



Handsworth
Primary
School
Prospectus

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All the information contained in this booklet, which is intended to relate to the school year 2020/21 was correct at the time of last updating in October 2020. It may sometimes be necessary for changes to occur during the year.

Welcome to Handsworth Primary School

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Our school is a happy, thriving learning community, where diversity is celebrated and high aspirations are encouraged. We believe in the importance of motivating and inspiring our children to enable them to be confident, curious and ambitious.

We believe all children can succeed.

Handsworth Primary is a multicultural two-form entry school with its own nursery, situated in Highams Park in the London Borough of Waltham Forest. There are 445 pupils in our school. At the heart of our practice is the belief that highly effective relationships between staff and children provide a strong foundation of trust. We strive to create a culture of resilience; embracing the learning that takes place from making mistakes and celebrating our challenges and successes.

We are committed to providing a safe, secure and stimulating environment for our children, where everyone

can develop their skills and talents in a variety of ways. We constantly reflect and monitor our progress and understand the importance of staff development.

Handsworth Primary offers a range of extended services including before and after school provision. We are passionate about the curriculum we deliver and believe it's our job to make sure we see the greatness in our children and each other.

The most important people at Handsworth are the children and we look forward to working in partnership with you so together we can ensure they continue to enjoy school and achieve their very best.

Claire Nairne
Headteacher



What is our vision for Handsworth?

At Handsworth School we are passionate about:



Providing exceptional opportunities



Delivering our innovative approach to Teaching and Learning



Promoting a culture of resilience



Celebrating the unique gifts of each child so they are confident, curious and ambitious

We embed our vision through our values – **The 4Cs.**

Consideration

We encourage our children to think deeply about the issues that affect them, their peers and the wider community.

Cooperation

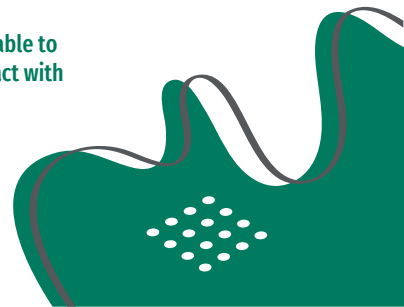
We have high expectations of our pupils. We encourage children, teachers, parents and carers to work together to achieve these aims.

Courtesy

Our children are taught to demonstrate respect for all individuals. By allowing children to see their own intrinsic value they are able to develop self-respect, self-control, confidence and pride. Our children display this through the positive ways in which they interact with each other and with adults speaking politely and confidently.

Care

At Handsworth, we seek to create an environment where our children feel safe, happy and supported and in turn support and care for each other. As a result of this our children see themselves as actively engaged citizens who look for ways to care for the wider world.



How is our school organised?



There are 15 classes in our school.



The Nursery is housed in a separate building across from the primary school.



There are 2 classes in each year group.



The classes are named after the year group followed by the teacher initials.



The statutory yearly admission number is 60. The school aims to keep the number of children in each class below 30 although this is not always possible.



Attending Handsworth Nursery does not guarantee a place at Handsworth Primary.

I'm not sure the school could do anything better than it is – in a good way!

Grace – Year 6



How do admissions and starting school work? 6

Nursery

Children can be registered for Nursery by calling in to the school office and filling out a Nursery application form (also available on our school website). We will contact you when a place becomes available.

Children are admitted in September, and we aim to follow the same admissions criteria as the Local Authority. The Nursery is full time with sessions running between 8.55am - 3.25pm. The school has availability for 25 pupils per session.

Reception

Children are admitted into Reception in September. The Local Authority allocate the school places for Reception children, visit the 'Applying for a primary school page on the Waltham Forest website: www.walthamforest.gov.uk/content/applying-primary-school-place. for more information.

Our school induction programme includes a meeting for all new Reception parents in June before the children start, along with opportunities for the children to come and meet their teacher, and play with their new classmates. Informal parent sessions provide the opportunity to meet other parents and ask questions about school routines and school life.

Other Admissions

All other admissions (e.g. In Year Admissions), to the school are handled by Waltham Forest pupil admissions service, who hold the school waiting list. Phone: 020 8496 3000 (option 6) for more information

Handsworth School Admissions Policy is available on the school website.

Prospective Parent Visits to School

We hold an open day for prospective parents to look around the school. These are usually held in November before final applications for school places have to be submitted. Visits to the school are warmly welcomed.



Parents and carers will be invited to a meeting, with the Headteacher and teaching staff before their child starts school. This will either be in person or via Zoom. This meeting provides an opportunity to discuss any concerns and ensure that each child has as smooth a start to their school life as possible. At these meetings details and dates of entry into school will be given to parents, including a programme of transition activities and events which will, wherever possible, include school staff visiting the child in any current provision. If any child requires a variation to the usual admission arrangements, for example additional transition activities or a more staggered entry to school, this can be arranged. As with any aspect of starting school, parents and carers should talk to us so that we can work together to best meet the needs of their child.

Children are given a booklet with all the information they will need before starting at Handsworth Primary to help them settle in to school life.

My favourite things at school are painting,
sticking and cutting!

Penny - Reception

How are our children kept safe? 8

Handsworth Primary School ensures that children learn in a safe, caring and enriching environment. Children are taught how to keep themselves safe; to develop positive and healthy relationships and how to avoid situations where they might be at risk. We pay full regard to the Equality Act 2010 in relation to age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation and socio-economic background. We are committed to keeping all children safe.

The school complies with current guidance for Keeping Children Safe in Education, issued by the DfE in September 2020, and staff receive current safeguarding training annually as well as regular updates throughout the year. Staff understand that safeguarding children is everyone's responsibility and know what action to take in response to safeguarding concerns.

The school works in partnership with parents to educate children and keep them safe from harm and promote their welfare. The school has positive and effective working relationships with other agencies. Where extended school activities are provided by and managed by the school, our own safeguarding policy and procedures apply. The school has a clear and explicit confidentiality policy.

The school has a statutory responsibility to share concerns it might have about a child in need of protection with other agencies and in particular the police, Health and Social Care and Children's Services. Schools are not able to investigate child protection concerns, but have a legal duty to refer them. In most instances the school will be able to inform the parents of its need to make a referral. However, sometimes the school is advised by Children's Services or the police that the parent cannot be informed whilst they investigate the matter.

The school will always seek to work in partnership with parents and other agencies to ensure the best possible outcomes for the child and family.



How are our children kept safe?

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The school's record keeping policy for child welfare and child protection is consistent with DFE guidance. Where allegations are made against any member of staff who is working in, or on behalf of, the school, we will follow the procedures as outlined in the London Child Protection Procedures for managing allegations against people who work with children.

More detailed policies and procedures which are in place to keep children safe and to respond to child protection concerns include; Safeguarding, Behaviour, Equality and Online Safety and these are available on the school website.

Anyone can make a referral to the Multi-Agency Safeguarding Hub (MASH) if a child is at risk of significant harm. Waltham Forest MASH can be contacted on 020 8496 2310 or via email at MASHrequests@walthamforest.gov.uk. The police can be contacted in an emergency on 999.

Security

Keeping children safe is our main priority.

All parents and visitors must access the school via the main entrance and sign in at the school office. All adults in school must wear a school identity badge or visitors sticker.

If you have any concerns about safeguarding you can raise them with one of these members of staff.



**Designated
Safeguarding Lead**

Claire Nairne



**Deputy Designated
Safeguarding Lead**

Afua Addai-Diawuo



**Deputy Designated
Safeguarding Lead**

Angela Struthers



**Safeguarding
Link Governor**

Stacey Dobbs

stacey.dobbs@handsworth.waltham.sch.uk

What is our policy on behaviour?

We are committed to creating an environment where exemplary behaviour is at the heart of productive learning. Everyone is expected to maintain the highest standards of personal conduct, to accept responsibility for their behaviour and encourage others to do the same. Our behaviour policy guides staff to teach self-discipline not blind compliance. It echoes our core values with a heavy emphasis on respectful behaviour, a partnership approach to managing poor conduct and dynamic interventions that support staff and learners.

Our policy is built around these five foundational principles.

01

Consistent, calm adult behaviour

Strong relationships between staff and pupils are vital. Staff must be consistent with children and set firm boundaries and expectations at all times enabling pupils to feel safe.

02

First attention to best conduct

We believe in timely, specific meaningful praise. We regularly remind all children of their previous good behaviour and celebrate their successes.

03

Relentless routines

Routines ensure that adults are able to lead from our values not our ever changing emotions. Having clearly defined rules, routines and rituals help us to remain consistent on difficult days. This provides security, children feel safe and secure in classrooms that are predictable, but never boring!

04

Scripting difficult conversations

Specific behaviour scripts also allow us to maintain consistency and lead from our values.

05

Restorative follow up

Our focus is always on restoring relationships and allowing children to take responsibility for their actions. When things go wrong we want our children, with our support, to know how to put them right.

Our School Rules

We are
gentle

We are
kind and
helpful

We
listen

We are
honest

We work
hard

We look
after
property

How will children learn?

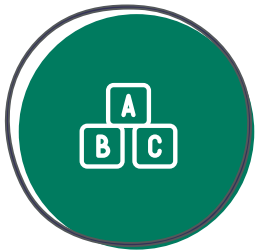
The Foundation Stage (children aged 3 - 5 years)

The period from age three to the end of Reception year is described as the Foundation Stage. It is a distinct stage and important both in its own right and in preparing children for later schooling. In the first year of Foundation Stage children attend Nursery or Pre School (Foundation Stage 1 - FS1) and in the second they start School (Foundation Stage 2 - FS2).

The youngest classes at Handsworth Primary are FS2 classes and

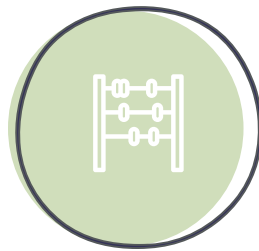
we work closely with the different FS1 providers, including Handsworth Nursery School, to support children's transition into school.

The Early Years Foundation Stage (EYFS) Profile summarises and describes children's attainment at the end of the EYFS. It is based on ongoing observation and assessment in the three prime and four specific areas of learning, and the three learning characteristics, set out below:



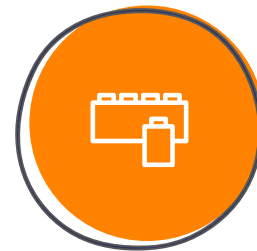
The prime areas of learning:

communication and language
physical development
personal, social and emotional development



The specific areas of learning:

literacy
mathematics
understanding the world
expressive arts and design



The learning characteristics:

playing and exploring
active learning
creating and thinking critically

For each Early Learning Goal teachers will assess whether a child is meeting the level of development expected at the end of the Reception Year (expected), exceeding this level (exceeding), or not yet reaching this level (emerging).

The Early Learning Goals establish expectations for most children to reach by the end of the Foundation stage (i.e. the end of Reception year). By the beginning of Year 1 some children will have exceeded the goals but other children will be working towards some or all of these goals.

How will children learn?

Primary Curriculum (KS1 & KS2)

At Handsworth Primary School we provide an broad, relevant andengaging curriculum which encourages the children to enquire about the world, celebrate diversity and be aspirational. Our curriculum is built around the objectives set out in the National Curriculum and covers the following subjects: English, Mathematics, Science, Computing, History, Geography Art and Design, Design Technology, Music, Physical Education, Languages and Citizenship. Personal Social Health and Economic Education (PSHE) and Religious Education are also part of our curriculum.

As a school we have created themes that spark the children's interest and allow them to develop their skills within different subject areas through a shared context. Each year group shares their

Curriculum Overviews on their class pages, which outline the themes undertaken by different year groups during different times of the academic year. We develop children's independence and resourcefulness so they can apply skills in one subject area to overcome challenges and achieve in another.

Alongside our commitment to providing an enjoyable and interesting curriculum, we also have a rigorous approach to progress. The objectives set out in the National Curriculum have been appropriately designated to different year groups making sure that as a child develops at Handsworth they are continually developing new skills and building on their prior knowledge, whilst having the opportunity to consolidate things they have already learnt.



How are barriers to learning overcome?

We are committed to promoting a learning and teaching environment for all that embeds the values of inclusive educational practices. Through a child-centred approach, we aim to ensure that education is accessible and relevant to all our learners.

We recognise that some children may have a special educational need at some stage throughout their life.

At Handsworth, we regard our pupils as unique individuals with a wide variety of strengths. We will promote these strengths in order to build a positive self-image and to provide opportunities for each pupil to achieve.

We are committed to offering an inclusive curriculum to ensure the best possible progress for each of our pupils whatever their needs. We support pupils who need extra help to become independent and seek to equip them with the necessary life skills to succeed as adults. We work closely with other agencies to ensure that pupils with educational needs, or disabilities are fully

supported. If you have any queries or concerns regarding special educational needs and disability please contact Ms Angela Struthers our Inclusion Manager via the school office.



How is progress measured?

Assessment

The progress that children make and the level of attainment that they achieve is assessed throughout their time in school. At Handsworth Primary, we monitor the progress that pupils are making constantly to ensure that their learning is tailored to meet their needs. During the time that children spend at primary school, there are also specific points of statutory assessment. The attainment of children at these points, which are discussed below, are recorded nationally.

To monitor achievement and report to parents the school uses a Point In Time Assessment system (PITA). This places the children into one of six categories which are consistent across all subjects. Each category describes the child's performance against the typical knowledge and skills for their age. It is reported to parents termly and informed by performance in class, tests, outcomes in books and discussions with teachers. Moderation of these judgements is made on a termly basis.

Parents can request information on their child's current achievement at any point in time. This is shared at parents' evenings in the Autumn and Spring terms as well as through end of year written reports in the Summer term.

The teachers are nice – I love them!
Leila – Year 6

How is progress measured?

Foundation Stage Profile (FSP)

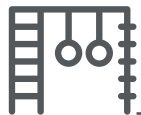
The Foundation Stage Profile is completed at the end of the FS2 year, when children are generally five years of age. It is based on the observations of the staff and does not include 'testing'. The diagram below shows how children progress through Foundation Stage.



A child who achieves '30-50 Months - Secure' with elements of '40-60 Months - Entering' is considered to be at a good level of development on entry to FS2.

A child who achieves 'Early Learning Goals - Expected' is considered to be at a good level of development at the end of FS2.

How is progress measured?



Key Stage One Phonics Screening Check

The phonics screening check is designed to confirm whether children have learnt phonic decoding to an appropriate standard. The check is carried out with Y1 pupils and any Y2 pupils who did not meet the standard when they were in Y1. The check involves children reading to their teacher a list of forty real and invented words.



Key Stage One National Curriculum Tests (often called SATs)

The KS1 SATs are completed at the end of Year 2 and provide information about children's attainment at the end of the two years of Key Stage One. Children complete some assessments in reading, writing and mathematics but these are used to support the assessment of the teacher..



Key Stage Two National Curriculum Tests (often called SATs)

The KS2 SATs are completed at the end of Y6 and provide information about children's attainment at the end of the four years of Key Stage Two. Children complete assessments in reading, spelling, punctuation & grammar and mathematics. These tests are marked externally and the result achieved is recorded. The writing judgement will be based on teacher assessment, as it is in Key Stage One.

How does homework support learning at Handsworth?

Each class receives weekly homework to support and consolidate the learning that takes place in school. Homework should be handed into the class teacher on the requested days. Homework normally takes the form of Maths, English, Reading and Spelling.



Are there extended school opportunities?



Breakfast and After School Clubs operate every day from 7.30am to 8.50am. and 3.30pm to 6.00pm. The Clubs are organised and run by the YMCA. A wide range of activities are offered to the children and the sessions begin with a healthy meal.

Call the YMCA on **020 8509 4645** or **07903 949097** to book a place.

Extra Curricular Activities

Extra curricular activities are very important to the ethos of the school. A wide variety of extra curricular activities are on offer to the children. These include activities such as Football, Netball, Multi-skills, Art Club, Knitting, Drama, Science Club, Gardening and Chess. Children also have the opportunity to participate in sport events and competitions.

Clubs are taken by professional coaches, specialists, or teaching staff.

Music lessons are provided by the Waltham Forest Music service for children in Key Stage Two.

What is the uniform policy?

At Handsworth we are proud of our school uniform as it shows we are all part of the same learning community. We request that parents support our collective sense of identity and ensure their children wear correct uniform to school.

- School logo sweatshirt or school logo cardigan only.
- White polo shirt, shirt or blouse.
- Grey (not black) school trousers, shorts, skirt or pinafore dress.
- In warm weather checked green summer dresses may be worn.
- Plain white or grey socks or plain grey tights.
- Black school shoes. Trainer-style shoes are acceptable as long as they are completely black and do not feature logos or coloured soles.
- Black ankle boots may be worn.
- No high heels or platform shoes.
- Hair longer than chin length must be tied up.
- Hair accessories must be in school colours only (green, white, grey and black).

Jewellery is discouraged as the school accepts no responsibility for loss or damage. Children with pierced ears should wear small studs, no hoops and for Health and Safety children must be able to remove these for PE themselves.

We get to learn more and more every time we go into a different year.

Anaya - Year 3



Handsworth PE Kit

Plain white T-Shirt

Plain black shorts

Plain black jogging bottoms

Plain black plimsolls or trainers

School sweatshirt or plain black
sweatshirt/ tracksuit top



What happens at lunch time?

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Handsworth is extremely proud of our healthy school status. Children can bring healthy packed lunches and can eat inside (or outside, weather permitting), or can sign up for school meals.

Water is always available throughout the school day. Children are encouraged to bring a water bottle into school.

We offer an excellent, wide variety of tasty school lunches every day of the week including Caribbean, Asian, Mediterranean, and traditional dishes, so there is sure to be something for everyone's taste. There is always a vegetarian option. The meat is HFA certified Halal.

Our lunches consist of a main course and dessert, freshly baked bread and seasonal fresh fruit and vegetables. Children can also help themselves to the salad bar.

Our school meals meet the Government's rigorous nutritional standards, which have been put in place to make meals healthier and give children what they need to develop, grow and lead a healthy and active lifestyle

Have a look what is on the menu each day by visiting the Waltham Forest website.

Your child may be eligible for a free school meal. Come in to school and talk to one of the office staff about free school meals or find out more on the Waltham Forest website. <https://walthamforest.gov.uk/content/free-school-meals> If your child is in the Key Stage 1 they are eligible for Universal Infant Free School Meals.



How can parents get involved in school life?

Friends of Handsworth

If you have a child who attends our school, you automatically become a member of the Friends of Handsworth (FOH).

The FOH organise a range of fun activities throughout the school year to raise money to benefit the school and pupils. These events include the Summer Fete, quizzes, Easter raffle, Santa's Grotto, International days and sponsored events. The money we raise helps to pay for items which are not covered by Government funding.

The FOH meet on a regular basis to decide on future fundraising events and how to spend the money we have raised. Everyone is welcome to the meetings which are informal and give everyone a chance to share their ideas and have their say.

Many parents/carers find it a great way to get involved with the school, discover how things are done, make new friends, and have fun - with the common aim of benefiting the school.

Class Support

Parents volunteer to help in school in a variety of ways, offering a chance for a teacher to extend the scope of their normal teaching. We also run a reading mentor scheme. Please speak to the school office if you would like more information.

Trips and Educational Visits

Trips and educational visits provide an invaluable learning opportunity for children. When we take Year groups out on trips and activities we often require additional adult supervision. This is a great opportunity for you to volunteer and accompany your children in fun educational activities offsite.

I like that I get to do Art!
Bea - Reception



What other information do I need to know? ²⁴

Parents' Meetings/Evenings

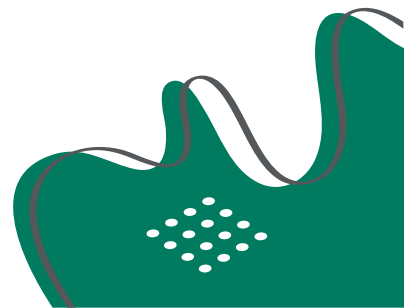
We hold parent information and curriculum meetings to provide parents with the opportunity to meet their child's teacher and support smooth transitions between year groups. Parents' evenings are held twice a year and give you an opportunity to discuss with the teacher your child's progress and how we can best work together to support your child. We encourage you to see your child's books and work during these events. At Handsworth pupils' work is constantly celebrated and samples are available to see on the website. At the end of the year there is a written report for parents. Parents are welcome to discuss their child's progress at anytime, although it is best to make an appointment with the class teacher, to ensure their availability.

Parental Involvement

We recognise that parents are our children's main educators. We are therefore committed to building strong parent partnerships that will benefit all of our children. We want parents to feel that they can play a full and active role in their child's education. We want parents to help with hearing their children read and playing and doing activities. Our school is always open and welcoming to parents. If you have time to spare we will happily involve you in activities in the classroom.

Regulations Regarding Information and Documents

All the information about your child that is held by the school is available for you to see. If you wish to see this or would like access to any of the statutory regulations, please contact the school office.





Handsworth
Primary School

Handsworth Primary School

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