Springfield Primary School
Prospectus

Springfield Primary School
Orchard Street
Kempston
MK42 7LJ
Tel: 01234 306000

Email: office@springfieldprimaryschool.org.uk
www.springfieldprimaryschool.org.uk
Head of School: Mrs Claire Andrews
Chair of Governors: Darren Gibbons
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18. Healthy School
Vision

WORKING TOGETHER – EMPOWERING LEARNING

We aim to offer our pupils rich and exciting learning opportunities that will nurture them to achieve and develop, and inspire them to do their very best. We want our children to leave us as confident and respectful young people, equipped with the knowledge and skills they need to empower their futures.

At SPRINGfield we believe you can:

INSPIRE
EMPOWER
COLLABORATE
ACHIEVE
NURTURE
BELONG
1. School Organisation

Staffing - Summer Term 2018

<table>
<thead>
<tr>
<th>Senior Leadership</th>
<th>Middle Leadership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs C Andrews – Head of School</td>
<td>Miss C Eales – EYFS Lead</td>
</tr>
<tr>
<td>Mrs D Brown - Deputy Head</td>
<td>Miss S Moore – Key Stage 1 Lead</td>
</tr>
<tr>
<td>Mrs M Treble - Assistant Head</td>
<td>Mrs R Gardner – Key Stage 2 Lead/ Pupil Premium</td>
</tr>
<tr>
<td>Mrs J Lowery - Safeguarding Lead</td>
<td></td>
</tr>
</tbody>
</table>

SENDCo – Mr R Baker

<table>
<thead>
<tr>
<th>Class/Teacher</th>
<th>Support</th>
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</thead>
<tbody>
<tr>
<td>R</td>
<td></td>
</tr>
<tr>
<td>Miss C Eales</td>
<td>Mrs R Garcha/ Mrs E Hawkes/ Mrs R Masih (Nursery Liaison)/ Miss P Ashby</td>
</tr>
<tr>
<td>Miss A Pugh</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Stella – Miss L Birrell</td>
</tr>
<tr>
<td>1</td>
<td>Marte – Miss F Vasso</td>
</tr>
<tr>
<td>1</td>
<td>Terra – Mrs J Lowery/ Mrs C Adams</td>
</tr>
<tr>
<td>2</td>
<td>Giove – Mrs M Treble</td>
</tr>
<tr>
<td>2</td>
<td>Saturno – Mrs M Behan</td>
</tr>
<tr>
<td>2</td>
<td>Nettuno – Miss S Moore</td>
</tr>
<tr>
<td>2</td>
<td>Vivaldi – Miss H Milbourn</td>
</tr>
<tr>
<td>3</td>
<td>Michelangelo – Miss S Cain</td>
</tr>
<tr>
<td>3</td>
<td>Da Vinci – Mrs R Gardner/Mr A Swain</td>
</tr>
<tr>
<td>3</td>
<td>Galileo – Mrs J Ventriglia</td>
</tr>
<tr>
<td>4</td>
<td>Venezia – Mrs A Page</td>
</tr>
<tr>
<td>4</td>
<td>Roma – Mr G Gotham</td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
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</tbody>
</table>

Other Teaching Staff

<table>
<thead>
<tr>
<th>Senior HLTA – Mrs V Houghton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key Stage 1 cover supervisor – Mrs R Bains</td>
</tr>
<tr>
<td>Key Stage 2 cover supervisor &amp; EAL – Mrs A Leska</td>
</tr>
<tr>
<td>Behaviour support team – Mrs M Harraway &amp; Mrs S Napper</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Visiting Staff:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr K Cooper (PE), Premier Sport</td>
</tr>
<tr>
<td>Mrs G Di Cicco, Italian Teacher</td>
</tr>
<tr>
<td>Ms T Wei, Chinese Language Assistant across Kempston Schools</td>
</tr>
</tbody>
</table>

Admin Staff

<table>
<thead>
<tr>
<th>Mrs C Scarcelli</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miss T Le</td>
</tr>
<tr>
<td>Mrs C Stratton</td>
</tr>
<tr>
<td>Mrs C Housden</td>
</tr>
<tr>
<td>Miss K Wilson</td>
</tr>
<tr>
<td>Ms T Garwood</td>
</tr>
</tbody>
</table>

| Mr C Tory |
| Mrs A Lilley |
| Mrs M Markovic |

Site Staff

| Anthony Hodgson |

| Mr R Wilkes |
| Mrs D Copperwheat |
| Mrs S Malik |
| Mrs J Chand |
| Mrs J Hull |
| Miss P Dhaliwal |

Midday Supervisors
Academic Calendar Year 2018/2019

**Autumn Term 2018**

**Wednesday 5th September 2018 – Friday 21st December 2018**
(Half term – Week commencing 22nd October 2018)
Training Days – Monday 3rd and Tuesday 4th September 2018

**Spring Term 2019**

**Monday 7th January 2019 – Friday 5th April 2019**
(Half term – Week commencing 11th February 2019)
Training Day – Friday 4th January 2019

**Summer Term 2019**

**Wednesday 24th April 2019 – Friday 19th July 2019**
(Half term – Week commencing 27th May 2019)
Training Day Monday 23rd April 2019
May Day – 6th May 2019

**ABSENCES**

Springfield is working hard to keep absences to a minimum. Please make every effort to bring your child to school. Children are rewarded for 100% Attendance. There are also awards for those who have the most improved attendance and we hold class competitions where classes may win prizes for 100% attendance.

If a pupil is absent from school, it is the responsibility of the parent to notify the school by 9.30am on the first day of absence. Parents should state the nature of the illness/absence.

Telephone calls or personal contact are acceptable. If the school is not notified as to the reason for the absence, then the parent will be called, a staff visit to the house may be arranged then the appropriate letter will be sent to the parents requesting a reason to be given. If a reply is not received this will be marked as an unauthorised absence and the Education Welfare Officer informed.
Holidays

As from September 2013 schools are not able to authorise any holidays in school time.

This year, anyone taking term time holidays (of more than 5 days) will be subject to a fine. Particular attention is given where children have less than 96% and have had previous holidays in term time.
Springfield Primary is a Values School

Our values are:

INSPIRE

EMPOWER

COLLABORATE

ACHIEVE

NURTURE

BELONG
## School Data

### Phonics Results

<table>
<thead>
<tr>
<th>Year Ending</th>
<th>Year 1</th>
<th>National</th>
<th>Year 2</th>
<th>National</th>
<th>Combined (end KS1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2014</td>
<td>16.4%</td>
<td>74%</td>
<td>45.8%</td>
<td>88%</td>
<td>61.8%</td>
</tr>
<tr>
<td>July 2015</td>
<td>62%</td>
<td>77%</td>
<td>65%</td>
<td>90%</td>
<td>81%</td>
</tr>
<tr>
<td>July 2016</td>
<td>60%</td>
<td>TBC</td>
<td>46%</td>
<td>TBC</td>
<td>77%</td>
</tr>
<tr>
<td>July 2017</td>
<td>58%</td>
<td>TBC</td>
<td>70%</td>
<td>TBC</td>
<td>86%</td>
</tr>
</tbody>
</table>

### Year 2 Results

<table>
<thead>
<tr>
<th>Year Ending</th>
<th>Maths</th>
<th>National</th>
<th>Reading</th>
<th>National</th>
<th>Writing</th>
<th>National</th>
<th>Combined</th>
<th>Combined National</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2014</td>
<td>16.0</td>
<td>16.2</td>
<td>16.5</td>
<td>16.2</td>
<td>15.9</td>
<td>15.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 2015</td>
<td>15.5</td>
<td>16.4</td>
<td>16.3</td>
<td>16.6</td>
<td>15.9</td>
<td>15.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 2016</td>
<td>60.6%</td>
<td>72.9%</td>
<td>60.6%</td>
<td>74%</td>
<td>42.4%</td>
<td>65.9%</td>
<td>34.8%</td>
<td>60.7%</td>
</tr>
<tr>
<td>July 2017</td>
<td>64%</td>
<td>63%</td>
<td>66%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Year 4 Results

<table>
<thead>
<tr>
<th>Year Ending</th>
<th>Maths</th>
<th>Reading</th>
<th>Writing</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2014</td>
<td>23.2</td>
<td>23.6</td>
<td>22.4</td>
</tr>
<tr>
<td>July 2015</td>
<td>22.5</td>
<td>23.3</td>
<td>22.2</td>
</tr>
<tr>
<td>July 2016</td>
<td>62%</td>
<td>65%</td>
<td>32%</td>
</tr>
<tr>
<td>July 2017</td>
<td>62%</td>
<td>66%</td>
<td>61%</td>
</tr>
</tbody>
</table>

In 2016 the assessment was changed to % of children working at age related expectation or below age related expectation, or working at greater depth. The percentage shown above is the percentage of the year group working at age related or higher. Whilst the assessment changed, the curriculum expectation at each key stage have become more challenging for the children to achieve age related expectations.
Governing body
Chair – Darren Gibbons (Co-opted)  Alex Leska (Staff)
Vice Chair – Ann Robertson  Anna Goddard (parent)
(Community)  Michelle Barnes (parent)
Carl Meader (LA)  Mark Williams (parent)
Kim Davenport (Community)
Claire Andrews (Head of School)
Springfield Curriculum

The creative curriculum is how we find children learn best. A number of activities and tasks are planned and introduced at different times over the week. Children choose when to complete tasks. There are essential tasks which must be completed as well as extra activities which can be selected by our independent learners. Staff are experienced at teaching not only whole class but small groups to ensure all learning is targeted to the needs of the individuals and the children enjoy discovering more about our world.

There is a strong focus on phonics using Sounds Write, reading using Accelerated Reader and a good mix of scheme books both fiction and non-fiction to develop reading stamina. Writing is developed through the Big Write and use of grammar and spelling lessons. Teachers have a very strong sense of the children’s strengths and areas of need very early on to ensure quality teaching is targeted. From the beginning of the Foundation Stage, children develop reading, writing and maths skills through topic and discrete lessons. Mrs Treble, our teaching and Learning Lead is developing a consistent approach across the school to ensure we have high expectations of content and presentation as well as progress and attainment.

Language learning is an important aspect of the Springfield curriculum. The children learn Italian and Mandarin from the Foundation Stage using songs, stories and games. We have the expertise of a native Italian teacher from the Italian Consulate as well as a number of bilingual Italian and Mandarin teachers and others who make learning fun. With the majority of Kempston schools, we have secured the support of the British Council and will be employing a Chinese Language Assistant to assist us with this project.

Physical Education and Music are also considered very important at Springfield. We offer specialist PE lessons to all children in Key Stage 2 and sports clubs are provided by Premier Sport teacher at a small cost. All children have the possibility of learning an instrument in Year 4 and Year 3 participate in Sing On which is where a professional singing teacher works with the children over a term and they then perform with other schools at the Corn Exchange in Bedford to an audience of parents.

We are excited as we enter our first year as an all through Primary School, celebrating the learning journey our children take until they are ready for secondary education. This involves a broad and balanced curriculum, language and skills rich, providing them with strong secure foundations. This will enable them to continue to flourish and achieve their full potential and aspire to be the best they possibly can be in their future.
Springfield School Uniform

**Uniform (Y5-6)**

Springfield insists on full school uniform for all pupils. Please note the uniform for upper KS2 (Yr5&6) is different for children to recognise the more responsible and mature members of our community.

<table>
<thead>
<tr>
<th>Foundation Stage to Year 4</th>
<th>Year 5 &amp; 6</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Girls</strong></td>
<td></td>
</tr>
<tr>
<td>Red sweatshirt or red cardigan</td>
<td>Black blazer with logo</td>
</tr>
<tr>
<td>White polo shirt</td>
<td>Red V neck jumper</td>
</tr>
<tr>
<td>Black/grey skirt or pinafore or Red/white striped tie</td>
<td>White blouse</td>
</tr>
<tr>
<td>Black/grey trousers (not leggings)</td>
<td>Red/black stripe tie</td>
</tr>
<tr>
<td>Red/grey tights or white socks</td>
<td>Black skirt/trousers</td>
</tr>
<tr>
<td>Sensible black flat school shoes</td>
<td>Sensible black flat school shoes</td>
</tr>
</tbody>
</table>

**Summer Options**

- Red gingham dress
- Sensible flat closed-toe sandals

**Boys**

- Red sweatshirt
- White polo shirt
- Black trousers
- Black/grey socks
- Sensible black flat school shoes
- Black blazer with logo
- Red V neck jumper
- Red/white striped tie
- Black trousers
- White shirt
- Sensible black flat school shoes

**P.E. Uniform**

- Plain white t-shirt
- Plain black shorts
- Plain tracksuit (or suitable warm outdoor jog bottom and top)
- Pair of white socks
- Trainers – FOUNDATION STAGE ONLY NEED PLIMSOLES

All piercings and any jewellery worn for religious reasons must be removed.
We do not keep a stock of uniform in school. This can be ordered online with Price & Buckland – [www.price-buckland.co.uk/schools](http://www.price-buckland.co.uk/schools)

**Parental Support**

Parental involvement is positively encouraged.

Our aim is to create an atmosphere where parents always feel welcome and wanted! – Where staff and parents can talk openly and honestly and where parents’ opinions, support and involvement are highly valued.

We recognise the key role that parents play in the education of the children and through a close partnership; we aim to provide the very best education possible for your children.

As part of our open door policy, parents and carers are welcome in school any time and the head teacher and teaching staff are available to answer any questions or queries you may have or to discuss any issues with you.

The newly created Parent Forum is a valued group which helps with decision making. Should you wish to be involved, please speak to the office.

**Behaviour**

We encourage and expect all our children to show care, courtesy and consideration at all times. Praise and encouragement are used to promote and maintain a positive and happy atmosphere in school. Unacceptable behaviour is not tolerated and is dealt with firmly and fairly using our Behaviour Policy.
First Aid and Medical Care

Accident/illness in school
Minor injuries such as cuts and grazes are treated in school by qualified first aiders. If a child has an accident or is taken ill at school every effort will be made to contact his/her parents.

Emergency contacts
It is very important that we have up to date contact details so that parents may be quickly contacted if their child is involved in an accident or taken ill.

Parents are asked to complete a registration form that includes a section on emergency contact details.

From time to time, however, details may change – if they do – please let us know.

Medical information
If your child has a serious or recurring medical problem, it is important that you let us know.

Medicines in school
No medicines should be brought to school by children. If your child needs to take, or is on any form of prescribed medication, including inhalers, you will need to complete a medication form – available from the school office. A designated member of staff may then administer the prescribed medication on your behalf.
**Admissions**

At Springfield Primary School our admissions policy follows the guidance given by Bedford Borough Local Authority.

Visits to our school prior to registering are warmly welcomed.

The school has an agreed admission number of 72 for entry to the Foundation Stage year.

The Local Authority will apply the following criteria (in the rank order shown) to decide the order in which places will be allocated when there are more requests from parents/carers than the number of places available:

1. All “looked after” children or children who were previously “looked after” (see definitions);
2. Pupils living in the catchment area with siblings at the school (see definition of sibling);
3. Other pupils living in the catchment area.
4. “Very exceptional” medical grounds (see definition);
5. Other siblings (see definition);
6. Any other children.

**NOTES**

1. If applying these criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school, measured in a straight line, using the Local Authority’s computerised measuring system, with those living closer to the school receiving the higher priority. The Local Authority will measure the distance from the address point of the pupil’s home to a point on the school site agreed with the governing body of the school. The Local Authority will not give priority within each criterion to children who meet other criteria.

2. The Local Authority will normally offer a place at the catchment area school if parents apply for a place at that school during the normal admissions round. However, a place at the catchment area school cannot be guaranteed. If a pupil moves into the catchment area outside the normal admissions round (or after the allocation process has begun) it may be more difficult to offer a place at the catchment area school if this would mean exceeding the admission number at the school. In this case, a place will normally be offered at the next nearest school or academy which caters for pupils of the same age and has places available.

3. Pupils who have a Statement of Special Educational Needs are required to be admitted to the school which is named on the
statement, even if the school is full. Pupils identified for admission through the Fair Access Protocol will also be admitted even if the school is full.

DEFINITIONS

“Looked after” children

A ‘looked after’ child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see Section 22(1) of the Children Act 1989).

Previously “looked after” children

A previously “looked after” child is one who immediately after being “looked after” became subject to an adoption, residence, or special guardianship order. An “adoption order” is an order under section 46 of the Adoption and Children Act 2002. A “residence order” is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a “special guardianship order” as an order appointing one or more individuals to be a child’s special guardian (or special guardians).

Sibling

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent/carer’s partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

“Very Exceptional” Medical Grounds

“Very exceptional” medical grounds refers to cases where there are exceptional medical reasons which make it essential that a child should attend a particular school and where the preferred school is the only school locally that could meet the child’s needs. A medical report from the child’s doctor or consultant must be submitted with the application form, setting out valid medical reasons why it is essential for the child to be admitted to the school in question and the difficulties that would be caused if the child had to attend another school. The Local Authority reserves the right to seek further information in order to determine whether it is essential for a child to be admitted to the preferred school on medical grounds. Admission on medical grounds cannot be considered where the medical condition relates to that of a parent/carer, brother or sister or other relative/childminder.

Home Address

A pupil’s home address will be regarded as the address of the parent/carer with parental responsibility with which the child normally lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with
parents/carers at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Monday to Fridays) including nights. If there is any query on the home address this will be checked against original official documentation e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.
Foundation Stage

The aim of the Foundation Stage is not only to create a happy and secure environment where our children can develop and flourish, but also to set the foundation for good communication between parents, families and staff.

Research shows: Parents fully involved in their child’s education increases achievements.

There are 72 places available in the Foundation Unit. We offer a variety of methods for your child and yourselves to become familiar with the school, routines and staff:

**Stay and Play Sessions – Springfield Little Stars**
Friday 9.00 – 10.30 am all pre-school children and parents/carers invited. This is a friendly group which meets regularly for a chat and a cup of tea. The local Children’s Centre is often represented.

**Home Visit**
All children are offered a home visit by Miss Caroline Eales and Miss Alex Pugh and another member of staff towards the end of the Summer Term. This gives parents the ideal opportunity to discuss any concerns and/or dietary/medical needs with staff in the privacy of their own home and also gives your child the chance to meet and talk to us. We ask that you complete the New Starter Form, school meals form and Parent Voice for collection during the visit as this helps us prepare for the best start.

*We would expect your child to be able to dress and undress him/her and to be fully toilet trained as this helps with confidence.*

**First Week**
All children begin on a full-time basis from the first week.
**Foundation Stage School Day**

Parents are asked to arrive between 8.45 – 8.50am. The doors into the classroom will be opened at 8.45 and you are invited to accompany your child in. Please note while on the playground please keep your child with you and due to the presence of many toddlers, we ask that the climbing equipment is not used during this time for safety reasons.

- 8.50 – 11.45 am Morning session
- 11.45am – 13.00pm Lunchtime
- 13.00 – 3.10 pm Afternoon session

In our Foundation Stage Setting all learning promotes, supports and develops the seven areas of a child’s development:

1. Personal Social and Emotional Development
2. Communication and Language
3. Physical Development
4. Literacy (reading and writing)
5. Mathematics (number, shape, space and measure)
6. Understanding the world
7. Expressive arts and design

A variety of teacher led and independent tasks are designed for the children to choose from across the classes on a weekly basis. Most of the day, the children are free to choose outside, inside and which room to work in as this helps develop their communication skills. There are some short whole class sessions which are built up over the year.

All children will be required to complete some activities such as reading, writing and number work. Others are self chosen or at least the timing is self chosen. Children are grouped for phonics and number work by the second half of the Autumn term. These groups are changed regularly depending on the needs of each individual child.

The support given from home will have a huge impact on the speed at which your child takes to reading, numbers and writing. Talking about the experiences and learning each day will help develop speaking and listening skills. We expect every child to read at home with an adult for a minimum of 10 minutes each day.

Any questions or information you need, please do not hesitate to ask one of the staff in Reception, who will be happy to help.
The Main School Day (Year 1 – 4)

The main school is divided into Key Stage 1 (Year 1 and 2)
And Key Stage 2 (Year 3 and 4)
The school day:
8.45 Class doors open
8.50 School doors close and registration
15.15 End of day

Springfield staff cannot accept responsibility for your child’s welfare before 8.45 am. Please note that the children should line up by their classroom door. The climbing frames should not be used without staff supervision and parents need to oversee their children placing bicycles in the Cycle Shed. Staff cannot take responsibility for any accidents that may occur at times when the children are in parental/guardian care.

Late arrivals
Should you arrive late; the classroom door will be closed as the school day has begun. You should go to the front entrance to complete a late form. The office staff will then ensure that the arrival is marked in the register and lunch is ordered if required.

Absences/Sickness
If your child vomits we ask that he/she is kept off school for 48 hours after vomiting stops, to reduce the spread of sickness bugs.
If your child is absent, please telephone the school office leaving your child’s name and class and reason for absence before 9.30am.
Year 5 and 6 School Day

Year 5 and 6 are taught mainly in the Hive. There are two Year 5 classes and two Year 6 classes.

The school day:
8.40 Class doors open
8.45 School doors close and registration
15.15 End of day

Springfield staff cannot accept responsibility for your child's welfare before 8.40 am. Please note that the children should say goodbye at the gate to begin to give them a little more independence. The children should then line up by their classroom door. Staff cannot take responsibility for any accidents that may occur at times when the children are in parental/guardian care.

Late arrivals
Should you arrive late; the classroom door will be closed as the school day has begun. You should go to the front entrance to complete a late form. The office staff will then ensure that the arrival is marked in the register and lunch is ordered if required.

Absences/Sickness
If your child vomits we ask that he/she is kept off school for 48 hours after vomiting has stopped, to reduce the spread of sickness bugs. If your child is absent, please telephone the school office leaving your child’s name and class and reason for absence before 9.30am.
**General Information**

**Sending money into school**
There are a variety of reasons why you could be sending money into school. Please ensure money is in a clearly named sealed envelope and please write what the money is for. There is a letter box in the entrance which you can use.

**Parent Teacher Association**
The PTA is very active and is a great way to meet other parents. All new parents are invited to join the growing PTA, to help in any way they can. Please ask to speak to Ms Jordan or the school office for more information.

**Lunch Time**
We use the hall as a dining room at lunchtime. Children have a choice of menu or they may bring a healthy packed lunch with a still drink in a suitable container. From September 2014 the government have been offering Universal Free School Meals to all children from Foundation Stage to the end of Year 2. Parents are requested to complete the form included in the pack or from the office. Please inform the school in writing of any dietary requirements for your child.

**Due to a serious nut allergy in school we do not allow any form of nuts to be brought into school (including Nutella).**

**Free School Meals**
All children from Foundation Stage to the end of Year 2 children can opt for free school meals under the Government's Universal Free School Meals scheme. For children from Year 3, if you think your child may qualify for income related free school meals, please apply as this provides the school with extra funding (Pupil Premium) to support your child’s learning. We can assure you this is handled sensitively. Please complete the form which can be collected from the office or given during home visits. Lunch money should be brought into school on Mondays in a sealed envelope clearly marked with the child’s name, class teacher and the days of the week he/she would like school lunch. There are lunch money envelopes available at the school office.
Keeping Safe

At Springfield Primary School your child’s safety is of the utmost importance to us.

The school has a secure entry system for visitors to school and all staff and visitors wear identity badges. Anyone not wearing a badge, or anyone unfamiliar to staff, is challenged.

OFSTED rating for Behaviour and Safety is good.

Class Rules are promoted in each classroom to ensure a positive learning environment. These are decided by the class at the beginning of each year. These are referred to regularly.

We use Restorative Practise to reinforce acceptable behaviour and help children understand the consequences of their behaviour on others.

Our Behaviour Policy and Anti-bullying Policy are regularly updated to ensure a consistent approach by all. The genuine friendship between children from all cultures and backgrounds is a credit to the Kempston community. Springfield will continue to do all we can to nurture friendship, tolerance and collaboration.

We have a Behaviour Support Team who work positively with any children needing regular or occasional support. Any parents feeling their child might benefit from a nurture group, please speak to Mrs Andrews who will pass your details on to the Behaviour Support team. We have a proactive approach where matters are dealt with swiftly and monitored.

Playground Friends are trained Year 2 and 4 pupils who support positive play at break and lunchtime on the playground.

All staff have regular Safeguarding training.
Healthy School

We are committed to encouraging children to adopt a healthy lifestyle.

For the second time we hold the Healthy Schools award. This includes encouraging: healthy eating and making informed decisions about healthy food; Physical activity and Emotional Health and Well-being, including bullying, how to express feelings build confidence and emotional strength.

There are a number of other initiatives which Springfield encourages:

Children and families are encouraged to walk to and from school as this is not only good exercise but also relieving the traffic congestion. There is a covered cycle shed in the school grounds which remains locked during the day.

Foundation Stage and Key Stage One children are provided with fruit or vegetables each day.

Foundation Stage and Key Stage One children are entitled to a free school lunch.

Children bringing packed lunches are encouraged to pack a healthy lunch, including lots of fruit and vegetables. Information on what makes a healthy packed lunch can be obtained from the office.

Children have two PE lessons each week and are offered active afterschool clubs.
**PUPIL PREMIUM**

**What is Pupil Premium?**

The Pupil Premium is additional finance given to schools to target and raise attainment of disadvantaged pupils to close the gap between their achievement and that of their peers. 2018/19

Schools received:

- £1320 for each eligible primary aged pupil
- £2300 for each eligible looked after pupil
- £300 for each eligible pupil with a parent in the armed forces

**Who is eligible?**

If a child has been registered as eligible for free school meals at any point in the last six years (this does not include universal free school meals offered to all Foundation Stage and KS1 children).

**What does Springfield receive and how do we spend it?**

Report for 2017/18:

<table>
<thead>
<tr>
<th>Number of pupils and pupil premium grant (PPG) received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of pupils on roll</td>
</tr>
<tr>
<td>Total number of pupils eligible for PPG</td>
</tr>
<tr>
<td>Total number of pupils eligible for LAC (looked after)  grant</td>
</tr>
<tr>
<td>Amount of PPG received per pupil</td>
</tr>
<tr>
<td>Amount of PPG received for LAC pupils</td>
</tr>
<tr>
<td>Total amount of PPG received</td>
</tr>
</tbody>
</table>
The allocation of the pupil premium grant (PPG) is as follows:

### Allocation of expenditure

<table>
<thead>
<tr>
<th>Area</th>
<th>Cost</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum, including interventions</td>
<td>£114,118.00</td>
<td>95%</td>
</tr>
<tr>
<td>Training</td>
<td>£1290.00</td>
<td>1%</td>
</tr>
<tr>
<td>Wider Outcomes</td>
<td>£1452.00</td>
<td>1%</td>
</tr>
<tr>
<td>Resources</td>
<td>£2550.00</td>
<td>2%</td>
</tr>
<tr>
<td>Unallocated</td>
<td>-£490.00</td>
<td>0.41%</td>
</tr>
<tr>
<td><strong>Total Spend</strong></td>
<td><strong>£119,410</strong></td>
<td><strong>99.6%</strong></td>
</tr>
<tr>
<td><strong>Total PPG Due</strong></td>
<td><strong>£119,900</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

### Curriculum focus of PPG spending

- Providing small group intervention work with an experienced teacher or LSA focussed on overcoming the gaps in learning specifically in literacy and maths. Targeted interventions for:-
  - Fine motor skills
  - Phonics
  - Reading
  - Sentence structure
  - Basic maths
- Soundswrite phonics programme *
- Accelerated Reading Programme *
- ICT – Education City, Clicker, Purple Mash, Spag.com, Espresso *
- Social skills
- Sensory Play
- Behaviour support
- Sports specialist *

### Wider curriculum opportunities:-

- Year 4 musical instruments lessons *
- Year 5 street music lessons *
- Year 3 sing-up lessons *
- KS1 and KS2 homework club *
- Contributions towards activities that broaden the curriculum
**Staffing and staff training:**

- Training and support for the news maths programme – AET
- INSET days and meetings *
- Additional teacher to support the larger classes in KS2 *
- 2x behavioural specialists *

* Denotes a proportion of spend is taken from PPG in line with the proportion of pupil premium children on roll.

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**Measuring the impact of PPG spending**

The school will monitor the impact on progress and attainment of each pupil premium pupil half termly. Evaluation will focus on academic gains and how pupils’ self-confidence has developed as a consequence of the intervention.

Springfield Primary will continue to prioritise the PP (Pupil Premium) attainment gap, focussing on areas of greatest need. This will be undertaken through a wide range of measures and interventions as outlined above including:-

- Termly review of data through pupil progress meetings, improved data interpretation, tracking and analysis
- Monitoring interventions using entry and exit data
- Review of interventions half termly with formal review at the end of the year
- Termly PP reports to governors and leadership group detailing progress and identifying areas to address

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**Future action**

- To work closely with the new Head of School and the Pupil Premium Governor to decelerate the gap in attainment between PP and non PP children employing the monitoring of progress already detailed.
- To accelerate progress in reading, writing and maths in all year groups.
- To use termly assessments in KS2 and upper KS2 to track standardised scores, identify gaps and inform teacher judgments.
- To review the quality of interventions and maximise the impact of teaching assistants.
- To continue to monitor and support the quality of teaching and learning throughout the year.
- To improve PP attendance to above 96%.
**Who measures and checks the impact?**

The Headteacher and governors have appointed a teacher to lead the Pupil Premium initiative and a Pupil Premium governor. All teaching staff measure the progress of each child in the class. The Pupil Premium Lead and Headteacher review the progress of each class paying particular attention to those eligible for Pupil Premium Funding on a termly basis. The impact of the interventions and initiatives are measured regularly and a termly report is reviewed by the Governors standards committee.

If you would like to know more, please contact the office to make an appointment for a meeting with Mrs Andrews.
We are pleased you have chosen to be part of the Springfield community. Our aim is to work with you to give our best for the education of your child.

INSPIRE
EMPOWER
COLLABORATE
ACHIEVE
NURTURE
BELONG

Should you have any further questions about Springfield Primary School, please feel free to contact the office.