



# St. George's<sup>+</sup>

Church of England Primary School



**PROSPECTUS**  
**2022-23**



# Headteacher's Welcome

## Welcome to St. George's Church of England Primary School

The choice of primary school is one of the most difficult and significant decisions that discerning parents or guardians have to make. I am delighted that you are considering St George's Church of England Primary School for your child's education.

### Our Mission Statement

*"As a Christian School our aim is to value each pupil as an individual and ensure that they reach their full potential reflecting the principles of the Christian faith by which St. George lived his life – Respect, Honesty, Courage, Kindness, Forgiveness and Hope."*



### To fulfil our Mission Statement, our Aims and Ethos are:

- To develop a Christian ethos and develop positive relationships with our parents, local church, the village and wider community;
- To be a safe, happy, caring community of learners;
- To help all individuals regardless of their race, gender or disability to acquire the skills and knowledge needed to achieve their full potential in a rapidly changing world;
- To develop understanding of and respect for a wide range of religious values, languages, cultural traditions and different ways of life;
- To encourage an enjoyment of life-long learning;
- To promote healthy lifestyles;
- To provide a curriculum that is stimulating, broad, balanced, innovative and creative;
- To celebrate achievement.

### What makes us special?

St George's CE Primary School is a unique learning establishment. Our ethos is built around a broad and balanced education where children are able to explore their interests and talents, whilst making good progress across a range of academic and foundation subjects.

We believe that children should live and learn in a happy, secure and stimulating environment. a place where they are valued as individuals, encouraged to grow in self-esteem and given the opportunities they deserve to reach their potential.

Our faith is important to us. We are an **Ofsted 'Outstanding' Christian school** at the same time as welcoming those of other beliefs. Worship and quality Religious Education are important to us and the strong links we have developed with our local church is an important feature of the school life. We believe strongly in tolerance, respect and understanding of the beliefs of others.

### Vision:

We aspire for all our children to become confident, secure, caring individuals who achieve personal success and develop a love of learning.

Our aim is:

- To encourage and highlight our key values of: **Respect, Honesty, Courage, Kindness, Forgiveness and Hope;**
- Where each child is challenged to achieve his/her full potential academically, spiritually and socially;
- To encourage, value and extend every child's contribution to the school;
- To learn in a vibrant, safe and creative environment where all children are challenged and experience the excitement of learning;
- For all children to become, well-mannered, resilient and with enquiring minds;
- To provide a range of opportunities so that pupils leave St George's as well rounded confident individuals, and have the skills and aspiration to be lifelong learners.



### **Inclusion:**

All are welcome! We are firmly Christian in not selecting by ability, race or gender. What inclusion does not mean is tolerating unacceptable behaviour. Parents may be rest assured that we have zero tolerance of anti-social behaviour, violence and the disruption of learning. Our Christian ethos encourages a real sense of community, and the family nature of the school means that children can be themselves in a safe and accepting environment. Pupils, parents, staff and governors work well together and value standards and achievements.

### **Achievement:**

The achievement of every pupil is paramount for our staff. We provide an education, through both academic and pastoral care, to ensure every child continues to develop enquiring minds; instilling the motivation to learn, and the ability to work both independently and collaboratively, while being confident in taking risks with their own learning.

St George's CE Primary School was inspected in March 2008 by OFSTED and February 2018 by SIAMS (Statutory Inspections of Anglican Methodist Schools) and both inspection teams judged the school as **'OUTSTANDING.'**

Both inspections found that we had no Key Issues and we received many commendations.

At this school it is extremely important to us to develop the 'whole child'. As such, we wish to focus on all aspects of development — academic, aesthetic, personal, inter-personal, social and emotional. To this end, we wish to work in partnership with you in the important task of assisting your child to reach his/her full potential, enabling him/her to be an effective, happy citizen in the 21st century.

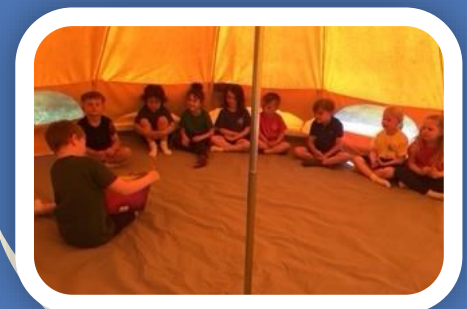
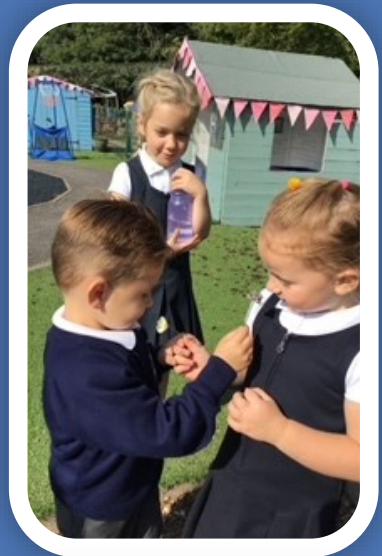
We recognise the partnership between home and school and the crucial role it plays in each child's development. By working closely with parents, our aim is to foster a love of creation, and readiness for the challenges ahead.

**Mrs E Rye, Headteacher**

*"High aspirations, compassion and a celebration of each child's unique worth ensure that every child flourishes, particularly the most vulnerable."*

*"Through RE, pupils acquire a good foundation of Christian knowledge and say that they love to learn about other faiths."*

*SIAMS Report February 2018*



## Admission Procedures

St George's CE Primary School has one intake for Reception Class at the beginning of the academic year in September.

Kent resident parents will have the opportunity to apply for their child's school place either online at [www.kent.gov.uk/ola](http://www.kent.gov.uk/ola) or by using a standard paper form known as the Reception Common Application Form (RCAF).

Pre-School visits take place before entry when the children have the opportunity to meet their class and teaching staff. All children start part time with a transition period of one week. An additional booklet 'Starting School' is distributed setting out practical suggestions and reception class procedures.

When we wish to admit more pupils than the standard number of 30 we will seek the authorisation of the LA Admissions Authority. Parents may request a place for their child at other times during the school year. Please contact the school for further information. If you have not already visited the school please telephone to make an appointment with the headteacher, who will be delighted to show you and your child around.

## School Organisation

The school is organized into seven classes and there are a maximum of 30 children in each class.

## Attendance - "Working together to be the best we can be!"

Parents are key partners in helping and supporting their children's learning. A basic responsibility in this is to ensure your child attends school regularly and arrives on time. In this way, your child's opportunity for success is maximised, by allowing him/her to keep up with the pace of learning and progress planned by the school. Please telephone the school office on the first day of any absence from school. A written note should be sent with your child on their return explaining the reason for their absence. Please make every effort to book dentist and doctor appointments out of school hours; where this is not possible please ensure that your child attends school before and after the appointment whenever possible.



## Safeguarding Statement

St George's CE Primary School is committed to Safeguarding and Promoting the Welfare of all of its pupils. Each pupil's welfare is of paramount importance.

We recognise that some children may be especially vulnerable to abuse. We recognise that children who are abused or neglected may find it difficult to develop a sense of self worth and to view the world in a positive way. Whilst at school, their behaviour may be challenging. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all of our pupils.

*"Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child."*

Department of Education (2019) Keeping Children Safe in Education, Part one: Safeguarding information for all staff,

We are aware that child protection and safeguarding are fundamental to the welfare of all children in our care. Our Safeguarding Policy, therefore, should be read in conjunction with the wider safeguarding policies.

## Guidelines and Policies

School guidelines and policies are reviewed and regularly updated. Governing bodies and maintained schools are required to hold certain policies and other documents by law. These policies are outlined in the Department for Education's guidance document 'Statutory Schools Policies' which outlines the necessary policies and procedures.

School policies cover every aspect of school life and are available to view on the school website. If you wish to obtain a printed copy, please ask the school office or the Clerk to Governors: [office@st-georges-wrotham.kent.sch.uk](mailto:office@st-georges-wrotham.kent.sch.uk)

*"This is an outstanding school where pupils achieve exceptionally well to reach above average standards by the time they leave in Year 6"*

## Equal Opportunities

The governors and staff at St George's CE Primary School are committed to providing the full range of opportunities for all pupils regardless of gender, disability, ethnicity, social, cultural or religious background. We believe it essential that children should develop an understanding of a variety of cultures. We aim to help children grow into people who respect and care for all people.

## Behaviour

At St George's CE Primary School we believe that children thrive best in a well-disciplined caring environment. In applying a School Values approach to behaviour management throughout the school, children are given an opportunity to modify their behaviour and take responsibility for their actions. It is written for all members of the school community to allow each one to understand the policy of the school and to apply it consistently and fairly.

## Our Christian School

We are very proud of our effective and caring Christian ethos throughout the school which has an impact on the teaching and learning.

Our pupils are exposed to meaningful Collective Worship with opportunities of high level of pupil involvement and reflection.

The school is proactive within the Rochester Diocese Board Education with a number of members of staff involved in the Standing Advisory Council for Religious Education. We have previously hosted RE Support Groups in St. George's Church, maintaining the Diocese RE Resources and we have been used as example of 'Outstanding' practice in Collective Worship.

We have an enthusiastic and dedicated teamwork of staff and governors, under the leadership of the Senior Leadership Team, which supports the church aspects of this school. In February 2018 the school received its 3rd successive SIAMS 'Outstanding' judgement which commented on:

*"Christian values which underpin the school, are evident in its work and inspire the excellent relationships between and among adults and learners."*

*"Collective worship is at the heart of the school, encouraging and motivating all who attend."*

*"The School's motto that 'it brings faith and education together' defines it's Christian distinctiveness."*

SIAMS Report February 2018

## Complaints Procedure

If you have any questions or concerns about your child's education, we encourage you to come into school to discuss this, initially with your child's teacher or by making an appointment with the Deputy Headteacher or Headteacher via the school office.

## The School Day

Breakfast Club is available to all children, and is a great way to start the day. Children attending Breakfast Club can arrive at 7.30am or 8.00am. They are then given breakfast and engage in social activities until 8.40am. Children should all arrive in school between 8.40am and 8.55am. On arrival, children go straight to their classrooms for registration. At 8.55am gates are closed and locked promptly. Any 'late arrivals' are required to access the school by the main front doors. We request that to encourage independence we ask that parents do not enter the school grounds allowing children to settle into their daily routines.

Morning teaching is from 8:55-12:00, with a morning break. This is followed by lunchtime 12:00-1:00pm for KS1 and KS2. **The school day ends at 3:15pm.**

## School dinners

Hot meals are available, currently at a cost of £2.30 a day, and cooked on the school premises by Caterlink Ltd. Alternatively, children may bring a packed lunch. Please do not include sweets, hot drinks, fizzy drinks, cans or glass bottles. Lunch boxes should be clearly marked with the child's name. Children may bring a healthy snack of fruit or vegetables to eat during morning playtime. No crisps, sweets or cake are allowed during this time. Children in Years R, 1 and 2 are provided with a piece of fresh fruit or vegetable each day as part of the Government 'School Fruit and Vegetable Scheme'. Families in receipt of certain benefits are entitled to claim for free school meals.

## Illness during the day

It is VITAL that the school holds up-to-date contact details for all families. Please ensure that you keep us informed of any changes to telephone numbers and addresses. If your child feels unwell during the day we need to be able to contact you.

## Accidents at school

We have trained First Aiders on the staff team. If your child has received a bump to the head you will be informed in order that you can monitor closely as a precaution. In the rare case of an injury needing more specialist attention you will be contacted immediately.

## Medicines

If your child requires a mid-day dose of a prescribed medicine, this needs to be brought to the school office, in the original packaging, together with a completed form available from the school office, stating the exact amount to be taken.



## Payments

We operate a cashless payment system with Eduspot. Once your child is on roll, you will be able to pay for school trips and clubs, etc, via your own personal log-in

## Car Parking

There is some parking space in the roads near the school although we request that you respect our neighbour's access when parking.

Please do respect our request not to drive onto the school premises as many families with small children walk between our two entrances. We would encourage you, as far as is possible, to walk or cycle to school as part of our Healthy Schools status.

## Visiting the School

If you wish to visit the school during the day, please always ring for admission at the main school entrance as the doors used by the children at the start and end of the day are locked to ensure site safety. Please report to the School Secretary in the office. She will be happy to take messages and to arrange appointments for you.

## LEARNING AND TEACHING

### *Children learning through play*

There are many ways we work together to help prepare your child for school. Here are a few practical tips:

#### **Foster self-help/independence skills by:**

- ◆ Encouraging your child to do up their own coats, tie laces, get changed and dressed, go to the toilet and wash hands.
- ◆ Show your child how to get out and clear away equipment and how to use utensils, including a knife and fork, correctly.

#### **Hand/eye control with:**

- ◆ Providing a variety and plenty of colouring, painting, making, cutting and sticking activities.
- ◆ Playing ball games, both kicking and catching, which also helps develop their co-ordination.

#### **Writing**

- ◆ We recommend starting big and bold, using fingers in sand and paint or a variety of different sized pens and crayons and getting the feel of letter formation when your child is ready.

#### **Reading**

- ◆ Share a love of stories and rhymes to get your child loving language!

We offer detailed guidelines at our induction workshops and are always happy to demonstrate and discuss our teaching methods with you. It really helps us if you use 'environmental print' in the real world – from reading food labels to road signs and advertising, to help your child appreciate the written word.

We also strongly recommend joining your local library as keeping up with children's books is great fun!

#### **Numbers**

You can help your child's appreciation of numbers with counting games, using buttons, socks etc. Encourage them to look out for numbers in the environment -on doors, as part of car registrations, at shops and around the home. Use vocabulary to compare and 'measure' -e.g. more/less, bigger/smaller, near/far etc.

#### **Sing to and with your child**

There are also many excellent Pre-School television programmes, CDs, websites and DVDs to enjoy and talk about together.

#### **Social skills**

We really focus on developing ways of learning and playing together, as these are essential life-long skills. Helping children to share, listen to others, take turns and to show politeness and respect, are integral to being confident members of a school community.

#### **Teaching and Learning Policy**

We have created our own Teaching and Learning policy which explains our aims, ethos and philosophy, our focus on teaching, and the learning environment and our curriculum statements.



The National Curriculum is followed throughout the school, plotted in a more creative and themed approach which we call our Learning Journey. Our own schemes of work are balanced, broadly based and varied in order to promote the development of relevant skills, knowledge and attitudes through a variety of different teaching and learning methods. We seek to create and support a culture where everyone is a learner and lifelong learning is a feature of the school. We aim to deliver high quality teaching, where all children can access and engage with a broad, balanced and creative curriculum that addresses their interests, provides appropriate challenges and is differentiated according to their needs.

We aim to enable each child to build on personal strengths and overcome difficulties they encounter. We believe that success fosters success and that children must feel confident and motivated to be actively engaged in their learning and progress.

Our vision for St. George's CE Primary School is based on a foundation of Christian values and these provide the basis of the spiritual, social, intellectual, emotional and moral development of our children. It is important that, as the children grow up, they learn to choose, develop and deepen their own positive values and consider the implications of their choices in relation to themselves, the communities of which they are a part and society at large. The Teaching and Learning policy is available on request from the school office.

### The School Curriculum

At St. George's Primary School we ensure that all of our pupils in years 1 – 6 are taught the full National Curriculum and in doing so meet statutory requirements. Reception class work from the Early Years Foundation Stage Curriculum.

English and Mathematics teaching follow the basic structure of the National Curriculum while allowing flexibility for an individual teacher's professionalism to meet year group and individual needs. Pupils equipped with the key skills of English, Maths and Computing are encouraged to develop an enquiring mind and to think rationally. A variety of teaching styles and learning opportunities develop our pupils' capacity to think and work both independently and collaboratively.

We provide a broad and balanced curriculum which is aimed at the pupils' individual needs to ensure that they are able to apply and develop a range of skills and understanding at their level. We do this through our Learning Journeys which use topic themes and ensures the National Curriculum objectives and skills are delivered in an engaging and relevant format to all of our pupils. Pupils should be able to think creatively and critically, solve problems and not be afraid to be innovative and enterprising.

We also deliver some discreet subjects eg. RE, Science, music, MFL, PE and science.— though links are made where possible.

We are unique in offering swimming and forest school to EVERY year group within an academic year including reception.

The school provides for the pupils' spiritual, moral, social and cultural education particularly through its RHSE and PSHE programme. This includes PSICHE, RSE and citizenship involving regular class Circle Times and outside speakers (e.g. police, drugs education, road safety officers). We seek to develop the well-being of the individual pupil through developing self-esteem and the value of good relationships at school, in the home and the wider community.

St. George's strives to ensure that our curriculum will result in happy pupils who are ready for the challenges of the 21st century culturally, socially and economically.

*"The school provides for its pupils a truly wide and exciting curriculum. This is why pupils enjoy school, behave very well and make excellent progress."*

OFSTED Report (March 2008)

### Charges for School Activities

We aim to provide pupils with curricular activities to extend their education and these may include educational visits or a theme day in school. A voluntary contribution is requested to help cover the cost of these activities. No child will be excluded if their parents do not contribute, although it is requested that parents discuss their needs with the Headteacher in order to ensure that support can be offered. In the event of insufficient voluntary contributions it is likely that the event will be cancelled.

The school runs several residential visits for pupils for which there is a charge. We believe in offering the opportunity for children to take risks in a safe and controlled way. This involves activities such as staying away overnight from home, adventure sports such as abseiling, team games, bush craft activities and working on a farm.

### School Uniform

We would like to foster a feeling of community and identity within our school. Our school colour is navy blue and various items of uniform are embroidered with the school logo. Order forms can be found on the school website and from the office.

Girls are expected to wear a navy blue skirt, pinafore or trousers, navy sweatshirt with school logo or navy blue cardigan, white blouse or white polo shirt or in summer a navy blue and white check dress and black or blue flat strapped/laced shoes (not high heeled).

Boys are expected to wear grey trousers or shorts in summer, white polo shirt with school logo, navy sweatshirt with school logo or navy blue pullover and black shoes (not trainers).

PE consists of a house colour t-shirt, navy blue shorts/joggers plimsolls or trainers.

All clothes must be clearly marked with the child's name.



## Secondary transfer

Many of the children from our school transfer to Wrotham School although we have pupils who move on to a large number of secondary schools in the surrounding area including Kent Grammar Schools for children who are successful in passing the PESE tests. Our Upper Key Stage 2 teacher liaises with staff to ensure a smooth transfer of information and support. The children have opportunities to visit their intended school and teachers from Wrotham School visit here in the summer term. We also maintain links with Wrotham Partnership Schools through taking part in local projects and special events, as well as supporting each other educationally for school improvements.

## Pupil Voice

In keeping with our aim to offer children responsibility and a voice in their own school and learning, we are very proud of our School Council, Wellbeing Monitors and Class Ambassadors. Elected representatives from each class work to agree priorities for change and development around the school. They then discuss their ideas with the headteacher (and possibly governors), to determine which projects might go ahead. In handling a small budget, they gain valuable experience of a number of life skills, including responding to differing viewpoints, chairing meetings and learning to perform the roles of treasurer and secretary.

*"Pupils enjoy having a say and feel their views are valued by the Headteacher and staff."*

*OFSTED Report (March 2008)*



## Special Educational Needs (SEND)

At St. George's (VC) CE Primary School we strive to support all children to enable them to achieve well at school. Quality first teaching is vital; however for some children there are occasions when further additional support may be needed to help them achieve their targets. At St. George's (VC) CE Primary School all staff take responsibility for Inclusion under the leadership of the SENCo.

*"Work is tailored well to different levels of ability through the comprehensive assessment procedures that are in place. This might include setting, as in mathematics, or the very effective use of direct teaching of small groups by teachers or their assistants. as possible."*

*OFSTED Report (March 2008)*

## Pupil Progress Reports

We provide the opportunities for parents to have a discussion about their child in the Autumn and Spring terms and a full written report is sent home in the Summer term.

The reports outline your child's progress in relation to curriculum, targets, learning and development.

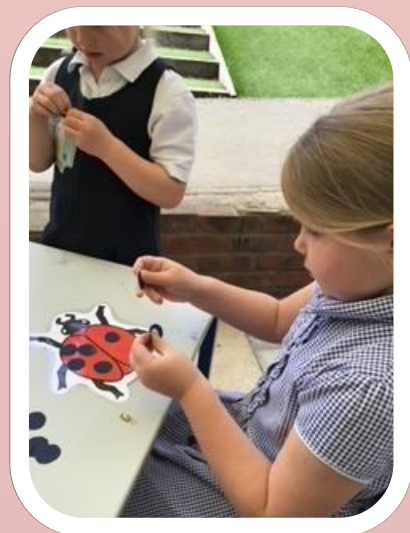
Parents are welcome to request additional meetings to see a teacher if a concern arises, please arrange this through the School Office.

## Assessment and target-setting

In addition to on-going formative assessment which takes place through daily conversation, observation and marking, there are termly assessments and annual assessments of a more formal nature that are used for setting targets and monitoring progress. In Year 1 children complete Phonics testing. In Year 2 & 6 children complete standardised assessments set by the Department for Children Schools and Families (DCSF). In Year 2 these are used to confirm teacher assessments in English and Maths and in Year 6, the tests are externally marked and results returned to the school. In Year 4 children complete standardized times tables tests. In other years children undertake standardised papers to help us in monitoring progress and agreeing appropriate targets for your child to aim for in future terms. This supports our aim of offering realistic challenges so that each child reaches his/her potential.

## Homework Policy

We believe that homework provides a window for you to appreciate some of the things your child is learning. It allows us to promote independent study and responsibility and to encourage creative and individual responses. The children are offered activities appropriate to their age and they will be given clear guidelines as to when and how to complete them. Class teachers review and monitor homework assignments, providing written or oral feedback.





## St. George's School Parent Teacher Association

The PTA at St. George's School is very active. Members donate significant time helping with school activities and projects, organising fundraising events and running social events. Many of these events raise money for those little extras for the school and are planned throughout the year. All parents and staff are automatically members of the Association and are eligible to attend the AGM which is held during the autumn term. A new committee is elected at this meeting and parents new to the school are encouraged to come to the meeting to find out more about the type of events arranged and how the PTA is run. Committee members share in the organising and running of the events. These funds have provided a variety of much valued equipment, from new library books, to extra computers and interactive whiteboards for each class in the school.

### Workshops and curriculum events for parents

Through the year, staff organise workshops and special events to encourage a greater understanding for parents of current approaches, teaching methods and learning styles. Sometimes these may focus on a particular year, such as the reception year of the Foundation Stage or we might cover ways of teaching spelling, reading or mathematical skills across the school.

### Parent and Carer Partnership

We strongly believe in the importance of working with you to ensure your child progresses confidently to achieve the very best learning experience at school. Informal contact is encouraged at the end of the school day, but we appreciate that this is 'peak time' for class teachers.

However, we are keen that any issues are dealt with as quickly as possible and parents can arrange appointments with their child's class teacher at a mutually convenient time.

We also offer more formal parents' interviews twice a year, in Autumn and Spring. You may, of course, arrange other times with the class teacher to discuss your child's progress. We also have a Home School agreement which sets out the roles and responsibilities of parents, pupils and the school. A written report of your child's achievements and attainment is provided at the end of the school year.

We are always keen to learn how we can improve and develop communications with you.



## Be kind, be safe, be responsible and be proud

These are supplemented by classroom behaviour norms that are agreed with and reviewed by the children. Children understand the fairness of loss of privileges (such as playtime) should they fall short of expectations after verbal reminders. We work closely with parents and carers to monitor any persistent behaviour difficulties, to ensure improvement is supported and acknowledged.

Children's positive behaviour is acknowledged on a weekly basis during our Friday Celebration Worship. Younger children are supported by Playground Buddies, which is designed not only to give responsibility to the older pupils but to model good and inclusive play practices for the younger children.

### Communication

We communicate through Headteacher Newsletters which go onto our website fortnightly, [www.st-georges-wrotham.kent.sch.uk](http://www.st-georges-wrotham.kent.sch.uk). We also have a Parents' notice board, a brilliantly active Parent Teacher Association (PTA) and information about the school is available through the local Wrotham parish magazine. Governors also publish their own newsletter once a year.

We are always keen to learn how we can improve and develop communication with you. We have a Governors Forum which meets on a termly basis to discuss current issues.

The Headteacher and Deputy aim to welcome you and your children each morning as there are two entrances to the school.



## The Governing Body

Together, with the Head Teacher and the Senior Leadership Team, the Governing Body are responsible for making sure the school provides good quality education. They meet regularly to monitor the progress of children throughout their time at our school and provide challenge and support to the Head Teacher, drawing on their knowledge and experience.

The Governing Body have three strands to their role:

To Provide a **Strategic view of where the school is going**. What are the long term aims, how will the school achieve them and how do governors know how effective the school is?

To Act as a **Critical Friend** by supporting the school and its work, through monitoring & evaluating the school's effectiveness in raising standards.

To Ensure **Accountability**

*"Excellent relationships with the local church reflect a joint mission to serve the local community."*

*"Collective worship is highly valued by the whole community, including parents, and has been developed by excellent practice which reflects the pupils' ideas and wishes."*

SIAMS Report February 2018



## Our School Prayer

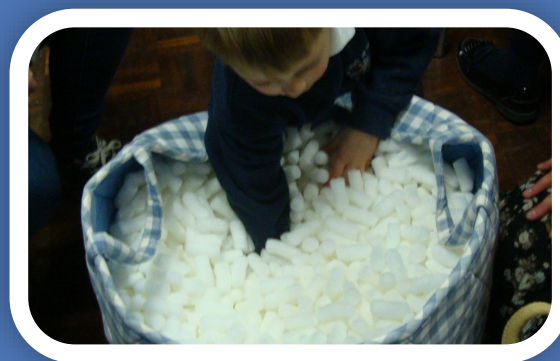
Lord, Bless our school,  
Through working together and playing together,  
We may learn to serve you and serve one another.

## Parental Involvement

We aim to be an open school and make all parents welcome when they visit. The participation of parents is vital to the success of the school and we value the time and energy parents are able to give as volunteer helpers.

There is a parent's noticeboard located outside the main school gates which is regularly updated. Parents are invited to a variety of events e.g. class assemblies and family worship, throughout the school year.

Newsletters are sent home every alternate Friday to inform you of key events, school life and general information.



## St George's CE Primary School *"Bringing Faith and Education Together"*

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Nr Sevenoaks, Kent  
TN15 7DL

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**Website:** [www.st-georges-wrotham.kent.sch.uk](http://www.st-georges-wrotham.kent.sch.uk)



@StGeorgesKent