



Victoria Lane Academy



***School Brochure
2019 – 2020***

***Our school motto:
To be the best that you can be***



A Member of the Tudhoe Learning Trust



Victoria Lane Academy

Brochure 2019-2020

LIST OF CONTENTS

Introduction	3
School Values and Aims	4
Visitors to the school	5
Admissions Criteria	5
Nursery Admissions	5
School day	6
Children at Playtimes	7
Attendance and Absence	7
School Dinners	8
Sport at School	9
Medicines in school	10
School uniform	10
First Aid	10
Sun Care	11
Behaviour and Anti-Bullying	11
Homework	12
Assessment and reporting	12
Inclusion	13
Communication between Parents and School	13
Staffing	14
School Clubs/Childcare Provision	15
Curriculum	15
Nursery/Reception	16
KS 1 & 2	16
Child Protection	17
Working with Parents	17
Friends of Victoria Lane Academy (PTA)	18
Charging Policy	18
Complaints	18
School Dates and Holidays	19



**Victoria Lane Academy
Victoria Lane
Coundon
Bishop Auckland
County Durham
DL14 8NN**

Telephone/Fax 01388 603588

Email office@victorialanepimary.co.uk

Website www.victorialane.durham.sch.uk

We are proud of our school that has educated so many generations of children from the communities of Coundon, Leeholme and surrounding villages. A happy, welcoming and highly inclusive school environment, Victoria Lane Academy has gone from strength to strength as part of the family of schools that constitute the highly successful multi-academy trust, Tudhoe Learning Trust. We are constantly striving to improve and develop our approach to education so that our children receive the best possible primary school experience.

Victoria Lane Academy is a traditional village primary school, built in 1935. The school has generous teaching and learning space with two halls, its own school kitchen, food technology room, spacious classrooms and extensive playing fields. The Nursery and Reception areas have benefited in major investment over recent years and now boast fabulous out-door play areas to extend learning.



Our Shared Values

In Victoria Lane Academy, we nurture confident, caring and responsible pupils by providing a stimulating learning environment where mutual respect and equality is promoted and trying our best is more important than being the best.



Aims of the School

To make the children's time at Victoria Lane Academy a fruitful and happy experience we aim to:-

- Provide equal opportunity and inclusion strategies to foster the all round development of the child.
- Create a supportive life-long learning environment, which addresses the professional development of individual teachers by planning a wide range of staff development and training opportunities to enhance the school's development targets.
- Provide learning and teaching experiences based on the National Curriculum and tailored to our children's needs to allow them to become responsible citizens, effective contributors, successful learners and confident individuals.
- Foster self-discipline and resilience in pupils and raise their awareness of their role in the wider community, including promoting individual health, well being and a positive attitude to recreation and leisure.
- Provide a learning environment, which is adaptable and relevant to the changing needs of the 21st century learners.

- Encourage and enhance parent's involvement in a positive partnership between home and school, working together to stress the need for considerate behaviour and respect of both adults and peers.

Visitors to School

Visitors should access to the school by way of the entrance on The Crescent, off Victoria Lane, Coundon. All visitors are required to enter the School by the front door in the main building. Access to the school is controlled; visitors should ring the bell and wait until they are admitted. All visitors must report to the school office in the first instance.

Admission Criteria

The following criteria will apply to all admissions:-

- Children for whom an Education Health care Plan has been issued or is likely to be issued and for whom the school has been named.
- Other children whom the Chief Executive Officer accepts a medical, social or educational need that the school is particularly able to meet.
- Children who have a brother or sister living at the same address, who already attends the school
- Geographical location.

The school has an entry limit of 30 children per year. Parents are welcome to make an appointment to view the school at any time for a preliminary visit and the school office will issue application information for prospective parents to apply to the Local Authority. On being allocated a place, children and parents will be invited to the school for a visit in the term before they are due to start, when the enrolment process will begin. If there are any difficulties over admission, the school can supply full details of the LA appeals procedure.

Nursery Admission

Victoria Lane Academy's Nursery offers provision for children once they have reached their third birthday. All children who are three years old are entitled to 15 hours of free Nursery education, these hours can be taken through attending either morning and/or afternoon sessions. The choice between morning or afternoon sessions is subject to availability.

Morning sessions –

- 9am-12pm Monday to Friday

Afternoon sessions –

- 12.30pm – 3.30pm Monday to Friday

Victoria Lane Academy also offers free 30 hour Nursery education to those families who are eligible. See Childcare Choices website for more information on eligibility criteria.

Although the 30 hour places are also subject to availability, currently some of our places are still available for September 2018.

To apply for a place for your child to join Victoria Lane Academy Nursery, please visit or contact our school office where you will be put in touch with a member of our Nursery staff. If at all possible we will take this opportunity to introduce both you and your child to the nursery, teachers and children and gather some basic information to register your interest. Your child's name and date of birth will then be registered on our school system and you can next expect a call from our Nursery Teacher, Mrs Wagstaff to arrange a preliminary visit and transition visits in the month before your child turns three. At this time we will arrange a visit or series of visits to Nursery to introduce your child into our daily

routine. We will also provide the necessary school paperwork, which staff will be happy to help you complete, if required.

The School Day

School Times are as follows:

Nursery

Morning session 9.00am to 12pm

Afternoon session 12.30pm to 3.30pm

EYFS and Key Stage One – (Reception, Class 1, Class 2) 8:55am – 12.00pm 1.10pm – 3:10pm

Key Stage Two – (Class 3, Class 4, Class 5) 8:55am – 12.25pm 1.10pm – 3.15pm

All pupils have a playtime from 10:40am until 11:00am

It is vital that your child attends school regularly and on time. Ideally, all children will attend our early morning reading and breakfast session from 8.40am but, if not, they need to arrive in good time, 5 minutes early, at 8.50am. Registers are taken at 9.00am so that the school day can commence promptly.

Children who arrive after this time **must report to the main office** and are marked late.

The start of the day

At the start of the school day, supervision is provided from 8.40am, when the school gates open for our early morning reading and breakfast session. All children are met at the school gate by senior school staff and then the children proceed to go into their classrooms for breakfast and early reading with classroom staff. Messages can be communicated to class teachers via staff members on gate duty or via the school office. Teachers are available to talk with you every day at 3.15pm when they bring classes out onto the playground.

The end of the day

Children are brought on to the main playground to stand by their class pencil by their class teachers where they are collected by their parents or carers. It is important to be punctual when picking up your child from school. Children can become distressed when everyone else has been collected. It is important that pupils are clear about collection arrangements that you have arranged. Pupils who are not collected on time, return to their class teacher and are then brought to the school office.

Breakfast Club

Breakfast is one of the most important meals of the day; it sets the children up for the busy school day that lies ahead. We run a Breakfast Club for the children from 8.00am – 8.45am providing children with a healthy breakfast, term time only, at a small charge for childcare only as the breakfast is free, funded by the National School Breakfast Programme (currently £1.00).



Playtimes

All Children have a morning playtime at 10.40am. Nursery and infant children receive free fruit and snacks daily.

Children are expected to spend playtimes out of doors unless weather conditions are such that this is not possible. At the discretion of Class Teachers, pupils may sometimes be allowed to remain within classroom areas during breaks.

Where this is the case, the children are supervised.

Children are allowed access to toilets at all times.



During wet breaks, children will be supervised in class.

The following school rules are designed to ensure the safety and well-being of pupils and must be observed at all times:

- Children must remain within the school grounds at all times
- Pupils are expected to keep the school and grounds free from litter by making use of bins provided
- The car parking areas within the school grounds are out of bounds to all pupils
- The throwing of stones is strictly forbidden
- No slides will be made on, or near, entrances or pathways
- Children are expected to walk inside the building.

Attendance and Absence

Irregular school attendance and arriving late to school is known to affect a child's progress and attainment. Setting good attendance patterns from an early age will help your child throughout their education and working life.

Schools are required to record all authorised and unauthorised absences of pupils and to set targets for school attendance. School aims for all pupils to achieve at least 96% attendance in line with national expectations. It should be noted that absences for which the school receives no explanation are recorded as unauthorised absences.

Registration closes at 9.10am, if your child arrives at school after this time they will be recorded as 'late after registration'. If there is a genuine reason for arriving late, please inform school.

For Child Protection reasons parents are asked to notify the school of any absence before 9.15am on the first day of absence otherwise the school will make telephone contact, **Home Calls**, with parents.

If no contact is made on first day of absence, this will be noted by the school. The school will continue to make absence calls and texts daily until contact has been made. The school attendance

figures are regularly monitored by school leaders and the Local Authority School Enforcement Team so concerns regarding absence can be investigated. Persistent absenteeism can result in fines and court prosecution and poor attendance is detrimental to the educational development of your child.

Parents are asked to take note of the above and to ensure the school has up to date contact details. Parents should inform the Head Teacher (usually by note to the Class Teacher) of any need to withdraw a child from school during normal school hours.

If a parent has arranged for a child to attend an **appointment with a dentist, doctor or optician during school hours**, the Class Teacher should receive written notification of the date and time of the appointment and the parents should arrange for the child to be collected from the school office. Where possible these should be made outside school hours or in the afternoon if possible.

Unless there are exceptional circumstances, **any holiday taken during term time** will be recorded as unauthorised absence.

School Dinners

At Victoria Lane Academy, we want all our children to be the best that they can be and this involves learning about a healthy lifestyle. We understand the importance of a healthy diet and how this can have both a short and longer term impact on the health and education outcomes of our children. This is why we have an outstanding and dedicated kitchen team, who previously won the national LACA Primary School Catering Team of the Year Award. Our small but close-knit team is led by Marie Wall, our Chef Manager since 2009, who was joined by Jennifer Welford in 2010 and finally, Rebecca Howatt, who recently joined us. Our catering team excels in all aspects of primary catering. We work closely with the school lunch provider, Taylor Shaw, to develop effective partnerships with all stakeholders and local community members, increasing parental and community engagement to provide excellent outcomes for all.



Successful initiatives include:

- Popular menu choice days
- Introducing Nursery dinners - Hungry Little Caterpillar Club
- Fun themed school lunch days for all e.g. Mother's Day, Chinese New Year etc.
- Attending parent meetings/buffet to showcase our quality food
- Key Stage 2 Healthy Sandwich Bar.

“Fun to Cook” Pilot Programme successfully involved 25% of KS2 children!

Both parents and children at Victoria Lane Academy have had opportunities to learn how to cook. The Catering Team successfully trialed a highly effective 4 week food programme, developed by Taylor Shaw, that encompasses healthy eating, food hygiene, as well as cooking to produce a range of delicious meals that the children produced and then took home to enjoy with their families. The



second cohort of pupils have just successfully completed this programme that is going to become an annual event and has been rolled out across County Durham.

Our school menus show the wide range of quality food on offer for your child to enjoy as well as a packed lunch option. Children are able to have a combination, whereby they stay for school lunches on a Wednesday and Friday and have a packed lunch on other days.

Remember school lunches are free for all 4-7 year olds!

P.E. and School Sport

Our school motto is: ***To be the best that you can be*** and an integral part of our whole curriculum is ensuring that our pupils know how to develop a healthy, active lifestyle. Every child has two hours of quality P.E. every week and may well participate in games and activities daily so we ask that a P.E. kit remains in school at all times and is sent home for washing every half-term or when this is required.

The PE kit needs to be black/navy tracksuit bottoms/leggings or shorts and a white T-shirt. Trainers/plimsolls are essential as PE will be out-doors as often as possible.

Victoria Lane Academy is allocated Sport Premium Funding from the Government and this money is spent to finance sustainable developments in P.E and sporting opportunities for all of our children. We aim to ensure all of our pupils engage in regular physical activity and are offered a broader range of sports and activities e.g. trampolining and fencing, both within the curriculum and in extra-curricular activities and clubs on offer.

External coaches are utilised in school to effectively support the staff in the delivery of high quality PE and School Sport provision and run a range of after school clubs for our children including Gymnastics and Change4Life Clubs.

We work in close partnership with Sedgefield School Sport Partnership, who provide a whole year programme of sporting events, competitions and festivals for our children to attend as well as providing in school taster sessions including Judo and

We are delighted to have been awarded School Games Gold Award for three consecutive years in recognition of all of the high quality provision that Victoria Lane Academy offers all of its pupils.



School Uniform

All children are required to be in school uniform every day unless it is a non-uniform day; parents/carers will be informed by text if that is the case. The school uniform can be ordered via the website from www.elizabethsewbroiderly.co.uk (select the online shop and enter the password VLA) or is available from most major supermarkets at a low cost. School has spare uniform in school that children will need to wear if they arrive in school without their uniform from September. It is an important part of our school identity and visitors often comment on how smart our uniform looks.

Our school uniform policy details that children need to wear grey or black trousers, skirt/pinafore, white or light blue polo shirts/shirts and a royal blue sweat-shirt/cardigan/jumper.

Please note tracksuit bottoms or leggings are not acceptable school attire. Footwear must be black/navy/dark coloured shoes or trainers can be worn if they are black or a dark colour. The only jewellery that is allowed is a watch and only small stud ear-rings due to health and safety. These need to be removed for PE, swimming and School Sport activities.

PE and School Sport Kit

Ensuring all our children are fit and healthy is important to us. All schools are required to ensure children participate in healthy exercise every day as well as PE lessons. All children must have a PE kit when they come back to school on the first day. The PE kit needs to be black/navy tracksuit bottoms/leggings or shorts and a white T-shirt. Trainers/plimsolls are essential as PE will be outdoors as often as possible.

First Aid and Medicines in School

All staff are first aid trained, and, at present seven members of staff are fully trained in paediatric first aid (exceeding Government recommendations). School has a defibrillator on site that all staff can access.

Victoria Lane Academy wishes to ensure that pupils with medical/mental health conditions receive appropriate care and support at school. All pupils have an entitlement to a full time curriculum or as much as their medical/mental health condition allows.

Parents and carers are responsible for keeping the school informed about any medical/mental health condition or changes to their child/children's health. An Individual Healthcare Plan (IHP) will then be developed in collaboration with the pupil, parents/carers, Headteacher, Special Educational Needs Coordinator (SENCO) and medical/mental health professionals to meet the needs of the child.

Should your child require medication (prescribed only) during the school day, the medication must be given in at the school office, clearly labelled, along with a completed medication administration form. (Available from the school office and on the website) No pupil should bring into school any other medication that has not been prescribed, such as cough mixture or pain relief tablets. You may, by prior arrangement, come into school and administer such medication to your own child.

Sun Care

Parents are reminded that in the summer, children are advised to bring sun cream and /or a sun hat to school. Please ensure that they know when and how to apply this for themselves and that they must not share sun cream with other children.

Behaviour

At Victoria Lane Academy, we believe that the most important part of behaviour management is developing positive relationships with pupils, parents and carers. We strive to work in partnership with parents and carers, and share success and praise. We believe in developing classroom environments, to encourage positive behaviours, establishing rules and routines, and setting clear limits. We believe in rewarding positive behaviours to motivate children and we use sanctions consistently, when negative behaviour is displayed.

Home School Agreements will be sent out at the beginning of each school year, signed by parents/carers, pupils and staff.

Rules and procedures are designed to make clear to the children how they can achieve acceptable standards of behaviour.

Rules and procedures are:

- Developed through discussion with pupils, within classes and across the school, fed back through School Councillors;
- Kept to a necessary minimum;
- Positively stated, telling the children what to do rather than what not to do;
- Made explicit to all;
- Consistently applied and enforced;
- Used to promote the idea that every member of our school has responsibilities towards the whole.

In addition to praise, other reward systems are used throughout school including Independence Awards, Marvellous Me parental messages and Golden Time.

Good behaviour is an essential condition for effective teaching and learning to take place. Our school operates a restorative approach towards behaviour management to ensure children develop an empathetic attitude towards their peers and understand the consequences of their actions. We expect and encourage children to show consideration and respect for themselves and each other. A copy of our behaviour policy and guidelines together with our Anti Bullying Policy can be obtained from the office and school website. Each classroom displays our behaviour charters and reinforces our high expectations to ensure a consistent approach across the whole school.

Victoria Lane Academy Anti-Bullying Code

- Every pupil in Victoria Lane Academy has the right to feel safe and happy
- Our School Community will not tolerate bullying
- Pupils support each other by reporting incidents of bullying
- Adults in school and parents / carers support us by reporting incidents of bullying
- Bullying will be dealt with seriously
- We are a “telling” school – bullying is too important to ignore **“TELL TELL TELL”**

Homework

At VLA, we operate an effective and consistent whole school approach to homework. Every child, from Year 1 – Year 6 is issued with their very own VLA Homework Book. Our Homework book will also be used as a reading diary and should be brought into school **every day**. The homework children receive in school will vary depending on the year group they are in. The table below shows the homework children should complete.

	Y 1	Y2	Y3	Y4	Y5	Y6
*Reading	Yes	Yes	Yes	Yes	Yes	Yes
*Times Tables – Practise	Yes	Yes	Yes	Yes	Yes	Yes
Maths	Yes	Yes	Yes	Yes	Yes	Yes
Sentence and spelling task	Yes	Yes	Yes	Yes	Yes	Yes
Additional Homework						
Additional Maths and English SATS preparation	x	Yes	x	x	x	Yes

The homework with the * should be completed at least 3 times per week. (Ideally more)

Maths homework: will be set once a week. It will either be calculations to complete in the book or a task given on a separate sheet.

Spellings: Please practise the spellings with your child as much as possible using the spelling strategies within this booklet.

Sentence and spelling task: For this section, the children need to choose 6 of their spelling words and use them accurately in sentences. When writing these sentences the children MUST apply their English skills e.g. use of a range of sentence openers and punctuation, conjunctions, effective vocabulary, etc. They should also complete the sentences in their NEATEST handwriting!

Rewards: Children are positively rewarded for regular completion of homework and will receive termly rewards. Rewards such as time on a bouncy castle and ice creams will be given for reading and the completion of maths and sentence activities.

All homework books will be given out, with new homework, on a Friday and homework will be checked the following Thursday. Children are encouraged to ask for help should they encounter difficulties with any homework given. Additionally, school operates an after school Homework Club, which is held after school on a Monday for KS2 children if your child would prefer to complete homework tasks with teacher support.

Year 2 and Year 6 children will receive additional homework in preparation for SATS and an after school booster club operates to support their learning.

Assessment and Reporting

The school aims to provide learning experiences which will assist each child to develop his or her full potential both academically and socially. In order to achieve this aim, an important focus for attention must be the child's development and progress in relation to the day to day curriculum. Using various approaches, pupils are assessed daily by their class teacher in order to monitor progress, identify support needs, and recognise strengths and to most effectively plan programmes of work which take the needs of the child into account. If a pupil has continuous difficulties, parents will be consulted and discussion will take place on involving other agencies to support the work of the school. Parents will receive notification of these arrangements.

Parents have the opportunity to attend Parent's Meetings in the autumn and spring terms to discuss their child's progress. Parents will also receive an end of year written report summarising their child's progress in July to outline how your child is progressing in the main curricular areas and how they are performing in relation to age-related expectations. A further Parent's Meeting if required or requested is held to discuss the contents of the report.

Inclusion

We pride ourselves on being an inclusive school accommodating the individual needs of all pupils. At Victoria Lane Academy, we believe in creating a whole school culture that is safe and inclusive. Our aims underpin and maintain an ethos of mutual respect, openness and fairness. Victoria Lane Academy are proud to be a part of 'Educate and Celebrate'. Our school does not tolerate any types of discrimination, which include acts against anyone due to their:

- Disability
- Gender
- Race
- Race
- Religion and belief
- Sex
- Sexual orientation

At Victoria Lane Academy, we are committed to the equal inclusion of all pupils in all areas of school life. We recognise the diverse and individual needs of all of our pupils and take into account the additional support required by those children with Special Educational Needs and Disabilities (SEND). We ensure all of the relevant policies and practices relating to pupils with special needs are up to date.

We understand that children learn and develop in different ways. Teachers and teaching assistants recognise this and use different teaching styles, resources and plan different levels of work in the classroom to cater for the various ways children learn. However, many children, at some time in their school life, need extra help. We are constantly reviewing our SEN policy to ensure we provide the best possible education for all of our pupils and employ a non-teaching Special Needs Coordinator, Mrs Vicki Simpson, who offers specialist advice and support to staff and parents.

As part of the Tudhoe Learning Trust, we have immediate access to a private educational psychologist service for additional external advice and support and also employ private counselling and speech therapy services when required. For further information about our special needs provision, please view our website for details or contact either the SENCO or the Headteacher.

Communication between Parents and School

Our aim is to continue positive, supportive relationships between school and home. The Head Teacher has an open door policy and welcomes parents' enquiries. Mrs Richardson will be happy to arrange interviews and meetings with herself and/or the class teachers when necessary. Parents are advised not to turn up at the door without an appointment as often teaching commitments make it impossible to see parents immediately. In addition to the opportunity to approach the school for an appointment at any time, there are teacher and parent consultations with the Class Teacher to discuss your child's education in autumn and spring terms. Parents' newsletters, Marvellous Me messages and school messaging service updates will be issued regularly to convey necessary information to parents and provide a picture of the on-going life of the school.

Meet the Staff

Staffing structure for 2019 – 2020.

Head Teacher

Mrs Jane Richardson

Teachers

- Nursery- Mrs Stephanie Wagstaff
- Reception – Mrs Sara Deakin
- Class 1 – Miss Amy Cossins
- Class 2 – Mrs Lucy Flanagan (SMT)
- Class 3 – Mrs Leanne Parker
- Class 4 – Mr Lee Blake (Deputy Head)
- Class 5 – Mrs Angela Carr (SMT))

Teaching Assistants

- Mrs Amanda Coates
- Mrs Mandy Clark
- Mrs Angela Butler
- Miss Emma French
- Mrs Donna Gordon
- Mrs Karen Freer
- Mrs Julie Benson
- Mrs Audrey Ambrose
- Mrs Ann Smith

Inclusion Team

SEN – Mrs Vicky Simpson

School and Family Lead Worker – Miss Gayle Hodgkinson

Office

- Mrs Jestine Turnbull
- Mrs Samantha Schofield

Premises Manager

- Mrs Allison Langley

Cleaners

- Mrs Natalie Ord Renshaw
- Mrs Marie Wall

MSA

- Mrs Ann Smith

Kitchen

- Mrs Marie Wall
- Mrs Jennifer Welford
- Miss Rebecca Howatt

Childcare Provision/School Clubs

In addition to the Breakfast Club and Teatime Club that school operates, Victoria Lane Academy also provides a range of free after-school clubs provided by teaching staff or school partners including Bishop Auckland Table Tennis Club and the Sedgefield School Sports Partnership. The range of after-school clubs available changes on each half term – please view the school website or contact the school office for a list of the latest clubs on offer. Clubs held include Homework and ICT, Active Families, Football, Make it Build it, Athletics, Gymnastics and Performing Arts.

The Curriculum

The curriculum of the school is broad and balanced, usually based upon quality class novels, with an emphasis on Maths and English skills that are applied across curriculum subjects. It aims to provide a structured programme for all children while at the same time catering for the individual needs of each child. The curriculum overviews for each year group are available to view on the school website.

Phonics is taught through the Letters and Sounds phonic programme and detailed phonic guidance for parents is available on the school website. Phonic teaching commences in Nursery and continues throughout the remainder of Key Stage 1. For those KS2 children in KS2 requiring further support. A range of phonic interventions designed especially for older children, are implemented.

Reading is an integral part of school life and is taught daily with many opportunities for children to engage with books. Our reading is based upon a range of quality texts including reading schemes, which are supplemented with additional quality children's books. For those children that have completed the reading scheme, there is a growing library of interesting and engaging free- readers to choose from as well as reading material from Durham Learning Resources. Each child has a homework diary for parents to record home reading; parents are encouraged to support their child's reading development by listening to their child read an absolute minimum of three times a week and children are positively rewarded in school for regular reading at home.

The school has subscribed to an online reading resource –

- a. Reading Plus
- b. All KS2 children in the school will be allocated a username and password to allow them to access this resource both in school and at home so parents can support their child's reading development.

The Foundation Stage Curriculum (Nursery & Reception)

To a child there is no separation between play and learning. Children learn best through first hand play experiences, using their imagination and thoughts to make sense of the world around them. The Early Years Foundation Stage curriculum uses a very broad range of planned play activities and situations to develop the child's ability to learn. All activities are carefully planned to extend and develop the child's strengths and interests across the whole curriculum. These are described under six **Areas of Learning**.

- Personal, social and emotional development
- Creative development
- Physical development
- Language and English
- Knowledge and understanding of the world
- Mathematics

Nursery and reception provision both indoors and outside can include: role play, sand & water, clay & dough, painting and modelling, construction, small world play, cooking, climbing and other physical activities, riding bikes, pushing and pulling equipment, music and movement, mark making and books, games and puzzles and much, much more!

Our areas of learning change frequently to reflect the children's developing interests and needs. Children are introduced to a wide range of stories through which we make relevant links to learning experiences. Every day in Nursery, children are given the opportunity to develop their understanding of number. We use a scheme called Tentown, through which children learn to count and to recognise numbers. Our children also enjoy a differentiated daily phonics session, which enables them to learn to listen to sounds, to link sounds to letters of the alphabet and then blend sounds in order to be able to read. Our phonics scheme, used consistently throughout the school, is Letters and Sounds.

Key Stage 1 & 2

The school follows the National Curriculum, which consists of the four core subjects of English, Mathematics, Science and Information and Communication Technology (ICT), plus Design and Technology, History, Geography, Religious Education, Music, Art and Physical Education – the Foundation Subjects of the National Curriculum. The five British Values of:



- Democracy
- The rule of law
- Individual liberty
- Mutual respect
- Tolerance of those of different faiths and beliefs

and Educate and Celebrate equality principles are firmly embedded within the whole school curriculum to ensure our children are fully prepared and can contribute responsibly as citizens in a global community. To ensure the development of the whole child, the curriculum also makes provision for personal, social, health and citizenship education (PSHCE), which also includes aspects of sex education. As far as possible, the school uses a creative, topic-based approach centred around quality texts, ensuring maximum coverage and opportunities for children to apply skills across the curriculum. The children are taught in mixed ability classes, where the work is differentiated to meet their individual needs.

Science

Science is an integral part of all our lives and is a wonderful subject to develop key skills of curiosity, perseverance, reflecting and thinking! At VLA, our aim of science teaching is to inspire and feed children's natural curiosity about the world around them and all its phenomena. For this reason, we follow a knowledge and enquiry-based approach to science, enabling children to engage in practical investigations as much as possible. This approach encourages the children to make relevant links to real-life contexts and provides them with memorable and meaningful learning experiences. Children

are encouraged to investigate, solve problems and ask questions about a wide range of aspects of the world around them and to explore aspects of biology, chemistry and physics in the most practical and engaging ways possible as children love learning how the world works!



Science lessons at VLA encourage the children to constantly ask questions, thus further developing their analytical thinking skills and channeling their natural curiosity. All science teaching follows the new National Curriculum and covers the three scientific areas: biology, chemistry and physics. During lessons, children are encouraged to think scientifically by planning fair tests, making predictions, observing, measuring, recording results or forming a conclusion.

Child Protection

Safeguarding our children is paramount and Victoria Lane Academy employs a School and Family Lead Worker, Miss Gayle Hodkinson, to support vulnerable families deal with social, emotional and financial issues. The designated child protection team that deals with child protection issues consists of Miss Gayle Hodkinson and the Headteacher, Mrs Richardson, as well as Deputy Headteacher, Mr Blake. To discuss any child protection issues, please contact the school to make an appointment with Mrs Hodkinson or any member of the designated safeguarding team.

Working with Parents

At Victoria Lane Academy we believe that communication between school and parents/carers is vital. We aim to keep you as fully informed as possible through the School Brochure, Parents Evenings, Newsletters, Parent/Carers Booklets, our School Messaging Service and Marvellous Me updates.

All the children in the school are actively encouraged to take work home. You can help your child by:

- Showing an interest in the work they do and understand their needs and concerns
- providing a quiet area for your child to work in
- sharing a book
- helping them to learn spellings
- helping them to learn their tables and number facts
- encouraging them to find information for their work at school

We hold various events and celebrations throughout the year to which we invite parents. Our newsletter and school website will keep you regularly informed about forthcoming activities and events.

Friends of The School at Victoria Lane Academy

We welcome the help and support of parents in many aspects of school life and they are a vital part of the school community particularly the Friends of the School. Our home school association, Friends of Victoria Lane Academy, plays an invaluable and active role in the life of the school. Parents and Carers meet throughout the school year, to plan and organise fund raising events that support the school. These include school discos and parties, sponsored events and summer fairs.

Charging Policy

School visits and school journeys are a regular and valuable feature of the school's work. Parents / Carers will be asked for voluntary contributions. Costs of these visits are kept to a minimum and school will subsidise the cost whenever possible. You will be notified in advance of the activity being provided and where a charge is to be made. Unfortunately, if there are an insufficient contributions to cover the cost of the activity, the activity may have to be cancelled. Charges will be made, as appropriate, to cover such items as:-

- Pupils travel costs
- Board and lodging
- Entrance fees
- Insurance costs
- Any cost engaging teaching staff specifically for the purpose of providing the activity.

The letter to the parents/carers will give details of the cost involved and how the charge has been determined. A copy of our Charging Policy is available to view on the school website.

Complaints

It would be helpful where parents have concerns about the operation of the school, if they could discuss these, in the first instance with the Headteacher. Should this fail to resolve the problem, a copy of our complaints procedure is available on the school website or please ask in the office for a copy of School Complaints Procedure.

School Term Dates and Holidays 2019-2020

Summer 2019	Friday 19 July 2019	Wednesday 4 September 2019
Autumn half-term 2019	Friday 25 October 2019	Monday 4 November 2019
Christmas 2019	Thursday 19 December 2019	Monday 6 January 2020
Spring half-term 2020	Friday 14 February 2020	Monday 24 February 2020
Easter 2020	Friday 3 April 2020	Monday 20 April 2020
May Day 2020	Thursday 7 May 2020	Monday 11 May 2020
Summer half-term 2020	Thursday 21 May 2020	Monday 1 June 2020
Summer 2020	Friday 17 July 2020	Wednesday 2 September 2020