

# **WELBURN COMMUNITY PRIMARY SCHOOL**



## **Prospectus 2023 – 2024**

# **The Welburn Way**

## **Wonder, Explore, Learn, Belong, Understand, Nurture.**

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***Dear Parents,***

Thank you for your interest in Welburn Community Primary School. I trust this prospectus will provide some answers to the questions you will have about Welburn School. If you would like to know more, or see the school at work, then you will always be welcome and I will be delighted to show you around.

I know that we as governors and teachers, together with you as parents, can develop a harmonious relationship which will benefit and enhance your child's learning and personal growth in this hard-working and caring school. We always try and provide a safe environment where young children can learn and play and become good citizens for the future.

We were delighted that our most recent Ofsted inspection judged Welburn to be a good school and that the school "knows each child exceptionally well. The meticulous attention given to supporting each child's emotional and academic needs is a strength of the school".

Please feel free to contact the school; the staff and myself are always willing to discuss any concerns or queries you may have.



Welburn Community Primary School

Welburn, York

YO60 7DX

Telephone: 01653 618301

E-mail: [admin@welburn.n-yorks.sch.uk](mailto:admin@welburn.n-yorks.sch.uk)

School profile: <http://schoolsfinder.direct.gov.uk/8152151/school-profile>

## **Welburn Community Primary School**

The school serves a large rural area, which includes the communities of Welburn, Bulmer, Whitwell, Huttons Ambo, Crambe, Crambeck, the Castle Howard Estate, Barton Le Willows and Barton Hill. Children from areas outside the immediate catchments area may also apply to attend this school.

The main school building was built in 1841. Two further extensions have been added recently in 2014 and 2019 and the very attractive, light and airy main building now contains three classrooms, a large hall, kitchen, library, staff room, reception area, an office, hygiene room and cloakrooms

The school stands in its own attractive grounds surrounded by a large playing field and has wonderful views over the Castle Howard Estate. In 2020, we had a new forest climber installed for our pupils.

We have approximately 52 pupils at the school - an ideal size for maintaining a warm, family atmosphere in which every child can develop to their full potential.

At present there are three classes, arranged vertically, in which children are allowed to progress at their own speed;

**Oak**  
**Reception, Year 1 & Year 2**

**Ms Lewis**  
**Miss Thompson/Mrs**  
**Smith/Miss Bridgeman**

**Beech**  
**Years 3 & Year 4**

**Mrs Leppington /Mrs McCay**  
**Mrs Pool**

**Sycamore**

**Mrs Marsden / Mrs Thomson**

## **School Staff**

Head teacher

Mrs Helen Thomson

Sycamore

Mrs Sarah Marsden

Beech

Mrs Leppington / Mrs Pool

Oak

Ms Naomi Lewis

Teaching Assistants

Mrs Julie Dring, Mrs Anna McCay, Miss Sophie Thompson, Mrs Joanna Smith, Miss Bridgeman

School Administrator	Mrs Louise Goodfellow
Cook	Mrs Vikki Wainwright
Lunch-time supervisors	Mrs Anna McCay, Miss Sophie Thompson Mrs Vikki Wainwright
Breakfast Club Assistant	Mrs Anna McCay / Miss Sophie Thomson
After School Club Supervisors	Mrs Claire Dryburgh, Miss Annabel Bridgeman, Miss LEEANNE Cook, Mrs Janet Bailey

## **Governors**

	Mr David Dryburgh	Chair/Parent Governor
	Mrs Sylvia Haines	LA Governor
	Mr Daniel Hope	Community Governor
	Mr Ian Rollin	Parent Governor
	Mrs Sarah Marsden	Staff Governor
	Mrs Helen Thomson	Head Teacher
Clerk to the Governors	Dominika Jureczko	

## **School hours**

**Morning**                      **9.00 am to 12.00 pm**

**Afternoon**                      **1.00 pm to 3.30 pm**

Children may arrive at school from 8.45am, at which time staff are supervising in classrooms. There is a 15-minute break in the morning and afternoon and 15 minutes of collective worship each day. This gives 23 hours 45 minutes actual teaching time. A list of term dates is provided below.

# **SCHOOL TERM, HOLIDAY AND TRAINING DAY DATES FOR 2023/2024**

**Term starts:** Monday 4 September 2023

**Professional development training day:** Monday 4 September 2023

**Children back 5<sup>th</sup> September 2023**

**Half term holiday:** Monday 30 October 2023 to Friday 3 November 2023

**Professional development training day:** Friday 1<sup>st</sup> December 2023

**Term ends:** 22<sup>nd</sup> December 2023

**Christmas holiday:** Monday 25 December 2023 to Friday 5 January 2024

**Professional development training day:** Monday 8 January 2024

**Children Back 9<sup>th</sup> January 2024**

**Half term holiday:** Monday 12 February 2024 to Friday 16 February 2024

**Term Ends:** 22<sup>nd</sup> March 2024

**Easter holiday:** Monday 25 March 2024 to Friday 5 April 2024

**Professional development training day:** Monday 8 April 2024

**Children back 9<sup>th</sup> April 2024**

**May Bank Holiday** 6 May 2024

**Half term:** Monday 27 May 2024 to Friday 31 May 2024

**Professional Development training day** 22 July 2024

**Term ends:** 22 July 2024



## ***Starting School***

### ***Visiting the School***

If you are considering sending your child to Welburn School, the Headteacher will be happy to arrange for you to visit and look around the school.

Arrangements will be made for all new entrants and their parents to visit the school in the term before they begin.

### ***Admission of Pupils***

If your child is born between 1<sup>st</sup> September 2019 and 31<sup>st</sup> August 2020 then they will start school in September 2024. Applications need to be in by 15<sup>th</sup> January 2024. More information can be found at:

[www.northyorks.gov.uk/admissions](http://www.northyorks.gov.uk/admissions).

### ***Starting Date***

Children are able to start school full time in the September following their fourth birthday. However, pupils are not legally required to attend school until the beginning of the term in which they have their fifth birthday. Therefore, where it is thought to be in the best interests of a pupil, the class teacher will liaise with parents to produce an individual induction programme until the child reaches compulsory school age. There will be a familiarisation period during the latter part of the summer term when children may come for two half day sessions. This is the term before they start in September.



***Oak Class pupils  
enjoying time in  
the playground.***

### ***Getting Ready for School***

Before coming to school, your child is well on the way to mastering perhaps the hardest and most complicated of life's tasks; learning to understand and speak their own language.

You can help by including your child in your everyday conversations and



answering their questions as fully as possible. Sharing a story, watching TV, listening to tapes or the radio can all help develop your child's language. Although TV can play a valuable part in a child's education it cannot replace the warmth and personal contact of a child and grown up sharing a book together. Do not neglect old nursery rhymes and songs. Children need to hear stories and poems over and over again because they often do not understand things fully the first time. If your child seems to be ready to read, read along with them from any favourite storybook. A reading scheme is not necessary at this stage.

Do not expect your child to master writing quickly. It is a difficult skill to learn. Do not discourage your child if they hold their pencil in their left hand. You may like to help your child to write their name, but please do not teach your child to write in capital letters and remember to call letters by their sounds rather than their names.

You can best help your child to make a successful start in school by talking, listening and discussing. Help them to become independent so they can:

- dress and put shoes on (ones with Velcro fastenings can be a help)
- blow and wipe their nose
- go to the toilet
- recognise and know the names of colours
- use a knife and fork
- tidy away toys and books
- say 'please' and 'thank you'
- share and take turns
- sit quietly and listen
- show respect to adults and other children

### ***Links with Parents***

There are two formal parents' evenings a year, normally in mid autumn and in the spring term. We have an 'open door' policy and teaching staff are always willing to discuss any concerns or anxieties that parents/carers may have about their child. In order to allow enough time for a proper discussion, we would ask that you contact the school first to make an appointment.

There is also a suggestion box which is available for queries, comments or ideas.

We hold regular community events such as coffee mornings, garden parties, carnivals and fetes.

There is an established Parent Teacher Association, of which all parents have automatic membership. Its function is to foster a more extended relationship

between staff, parents and others associated with the school by arranging social and fund-raising events. If you would like to know more about the P.T.A. please contact the secretary via the school.

### ***Links with the Community***

We value our role as a community school. We hold regular community open days, visit all our villages at Christmas to bring Christmas greetings, invite local people to carol services and concerts. It is our intention that your child will be very happy at Welburn Primary School. We hope that you will take an active interest in your child's education by supporting school events.



***Family and friends joined us for our coronation trail through the village.***

### ***Curriculum Aims: A Statement from the Governing Body***

The aims and principles of this school are to promote the spiritual, moral, cultural, mental and physical development of pupils at the school and to prepare the pupils for the opportunities, responsibilities and experiences of adult life.

Welburn's curriculum aims to be both stimulating and challenging, providing each child with the skills, knowledge and understanding which will be of value to them long after they have left Welburn. Each child will have a broad and balanced curriculum that is relevant to his or her needs. Our curriculum teaches the National Curriculum. We believe that all children are entitled to this, irrespective of class, creed or colour.

Welburn is a primary school and its learning is divided into three stages:

- Foundation Stage      4 - 5 years of age
- Key Stage 1              5 - 7 years of age
- Key Stage 2              7 - 11 years of age

The Foundation Stage covers your child's first year in school and often this group is described as 'Reception'. Learning at this stage builds on what children already know when they come to school. Therefore, skills such as listening, speaking, concentration, persistence, learning to work together and cooperating with other children are covered. The Foundation curriculum is divided into seven areas of learning:

- Personal, social and emotional development
- Communication and language
- Physical development
- Literacy
- Mathematics
- Understanding of the world
- Expressive arts and design

The Foundation Stage prepares children for learning in Key Stage 1 and any learning is consistent with the National Curriculum so that early communication, literacy and numeracy skills are also introduced.



***Reception pupils enjoying baking buns.***

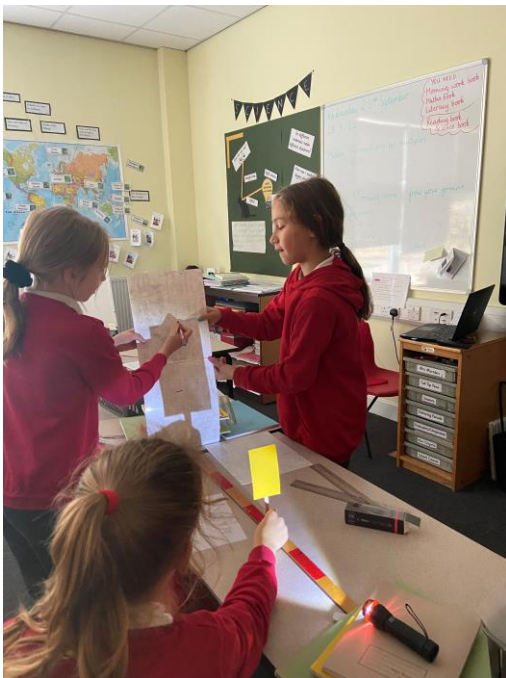
In Key Stages 1 and 2 all classes operate the National Curriculum. The subjects taught are:

- English (Literacy)
- Mathematics (Numeracy)
- Science
- Design & Technology (D&T)
- Computing
- History
- Geography

- Music
- Religious Education (RE)
- Personal Social and Health Education (PSHE)
- Physical Education (PE)
- Modern Foreign Languages

Where possible we make connections between different curriculum areas and we also teach pupils to see and make connections.

Throughout the school children are taught according to the National Curriculum at a level that suits their age and abilities and they may work as part of a whole class, within a group or as an individual in independent work.



*Group work in science  
investigating the size of  
shadows.*

### **English**

As part of the daily literacy hour, children are taught all aspects of English including work on text, sentence and word structure as well as encouraging children to respond orally in lessons. Vocabulary, reading, knowledge of context, phonics, spelling and grammatical knowledge as well as appreciation of language are all aspects taught.

We place great emphasis on teaching reading skills and on helping children to discover for themselves a love of books, using a variety of reading schemes. There is a good selection of fiction and non-fiction books in the school library and we are continually building our collection. Pupils have regular group and guided reading sessions.

Oak pupils (Reception, Year 1 and Year 2) are taught phonics on a daily basis.

Speaking and listening and drama are regularly used across the whole curriculum to enhance learning of a particular subject area, as well as to

provide an opportunity for pupils to develop performing skills and to build self-confidence.

We also worked hard to develop pupils' handwriting and fine motor skills.

### ***Mathematics***

As part of the daily numeracy hour children are taught all areas of mathematics. The numeracy hour allows staff to teach a structured lesson every day. We also place an emphasis on children using these skills and knowledge in other curriculum subjects such as science and geography.

### ***Science***

This subject is introduced into the curriculum as early as the reception year when children are encouraged to enquire, discover, classify, explore, question, obtain evidence and generally investigate throughout their school life.

### **The foundation subjects are:**

#### ***History and Geography***

We normally introduce the history and geography elements of the National Curriculum through topic work. These draw upon and extend children's own knowledge and experience in and out of school by involving them in practical and interesting work. We help the children to develop and put into practice learning and recording skills involving the use of reference books, encyclopaedia, atlases, and historical and environmental material.

#### ***Design & Technology***

Children will be taught to develop their design and technology capability through combining their design and practical skills with knowledge and understanding using materials, tools and equipment suitable to their needs.

#### ***Computing***

Children will be given the opportunity to extend their understanding of ICT throughout the school. They have experience of control, word processing, problem solving, communicating, finding information and data handling. We have an interactive white board and fixed computers in each classroom in addition to a bank of laptops which are available to all classes. We also have a class set of tablets.

#### ***Physical Education***

During their school life children will be taught a variety of physical activities such as games, gymnastic activities, athletics, tag rugby, football, dance and swimming. It is our aim to promote a healthy and positive attitude to physical education stretching each child to improve their skills whether as an individual or team member.

During the year our pupils compete against each other in a number of intra-

school tournaments.



## ***Sports Day***

We have excellent indoor and outdoor facilities for a variety of activities. We are members of the Malton School Sports Partnership that provides a variety of sporting opportunities and competitions for all schools in the area. We have been awarded the Active Mark for our involvement with sport.

### ***Art***

Children are given the opportunity to express their artistic abilities using many different media. We place great emphasis on encouraging individual expression within a disciplined teaching approach.

### ***Music***

Every class takes part in singing and class music making, using a wide range of instruments. Music lessons on a range of instruments are also offered by North Yorkshire County Music Service and Music in Schools Foundation - fees available on request.

### ***Religious Education***

Under the terms of the Education Reform Act 1988, Religious Education must be taught to all pupils for an adequate and reasonable length of time. This is assumed to be one hour per week. We accept the fact that the religious traditions in this country are mainly Christian. Our teaching gives a prominent place to the study of Christianity. Our syllabus is non-denominational and in keeping with the syllabus requirements. All children will take part in daily collective worship.

Parents wishing to withdraw their children from Religious Education or collective worship (their right under section 9(3) of the E.R.A.) may make special arrangements with the Headteacher.

### ***French***

Children in Sycamore and Beech Class (Y3 – Y6) receive lessons in French.



### ***Outdoor Learning***

The school has excellent provision for outdoor learning and full use is made of the school grounds and surrounding environment. Oak pupils have their own outdoor learning area, to which pupils have continuous access as an extension to the 'classroom'.

All classes frequently enhance their class-based learning by using the school grounds or with visits to the village or the surrounding rural environment. In particular, each class regularly visits the local woodland, which provides an opportunity to develop all aspects of pupil learning.



***Beech Class enjoying building dens as part of their learning about the Stone Age.***

All pupils take part in gardening as part of the school curriculum. Pupils make decisions about the plants to be grown and are taught gardening skills. Produce from our organic vegetable garden is included in school dinners. We also have a wildlife area, including a pond, which provides an additional learning resource for our pupils.

### ***Sex Education***

The aim is for every child to be able, by the time they transfer to secondary school, to have necessary skills, sufficient self-awareness and access to information about sexuality and sexual matters that prepare them for the physical and emotional changes they will experience. This is taught within an integrated Health Education Topic, 'Ourselves'. In the summer term, Y5 and Y6 children are taught specific lessons on human pregnancy and birth. Later that term, Y5 & 6 receive lessons dealing specifically with puberty and menstruation. Parents who prefer their children to be withdrawn may do so after consulting the Headteacher.

### ***Visits and Visitors***

Visits and visitors are central to our teaching and learning at Welburn Primary. Wherever possible we use visits to stimulate and extend pupils' learning. Similarly, we welcome visits from drama groups and 'experts' who can add an extra dimension to our work. Sycamore have a residential visit each year, either to an outdoor activity centre or to another part of the country to explore a different environment to our own.



***Pupils enjoying a range of activities at Peat Rigg Activity Centre.***

These visits provide opportunities to develop and enhance their personal and social development. Recent residential visits have been to York and Peat Rigg Outdoor Education Centre, near Pickering.

### ***Extra Curricular Activities***

We run a number of after school clubs, which have included: tag rugby, fun games, craft, football, wildlife, singing, basketball and dance. Clubs vary each term but we aim to provide a wide range of experiences for all our pupils.

### ***Special Educational Needs***

Our policy is based upon the Special Needs Code of Practice issued by the Department of Education and guidance from the local authority. The staged approach to the identification and provision for children with S.E.N. involves a graduated response from within the school resources and the involvement of outside support from agencies if necessary.

A child who needs additional support will be catered for within their own class and receive specific help from their own teacher, who will also involve parents closely. Children may need support for a variety of reasons ranging from specific learning difficulties, exceptional ability and behavioural issues to physical difficulties that may affect their learning.

A principle of the school's S.E.N. policy is that all pupils with special educational needs will be fully integrated into the school life and have access to a broad and balanced curriculum.

### ***School Council***

The school council is made up of two representatives from each class who are elected for the year by the other pupils.

They meet regularly, either alone or with a member of staff, and have already overseen a number of school improvements. For example, they were recently involved in developing plans for new play equipment and games to improve the playground environment.

They also organise fund-raising activities to support different charities.

### ***Homework***

Homework is seen as supporting children's daily school work and could include aspects of any part of the curriculum. For all our pupils, reading, learning spellings and the learning of times tables are the main weekly homework.

### ***Attendance***

Children who are absent from school must justify their absence by bringing a letter of explanation from home otherwise their absence may be deemed to be unauthorised. A telephone call would also suffice.

Parents who withdraw their children from school during school time (e.g. for a family holiday) must apply for leave of absence (10 days maximum in any school year) otherwise this is deemed as unauthorised. We are aware that it is often cheaper and more convenient to take family holidays during term time but we do ask parents to consider the impact of this missed learning time.

We have computerised records of attendance and we are able to closely monitor attendance and attendance trends. We will be informing parents on a termly basis of their child's attendance.

**During the school year September 2022 to July 2023 there were the following absences:**

### ***School Prospectus Analysis***

Period : 06/09/2022 to 21/07/2023

Whole School

Pupils in DOB Range 01/09/2007 - 31/08/2018

Group	Total No of Pupils	Authorised Absences			Unauthorised Absences		
		No of Pupils	% of Pupils	% of Sessions	No of Pupils	% of Pupils	% of Sessions
Totals	64	63	98.4	4.8	0	0.0	0.0

### ***Transport***

Children who live more than two miles from school may be entitled to free transport. Please contact the Integrated Passenger Transport Team on 01609 533679.

### ***Equality and Diversity***

The governors and school staff subscribe wholeheartedly to this extract of North Yorkshire County Council's Equality Policy Statement:

*"We oppose all forms of unlawful or unfair discrimination, whether because of race, colour, ethnic or national origin, sex or gender reassignment, marital status, family status, sexuality, religion or beliefs, disability, age or any other condition or requirement which places a person at a disadvantage and cannot be justified."*

Our Equality Scheme sets out how we will overcome any barriers to learning, development and participation.

We promote the spiritual, moral, cultural, mental and physical development of all our pupils and value diversity within the school. As a small, rural village school, we actively seek opportunities to broaden pupils' experience of a wider community, for example twinning with schools in urban locations.

### ***Looked After Children***

We recognise that for many children in care, school life can be challenging. The Children and Young People's Service (CYPS) is committed, in partnership with schools in North Yorkshire to promoting the achievement of Looked After Children.

### ***Pastoral Care***

The class teacher in consultation with the Headteacher exercises pastoral care if necessary. We provide additional support to our pupils with specific emotional, behavioural or anxiety related needs. If required, referrals can be made to outside agencies such as Early Help.

### ***School Meals***

We provide our own catering and lunches are cooked on the premises by our dedicated cook Mrs Wainwright.

All lunches for Key Stage 1 pupils (Reception, Year 1 and Year 2) classes are free of charge. Lunches for Key Stage 2 pupils (Year 3, 4, 5 & 6) cost £2.60 per day. These prices are reviewed annually by the school, at the end of the summer term. Dinner money is payable at the beginning of each week or half-term on Parent Pay.



Parents and Carers enjoy one of our Guest lunches.

Children may bring a packed lunch if preferred and these can be eaten in the hall. If you think your child may be entitled to free school meals, please contact the school or the Welfare Team on 01609 533405, for further details.

### ***Health***

If your child needs to be absent from school through illness etc., please telephone (messages can be left on the answerphone) or send a letter. We will contact parents of any pupil not at morning registration if we have not been contacted.

If you have to take your child to the doctor or dentist during school hours, please let the school secretary know in the morning and report to the school reception to collect your child.

We would appreciate knowing of any illness or disability experienced by your child, including any emotional upset, which may affect their education. If we are aware of any problems, then it will ensure that your child has the support that they need whilst in school.

### ***Behaviour Policy***

We encourage children to develop high standards of self-discipline. Pupils are rewarded in our school for their work and behaviour. We use a variety of class-based rewards including stickers and certificates. We hold a 'Celebration Assembly', every Friday morning to highlight effort and achievement over the week.

Teachers are in loco parentis and exercise reasonable chastisement for unacceptable behaviour. Misdemeanours are dealt with at the time, usually by deprivation of privileges.

Our behaviour policy outlines our expectations.

### ***Exclusions***

Although it is very rare, there is a clearly defined procedure for excluding pupils, who continuously misbehave in a serious manner (bullying, swearing, violence).



## ***Complaints***

In the event of any parent having any cause for complaint, the first step should be to approach the class teacher of the child concerned. If this does not resolve the matter, then the next step is a more formal approach to the Headteacher. The Chair of Governors can also be contacted. The last point of redress would be the Local Authority (NYCC) itself. The school has adopted the Local Authority's Complaints Procedure, which is available to parents on request.

## ***The School Uniform***

The Governors have agreed on a dress code for our school and encourage all parents to support this. The uniform includes:

- a red sweatshirt, sweater or cardigan
- dark navy, black or grey trousers or shorts for boys  
dark navy, black or grey skirt, trousers, culottes or pinafore dress for girls. In summer checked or striped summer dresses may be worn (preferably in red)
- white, grey or red shirt / polo shirt
- shoes or sandals.

We do ask that children **DO NOT WEAR** heavy boots, high heeled shoes or shoes with little support (e.g., flip flops), denim jeans or jewellery and that whatever they wear, is suitable and practical for school life.

Orders for school uniform, with the school logo, are taken each term. Items that can be ordered include: sweatshirt, cardigan, polo shirt, fleece jacket, waterproof jacket. We also have a school PE bag and various book bags available at any time.

## ***PE Kit***

For PE and drama children should have:

- white T-shirt
- black or navy shorts
- jogging bottoms for outdoor use in cooler weather
- trainers / plimsolls (ones with elasticated fronts are easiest for infants)
- swimming trunks or one-piece swimsuit and a towel will be needed for swimming lessons, which take place in the summer term

**PLEASE MAKE SURE THAT ALL PERSONAL BELONGINGS ARE  
CLEARLY MARKED WITH YOUR CHILD'S NAME.**

**EARRINGS MUST BE REMOVED FOR PE.**



## **Assessment**

Class teachers conduct continuous teacher assessment throughout the time the child spends in their class. Reception children are assessed in the first few weeks of the year for the Reception Baseline Assessment and then informally assessed during their first year in school and this is used to compile their Foundation Stage Profile.

In accordance with the National Curriculum assessment arrangements we carry out statutory teacher assessments at the end of Key Stage 1 (7 years) and Key Stage 2 (11 years) in English and mathematics. Pupils also take statutory assessment tests at the end of Key Stage 2.

The results of these teacher assessments and tests are published in the school prospectus, providing that 10 or more pupils take the assessment. This is because the government acknowledges that when there were less than 10 pupils who took the assessment, individual pupils can be identified from the data. In May 2023, at the end of KS2, the pupil's results were significantly above the local and national results.

### **Here are our Y6 end of Key Stage 2 results.**

10 pupils

	<b>Working towards</b>	<b>Working at expected standard</b>	<b>Working at greater depth</b>	<b>Working at or above</b>	<b>Progress</b>
<b>Reading</b>	10%	60%	30%	90%	+ 1.6
<b>Writing</b>	20%	70%	10%	80%	+ 2.6
<b>Grammar/spelling</b>	10%	30%	60%	90%	NA
<b>maths</b>	20%	60%	20%	80%	+3.16