



# Hutton Church of England Primary

BELIEVE

ACHIEVE

SUCCEED

**In our  
hands  
we hold  
the  
future**



**'I can do all this through Him  
who gives me strength'  
*Philippians 4:13***

Information correct as of June 21. For the most recent information, please see our school website.

## WELCOME

Choosing a school which will provide the best education for your child is one of the most important decisions that a parent has to make. This prospectus is intended to give you the information to help you make that choice, and to give you a flavour of Hutton CE Primary School.

We aim for the highest quality of education for all our pupils. We believe it is important to provide the widest possible range of learning opportunities to enable all pupils to develop their own talents and abilities in a variety of curriculum areas.

As a church school we aim to apply Christian values to everything we do in school. We like to achieve an extended family atmosphere in school to promote a feeling of belonging to a caring community, which in turn creates confidence and security for the children. We encourage all our parents to have regular contact and discussions with us about all aspects of their children's education.

Hutton Church of England Primary School is a Voluntary Controlled School. It was founded in 1826 and the present Victorian building was first occupied in 1873. Extensions were added in 1983 and there has been a major addition with a new hall being completed in 2004 and a new entrance with reception in 2011. In 2017 a major new addition was added as we saw the completion of a brand new building to house 5 classrooms, replacing 'temporary' classrooms.



Whilst maintaining our own distinctive ethos and identity, we also work in collaboration with a number of different local schools as part of the [Kaleidoscope Multi-Academy Trust](#).

We currently have 210 pupils attending the school.

Hutton CE Primary School, like all established schools, has its own character and traditions. We hope this prospectus will prompt you to visit our school. We are delighted to show prospective parents around, and to give you an opportunity to meet some of the staff and pupils. Please do not hesitate to contact the school for an appointment to come and meet us.

Luci Amos

Executive Headteacher

Address:	Church Lane, Hutton, Weston-s-Mare BS24 9SN
Telephone:	01934 812852
Email:	<a href="mailto:office@huttonceprimaryschool.co.uk">office@huttonceprimaryschool.co.uk</a>
Website:	<a href="http://www.huttonceprimaryschool.co.uk">www.huttonceprimaryschool.co.uk</a>

Chair of Governors: Mrs Jane Barry

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## ETHOS

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

### OUR SCHOOL PRAYER

This is our school, let peace dwell here,  
Let the rooms be full of contentment.  
Let love abide here,  
Love of one another, love of mankind,  
Love of life itself and love of God.  
Let us remember that as many hands make  
a house,  
So many hearts make a school.  
Amen



### BELIEVE, ACHIEVE, SUCCEED

I believe in myself, my talents and abilities.  
I believe my self-motivation and honesty will help me to do well.  
I believe I can do all this through Him who gives me strength.  
I will flourish in a safe and creative Christian environment,  
I will be respectful and kind to others; taking care of my actions  
I can achieve all this through Him who gives me strength.  
I will succeed by having high expectations and confidence in  
all I can do.  
I will succeed by continuing to explore and be curious for life  
I can succeed in all this through Him who gives me strength. Amen

**“The impact of  
collective worship  
on the school  
community is  
outstanding”**  
*SIAMS Inspection*

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## VISION AND VALUES

**Believe. Achieve. Succeed**  
In our hands we hold the future  
Our vision is for a school team of staff & pupils who:

- ⚙️ Have high expectations to develop their individual talents & abilities, enabling them to do well academically, spiritually & personally
- ⚙️ Are happy, successful & confident lifelong learners
- ⚙️ Are respectful, thoughtful, self-disciplined individuals
- ⚙️ Have integrity, high self-esteem & self-motivation
- ⚙️ Show initiative & are willing to take responsibility for their actions
- ⚙️ Wish to learn in a safe, vibrant & creative Christian environment

**Our Values**

Forgiveness  
Thankfulness  
Koinonia  
Friendship  
Compassion  
Trust  
Hope

I can do all this through Him who gives me strength.  
Philippians 4:13

***“A young and enthusiastic team of staff, led determinedly by the caring Headteacher, provides a good standard of care and guidance for the needs of all pupils, especially the most vulnerable.”*** Extract from our most recent Ofsted report

Information correct as of June 21. For the most recent information, please see our school website.

## THE CURRICIULUM AND OUR PLEDGE

Our school vision statement is: 'Believe, Achieve, Succeed- In our hands we hold the future.'

Our vision is for a school team of staff and pupils who:

- have high expectations to develop their individual talents and abilities, enabling them to do well academically, spiritually and personally
  - are happy, successful and confident lifelong learners
  - are respectful, thoughtful, self-disciplined individuals
  - have integrity, high self-esteem and self-motivation
- show initiative and are willing to take responsibility for their actions
- wish to learn in a safe, vibrant and creative Christian environment.

This is underpinned by the belief that

**'I can do all this through Him who gives me strength' *Philippians 4:13.***

We believe we are educating the 'citizens of the future' and as such we want to ensure they have a broad and balanced education, in terms of the taught curriculum, the experiences they engage with and also the way they behave – their character education. We take into account the learning behaviours that enable us to learn more – having a positive growth mindset and the resilience and perseverance to overcome obstacles or difficulties with their learning. For further details about individual subjects please see our school website.



***"Pupils eligible for the pupil premium, disabled pupils and those who have special educational needs, achieve as well as, and sometimes better than, other pupils."***

*Extract from our most recent Ofsted report*

Information correct as of June 21. For the most recent information, please see our school website.

It is our belief that an academic curriculum must also be balanced out with real-life experiences and adventures, including moving children and adults outside of their comfort zone in a safe and reassuring way. With this in mind, it is **our pledge** that;

**By the time the pupils leave our school they will have:**

Sung in a choir  
Played in a team  
Built a fire  
Drummed to an audience  
Run a mile a day  
Raised money for charity  
Danced on stage at the Weston Playhouse  
Learned to swim  
Exhibited art work  
Tobogganed, caved, canoed and climbed  
Visited the theatre and an Art Gallery  
Participated in Church services  
Performed on a stage  
Constructed a den or bridge  
Cooked a variety of dishes  
Explored the outdoors  
Represented the school



**The pupils will be:**

Articulate, Literate  
Numerate  
Compassionate  
Citizens of the Future



***“The spiritual, moral, social and cultural development of children is a strength of the school” SIAS Inspection***

*Information correct as of June 21. For the most recent information, please see our school website.*

## **ADMISSION ARRANGEMENTS**



The admission of new pupils to the school is overseen and managed by North Somerset admissions officers.

Currently the planned admission numbers for the school are 30 pupils per year group.

Any parents/carers who would like their children to join our school, can contact the school office to arrange a tour, before submitting their application to North Somerset Council.

Telephone Number for North Somerset Council (01934) 888888 (ask to speak to School Admissions), or see [their website](#).

Details of Kaleidoscope admission arrangements can be found on our school website.

Information correct as of June 21. For the most recent information, please see our school website.

## THE SCHOOL DAY

Children should arrive at school between 8.45 am and 8.55 am in good time for registration at 9.00 am.

**Responsibility for supervision cannot be accepted before 8.45 am when members of staff will come on duty in the playground.**

	Reception & Key Stage 1	Key Stage 2
Registration	8.55 am	8.55 am
Morning Break	10.30 am - 10.45 am	10.50 am - 11.05 am
Lunch Break	Rec - 11.50 am - 12.50 pm Y1 & 2 - 12.00 pm - 1.00 pm	Y3 & 4 - 12.10 pm - 1.00 pm Y5 & 6 - 12.30pm - 1.15pm
School Ends	3:20 pm	3:20 pm

Excluding time for collective worship, registration, lunch and other breaks we provide 21 hrs 25 mins per week teaching time for Key Stage 1 and 23 hrs 35 mins for Key Stage 2, thereby meeting our statutory obligations.

## ATTENDANCE

If your child is absent from school for any reason please inform the school by telephone or letter. We are required to publish details of authorised and unauthorised absences. We currently operate a First day Absence scheme where the school phones the home if the children are absent and the school has not been notified. If your child needs to leave the premises during the school day (e.g. hospital appointment) please notify the school office in writing. Children must be collected from and signed out of school for any such appointment by a parent or parent-designated adult. No child will be allowed to leave the premises unaccompanied. We prefer dental and non-urgent appointments are made out of school hours.

The Government has issued new guidelines which prohibit head teachers from authorising any holiday during term time except in very exceptional circumstances. Taking holidays during term time can have a very detrimental effect on a child's education. Not only do they miss the work whilst they are away but it often takes them time to pick up concepts when they arrive back in school. Therefore, the school **will NOT authorise holiday during term time.**

Cheaper holidays, working hours, visiting relatives, or birthdays are NOT exceptional circumstances and therefore will not be authorised. If you take unauthorised holiday you are likely to be fined. If you do this more than once you may end up in court for non-attendance at school.



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## SCHOOL UNIFORM

It is a school requirement that all children should attend school looking neat and tidy. The children are proud of their school uniform which consists of the following;

- ***Grey skirt or school trousers***
- ***Green gingham dresses in the summer months (no playsuits)***
- ***White polo shirt with Hutton logo***
- ***Black school shoes (not trainers)***
- ***Green Hutton logo sweatshirt/cardigan***
- ***Long sleeve white crew neck top may be worn under school uniform for warmth when it is cold.***

We also have a PE kit consisting of;

- ***Green shorts***
- ***White Hutton logo round neck t-shirt***
- ***Hutton logo PE bag***
- ***Black daps (for indoor wear) & trainers (outdoor wear only)***

For health and safety reasons we ask that open toe or sling back sandals are not worn.

**All items MUST** be named.

**Uniform should be ordered through our suppliers Concept Wear**, where you can find all uniform items including bags, caps, coats, and PE kit.

### **JEWELLERY AND PERSONAL POSSESSIONS**

For their own safety children must not wear jewellery in school, with the exception of a practical, inexpensive watch or plain studs for children with pierced ears. However, before PE children must remove their own earrings. Make-up should not be worn which includes nail varnish or nail extensions. Toys may be brought to school to use at playtimes, however they must only be pocket sized, must not be swapped, and must be inexpensive.

Kaleidoscope Multi Academy Trust does not provide insurance cover against theft or damage to personal possessions in school. It is particularly important that the parents of pupils who have expensive musical instruments at school take out the necessary insurance to cover themselves. Mobile phones are not permitted in school – there is always access to a phone if required in emergencies.



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## SCHOOL MEALS

Our Head Cook, Paula, and Assistant Cook, Laura, prepare and serve a nutritious, healthy and varied menu cooked on site daily. Children can choose the main dish or a vegetarian option each day. They have a choice of deserts, and fruit and yogurts are always available. There is a three week rota of menus ensuring that meals are child-friendly and healthy.

All children in Reception, Year 1 and Year 2 are currently provided with a Universal Infant Free School Meal, which is different to means-tested free school meals. Even if you receive infant meals, please do still apply for means-tested free school meals if you think you might meet the criteria.

For Key Stage 2 children we do try to keep the costs as low as possible, whilst providing a nutritious and filling selection. Payment for school meals should be made via ParentPay, details for which are available from the school office.

As our philosophy is about 'real experiences', we often go out on trips and visits. On these days the children are provided with a filling packed lunch at the same cost as regular dinners.

### **Free School Meals**

Children attending our school whose parents or carers receive any of these benefits are entitled to free school meals:

- child tax credits provided your annual income as assessed by HM Revenue and Customs does not exceed £16,190. If you receive working tax credit you will not be entitled unless you're in receipt of a four-week run-on
- guarantee element of state pension credit
- income support
- income-based jobseeker's allowance
- income-related employment support allowance
- support under part VI of the Immigration and Asylum Act 1999

If you think you may be entitled, [please apply via North Somerset](#).

Even if your child is receiving infant free school meals, or they are a junior who does not have a school meal, please still apply. Every child who receives free school meals means extra funding for the school, and this money goes directly into extra teachers and support staff to help the pupils succeed.

You can be assured that any information regarding free school meals remains confidential, and pupils are never publicly labelled or identified as such.

If you feel that you may be entitled, then please apply or talk in confidence to Mrs Amos or Miss Haines (receptionist), who can help you complete the forms if necessary.

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## HUTTON OUT OF HOURS PROVISION (HooHps)

Located on the school's premises, Hoohps offers Breakfast Club (from 7.45am) and After School Club (until 6pm).

We aim to:

- Provide an inclusive, happy, safe and stimulating environment for children of primary school age to play, learn and develop freely.
- Help children to develop responsibility for themselves and their actions and to become competent and co-operative individuals
- Encourage children to have a positive attitude and respect for themselves and others.
- Promote a positive relationship with parents and work in partnership with them to provide high quality play and care for their children
- Offer inclusive services that are accessible to all children
- Promote the Christian ethos of the school.

Our clubs are committed to meeting the needs of parents and carers by:

- Listening and responding to their views and concerns.
- Keeping them informed of our policies and procedures, including opening times, fees and charges and our programme of activities.
- Encouraging communication with parents.

We are committed to providing:

- Care and activities that put the needs and safety of the children first.
- Access to a variety of facilities and equipment under safe and supervised conditions.
- An inclusive play environment where bullying and discrimination will not be tolerated.
- 

### HOOHPs Extra-Curricular Activities

As part of our attempt to provide real-life, enriching experiences we aim to offer a wide range of extra-curricular activities through clubs run by staff and external adults. The range of clubs on offer recently have included cricket, coding, netball, country dancing, Lego, sewing and arts & crafts. A list of the clubs available each term will be sent out via Parent Mail.

For further information please contact the school office or book sessions via your ParentPay account.

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## **HOME/SCHOOL PARTNERSHIP**

We believe a supportive partnership between home and school is an essential ingredient for a child's successful education. The co-operation between parents and teachers is vitally important particularly when children are entering their first school.

### **HOME/SCHOOL AGREEMENT**

In line with government regulations we have drawn up a Home/School Agreement that establishes the partnership between the school and the parents. It is available for inspection in the school office. We ask all parents to sign this Agreement with their children in each year.

### **PARENTS HELPING IN SCHOOL**

We recognise the value of parents working alongside and assisting teachers in school and we have many parents coming in on a regular basis to help with art, reading activities, etc. If you feel you have an expertise to offer or would just like to help please feel free to contact a member of staff. You are welcome to come into school at a mutually convenient time to talk to your child's teacher.

### **PARENT/TEACHER LIAISON**

Two evenings per year (one in the autumn, the other in the summer) are held for parents to discuss children's progress, and a written report is given during the spring. However, you are encouraged to speak with your child's class teacher whenever you wish to talk about any aspect of your child's education or if you need any help and support.

You may wish to discuss any problems or worries that may affect your child's happiness and emotional well-being, which in turn could affect his or her ability to learn. Please do not hesitate to contact us about any matter, no matter how trivial it may seem to you, because it is often the small things that upset a child.

A quick exchange of information is usually possible after school. For longer discussions with the teacher, it would be appreciated if you would make an appointment.

In the spring term a written report is sent home for each child, which sets out the progress made against the Early Years Foundation Stage (or children in Reception) or the National Curriculum subjects (for children in KS1 and KS2).

### **BEHAVIOUR**

Excellent behaviour is expected at all times and is very effectively reinforced through praise and encouragement by all adults working in school through the use of tribe points, green cards and certificates. There are School Rules for the whole school and each class makes its own special rules for the year. There are also clear guidelines about the sanctions to be applied should these rules be broken. Children are expected to behave with courtesy and consideration at all

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Times. They are encouraged to develop a caring attitude towards people and property, showing self-discipline and a sense of fair play.

There is a clear contribution that parents can make in supporting our school rules;

- **A**lways try to achieve my best.
- **B**e a kind, helpful, friendly and responsible member of the school.
- **C**are for the equipment and buildings at school.
- **D**o as I have been asked, and set a good example to others.
- **E**veryone and the environment deserve respect.
- **F**ollow the safety code -walk around school.

## **FREEDOM OF INFORMATION**

**Information about our Freedom of Information Scheme Policy can be found on the school website.**

## **HOMEWORK**

**We follow government guidelines about the amount of homework in primary schools. These range from 10 minutes a day in Key Stage 1 to 30 minutes a day at Year 6. The pattern for homework will vary for each class. However there is a strong emphasis on reading, writing, spelling and maths skills throughout the school. As the children get older the homework will include a wide variety of investigative work on areas which the children are studying in history, geography or science. Good standards of presentation are encouraged and rewarded, as the aim of homework is to help the children's learning at the same time as raising their self-esteem.**

## **HUTTON PARENTS TEACHERS FRIENDS ASSOCIATION (P.T.F.A.)**

**The P.T.F.A. brings together parents, friends and staff in a more informal setting. All parents automatically belong to the association and everyone is welcome to be involved. The P.T.F.A aims to provide opportunities for social, educational and fundraising activities and is a focus for many successful and enjoyable events throughout the year. The support and enthusiasm of everyone is invaluable.**

Major events include: film night, disco, Christmas bazaar, quiz night and the summer fete. All proceeds benefit all the children in the school. This has included major fundraising for the musical instruments which provide part of our sensory garden, the purchase of 32 pupil laptops and 2 charging trollies, to little extras like crackers and squash at the Christmas meal and refreshments at SportsDay and other school events.



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# **PROCEDURES & PROVISION**

## **MEDICAL CARE AND ACCIDENTS**

It is the policy of the school that teachers are not normally allowed to administer drugs of any kind to children. If your child needs medication during school hours, parents must come to school at a time arranged with school to give the necessary medication. At the head's discretion, medicines may be administered for medical conditions that require long term medication e.g. asthma but parents must complete a form giving permission for a member of staff to administer such medication.

If your child has any special medical conditions that might affect his/her school life in anyway whatsoever, e.g. heart murmur, asthma, could you please discuss this with his/her class teacher and/or Headteacher. This is often an on-going situation so please update this information regularly.

The school has a number of first-aiders. Children who have minor accidents will be given appropriate first-aid treatment. If necessary, wounds will be covered with a sterile dressing. Parents will be contacted or informed where necessary. If your child has an allergy to Elastoplasts please notify the office. Parents will need to provide an emergency contact number for use when necessary. These need to be updated regularly.

## **CHARGING POLICY**

From time to time we provide enrichment activities for your children as part of their learning programme. These could include visits to farms, museums and other educational establishments. In order to fund these we ask parents to make a voluntary contribution towards the costs. A copy of the Charging Policy is available from the school office. Music tuition and residential visits in Years 4, 5 and 6 carry an additional cost.

## **COMPLAINTS PROCEDURE**

Parents should always discuss any problem they might have with the class teacher. If issues can't be resolved in this informal and open way, the matter should then be taken up with the Headteacher. However, in exceptional circumstances the matter can be taken in writing to the Chair of Governors of the school.

## **SAFEGUARDING CHILDREN**

Our school community has a duty to safeguard and promote the welfare of our pupils. This means we have a Child Protection Policy and Procedures in place. Parents are welcome to view this policy. An Enhanced Criminal Records Bureau check is required of all staff including our volunteers and supply staff.

Sometimes we need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will always ensure that our concerns about our pupils are discussed with their parents/carers first unless we have reason to believe that this is not in the child's best interests.

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***'Pupils eligible for the pupil premium, disabled pupils and those who have special educational needs, achieve as well as, and sometimes better than, other pupils.'* (Ofsted, 2014)**

## **SEND PROVISION**

Hutton CE Primary School is committed to providing an inclusive education and school experience. Our SEND co-ordinator is Mrs Alayna Smith, and further details of our SEND provision can be found on the school website.

## **DISABILITY PROVISION**

Hutton CE Primary School is an educationally inclusive school in which the teaching and learning, achievements, attitudes and well-being of every young person matter.

Parents of pupils with disabilities, who are thinking of applying for a place at Hutton, should approach the school and the local authority at the earliest opportunity to discuss individual needs and the level of support the school is able to provide.

Inclusion, and equal opportunities for those pupils with disabilities, does not mean treating all pupils in the same way. Rather, it involves taking account of pupils' varied life experiences and needs and attempting to meet those needs to the best of the school's ability.

Hutton does not take educational inclusion for granted, but constantly monitors and evaluates the progress each pupil makes.