



# **QUEENSWAY SCHOOL**

## **PROSPECTUS**

**2020-2021**

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# QUEENSWAY SCHOOL

Brantwood Rise  
Banbury  
OXON  
OX16 9NH

Tel: 01295 251631

Headteacher: Mrs Sarah Horbury-Jakeman  
BA Hons (QTS), NPQH

Email: [office.2057@queensway.oxon.sch.uk](mailto:office.2057@queensway.oxon.sch.uk)

Dear Parents

## Welcome to Queensway School

I hope this prospectus will be useful and informative as well as providing a taste of Queensway School. Please come and visit us and see the school at work. Drop in or ring our school administrators to arrange a time when I can meet you and show you around the school.

Queensway School is a primary school where the staff, parents and Governors work in partnership to provide a lively, stimulating and nurturing environment. We encourage our pupils to become inquisitive and independent learners who enjoy their education. Together with parents we teach new skills and continually build upon pupils' knowledge. We teach using the latest technology and in ways that are fun, interactive and memorable.

The school currently has 420 pupils aged 3-11. We are a school that has grown; in September 2012 we went from being a single form entry school, i.e. 1 class per year group to a double class intake. In September 2019 we opened our new nursery for 3-4 year olds, which has been enormously successful.

Queensway is set in beautiful grounds with an extensive outdoor environment to take advantage of, as well as light, spacious classrooms.

Queensway was last inspected in March 2017 and we are very proud to be judged 'good' again.

We look forward to being a part of your child's development, and we hope that you and your child will enjoy a happy and fulfilling time at Queensway School.

Yours sincerely

Mrs Sarah Horbury-Jakeman  
**Headteacher**



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## ABOUT THE SCHOOL

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Address	Brantwood Rise, Banbury, Oxon, OX16 9NH
Telephone	01295 251631
E Mail	office.2057@queensway.oxon.sch.uk
Number on roll	420
Official admission number	60
Headteacher	Mrs Sarah Horbury-Jakeman, BA Hons (QTS), NPQH
Chair of Governors	Mrs Daniela Cesco

Queensway School is a co-educational community school for children aged 3 – 11.



The site is spacious and set in pleasant grounds one mile from Banbury Cross. We have excellent outdoor facilities for our children including an enclosed play area specifically for the Foundation Stage pupils, as well as three separate play areas for older children. We have a large grassed playing field, a trim trail, an outside classroom as well as a new MUGA (multi Use Games Area) installed in 2020. Our onsite caretaker takes excellent care of the grounds and we are very proud to have won the Cherwell District Council Cleanest School Award for three consecutive years!

The majority of the site is all on one level and can easily be accessible by wheel chair users.

The school buildings are well proportioned and are divided into bases. Classrooms are inviting and provide a stimulating environment for teaching and learning. The library is well resourced and positioned centrally in the school. It has had a complete make-over this year creating an enticing place to develop a thirst for reading. All classrooms have interactive whiteboards and visualisers, enabling teachers to use the latest technology. We have class sets of iPads, mini-iPads, laptops and Chrome books allowing children to develop ICT skills whilst in their classrooms as well as promoting ICT to be at the heart of the entire curriculum. We have a food technology area that is regularly used for cooking by all classes and the cooking club.

The Headteacher welcomes visitors to the school and is always happy to discuss how we can meet the needs of children and families. Please contact the school office for an appointment.

### **Rise to the challenge, to be the best I can be**

At Queensway we aspire to encourage every child to develop their ambition for their future and to develop the knowledge and skills to fulfil their potential.

Within a safe, secure and nurturing environment we will encourage and support children to:

- Adopt a 'can do' attitude
- Be focused and resilient
- Challenge and question
- Be independent learners
- Be respectful and inclusive of others
- Be well-mannered and caring
- Be healthy

As a result Queensway children will:

- Have pride in their work, school and themselves
- Be capable of independent and collaborative learning
- Be confident to challenge yourself
- Have ambitious aspirations
- Become good citizens who contribute to our community
- Enjoy school life and have fun.



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## HOW THE SCHOOL IS ORGANISED

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Our school is divided into

- Foundation Stage for children aged 3-5 years
- Key Stage 1 - Years 1 & 2 for children aged 5-7 years
- Lower Key Stage 2 - Years 3 & 4 for children aged 7-9 years
- Upper Key Stage 2 - Years 5 & 6 for children aged 9-11 years

All classes are mixed ability. Teaching may be whole class or group work within classes. We keep you up to date about the curriculum and activities in each department through regular newsletters that can also be found on the school website.

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## THE SCHOOL DAY

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### FOUNDATION STAGE

From the beginning of the Autumn Term your child will be admitted full-time after the first few days, and so will attend from **8.45am – 3.00pm**.

### KEY STAGES 1 AND 2

8.30 – 8.40am School doors are open for pupils. Please ensure pupils arrive between these times as pupils are not supervised before 8.30am. All pupils should be ready for registration at 8.40am. In order to promote independence, children in Key Stage 2 are expected to come into the classrooms by themselves without parents in the mornings.

8.40am	Registration and day's activities start
10.45 - 11.00am	Mid-morning break (Year 1 break is 10:15-10:30am)
12.00 - 1.00pm	Lunchtime (Foundation Stage and Year 1 lunch is 11:30-12:30)
1.00 - 2:40pm	Afternoon activities
2.40 - 3.00pm	Assembly
3.05pm	School ends



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## TRANSFER TO SECONDARY SCHOOL

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Queensway School is part of the Banbury Partnership. Wykham Park Academy and its feeder primary schools work together to ensure that children make a smooth transition to secondary school and have a continuous educational experience from 3-19.



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## ADMISSIONS

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Parents are very welcome to visit us when choosing their child's school. We run a series of Open Days throughout the Autumn term, but we are also happy to accommodate visits at any other time.

As soon as you think you might like your child to attend our school, please contact Oxfordshire County Council Admissions Team: 01865 815175.

Queensway strives to be a fully inclusive school. All pupils are welcome, including disabled pupils and those with special educational needs.

Places are allocated at our school in accordance with the Oxfordshire Local Authority Admission Policy.

If you wish to come to Queensway School and live in our catchment area, you have priority and will be offered a place if there is a space.

If you live outside the catchment area you will be offered a place if one is available. The Local Authority considers all applications and will contact you if your child cannot attend the school of your choice. Further guidance about the LA Admissions Policy is available in the booklet "Oxfordshire Schools Admissions and Transfers", which is published annually by the LA.



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## NURSERY

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Our new nursery opened in September 2019 and has had an incredible first year, surpassing all our expectations and targets!

The nursery provision is located within the school grounds, next to the Reception classes; with its own access point, secure outside play area and a large spacious classroom.

Our aims for the nursery are to offer a secure and nurturing environment led by highly qualified Early Years staff focused on school readiness. We were keen to have our own nursery to ease transition when children move into Reception and enable us to provide a high quality education from an early age.

We currently have 1 qualified teacher and 2 support staff with training in Early Years working in the Nursery. The adult to child ratio is at least 1:13. We feel this will give children a positive start to their school life and build upon the continuing success of our Foundation Stage.

Families can access their free Early Years entitlement, the nursery provision has 26 morning and 26 afternoon part-time places. Each place is offered as a 15-hour morning or afternoon session. Families entitled to 30-hours funding are able to access a full day. The nursery runs with hours similar to a regular school day and the children are able to start in the term after their third birthday (For further information on entitlement and how to apply please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) which will provide you with the information you need. Alternatively, please visit <https://www.oxfordshire.gov.uk/residents/children-educationand-families/early-years-education/free-education-3-4-year> for guidance.

In addition, other availability to parents at an additional cost are Breakfast Club from 7:45am-8:30am, Lunch Time from 11:30am-12:15pm and After School Club from 3:15pm-6:00pm. All sessions are term time only.

Visits are warmly welcomed to the Nursery, please contact the school office on 01295 251631, who will arrange this for you.

If you would like to apply for a place at Queensway School Nursery please email: [nursery@queensway.oxon.sch.uk](mailto:nursery@queensway.oxon.sch.uk).

Families who attend Queensway nursery still need to apply through Oxfordshire Admissions for their child to move into our Reception classes.



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## THE CURRICULUM

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Here at Queensway we follow the National Curriculum. We believe in making our curriculum as interesting as possible to engage children in their learning and we adapt it to meet individual children's needs. We believe in a cross curricular approach where children can make links between the different areas of learning as well as learning the essential reading, writing and maths skills they will need throughout life.



Our English curriculum incorporates the use of Tales Toolkit in the Foundation Stage and Talk For Writing across the rest of the school. Both initiatives place an emphasis on oral re-telling of stories and includes non-fiction genre in Key Stage One and Two. Teachers provide high quality modelled writing to help children acquire confidence and the skills they need to adapt their writing for different purposes and audiences. We value and promote reading and all children are encouraged to read for pleasure both at school and home. Our spelling provision follows national guidance with an emphasis on phonics in the Foundation Stage and Key Stage One which is closely matched to reading. In Key Stage Two, we again follow national guidance using investigation and exploration of spelling patterns with an emphasis on application in the children's writing.



In Maths we follow a mastery approach. This involves keeping the children working together where appropriate but allowing all children the opportunity to gain greater depth and proficiency. Every class has a range of resources and we follow a concrete, pictorial and abstract approach to the teaching of Maths. We aim to develop children's fluency in essential mathematical skills and be able to reason mathematically and apply skills learnt enabling them to fully master mathematics.

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## RELIGIOUS EDUCATION AND COLLECTIVE WORSHIP

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Religious Education is taught according to the locally agreed syllabus. Understanding, respect and tolerance of different faiths is taught. The daily act of collective worship, or assembly, is non-denominational and provides valuable opportunities for the school to meet together to think about shared values that underpin the life of the school and to celebrate pupils' learning and achievements. If parents wish to withdraw their children from either Religious Education or from assembly, they have a right to do so in accordance with the Education Reform Act 1988 (circular 3/89). Please contact the Headteacher so that appropriate alternative arrangements can be made.

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## PERSONAL, SOCIAL, HEALTH AND ECONOMIC EDUCATION (PSHE) AND RELATIONSHIP AND SEX EDUCATION (RSE)

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As a part of your child's education at Queensway, we promote personal wellbeing and development through a comprehensive Personal, Social, Health and Economic (PSHE) education programme. PSHE education is the curriculum subject that gives children the knowledge, understanding, attitudes and practical skills to live safe, healthy, productive lives and meet their full potential.

PSHE education is taught throughout the school in every year group. For more detail about our PSHE curriculum and to read our Relationships and Sex Education policy.

All PSHE teaching takes place in a safe learning environment and is underpinned by our school ethos and values. We use Coram Life Education (SCARF) as our main resource for teaching PSHE alongside a variety of others, such as: books, videos and workshops. We also follow and teach the Safeguarding Children in Banbury (SCIB) curriculum which has been specifically designed to help keep local children safe in their school years and beyond, by identifying and managing risk factors.

In April 2019, the government announced new regulations for teaching Relationships and Sex Education in England from September 2020. Based on this new statutory guidance, we have widened our PSHE curriculum to look at many topics including physical and emotional health, all kinds of relationships, and living in the wider world. Relationships Education will form a part of children's learning about the world around them and how they interact with others. Children will not be taught to question their own gender identity but will become aware that we are all different and that our differences should never be a cause for fear, conflict or disrespect.

Just as we want to encourage children to celebrate their many different strengths, goals and dreams, we also aim to promote the celebration of diversity among cultures, religions and traditions. At Queensway, we endeavour to be inclusive and representative of all relationships and family structures in modern Britain and aim to promote tolerance and acceptance with the children. Therefore, as part of our PSHE curriculum looking at equality and celebrating diversity, we are beginning to look at and discuss LGBTQ+ with the children.

Parents have the right to withdraw their child from RSE lessons after discussion with the Head Teacher.

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## COMPUTING

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Children at Queensway are encouraged to be computer literate and use a range of software programmes. All classes have a weekly computing lesson which teach specific computer skills as well as access to iPads and laptops to support learning in all other areas of the curriculum.



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## MUSIC

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All children at Queensway are encouraged to appreciate a range of musical styles and instruments. To supplement our music provision within whole class teaching, we also offer a range of musical clubs such as African Drumming, Recorders and choir which children can enjoy. When children reach Year 3 parents can choose to buy music tuition for their child through Music For Schools; a company who provide specialist music teachers who deliver high quality music tuition during the school day.

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## PE

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We are part of North Oxfordshire School Sport Partnership which provides children across the town with many sporting events and competitions, ranging from dance festivals, to multi-skills to targeted events for children particularly skilled at sport or those who don't feel confident in their sporting abilities. A significant advantage of being part of NOSSP is the PE mentor who works alongside the teachers in school to ensure children have the very best PE lessons. Again, our curriculum is enhanced by the huge range of sporting clubs which are on offer to children of all ages; most which our own staff run, but a few which specialist coaches lead.

We hold an annual 'sports day' which is a mix of competitive activities whereby teams compete against each other as well as developing children's ability to be effective team members who work together to reach an end goal.

Queensway has a Sports Council who organise inter-class events, consult on play equipment that the children would like and help us to continually develop our sporting offer.

In order to ensure playtimes are enjoyable and there are varied activities available, children in Year 6 can apply to become Playground Leaders who facilitate activities with the younger children. This develops Year 6's leadership skills and the younger children enjoy the opportunity



to mix with children from other parts of the school. This model is also replicated in Year 5 with Playground Ambassadors who also support children in other year groups.

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## SWIMMING

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Children in Year 5 take part in swimming for three terms. A coach takes them to Spiceball Leisure Centre in Banbury town so we ask for a voluntary contribution towards this trip. Children learn to develop water confidence which is an important life skill and a key part of the National Curriculum Physical Education.

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## THEMED DAYS

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Every term all classes take part in a themed day, such as cultural diversity, mental health etc. It enables the children to engage in some fantastic cross-curricular learning.



## CLASS ASSEMBLIES

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Each class performs two or three assemblies over the year, which parents and friends are invited to. This is an opportunity to share work and celebrate achievements. The assemblies also develop the children's speaking and listening skills.

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## SCHOOL AND HOME- WORKING IN PARTNERSHIP

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You are invited to get involved in school life in many different ways. At Queensway we aim to work in partnership with you to benefit your child. We value the part parents can play in enriching the life of the school.



There are many ways that you can become involved, such as hearing readers, sharing a story, cooking, art & craftwork or joining us on a visit. If you would like to become involved in any way, please talk to your child's teacher.

We hold termly shared lessons where parents are welcomed into school to share the children's work and take part in activities. The shared learning that takes place during these sessions reinforces the joint partnership that we have with parents in developing and supporting our children's learning. We also offer workshops which include curriculum information.

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## FORMAL REPORTING TO PARENTS

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A positive and supportive link between home and school can help your child thrive. Your child will learn more readily in the secure and happy environment that such a link can provide. We will keep you informed about your child's progress and of any concerns we might have. Please let us know of any factors at home that might affect your child during the day. It can be difficult to help if we are not clear about the situation. Consultation evenings are held during the year, when parents are invited to talk with staff about their child's progress. An annual report is sent to the parent/guardian of each child. Arrangements can be made to send copies to both parents if they live at different addresses. Please don't feel you have to wait for parents' evenings though! You may make an appointment at any reasonable time, to talk to your child's class teacher or the Head Teacher.

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## KEEPING IN CONTACT WITH PARENTS

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We email home regular newsletters and updates to let you know what is happening in school. Copies of letters are also uploaded onto the school website. We can arrange for letters to go home to parents who live at separate addresses as well as paper copies if necessary. Please contact the office if this is needed, or if you require letters in large print etc. We also operate a texting and email service so we can text important information to parents.



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## THE QUEENSWAY WEBSITE

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We have an informative website offering a range of information for you as well as suggested activities to support your child's learning in school. Each class has a 'blog' which is updated regularly by the class teachers and children where they share news, learning and special events in school. [www.queensway.oxon.sch.uk](http://www.queensway.oxon.sch.uk)

There is a useful 'News and Events app' enabling you to get the latest news stories and calendar events sent straight to your iPhone/Android to keep you informed while on the move!

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## FACEBOOK

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Queensway School has a social media account which can be found at:  
<https://www.facebook.com/Queensway-Primary-School-2343858765881705/>



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## HOMEWORK

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In order to support the work done in school we ask that all children do some work at home on a regular basis. All children from Nursery to Year 6 are encouraged to bring books home to share with their parents. Five minutes a day reading with your child, without interruption, will prove to be of enormous benefit as he or she develops into a fluent reader. Our homework policy sets out what homework is set for each year group and how long it should take to complete a week.

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## CHILDREN WITH ADDITIONAL NEEDS

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The governors and staff recognise that all children have a right to a broad and balanced curriculum. We aim to create a happy, educationally exciting and positive environment in which all pupils can develop to their full potential. We recognise that children are individuals; each child has needs special to him or her, and some gifted children may also have special needs. We have a school policy which outlines how we support pupils with special educational needs and disabilities (SEND). This is reviewed regularly by the governing body.

High quality first teaching that is differentiated and personalised will meet the individual needs of most children. However, some children will need educational provision that is **additional** and/or **different** from this. This is termed as special educational provision under Section 21 of the Children and Families Act 2014.

A child has special educational needs if he or she has a learning difficulty or disability which calls for special educational provision to be made for him or her. A child of compulsory school age has a learning difficulty or disability if he or she: a) has a significantly greater difficulty in learning than the majority of others of the same age; or b) has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools (ref. Special Educational Needs Code of Practice 2014, paras xi-xii). Children will not be regarded as having a learning difficulty solely because they are learning English as an additional language.

Support for children may be either within the classroom or in a shared area adjacent to the classroom. Children may work at times with a Teaching Assistant and all the work is planned by either the Class Teacher or the Inclusion Manager in consultation with the Class Teacher.

All children with special needs and/or disabilities are integrated into their age group. If a Teacher thinks that a child may have special educational needs and/or disabilities, they will work in partnership with the parents and Inclusion Manager to identify these more clearly and plan how to meet them. Review meetings are held to share information and agree next steps. Queensway School can request support or advice from external agencies if this is considered appropriate, in discussion with parents and, where appropriate, the child themselves.

Further information about our provision for children with Special Educational needs and/or disabilities can be found in our SEND Information Report on the school website.

Please ask at the office if you wish to know more about access and facilities for disabled children. Accessibility is reviewed annually and our School Accessibility Plan outlines how it will be improved. If you would like to read a copy of our policy for the support of children with special educational needs, or the school's Accessibility Plan, please ask at the school office or you can read them on the school website.

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## ENGLISH AS AN ADDITIONAL LANGUAGE (EAL)

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Children whose first language is not English are given support to ensure they can participate fully in the curriculum. This is provided in a variety of ways according to the needs of the children. We currently have staff who speak Punjabi, Urdu and Polish.

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## MOST ABLE CHILDREN

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We recognise that some children have a general all round ability or more specific ability beyond the large majority of their age group. We aim to identify these children as early as possible.

Through implementation of our Policy for Most Able children we aim to ensure that all children who have gifts or talents in any area of ability are encouraged to develop these to the full. We offer children opportunities and activities to develop their interest and skills and in lessons differentiation allows opportunities to explore different ways of learning. We keep a 'Most Able and Talented' register, and parents whose children are on the register are informed annually. Their additional provision is outlined to parents and monitored closely by our Leader for Most Able Pupils.



We take part in all Banbury Partnership events for Gifted and Talented children such as sport workshops, maths and science days.





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## SCHOOL UNIFORM

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There is an expectation that all children will be safely and smartly dressed in school uniform. The uniform has been chosen to be practical and economical. Many uniform items are widely available from a range of local shops. 'Cross Embroidery', based at Lower Cherwell Street, Banbury, supply items with the Queensway logo.

### **WINTER**

Trousers/skirt	Traditional style grey trousers. Jeans and tracksuit bottoms are not appropriate. Grey knee-length skirt or pinafore. No leggings to be worn.
Shirt	White polo shirt, white shirt or blouse
Sweatshirt	Royal blue jumper or cardigan or Queensway sweatshirt.
Socks	Plain, dark coloured or white socks or grey opaque tights
Footwear	Plain, black shoes or trainers for outside. Plain black plimsolls for indoors. No high heeled shoes please.

### **SUMMER**

Children may choose to wear grey knee-length shorts, or blue and white checked knee-length dresses. No leggings to be worn.

*Optional:* Royal blue or grey headscarf may be worn.

### **PE**

Shorts/Trousers	Plain navy shorts or plain navy tracksuit bottoms
T-shirt	Plain white T-shirt
Footwear	Indoor PE – bare feet Outdoor PE – trainers (different ones to their walking to/from school trainers)

Tracksuits and coats with the Queensway logo can also be purchased from Cross Embroidery.

**EVERY ITEM OF CLOTHING BROUGHT OR WORN TO SCHOOL MUST BE CLEARLY NAMED.**

### **JEWELLERY**

The only jewellery permitted in school is a single pair of small sleeper studs for pierced ears, and a small wristwatch. It is school and Local Authority policy that no jewellery may be worn during PE lessons.

### **HAIR DESIGNS**

Children are not permitted to have their hair coloured, cut with designs shaved in or spiked up in a Mohican. Children must tie their hair back for PE lessons. Hair accessories must be the school colours and discreet.

### **MAKE UP, NAIL VARNISH AND TEMPORARY TATTOOS**

No make-up, nail varnish or temporary tattoos are permitted unless necessary for a concert, play or after school event. If present, then we will contact the parent/carer to ask for it to be removed.

*If there are religious, cultural or medical reasons for your child not to comply with our uniform policy please contact the school so that staff can be made aware of the situation.*

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## LUNCHES AND SNACKS

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We encourage healthy eating at Queensway, following our food and drink policy. Children are invited to bring fruit for their morning break, no sweets or crisps please. Children in Foundation Stage and Key Stage 1 receive a free piece of fruit every day.

School meals are cooked on the premises. A two course lunch is provided and there is a variety of options including fresh fruit and salad. The menu for the week is always displayed on the wall by the kitchen serving counter and published on the school website.

Under the Government scheme called 'Universal Free School Meals' all children in the Reception classes and Years 1 and 2 are entitled to a free school meal. However, if your child is in Year 3-6 they may also be entitled to free school meals. Please refer to the website <https://www.gov.uk/apply-free-school-meals> and contact the office if you wish to claim them. Parents can of course purchase a meal for the child in our nursery or Years 3-6 if they are not eligible for a free meal.

The alternative to having a school meal is to bring a packed lunch. All children eat their lunch in the hall. Water and milk is always available. Children are allowed to bring their own drinks in non-breakable containers. We ask you to avoid sending sweet, sticky or fizzy drinks. Water is also available during the day if it is needed. Due to allergies within our school community, we aim to be a nut-free school.

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## MONEY

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We are a 'cashless' school so dinner money is paid via ParentPay in advance. You will be provided with login details to set up your account online. Payment items, such as school trips and breakfast club can be paid via Parentpay too. Occasional cash payments for items such as PTA activities should only be brought into school in an envelope marked with the child's name, class teacher's name, amount and purpose.



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## PASTORAL CARE

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The education of your child is seen as a partnership between us, the staff of Queensway School, and you, the parent. We aim to provide a caring, happy working environment where the children can feel confident that their problems or concerns will be dealt with in a positive and sympathetic way. Our full time Home School Community Link Worker is available to support families with a range of issues.

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## BEHAVIOUR

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We have a very comprehensive Behaviour Policy that is implemented throughout the school and is based on choices and consequences. Children are made aware of the school rules and are encouraged to take responsibility for their behaviour. Parents are kept informed of their child's behaviour. A copy of the Behaviour Policy can be requested from the school office and is on the school website. Parents are also expected to behave in a respectful manner while on the school site and adhere to the Parent Code of Conduct.

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## ILLNESS

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In the event of a child being absent, parents are asked to let the school know on the first day of absence before 9am. The school will contact families when no message is received. This ensures that the school has no cases of unauthorised absence and that children cannot play truant. If your child becomes unwell while at school, you will be contacted so you can take your child home. It is most important that your contact information is kept up to date, so please let the office know of any changes. In the event of an accident or illness which requires emergency treatment, a senior staff member will take the child to hospital while the school office contacts you. A member of staff will stay with your child until you arrive at hospital.

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## MEDICINES IN SCHOOL

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If your child has been prescribed medicine which needs to be taken during the school day parents must complete a form from the school office. Should a non-prescribed medication need to be administered during the school day, please speak to the school office in the first instance. All medicine is kept in our office area with the exception for asthma inhalers. Only the office staff or Head Teacher can administer medicine. The Head Teacher has the right to ask parents to administer the medicine if necessary.

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## SPECIAL LEAVE

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Changes to the law in September 2013 means parents are not allowed to take their children out of school for holidays, as this disrupts the child's education. Should 'Special Leave' need to be taken during term time, parents must make an appointment for a 'special leave interview' with the Headteacher and only in exceptional circumstances will leave be authorised. If parents take their child out of school without authorisation from the Headteacher then a penalty will be issued. Please see our website for more information.

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## KEEPING YOUR CHILD SAFE IN SCHOOL

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We are concerned for the Health and Safety of our children when coming to and from school. Therefore we take the following measures to reduce risk:

- No child is allowed to walk by themselves, unaccompanied by an adult, to and from school.
- Parents are not allowed to bring cars into the staff car park and are requested to park cars with due consideration for the children, other road users and local residents either along Queensway, Brantwood Rise or over at the shops. Walking to school is strongly encouraged.

The only times when parents can use the staff car park are:

- If you have been to the Headteacher in advance about a disability which means you need to use the car park, providing evidence of a disability blue badge
- Picking up your child if they are going home sick.
- Attending an appointment with a member of staff or other professional on the school site during the day.
- Children are not permitted to cycle to school. The roads around the school are very busy, and there are no bike sheds on the school premises. Children in Year 6 have an opportunity to take the cycling proficiency test before they transfer to secondary school. If parents use bikes they need to dismount them while on the school site.
- In order to safeguard your child, no child will be released from school during school hours unless we have been notified by parents in writing or in person. Please tell the school office and class teacher. If someone else will be collecting your child at the end of the school day please inform the class teacher and complete a form at the start of the day. If parents ring during the day to inform us someone else will be collecting their child a password system is implemented.
- If children need to be sent home ill during the school day, an adult needs to collect them as we cannot release poorly children of any age to walk home by themselves.
- We have fencing around the site and electric gates into the main entrance to ensure the children are as safe as possible. All doors to the blocks have key pads to prevent strangers from entering the site. We also have a 'lock in' procedure which we have regular drills for.



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## EXTENDED SCHOOL ACTIVITIES

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### AFTER SCHOOL CLUBS

We are very proud to offer a wide and varied choice of after school clubs which allow our pupils to enrich their education outside of normal school hours. These clubs change on a termly basis so there is always a new challenge for the children to begin or look forward to. Some of our clubs are organised by groups who come in to school and a small charge is applicable to any children who wish to take part. These are shown in *italics* on the table below.

Example of Club timetable:

Monday	Tuesday	Wednesday	Thursday	Friday
Years 2 and 3 Timetables club	Reception and Year 1 Yoga	Year 1 Lego club	Reception and Year 1 Yoga	Year 1 Drawing club
Years 5 and 6, STEM club	Years 2 and 3 Art Club	Year 1, Art club	Year 3-6 Dance club	Years 2 and 3 Origami club
Years 5 and 6, Hi5 Netball	Years 4, 5 and 6, Guitar club	Years 4-6 Drawing club.	Years 5 and 6 cooking club	Years 3-6 Hotshots club
Years 3-6 Multi skills club	Years 2, 3 and 4 Science club			
	Years 3 and 4 Book club			

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## CHILDREN'S UNIVERSITY

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Queensway Primary School is proud to be a part of the Children's University programme to celebrate learning outside of the classroom, working alongside other schools in Banbury to form the Oxfordshire campus. We strive to enrich our pupils' experiences and allow them to achieve more than just academic success.

The Children's University (CU) is a charitable trust that encourages children aged 5-14 to engage in high quality, innovative learning activities outside of normal school hours. It is an extra-curricular learning programme which encourages children to try new experiences, develop new interests, acquire new skills and have fun through learning within a variety of different areas.

Children who are a part of our CU receive a 'Passport for Learning' where they can record their learning credits which help them earn certificates along the way.

Children at Queensway are able to take part in a variety of accredited lunch time and after school clubs alongside activities in the wider community.

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## WRAP AROUND CARE

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We offer a daily **breakfast club** from 7:45-8:40am in the school hall for all age groups. Children can eat a breakfast provided by the school whilst having a sociable time with their friends, until it is time to go to class- staff escort them to class. It is very popular as it operates on a 'pay as you go' basis, there is no need to book. It is £2 per day.

As well as before school we also have an **After School Provision** for children in Nursery to Year 6 from the end of the school day up to 6pm, also located onsite in the hall.

The children are able to choose from a variety of indoor and outdoor resources and activities. A light snack is provided.

The club is run by a qualified Playworker with the help of Play Assistants.

Parents of children attending the After School Club are asked to sign a school term time contract confirming the days and times they will be attending. Places are offered on a first come, first served basis and need to be booked in advance.

We are also happy for parents to ring and book a place if they need emergency childcare for that day. If we have spaces, we will do our best to accommodate this need.



If you would like to book a place please email: [childcare@queensway.oxon.sch.uk](mailto:childcare@queensway.oxon.sch.uk).





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## COMMUNITY AND CHARITY INVOLVEMENT

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We have a positive working relationship with the Queensway community and have a number of exciting activities that help support this. For example:

### SCHOOL COUNCIL

The School Council plays a key role in bringing together our school community. Children from years 2 to 6 are elected as representatives from each class. Activities that the school council have been involved in include developing the wild area in the school and painting benches in the playground. The council also organise key charity events such as Children In Need and Comic Relief.



### HARVEST COLLECTION

Every year we hold a Harvest Collection to support the work of the Beacon Centre in the town. Families give generously to the homeless in Banbury.

### ROTARY CLUB

Our school choir take part in the annual event, 'Children Singing for Children,' organised by the Rotary Club, held at St. Mary's Church. This brings together children from across the area to sing together and raise money for charity.

### BANBURY IN BLOOM

Each year pupils from Queensway take part in the 'Planting in the Park' day. Held in People's Park the children have half a day to plant a flower bed based around an annual theme. The finished bed is always a delight to behold and gives the children a great sense of pride in themselves and their school.

### COMMUNITY VOLUNTEERS

We are very fortunate to have an army of volunteer helpers from our local community that come in to hear children read and help with various activities. All volunteers are DBS checked. We are committed to community working and this provides an excellent opportunity for the community to see Queensway at work!

### TUDOR HALL

We link to the nearby independent girls school who provide a group of the sixth form students on a weekly basis to help in the classes, giving the Tudor Hall students valuable work experience and our children extra support and role models. Tudor Hall also present musical assemblies at our children.

### FRANK WISE SPECIAL SCHOOL INTEGRATION

We are very proud to link with our local special school once a week in Year 5 to provide integration between the children in both of our schools. It breaks down any prejudices and provides our children the opportunity to develop their care and compassion, whilst working on meaningful projects together.



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## CHARGING FOR SCHOOL ACTIVITIES

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The Governors of the school have to determine their own policy for charging for school activities beyond the normal school budget. The Governors of this school have decided to adopt a policy of voluntary contributions to meet the cost of any planned visits and other activities such as visiting speakers. These are beyond the normal school budget and, although parents can decline to contribute, no child will be excluded from participating. If insufficient voluntary contributions are received events may need to be cancelled. Parents with special difficulties in

these matters should contact the Headteacher in the strictest confidence.

We work to a £20 per child limit for the total cost of trips in one academic year that we will ask parents for. This can be paid in instalments over the year via Parentpay.



## GOVERNORS

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The Governors are responsible for the strategic leadership of the school, including finance, administration, staffing, the curriculum, grounds and buildings.

Governors at Queensway play an active role within the school and often attend class assemblies and talk to the children. This enables them to have a firm grip on how the school works and allows them to see the impact of their strategic decisions.

Their aim is to work in partnership with staff and parents in the best interests of the children. They are always willing to listen to any views, suggestions or concerns that are brought to us.

Governors are happy to be approached at any time and are usually present at school events. Appointments can be made to meet them if required through the school office.

The school Governing Body is comprised of:

Name	Designation
Sarah Horbury-Jakeman	Headteacher
Patrick Quinn	LA Governor
Ronke Chalmers	Parent Governor
John Riches	Parent Governor
Katie Dignan	Parent Governor
Daniella Cesco	Co-opted Governor CHAIR of GOVERNORS
Michelle Jenkins	Co-opted Governor
David Mendham	Co-opted Governor VICE CHAIR of GOVERNORS
Brendon Miller	Co-opted Governor
Mike Smith	Co-opted Governor
Rev. Anita Smith	Co-opted Governor
Sonja Smith	Associate Governor - Resources
Debbie Taylor	Staff Governor
Sue Smith	Clerk to the Governors

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## PARENT TEACHER ASSOCIATION

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The PTA meet regularly to plan social and fund-raising events. They are a sociable group and are always keen to welcome new members and ideas.

Some of their achievements over the past few years have been:

Raising money to buy-

- A wooden gazebo to use as an outside classroom.
- The adventure playground which is situated on the field
- New benches for outside
- A class set of school jumpers
- A school football strip
- Outside art easels
- Reception classes role play areas
- A large Interactive Whiteboard for the school hall
- A new sound system for the hall
- Back drops for the stage

Events have included-

- School discos twice a year
- Quiz Night
- Film nights
- Year 6 leaver's BBQ
- Summer picnic and Christmas Fair.

If you are interested in joining us please look out for the latest newsletter with details of the next meeting or ask at the office for a contact name/number.



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## SCHOOL TERM AND HOLIDAY DATES 2020-2021

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### **TERM ONE**

School closed: Tuesday 1st September - Inset day

**Tuesday 2nd September – Friday 23rd October**

October Holiday: Monday 26th October – Friday 30th October

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### **TERM TWO**

**Monday 2nd November – Thursday 17th December**

Christmas Holiday: Friday 18th December – Friday 1st January

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### **TERM THREE**

**Tuesday 5th January – Friday 12th February**

School closed: Monday 4<sup>th</sup> January – Inset day

February Holiday: Monday 15<sup>th</sup> February – Friday 19th February

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### **TERM FOUR**

**Monday 22nd February Wednesday 31<sup>st</sup> March**

Easter Holiday: Thursday 1st April – Friday 16<sup>th</sup> April

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### **TERM FIVE**

**Monday 19<sup>th</sup> April – Friday 28th May**

May holiday: Monday 31<sup>st</sup> May - Friday 4<sup>th</sup> June

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### **TERM SIX**

**Monday 7<sup>th</sup> June – Thursday 22nd July**

School closed: Monday 28<sup>th</sup> June Inset day

Summer Holiday: Friday 23rd July – TBC

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### **Staff Training Days – students not in school:**

Tuesday 1st September 2020

Friday 27<sup>th</sup> November 2020

Friday 18<sup>th</sup> December 2020

Monday 4<sup>th</sup> January 2021

Monday 28<sup>th</sup> June 2021



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SUMMARY OF 2019 FIGURES (DUE TO CORONAVIRUS THERE IS NO DATA FOR 2020)

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GLD (Good Level of Development)- Foundation Stage	
<b>Children working at the expected standard</b>	<b>36/50=72 %</b>
National figure 2019	72%
Queensway 2018 results for comparison	74%

Phonics Screening Test		
	Year 1	Year 2 re-takes
<b>Children working at the expected standard</b>	<b>54/57= 95%</b>	<b>97%</b>
National figure 2019	82%	91%
Queensway 2018 results for comparison	45/50= 90%	97%

Year 2 SATs results				
Each child represents 1.8%	Reading	Writing	Maths	Combined (R, W & M)
Pre-key stage 1	5/57= 8%	<b>5/57= 8%</b>	<b>5/57= 8%</b>	
Working towards	7/57= 12%	10/57= 18%	8/57=14%	
Working at expected	39/57= 68%	39/57= 68%	40/57= 70%	
Working at greater depth	6/57= 11%	3/57= 5%	4/57= 7%	
<b>Children working at expected standard or above</b>	<b>45/57= 79%</b>	<b>42/57=74%</b>	<b>44/57=77%</b>	<b>41/57=72%</b>
National figure 2019	75%	69%	76%	65%
Queensway 2018 results for comparison	43/59= 73%	35/59= 59%	43/59= 74%	

Year 6 SATs results- x1 child was disapplied					
Each child represents 1.7% (data is based on 58 children; this DOES NOT include the x1 disapplied child)	Reading	Writing (Teacher assessment)	Spelling, Grammar & Punctuation	Maths	Combined (R, W and M)
<b>Working at expected standard or above</b>	<b>43/58=74%</b>	<b>50/58=86%</b>	<b>50/58= 86%</b>	<b>52/58=90%</b>	<b>42/58=72%</b>
National figures 2019	73%	78%	78%	79%	65%
High Level of attainment/Greater depth	16/58= 28%	8/58= 14%	19/58=33%	15/58= 26%	12/58= 21%
Queensway 2018 results for comparison	23/27=85%	25/27= 93%	25/27= 93%	24/27=89%	22/27= 81%
Average Scaled Score	104.4	n/a	n/a	106.3	n/a
National Scaled Score	104	n/a	106	105	n/a
Average Progress					n/a

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STAFF LIST 2020-2021 (NAMES IN RED ARE MEMBER OF THE SENIOR LEADERSHIP TEAM)		
New Block (Yr. 6)		
Mrs Claire Newman	Yr.6	Year 5/6 and Reading Leader
Miss Paige Hoffman	Yr. 6	ICT Leader
Ms Fiona Campbell	Yr. 6 TA Full time- Young leaders co-ordinator	
Mrs Jeanette Miller	Yr. 6 TA 8:30-2:30	
Mrs Sarah Graham	Yr. 6 TA Full Time	
A Block (Yr. 4-5)		
Miss Jessica Fowler	Yr. 5	History and Geography Leader
Miss Lauren Hollidge	Yr. 5	School Library & Reading for pleasure Leader
Mrs Lyndsey Thomas	Yr. 4	Pupil Premium Leader and Parental Engagement
Miss Megan Ross	Yr. 4	PSHE Leader
Mrs Katrina Lannigan	Yr. 5 TA Full time, cleaner and Breakfast Club Assistant	
Miss Simran Bering	Yr. 5 TA Full time & After School Play Worker	
Miss Erin Taylor	Yr. 4 TA Full time & After School Play Worker	
Mrs Marie Adams	Yr. 4 TA Full time & After School Play Worker	
D Block (Yr. 3)		
Mr Johnny Grant	Yr. 3	Science Leader
Miss Anna Penniston	Yr. 3	Sports Council and Ambassadors Leader
Mrs Mel Gregg	Yr. 3 TA Full Time	
Mrs Sam Hughes	Yr. 3 TA Full time & After School Play Worker	
C Block- (Yr. FS)		
Mrs Alex Marsh	Nursery	FS and PE Leader
Mrs Kelly Guntrip	Reception	Art and DT Leader
Mrs Monika Morgan (Mon-Wed T1/2) (Mrs Ashley Pile from Term 3) Mrs Sam Tyler (Thurs and Fri)	Reception	MFL and Student/volunteer Leader  Most Able Leader
Mrs Gillian Gellie	Nursery Nurse Full Time	
Miss Cindy Maskell	Nursery TA Full Time & After School Leader	
Mrs Jo Blencowe	Reception TA Full Time	
Mrs Claire Roberts	Reception TA Full Time	
Mrs Sam Evangelou	Reception TA Full Time	
Mrs Rachel Walker	Reception TA 8:30-2:30	
B Block- (Yr. 1-2)		
Mrs Faye Lawrence	Yr. 1	Year 1/2 and Maths Leader
Miss Libby Robinson	Yr. 1	Music and Children's University Leader
Mrs Mariam Bibi	Yr. 2	Phonics Leader
Miss Milly Jeffries	Yr. 2	RE and School Council Leader
Mrs Lucy Robertson	Yr. 2 TA Full time	
Mrs Katie Riches	Yr.2 TA Full time	
Mrs Rachael Page	Yr. 1 TA Full Time & Breakfast Club Leader	
Mrs Lisa Goldner	Yr. 1 TA Full Time	
Mrs Emma Watts	Yr. 1 TA Full time	
E Block- Offices		
Mrs Sarah Horbury-Jakeman	Head Teacher	EDV Co-ordinator, Child Protection Designated Leader
Mrs Maria Carnevale	Deputy Head Teacher	Yr. 3/4 , Writing and Assessment Leader
Mrs Sonja Smith	School Business Manager, Full time	
Mrs Jenny Healy	School Administrator, Full time	
Vacancy	School Administrator, mornings till 12:30pm	
Mrs Elaine Fowler	School Administrator, mornings till 3:30pm	
Mrs Debbie Taylor	HSCLW	Full Time
Additional Teaching Staff		
Miss Emily Brown	Inclusion Manager	Full time
Mrs Hilary Mulford	SEN TA	Mon, Tues, Wed and Fri
Mrs Natasha Thorpe	HLTA	Full time
Mr Rory Mawn	PE Mentor	Terms 1-3 Wed all day, Terms 4-6 Wed mornings
Care taker, Cleaning and Lunchtime Staff		

Mr Steve Mold	Caretaker, (Lives on site)
Mrs Lisa Gifkins	Cleaner In Charge and Breakfast Club Assistant
Miss Stacey Bishop	Cleaner
Mrs Christine Dean	Cleaner
Ms Sharon French	Cleaner
Mrs Laura-May Davidson	Lunchtime Supervisor
Mrs Jayne Cox	Lunchtime Supervisor