THE SCHOOL



Our school was built in 1896 and first opened its doors to local children in January 1896. The school is well supported by the community in Wincanton and the surrounding villages. Our links with the community are important to us and we are pleased to welcome many voluntary helpers and visitors to the school. In October 2017 our fantastic 8 classroom extension opened, giving us additional space in a modern environment. More recently we have also developed our forest school area and enhanced our playgrounds.

OUR SCHOOL AIMS

Wincanton Primary School provides a caring environment where, in a stimulating and purposeful atmosphere, learning can flourish. We aim to support the children in:

Achieving through experience.

Our school's core aims, which support this statement, are to believe that we can and we will:

- keep children's learning and overall development at the heart of all our thoughts and actions
- provide challenges in every area of each child's development
- set high but realistic expectations for all
- promote and maintain an ethos which nurtures independence and self-esteem
- promote mutual respect and a shared responsibility for others
- provide a safe, happy, purposeful and supportive school environment
- provide equality of access and opportunity
- extend strong and productive partnerships with parents and the wider community
- provide a broad, balanced and well-resourced curriculum.

SAFEGUARDING OUR CHILDREN

We at Wincanton Primary School take our Safeguarding responsibilities very seriously.

This means that we ensure everyone working in our school has successfully completed the necessary clearances and training (including Child Protection, PREVENT and Safer Recruitment amongst others) to enable them to work with children. Our staff, lead by our Designated Safeguarding Lead (DSL - Mrs Clifton) support families and pupils to ensure the safe keeping of all our pupils.

We follow the Somerset Safeguarding Partnership Guidance, as well as the expectations from the DFE in Keeping Children Safe in Education 2024 (KASIE). Systems are in place to share concerns regarding children's welfare with our DSLs, parents and with relevant external agencies. Part of our legal duty to safeguard our children may also include us needing to consult specifically with and take advice from the Police or Children's Social Care, should the need arise.

The Headteacher has completed the DCSF accredited safer recruitment training.

By working closely together as a staff, and with our partner agencies, we firmly believe that we will continue to offer a safe learning environment for all our children.



Pupil's Wellbeing

In our school, we recognise every child's uniqueness. We place great emphasis on the development of each child as an individual – their emotional and physical wellbeing, their cultural, moral and social development and achieving their academic potential. We want your child to be able to voice their opinions, to be good citizens and to care for their school, their community and the environment.

We believe in a system of positive rewards and every week we celebrate achievement throughout the school with our medal and certificate assembly. Children can work together in their house teams to achieve points and are also rewarded individually through our smiley face cards. Building responsibility our pupils apply for jobs in our school, earning "Wincanton Wonga" for the roles and responsibilities they take on; t build an early understanding of commitment and responsibility from an early age.

We are a family school and establishing a positive home-school partnership with all our families is a vital part of our work. We will regularly keep you informed of your child's progress, discussing their strengths and areas for development and suggesting ways in which you can help at home.

YOUR HELP AT HOME IS VITAL TO YOUR CHILD'S HAPPINESS AND PROGRESS AT SCHOOL





Starting School

In Somerset all children entering school for the first time start in the September of the academic year (1st September – 31st August) in which they will reach their fifth birthday. Parents considering applying for a place at the school are very welcome to arrange a visit in order to meet the Headteacher and see what our school has to offer.

Admissions Policy

At Wincanton Primary we follow the admissions policy outlined by the LA. School transport is available to those children who meet the admission criteria and live two miles from school if they are infants and at least three miles if they are juniors. The Local Authority undertakes these measurements. Arrangements for paid transport can be made by contacting the Transport Section at County Hall on 01823 355890.

First Admissions Arrangements

We operate a part-time entry system in the first two weeks of the Autumn term with children starting school in small groups and then as a class attending morning sessions only, whilst parental meetings take place in the afternoons. We have found that this approach has a number of advantages, which help your child to make a happy and purposeful start to their life in school:

- Your child is introduced to their new class and school staff gradually
- They are able to get used to being at school and starting lunchtimes at a slower pace
- Staff and parents can assess the suitability for children to stay all day on an individual basis
- The opportunity to receive a home visit by teaching staff or a parent meeting at school



Preparing for School

In order to help your child settle into school in September, we offer a range of activities and meetings throughout the preceding year, which we encourage you and your child to attend. Our programme of activities typically includes:

- Teachers visiting each of the local pre-schools/nurseries
- Information evenings for parents
- 'Play to Learn' sessions for children and parents
- Story time sessions for children in June and July
- Meet the Teacher afternoon



The Early Years Centre



Our newly built Early Years Centre includes an external covered learning area allowing children the opportunity to access their learning through a vast array of experiences. The curriculum is catered to the child's specific needs, with progress being tracked on a regular basis. This information informs the staff of the experiences your child is requiring and allows the children to access and demonstrate these skills through a thematic approach.

There are three approaches to learning in the Foundation Stage, these are through:

- Adult led – the adult teaches the child how to do something.
- Adult Directed – the adult selects resources for the child to use independently following the Adult led session.
- Child Initiated – the child selects resources and areas they wish and can lead the learning in a direction that is suited to them.

The learning environment both inside and out change regularly to accommodate the current Learning Experience, allowing creativity to develop, enhancing young enquiring minds. Providing first-hand experiences to explore and discover allows children to take risks, to ask questions and problem-solve; whilst the teaching staff are there to guide and support the next steps in your child's learning journey.

Through an active, play based curriculum the children soon develop good social skills, allowing them to communicate with a much larger group than they may previously have been used to. Learning to share and listen to each other is all part and parcel of school life, developing these skills are key to the Foundation Stage curriculum and time is spent modelling these appropriate behaviours.



Throughout the time your child is at school, they will use this approach to ensure they have a good understanding of the world around them and how they fit in to it. Through the different learning experiences and caring nature of the staff, your child will grow in confidence and self-esteem, where each achievement is celebrated and support given when required, via Tapestry Online Journal and daily discussion.

Through these approaches our aim is for your child to experience new skills, have time to practice and perfect them resulting in a time where they are able to apply these skills to new situations independently.

Learning and Teaching

An important strength of the school is the range and variety of activities that we offer to ensure every child has the experience of a broad and balanced curriculum. Our curriculum is structured through various 'learning experiences'. The curriculum has four values that underpin all we do.

Our curriculum makes us **TICC**:

Teamwork
Independence
Creativity
Challenge

Each 'experience' has a 'hook' that will capture the children's interest and motivate the children in to learning. At the end of each experience there will be a high quality product, with parental involvement and opportunities for children to work independently and collaboratively through a creative yet challenging range of experiences.

We have a very experienced and skilled team of LSAs who support the learning in the classrooms with groups or individuals. These highly skilled people provide support both academically and emotionally to allow the children to access the learning through a variety of strategies to successfully demonstrate their learning.

Learning is enhanced by the provision of additional activities, eg:

- High quality learning environments with high quality resources.
- A very good range of enrichment activities and clubs on offer to different age groups (football, multi- skills, cricket, netball, recorder, glee, carnival pottery, craft, country dancing, even a Harry Potter Club!)
- Daily lunchtime activities– games, playground equipment, clubs and computing
- Wonga Jobs that encourage children to take responsibility for a variety of roles and activities around the school – and get paid for it!
- Instrumental music tuition – piano and guitar (parents pay for this provision)
- Year 4 residential trip to Hooke Court and Year 6 residential trip to Adventure Okehampton
- Excellent links with King Arthur's Community School, where children can take part in joint activities with local primary schools, specialist coaching sessions and provision for gifted and talented children.





Religious Education:
Every child undertakes studies in Religious Education in line with the Local Authority's guidance. Parents may request for their child to be withdrawn from Religious Education and collective worship, and where they do so pupils will normally be expected to occupy these times in private study. We also celebrate some special festivals in the Parish Church and Community Church when parents are warmly invited to join us.

Computing:
Our provision for computing is excellent. Each class has access to iPads, Chromebooks and Laptops that are used throughout the day to enable computing to support the curriculum in every lesson. All classrooms have Interactive Whiteboards. All of our teachers use laptops as part of their teaching/administration.



Swimming:
Children swim from Year 4 onwards. Sessions are held at Wincanton Sports Centre. Children travel by bus and we ask parents to make a voluntary contribution towards this cost, as well as the cost of swimming instructors.

Sex Education:
Sex Education is taught according to the policy drawn up by the school's governing body. Sex Education is part of the health education program in line with the new Relationships, Health and Sex Education government guidelines, but also relates, where appropriate, to other areas of the school curriculum, for example Science and Personal, Social and Health Education. Parents have the right to withdraw their child from sex education lessons.

Homework:
We set homework to help reinforce learning, to prepare for forthcoming lessons, to help develop independence, self-discipline and responsibility and to help parents in supporting their child's learning. Typical tasks include:

- learning to read or share a book (at least 5 times a week)
- learning key words/spelling
- learning number facts e.g. multiplication tables
- carrying out a simple research activity
- weekly maths activity

All children are expected to read/share a book daily with parents and undertake such tasks as maths and writing from Reception onwards. Details of expectations are set out in the Home School Agreement and published at the beginning of each new Learning Experience on our Curriculum Newsletters.



Hooks:
At the beginning of each Learning Experience your child will have the opportunity to visit places of interest, meet visitors, or experience something that reflects and expands on the focused work in class. These visits are very popular with children, bringing their lessons to life, stimulating their interest and giving them first-hand experience. The school tries where possible to provide these experiences free of charge, however there maybe times where a voluntary contribution will be asked for to help pay for transport. Parents are informed in advance of these events and safety is always the top priority.

Special Educational Needs:
Wincanton Primary School prides itself on being an inclusive school. We have a wide range of abilities within our school and we strive to meet every child's needs. We are well supported by our SENCO, and by very experienced team of Learning Support Assistants (LSAs). Parents are always invited to be part of the process in providing any specific individual needs for their child, along with the support of specialist professionals and school staff. It is vital that good communication is maintained about the learning of any child.

Behaviour and Discipline

We aim to make Wincanton Primary School a happy, calm and orderly place to be; a place where children can learn and teachers can teach. To this end we have developed a Behaviour Policy, which promotes positive behaviour whilst at the same time providing sanctions for those who behave in an unacceptable way.

We believe good behaviour means that everyone in school is

- careful and kind
- polite and friendly showing respect to others
- quiet and focused on their learning
- takes responsibility

Our Aims for Good Behaviour:

- to work consistently and fairly in the positive management of behaviour
- to help our children develop into caring and thoughtful beings who respect and value the feelings, opinions, beliefs, property and differences of others
- to encourage staff, children and parents to value good behaviour
- to develop our children's self-discipline
- to ensure everyone takes responsibility for their actions
- to help our children to feel good about themselves and others
- to encourage our children to co-operate with one another and with adults in the school
- to create a positive and stimulating learning environment, having high expectations of ourselves
- to work alongside parents to encourage our children to develop socially, personally, academically, morally and spiritually in preparation for a positive role in society

Our Objectives:

We support positive behaviour and a positive environment through:

- a consistent approach by the whole school community
- constructive whole school planning for P.S.H.E
- appreciating and following agreed codes of behaviour as set out in class charters
- encouraging our children to see themselves as a member of the school team and recognise their responsibility within this
- developing the skills of co-operation and discussion
- encouraging everyone to take care of and have respect for their own and each other's belongings
- encouraging everyone to take pride in our environment
- having a positive and consistent approach to playtimes and lunchtimes
- creating a stimulating classroom environment
- providing clear and positive learning experiences fairly and consistently
- offering a broad and balanced curriculum that is well prepared, planned and stimulating to each child
- ensuring that curriculum issues concerning organisation, methods of teaching and learning, content and differentiation are addressed

HOME SCHOOL PARTNERSHIP

We believe that you, the parents, are partners with the school in the education of your child. The school has an "open door" policy and we hope that parents will feel free to visit their children's classrooms regularly. Teachers are usually very busy at the start of the day but will always be happy to arrange a time to meet you if there is a particular need for discussion. Should the matter be urgent just come along and we will do all we can to meet your needs. Our provision includes:

- Parents' Evenings each term, when you will have the opportunity to discuss your child's progress with the teacher. In Years 2-6 we like you to bring along your child too, so that you, the teacher, and your child can discuss progress and targets. All parents receive a written report on their child's progress annually.
- Weekly Newsletters and a half termly Curriculum Newsletter to keep you informed of events and what your child will be learning.
- A range of workshops and open sessions where you, Grandparents or any adult close to the child if you are at work, can come in to school and join in with us.
- Opportunities for you to support and enjoy a range of activities – classroom activities, visits, trips, sporting events, clubs.
- Opportunity for you to feedback to the school through an annual parent questionnaire.
- A very active PTA, to which all families automatically belong. The PTA organise many varied activities throughout the year. Major fundraising events include the Summer Fete and Christmas Bazaar and an Easter Bingo. Smaller events are organised regularly to raise funds and also to provide social activities for families. A committee of parents and teachers take the lead in planning these events, whilst many parents volunteer their support for individual activities or events.



All teachers appreciate having parent helpers in the classroom. Please contact the school office to obtain DBS forms prior to helping in school or on trips. This is an essential requirement.

ParentMail

ParentMail is an online communication tool that we use to communicate with parents. All correspondence is sent via this platform. We ask all parents to create an account before their child starts school. Bookings for school lunches, breakfast club and teatime club are booked and paid for via ParentMail.

Health and Welfare

Health Care:
Children who are clearly unwell should not be sent to school. A child who has not properly recovered from an illness and is sent back too quickly is likely to make a slower recovery and may be a health risk to others. We ask that you keep children away from school for 48 hours in the case of sickness and diarrhea.

Medicines:
If you wish your child to take medicine during the day you are required to come to the school office at the time you wish it to be administered to give your child their medicine. If there is a long term issue, then we will discuss arrangements for each individual at the appropriate time.

Minor cuts and bruises:
These will be treated at school in the medical room by qualified staff, but if your child has an accident, requiring more than first aid, the school will contact you. For this reason, we require an emergency telephone number and the name of the person(s) to contact if you are unavailable. In the case of a head bump, written notification will be sent to parents.



Headlice:
Unfortunately, headlice are a recurring problem in schools. Please check your child's hair regularly. If headlice are found in your child's class, you will receive a note informing you or a call from the school.

Asthma:
Children who need to use an inhaler must have the necessary medication in school, preferably one to be kept in the medical room and one in their classroom. Children with severe asthma, who are likely to need their inhalers during lesson times, are able to keep their inhaler with them at all times to use when they feel it is necessary, if this is recommended by their GP. Our first aiders are skilled and experienced in dealing with children who experience mild and severe asthmatic attacks.
If your child suffers from asthma or from any severe allergic reactions, we will ask you to complete a form giving details of treatment.

School Nurse: Carrie McMullen (Term Time Only)
O1963 351353

South Somerset School Nurse Team:
0300 323 0114

The School Day

We expect all children to arrive between 8.40 for a Prompt 8:45am start. Gates are open during this time and school staff, and wellbeing ambassadors, will greet children there.
Reception children enter through the gate on their outside area.



Attendance:

- If children are unable to attend school because of illness, please let us know by 8:50am.
- It is the parents' responsibility to inform the school of absence but if we do not receive contact from you, the school will send a text message and if no reply is forthcoming a telephone call will be made to find out the reason for the absence. If no reason is given, or obtained, then they will be marked as unauthorised.
- Absences other than for illness will be judged by the Headteacher to be authorised or unauthorised, and will be recorded as such in the register. We also record on the registers when a child is late for school. It is important that classes get off to a prompt, orderly start to the day and children are often distressed if they arrive after the class has begun at 8.45 am
- National/local guidance details that holiday should not be taken during term time. Holidays in term time will only be authorized under exceptional circumstances. If a holiday is taken during school time you may be liable for a fine. Please see the school attendance leaflet and policy on our website or in the school office. Any holiday time wishing to be taken needs to be applied for using a holiday form from the office.

The table below sets out the times of school sessions and the time spent on teaching and learning.

Pupils	Reception classes	Years 1 and 2	Years 3-6
Morning	8.45 – 12.15	8.45 – 12.15	8.45 – 12.15
Afternoon	1.15 – 3.15	1.15 – 3.15	1.15 – 3.15
Morning break	15 minutes	15 minutes	15 minutes
Lunch break	60 minutes	60 minutes	60 minutes

Playtimes and snacks:
We operate a healthy eating policy and we ask you to support it. In KS1 children are provided with a fruit snack free of charge. All other snacks should be fruit, vegetables, cracker/cheese or a harvest bar – no sweets, cake, crisps or chocolate. We ask that children do not eat items from their lunch box during snack time. Snacks may be eaten on the playground or in the classroom as determined by the class teacher.



Lunchtimes:
Hot school meals are available at school and are supplied by Piskula Catering, based at Our Lady of Mount Carmel Primary School. Children can have meals every day or on some days, but they must be booked and paid for in advance via ParentMail
Children who are entitled to Free School Meals have the choice of a hot lunch or packed lunch. Details can be found at the school office.

- All children having hot meals will eat in the hall.
- All children not having hot lunch need a packed lunch in a suitable box and a drink (water or squash). Please do not send fizzy drinks, cans or glass bottles to school.

Transfer arrangements to secondary school:
At the age of 11 children come to the end of the primary years. During the Autumn Term of Year 6 before transfer, you will be sent information by the Local Authority on transferring to secondary education and told how you can state your preference for a particular school. We liaise with the secondary schools to help make the transition as smooth as possible. We offer support to vulnerable children on transfer to their new school. Communication with our local secondary schools allow parents and children to become familiar with each setting. A range of transition events take place in the final term to ensure your child is confident and feels familiar with their new school ready for September









School Procedures

Charging policy:
By law your child must receive the following free of charge

- education wholly or mainly during school hours
- materials and ingredients for things made in school which pupils or parents do not want to keep
- visits in or outside school hours, which are necessary for an examination

However, some school activities are only possible if parents make a voluntary contribution. Where this is the case, parents are always informed at the outset. Where parents have difficulty in paying voluntary contributions, they should contact the Headteacher to agree an installment plan.

We do charge for the following:
- instrumental music tuition
- swimming, because of the cost of hiring the pool, providing transport and paying swimming instructors (this will nevertheless be a voluntary contribution)
- board and lodging where a school activity involves a residential element
- 'optional extras' – i.e. an activity or material not connected directly with the National Curriculum or which happens outside school hours. This might include, for example, hiring the Sports Hall at the Sports Centre, travel costs, materials, books, instruments and other equipment; entrance fees to museums, castles, theatres, etc.; insurance costs; hiring teaching or non-teaching staff specifically for the activity

Complaints:
The school follows the Local Authority procedures for dealing with complaints from parents. If you have any concerns the first point of contact should be the class teacher. If you feel it necessary, a meeting with the Headteacher can also be arranged to discuss any difficulties. It is to be hoped that at this stage your concerns will be adequately dealt with. If you remain unsatisfied, after having discussed your concerns with the Headteacher, you should take your complaint to the Governors c/o the school. If you find this response unsatisfactory you should then contact the Local Authority at County Hall, Taunton TA1 4DY or phone 01823 355455.

Whistleblowing
All staff are expected to share any concerns they have about staff conduct around children with the Headteacher. As in all schools, if there are concerns about the conduct of the Head, then these should be shared with the Chair of Governors. The staff 'Whistleblowing Policy' has been discussed and adopted and all staff have access to this document.

Safeguarding:
All staff working in school have a duty of care for all children in the school. Should any member of staff have concerns about the well-being of a child these will be brought to the attention of the Headteacher or DSL. There is a school policy for safeguarding and copies can be obtained by parents from the school office or on the school website.
Designated Child Protection Officer: Mrs Sam Clifton,
Deputy DSL: Mr Graeme Wilson/Mrs Jackie Andrews.