



Inspire tomorrow, today...

## SCHOOL PROSPECTUS

CLAREGATE PRIMARY SCHOOL  
CHESTER AVENUE  
TETTENHALL  
WOLVERHAMPTON  
WV6 9JU

Email: [www.claregateprimaryschool@wolverhampton.gov.uk](mailto:www.claregateprimaryschool@wolverhampton.gov.uk)  
Website: [www.claregateprimaryschool.org.uk](http://www.claregateprimaryschool.org.uk)  
Twitter: [@claregatepri](https://twitter.com/claregatepri)

Telephone 01902 558575

**Headteacher: Mr M. Murphy B.Ed. (Hons)**

**Deputy Headteacher Mr D. Saunders B.Ed. (Hons)**

**Chair of Governors: Ms Stephanie Sherwood B.A. (Hons), P.G.C.E.**

Claregate Primary School is a Maintained Community Primary School.  
We admit 60 children per year group from 3 to 11 years of age.

**EYFS:** Nursery - 30 morning & 30 afternoon places (subject to demand) and Reception  
**Key Stage 1:** Year 1 & 2  
**Key Stage 2:** Year 3 to 6

## **Safeguarding Children**

We take our Safeguarding responsibilities very seriously and have a robust Safeguarding policy – please read it on our website. All school staff and volunteers in Regulated Activity are DBS-checked before appointment and we work with multi-agency teams to ensure pupil welfare and safety. The **Designated Safeguarding Lead (DSL)** is the Inclusion Leader **Miss Evans**, and the **Deputy DSL** is **Mr Murphy**, the Headteacher. **Mr Saunders**, the Deputy Headteacher, is also a **Deputy DSL**. **Mrs Fielding** is also trained to the same level as the **DSL and** may assist in some cases.

For a child in serious danger of immediate harm, call the police or social services immediately. The website **Worry Box** is for serious but non-urgent safeguarding issues. This emails Mr Murphy directly, but he cannot reply via this portal.

A list of useful contacts is in the Safeguarding policy. We cannot always tell you what has happened about a referral because of confidentiality, but it is fine to ask the question: “Has my concern been read, investigated and appropriate action taken?”. You can also inform the Multi-Agency Safeguarding Team (MASH) at the Civic Centre if you feel the school has not dealt with a matter appropriately.

Any concerns about child safeguarding should be reported to the DSL. Any “whistleblowing” about a member of staff should be reported to the Headteacher. If there is a concern about the Headteacher, this should be reported to the Chair of Governors.

## **MISSION STATEMENT**

### ***Inspire tomorrow, today...***

*Claregate aims to offer an excellent standard of education for all children, regardless of their background, ethnicity, or ability. We are a fair, open and tolerant community. Our vision is to provide a stimulating and enriching education, which encourages the holistic development of every child. We promote cultural, spiritual, moral, personal, social, and intellectual development, within the context of a happy school community. We teach the principles of tolerance, understanding and respect. We believe that good mental health and wellbeing are at the heart of being a successful learner and we work together through challenges and share celebrations; feeling supported, accepted, valued, and empowered. Excellent educational standards underpin everything we do.*

## Claregate School Aims

- We follow the principles set out in our vision and motto.
- We promote British values and aim to develop children into responsible, independent thinkers, able to play their full part in twenty-first century Britain.
- We take pride in our school's industrious and inclusive atmosphere; our excellent practice promotes racial harmony.
- We develop a caring community in which concern and respect for one another are fostered and the importance of goodwill, sensitivity, and tolerance in interpersonal relationships, are exemplified.
- We provide an exciting, enjoyable, safe, and happy learning environment.
- We teach a broad, balanced curriculum; imparting knowledge that the children will need to achieve high academic standards and enhance their life chances.
- We strive for excellent standards of learning and teaching.

## Claregate School Objectives

We will achieve our motto, *Inspire Tomorrow Today*... by: -

Teaching pupils to be **knowledgeable, academic, and successful learners**.

Giving age-appropriate **ownership and independence**, by allowing pupils to plot their own daily learning in our **All, Most, Some** system.

Motivating pupils to learn with **enjoyment** each and every day by praising **Habits of Mind** such as striving for accuracy, persisting, metacognition (thinking about thinking), applying knowledge, using senses, managing impulsivity, thinking flexibly, questioning and posing problems; creating, imagining, and innovating; thinking interdependently, listening with understanding and empathy; thinking with clarity and precision, wonder and awe; taking responsible risks and being open to continuous learning. Therefore, teaching pupils to strengthen their minds and to **love to learn**.

Teaching **life skills** crucial to success, such as being positive about passing tests.

Inspiring pupils to be impressively **thoughtful and articulate**.

Designing curriculum intent so pupils engage in **deep learning** techniques to become a mathematician, linguist, scientist, historian, geographer, musician, theologian, and sports person.

**Encouraging and celebrating** pupils' strengths – these are what define us!  
Teaching **ambition and aspiration**, by moulding and guiding their preferred future.  
Discussing how to **achieve and raise their ambitions**.

Being good adult role models, so pupils can be **good moral leaders** themselves. Live out a behaviour policy which concentrates **holistically** on the child and their relationship with others.

Enabling pupils to be **good British citizens** and guiding responsible choices.  
Teaching how to **manage risks** and to stay safe.

*Visitors are always welcome.  
Come and see how we Inspire Tomorrow!*

## **Curriculum Organisation**

Classes are organised into age groups. Some lessons are taught as a whole class, but there are smaller ability groups, or even individual help, depending upon the nature and content of the lesson. We sometimes withdraw children to give extra help or challenge.

Although the National Curriculum is subject based, we do recognise, and pay attention to, knowledge across the curriculum.

Please read our Pupil Premium Report, on the website, if you are interested in how we spend the Government's money for disadvantaged children.

Similarly, our Sport Report shows how we spend the Government's sport premium money.

## **The National Curriculum**

English, Mathematics, Science, Computing, Design Technology, Geography, History, Art and Design, French (KS2), Music and P.E. (including Swimming).

Religious Education is also taught, in line with a locally agreed syllabus. This was improved for the academic year 2021/22.

Details of what is to be taught in each year group will be given at the beginning of each year in September, so that parents can give appropriate help and support throughout the school year. Summaries are on the website.

Included in our teaching of subjects, is Personal Social & Health Education, Citizenship & British Values, and Relationship & Sex Education.

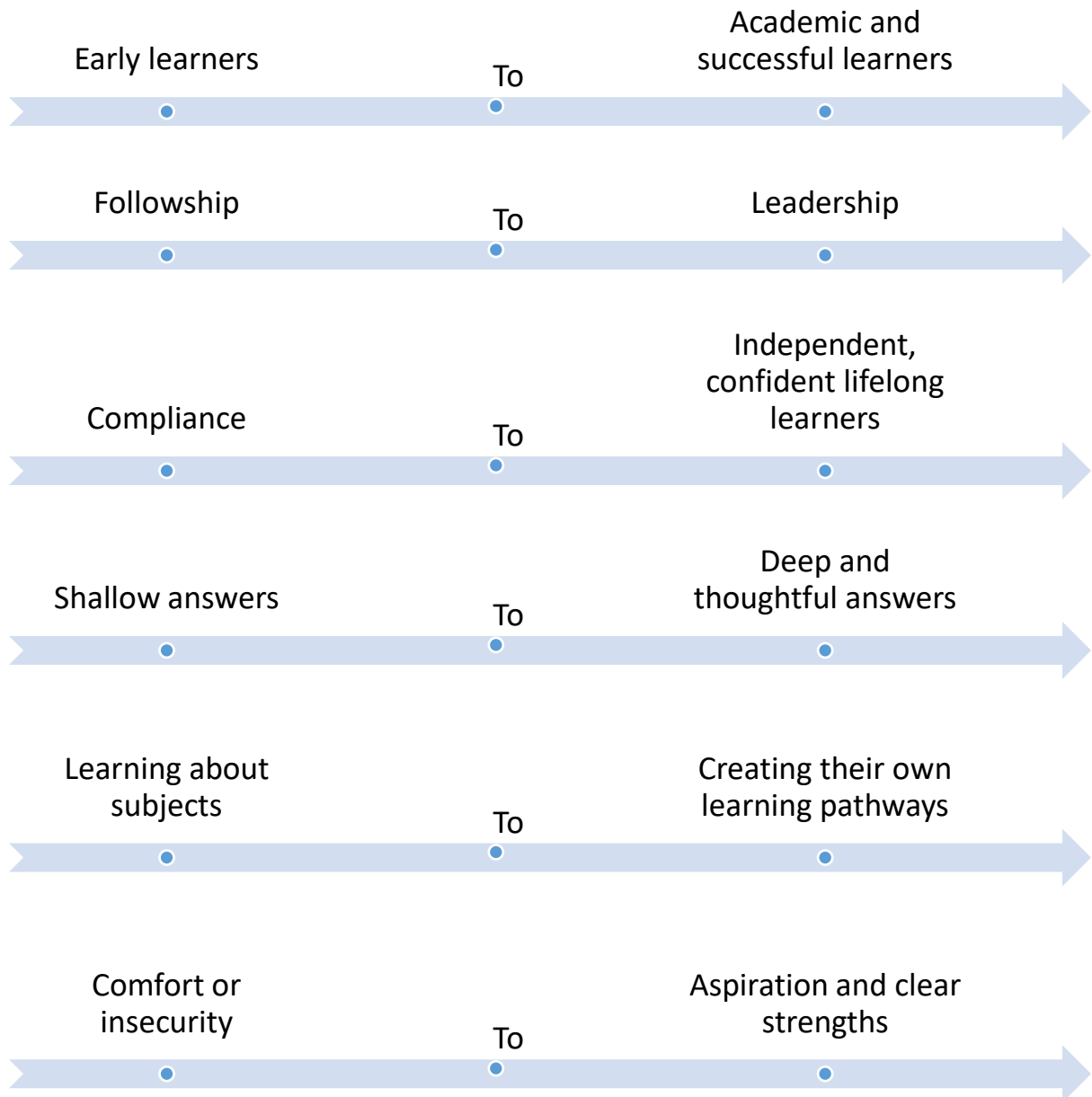
Detailed curriculum maps are available on the school website.

## **Claregate Curriculum Intentions**

Developing children holistically and encouraging good generic speaking, listening and critical thinking skills, are central to our approach.

*Roland Barth, a French philosopher, described schools as "four walls surrounding the future".*

In the process of the children's time at Claregate, we will develop them from starting points to strong outputs in Year 6. This journey will encompass the following:-



## **The Governing Board of the School**

For current details of the Governing Board and their responsibilities and roles, please see the "About" section of the website.

All members of the Governing Board can be contacted through the school, by letter or telephone. If telephone contact is required, please leave your name, the name of the Governor you wish to speak to and your telephone number. The Governor will call you back as soon as he/she is available. Letters to them will not be opened by school staff. Governors have collective responsibility as part of a committee and have no individual line management over school staff, however, your issues will be raised.

## **Admission Information**

We welcome visits to the school before you apply, and we are happy to show you how we *Inspire tomorrow*. Please book an appointment with the school office and, if possible, come during the school day when the children are here.

Application forms for Nursery are available from the school. For Reception and In-Year Transfer admissions (at times other than normal entry to Reception and Year 3), application forms are available from the Local Authority.

Nursery applications should be returned to the school with the child's birth certificate. Applications for Reception class should be returned to the Local Authority by the date published on the Local Authority website. **N.B. Admission to Nursery does not guarantee admission to the school and does not play any part in Reception class admission criteria.** In-year admission requests are also returned to the Local Authority.

The Nursery is a 30-places, 3-hours, morning Nursery for teacher-led learning. We also run an extra 35-minutes lunchtime and 3-hours afternoon Nursery. Refer to the eligibility criteria regarding free places. Children start after they are 3 years of age and are admitted on age criteria as a vacancy occurs, unless there are Special Educational Needs diagnosed, which may lead to earlier admission.

Children entering school will usually start during the September before their 5<sup>th</sup> birthday (birthdays between 1 September and 31 August). If places should become available, children will be accepted during the academic year. To make sure of positive starts, we phase entry dates so that pupils do not all start at the same time.

The admission limit is 60 in Reception class and across the school. This is called the Published Admission Number (PAN).

## **Attendance and Punctuality**

**Good attendance is linked to good educational outcomes.** 96.1% is a national average and we aspire to be better than this. Below 90% i.e., one day off a fortnight, is persistent absence. We never allow holidays in term time, and we rigorously challenge condoned absence. Our Attendance Policy is on the website.

It is essential that parents/carers ensure that their children are not regularly late for school. Lateness disrupts teachers and leads to gaps in children's knowledge because of things missed. If you are late, you may have to wait while administrative staff take your details, lunch arrangements and escort younger children around to class.

It is equally important to pick your child up on time from school. Nobody is employed to mind children after hours, and children are often upset if they are picked up late. If you do need before or after school care, please contact 07960 757439, for information regarding Breakfast Activity Time club or Claregate Activity Time after-school club. N.B. It is essential to register and book a place. The school cannot place unregistered children in after-school club.

## **Our School Day and Essential Information**

Infants - Reception and Key Stage 1

Juniors - Key Stage 2

Gates open 08.35 a.m.  
08.45 a.m. to 11.45 a.m.  
12.45 p.m. to 3.00 p.m.

Gates open 08.35 a.m.  
08.45 a.m. to 12:15 p.m.  
1.00 p.m. to 3.00 p.m.

The Infant curriculum is 21 hours per week and the Junior curriculum is 23.5 hours.

## **How do we communicate with you and vice versa?**

Before you start in Nursery we ask if we can visit your child in the home environment, so that we see your child in the context of the family home. This is exceptionally valuable in building up a holistic picture of your child. N.B. This may be done remotely e.g., in a pandemic.

We will meet with parents/carers prior to admission to Reception class and pass on an information pack with essential information. You can ask any questions either in the meeting, or afterwards. We will also invite your child to Stay and Play sessions so they can come in and play alongside their new friends in Reception class.

To ensure good communication we use an app called SIMS Parent and we may send you messages about praise for your child's work or behaviour, homework, spellings, or general messages. You can also order school meals via this app.

SIMS Parent is our method of communicating with you and you can amend the details that we hold about you; so please ensure that you sign up. The app works on mobile telephones, laptops, tablets, and desktop computers and is free. N.B. you cannot reply to messages.

The office staff: Mrs Elliott (Office Manager), Mrs Maxwell (Administrative Assistant, based in the front Reception) and Mrs Wynne (Administrative Assistant) are always happy to receive a call or email (contact details are on the front cover). There is a member of staff on each gate in the morning to greet you, ensuring good home to school transfer of responsibility. We want communication between school and home to be excellent! We may ask you to ring the office for messages as the teachers on the gate teach immediately after gate duty. Discussions between class teachers and parents are more effective after school, as it is not preparation time for teachers.

To report an absence, please contact the school by telephone on 01902 558575 (an answerphone message is acceptable) or email:

[absence@claregateprimaryschool.co.uk](mailto:absence@claregateprimaryschool.co.uk)

before 08.45 a.m. on the day of your child's absence. The school office is open from 08.05 a.m. until 4.30 p.m.

Please ensure that your contact telephone numbers are correct and updated when you change your phone. If your child becomes ill during the school day, we will ring you and ask you to fetch them.

If your child has a minor bump or injury during the school day, we will send a message via SIMS Parent to inform you. If we think it is serious, we will ring you. Be particularly mindful that head bump symptoms can manifest themselves over time - a child may show no symptoms of concussion at school, but this may develop this at home. For that reason, we report all significant head bumps. We record, but do not report (unless you specifically ask us to), minor grazes that have been cleaned.

We may also post general celebratory messages on Twitter, which posts live on the school website and, if you subscribe, straight to your smartphone.

We may telephone you if we need to discuss something more complicated.

Each child should have a book bag so they can bring home their reading book, letters and homework. Occasionally, we will send a letter out, so look in book bags just in case.

If a parent has parental responsibility and does not live with the child, they generally have as many rights as the parent with main residence and school cannot lawfully refuse information or contact because the other parent says so. On the admission form, please give us details of all people with parental responsibility – we want both partners to be involved. If you have PR and are not in touch with your ex-partner, you can still ask to have app messages and access to the website for general information. We will provide all statutory information, including school reports (you may choose to have these posted).

Communication on social media between parents / carers has rapidly grown over the last few years. As you make new friends, you may make contact in this way, and it can be a really good way of getting to know people and find support. However, please do not post incorrect information, or use social media for gossip about the school, members of staff or individual children. If you need information, ask us, or if you have a concern, talk to us. We are very amenable, and we are happy to explain our policies and why we do things in the way that we do.

If you want us to give medication to your child, you must follow the Medical Needs Policy on the website, which at the most basic level means that you need to fill in a Medical Needs permission form (downloadable off the website). We can also email you this form or give you a paper copy, if you cannot print it out – just ask.



At the end of each academic year, we will invite you to a *Meet the Teacher* event after school and we will tell you what to expect in the next academic year. In the new academic year, we will invite you to an initial parents' meeting to discuss how your child has settled into the new year group. Mid-year, we send to you a mid-year report and we will invite you to a meeting during a school closure day to discuss this. At the end of the year, you will receive a full school report giving statutory information such as your child's attainment level in years and months, so you can see exactly how your child compares with the national average.

## **Assembly and Religious Education**

A daily act of worship is held in school.

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Whole School Assembly 9:00 - 9:30	KS1 Class 10:30-10:45 KS2 Hall 9:00 - 9:20	KS1 Hall 9:00 – 9:20 KS2 Class 9:00 - 9:20	Whole School Achievement Assembly 9.00 - 9.30	Classroom Assembly

Monday Whole School Assembly is led by a member of the SLT; the KS1 Wednesday Assembly is on a rota between staff and the Thursday Whole School Assembly is led by the Headteacher.

Assembly times are currently being reviewed for September 2022.

Religious Education lessons are a multi-faith curriculum, as agreed locally by SACRE. Children are taught tolerance, respect and understanding, from the outset. We respect parental rights to withdraw their child from collective worship or Religious Education.

## **Food in School**

School meals are cooked on the premises by ABM Catering and can be ordered on the SIMS Parent app. The menu provides a balanced range of essential vitamins and minerals (as defined by the Government's Nutrition Based Standards). We provide Universal Free School Meals for every child in Reception, Y1 and Y2. In Y3 to Y6, you must be eligible for Free School Meals to claim this entitlement. You may also provide a packed lunch for your child. We would ask that you provide a healthy, balanced meal and avoid sugary or highly processed food.

Guidance on what are healthy lunchboxes can be found on the website: <https://www.nhs.uk/change4life/recipes/healthier-lunchboxes>.

Because some children have severe food allergies, we control food in school rigorously. We do not allow nuts, or nut-based products such as nut spread. We also do not allow hot food/drinks e.g., in flasks due to the chance of children being scalded. We also do not allow fizzy drinks due to the likelihood of spillage. We encourage children to bring a water bottle for class use and water is available throughout the day. We do not allow any flavoured drinks in water bottles, because of sugar content.

School Meals provided by the school are paid weekly in advance via SIMS Pay. **If you are entitled to free meals for your child, please contact the school office for further information, or visit the website [www.wolverhampton.gov.uk/freeschoolmeals](http://www.wolverhampton.gov.uk/freeschoolmeals). Please claim Free School Meals even if your child is in Infants or you don't want the meal – this helps the school to claim extra money.**

If debt is built up regarding school meals, we reserve the right to ask parents to provide lunchboxes and will not continue to provide school meals. We will pursue school meals debt via the Local Authority and through the court system.

## **Charging and Remissions Policy**

Education for all nursery and school children is paid for by the Government and parents/carers do not pay anything directly to the school for day-to-day education. You do not have to buy textbooks, exercise books or stationery. Please refer to the charging policy in the About section on the school website for charges that we do make for activities outside of the main curriculum.

## **Equality**

We value all children at Claregate and take equality for protected characteristics extremely seriously. We expect the highest standards of moral, spiritual, social and cultural development of our pupils, and we teach equality and tolerance as part of the curriculum. We are a multi-racial school and value the diversity that this brings. See our Equality policy on the website.

## **Behaviour and Anti-Bullying Strategies**

This regularly receives praise from local inspectors, Ofsted, headteachers, colleagues and the public. We encourage the children to be polite to adults and sociable with each other. We ask parents/carers to let us know if their child experiences any issues so we can intervene early. Never think: "We don't want to bother them." Anti-social behaviour, in whatever guise, is never tolerated! Please refer to the Behaviour Policy and Anti-Bullying Policy in the "About" section of the school website.

## **Health and Welfare**

### **Pastoral Care System**

The general care and welfare of the children is the responsibility of all members of staff. Every effort is made to ensure that the children are happy and well cared for. The school leadership team is made up of **phase leaders**: -

- EYFS            Mrs Ross
- KS1             Mrs Reynolds
- Lower KS2    Mrs Plant
- Upper KS2    Mrs Kirkham

School nurses conduct medical assessments in Reception class soon after admission to school. The nursing team notify parents beforehand and seek written consent. There are also routine tests on hearing and vision, together with dental hygiene. Some year groups e.g., Year 6, have height and weight checks, also. The School Nurse and Education Social Worker are available to make home visits to help privately with individual problems, should the need arise. School nurses can be contacted on 01902 441057.

### **Team around the Child**

Occasionally, we may discuss with parents/carers that a child be entered onto a system called Early Help. This means that the child needs some co-ordinated support to overcome a particular barrier. This often involves multi-disciplinary work and can include other professionals such as: - Educational Psychologists, Teacher for Special Educational Needs, Doctors or School Nurses, Speech Therapists, Educational Welfare Officers, Strengthening Family Support Workers, Social Workers, et al.

The system allows all professionals to record their work and communicate effectively.

If your child is cared for by a family member or friend, even if it is for a short period of time e.g., a matter of days, Private Fostering regulations can apply, and we need to know.

**Other Local Authority or Health Teams** exist to support children i.e., Looked After Children in Education Team or the Fostering Team.

The Gem Centre is a local NHS centre, housing a variety of health services such as CAMHS and Occupational Therapy. In-school support is also available, including Speech Therapy, Visual Impairment and Hearing Impairment. These services are provided by external teams.

### **Sex Education**

The Governors have decided that Sex Education will be taught to Year 4, 5 and 6, as part of a Growing & Changing unit of work within PSHE. School nurses show a DVD and then discuss the matters arising. Parents will be given notice of this and are welcome to see the DVD, as part of the curriculum. Parents may withdraw their child if this is their wish. In other year groups, we have Relationship, Sex & Health Education Schemes of Work, so look on the website to see what we teach and when.

### **Inclusion Leader and Child & Family Support Worker**

**Miss. Evans** and **Mrs. Fielding** are employed to assist children and families in need of help, support, or challenge. They are available by contacting the school via email or in person. Miss Evans leads on English as an Additional Language, Safeguarding and Curricular Intervention. Mrs Fielding leads on Early Help, family support, nurture and more holistic interventions.

## **Special Education Needs and Disability**

Some children find learning more difficult than others and need some help to remove barriers or accelerate their educational progress. The school has a SEND Policy/Code of Practice on the website, which aims to identify children with individual needs as early as possible. Any child identified will be placed on the Special Educational Needs Register (with parental consent) and an individual programme worked out to help them progress. The plan to boost achievement will be shared with parents/carers and their input sought.

The school has a Special Educational Needs Co-ordinator, Miss Wigley (SENCO), who co-ordinates help (teaching and the involvement of outside agencies) for each child. Parents are consulted frequently about their child's progress. The school has ground floor access for disabled children and three toilets in each block for their use.

If you as a parent, your child or a relative who visits school, has a disability that we may need to make a Reasonable Adjustment for, please let us know in writing and we will add it to our database, in accordance with legislative requirements. We will always try to help.

For further details, please refer to the SEND Policy, our SEND Information Report and the Equality and Diversity Policy on the website.

## **General Data Protection Regulations**

There are no secrets, only confidentiality at Claregate. Every effort is made to meet with parents/carers, at any time, to discuss individual problems, whenever it is felt necessary. Please see our GDPR policy on the school website. If there is information that you feel entitled to, general information may also follow our Freedom of Information policy on the website. We also use CCTV, and our policy is also on the website.

## **Visitors and Helpers in School**

We welcome and encourage responsible parental involvement in school! We may carry out a criminal record bureau disclosure check, which is compulsory for all volunteers in Regulated Activity. If you wish to volunteer, please make an appointment to see Mr Murphy, the Headteacher, or Mr Saunders, the Deputy Headteacher.

## **Extra-Curricular Activities**

For the extra-curricular activities at school please refer to the Sport Report on the website. Some are free and are paid for by the Government's Sport Premium. For some clubs, there is a charge to cover the fees of the sports coaches.

## The Purpose of School Uniform

The purpose of uniform is to create a sense of equality and belonging, thus reducing conflict and unnecessary competition.

Attempts to make pupils look different or stand out, to start trends, or to compete against other children, are against the principles of our uniform policy. Dress codes are part of secondary schools, business and the world of work and we want to prepare pupils for their future as high aspiring young adults. This is in line with our school motto "Inspire tomorrow today ...".

## Hair, Jewellery and Accessories

In the interest of Health & Safety, children are not allowed to wear earrings with a loop or which dangle - these are considered dangerous (due to the potential for torn ear lobes). We allow simple ear studs to stop the piercing healing up, but not fashion earrings like a diamond effect.

Pupils wearing jewellery that is not permitted, will be asked to remove it, or to cover it and parents / carers will be contacted to collect it from school.

Extreme hair styling e.g., dyeing or bleaching; haircuts with dramatically different grades or shaved patterns, is trying to make a pupil stand out and look different. These are not allowed. If a pupil comes to school with an extreme haircut, we will ask for it to be remedied, however this may not be possible, and it may have to grow out. The parent will be asked not to repeat the practice in the future. We recognise that some hairstyles are of deep cultural or religious significance, and we will respect these traditions. It is impossible to always pre-define what we would classify as extreme. **If you are thinking of having a particular style, please check with the school first to see if it will be permitted.** It is important that other family members (who are distant from the school and its practices), taking pupils for haircuts or styling, know these rules.

Long hair should be tied back by a simple scrunchie or bobble in our school colour, blue. We allow blue hair bands, if they are of simple design and not a fashion statement e.g., large flowers. We may ask pupils to tie back long, loose hair during the school day, particularly if doing PE, science, or technology.

Children are not allowed to wear nail varnish, including clear nail gloss in school. We do allow hand decoration of cultural significance. We do not allow any tattoos, sticky transfers, or piercings that are visible (apart from in the ears). We will ask for any deviation to this rule to be remedied.

## Equipment

We do allow sunglasses if they have a CE mark of British standards or European Standard mark. Cheap glasses can have inferior glass that shatters.

We encourage sun hats and ask parents/carers to apply long-lasting sun block on children before school on sunny summer days. We cannot apply sun cream to children during the school day, unless there is a specific medical need e.g., a skin pigment condition. We then encourage the child to do this with supervision.

All pupils should bring the following items to school or keep in school, daily: -

- Their book bag with homework/reading books and learning materials in it.
- A lunchbox, if having a packed lunch.
- If required: outdoor footwear (wellington boots or football boots) in a simple plastic bag or drawstring bag that hangs easily on a peg.
- Sun caps or hats.

Children will occasionally need other equipment which has to be brought on a specific day e.g. for swimming in Year 4.

**Equipment or material that children should not bring to school without permission.**

- Anything that will distract from learning.
- Rucksacks or large bags – we simply do not have the room for them.
- Any device that can record voice, take pictures, video, or make contact outside the school such as mobile phones, iPads, smart watches, et al. Permission needs to be given for any of these.
- Sharp cutlery for lunches.
- Toys, games, or cards, unless specifically asked to e.g., Show and Tell or permission has been given (some pupils benefit from fiddle toys).
- Anything that is of value. We are not insured for personal belongings and will not reimburse if items are brought in and lost, damaged or stolen.
- Published materials that are unsuitable for the age of our pupils.
- Medication that is not approved in advance on our Medical Permission form (on the website).
- Nuts or nut-based / protein products which may cause allergic reactions.
- Anything that is illegal or immoral for pupils of primary school or nursery age.
- Anything that could cause cultural or religious offence.

If banned equipment is brought to school, we will follow the law to legally confiscate it and ask parents/carers to collect this from school.

**Clothing**

**Compulsory Uniform – Nursery**

Royal blue round-neck jumper or cardigan, preferably with the Claregate logo. Plain white polo shirt, preferably with the Claregate logo. Navy blue jogging bottoms and black trainers – open toe sandals are **not allowed** for safety reasons. A spare pair of wellington boots to keep at school.

**Compulsory Uniform – Reception**

Royal blue V-neck jumper or cardigan, preferably with the Claregate logo. White polo shirt, preferably with the Claregate logo. Grey pinafore dress, grey skirt or trousers. Black, low-heeled shoes. Blue and white print dress or grey shorts in the summer. A spare pair of wellington boots to keep at school.

## **Compulsory Uniform – Year 1 and Year 2**

Royal blue V-neck jumper or cardigan in the summer, preferably with the Claregate logo. White shirt. School tie (elasticated, if required). Grey pinafore dress, grey skirt, or trousers. Black, low-heeled shoes. Blue and white print dress or grey shorts in the summer.

## **Compulsory Uniform Years 3 – 6**

Royal blue V-neck jumper or cardigan, preferably with the Claregate logo. White shirt. School Tie. Grey pinafore dress, grey skirt, or trousers. Black, low-heeled shoes. Blue and white print dress or grey shorts in the summer.

## **PE/Games Kit**

**Reception** will require a plain white t-shirt, blue shorts, and black pumps for indoor PE.

**Years 1 to 6** will require a plain t-shirt in their house team colours - **Diamond** (yellow), **Emerald** (green), **Ruby** (red) and **Sapphire** (blue), blue shorts and black pumps for indoor PE.

**Years 1 to 6** will also require navy blue or black jogging bottoms and a sweatshirt, with trainers, for outdoor games. These items do not need to have the school logo.

## **Ordering Uniform**

We do not specify a particular supplier, but for your convenience you can order your child's uniform online through My Clothing, by logging onto [www.myclothing.com](http://www.myclothing.com). Contact email for queries: [support@myclothing.com](mailto:support@myclothing.com).

Our local stockist if you want to try uniform on is "*Lads and Lasses*", which is located at 4 Bilbrook Road, Codsall. You can contact them on 01902 846262 to order and collect from the shop.

Ties are available to purchase from school.

**If you want lost property returned, all items of uniform must have a label with your child's name and class on it.**

## **Second-Hand Uniform Donations**

We request donations of clean, washed second-hand uniform or PE kit.

Please ask if you wish to receive free uniform from this source. We strongly encourage school uniform to be recycled for environmental and economic reasons.

## **Sport and Games**

Please read our Sport Report on the website. This explains how we spend the Government's Sport Grant.

The school aims to ensure that all children grow up with an understanding that exercise and healthy living are vital elements in a happy, healthy lifestyle.

We teach swimming in Year 4. We aim for 25 m proficiency and lifesaving skills, for all children, by 11 years of age. Many children achieve much more.

All children take part in competitive games and the school puts out a variety of representative teams. For further details, please see the Sport Report on the website.

Each year we are involved with *Fairplay Sport*, *Progressive Sports* and *Soccer Coaching 2000*, who coach children in the skills required to enjoy a sport. We want our children to enjoy the health benefits of sport and the team spirit it encourages. This also helps them to understand that in sport, as in life, we sometimes must lose, and take it with good grace.

We have large playgrounds, a sports field, a Multi-Use Games Area and a cross country course, within the grounds of the school. Sports coaches lead activities at lunchtime, and this leads to a productive and purposeful play experience.

## **Complaints Procedures**

Sometimes there is an issue that you feel needs to be raised as a concern to the school. Please speak to the most appropriate member of staff e.g., the member of staff who is dealing with the issue, or a phase leader, regarding pastoral matters, in the first instance. Please do not be surprised if the school does not automatically direct you to the Headteacher.

If you feel as though this has not been dealt with, or there is a particularly pressing matter, there may be a time when you feel as though a complaint is necessary. Anyone can make a complaint and you do not need to have raised a concern first! The full complaints' procedure is available on the school website.

## **Summary**

We want to be the best school that we can possibly be, and we want parents/carers to feel involved and their views considered as partners in learning. We want children's knowledge to be excellent; for them to be independent learners and for them to be happy, polite, and sociable. More than anything, we want to inspire them to lead a productive and fulfilling life. The beginning of this is an effective transfer to secondary school and a good springboard into their next stage of learning.

If you have any suggestions for anything else that could be included as part of this prospectus, please email us.