



GODSHILL PRIMARY SCHOOL

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Parent's Handbook 2023 - 2024



GODSHILL PRIMARY SCHOOL

Welcome to Godshill Primary School

In this handbook you will find an overview of the information you need regarding your child's first year at Godshill Primary School. If you need any additional information, then please contact your class teacher or ask at the office.

Term Dates 2023 – 2024

These can be found on our website at www.godshillprimaryschool.co.uk
Some dates below for your diary.

Friday 1st September 2023:	Development Day
Monday 4th September 2023:	Development Day
Tuesday 5 th September 2023.	Children return to school

Godshill School Uniform

Uniform for 2023-2024

The school is committed to ensuring that its school uniform is affordable and accessible to all pupils, and does not place an unreasonable financial burden on parents. We offer parents a choice of branded and unbranded items. The majority of our unbranded school uniform is available from supermarkets and regular retailers. There is also second-hand uniform available and this can be found in the main Reception area.

Reception Class

Boys

Purple Polo Shirt (with or without logo)
Purple Jumper (with or without logo)
Grey Trousers
Wellies (Yr R and 1)
Waterproofs (Yr R and 1)

Girls

Purple School Polo Shirt (with or without logo)
Purple Jumper or Cardigan (with or without logo)
Grey Skirt or Pinafore Dress (or Trousers)
Wellies
Waterproofs
For the summer girls may wear:
A purple gingham dress

KS1- Year 1 & Year 2

Boys

White Polo Shirt (with or without logo)
Purple Jumper (with or without logo)
Grey Trousers
Wellies (Yr R and 1)
Waterproofs (Yr R and 1)

Girls

White Polo Shirt (with or without logo)
Purple Jumper or Cardigan (with or without logo)
Grey Skirt or Pinafore Dress (or Trousers)
Wellies
Waterproofs
For the summer girls may wear:
A purple gingham dress

KS2 -Years 3 - 6

Boys

Grey trousers
White shirt
Purple Jumper (with or without logo)
Purple tie

Girls

Grey skirt or Pinafore Dress (or Trousers)
White shirt
Purple Cardigan or Jumper (with or without logo)
Purple tie
For the summer girls may wear:
A purple gingham dress

School Purple Book bag

Branded School wear above is available from "The Big Wight T-Shirt Company" in Newport or online at www.bigwight.com with free delivery.

All Year Groups

Footwear: Black school shoes (No Trainers) with grey or white socks, or grey or white tights for girls.

PE clothing: All children (boys and girls) will require the following, which should be kept in a named bag and be in school from Monday to Friday.

- Blue shorts
- Blue PE top with logo/initials an optional extra
- Blue Hoodie with logo/initials an optional extra
- Trainers for KS2 - Plimsolls for KS1
- Black jogging bottoms from home can be worn in the winter months.

The PE kit is available from Pendle Sportswear Ltd

<https://gods-hill-primary.footballkit.co.uk/>

All children are expected to wear school uniform every day.

Please ensure that ALL items are labelled clearly.

Pastoral Care

Formal opportunities will be provided for parent/teacher discussions about each child's progress. Every term there will be the opportunity for parents to attend an interview to discuss their child's progress. Written reports are sent home each academic year and there is always an opportunity to discuss these reports with the teachers. In addition to these formal opportunities, the teachers and Headteacher are always happy to discuss any pupil's progress and parents are encouraged to raise any queries or concerns they have immediately. If, following a query, there is a need for more detailed discussion, the teachers or Head Teacher will be very happy to arrange an appointment at a mutually convenient time.

Every effort is made to keep parents informed of activities in the School, mainly by regular newsletters distributed through the children or emailed directly to you. Newsletters usually go home on a Friday each week and they are numbered and dated to help parents keep track of any letters they may have missed. In addition, Mrs Knight, who works in our school office, is always very happy to help anyone at any time. School diary dates will also be placed on the website diary. Website: www.godshillprimaryschool.co.uk these will also be in the newsletter.

You can also see what we have been doing on our Facebook, Twitter and Instagram pages:

<https://www.facebook.com/godshillprimary.co.uk/>

<https://twitter.com/GodshillPrimary>

<https://www.instagram.com/gods.hillprimary/>

Meals

A school lunch is available, prepared on the premises, at the current price of **£2.75** paid for by using our on-line system through school money, www.schoolmoney.co.uk please see office for log in information. Alternatively, monies can be paid into school office. School lunch is provided free for Reception, Year 1 and Year 2 by the government. There are also facilities for children to have their own packed lunch). Currently, the government provides a piece of fruit for all children in Reception, Year 1 and Year 2. Water is available at all times for all children. Information is available for assistance with the cost of school meals and transport. These papers can be obtained from the School office and are treated in the strictest confidence. Anyone who thinks they may be entitled to free school meals, even if your child is currently a UFSM, we encouraged you to ask for details

Helpful Notes on School Procedure

Helpful notes on School Procedure

Please note the following procedures which have been made in the interests of health and safety for our children:

Start of the day

There is no official supervision for children before **08.30** (unless they are booked into Breakfast Club) and children should not be left alone on the premises before this time. The gates will be open at **08:25** and children will go straight to their class to begin their learning.

Please note that children may not bring toys or games unless requested by the School, or if it is a birthday celebration. School cannot be responsible for any items left on the premises.

Children will not be allowed to leave school during school sessions unless collected by a responsible adult. If you need to collect your child during school hours, please inform Mrs Knight at the front office.

End of the Day

We make every effort to ensure children are sent home with the appropriate adult. All adults who will be collecting your child must be recorded on the 'Adults who can collect my child' form. If any alterations are made to the normal arrangements please inform the school and your child's class teacher in good time, although we recognise emergency situations do arise and this may not always be possible. Thank you for your co-operation.

Absence

The school gates open at **08:25** and children need to be in class by **08:30** at the latest. Any children arriving in school after **08:30** should enter the school via the Front Office and will be marked as late in the register. Please report any period of absence to the school office **before 09:00** on **each day** of absence and this must be followed up on the day of return via letter or e-mail addressed to the office. School email:

godshill@stenburyfederation.co.uk

Accessing the School Site

The School car park and drive are only to be used by vehicles on official School business and not for dropping off or pick up of children. Pedestrians should use the footpath at all times, particularly before and after School sessions.

Parents, please observe the parking restrictions outside the School gates, both before and after school. Anyone who, for Disability reasons, needs to make separate arrangements, please contact the school office.

Changes of Address

Can any changes of address/ telephone number or other please be reported to the school office as soon as they changes. This is particularly important for medical details such as allergies, and for emergency contact numbers, as well as being able to inform you via Parent text.

First Aid

Minor injuries and ailments will be attended to by the school staff who have received emergency first aid training.

Medication

All medicines must be prescribed by a doctor.

If Staff need to administer prescribed medicines then Parents are required to complete and sign an Administration of Medicines Form prior to administration. Also, the school only accept prescribed medicines that are in date, labelled, provided in the original container as dispensed by the original pharmacist and include instructions for administration, dosage and storage. The exception to this is insulin, which must still be in date, but will generally be available to schools inside an insulin pen or pump rather than in its original container. Please see school office for further information. Medication may not be brought to School for children to administer. At the end of the day Parents must collect any medication from the school office.

Students

As I expect you know, we often have students from Universities, Colleges and Secondary Schools working with us in school.

Part of their course involves them in general observation of individual and groups of children and due to the implications of the Children Act, we have been asked to inform you of this. To maintain confidentiality, the setting is never named and no surnames are used. Should you have any objections, please contact the school.

Jewellery

Can you please make sure that your child does not wear any jewellery to school.

Nail Varnish

No nail varnish is to be worn at school.

PE Kits

All children will wear their PE kit to school on their designated PE day please see below.

	AM	PM
Reception	Friday	
Year 1	Tuesday	Thursday
Year 2		Tuesday & Thursday
Year 3	Thursday	Friday
Year 4		Tuesday & Wednesday
Year 5		Monday & Friday
Year 6		Monday & Wednesday

All PE clothing needs to be named.

Book bags

Book bags need to be brought into school every day with your child's reading book and reading record. Daily reading at home greatly supports your child's learning.

Cool Milk

Free milk is available for all children aged under five in school, funded by the UK government. In our school, this milk is provided by Cool Milk, the UK's leading school milk supplier.

We register your child for their free school milk on your behalf by providing Cool Milk with your child's name and date of birth.

Shortly before your child turns five, you will be offered the opportunity to pay a subsidised rate for your child to continue to receive milk.

All information handled by the Cool Milk group is processed in accordance with the GDPR 2018. All personal information is securely stored on Cool Milk's UK servers and is never passed on to third parties without your permission.

Please inform Mrs Knight if you would prefer us not to register your child for free school milk.

Isle of Wight Primary Schools Agreed Advice on Dealing with Head Lice.

The school will:

- Inform parents if we notice that their child has live head lice
- Advise you to talk with the School Nurse (821388), the local pharmacist, your GP – if you have difficulty in eradicating head lice.

The school will not:

- Divert teaching time checking all children's hair
- Blame pupil's for having head lice
- Suspend pupils unless authorised by the LEA medical officer, at present: Dr Jaffri (Section 524, Education Act 1996)

Parents please

- Regularly groom your children as part of their daily healthcare routine
- Inspect your child's hair whilst wet combing once a week as a very effective way of detecting head lice
- Do not wait to be informed that your child has head lice
- Go to the correct channels for expert advice – i.e. your local clinic or local pharmacist
- Recognise that your child's welfare is an unshrinkable responsibility

Working together for community health in a blame free culture will enable us to help beat this problem.

We thank you for your co-operation.

Inclusion:

Godshill is a community school. Through quality, inclusive teaching we aim to support children's needs within the classroom, including those with SEND. We have a strong inclusion team that consists of our SENCO, Ms Lisa Nicolson, who is an experienced SENCO and Mrs Dawn Groves, who is the SEND Inclusion Officer. Each child has an individual plan in place to support them. If your child has additional needs then please contact one of the team.

Godshill School Curriculum

The Governors and staff have a shared belief that all pupils are of equal worth and are entitled to the best education possible relevant to their abilities, ages and stages of development. We also believe that all pupils should have the opportunity through education to experience the community and the wider world. These principles are translated to the children through the School curriculum which aims to:

- Encourage all pupils to develop lively, enquiring minds, where the ability to question and argue rationally and apply themselves to tasks and physical skills is celebrated and actively developed.
- Enable all pupils to acquire the highest levels of understanding, knowledge and skills in all areas of the curriculum in a way which is relevant to adult life in a fast-changing world.
- Enable all pupils to learn and achieve basic knowledge and skills in literacy and numeracy as a minimum within a climate which encourages every pupil to fully develop their strengths and address their weaknesses.
- Enable all pupils to develop aesthetic awareness and creativity and an ability to appreciate a wide range of art, music and literature.
- Encourage all pupils to develop personal moral values, respect for religious values and understanding of other religions and cultures.
- Encourage all pupils to understand the world in which they live and the interdependence of individuals, groups and nations.
- Encourage pupils to appreciate human achievements and aspirations and to have the highest aspirations for themselves.
- Enable pupils to develop a sense of self-worth so that they can achieve personal fulfilment at each stage of their development.

Homework

Parents of all children are asked to support their child with the practice and development of basic skills. This involves hearing your child read regularly and reading to them, as well as helping them to learn spellings and tables when appropriate. Children will also receive some take home tasks and additional English and Maths as appropriate to support their work as they move through the school. Children are not expected to spend longer than 20 minutes on any piece of homework unless it is a project given over a period of time.

School Organisation

The School is organised into six year groups; Reception class through to Year 6. The pupils are allocated into 6 classes for September 2022. As well as the regular class teachers, we also employ specialist teachers, coaches and tutors for certain activities throughout the year. Voluntary help is also welcomed in the school and many parents and other adults from our community give up their time regularly to help in school with activities such as hearing reading, art and craft and helping with sporting activities.

Year Groups	Teachers
Nursery	Miss M Seaman
Reception	Mrs P Smith
Year 1	Miss K Hart
Year 2	Mr C Knight
Year 3	Mr T Smith
Year 4	Mrs J Felis
Year 5	Mr J Dickinson
Year 6	Mrs S Shepherd

School Day

<i>08:00-08.30</i>	<i>Breakfast Club</i>
<i>08:25</i>	<i>Gates Open</i>
<i>08.30 – 15.00</i>	<i>Children Enter Classrooms to begin lessons.</i>
<i>10.50 - 11.10</i>	<i>Break time Lower School</i>
<i>11.10 - 11.30</i>	<i>Break time Upper School</i>
<i>12.00 - 13.00</i>	<i>Lunchtime</i>
<i>15:00 - 17:00</i>	<i>Fun Zone-After School Club</i>

School Vision Statement

“We build the future and learn together”

C.A.R.E.

(Challenge, Achieve, Respect, Enjoy)

Challenge

- Be willing to take a risk.
- Not afraid to change your path.
- Perseveres despite difficulties.
- Be confident.
- Likes to ask questions

Achieve

- Be the best you can be.
- Have pride in your work.
- Aspire to your goals
- Know your next steps and how to get there.
- Motivate yourself.



Respect

- Be a quality audience.
- Be proud of yourself and your school.
- Value possessions.
- Be tolerant of others.
- Think before you do.
- Be kind and polite.



Enjoy

- Enthusiastic and excited to learn.
- Being engaged in a variety of learning opportunities.
- Gets “lost” in learning - Time disappears
- Everybody learning together.
- Explore own ideas.



Behaviour

We encourage the children to develop a code of self-discipline which will be reflected in a caring and respectful attitude towards each other, to adults, and to the community. We have a positive behaviour policy which involves a variety of rewards including praise, stickers and 'Golden Time.' Every week we have a celebration assembly where children are encouraged to celebrate their achievements with work and behaviour based on our Federation C.A.R.E vision.

The children are taught just a few simple rules and these are displayed in every class. When inappropriate behaviour occurs the children are encouraged to consider the choices they have made and think about what they might do differently another time. A system of warnings and sanctions involving short periods of 'time out' are used to help children improve their choices and behaviour.

We use the six strands as a focus on developing a positive attitude and the right behaviour choices. These are supported by clear consequences that are age appropriate. Both the six strands and consequences can be seen on the following pages.

Parents will always be consulted about matters which demand more serious measures above the sanctions normally imposed for inappropriate behaviour. Reports of bullying are always taken seriously and looked into carefully.

Parents should not hesitate to contact the school if they are concerned about their child's behaviour or attitude and similarly the school will contact the parents if they have concerns. Where behavioural difficulties do arise, it is very important that parents and school should work together to improve the situation and, through a partnership, find the best way to ensure a successful outcome for the pupil.

Stenbury Federation's Home/School Expectations

Welcome to **Godshill** Primary School

Our school community prides itself in working together with our families to provide the best support for your children and to help them to achieve and develop the skills they need for lifelong learning. When your family joins the Stenbury Federation, we will support your child to make good progress and enjoy learning. To ensure that your children have the most positive and successful start in life we will expect the same commitment from both you, the parents and your children.

From school you can expect us to:

- Follow the school's policies and procedures.
- Encourage your child/children to follow the school expectations and values.
- Encourage children to give their best at all times.
- Encourage high standards of behaviour.
- Provide a balanced curriculum and meet the individual needs of your child.
- Inform you at regular meetings of your child's progress.
- Be available should you wish to discuss particular concerns.
- Contact you if there is a problem with attendance, work, behaviour or uniform.
- Keep families informed about school activities.
- Provide opportunities for families to be involved with the life of the school.

From parents/carers, we will expect you to:

- Encourage your child/children to follow the school expectations and values.
- Abide by school policies.
- Make sure your child/children arrive on time and attend regularly throughout the school year.
- Send your child to school in the correct uniform including P.E kit.
- Telephone the school before 9.00am on the first day your child is absent.
- Seek permission from the Head Teacher to take your child out of school during term time if absolutely necessary by completing the relevant forms.
- Advise the school if someone other than persons on the contact list is to pick your child/children up.
- Support the staff on any areas of school discipline or behaviour issues.
- Attend parents' evenings to discuss your child/children's progress.
- Let the school know about concerns or problems that might affect your

child/children's work or behaviour.

- Support your child with reading and other home learning activities.

From the child/children, we will expect them to:

- Follow the school expectations and values.
- Be polite and helpful to others.
- Do all their work and homework as well as they can.
- Respect other people's belongings.
- Take care of the school building, equipment and environment.
- Move around the school in a sensible way.

Contact Us:

Godshill Primary School
Godshill
Ventnor
Isle of Wight
PO38 3HJ

For all enquiries, please contact Mrs Knight on:

Phone: (01983) 840246 (Ex. 1)
E-mail: godshill@stenburyfederation.co.uk

For all enquiries regarding Godshill Griffins Pre-School please contact Mrs Mannix on:

Phone: (01983) 840246 (Ex. 3)
E-mail: griffinspreschool@stenburyfederation.co.uk

For all enquiries regarding Extended (*Breakfast/Afterschool Clubs*) schools please contact Mrs Mannix on:

Phone: (01983) 840246 (Ex. 3)
E-mail: l.mannix@stenburyfederation.co.uk