

# Little Houghton C E Primary School



## School Prospectus 2023/2024



Please have a look at our website  
[www.lhcep.co.uk](http://www.lhcep.co.uk)

# LITTLE HOUGHTON CE PRIMARY SCHOOL

## WELCOME TO OUR SCHOOL

Little Houghton CE Primary School is a Voluntary Aided Primary School for children aged between 3 and 11 years old.

The school is situated in Lodge Close, Little Houghton, on a large site giving its pupils the benefit of access to a playing field, playground and outdoor curriculum area. The present school building was purpose built in 1967 but has undergone improvement since that time to provide four classrooms, a library, a hall, an outdoor covered play area and a multi-use games area.

Children are taught in mixed-age classes throughout the school as follows:

Class 1 – Nursery/Reception

Class 2 – Year 1 / Year 2

Class 3 – Year 3 / Year 4

Class 4 – Year 5 / Year 6

The curriculum for each class is arranged over a two-year rolling programme so that all the programmes of study for the appropriate curriculum are covered. Within the classes and across classes, groupings remain flexible to allow for children's differing abilities and to encourage wide social interaction.

At Little Houghton CE Primary School, we value every member of our school family – children, parents, staff, governors and members of the community near and far. We all have a role to play in making our school a happy, safe environment in which to learn. We welcome opportunities to work together to further develop our school through, for example, the School Council or the fund raising and social activities offered by the Friends of Little Houghton School.



# OUR VISION, MISSION AND ETHOS

## Our Vision for Little Houghton CE Primary School

'Learning for Life'

Through:

- ❖ Growth – realising our potential
  - ❖ Community – sharing and contributing
  - ❖ Spirituality – reflecting and thinking deeply
  - ❖ Environment – appreciating local and global environments
- So that each child can flourish – like a flower of the field (Psalm 103:15)

### Mission Statement:

We aspire to attain high academic and moral standards, and to encourage emotional and spiritual development, based on the values of the Christian faith.

### Our sense of community is reflected in our Ethos Statement:

We are a Christian school working in partnership with parents and the wider community:

- Which maintains a welcoming, secure and inclusive environment
- Where God's love is demonstrated and taught and where the emphasis is on the value God places on each individual
- Where we promote personal responsibility, good citizenship and Christian and British Values that develop high behavioural and moral standards based on the teachings of Jesus Christ
- Where we aspire to attain high academic standards, enable pupils to achieve their full potential and develop a lifelong love of learning
- Where true faith and sound learning flourish within the traditions of the Church of England
- That reflects on the spiritual values of the Christian church
- That epitomises core Christian values

## STAFF LIST

Headteacher: Mrs Carolyn Fairbrother

Class Teachers: Miss Rhian Lewis (Class 1)  
Mrs Helen Simpson (Class 2)  
Mr Christian Howard (Class 3)  
Mrs Jackie Barnes (Class 4)

SENCO Mrs Sue Gray (Mondays only)

HLTA: Mrs Justine Neal

Teaching Assistants: Mrs Carolyn Aindow  
Miss Natasha Giuliano  
Mrs Charlotte Mansell  
Mrs Louise Hinson  
Mrs Claire Overton-Arch  
Mrs Louise Hurrell (HLTA)  
Mrs Aimee Emmett

Office Manager / Bursar: Mrs Lisa Wyatt

Administrative Assistant: Mrs Nicky Pacitto

Lunchtime Supervisors: Miss Natasha Giuliano  
Mrs Charlotte Mansell  
Mrs Louise Hinson  
Mrs Claire Overton-Arch  
Mrs Carolyn Aindow (nursery)  
Mrs Louise Hurrell (nursery)

## **GOVERNING BOARD**

Chair of Governors: Mrs Linda Browett

Vice Chair: Mrs Emma Eaton

Governors: Mrs Carolyn Fairbrother  
Miss Rhian Lewis  
Mrs Mary James  
Mrs Ruth Walker  
Mrs Emily Searle  
Rev'd Amanda Cuthbertson

Clerk to the Governors: Mrs Lisa Wyatt

Full Governing Board meetings are held once each six week term.

## STARTING SCHOOL

Each year we hold Open Mornings and Afternoons and we are also open on a Saturday morning so that you can visit the school. The Governors of Voluntary Aided schools like Little Houghton must publish an Admissions Policy setting out all the arrangements and criteria for admission. Please see our website and click on the 'admissions' icon for a copy, [www.lhcep.co.uk](http://www.lhcep.co.uk)

We like every child to get off to a good start and begin school feeling happy, keen and confident. To facilitate this we organise an induction programme. This allows the children to spend time in school, becoming familiar with the adults and older children and with the physical surroundings of the school itself.

There will be 2 mornings in July which provides an opportunity for the new intake children to get to know each other and for parents and staff to meet informally and share information. Parents are also invited to attend a New Parents Evening during the second half of the Summer Term before their child starts school.



## RELIGIOUS EDUCATION AND COLLECTIVE WORSHIP

Little Houghton CE Primary School is a Church of England Voluntary Aided school. We consider Religious Education and Collective Worship to be an introduction to an individual's religious quest, during which a child is able to explore questions of meaning and value, together with how religious traditions, beliefs and practices are a response to the fundamental questions of human existence. This quest is undertaken from within the traditions of the Church of England, whilst promoting attitudes of tolerance and respect towards the values and beliefs of other cultures and faiths.

In accordance with the Education Act 1944, as amended by the Education Reform Act 1988, Religious Education forms part of the basic curriculum for all pupils attending Little Houghton CE Primary School. Religious Education is educational and not evangelistic, however, parents do have the right to request that their child is withdrawn from Religious Education and Collective Worship. Any children who are withdrawn will be purposefully engaged in other learning activities.

The Religious Education curriculum at Little Houghton CE Primary School is planned in accordance with the Diocesan Syllabus and Understanding Christianity. During their time at the school children have the opportunity to learn about Christianity, Judaism, Islam, Sikhism and Hinduism.

Collective Worship takes place each day. This may take the form of adult or pupil led Worship. Our Friday Act of Worship celebrates the achievements of individuals, classes, houses and the whole school and parents are invited to join us. In addition, each term classes present assemblies to the whole school and their parents, which share their learning and progress. Music is a very important part of our Acts of Worship and children often accompany the singing on ocarina, flute, violin or guitar.



# SCHOOL UNIFORM

## Basic Uniform

- Red Sweatshirt
- Navy trousers, shorts or skirt
- Navy or white socks / tights
- Navy or white polo shirt or white shirt or blouse
- Black or navy shoes (NOT trainers)
- Summer dresses in red or blue gingham

## PE/Games Uniform

- White T-Shirt
- Navy Shorts
- Socks
- Trainers or plimsoles
- Jogging bottoms or tracksuit for Winter

School uniform doesn't have to have the school emblem on, but if you would like to purchase - red school sweatshirts, cardigans, fleeces and navy polo shirts with the school emblem they can be purchased from:

The Schoolwear Shop  
Abington Square  
Northampton  
NN1 4AA

Telephone Number: 01604 635828

Book bags can be purchased from the school office.

Please write your child's name in all of their clothing.





## SPECIAL EDUCATIONAL NEEDS

At Little Houghton CE Primary School, we aim to provide a broad and balanced curriculum for all children. The National Curriculum is our starting point for planning that meets the specific needs of individuals and groups of children. Some children have barriers to learning that mean they have special needs and require particular action by the school. Such children may need additional or different help from that given to other children of the same age. Children may have special educational needs either throughout or at any time during their school career and we aim to ensure that planning and assessment for those children takes account of the type and extent of the difficulties they are experiencing.

In our school the Special Educational Needs Co-ordinator (SENCO) will co-ordinate the provision for and manage the responses to children's special needs. She will support and advise colleagues and act as a link with parents and external agencies.

Each child who is identified as having a special educational need (SEN) will be provided with an Individual Education Plan (IEP) which will be used to record strategies to support the child as well as short-term targets for the child to work towards. It is our policy that children should be actively involved in the target setting process.

We aim to support children in a manner that acknowledges their entitlement to share the same learning experiences that their peers enjoy. Wherever possible, we do not withdraw children from the classroom situation, we prefer to draw on the expertise of our teachers and teaching assistants to support them in their differentiated tasks. There are times, however, when to maximise learning, we ask the children to work in small groups or in a one-to-one situation outside the classroom.

When the review of a child's IEP identifies that support is needed from outside agencies, we will consult parents prior to any support being actioned. In most cases, children will be seen in school by external support services which may lead to additional or different strategies being employed to support the child. Parents will be kept informed of any action being taken at regular meetings and will share in the process of decision-making at each step.

If a child continues to demonstrate significant cause for concern a request for statutory assessment will be made to the Local Education Authority, supported by written evidence from the school, parents and other agencies.

A copy of the school's Inclusion Policy is available on request and is on the website.

SENCO: Mrs Sue Gray

SEN Governor: Mrs Ruth Walker

## **PUPILS WITH DISABILITIES**

The Governing Board are aware of their duties under the Disability Discrimination Act to prevent disabled pupils being treated less favourably than other pupils. The provision for existing children with disabilities is regularly reviewed. Our Accessibility Plan has allowed for the provision of a toilet and washbasin for use by disabled children and adults. Access to the school has been improved with the provision of ramps and the widening of the hard-surface paths around the grounds.

Any other alterations to the curriculum and physical environment will be made when necessary to reflect any changes to the school population.

## **REWARDS AND SANCTIONS**

We believe that it is important to reward children for hard work, for showing consideration for others, for demonstrating our school values and for being a good member of the school community for example. All the children in the school are members of one of our school houses; Kelmarsh, Holdenby, Delapre or Ashby. When a child is rewarded for good work, good behaviour etc they receive a House Point for their house. At the end of each week in our Achievers' Worship all the House points are added together to see which house has scored the most that week. The house which scores the most points at the end of the term is rewarded with a non-uniform day treat.

Individual children in each year group are also rewarded with an Achievers' Award to take home and by having a marble added to their house jar. The children displaying the Christian Value of the term are also rewarded with a certificate. A certificate also leads to a flower, added to our hall display, which demonstrates who is flourishing here at Little Houghton.

We believe that positive reinforcement of good behaviour as well as the use of positive role models reduce the need for and use of sanctions. However, there are times when it is necessary to apply sanctions and involve parents in discussion about a child's inappropriate behaviour so that we can work together to improve the situation. The idea of partnership is the basis of the Home-School Agreement which you will be asked to sign when your child joins our school.

A copy of the school's Behaviour Policy is available on our website.

## ANTI-BULLYING

We also pride ourselves on being a school that take bullying very seriously. In 2021 we achieved a Gold status as an All Together School with the Anti-Bullying Alliance. We have also appointed Anti-Bullying Ambassadors from Y5 and 6.

An Anti-Bullying Ambassador is someone who has been trained by The Diana Award Anti-Bullying Campaign. Their role is to help educate their peers on bullying, lead on anti-bullying campaigns, promote a culture which celebrates and tolerates difference and help keep their peers safe both online and offline.

## THE SCHOOL COUNCIL

We view our school as a community in which everyone has a role to play. With this in mind we have established a School Council, giving children the opportunity to share in decision making and have a voice. Children are elected by their peers to serve on the council for a year, bringing ideas from their classmates to our meetings and taking back to them, the decisions reached.

Children also carry out duties in the school community, such as helping keep the school tidy. The older children also helping the younger ones settle into school and cope with the wide open spaces of the school playground. Our Sports Crew plan and lead lunchtime games for the younger children.

## EXTRA-CURRICULAR ACTIVITIES

As well as the learning opportunities offered by the class curriculum children have the chance to take part in a variety of extra-curricular activities.

**Breakfast Club** - We have a Breakfast Club run by The Drop Off. This runs from 7.45 – 8.45am every day at a charge of £4 including breakfast.

**Drop Off - After School Club** – this is run in our school library and school hall after school until 6pm - £11 per session, including a hot meal.

**Basketball** - After school club: for years 2-6 run by Hot Shots from on a Wednesday.

**Spanish** – After school clubs, Tuesdays and Thursdays for Early Years Foundation stage (EYFS) and Key Stage 1 (KS1) and Key Stage 2 (KS2)

**Lunchtime Clubs** – Daily from 12.30-1pm run by teaching staff. Monday – Sign Language, Tuesday - Construction, Wednesday - Board Games, Thursday - Art, Friday - Sport

**Swimming** - Children in class 3 will take part in swimming lessons at Barry Road swimming pool. This will take place in the Autumn and Summer terms.

**Gardening** - We have a wonderful team of gardeners who are working with children in Class 3, they are involved in taking responsibility for the outdoor environment whilst honing their gardening skills.

**Music** – peripatetic teachers offer tuition in woodwind, brass, strings and guitar. This service is provided by the Northamptonshire Music and Performing Arts Trust (NMPAT) and a charge is made for these lessons. This is available for children from Year 3 upwards. Each year, every child in Y3 & Y4 has the opportunity to learn to play an instrument – this year it is the ukelele.

## SCHOOL TIMES AND ROUTINES

Arrival Times: Reception, Key Stage 1 and 2 children – **8.45am**. Nursery **8.50am**

Morning break: 10.30-10.45am

Lunchtime break: 12.00pm – 1pm

Home time: Nursery **2.50pm**. Reception, Key Stage 1 and 2 - **3.15pm**

### Break Time

All the children in Reception and Key Stage 1 are provided with fruit for the morning break under the “Fruit in Schools” project. Parents can also buy into the “Cool Milk” scheme so that their children can have a carton of milk at playtime. To register your child to receive school milk please go to [www.coolmilk.com](http://www.coolmilk.com) your child will receive milk free of charge until they turn 5 years old.

### Lunchtime

During the lunchtime break children are supervised in the hall and afterwards on the playground by our lunchtime supervisors. Children have a choice of bringing a packed lunch or having a hot meal provided by Kingswood. Menus and payment details will be provided when your child starts school. Children in years Reception, 1 and 2 are entitled to free school meals under the Universal Infant Free School Meals scheme. Parents whose children may be entitled to Free School Meals should contact the school office.

### Term Dates

Parents are informed of our term dates and any teacher training days when the school will be closed, you can also find our term dates on our school website [www.lhcep.co.uk](http://www.lhcep.co.uk)



## **ILLNESS AND MEDICATION**

Any child who is unwell should remain at home to recover before returning to school. Our policy, to safeguard both children and staff is that if children need to take any prescribed medication, including inhalers, during school hours, we must have written parental permission. We are not allowed to give children any un-prescribed medication. A copy of the medication consent form must be obtained from the school office, completed and returned to the school office before any medication can be administered.

## **ABSENCE**

Please inform the school by 9 am on the day of your child's absence if your child is going to be absent through illness or unavoidable family circumstances, you must do this via phone 01604 890788 we have an answer machine so you can phone at any time before 9 am and leave a message.

It is always best to avoid taking children out of school during term times, but if it is unavoidable, written permission must be sought from the Headteacher via a form.

Holidays in term time will be classed as unauthorised absences, a copy of our Attendance Policy can be found on the school website.

Allowed Absence:

- Sickness
- Emergency medical appointments
- Days of specific religious observance
- Specialist medical appointments
- Family bereavement
- Examinations off site e.g. Music exams

Absences not allowed under any circumstances

- Family holiday no matter what length
- Routine dental and optical check ups
- Family trips
- Leave early to travel to an event

If your child has persistent absences due to illness or has unexplained absence we will require confirmation via a doctor's note.

## **SCHOOL TRANSPORT**

Children who live in Great Houghton are eligible for a free bus pass to enable them to travel to and from school on the bus. The children catch the bus each morning from the White Hart Pub in Great Houghton at 8.40am. Parents see children onto the bus in the morning ensuring they are wearing their seat belt, they are then met at Little Houghton School by a member of staff who takes them off the bus and walks

them into school. At home time a member of staff will ensure that the children are on the bus and belted in safely.

## **DRIVING AND PARKING**

- Please drive slowly along Lodge Road, even if you are running late
- Please park considerately
- Think of residents who may wish to drive out of or into their driveways
- Please avoid parking in Lodge Close – as this can be very dangerous for children walking into school

## **SCHOOL – PARENT CONTACT**

We use Teachers2Parents texting and emailing service to contact parents, send any messages, newsletters and information. We will of course phone you directly in an emergency or if we need to contact you straight away in any situation.

## **PAYMENTS**

We use the ParentPay service for parents to make payments for school trips, music fees, breakfast club fees etc. This is the preferred payment method so that we can avoid cash or cheques being held on the premises.



