

Hackforth and Hornby C of E
Primary School

Welcome To Our School



General Information

Organisation

Our two small classes are organised into Foundation Stage (Reception) with the Key Stage One (Infant pupils, aged 4-7), and Key Stage Two (Junior pupils, aged 7-11). Pupils spend more than one year with the same teaching staff ensuring continuity and individual attention throughout the key stage.

Staff

Headteacher: SENCO	Mrs J A Clarke, M.A.
Early Years/KS1 Leader	Mrs C Davies
KS2 Teacher:	Miss A Bellard
Higher Level Teaching Assistant	Mrs S Millman
General Teaching Assistant:	Mrs S Williamson
Office Manager:	Mrs D Gibson
Cook:	Mrs H Crisp
Midday Supervisors:	Mrs H Crisp Miss F Stead
Caretaker:	Miss F Cost
Supply Teachers:	Mrs Longstaff
Supply GTA	Miss K Gibson Mrs L Eastwood

Contact Information

Telephone: 01748 811698
Email: admin@hackforthhornby.n-yorks.sch.uk
Website: www.hackforthhornby.n-yorks.sch.uk

Equality

Your support for your child's education is crucial to their progress. Please tell us if there are any adjustments we need to make to help you support your child, for example; letters in large font; letters in different languages; wheelchair access; explaining things over the phone; a discussion with a school colleague of the same gender.

School Times

0800-0850	Breakfast Club
0850-0900	A member of staff is on duty in the playground
0900-1015	Session 1
10.15-10.30	Playtime
10.30-11.40	Session 2
11.40-12.00	Assembly
12.00-1300	Lunch
1300-1415	Session 3
1415-1430	Playtime
1430-1530	Session 4
1530	End of the School Day
1530-1630	After School Clubs

Holiday Dates – 2017/2018

School opens Tuesday 5th September 2017

HALF TERM

Break up Friday 20th October 2017

Re-open Monday 30th October 2017

CHRISTMAS

Break up Friday 22nd December 2017

Re-open Tuesday 9th January 2018

HALF TERM

Break up Friday 9th February 2018

Re-open Monday 19th February 2018

EASTER

Break up Friday 29th March 2018

Re-open Tuesday 17th April 2018

May Day

Monday 7th May 2018

HALF TERM

Break up Friday 25th May 2018

Re-open Monday 4th June 2018

SUMMER Break up Friday 20th July 2018

Training Days

Friday 1st September 2017

Monday 4th September 2017

Monday 8th January 2017

Monday 16th April 2018

Friday 1st June 2018

School Uniform

We welcome your support in maintaining high standards through the wearing of school uniform.

Our school uniform is: Blue sweatshirt with school logo
 White or blue polo shirt, or similar.
 Grey trousers, skirts or shorts.
 Blue and white checked or striped dresses in the summer.
 Appropriate footwear, (pupils should not wear crocs, smart black trainers are acceptable).

School uniform is available to order on-line at Tesco

www.tesco.com/ues

Alternatively, click on the link on our website page, www.hackforthornby.n-yorks.sch.uk (go to School Information, Uniform Policy, then click on the link).

Please help us to help your child look after their uniform by marking all articles of uniform and PE clothing with your child's name.



Spare clothes – Reception Children

Please send a spare set of clothes into school. In the event of an emergency, spare clothing is held in school.

Lunch

We are extremely fortunate to have our own kitchen on site. Mrs Crisp, our cook, provides nutritious and well balanced meals. Children may bring healthy packed lunches to school if they prefer. Please inform the office, if you wish your child to start school meals or change to packed lunch. Children may bring healthy packed lunches to school if they prefer. Lunch is eaten in the classrooms.

School meal costs for KS2 pupils: £2.10 per day and can be paid weekly or monthly.

Classroom Routine

Book bags

Please send book bags into school each day. Letters and other communication are placed in book bags.

Reading books

When your child is ready they will be given a book to share with an adult at home. Early books may have no words, please discuss the pictures with your child. Please record the activity or reading in your child's reading record book. Books will be changed regularly.

Playtime snack

Children may bring a portion of fruit to school to eat at morning playtime. All of the children keep their own named water bottle in the classroom (this is provided by school). Pupils are encouraged to drink water throughout the day.



Weekly routines

Physical Education

PE takes place outside or in village hall. Please send PE kit in on a Monday; pupils take it home on Friday. Please include plain, dark training shoes, dark shorts and a school PE t-shirt (available from Tesco). Plain tracksuit bottoms and a plain long sleeve sweatshirt may be worn in colder weather.



Swimming takes place at Richmond Pool on Wednesday mornings for ten sessions per term. Richmond Pool prefers pupils to wear:

- A one piece swimming costume (girls)
- Trunks, not swimming shorts (boys)
- Goggles for lessons

Pupils may bring a piece of fruit to eat on the coach.



Swimming is taught by qualified swimming instructors from Richmond Swimming Pool. School staff are present at the pool side at all times.

Homework

Our school believes that homework demonstrates the importance of the home school partnership. We value parents' support. At both key stages, pupils are encouraged to read regularly at home.

Throughout our school, pupils are asked to complete homework which compliments their classroom studies. Homework is returned on a weekly schedule.

Instrumental Music Tuition

Specialist teachers from the County Music Service offer lessons in a range of instruments.



A charge is made for County Music Service Tuition. If you would like further details, please contact the office.

Breakfast Club

School opens daily at 8.00 am for pupils who have registered for Breakfast Club. Forms are available from the office and must be completed at least one day in advance to guarantee pupil places. Each session is £3 per child.

After School Clubs

School offers a variety of after school clubs throughout the year from 3.30-4.30pm. These may include, Lego, Gardening, Music, Art and Sport. Each session is £2 per child.



School Charities

Pupils regularly raise money through non-uniform days and special events for a range of charities, including the MS Society and The Storehouse Foodbank.



Collecting Shoeboxes for Samaritans Purse

Parent Support Group

We welcome the involvement of our Parent Support Group in school life. The Group organises fund raising for the school and plans events throughout the year. Meetings are informal and all parents are invited to attend. If you would like further information, please contact:

Chair:	Mrs Hayton
Secretary:	Mrs Swift
Treasurer:	Miss Carr



If you have any questions about any aspect of school life, please come into the office for information. Our door is always open.

Complaints Procedure

Parents are always welcome to discuss any concerns with the appropriate member of staff, who will clarify with the parent the nature of the concern and reassure them that the school wants to hear about it.

A copy of the complaints procedure is available on our website: www.hackforthornby.n-yorks.sch.uk