



# School Prospectus 2010-2011

Green Park Community  
Primary School

The Linces  
Buckland Estate  
Dover  
CT16 2BN  
01304 822663  
office@greenpark.kent.sch.uk



*From tiny footsteps to giant  
leaps, laughing and learning  
all the way.*

## Our Staff and Governors

<u>Name</u>	<u>Role in school</u>		
Mr. R B Hawkins	Head Teacher	Mrs. N Tracy	Teaching assistant
Mrs. A Woolcombe	Assistant Head Teacher- Curriculum	Mrs. S Harrison	Teaching assistant
Mrs. D Battersea	Assistant Head Teacher- Pastoral	Mr. J Perfect	Teaching assistant
Mrs. V Trewartha	Key Stage 1 coordinator	Mrs. B License	Teaching assistant
Mr. T Jones	Key Stage 2 coordinator	Mrs. A Martin	Teaching assistant
		Mrs. N Meyer	Teaching assistant
		Mrs. J Husk	Teaching assistant
Miss L. Keogh	Reception teacher	Mrs. C Paton	Teaching assistant
Miss L Potts	Reception teacher	Mrs. C Hurn	Teaching assistant
Mrs. S Adesina	Year 1/2 teacher	Mrs. T Crofts	Teaching assistant
Mr. C. Bryant	Year 1/2 teacher	Miss. A Perkins	Teaching assistant
Mrs. P Clayton	Year 3/4 teacher	Miss R McGregor	Teaching assistant
Mrs. C Hanson	Year 3/4 teacher	Mrs. T Clay	Teaching assistant
Mr. A Mackie	Year 5/6 teacher	Miss M Harrison	Teaching assistant
Mrs. J White	Year 5/6 teacher	Mrs. S Harrison	Teaching assistant
Miss H Jakeman	Year 5/6 teacher	Mrs. J Brooks	Teaching assistant
Mrs. B Daniels	School Business Manager	Mrs. C Smurthwaite	Teaching assistant
Mrs. L Bishop	Receptionist	Mrs. S Boast	Teaching assistant
Mrs. S Cakebread	Breakfast club leader/Librarian/Midday supervisor	Mr. G Thresher	Teaching assistant
Mrs. J Davison	Family Liaison Officer (FLO)	Mrs. L Latham	Teaching assistant
Mrs. L Kinnon	Receptionist	Mrs. E Grayling	Teaching assistant
Mrs. M. Halpin	Breakfast club leader	Mrs. M Campbell	Teaching assistant
Mrs. L Williams	Midday Supervisor		
Mrs. S Ross	Midday Supervisor		
Mrs. P Parrington	Midday Supervisor		
Mrs. A McGuire	Midday Supervisor		
Mr. M. Scrivens	Caretaker		



## Our Mission Statement

Green Park Community Primary School is a new school born from the amalgamation of two very good schools- Melbourne Community Primary School and The Powell School.

The staff, parents, Governors and pupils at Green Park share a vision. This mission statement has been created from the values that we all share. It reflects our priorities, which are that:

- The school will be at the centre of our community, providing support, working with local people and companies and driving forward the development of our community to provide the best possible environment for our children to grow in and
- The school will be a centre of excellence and enjoyment for providing a stimulating, exciting and innovative place to learn for all who work here, developing new practices and working with outside agencies to provide a fully rounded education for all.

At Green Park, we believe that our school should be:

- ❖ A safe place.
- ❖ A place where we all respect each other.
- ❖ A place where creativity is at the centre of education.
- ❖ A place free of bullying, discrimination or exclusion, where everyone is valued as an individual, with their own talents, personality and needs.
- ❖ A place where excellence and enjoyment is expected and achieved through constant development and
- ❖ A place where everyone wants to come.

These are the values we hold up in everything we do. If you feel you would like to be part of our school, we welcome you.

## Teaching and Learning

We believe that children learn at their best when they are enjoying what they are doing and when they can see a purpose to what they are learning about. At Green Park, the children will follow a Creative Curriculum. This means that their learning will be based around a central theme each term, based upon a Science, History or Geography topic. Their teachers will plan activities in line with this theme. For example, the children may learn about the topic of Electricity in Science. The teacher will plan these activities and will also use electricity as the central theme for the activities in art, music, dance and many other subjects.

Literacy and Numeracy lessons will be taught separately, but the central theme will be applied where possible. For example, the children may write a report on how electricity is made, or use mathematics to calculate the school's electricity bill!

Each term, the school will be holding Curriculum Enrichment days. These will be days where the children will learn about a particular theme, such as another culture, the environment or a famous writer. The days will give the children opportunities to take part in activities such as dance, music and art. We invite parents to join the children at the end of the day for an assembly to see what the children have been doing.

Literacy and Numeracy will be taught in streamed groups across each year group. The children will be placed in a group appropriate to their ability level. All the groups will be covering the same curriculum, but the streams will allow the children to work at an appropriate pace and with the correct level of adult support. The groups are reviewed every term, and before we consider moving a child from one group to another, we will always consult with their parents.

At Green Park, we believe that learning is for everyone. Our staff have made a commitment to learn something new every year, whether this is through evening classes, working with another colleague or visiting another school. We believe that parents should be part of the learning community too, and so will be running literacy and numeracy courses for you, so that you can help your children at home. There will also be opportunities to learn about ICT and parenting skills through the adult education service in the school.

We strongly believe in the right of every child to learn without being disturbed by disruptive children. Any child who is disrupting the learning of the pupils will be removed from class.

Religious Education is taught at Green Park CP School. If you would like to know more about this, or if you wish to withdraw your child from any of these lessons, please come into the school and talk to us.

## Uniforms and Equipment

At Green Park, we place a lot of value in children looking and feeling smart. We believe that this will get children ready for the world of work, and that a child that looks smart, acts smart.

Our uniform is readily available from any supermarket, and our sweatshirts are available from the school office. Every child that joins Green Park receives a free sweatshirt to start them off.

Boys: White polo or formal shirt, school sweatshirt, black or grey flannel trousers or shorts, flat black shoes.

Girls: White polo shirt or blouse, school sweatshirt or cardigan, black or grey flannel skirt or trousers, flat black shoes.  
Girls may also wear a green school summer dress in the hotter weather.

In the summer, we recommend that the children wear a hat to protect their skin.

No jewellery is permitted except for stud or sleeper earrings. Children wearing jewellery will be asked to remove it and it will be returned in an envelope at the end of the day.

Some classes will be going swimming as part of their PE time. The children require a simple swimming costume and a towel.

PE kit is simply black shorts and a white polo shirt, trainers or plimsolls. Please leave your child's PE kit in school until the end of a term when it should be taken home to be washed. If your child does not bring a PE kit into school, we will lend them one, but we do not always have enough spare plimsolls of the right size.

Mobile phones must be handed into the office at the beginning of each day.

# Term dates and holidays

August 2010						
M	T	W	T	F	S	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2010						
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October 2010						
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November 2010						
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December 2010						
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January 2011						
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February 2011						
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28						

March 2011						
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April 2011						
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May 2011						
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30	31					

June 2011						
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July 2011						
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August 2011						
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29	30	31				

September 2011						
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26	27	28	29	30		

**INSET/ Non-contact days for teachers:**

Over a school year, pupils are required to attend for 190 days/380 sessions. In total, teachers may be required to be available for work on up to 195 days, with the additional days specified by individual schools as non-contact days. Schools may also require teachers to work additional hours before or after school sessions, as an alternative to full non-contact days, provided that any teacher is not required to work in aggregate more than 1,265 hours during a school year. Schools may therefore choose to require teachers to make up the full equivalent of the 5 non-contact days wholly through additional hours, or use a mixture of additional hours and non-contact days.

The school will not grant any holiday for pupils during term time unless exceptional circumstances apply such as bereavement or observation of a religious holiday.

## Additional Needs

At Green Park School we are aware that at some point in their school career, there are pupils who will experience barriers to learning and participation. Additional support will be provided for the very able child as well as those with social, emotional, behavioural and learning difficulties. We believe that:

- children with additional and special education needs should be offered full access to a broad, balanced and relevant curriculum
- the child's view should be sought and taken into account
- parents have a vital role to play in supporting their child's education.

We offer support for diversity by developing inclusive policies, practices and cultures that develop caring, confident, capable children.

## After Schools Clubs

At the heart of our school is the belief that children should be allowed to be children. Part of this ethos is the provision of after school activities. All of our after school clubs are free and are provided by our staff voluntarily. There will be clubs for all the children, whether they are keen on sports, arts or both.

We will let you know at the start of each term about the clubs on offer. You simply need to fill in a permission slip and make sure that we know how your child will be collected at the end of the club.

We do ask that children attend the club every week, unless they are ill, so that the spaces do not go to waste. If your child does not want to attend the club anymore, we ask that they let us know so that another child can use their place.

Clubs that will be offered include:

**Football, Rugby, Netball, Cricket, Jesus Mess and Biscuits, Athletics, Multi-sports, Mini-movers, Running, Basketball.**

**Art, Trumpets, Recorders, Choir, Sign Language, Computers, French, Spanish, Reading, Homework, Chess.**

We hope that every child will take part in at least one club.



## Educational Trips

Educational trips enhance and improve the learning that happens in school. At Green Park, we try our best to ensure that every child gets to go on a trip every term. This may be a simple visit to a local area, or a bigger trip to a large museum. The school funds trips, but the full cost cannot always be met. This is when we ask for contributions from parents. Although we would never stop a child from going on a trip, because their parents could not pay, we do rely upon parental contributions to make the trips possible.

If you have financial difficulties and cannot pay for a trip, the school will be happy to receive whatever you can afford. We are also happy to try and help you meet the costs of other items such as uniform. Simply pop in and talk to our Family Liaison Officer (Jo) and we will do what we can.

## Food in school

When your child first comes to school, you may worry about whether they will eat their lunch. At Green Park, our lunch times are supervised and we will ensure that no child goes hungry. You may choose to provide your child with a packed lunch. This should be brought to school in a plastic container. Packed lunches should contain a balanced meal, for example- a sandwich, some fruit, yoghurt and perhaps a biscuit. You know what your child will eat, but we do ask that the children do not bring sweets into school. Your child will also need a drink- no fizzy or very sugary drinks please. We ask that they also have a water bottle so that they can drink during the day. If we see that your child is not eating their lunch, or that it doesn't seem to be enough for them, we will let you know.

Children can also eat a hot meal at school through the school meals service. The menu for the meals is displayed in the reception area and in the dining room. The meals cost £1.80, payable each day. If you are entitled to free school meals, you will need to apply for these and your child will receive a meal in school. Applications can be made through the school office.

We all know that if a child is hungry, they will not be at their best in school, so we ask that you provide your child with a good breakfast to start them off and give them some fruit to eat at break time. Children under the age of 7 will be provided with free fruit by the school.

If your child is allergic to any type of food, please let us know, especially if they have a serious nut allergy.

If you have any concerns about your child and food in school, please come and see our Family Liaison Officer (FLO), Jo Davison, and she will be happy to help.

## Illness and Medication

Children will become ill from time to time, and bugs will often run through the school. If your child is ill, please let the school know. You will be able to best judge when your child is well enough to come back in, but if they have been sick or have had diarrhoea, please keep them at home for 48 hours.

If your child requires medication whilst at school, please bring it into the school office and you will be asked to sign a form. The school will only administer medication that has been prescribed by a doctor.

The school has a medical room, where medication and first aid is administered by a trained member of staff.

## Contacting the school

If your child is ill, you should ring the school before 9.00am. You can leave a message or send a text message to the school's mobile phone.

The telephone numbers for the school are:

Main switchboard

01304 822663

Mobile for text messages

07595276040

If you would like to speak to your child's teacher, the best thing to do is to make an appointment. That way, you will not be rushed and the teacher can give you their full attention. Simply ring the school office and an appointment will be made for you.

The head teacher can be contacted through the school office, and the secretary will be happy to make an appointment for you to meet with him. You can also contact him by e-mail at [headteacher@greenpark.kent.sch.uk](mailto:headteacher@greenpark.kent.sch.uk).

The school has a website, that is packed with information- [www.greenpark.kent.sch.uk](http://www.greenpark.kent.sch.uk)

## Other useful information



Email: [info@dcsf.gsi.gov.uk](mailto:info@dcsf.gsi.gov.uk)

Telephone: 0870 000 2288 Textphone/Minicom: 01928 794274 Fax: 01928 794248 Phone lines are open 9.00-17.00, Monday to Friday.

Sure Start Children's Centre  
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C/o Sure Start Dover  
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St Radigunds  
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