



SCHOOL PROSPECTUS

2018-2019

Address:

**Southfield Road, Western Boulevard,
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Email: admin@robertshaw.nottingham.sch.uk

Website: www.robertshaw.nottingham.sch.uk

Head Teacher: Mrs K Coker BA (Hons) QTS NPQH

Chair of Governors: Jill Wilkinson NLG



Type of school: Robert Shaw is a community Primary and Nursery School for pupils aged 3 - 11

Our Vision

Robert Shaw is aiming to be world class!

Everyone Matters

Encouraging

Happy

Safe

Stimulating

Harmony

Healthy

Achievement

Excellence

Successful



Creative

Celebrating

Friendly

Multicultural

Interactivity

Involved

"To strive to improve in all we do."



Introduction and Welcome to Robert Shaw Primary and Nursery School

Dear Parents/Carers

Robert Shaw Primary and Nursery School has earned the reputation of being a happy and friendly school, where children enjoy their learning and achieve high standards. Visitors to our school often comment on the calm, working atmosphere and the standard of work they see around them as they walk around school.

We have a very committed team of professionals in school, who want the best for each and every child. Our school chose to become an academy within the Transform Trust in June 2017. As such, this new partnership enables us to develop our skills professionally, network with wider colleagues and learn from one another.

The school operates a creative curriculum, where children are involved in developing their learning journeys. Children enjoy cross curricular approach which has an impact on attainment and behaviour. We also offer a wide variety of after school clubs and enjoy taking the children out of school, for trips related to the curriculum. During the Summer term, we take a number of our upper junior children on a residential trip and Year 2 go camping locally. This is something they all look forward to with excitement.

We are a richly multicultural school, which celebrates the diversity of its community.

We strive to ensure that our parents and carers are fully informed and involved with all that happens within school. Our very active PTA organise a variety of whole community events throughout the school year and raise money for different projects in school. All parents are welcome to join the PTA.

You are most welcome to come and look around the school, to meet pupils and staff and see our success for yourself. I look forward to meeting you.

Yours sincerely

Mrs K Coker
Head Teacher





Dear Parents/Carers

As Chair of Governors. I am part of a dedicated team whose sole aim is to make Robert Shaw a school in which pupils can learn in a safe and happy environment. The Governors take their responsibilities seriously and endeavour to see that the school is challenged and run effectively.

As Governors, we are always available for any question or concerns that Parents/Carers may have and we look forward to your child/children attending Robert Shaw.

Yours sincerely

Jill Wilkinson Rukia Shaffi
Co-Chairs of Governors

Core Members

| | |
|------------------|--|
| Jill Wilkinson | Co-Chair |
| Rukia Shaffi | Co-Chair |
| Karen Coker | Headteacher, Robert Shaw Primary & Nursery School |
| Shaun Farrington | Headteacher, Burford Primary School |

Non-Core Members

| | |
|---------------------|-----------------------|
| Seeja Manjunath | Staff Link |
| Ranjit Nanua | Community Link |
| Kerry Faulconbridge | Parent Link |



Meet the Staff

| | | |
|---------------------------------|---|--|
| Head Teacher: | Mrs Karen Coker | |
| Deputy Head Teacher: | Mr Aaron Bird | |
| Teachers: | | |
| Key Stage 2 Phase Leader | Miss Joanna Roberts | |
| Key Stage 2 Team | Mr Adrian Pulk Mrs Gail Duffy Mrs Maria Lowndes Mr Rob McDonald Mrs Rhoda Emmerson Mrs Seeja Manjunath Mr George Fullerton Mr Paul Runniff | Key Stage 2 Lead SENDCO Pupil Premium Support teacher |
| Key Stage 1 Phase Leader | Mrs Nicole Amoabil | |
| Key Stage 1 Team | Mrs Ellen Garcia Mrs Amie Bennett Miss Laura Hind Mrs Vhairi Bollands | Key Stage 1 Lead SENDCO Cover Teacher |
| EYFS Phase Leader | Mrs Louise Grainger | |
| Foundation Stage Team | Mr Greg Pigott Miss Katharine Mirfin Miss Joanna McLeish | EYFS Lead SENDCO |
| Nursery Teacher | Mrs Louise Grainger | |
| Teaching Assistants | Mrs Vanessa Boyko Mrs Sheila Gardner Miss Gemma Cooper Mrs Sarah Pascoe Mrs Siham Messiha Mrs Sarah Olson Miss Ranjit Nanua Mrs Usma Arif Miss Shannon Fletcher Mrs Raechel Raynor Miss Rachel Pownall Mrs Helena Georgiades Mrs Parkavi Kamalakkannan Mrs Denise Oldham Mr Joel Smalley Mrs Shiva Haghi | HLTA – Senior TA HLTA - SENDCO HLTA |



| | | |
|-------------------------------------|--------------------------|----------------------------------|
| Teaching Assistants (cont'd) | Mrs Irene Carolan | |
| | Mrs Raj Parmer | |
| | Mr Mohammed Ali | |
| | Miss Charmaine Wilson | |
| | Miss Melissa Jordan | |
| | Miss Marissa Lyle | |
| | Mrs Antonella Federici | |
| | Miss Emma Gray | |
| | Mr Nathan Raynor | TA Apprentice |
| | Mr Kane Tooley | Sports Apprentice |
| School Counsellor | Mrs Julie Odell | |
| Office Staff | Mrs Caron Pownall | Business Manager |
| | Mrs Sami Taylor | Office Administrator |
| | Mrs Ruby Ul-Haq | Office Administrator |
| | Mrs Susan Henrys | Reprographics Technician |
| Site Manager Caretaker | Mr Steve Cundy | |
| | Mr Darren Lane | |
| Mid – Day Supervisors | Mrs Theresa Gretton | Senior Mid-day Supervisor |
| | Mrs Rifat Mohammed | |
| | Mrs Shamila Yousef | |
| | Mrs Zahira Rehman | |
| | Mrs Jacqueline Ensor | |
| | Mrs Racheal Poyle | |
| | Mrs Clare Drury | |
| | Mrs Barbara Modlinska | |
| | Mrs Shazia Ghafoor | |
| | Miss Sonia Minzie | |
| | Mrs Mahnaz Ditta | |
| | Mr Darren Lane | |
| | Miss Emily Cowley | |
| | | |
| Breakfast Club | Mrs Amanda Inger | |
| | Miss Kerry Faulconbridge | |



Admission Arrangements

Robert Shaw Primary and Nursery School admits children using the Nottingham City Council Admission Arrangements (Parents/Carers can contact the Admissions Department on 0115 8415568).

Children are admitted into the Early Years Foundation 2 classes in the September of the academic year in which they will become 5.

Admissions to our Nursery are completed through the School Office. We hold a waiting list for children from the age of 2 and entry to our Nursery is the term after the child turns 3 (or half term depending on their birthday). Our waiting list operates on the basis of first come, first served within the term of children turning 3 years of age and therefore we cannot guarantee a place until the term before children are due to start.

Our School Aims;

- To provide the best quality learning experiences within a culture of high expectations.
- To build a safe, happy, trustworthy community, where every member is valued and treated with respect.
- To be committed to personal development and growth; academically, spiritually, culturally and morally to enrich the life of the school.
- To create and maintain an environment which is stimulating, exciting, well-resourced and well cared for.
- To value the contributions made by the whole school community, in all aspects of school life and home life to further each child's education.
- To ensure equality of opportunity to all aspects of school life for ALL.

The Curriculum

The Early Years Foundation Stage follows the EYFS Curriculum. As such, the team provides enriching opportunities for learning across the main areas of development.

English and mathematics are taught in line with the new Primary Curriculum but also play an integral part in the School's creative curriculum.

We operate a creative curriculum which fulfils the entire requirements of the Primary Curriculum and works on a themed based approach to all subjects. Children play an active part in the curriculum, making decisions about what they are learning.

By the time children move to Secondary School, they will have had experience of all subjects in the Primary Curriculum which was introduced in September 2014.

Assessment is on-going by school staff and standardised tasks and tests are applied at the end of both Key Stage 1 and Key Stage 2



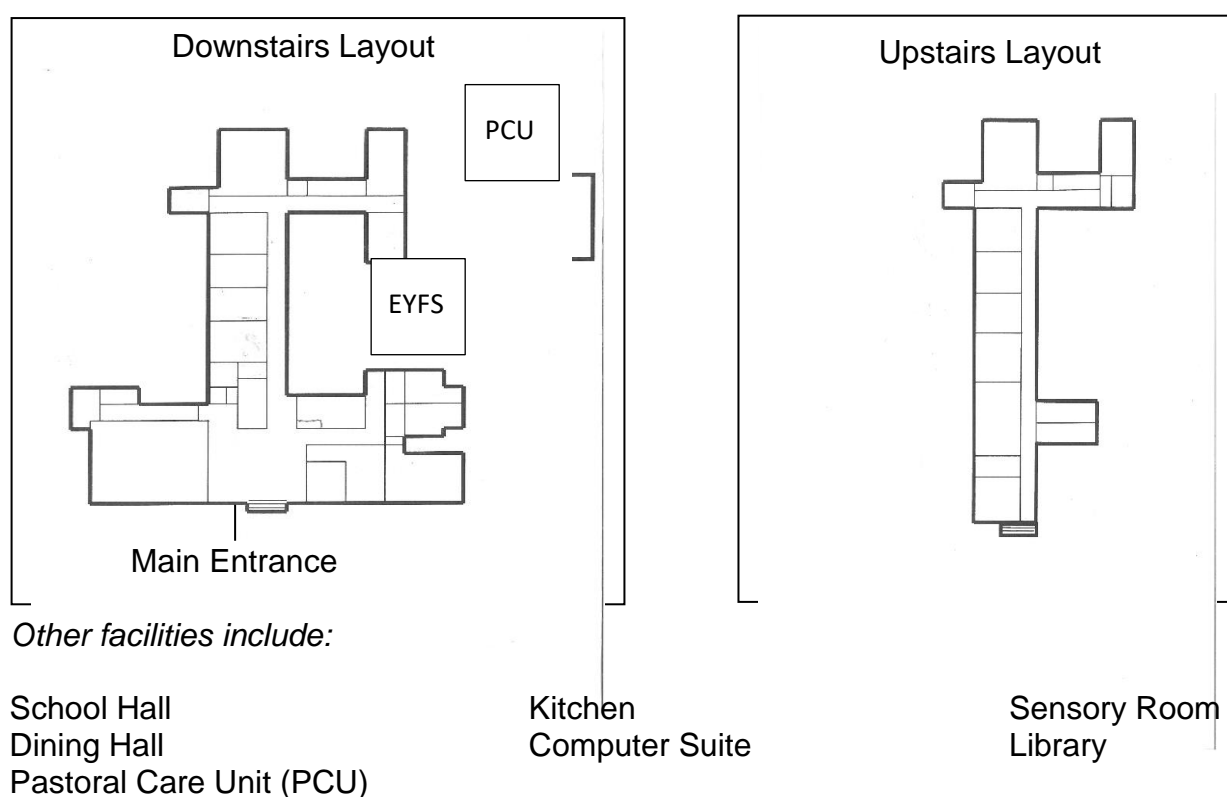
Standards

We aim to ensure that all pupils are achieving to their highest potential and that the overall results are at least in line with national average.

The School

The school is a two-storey building, with Key Stage 1 on the first floor and Key Stage 2 on the second floor. The Early Years Foundation Stage (EYFS) has a dedicated unit that is situated in the Key Stage 1 playground.

There are 14 classes from Foundation to Year 6, all of which have an interactive whiteboard.



The school has two separate playgrounds with a separate play area for the EYFS. This play area has an all-weather play surface and a covered area, which allows for outdoor play throughout the year. There is some fixed play equipment which is complemented by additional planned resources which can be placed outside.

The Key Stage 1 playground has a gazebo, climbing frame and a Sensory garden, whilst the Key Stage 2 playground comprises of a hard play area and extensive grassed area with a small adventure playground, which provides additional play space when the weather is permitting. There is also a fenced ball area which is used on a rota basis by all children.

A security fence encloses the whole school site with gates which are locked or supervised during school hours.

The Head Teacher's Office and School Office are situated at the front of the school.

Community Links

The community is at the heart of Robert Shaw Primary and Nursery School. We have a very active Community Group, who organise a variety of fundraising events, from discos, to sports nights and seasonal fayres.

The School Counsellor holds a coffee morning fortnightly on Wednesday mornings in the Pastoral Care Unit from 8:45 until 10:15am– everyone is welcome to attend.

We are a creative school and organise a variety of performances which the school and local community are invited to. We like to go out into the community and perform too!

With our open-door policy, we welcome our community into school and many of our parents volunteer in school. We also encourage our school community to share its talents and if you have something offer we would love to hear from you.

We actively encourage open communication, feedback and discussion and look forward to hearing from you.

The School Day

| | | | |
|---------|---|---------|---------------------------------|
| 8:45am | - | 9.00am | Registration and activities |
| 9.00am | - | 10.00am | Morning Session 1 |
| 10.00am | - | 10.25am | Whole School Assembly |
| 10.25am | - | 10.40am | Break |
| 10.40am | - | 11.45am | Morning Session 2 |
| 11.45am | - | 12.45pm | Lunch |
| 12.45pm | - | 1.00pm | Registrations and quiet reading |
| 1.00pm | - | 2.00pm | Afternoon Session 1 |
| 2.00pm | - | 2.15pm | Break |
| 2.15pm | - | 3.15pm | Afternoon Session 2 |





School Uniform

Robert Shaw Primary and Nursery School has a uniform which has been agreed by the Parents/Carers and Governors. We expect that all children will wear the school colours. This helps to develop a sense of pride and belonging to Robert Shaw Primary and Nursery School.

The uniform consists of:

- Navy blue sweatshirt / cardigan / jumper
- White Tee Shirt / Blouse / Shirt
- Grey / Black Trousers / Skirt
- Black shoes or trainers with no design / emblems / logos

For PE, we recommend a white top and blue shorts / jogging bottoms. Trainers may be worn for outdoor PE.

Uniform can be purchased at Morley's School Uniform Suppliers, 116-118 Bramcote Avenue, Chilwell, Nottingham, NG9 4DR, telephone 0115 9258046 or you can order online via their website www.schoolwear-centre.co.uk. You can also order online via Tesco www.clothingattesco.com. There is also a link from the school website www.robertshaw.nottingham.sch.uk.

Book bags can be bought from the School Office for £5.00.

Jewellery and other valuables

For safety reasons, jewellery is not allowed in school. If your child has pierced ears, stud earrings only may be worn in school, however they must be removed for PE and swimming. Watches may be worn.

Valuable items such as computer games / systems, radios, MP3s etc. should not be bought into school. Mobile phones are not permitted.

School Meals

Our school meals are cooked on site to a high quality for both flavour and nutrition. Payment for the week should be made on a Monday morning by putting the payment in a sealed envelope bearing your child's name, class and stating "Dinner Money". The envelope should then be posted in the box outside the School Office. Money will be carried forward to the following week for any meals missed through absence.

Children may bring packed lunches but drinks must not be in a glass container or cans. No fizzy drinks please.

Supervision of children on site during the lunch hour is delegated to the Mid-Day Supervisors. Children are expected to follow the day-to-day organisation of lunchtimes and carry out the instructions of the Supervisors.

Children must adhere to the same dinnertime pattern throughout the week i.e. school meal, packed lunch or home and must not swap during that school week.



Children who go home for lunch should not return to school before 12.40pm.

School Milk and Snacks

Children in the Foundation Stage and Key Stage 1 may have milk at playtime. Milk for under 5s is free. There is a small charge for children who are 5 and over, unless your child is entitled to a free school meal (though not through the Universal Free School Meal system for Key Stage 1 children). You will need to check this with Pupil Benefits (0115) 9154084.

At morning break, children in the Foundation Stage and Key Stage 1 will receive a piece of free fruit or veg. Key Stage 2 children can buy snacks from the tuck shop but may choose to bring a snack with them to school. We are a healthy school and suggest that snacks should be fruit or vegetables.

Breakfast Club

The school has a 60 place Breakfast Club, which serves breakfast from 8.00am to 8.30am and the children are supervised until the start of school at 8.45am. Parents/Carers wishing their child/children to attend Breakfast Club may book places by speaking to the School Office. Please be aware that there is a waiting list and you child/children will be added to this.

Attendance

If a child is to be absent from school, it is important that the school is notified. This can be done formally through a written note or informally through a conversation with the class teacher or School Office. If a child is ill, please contact the School Office on the first morning of absence. If no contact is made, the School Office will send a text message requesting a reason for absence.

Government Legislation (1991) obliges schools to record all absences and the Education Welfare office may check on repeated unexplained absences.

Medication

Doctors usually prescribe medication to be given at intervals, which avoid doses being necessary in school. If it is necessary for medication to be given at school, we require the medication to be prescribed for the child and labelled with the child's name, GP name and dosage. We also require a permission form to be completed stating your child's name, correct dosage and times to be given. This will be provided by the School Office.

Children who suffer from Asthma need their inhalers in school and with them on school visits. Inhalers will be kept by the children's Class Teacher during school time. Parents/Carers are asked to label inhalers with their child's name along with any necessary instructions.

Accidents

If a child has an accident, we are only allowed to administer basic First Aid. More serious problems have to be dealt with by your GP or the A&E (Accident and Emergency) Department at the QMC Hospital; therefore, it is vital that we have the correct emergency contact details.



Non-Accidental Injury to Children

Every school within Nottingham City Council has set a protocol for cases of suspected child abuse. If a child has unexplained injuries or reports abuse to staff, the Head Teacher is required to report to Social Care. This procedure is intended to protect children from abuse.

Charges for School Activities

The Governors have adopted the Local Authorities guidelines for charging for school activities. In addition, the Governors have also adopted the following policy:

If your child participates in a school visit, theatre trip etc., Parents/Carers are asked to make a voluntary contribution up to a designated amount. If the school cannot meet the cost of the activity, we may decide to either cancel that particular activity, or not arrange further ones.

The law does allow charges to be made for some activities. The full cost of board and lodging on any residential visit may be charged for. Contributions to cover the other costs of residential visits will be requested.

Special Educational Needs & Disability (SEND)

Here at Robert Shaw Primary and Nursery School we believe:

'Every child deserves a fair start in life, with the very best opportunity to succeed.'

Robert Shaw Primary School believes in working positively with all children and is committed to the inclusion of children with special educational needs, wherever practical. Class teachers make regular assessments of progress for all pupils. These should identify pupils making less than expected progress given their age and individual circumstances. If a child is experiencing a particular difficulty, then assessment is carried out to identify individual needs.

Where it is decided to provide a pupil with SEND support, the parents will be notified. Relevant adjustments, interventions and support will be put in place to meet the outcomes identified. This is recorded on the child's records. Parental involvement to reinforce or contribute to progress is welcomed and encouraged by school.

If you have any complaint about the SEND provision for your child, or about special educational needs provision generally, please speak to the Head Teacher or designated governor for SEN. If you speak to a governor, he/she will, in the first instance, refer the matter to the Head Teacher. The Head Teacher will investigate and then contact you.

We have a number of children who have been identified by the school staff as being gifted or talented. The register of gifted and talented children is reviewed regularly and updated. A variety of extra provision is organised for this group of children.

Please visit the School website for information on the SEND policy, the Asthma policy, and more SEND information from Nottingham City.



Anti-Bullying

Every child at Robert Shaw Primary and Nursery School has the right to enjoy school life free from intimidation.

Bullying will be dealt with seriously.

Our school does not tolerate unkind actions or remarks, even if there are not intended to hurt or offend.

Pupils should support each other by reporting instances of bullying.

Parents/Carers as Partners

School is about partnership between Parents/Carers, staff, Governors and children. We believe that educating children is a shared responsibility. There are many things to be involved with here at Robert Shaw Primary and Nursery School. Parents/Carers are invited to come and share in the children's achievements – this could be a class assembly, end of term performances, talent shows or special assemblies.

We expect Parents/Carers and pupils to respect our school policies and procedures and encourage all to read and sign the "Home School Agreement".

Parents/Carers are formally invited into school throughout the year to discuss academic and social progress. A written report is sent out for all children at the end of the Summer Term.

It is important that Parents/Carers keep us fully updated with any changes to contact details and addresses. We also stress the importance of keeping the school informed of any existing medical conditions or ones that develop over time.

The school has an active Community Group which organises events throughout the school year. All Parents/Carers are welcome onto this committee.

Discipline

The child's social, emotional, moral and spiritual development are all vitally important and therefore of concern to the Teacher and Parents/Carers.

At Robert Shaw Primary and Nursery School we seek to develop such qualities as co-operation, thoughtfulness, sensitivity and tolerance. In partnership with Parents/Carers the school has developed a policy of assertive discipline. Here the emphasis is on good behaviour as our model. Children receive awards and certificates for good behaviour. We ask Parents/Carers to work with us in terms of discipline and to sign a Home School Agreement which sets out our principles on attendance, school work, homework and discipline.

We take pride in our reputation so only children whose behaviour can be guaranteed will be taken on out of school visits.



The whole school behaviour system is set out in the Positive Behaviour Policy, which is available in the school website or a hard copy is available from the Head Teacher on request.

Our school rules are:

1. Please be polite
2. Please be considerate
3. Please do as you are asked

Disclaimer

The information given in this leaflet which relates to the School Year 2018/2019 was valid at the time of printing. It should not be assumed that there will be no changes affecting either the arrangements generally described in this leaflet or in any subsequent part of them before the start of the school year 2018/2019.

Any anticipated changes have been included as part of the text.

Much of this information and more is also available online from the school web site;

Including:

- Behaviour Policy
- Safeguarding Policy
- Anti-Bullying Policy
- Pupil Premium Progress Information

www.robertshaw.nottingham.sch.uk

Social Media

The School's Twitter account is **@primaryshaw**



Pupil Results for 2017 - 2018

Early Years Foundation Stage:

68.3% of pupils achieved a Good Level of Development (GLD) at the end of Reception.

Year 1 Phonics Screening Check:

85.5% of pupils passed the phonics screening check at the end of Year 1.

End of Key Stage One:

| | At the expected standard | Above the expected standard |
|--------------|--------------------------|-----------------------------|
| RWM Combined | 61% | 10.2% |
| Reading | 74.6% | 27.1% |
| Writing | 66.1% | 13.6% |
| Mathematics | 78% | 18.6% |
| Science | 84.7% | N/A |

End of Key Stage Two:

| | At the expected standard | Above the expected standard | Average Scaled Score | Progress Score |
|---------------------------------|--------------------------|-----------------------------|----------------------|----------------|
| RWM Combined | 54% | 5% | N/A | N/A |
| Reading | 64% | 14% | 1021 | +0 |
| Writing - TA | 68% | 12% | N/A | -0.8 |
| Grammar, Punctuation & Spelling | 71% | 25% | 103 | N/A |
| Mathematics | 64% | 19% | 102 | +0.4 |
| Science | 71% | | | |