, which means that our school is becoming an increasingly popular school. Please phone us if you would like to arrange an appointment. Also, if you would like to speak to one of our school governors, or parents of children in the school, we can also arrange this for you.

## **Requesting a Place in School for your Child.**

If you would like your child to join our school, please contact us in the school office. We will then provide the support you need to apply for a place through your home council. Contact details are in our 'Useful Links' section for North Yorkshire admissions. The School Governors follow the North Yorkshire Admission Policy, and we can provide further details of this on request. Children can start full time school during the September of the school year in which they are five. Applications for these places are administered through North Yorkshire Council during November and December of the previous year.

Sometimes parents wish their child to transfer schools, perhaps through moving house. Application forms can be obtained from North Yorkshire Council.

Parents with younger children may wish to contact our partners, the Went Valley Pre School, which offers places for children from the age of two.

## **Applications for Children who have a Disability**

If your child has a disability or medical need, we would be pleased to discuss how we can support and include him/her in our school community. We will work in partnership with parents and the Local Authority to ensure that any barriers to learning are minimised or overcome, and your child is able to enjoy the opportunities on offer as fully as possible.

We regularly review our curriculum and teaching methods to ensure that it meets the needs of all our children.

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