

2026- 2027

Sharley Park Community Primary School Prospectus



OUR SCHOOL PROSPECTUS

Welcome to Sharley Park Community Primary School which was opened in April 2009 at a cost of £6.5 Million! It truly is a flagship school offering your child every possible advantage, designed with the latest technology for the 21st Century.

It can accommodate 420 pupils in 15 separate teaching areas. There is a central open plan spine area, which includes practical areas, two small group rooms, the library, and an adult room. The hall is a large multi-use complex with state-of-the-art flooring but also doubles as our dining hall.

The outside facilities are impressive with amphitheatre, wildlife areas, hard play areas, grass areas and separate playground for Reception, Key Stage 1 and Key Stage 2, an outdoor classroom and an astroturf area. We have recently invested in a new EYFS outdoor learning area and a large set of outdoor equipment. During the Summer of 2026 a new trim trail will be situated on the KS2 playground.

We want your child to be safe, secure, happy, and find learning exciting and challenging. We aim to create a caring atmosphere, designed to encourage children to achieve the highest standards of education.

We work hard as a team to present a curriculum, which is well planned, balanced, and creative and takes account of British Values. Our bespoke curriculum is centred around a magical map and is called The Journey.

We hope the information contained in our brochure will be useful and informative. We look forward to working with you and your child during the time you are with us at our school.

Yours Sincerely,

Mrs Nicola Stevenson – Headteacher

OUR STAFF

Headteacher

Nicola Stevenson – Designated Safeguarding Lead (DSL)

Deputy Headteacher

Jo Clarkson – Deputy Designated Safeguarding Lead (SLT/DDSL)

Teaching Staff

Lucy Wass (DDSL)
Shannon Collins
Lydia Potter (SLT/DDSL)
Kayleigh Shaw
Lucy Temple
Georgia Murphy
Beth Green
Jo Elton
Chloe Sowood
Lucy Benton
Tim Sherwood
Beth Page
Jo Hollingworth
Paul Dunnachie
Liz Key
Laura Graham (SLT/DDSL)
Glen Smithurst (SLT)
Georgia Dennis
Abigail Jervis

Support Staff

Debbie Pearson – Pastoral Manager (DDSL)
Donna Bowes – Attendance (DDSL)
Lisa Ellis – Welfare officer
Rachel Hodges (HLTA)
Joanne Coope
Julie Owens (HLTA)
Rebecca Elliott (HLTA)
Hayley Lawrence
Rebecca Pearson

Support Staff - Continued

Amelia Hilton
Stephanie Walton (HLTA)
Jason Andrew
Victoria Hill
Danielle Winfield
Zoe Holmes
Ann-Marie Sykes
Adele Sampson
Angela Briscoe-Bennett
Tracey Hind
Emma Kirk
Luidmilla Whitehead (HLTA)
Phil Wass (HLTA)
Laura Nash
Louise Weldin
Tilly Baxter
James Long
Danielle Peat (HLTA)
Sarah Johnson
Lisa Brothwell
Surinder Mathoon
Mandy Brown
Helen Russell
Angela Glover

Business Office Staff

Julie Clarke
Joanne Arme
Yvonne Long
Chloe Barlow
Larissa Hardy - relief

Site Managers

Ray Pickering
Amanda Wilson

Midday Meal Supervisors

Jill Brooks (Manager)
Tammie Allen
Tracey Bilton
Diane Clarke
Larissa Hardy
Diane Kew
Tina McConaghie
Jane Nuttall
Adeline Rhodes
Margaret Salmon
Beverley Smedley
Nicola Wright-Smith
Sophie Collins
Hannah Wilson
Ann Marie Clayton-Piepiora
Saima Hanif
Natalie Riggett
Gaynor Wallage (Relief)

Kitchen Staff (DCC employed)

Mandy Wilson (Manager)
Jade Rouse
Jade Heeley
Steph Pashley
Donna Rose

Cleaning Staff

Amanda Wilson (Manager)
Jill Brooks
Tina McConaghie
Adeline Rhodes (Relief)
Natalie Rggett (Relief)

Governors

Emma Rhodes – Chair of Governors
Paul Blackburn- Vice Chair
Amanda Large – Parent Governor
Gareth Pooley – Parent Governor
Jo Mbwana – Parent Governor
Adedapo Adeweyi – Parent Governor
Lydia Potter – Staff Governor
Michelle Bargh – Co-Opted Governor
Gavin Kirk – Co-Opted Governor
Ann Marie Sykes – Co-Opted
Jo Clarkson – Co-Opted
Brian Wright – LA Governor
David Wood – Associate Member

Clerk to Governors

Yvonne Long

OUR SCHOOL DOGS – TEDDY AND BEAR

Teddy and Bear are our school dogs. Teddy joined the Sharley Park family in November 2022. Bear joined in January 2026. Mrs Stevenson is their Mummy, and they go home with her every night and stay with her in the holidays.

Teddy works alongside children most days and loves greeting everyone on the gates in the mornings. Bear is currently in training to be a therapy / reading dog, like Teddy, for Sharley Park. We are a Dog Mentor affiliated school and Teddy wears his special coat when working with the children. You will see him at the school gates in the morning, by Mrs Stevenson's window during down time and in the classrooms in the daytime. Teddy works with a group of Teddy ambassadors who help to train him.

Once Bear has completed all his training, he will be around school working with our children, like Teddy. You will usually see Bear sunning himself on the low windowsill of Mrs Stevenson's office.

Teddy and Bear love to play with their toys, and they are also fond of a little afternoon nap. Teddy loves to be around school and visiting the children. He has a very important morning routine where he walks around the school and checks in at every classroom, to say hi to the staff, before the children arrive.



GET IN TOUCH

Sharley Park Community Primary School

Pilsley Road

Danesmoor, Chesterfield

Derbyshire

S45 9BN

Telephone: 01246 864833

Website: www.sharleypark.derbyshire.sch.uk

Email: info@sharleypark.derbyshire.sch.uk
headteacher@sharleypark.derbyshire.sch.uk

DCC EXECUTIVE DIRECTOR OF CHILDREN'S SERVICES

Jenny Lingrell

Schools & Learning

Derbyshire County Council

County Hall

Matlock

DE4 3AG

Telephone: 01629 532851

CHAIR OF GOVERNORS

Emma Rhodes

Sharley Park Community Primary School

Pilsley Road

Danesmoor

S45 9BN

ADMISSIONS

Admissions for all schools in Derbyshire are now controlled by the Local Authority (LA) and all parents must apply for a place at a school of their choice by a given deadline. A copy of the dates and procedures are set out below. Sometimes this can seem a bit intimidating but please don't worry, we are here to make sure that your child gets the best start possible to their education and we will help and support you to fill in the correct form at the right time.

We want the transition of children from their nursery placements or home to reception to be as seamless as possible. The reception classes are part of what is called 'The Early Years Foundation Stage' (EYFS). Children usually start reception in September regardless of their age. They will all have their 5th birthday in reception up to 31st August.

STARTING SCHOOL

This is a very special time in your child's life and proper preparation for it is of utmost importance. Together we can do a great deal to give your child the necessary confidence to cope with the new experience. A positive attitude to school should be developed right from the beginning. Please be assured that we shall do our best to help your child settle down happily. However, it is only natural for more sensitive children to take a little longer to adapt to change, but we have never once failed to make a child feel welcome, wanted and valued.

TRANSFER MEETINGS

In the June before your child is due to start school in September, we will invite you to a parents meeting. At this meeting, we will give you a copy of the School Prospectus, give you a brief talk about the school, give you a guided tour and answer any questions you may have.

Once you have attended the initial meeting your child will be invited to visit the school and will hopefully be seen in their nursery or on a home visit, before September, so that they can get used to their new classroom and teachers.

Our aim is to make sure that parents and children have a stress-free transition into full-time reception. A welcome brochure with photos of staff and the areas in school will be shared with you so that you and your child can look at it at home and familiarise yourselves with who is who and what the different areas look like.

To make your child's start to school an enjoyable one, please practice the following skills, so that your child can:

- Go to the toilet and wash and dry hands with little supervision
- Repeat their name and age

- Recognise their coat and put it on
- Take off shoes and put them on
- Get undressed and dressed again for PE
- Hold a pencil correctly in a tripod grip (two fingers and a thumb)
- Use a knife and fork

It is important that, even before starting school, you read and tell stories to your child. This, and learning to say nursery rhymes and encouraging conversation, helps to lay the foundations of reading. Nursery rhymes, songs, and being able to join in favourite stories are very important parts of school life.

Parents should not be alarmed and anxious about admissions arrangements: staff are always available to offer advice and support. The new admissions arrangements do not change our very simple underlying principle - we want to offer every child the best education possible and to work closely with parents to ensure our school maintains excellent standards.

The Governors must follow the admission procedures set out by Local Authority, which states:

The Local Education Authority is required to coordinate admissions to all Derbyshire Primary, Infant, and Junior Schools. Essentially the Authority acts as a 'clearing house' for all admissions and enables parents to express a preference for one, two, or three schools and to place those preferences in rank order. Parents must make their application on a common application form, to be returned directly to the LA, and give reasons for their preferred schools.

Common application forms should be returned by the closing date for applications, which is midway through January. Parents will then be offered one place in a Derbyshire school by the last week in May.

Further information about the coordinated admissions scheme is available in the Authority's Parents' Information Booklet - 'An Essential Guide to Primary Education', which confirmed the agreed dates.

NB the dates change slightly each year.

OUR AIMS

Our aims underpin our mission to recognise each child's individual talents, to allow children to guide their own learning to have memorable lifelong learning experiences. We believe our school is very special, we have a learning environment to be proud of, amazing teachers and support staff, and as a result pupils are engaged, enthusiastic, and proud of their school.

OUR ENVIRONMENT

We aim to provide a caring and encouraging environment where each child can reach the highest possible standard of achievement. Our environment is free from intimidation where children respect themselves and other children and adults.

OUR CHILDREN

We aim to enable children to develop positive values and to respect the views and opinions of others. We ensure children develop independence, self-esteem, and responsible attitudes towards learning and their community. We teach children how to work together and to co-operate responsibly with others.

OUR CURRICULUM

We aim to provide the highest possible standard of education for all children in a happy, caring and stimulating school where every child is valued. We strive to provide a broad, balanced, creative, and exciting curriculum with our 'Journey' curriculum.

OUR SCHOOL DAY

We are a two-form entry school and therefore have two classes for each age phase from Reception to Year 6.

Key Stage 1 total = 32 hours 30 minutes a week

Key Stage 2 total = 32 hours 55 minutes a week

Our school day starts at 8.45 am for all pupils for registration. Close of the register is strictly at 9.00 am and children who arrive after this time will need to enter via the front office (please be aware that the electronic register will have been missed and the morning session will be deemed by the local authority as absent). The gates open at 8.40 am to allow the children time to get to their classrooms. Children enter school by their own external classroom doors which lead onto the playground.

The KS1/Reception school day finishes at 3.15 pm. All children leave by their classroom doors to meet their parents in the playground under the supervision of the staff. Infant children will only be released from class to a known adult. If an infant child is left uncollected at the end of the day, they will remain in school to await their parents.

KS2 children will be released onto the playground at 3.20 pm with the option to return to the classroom if their parents haven't arrived.

Particularly in Reception, Year 1 and Year 2 we ask you to notify us if you are arranging for a relative or friend to collect your child from school as children will only be released to known adults at the end of the day.

There is a staggered lunchtime for Infants and Juniors which starts at 11.45 am for Reception children.

All of our children stay for school dinners, which are provided by Derbyshire County Council, are cooked on the premises and served on a continuous cafeteria system. A variety of foods, which are nutritionally balanced, are available with a daily choice of hot or cold meals, jacket potato, or sandwiches. There is a daily vegetarian option.

Children are not allowed to leave the premises during lunchtime, except in exceptional circumstances and agreed by the school (for example being collected by parent/carer to go home for dinner). Children may bring their own sandwiches and drink, in a suitable plastic bottle. We request that flasks, cans, or glass bottles of fizzy drinks are not sent to school in the interest of safety.

We respectfully request that you do not pack your child with anything containing nuts. We have children across school with different allergies. Other dietary requirements can also usually be catered for, please speak to the school cook who will be happy to help you with the necessary paperwork.

The school does have a food policy and this is sensible guidance for all schools. Parents have a free choice about what they can send in their child's packed lunch but the school encourages a healthy balanced diet. Our policy does state no chocolate or sweets but we believe as with everything 'moderation' is the happy medium and we hope that you do too. Please work with the school to ensure that children are not bringing large chocolate bars, sweets, or excessive amounts of unhealthy items to school.

We are now a cashless school; dinner money should be paid via Parent Pay. School is also a 'debt free' school meaning that parents are expected to pay for a product or activity before it is provided. You will be given details regarding this when your child starts with us. However, if you feel you may be entitled to free school meals, please call the school office for an application form. Free school meals are not applicable until written notification is received from DCC at Matlock. Many parents are often eligible for free school dinners but fail to claim them. The school would urge all parents to see either a senior member of staff or our office staff if they feel that they are eligible. Even though your child may bring sandwiches, it is always prudent to keep your claim up to date. It is the parents' responsibility to keep their claim continuous or a charge may be made for school meals. There is no stigma attached to free school dinners, the only people who know that your child is on free dinners are the teachers and office staff who treat this in the utmost confidence.

If you are unable to pay for school meals and are not eligible for Free School Meals, then please send your child with a packed lunch. Schools no longer have a budget to absorb the non-payment of meals. Please note that our school, in line with most other Derbyshire schools, is a 'debt free' school.

Please note that in the circumstance where a parents/carers does not send their child with a packed lunch or take them home for dinner and cannot be contacted, the school will provide a sandwich and a drink only. This will need to be paid immediately and can be considered as 'neglect' with a possibility of a referral to Social Services.

BREAK TIMES

The children in KS1 have 2 outside breaks, one in the morning and one in the afternoon. In KS2 there is just a morning break. We receive fruit from the National School Fruit Scheme, sponsored by lottery funding, which gives all KS1 children the opportunity to have fruit every morning. We work in partnership with Tesco's Fruit and Veg scheme to offer KS2 fruit when possible.

KS1 and KS2 have separate playgrounds where all children will be expected to go outside to play, timetabled supervision by a teacher on duty and teaching assistants is in place.

At lunchtime, children are supervised by our caring team of Midday Supervisors (MDS) who support our Behaviour Policy in order to keep our children safe and happy. MDS have basic first aid experience and key MDS have higher level first aid training. MDS are trained in play techniques to keep children happy and busy during lunchtimes. A senior member of the teaching staff is always available at lunchtime

During bad weather, MDSs will supervise children in their classrooms at lunchtimes, where they will have access to rainy-day activities.

SCHOOL TRIPS

The Governing Body recognises the value, both social and educational, of extracurricular activities which enrich the experiences of pupils. Such activities would include theatre visits, museum visits, environmental activities involving travel, performing artists, musicians in school, music, drama workshops, and other activities of a cultural nature and are an extension of the mandatory curriculum offer.

Only approved bus companies are used. Additional insurance is taken out through the LA. All children must remain seated, wear a seat belt and be well behaved throughout the journey. A mobile phone and first aider are always present on school trips. Risk assessment are made for all educational journeys to assess the suitability for young children.

Where a cost is involved, parents will be asked to make a voluntary contribution. In times of hardship, a payment scheme can be set up at the discretion of the Headteacher. If there is less than an 80% response, the Governors deem this to be

prohibitive and would agree that the planned event is cancelled. Absence for this day due to not wanting to engage with the activity will not be authorised. Trips are considered part of the curriculum offer and therefore are not optional to attend.

ATTENDANCE

If your child is absent from school for any reason, please tell us by telephone before 8.45am - 01246 864833 or email info@sharleypark.derbyshire.sch.uk on the same day.

All schools are required to maintain an electronic register for every child and the target we have been set by the Local Authority (LA) is 96%.

The school is always here to help parents if they are having difficulties with attendance, we have our own Pastoral Manager, Welfare Officer, Inclusion Lead and Attendance Officer on site. However, levels of attendance below 90% are unacceptable, and whilst we appreciate that there can sometimes be extenuating circumstances, schools are expected to notify the Local Authority for a fine and for legal action to take place if parents fail in their duty to make sure children attend school every day.

Please be aware that, in line with local authority guidance, if your child arrives at school after the close of the morning register at 9:00 am, they will be recorded electronically on the school's system as absent for the morning session.

The school works closely with the Local Authority and their role is to promote attendance for young children. The Local Authority has the power to prosecute parents who fail to bring their children to school and it is mandatory that schools support them in this action where it is believed a child's education is being neglected.

Under current government guidance, a penalty notice may be considered if a child has the equivalent of 5 school days of unauthorised absence. The first penalty notice fine is £80 per parent, per child if paid within 21 days, rising to £160 if paid within 28 days. Any second penalty notice within 3 years of the first is £160 per parent, per child. Further unauthorised absences may result in legal action.

The school employs a Pastoral Manager, who is available to support children with a wide variety of problem including behaviour, friendships, emotional needs etc. If you have any concerns about your child then please speak to the Pastoral Manager who can then look to support your child.

Having said all this, however, a sick or poorly child needs the comfort of their home and family. We are always very happy to talk about what the best course of action is for any child if you are not certain.

Every effort has been made to ensure that attendance information held in this school prospectus is correct. If parents would like to any further explanation about attendance please contact the Attendance officer at school who will be pleased to talk to you.

HOLIDAYS

The school will not authorise absence for holidays in term time. The rules that govern the use of exceptional circumstances is very limited. Please complete a 'Request Form', which is available from the main office at school and return it to the Headteacher for authorisation.

Parents who then subsequently remove children from school for holidays will be issued with a penalty notice, see above. The Local Authority will contact the parents/carers directly to issue a fine. The school is not informed of this decision and DOES NOT receive any of the funds.

OUR DRESS CODE

The Governors have approved a code of dress for the school. The general uniform consists of a red sweatshirt or cardigan and a white or red polo shirt or a gingham dress in summer. Shoes are black and without a brand.

Children have the option to wear shorts at any time of the year, but especially when the weather is warmer. All trousers and shorts should be black or dark grey. Children are not allowed to wear any items of clothing with designer labels, and this includes sportswear in school.

Buying a uniform with the school logo is not compulsory and parents may choose to buy school wear from the high street. Please stick to the school colours of red and white with dark trousers. Once again, we stress the importance of NO designer labels on sportswear being worn in school. We request that children come to school in clothes that are suitable for school life, i.e. glue, paint and mud!

Children are not allowed to wear makeup, nail varnish, additional nail accessories or acrylics/gels. Parents will be contacted to have the above removed immediately or by the following day. Jewellery is to be kept to the school's agreed policy of one set of stud earrings, watch or Fitbit type watch, one charity band (if necessary) and religious jewellery (after discussion with staff).

In EYFS we value the importance of our children learning the life skill of getting dressed and undressed as part of their learning journey. Therefore, on PE days they will need to have their PE kit in school available to them.

In KS1 & KS2 children can come in PE kit on PE days. PE kit should consist of black joggers / shorts or a skort and red or white T-shirt with a pair of trainers for outdoor

use. Children do not require any footwear for indoor PE in the hall where they will always be barefoot.

In the interests of safety, no jewellery should be worn for PE. Jewellery is not permitted in school. If your child wears earrings that they cannot take out, then the child needs to tape up their ears by themselves to avoid injury to themselves or others.

PLEASE clearly mark ALL clothes with your child's name.

THE JOURNEY CURRICULUM

At Sharley Park Community Primary School, we have produced a curriculum specially tailored to meet the needs of the children in our community. Our curriculum is based around 'The Journey' which is centred around a map which is the core teaching pedagogy.

The Journey Curriculum was born out of a strong desire from all staff to design a bespoke curriculum which is bespoke to Sharley Park children. As a school community we explored the barriers to learning that our children face and we identified four key drivers for our bespoke curriculum:

- 1.Experiences and local knowledge
- 2.Progression
- 3.Diversity
- 4.Career Progression

At Sharley Park Community Primary School, we strive to ensure that every child achieves their full potential. Our curriculum is at the heart of all learning and like in life we see our curriculum as a journey. A journey that is coherently sequenced from EYFS to Year 6 and which also considers our children's learning beyond primary school ensuring that our children have a core knowledge of the subjects taught. The Journey is structured around a map which is based on key pedagogical concepts in which most are visited each lesson.

Each subject coordinator has worked to ensure that their curriculum area is progressive, engaging and builds on prior knowledge. We understand the importance of children knowing more and remembering more and this is why Memory Mountains is a key aspect of the curriculum map as we value the importance of recalling and revisiting prior learning to reactivate this.

RELIGIOUS EDUCATION

We follow Derbyshire Guidelines and Derbyshire Agreed Syllabus for RE (2025-2030, published in 2025)

School assemblies are held weekly, and religious festivals are celebrated. Assemblies are predominantly Christian in nature but there is a strong 'fun' element to help children understand and enjoy the rich diversity of cultures that exist in the UK.

We have no religious affiliation and parents who have any concerns about assemblies should first see the Headteacher before deciding to exercise their right to withdraw their child from assemblies and from Religious Education. Parents with religious convictions have the right to provide religious instruction to their children during our assembly time.

COMPUTING

Computing is ongoing throughout the school day and is used to support all areas of the curriculum. We are connected through secure website services which provide a safe place where children can work. With support from Government funding and parental contributions, we provide an excellent range of hardware and software to meet the demands of the National Curriculum, and every child has an iPad of their own. Each classroom and learning area has its own interactive white board. Staff have up to date laptops and hardware to ensure wellbeing and reduce staff workload.

HOMEWORK

We seek your support in a variety of ways in helping your children at home. Children take home a book to read for pleasure with either a phonetically decodable book or a banded reading book. We generally do not set school homework but ask that you prioritise reading at home. We sometimes ask children to bring things to school and find things out at home.

We try to make any homework as meaningful as possible which is why we focus on the fundamental skills that are vital for our children to be secure. As mentioned above, the expectation for reading is 4 times per week and at times your child may be encouraged to interact with maths work e.g. times tables on TT Rockstars or spellings on Spelling Shed.

RELATIONSHIPS AND SEX EDUCATION

Relationships, Health and Sex Education is delivered as a part of a whole school approach within the personal, social, health and economic (PSHE) education curriculum and through our scheme 'PSHE Matters' and 'Clued Up to Growing Up'. Biological aspects of RSHE are taught within the science curriculum, and other aspects are included in religious education (RE).

Pupils also receive stand-alone sex education sessions. This is taught through our scheme 'Clued Up to Growing Up' which follows alongside PSHE matters.

Relationships education focuses on teaching the fundamental building blocks and characteristics of positive relationships including:

- Families and people who care for me
- Caring friendships
- Respectful relationships
- Online relationships
- Being safe
- Mental wellbeing
- Internet safety
- Physical fitness

These areas of learning are taught within the context of family life, taking care to ensure that there is no stigmatisation of children based on their home circumstances (families can include single parent families, LGBT parents, families headed by grandparents, adoptive parents, foster parents/carers amongst other structures) along with reflecting sensitively that some children may have a different structure of support around them (for example: looked after children or young carers). The relationship thread of RSHE is taught separately to the sex education thread.

The sequence of teaching has been carefully considered so that pupils are supported and equipped with the knowledge to navigate different experiences in a positive way before they occur.

The work is also integrated within Science is gradually developed step by step. The class teacher is responsible for the work, which is integrated into ordinary classwork.

PHYSICAL EDUCATION

All children take part in the national requirements for allocated PE lessons. PE lessons take place both indoors and outdoors, which may rotate during the academic year.

We have excellent links with the District Council Leisure Services School Sports promotions and colleagues from the district leisure services will often supplement the work we do in school.

We encourage exercise and healthy attitudes to competition in simple team games organised as part of PE or informally at lunchtimes. We welcome external coaching for Gymnastics, Athletics, Games, Tennis, and Football. When it is offered, parents may be asked for a contribution towards these activities. School organises inter school competitions with in their cluster of schools which celebrate taking part.

A celebration of sport in the Summer Term enables children to take part in good fun team games to demonstrate their skills.

There are many after-school sports clubs for ALL children to join. These clubs are incredibly popular and vary in cost. Our dedicated team organise and deliver the

majority of these clubs, though some clubs are delivered by highly-qualified external sports coaches.

The school is part of the SHAPE Partnership (School sports partnership for Chesterfield and North East Derbyshire) and this provides many opportunities for children to take part in inter-school competitions throughout the year.

ASSESSMENT

Assessment begins with a setting and home visit by the Foundation Stage staff. This is to gather vital information from previous settings and parents from the onset. Throughout Reception, staff will continuously use observation as a form of assessment to inform their teaching and next steps in learning. At the end of Reception, teachers will assess the children against the Early Learning Goals.

Throughout your child's time in school both formative and summative will occur. This information helps to determine what each child should learn next.

Children in KS2 undertake ongoing assessments throughout the year. SATs are formal assessments that take place at the end of Year 6 and these are reported to you but are also part of the national league tables. The school has a policy of implementing SATs in the most informal manner possible to reduce the stress and anxiety to young children.

The results of assessments are always available to parents and maybe referred to by the teachers during consultations. PLEASE remember that children do not come to school to just do tests, they are a small part of our school life that are used to double check what the teachers already know about your child.

SEN: Special Educational Needs

Miss Potter is our SENDCo in school. Mrs Clarkson our Deputy Head is our Inclusion Lead. An Education Psychologist, appointed by the Education Authority, visits all schools regularly to support schools to meet the needs of children who may be experiencing learning difficulties. The school has excellent links with other support agencies to help your child's development e.g. the speech therapist, health visitor, school nurse, NHS professionals and many more. We will always arrange to speak to you if we are concerned about your child's progress and hope that you will not hesitate to contact us for whatever reason.

In reality most children will experience some difficulty in their education at some point in their life. The key to success is to identify the problem and resolve it as quickly as possible. In order to achieve this, the school follows the Code of Practice for Special Educational Needs (SEN) and in the first instance, your child's class teacher will be

able to advise you of the best course of action to take. In most cases this will involve agreeing on some short-term targets to be reviewed after about six weeks, this is called an individual education programme or IEP. Our Special Education Needs Policy is available to you on request. If you have any further enquiries, please do not hesitate in contacting Miss Potter.

In a few cases, there may be a need to offer more intensive support to a child but we will always do this in consultation with parents so that a joint home/school approach can be used to help your child achieve their maximum potential.

We are able to offer additional support to our children through several SEMH interventions. Such as Positive Play, Nurture, ELSA, Drawing and Talking, Anxiety and Anger Gremlins. The class teacher may refer children after discussing concerns with parents. The Positive Play Programme has been enhanced by the addition of The Bloom Room and The Rainbow Room on the school site – The Rainbow Room is a small colour, light and sound therapy room. The Bloom Room is an open space designed to be calming and links outside and indoor together. The school offers Nurture sessions for children who are experiencing emotional difficulties which is staffed by the school. This is a fantastic opportunity for young children to learn in a safe, secure and happy environment.

By differentiating the curriculum and by carefully grouping children we aim to meet the needs of all our pupils, including those with SEND needs, as a school we are a Neurodiversity Advocate school, and work alongside other groups like the Neuro Hub and Derbyshire Parent Carer Voice.

The school particularly welcomes children with physical needs, and we will do everything within our powers to make sure that all children are able to always access a full curriculum.

OUR BEHAVIOUR POLICY

We expect all children to always have outstanding standards of behaviour in school. We encourage children to behave in a responsible manner, to respect and care for themselves and other children. Our Behaviour Policy is based on encouragement and reward. We have weekly celebration assemblies where children are rewarded individually and as a class.

We have a standard code of conduct 'golden thread' across the whole school and the children agree on a simple set of rules at the start of each year. There are times when children find life difficult and, on these occasions, we will do our best to support and reason with a child. Our dojo system is used to communicate with parents and carers, the system immediately alerts a parents to a celebration of their child. After consultation with parents it was asked that we use dojo with consequences of poor

choices so that parents knew how to support school and enable great conversations at home and school, evaluating choices that had been made.

If a child consistently makes poor choices, parents will be informed and an appropriate course of action agreed upon, using the behaviour ladder. Where all else fails and a child's behaviour becomes a hazard to themselves or others or where a child stops others from learning then a fixed-term suspension will be applied. In extreme cases, this can result in a permanent exclusion.

We have an agreed policy on bullying, including racial or sexual harassment issues. The school has a zero tolerance on bullying, discrimination or harassment of any kind. Please impress upon your child that they must tell an adult if they are being bullied or harassed in any way. It is not to be regarded as telling tales but rather helping to keep their school a happy and safe place for everyone.

HEALTH AND SAFETY

The school works in co-operation with the Health Authority. The school nurses ask you to consent to them carrying out routine medical screening checks e.g. weight and height in school, and you will receive notice of these on dojo, with a link to give your consent or otherwise. If you are needed to attend further appointments you will receive a separate invitation.

If your child should be taken ill at school, we will contact you (or the person you have named on the admission form) immediately. Minor cuts and bruises will be treated in school; we will always endeavour to make sure you know if your child has had a bumped head.

Please note that children who have been sick or suffered from diarrhoea should have at least 48 hours at home 'sick free' and/or without a bout of diarrhoea, before returning to school.

Health and Safety checks are carried out regularly with Fire Drill and Code Red practised on a regular basis every term.

The Governors' agreed policy on Road Safety can be seen in APPENDIX D.

MEDICINES

Where a child requires medication four times a day, we are able to supervise your child taking their own medicine, which we will keep in a safe and secure place. Parents must fill in a medicine form and provide the medicine in its original named packaging. Parents are also welcome to come into school during the day to give medication to their children. If your doctor prescribes medication 3 times a day, this would not then involve medication being taken in school.

Information about prescriptions. Please see Appendix B.

FIRST AID

The school has fully trained first aid personnel who are qualified to administer first aid at a Paediatric Level and in the general workplace. The welfare of the children is always our number one priority; an ambulance will always be called if we feel that we are unable to meet a child's needs. School invest in iAM Compliant and Medical Tracker.

PLAYGROUND SAFETY- DOGS

In the interest of safety – dogs (with the exception of the school dogs, who are specifically trained to be safe around lots of children) are not permitted on the playground. This includes small dogs that are held.

SCHOOL SECURITY

School security is of the utmost importance to us all. The school has set procedures in place to ensure that the movement of adults and children can be controlled and monitored. For this reason, if you are collecting a child during the day please always report to the office where you will be asked to sign your child out.

Children should come into school in the morning via their external classroom door. Teachers will open their doors before the start of school. After the closing of the gates at 8:55 am children are asked to enter via the main entrance and register at the school office. At the end of each school day, parents are requested to collect their children via the external classroom doors and not via the main entrance.

The school has a duty of care which it takes very seriously and whilst on occasions we may seem inquisitive, it is only to make sure that every child is kept safe and we thank you for your understanding. Please continue to work with the school and always sign in when entering school, all adults in school need to sign in using our electronic system in the Reception office area, to ensure that the school is in line with fire regulations and safeguarding. If you arrive late with your child or arrive to collect your child early then please allow time for the office staff to organise teaching staff to collect or bring your child to you at the reception area.

PARENTAL INVOLVEMENT

Parents – mums, dads, carers, and grandparents – are welcome to help in school on a voluntary basis in non-teaching activities. For example, helping with displays, listening to children read, helping with activities in the classroom, and helping make and prepare apparatus for the children to use. If you would like to take part, please discuss this with your child's teacher.

CHARITIES

Fund-raising, other than for school funds, is usually in support of various charities which have included diabetes, alzheimers, and cancer charities and many more. Sheffield children's hospital, Help the Aged, Barnardos, Comic Relief – Red Nose Day, the sale of poppies for Remembrance Day, Dogs for the Blind, Children in Need, N.S.P.C.C. are other well known charities that we help to support.

SAFEGUARDING AND CHILD PROTECTION

Parents should be aware that the school is legally required to take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child may be subjected to ill-treatment, neglect, or other forms of abuse, the Headteacher, senior leaders, designated safeguarding leads, Pastoral Manager and all staff in school are obliged to follow the Child Protection Procedures established by the Derbyshire Area Board and to inform Social Services. Parents will be notified unless there are concerns of sexual abuse or we feel that a child may be a greater risk by having spoken to parents. Please refer to our latest Child Protection Policy for full information.

EQUAL OPPORTUNITIES

The County's Equal Opportunities Policy is put into effect in all aspects of provision. All pupils have full access to the curriculum. Copies of Derbyshire County Council's Policy are available for inspection at the school.

DATA PROTECTION

Basic information about pupils is held on computer to assist with the efficient organisation of the school and the children's educational needs. The school policy on Data Protection and access to individual records is available on request. All other information is stored securely to ensure the school is GDPR compliant

Any further information you may require will be available from the school, where we will be pleased to answer your queries.

DERBYSHIRE COUNTY COUNCIL'S INSURANCE SCHEME

This school is part of Derbyshire County Council's insurance scheme and any claims against the school should be directed to the County Council electronically using the Claims Notification Form and emailed to portalclaims@derbyshire.gov.uk

COMPLAINTS

If parents have a concern or complaint about their child's schooling, you should raise it with the class teacher in the first instance, then senior leads or Headteacher. Most concerns can be addressed and resolved through a meeting in school with the appropriate member of staff. However, there is a special procedure for dealing with complaints about the school curriculum including religious education and collective worship. If you have a complaint or query, you should contact the school so that the matter can be discussed.

However, if complaints cannot be resolved, then a formal procedure involving the Governors and the LA can be invoked. A copy of which can be obtained from school.

In the unlikely event of a parent becoming abusive to a member of staff, either physically or verbally, the incident will be logged and the Governors have the power to bar that person from the school premises. School will not tolerate any disrespectful or threatening behaviour from parents including on the phone or on messages left on the phone recorder. Please see the Parent Code of Conduct on our website.

The school expects all parents/carers to conduct themselves in an appropriate manner, in line with our code of conduct policy, in front of their own children and those of others. Failure to do so may result in their license to be present on school property to be revoked, this can include chastisement of a child that is not your own, as this is deemed an imbalance of power.

I hope this prospectus has been helpful. If you have any further questions or queries then please ask at reception or email – info@sharleypark.derbyshire.sch.uk

APPENDICES

APPENDIX A

Governors charging policy

Because of legislation regarding charging for school activities, the Governing Body of this school has drawn up the following policy:

The Governors believe very strongly in the continuation of well-planned Educational Visits and Journeys, which give value and enrichment to the curriculum.

When any journey is being planned, the cost will be worked out and parents will be invited to make a contribution equivalent to this amount. If insufficient contributions are received, then the proposed trip will not take place. Where any parent has financial difficulty, the governors would wish the school to provide appropriate support and would urge that parent to contact the school as soon as possible.

All school journeys will run in accordance with this policy.

APPENDIX B

Medicine in school (Health and Safety)

If your child has a medical condition that needs medication prescribed by a doctor during the day, it will be given to your child at the right time as necessary. The medication must be provided in its original packaging which should be named. Inhalers must also be named on the internal cylinder. There is a special form to fill in that provides written instructions, signed by a parent.

As a rule we do not 'administer' medicines unless they are prescribed by a doctor. The school policy is that we will sit with your child having provided them with the correct dose at the right time. Wherever possible this will be double checked with two adults and each will sign the medicines book as a record.

If your child is on prescribed medicine to be given 3 times a day, please administer all the doses at home, i.e. breakfast time, immediately after school and bedtime.

Please speak to the Headteacher or SLT team if you are experiencing any difficulties, we will do everything that we possibly can to help you. We would fully understand any parent who chose to keep their child at home during illness.

APPENDIX C

School closures due to bad weather

If our school has to be closed all day due to weather conditions, you will receive a text message and a whole school Dojo message will be posted.

If on subsequent days, the school has to be closed this will continue to be shared via dojo and text. If there is no mention of our school continuing to be closed, then you can assume we will be open.

However, after any bad weather, we recommend children should be accompanied to school by an adult to ensure their safety.

If it snows heavily during the day school may choose to allow you to collect your own child early. We will only allow children to go home early when their own parent collects them, or we have your permission for them to go home with another adult. This will be shared by dojo and text and parents are asked to refrain from ringing school as this can slow down the process.

APPENDIX D

Governors' Highway Safety Policy

Parents are responsible for their children until they are brought into school. There is no supervision on the playground, and parents are asked to make sure that children come straight into school.

Parents' cars are not allowed in the school grounds. Cars must not park on the yellow zigzag lines on the approach to school, as the safety of the children is paramount. Parking passes area available for specific needs.

Whenever possible, the children and parents should cross with the crossing patrol in the correct manner i.e. in front of the crossing patrol at all times.

In the eventuality of there being no crossing patrol, it is the responsibility of the parents to ensure their children's safety.

At the end of the school day teachers do their absolute best to ensure that every child goes home with the arranged adult. If an Infant child is not collected they will be kept in school until a parent/guardian arrives, and every KS2 child knows that she/he must come back into school and go to their teacher if their parents haven't arrived, unless they have permission to walk home by themselves that the teacher is made aware of. Please let us know if someone different is going to collect your child.

When a child has not been collected, normal procedure is to attempt to contact the parent or guardian in the first instance, then to telephone the emergency number provided by the parents.

Highway safety in the National Curriculum

With the support of the DCC Highway Safety Officers, resource materials are available at all times.