

# Black Horse Hill Infant & Junior Schools Prospectus 2017 - 2018



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"An outstanding school...  
Children get off to a  
flying start"



"A good school with  
outstanding  
features"





Black Horse Hill Schools  
Prospectus 2017 - 2018





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**Black Horse Hill  
Junior School**

**Dear Parents/Carers,**

***Black Horse Hill Schools have a friendly and hard working atmosphere, where all children are encouraged to take a pride in their achievements. We have always worked on the basis that close understanding and co-operation between teachers and parents/carers will result in happier, more self-assured children.***

***The aim of this prospectus is to give an insight into the organisation of the schools, their values and beliefs. We hope it will answer some of the questions you may have.***

## **Our Mission Statement**

### **School Vision**

*Together our schools will:-*

**Nurture and empower our children to become creative, compassionate and confident citizens, in a diverse and ever-changing world.**

### **School Aims**

*Our school community will:-*

- ◆ Have high expectations for all
- ◆ Inspire a passion for learning
- ◆ Provide an enjoyable, yet challenging curriculum
- ◆ Develop positive relationships through collaboration
- ◆ Create a safe and happy environment

### **School Values**

*All our children, staff and parents/carers will share the same core principles of:-*

Respect  
Honesty  
Kindness  
Excellence  
Perseverance  
Friendship  
Motivation and hard-work  
Politeness and good manners



## ***Our Admissions Policy and Procedure***

*Both schools comply with Wirral Local Authority's (LA) coordinated scheme for primary admissions. Admission to both schools (from Foundation 2 to Year 6) is dealt with by the LA. Parents need to contact Wirral Primary Admission (606 2000) and complete the relevant paperwork. Parents/carers are welcome to visit the schools before applying for admission.*

### **Foundation Stage**

#### **Foundation 1**

*Admission to Foundation 1 is managed by the Infant School. Parents/ Carers should contact the school office in the September following their child's second birthday. Children can be admitted in the term following their third birthday..*

#### **Foundation 2**

*Parents/carers who want their child to be educated at Black Horse Hill Infant School must apply for a place through Wirral Local Authority. We then arrange for children to start their full time education at the beginning of the school year in which their 5th birthday falls. We stage admissions at the start of the school year to provide an opportunity for the children to make new friends and familiarise themselves with school routines in small groups. For the first two weeks of the school year children in Foundation 2 will attend either mornings or afternoons.*

### **Key Stage 2 / Juniors**

*Children who are seven years old between 1st September and the 31<sup>st</sup> August will be admitted to the Junior School at the beginning of the Autumn Term. All children who are on roll at the Infant School are eligible to transfer to the Junior School even if they do not live in the school's catchment area.*

#### **Transition to the Junior School**

*There is a systematic procedure in place which is sensitive to the needs of the children to ensure that the transfer to the Junior School is as smooth as possible. This includes an Open Afternoon as well as visits for both pupils and their parents/carers to the Junior school.*

#### **Visiting Arrangements**

*Before starting either school, new children and their parents/carers are invited to visit. Children will be able to familiarise themselves with their new surroundings, meet teachers and socialise with other children. Parents/carers, too, will meet the teachers and discuss how best they might prepare their children for starting school. Working and caring together in this way, it is hoped staff and parents/carers will make your child's time in our schools as enjoyable as possible.*

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## *The Curriculum*

*Both schools provide a broad, balanced and creative curriculum which is relevant to the needs of the children living in society today.*

### **Early Foundation Stage Years**

*In the Infant School, Foundation 1 and Foundation 2 children follow the Early Years Foundation Stage Curriculum.*

### **The Core Subjects**

*Both schools follow the National Curriculum in Key Stage One and Two. The core subjects of English, Mathematics, Science and Religious Education (R.E.) are taught throughout the schools. Consideration is given to the differing abilities of the children and the work in all areas of the curriculum is matched accordingly.*

*R.E. and collective worship forms part of the school curriculum. Children can be withdrawn from all or part of religious education/ collective worship, at the request of their parents/carers.*

*Alternative provision is detailed in the school policies.*



### **The Foundation Subjects**

*Information & Communication Technology permeates all areas of the curriculum and the schools have either computer suites or wireless mobile IT laptop facilities and full interactive facilities in all classrooms such as projectors and smart boards.*

*The teaching of the Foundation subjects, which include: Art and Design, History, Geography, Design Technology, Music and Physical Education provide range within and across the curriculum. There is provision in both schools for teaching Modern Foreign Languages e.g. French, Spanish, Italian and Chinese.*

*International studies also form part of the curriculum in both schools. Also, in the Junior School, the PE lessons, under the supervision of the PE co-ordinator, are provided by specialist sports coaches.*

*The Key Stage 2 children have the opportunity to take part in peripatetic music tuition covering a wide range of instruments. Please note there is a charge for this provision.*



## ***Personal, Social, Health and Economic Education, Citizenship (PSHE) and Social and Emotional Aspects of Learning (SEAL)***

*Both schools follow the Local Authority guidance on teaching PSHE, SEAL, Citizenship, Sex and Relationships Education (SRE) and drug awareness. Other external agencies and advising groups visit to support this provision across both key stages.*

*Note: parents/carers have the statutory right to withdraw their child wholly or partly from receiving sex education in school, by informing the Headteacher in writing.*

### ***The School Council***

*Both schools have active school councils made up of pupil representatives from each class. On the school council the children discuss key school and citizenship issues affecting them and their environment.*

### ***Homework***

*Homework is set on a weekly basis. We strongly believe in a partnership approach between home and school to aid in the further development of each individual. The homework activities are based on skills and knowledge that are taught in school; this is to reinforce their knowledge and understanding in the subjects at hand.*



## Code of Conduct

*The schools encourage children to make informed choices about their own behaviour based on respect for themselves, others and their environment.*

*We believe strongly in rewarding children for good behaviour, for example with certificates, celebration assemblies and communal treats.*

*In the event of children making the wrong choices, an agreed system of sanctions will be consistently followed. For further information please see our Assertive Discipline and Anti-Bullying policies which are available on our school websites.*



**Black Horse Hill  
Junior School**



## Monitoring Progress

*Each child's needs are considered and catered for on an individual basis. To ensure progress the teachers carry out thorough planning and regular assessments of each child's progress. These influence the target setting procedures across both schools, which provides continuity in the transfer from the Infant School to the Junior School.*

*There are also opportunities for progress to be monitored through the following:*

*End of Foundation Stage Assessments*

*End of key stage 1 & 2 Statutory Assessment Tests (SATs)*

*Phonics Screening Check for year 1*

*Termly reports are provided for parents/carers at the Junior School and both schools also provide a written end of year report detailing your child's progress*

*Two parents' evenings during the course of the year*

*In addition to the formal systems in place, parents/carers are welcome to discuss their child's progress with the class teacher or Headteacher. Note: appointments can be made through the school secretaries.*

### **Parent Workshops**

*Both schools hold curriculum evenings and workshops throughout the year to provide parents/carers with an opportunity to develop their knowledge of the school curriculum.*



**Black Horse Hill  
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## Inclusion

### Specific Educational Needs

*Both schools pride themselves as offering an inclusive atmosphere. If children are identified as having special educational needs then specific educational provision is made available for them. Both schools believe that the inclusion of pupils with such needs has a positive benefit for all.*

*Both schools are fully accessible and copies of the schools' accessibility plans are available by request, from the Headteachers.*

### SEN Procedure and Provision

*Early identification is vital in the efficient management of SEN matters. Copies of the SEN Information Report are available from both schools and are also published on the websites of both schools. Guidance set out in "The SEN Code of Practice (2014)" is followed at all times.*

*Should concerns arise, pupil progress will be assessed and monitored. In the event of additional intervention being required parents/carers will be informed and relevant SEN paperwork will be completed.*

*If concerns continue extra support will be sought from external agencies and other professionals.*



## School Uniform

Please note that many of the following items can be purchased from the schools. Please mark all your children's possessions with their names so that we can ensure their safe return to your child.

	Boys	Girls
Winter	School Tie (Juniors) Grey Trousers White Shirt (Juniors) White Polo Shirt (Infants) Sweatshirt Infant –Grey Junior - Purple	School Tie (Juniors) Grey Skirt, Pinafore or Tailored Trousers White Blouse (Juniors) White Polo Shirt (Infants) Sweatshirt Infant –Grey Junior - Purple
Summer	Grey Shorts White Polo Shirt Sun Hat	Purple and White Checked Dress Sun Hat

### Shoes

We request that children wear formal footwear and not training shoes, boots or high-heeled shoes.

### Physical Education

All children are asked to provide a bag in which to keep their PE clothing.

Children are not permitted to wear football kits.

### Both Infant and Junior

Blue/black shorts

Plain white t-shirt/polo shirt

Black pumps or suitable footwear

### Juniors

Tracksuits for outdoor games

### Art (This only applies to the Junior school)

An old shirt, which is to protect uniform from mess.

### Rainy Day Bags (This only applies to the Infant School)

To include inexpensive table-top toys, books, games etc.

Also note that the wearing of jewellery is not permitted in school in the interest of safety. Parents/carers are requested not to allow children to have their ears pierced during term time.





## Attendance

### ***Sickness/Unauthorised Absences***

*We would request parents/carers inform the school of their child's absence as early as possible on the day of the absence. Messages can be left on the school's answering machine which will be picked up by the school secretary. Any absences not reported will be marked as unauthorised.*



*If an appointment is unavoidably scheduled for during the school day an authorised absence pass must be sought from the school office, and be returned to the school office when your child returns to school.*

*All late arrivals must report to the school office, to be marked late, as soon as they arrive, failure to do this will result in an absence being recorded.*

### ***Holidays***

*Amendments to The Education (Pupil Registration) (England) Regulations 2006 remove references to family holiday and extended leave. The amendments make clear that Headteachers may not grant leave of absence during term time unless there are "special circumstances relating to the application."*

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**Black Horse Hill  
Junior School**

## Activities

### **Charges for activities**

*The Governors have adopted the Wirral Borough Council's Policy, which can be summarised as follows: -*

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*"Children will not be charged for any equipment used in school apart from ingredients or resources used in practical activities. Contributions are required for activities taking place in school time and donations will be asked to cover transport and admission costs for educational visits. A charge is made for instrumental music tuition provided by the Authority's Instrumental Music Service in groups of up to four children."*

### **Extra-Curricular Activities**

*Over the year, a wide range of extra-curricular activities are available some of which are listed below:*

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#### **Juniors**

**Athletics**  
**Choir**  
**Cheerleading**  
**Chess**  
**Cricket**  
**Cycling Proficiency**  
**Dance Club**  
**Fencing**  
**Football**  
**Gardening Club**  
**Judo**  
**Netball**  
**Street Dance**  
**Tri Golf**

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#### **Infants**

**Football**  
**Tennis**  
**Street Dance**  
**Mini Olympics**  
**Athletics**  
**Judo**  
**Karate**  
**Choir**  
**Gymnastics**  
**Gardening**  
**Cheerleading**  
**Craft Club**

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*Other Activities are offered as appropriate when members of staff are available.*

*The Junior School children also have the opportunity to take part in the Wirral LA Children's University. This allows for pupils to gain awards based on the hours of attendance at clubs or activities.*

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## **Black Horse Hill and our Community**

### **Parent Teacher Association & Parent Council**

*We are fortunate in having an enthusiastic and committed Parent Association which is called Friends of Black Horse Hill School( FOBHHS), which not only raises funds, but also organises activities that greatly enhance the ethos of the schools. Note: the FOBHHS committee regularly contacts parents/carers to enlist their support. If you wish to help, you can contact the FOBHHS secretary by writing to, or telephoning, either school.*

*The Junior School also operates a Parent Council which meets termly with the Headteacher. Details of the roles, function & membership of the Parent Council are available from the Junior School Headteacher.*

### **Community Links**

*The school believes strongly in fostering and maintaining strong links with the community. This includes inviting visitors into the schools, such as local church representatives, artists in residence and local charities. We also visit a range of places of interest and people in our local community.*

### **School Meals**

*Both schools offer healthy school meals at lunchtime. Parents/carers also have the opportunity to provide children with their own healthy packed lunch. Fees are applicable at the Junior School. Please contact the school for the current price.*





## Other Information

*Both schools value their participation in schemes such as:*

*Basic Skills Quality Mark*

*Healthy Schools*

*Eco Schools*

*Active Playground*

*Schools Sports Coordinator Scheme*

*Recycling*

*Bike It*

*International Schools Award Scheme*

*Life-long Learning.*



### **Educational Legislation**

*Whilst the Governors and Headteachers believe that the schools operate in accordance with current educational legislation, we do have a procedure for any complaints that may arise. Although the Headteachers deal with most complaints efficiently and effectively, parents/carers should note that there are more formal channels that may be used if believed to be necessary.*

*In accordance with the Freedom of Information Act copies of all school policies, most recent inspection reports and other Government documentation are available from the schools upon request.*





## Further Reading

We have more information available on some of the following areas, feel free to ask and we will provide you a copy, or you can download copies from our websites.

<http://www.blackhorsehillinfant.co.uk>

<http://www.blackhorsehill-junior.wirral.sch.uk>

### Subjects Covered:

- OFSTED reports
- Numbers of pupils on roll
- Attendance data
- Term dates
- Out of Hours Club (at Infant site)
- National Curriculum Assessment results for both Key Stages
- SEN Information
- Details of Complaints Procedure
- Home-School Agreement
- Behaviour Booklet
- Sample Lunchtime menu

**Black Horse Hill  
Junior School**

