



School Prospectus 2023

Imagine

with all your mind

Believe

with all your heart

Achieve

with all your might





Headteacher's Welcome

I have the great pleasure of welcoming you and your family to Matlock Bath Holy Trinity CofE Primary School. I hope that you find this prospectus helpful in making that important decision as to where your child starts their educational journey, which I know is not an easy decision to make. Please look at our website for more information and feel free to contact us to arrange a visit to our lovely school.

We are passionate about ensuring that each and every child develops with self confidence, developing a growth mind set and achieving their full potential across the spectrum of experiences that are on offer. We believe that the whole child should be nurtured as well as aiming for each child in our care to leave ready for their next educational chapter.

From the moment the children arrive in our care, be it reception or later on, we like to get to know them and their families and welcome you to join in with every aspect of school life. We keep you informed about your child and our staff are happy to talk to you about how they are getting on. We have regular informative meetings with parents and run workshops to help you keep up with what they are learning in school.

I hope that you are captured by the warmth and charm of our school and that we can welcome you into our community very soon.

Chris Layhe-Humphreys



Chair of Governor's Welcome

On behalf of all the governors and staff I would like to welcome your family to Matlock Bath Holy Trinity CofE Primary School. We are proud of our church school where we nurture the Christian values of kindness, friendship, tolerance and care for others, helping to create a happy school where children can feel secure

It is the aim of the school to provide the best possible education for your child and to encourage children to achieve their full potential. The governors work closely with the Headteacher and staff to ensure we provide support and challenge where needed, as well as ensuring the teaching staff are achieving the school's objectives.

At MBHT, we believe the foundation of a solid education is of the utmost importance for any child and this is always at the forefront of everything we do. Within this prospectus you will see details of the curriculum we deliver at MBHT. We believe that children's education is a partnership between the school and home and believe that good relationships between parents and teachers benefits the overall development of the children.

Families are encouraged to take part in all aspects of school life; this can be anything from hearing children read or supporting the Parent Teacher Association with one of their events, since without them we would not be able to continually improve the facilities and equipment within the school.

The school continues to have a good reputation for the quality of education and pastoral support it provides and we are confident that your decision to entrust the education of your child to the care of the staff and governors will be fully rewarded.

The governors also value the opinion of parents and regularly seek feedback about how the school is doing. Please feel free to contact me or any other of the school governors if you have any questions you would like to discuss. We look forward to your family joining MBHT.
soon.

Tony Jones

Meet Our School Family



Mr Chris Layhe-Humphreys	- Headteacher
Mrs Flori Bors	- Class Teacher (EYFS/KS1)
Miss Vicki Parkin	- Class teacher (KS2)
Mrs Sam Tannahill	- Teaching Assistant/Mid day Supervisor
Mr Matthew Ray	- Teaching Assistant
Miss Katie Harby	- Teaching Assistant/After School Club Leader
Mrs Alice Lee	- School Business Officer
Miss Clare Morris	- Caterer
Mrs Marie Carr	- Caretaker
Mrs Ellen Shirtcliffe	- Mid day Supervisor/Caretaker
Mrs Sharon Willment	- Breakfast Club Leader

Contact Information

Address

14 Clifton Road
Matlock Bath
Derbyshire
DE4 3PW

Email

info@matlockbath.derbyshire.sch.uk

Telephone

01629 582862

Our Governors



The Governing Body is made up of a group of people, whose aim is to support and advise the Headteacher and staff and are often described as a 'critical friend' to the school. The body is made up of parents, school staff (which includes the Headteacher and KS2 teacher), representatives of the Church (foundation governors) and co-opted and local authority governors.

Our Governors have six core functions in their role:

Strategic leadership that sets and champions vision, ethos and strategy

Accountability that drives up educational standards and financial performance

People with the right skills, experience, qualities and capacity

Structures that reinforce clearly defined roles and responsibilities

Compliance with statutory and contractual requirements

Evaluation to monitor and improve the quality and impact of governance

Chris Layhe-Humphreys	-	Headteacher
Tony Jones	-	Chair of Governors/Foundation Governor
Sheila Laming	-	Local Authority Governor
Rob Burton	-	Co-Opted Governor
Sarah Parsons	-	Vice Chair/Parent Governor
Vicki Parkin	-	Staff Governor
Vacancy	-	Parent Governor
Vacancy	-	Foundation Governor
Anna Chadwick-Marsh	-	Clerk to Governors

Our School Vision and Values

(Written in collaboration with the children and staff of MBHT)



Our vision and values are at the core of everything we do. They underpin our teaching and learning, and provide an environment which prepares our children to be confident, happy individuals who can make a positive contribution to their world.

- ♦ Our school is a safe, happy and caring place where people are not left out.
- ♦ We try hard to show compassion and respect everyone in our school community.
- ♦ Together, we create an aspirational environment where everyone loves to learn.
- ♦ We are guided by Christian values.
- ♦ We want to be prepared for life in our future environments, both real and virtual.

The children of MBHT have selected their three Christian values which they want to abide by and learn more about. These are:



The School Day

'Every day and on time'



Morning Session

- 7:30am - Breakfast Club
- 8:45am - Doors open
- 8:55am - Registration
- 10:30am - Morning break
- 12:00pm - Lunchtime

Afternoon Session

- 1pm - Registration
- 2:15pm - Afternoon Break (EYFS/KS1)
- 3:30pm - Home time
- 3:30pm - After School Club (Until 5:30pm)

As a Church school, we celebrate our time together through our daily Collective Worship time. This is a valuable and important part of the school day, where we join together as a whole school and reflect on topics . We unite in a period of prayer, listen to stories from the Bible and sing songs dear to us. We use this time to learn about and share stories from other religions, encouraging an appreciation, acceptance and respect of all beliefs and cultures from around the world.

"Pupils and staff are fully engaged in worship and clearly enjoy the experience. Prayer is a regular feature of the school day, with pupils having an understanding of what prayer is." Siams 2017.

Admissions



Children starting in Reception class, will be admitted in September. They will experience a nurturing and inviting environment in which to explore and investigate with an array of activities aimed at helping them to settle and feel welcome in their new setting.

Places in Reception need to be applied for via the Local Authority who control all admissions. Please find further details from Derbyshire County Council:

<https://www.derbyshire.gov.uk/education/schools/school-places/apply-for-a-school-place.aspx>

Prior to your child starting school, they will have the opportunity to visit our school so that they become familiar with the staff, the school and the environment, enabling them to have a happy, settled start to school. This meeting will also give parents information about what to expect when their child starts school and how they can help them.

Staff at MBHT, are always happy and willing to discuss any issues you may have. If you have any concerns, please let us know straight away.

Providing a Safe and Protective Environment



Our school is committed to the safety and welfare of the children. All of the children here at MBHT are special and, as a staff, we work hard to provide a stimulating, accessible environment and one which fulfils the needs and requirements of all of the children.

If, as a school, we have reason to be concerned about a child, we may consult in the first instance with the family involved, or consult with other agencies where appropriate.

If a family needs support in any area of their life, we will complete an Early Help Assessment. This is completed with parents and carers to help identify what support is needed. This process allows school and families to work together to find solutions and support one another. An Early Help Assessment may include arranging interventions by outside agencies, arranging support sessions or meetings and making sure steps are being taken to improve the lives of the children in our community.

If you have any questions or concerns regarding safeguarding or feel you would benefit from our Early Help, please talk to any of our safeguarding team:

Mr Layhe-Humphreys, Mrs Bors or Miss Parkin.

Our School Curriculum



When your child starts school in Reception, they will work on all areas of learning in the **Early Years Foundation Stage**. This ensures that they receive a balanced and broad experience, with continuous provision, where resources and areas are laid out for your children to explore freely enabling them to explore, investigate and experience activities. Their learning continues in their own safe and secure outdoor area, where all areas of the curriculum will still be available. All of this encourages the children to grow into successful, independent young learners.

Our Key Stage 1 and 2 children follow the **National Curriculum**. We put a lot of emphasis on the importance of English and Maths, but also offer varied and exciting opportunities in all subjects: science, history, PE, music, geography, French, design and technology, art and design, religious education and computing and MFL(for KS2). Personal, Social and Health Education (PSHE) and Relationships and Sex Education (RSE) are also part of our curriculum.

We will often work through themes where several curriculum areas are addressed under one heading and, at times, may take a whole school approach to a themed day or week. This unites the children in their learning, bringing all of the Key Stages together.

We have two members of staff who are qualified Forest Schools practitioners. Forest School takes place on a Friday afternoon where children learn and experience a range of skills. Forest School has positive impacts on children in terms of confidence, social skills, language and communication, motivation and concentration, physical skills and knowledge and understanding.

Special Educational Needs



Every child in school, has their needs carefully assessed and their progress tracked. Any child that we believe has a special educational need or disability, will have been identified as early as possible and this is then discussed with our parents straight away. Many children will benefit from some additional support in order to help them achieve as much as they are able. This additional support may be delivered by the class teacher, other teachers in school or teaching assistants.

The Special Educational Needs and Disability Co-ordinator (SENDCo), Miss Parkin, may call on the support of the specific skills of the Educational Psychology Service, the School Nurse, Behaviour Support teacher, Speech and language therapist or any other supportive specialist agencies.

Our primary aim is to ensure that the needs of all children can be met in a way that allows them to fully access our school curriculum. Additional support may only be necessary for a short time, or it may be necessary throughout a child's time in school. Whatever the case, we ensure that parents are kept informed and consulted about their child's progress and any support that is given.

Some children may require an Individual Education Plan (IEP) which will identify particular areas of work that we will be supporting. Again, this will be reviewed regularly with both the parents and children being involved.

Wraparound Care



Our Wraparound Care begins with **Breakfast Club** every morning from 7.30am. Children can enjoy various activities whilst being supervised by a member of staff. Any child can attend, however places need to be booked by completing a booking form, available through the office. The cost per session is £3:00. There is no cost for children who are entitled to free school meals.

After-School clubs are offered each day, running from 3.30pm—5.30pm. There will be a range of activities for children to join in with, some are held in the School Hall and others using our outdoor facilities.

Throughout the school year, we also provide Forest School sessions and enrichment activities. These are held during the school day (Friday afternoons). Staff will communicate with parents if any particular clothing is required, especially for Forest Schools activities.

A timetable of the clubs available will be sent out at the beginning of each term, giving further information where you can select the clubs that would be beneficial to you and your children. Details will also be available on our School Website. The cost for this service is £3 per hour per day. Again, there is no cost for children who are entitled to free school meals.

Dinners



We are lucky at MBHT that we have our own kitchen on our school site. Miss Morris prepares hot food for us each day and provides a healthy, balanced meal. The menu is displayed outside the main school door and on the website.

From September 2014 the government introduced Universal Infant Free School Meals for all pupils in Reception, Years 1 and 2, so there is no charge for a school meal. If you wish, you may of course provide your child with a packed lunch from home. We ask that this is a healthy and balanced one please! No glass bottles or fizzy drinks are allowed in school.

You have the option of mixing and matching of course—we just need to know beforehand to cater accordingly. If you are thinking of changing we must have at least two week's notice.

It sometimes takes a while to get used to eating school meals! Please try not to worry; we will look after your child and encourage them to try things each day. We aim to create a family restaurant environment at lunchtimes, encouraging good manners and social skills.

Free School Meals

Pupil Premium is extra money paid direct to schools for each child who is eligible for free school meals. It is used to support your child's education. Please apply for free schools meals if you are eligible so our school gets this money.

In order for school to recognise who is eligible for universal meals and who qualifies for free school meals for funding purposes, we would encourage all parents to register with school by completing an application form, even if your child does not wish to receive a meal.

Snacks



Morning Break

Children may bring a small healthy snack to enjoy during our morning playtime each day. Please do not send sweets, biscuits or crisps etc. If anything is provided in a container, please try to make sure this is clearly labelled!

Afternoon Break

All children in Reception, Year 1 and Year 2 are entitled to receive a free piece of fresh fruit or vegetables each day to enjoy during our afternoon playtime. This is a Government funded campaign to encourage healthier eating! We have a wide variety of options each day from carrots and mini cucumbers, to strawberries and bananas! We encourage all our children to try something each day.

Water

Fresh water is always available in school. All our children are provided with a cup in their classroom and a jug of fresh water is regularly replenished. There is no need for you to provide anything yourselves, unless you wish to bring a water bottle—named of course!

School Uniform



At MBHT we have a school uniform policy and politely request all our children wear it. It is part of the high standards we encourage our children to uphold. We are very proud of our school and wearing our uniform shows this pride and belonging to the school family; all children are equal and feel included.

Uniform can be ordered and bought through our two providers, one of which is local in Matlock:

‘Parade Schoolwear’

<https://paradeschoolwear.co.uk/collections/matlock-bath-ht>

‘My Clothing’

<https://myclothing.com/pupil-uniform/22155.school>

Our uniform consists of:

- ♦ Black or grey trousers, skirt or dress
- ♦ White polo shirt
- ♦ Green gingham dress
- ♦ Emerald green jumper or cardigan, preferably with the school logo
- ♦ Black shoes

PE kit

We do PE twice a week and at various points in the year it will be both indoor and out. We therefore request options for the colder months! (All of which should be plain and free from logos please)

- ♦ Black or navy shorts AND black long length jogging / tracksuit bottoms
- ♦ Black or navy long sleeved jumper. Our new local uniform providers - Parade Schoolwear – supply a green hoodie – this is acceptable.
- ♦ White t-shirt
- ♦ Black pumps for indoors (a different pair of trainers for outdoors)

Attendance & Absence



Good attendance at school is essential for your child's education and establishes a positive working ethos early in life. Attendance and punctuality are key criteria when schools are graded.

100% attendance is certainly possible! There is a clear connection between regular attendance and achievement. As attendance deteriorates, so does performance, achievement, friendship circles and self-esteem. If, at any time, absence becomes a concern, we may initiate Early Help, which allows school and families to work together in a supportive way and may help to find a solution to a particular attendance issue.

We expect all children on roll to attend every day, as long as they are fit and healthy enough to do so. However, if your child is ill, the best place to be is at home! Please ensure that your child is only absent from school when absolutely necessary and arrives on time each morning. The school door is open from 8:45am for school to begin at 8:55am. Arrival after 8:55am will get a late mark in the register.

In order for us to keep our children safe, we do need to know where they are! Please contact Mrs Lee in the school office before 9:15am if your child will not be in school. If they are off for a few days, we ask that you contact school on a daily basis to keep us informed. If we have not heard from you by 9:15am, we will contact you to confirm the reason for absence following our Safeguarding procedures.

Holidays in school term time cannot be authorised and may bring a fixed penalty. If you wish to request time off in school term time, please ask at the office for a form to fill in at least 3 weeks prior to the dates. These requests can only be authorised under exceptional circumstances, which is at the discretion of the Headteacher.

First Aid



We have members of staff qualified in First Aid. If your child has a minor injury we will ensure your child is taken care of in School. If your child has a more serious injury we will contact you so you can go with your child to hospital. We will contact you if your child has a bump on the head to give you the option to take your child home.

We are not allowed to use any creams and lotions in school or give children non-prescribed medicine such as Calpol other than specific drugs for asthma. Many pupils at MBHT need support for asthma. It is important that your child has an inhaler available for them at all times and they should be able to manage it themselves. All medication will be kept in a locked container in the school office.

Parents need to complete a form, available from the school office, for prescribed medicines, which need to be taken during the school day.

Please note, in accordance with the Children's Act, the governors have a duty of care and follow County guidelines. Where there are concerns for the safety and well-being of pupils or families, Social Services will be contacted for advice and support.

Other Useful Information



Reading Journals

All our children are given a Home-School Reading Journal at the start of the year. This is a great way to communicate between your child's class teacher and yourselves. It needs to be in school each day please and you are welcome to make any comments inside if you need to get a message to the staff.

Reading & Activities at Home

Our focus is on READING! We have pledged to read to your child every day for at least 10 minutes & we'd love you to match us! Daily reading at home is a great way to help your child's progress. Little and often is very effective. Please make a short comment in the Home-School Reading Journal when you hear your child read at home, or simply initial the day. Your child will be heard read at least once a week in school, so it is important to have reading books in school every day. Other homework may be linked with Maths facts, spellings (when appropriate) and other areas of the curriculum.

Book Bags

Please make sure these are brought to school each day. They are THE place where all letters home will go! Reading books and Home-School Reading Journals are best kept safely in them too.

Parent Consultation Evenings

You will be invited to meet with your child's class teacher in the Autumn and Spring terms to discuss how they are getting on in our school. If you have any questions, worries or queries, please do not feel you have to wait until these dates to talk about them! Pop in and see us!

Annual Report to Parents

A summary of the celebration of your child's year will be sent home in July.