



WESTFIELD PRIMARY SCHOOL



2023-2024



Westfield Primary School
Bonsey Lane
Westfield
Woking
Surrey
GU22 9PR

Tel: 01483 764187

Email: head@westfield.surrey.sch.uk

Website: www.westfield.surrey.sch.uk



WESTFIELD PRIMARY SCHOOL



GOVERNORS

Name	Role
Mrs Karyn Hing	Headteacher
Mrs Alexandra Cooke	Chair of Governors (Co-opted)
Miss Kate Beattie	Staff Governor
Ms Hayley Hewett	Co-opted
Mr John Botham	Co-opted
Mrs Janet Cunningham	Co-opted
Ms Martha Whitmore	Co-opted
Miss Kate Rimmell	Co-opted

TEACHING STAFF

Name	Role
Mrs Karyn Hing	Headteacher
Mrs Francesca McPhee	Deputy Headteacher
Ms Julia Findlay	Inclusion Leader & Assistant Headteacher
Mrs Rachel Sadler	SENCO
Mrs Catherine Thomas	YR Bumblebees
Mrs Hayley Collins	YR Butterflies
Mrs Eloise Carey	Y1 Beetles & SLT
Mrs Sarah Dearden	Y1 Ladybirds
Mrs Andrea Banks	Y2 Caterpillars & Assistant Headteacher
Mr Kurtis Clarke	Y2 Dragonflies



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Miss Hareeka Malhotra	Y3 Owls
Mrs Claire Lee	Y3 Robins
Miss Ellie Townson	Y4 Kingfishers
Miss Hannah Mulvihill	Y4 Woodpeckers
Miss Rachael Cox	Y5 Penguins
Miss Kate Beattie	Y5 Puffins & SLT
Mrs Marie McAteer	Y6 Falcons
Mrs Jo Phillips	Y6 Hawks & Assistant Headteacher
Mrs Joanne Burge	HLTA (Interventions & Cover)
Mrs Pauline Hurford	HLTA (Interventions & Cover)
Miss Tina Weaver	HLTA (Nurture Lead)
Mrs Rebecca Minnaar	HLTA (Interventions & Cover)



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LEARNING SUPPORT ASSISTANTS & MIDDAY MEALS SUPERVISORS

Mrs Sarah Busby	Mrs Anita Crane
Mrs Judith Eicke	Mrs Annamarie George
Mrs Annie Green	
Mrs Lorraine Hull	Ms Sally Kent
Mrs Marija Kuzmina (& Ukranian Support)	Mrs Dawn Maslin
Mrs Serina Rivett	Mrs Helen Saville
Mrs Claire Smith	Ms Juliet Steele
Mrs Anusiya Thishanthan	

ADDITIONAL MIDDAY MEALS SUPERVISORS

Mrs Donna French	
Mrs Suzanne Davey (& Swimming Support)	



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ADMINISTRATION STAFF & OTHER STAFF

Name	Role
Mrs Kate Cox	School Business Manager
Mrs Kerry Hudson	Office Administrator
Mrs Nicky Jenkins	Office Administrator
Mrs Annette Newport	Office & Inclusion Team Administrator
Mrs Sarah Stonehouse	Office Administrator
Mrs Sally Walker	Office Administrator - maternity cover
Mr Reese Kirk	Premises Manager
Ms Hannah Anderson	Wellbeing Assistant

CATERING STAFF

Name	Role
Mrs Kirsty Gadsby	School Caterer Manager (Chartwells)
Miss Magda Danizuk	School cook
Miss Gemma Cane	Catering Assistant (Chartwells)
Miss Kayleigh Hedges	Catering Assistant (Chartwells)
Miss Clare Gadsby	Catering Assistant (Chartwells)



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OUR SCHOOL AIMS

At Westfield we want all our children to foster a 'Love of Learning and a Love of Life', enabling them to excel, be the best they can and achieve the necessary life skills for their future.

We believe in the importance of children engaging, enriching and excelling at school. This allows them to make the very best progress they can in their learning, both academically and in learning about themselves, their relationships, making a positive difference in their community and the world in which they live.

The school will build on the qualities and skills which parents have fostered in the child at home. From the beginning, staff and governors will aim to create a caring and disciplined environment in which each child's well-being is valued and they are viewed as an individual.

We aim to provide the highest quality of education for all our children, in an environment that is challenging, motivating, caring and moral, where children can acquire the skills and knowledge appropriate to their individual needs through the delivery of a creative curriculum. Through our pledge we strive to provide a range of exciting learning and life experiences.

We help all children to grow emotionally and to learn that courtesy, excellent manners, first class behaviour and consideration and respect for others are very important qualities. We hope all our children will become happy, responsible, and independent young people.

Throughout the brochure there are references to; Early Years foundation Stage (EYFS), Infants and Juniors or Key Stage 1 (KS1) and Key Stage 2 (KS2). For your clarification;

EYFS	YR (Reception)
KS1	Y1 & Y2
KS2	Y3, Y4, Y5 & Y6
Infants	YR, Y1 & Y2
Juniors	Y3, Y4, Y5 & Y6



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THE SCHOOL DAY AT WESTFIELD

8:35am	School gates and school doors open
8:40am	Learning activities start in the classroom
	Staggered breaks for all classes
	Staggered lunches for all classes Infants: 1 hour Juniors: 45 minutes
	Daily, class-based assemblies
3:05pm	EYFS (YR) End of school day
3:05pm	KS1 (Y1 & Y2) End of school day
3:10pm	KS2 (Y3, Y4, Y5 & Y6) End of school day

The total amount of time typically spent in school each week for years R to 2 is: 32 hours 30 minutes .

The total amount of time typically spent in school each week for years 3 to 6 is: 32 hours 55 minutes.

Playground gates and playground doors to classes are opened from 8:35am and children will walk onto the playground independently and be met by an adult to take them to a class. Learning activities start in the classroom from 8:40am

At home time teachers bring their classes to the playground (Y5 & 6 walk home independently unless communicated in writing to the class teacher) and adults collecting should group around their year group collection point.

For health and safety reasons please note children **are not allowed** to play on the apparatus outside before and after school.

The class teacher will handover children to the adult who is collecting them. Please ensure you have read and returned a completed and signed travelling to and from school policy, which includes providing the school with a **unique password**. Do let us know if there are any changes with your child's pick up or departure arrangements.



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PLAYTIME

Children are encouraged to bring a piece of fresh fruit or vegetable for a playtime snack and a named bottle of water. The bottle of water may be kept in the classroom for drinks throughout the day. As part of the Government Fruit and Vegetable Scheme, children in the infant classes are given either a piece of fruit or vegetable daily. We are also part of the Cool Milk for Schools scheme which enables parents to buy milk for their child at break time. Children under the age of 5 receive free school milk, however, parents must sign them up for this.

COLLECTIVE WORSHIP

At Westfield Primary School we have a daily act of collective worship (Assembly) which may be carried out in class, year groups, via zoom or in the hall. Our assemblies provide a rich opportunity for our school community to explore, share, reflect and celebrate. Our assemblies are broadly Christian in character, although explore the diversity of the world in which we live and the values we believe are important. Visitors from local churches take regular assemblies. Parents are welcomed at class and special assemblies, which they will be informed of.

LUNCHTIME

Excellent lunches are cooked on the premises by an external company called Chartwells using healthy, freshly prepared ingredients. The cost at present is £2.90 per day, £14.50 per week. Payment is *made in advance* and this can be made weekly, half termly or termly. Chartwells have advised us that they are not able to supply meals where money has not been paid in advance. Children in EYFS & KS1 are entitled to free school lunches. Please inform the office if you would like your child to have a school lunch.

A half term's notice is required to change from school meals to packed lunches. If paying weekly you can pay online by using the "Scopay" payment system; the link is on the school website under **"Information for parents"**, online school meals payment. If you require your online access letter, please contact the school office.



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A healthy packed lunch can be brought in as an alternative. This should be in a suitable container, labelled with the child's name and class and should not contain glass bottles, fizzy drinks, chocolate, sweets or any **nut products**.

In certain cases, children are entitled to free School Meals. Please ask for details at the school office.

SCHOOL UNIFORM

We take PRIDE in how our children look and expect all the children to wear the full School Uniform and kit for PE. This helps maintain a cohesive school community. Please check with the school before purchasing new items or changing hairstyles if you are in any doubt about the uniform code, as the school's decision is final. As part of our Well-being approach, every Friday children will be permitted to wear mufti (home clothes). These clothes must be clean and suitable for learning, including physical activity. On these days there is still no additional jewellery. A single stud earring in each year and a watch only is permissible. Clothes and footwear must be appropriate to being able to run around on the playground and respectable i.e. no midriff showing, no ripped clothing/ no ripped jeans, no heels/ slip on shoes/ flip flops. The school reserves the right to make judgement on the appropriateness of mufti clothes.

Uniform
<ul style="list-style-type: none">• White polo shirt for all children. This has been updated from Summer 2024 and therefore children in the Juniors may continue to wear white shirts or blouses, with optional ties for their remaining time at Westfield.• Grey trousers or school shorts (no leggings), skirt, skorts (shorts that look like a skirt) or pinafore, that must be knee length or longer• Burgundy logo or plain jumper/cardigan.• Plain white, grey or black socks that are below the knee/tights.• Sensible, black enclosed waterproof shoes (Velcro fasteners are ideal for younger children). These must be plain black and flat, but can be plain black trainers or sturdy black shoes. No open-toed shoes, knee



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high boots (ankle boots are permissible) or slip on shoes are allowed. All shoes must have a back to them.

Optional Summer Uniform

May be worn from the start of the summer term until autumn half term (end of October)

- Blue & white checked dresses may be worn, that must be knee length or longer. Blue and white checked skorts jump suit may also be worn.

PE & Swimming

On PE days children should come into school in their PE kit.

- Burgundy T-shirt
- Navy/black shorts. Plimsolls. Trainers for games.
- Socks not tights. Drawstring bag for spare kit if required due to weather.
- Plain dark (black or blue) tracksuits (optional).
- An appropriately sized rucksack for swimming gear, to include swimwear- full swim suit for girls and a towel.
- Optional fleece jumper (burgundy, blue or black).

Children who are chosen to represent the school at sporting events (e.g. football match) are provided with a school kit where appropriate.

Book Bags

School book bags should be used to hold equipment and books that go to and from school. Please do not send children with bigger bags as there is no easy storage space.



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Water Bottles
Should be brought in daily with fresh water, they may be re-filled in the classroom and accessed throughout the day.
Hair Accessories
<p>All hair bands/ clips/ bows must be in school colours only which are black, white, blue, burgundy, grey, or matching the school summer dresses.</p> <p>Long hair is to be tied back at all times for health and safety reasons, please provide your child with school colour hair ties. Children will be required to remove any hair items that do not conform to the uniform code.</p> <p>If a hijab is worn to school, it must be plain black, white, blue, burgundy or grey. The hijab should be a fitted item not a loose headscarf for health and safety reasons.</p>
Jewellery
<p>No jewellery should be worn to school, except plain ear studs (a maximum of one in each ear) or watches (no smart watches). However, <u>as these must be removed for PE and swimming</u> in the interest of safety it is desirable that none are worn in school at all. Earrings are particularly dangerous and are forbidden by County Health & Safety guidelines in view of the many serious accidents that have occurred in schools to children wearing such jewellery. We request that piercing take place during the summer holidays to prevent loss of PE lessons.</p>



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Electronic devices/ mobile phones

Mobile Phones: Only children in Years 5 & 6 that are walking to and from school are allowed to bring a mobile phone into school. The phone will be kept in the school office for the duration of the school day.

Ipods/smart phones/Smart Watches/Electronic Equipment: these items are not allowed in school. Those in possession of such equipment will be required to leave it in the School Office until the end of the day.

Please note that the school takes no responsibility for these items that children and parents choose to bring onto school property.

Lost Property

Please mark all clothing and personal items such as watches, bags etc., with your child's name so that lost items can be easily returned.

We have lost property boxes on the playground and these are emptied half termly, with non- named clothing and equipment donated to FOW or thrown away.



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PURCHASING LOGO UNIFORM

Most of the above items, including a jumper and a fleece jacket with the school logo, may be purchased through the school outfitters;

Valentinos
23 - 29 The Broadway
Knaphill

Tel: 01483 473357 or 475051

All items of uniform without the school logo can also be purchased from other high street stores or supermarkets.

Friends of Westfield (the school PTA) also have some second-hand uniform available . See <https://www.pta-events.co.uk/fowp/index.cfm?event=products#.XcRKujP7SUK>



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WHAT DO CHILDREN STUDY?

Early Years at Westfield

At Westfield we have 2 Reception classes, Butterflies and Bumblebees, and an independently run Pre-School called Foundations on the site. The Reception classes are spacious areas, with both an indoor and outdoor classroom (with covered area). They are well equipped and resourced to support the development of the key learning skills in the Foundation Stage Curriculum.

The Aims of Our Reception Classes

The Early Years Foundation Stage Curriculum is for children from birth to the end of the Reception year. It gives this very important early years stage of education a distinct identity. At Westfield we realise that the early years are critical in children's development. Children develop rapidly and at varying rates during their time with us - physically, intellectually, emotionally and socially. The foundation stage is about developing the characteristics of effective learning - playing and exploring (engagement), active learning (motivation) and creating and thinking critically (thinking) also persistence and learning to work together and co-operate with other children. All children will move forwards through development stages towards "the early learning goals" for the 7 areas of learning:

- Personal, Social and Emotional Development
- Physical Development
- Communication and Language
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Where children exceed these goals, they will be provided with opportunities to extend their knowledge and skills.

Well-planned play is an integral part of life for the children in Reception. It is a key and vital way in which young children learn with enjoyment and challenge.



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YOUR CHILD'S INTRODUCTION TO WESTFIELD

A presentation for new reception parents is offered during the Summer term. Following this, the children are encouraged to undertake visits to school during the Summer term before admission in September as part of our induction programme. We also offer home/ school visits for each child and parent(s) (currently running within the school), allowing for a more informal meeting. Our induction process gives the children an opportunity to get to know the school, their classroom, peers, and teacher.





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FOUNDATIONS COMMUNITY PRE-SCHOOL

Foundations Pre-School is an **independent group** operating within the Westfield Primary's Early Years block.

Foundations Community Pre-School Ltd aims to offer quality childcare with a Christian Ethos in a safe, nurturing environment where it feels like home. They operate within the school premises to offer a range of flexible morning, afternoon and full day sessions for all children aged 2yrs and above. They accept FEET funding, 15hrs and 30hrs funding. Please visit www.foundationspreschool.org.uk for full details or call Tel: 07553 988109.





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CREATIVE CURRICULUM

Creative Curriculum is organised within each year group. Topic webs and home learning ideas are sent home to parents at the beginning of each new theme and parents/ carers are kept updated with what their child is learning through class newsletters.

Our Curriculum Rationale

We aim to provide the highest quality of education for all our children, in an environment that is challenging, motivating, disciplined, caring and moral, where children can acquire the skills and knowledge appropriate to their individual needs through the delivery of a creative curriculum. Every child is entitled to a broad and balanced curriculum. This provides opportunities for individuals to acquire knowledge, skills and understanding; promote the spiritual, moral, cultural, mental and physical well-being and development of our pupils; and prepare pupils for the opportunities, responsibilities and experiences of adult life. Through our pledge we aim to deliver a range of exciting learning and life experiences.

Curriculum Statement

Westfield follows an ambitious curriculum that broadens our children's skills, knowledge and understanding in a wide range of contexts.

We work with our community to raise aspirations.

We incorporate learning *in* reading, writing and maths seamlessly across different subject areas of the curriculum to enable further consolidation of these skills.

We provide a curriculum that motivates and inspires learners and at the same time develop pupils' life skills

SUBJECTS

English/Literacy

Literacy underpins the whole curriculum and links with other subject areas are made where possible. The school promotes the acquisition of basic literacy skills necessary for adult life, developing pupils' reading, writing and communication skills.



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Mathematics/Numeracy

Children are encouraged to learn through a range of teacher-led mental games/tasks, investigations, independent and ability & mixed group based work. There are seven strands of learning which are: Using and Applying, Counting and Understanding Number, Knowing and Using Number Facts, Calculating, Understanding Shape, Measuring and Handling Data.

ICT is used to support both literacy and mathematical learning through a range of software. This is a useful way of supporting our less able and extending our more able children. Parents are kept informed of areas being studied each term and offered suggestions as to how to support their children with Mathematics and Literacy at home.

Science

The children are encouraged to develop enquiring minds and a scientific approach to problem solving. They learn through practical investigations, developing their skills of observation, comparing, predicting and testing, communicating and recording. Each year group has specific areas of study including Life Processes and Living Things, Materials and their Properties, and Physical Processes

History

The History curriculum has a balance of local, British, European and wider World History. We try to link historical events with the present day in units such as "What was it like to live here in the past?" and "What can we learn about recent history from studying the life of a famous person?" When appropriate, educational visits are planned to link in with the history being studied.

Geography

Children are helped to understand the physical world and the society in which they are growing up. We study local, regional and world environments. Children have an opportunity to explore such themes as pollution, conservation, erosion, population and technological change. Skills are developed to enable the children to read and use maps, understand a weather chart and cope with simple statistics. Children are involved in field studies, trips and visits.



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Computing

This is an important cross-curricular activity, enjoyed by pupils and staff alike. Our suite includes PCs and hardwired laptops, meaning children have the flexibility to work with partners or individually. We also have portable, wireless laptops, chrome books and Ipads for whole class use in classrooms to enable children to fully integrate ICT into their learning. The suite, all classrooms, and most work areas in the school, are fully equipped to enable printing to a colour printer and wireless access to the internet and school network, which means the pupils can access our varied range of software in any part of the school building. We also have a wide range of other devices such as digital photo and video cameras, data loggers, floor robots and Mindstorm programmable robots. Every class has a timetabled slot in the ICT suite to focus on developing ICT skills ranging from information retrieval (using the internet), building and using databases, control technology & coding (computer programming), presenting information (PowerPoint and word processing), using multimedia, sharing and communicating information, and creating and using spreadsheets. We take E-safety very seriously at Westfield, so as part of our curriculum, all year groups teach children how to use the internet safely. The devices are then used in classrooms to apply these skills to other areas of the curriculum.

Music

Music plays an important part in our school life. We encourage children to become musically literate through active participation in a range of musical activities including listening to, as well as making music. Children have the opportunity to share in music making through the use of voice, instrumental playing and composition. The school provides guitar lessons to pupils in Years 3 and 4 and Recorder lessons to Year 2. The school has a choir who enjoy performing inside and outside of school, including at the O2 and more locally at The Moorcroft Centre. We love to share our music and we put on Christmas assemblies in Years R to 5, a Year 6 Christingle service and a Year 6 production in the summer, all of which are shared either in person or virtually with parents and carers.

Art and Design

Art and Design is about developing children's creativity and imagination through activities which relate to their own experiences, developing their skills and enhancing their understanding of materials and procedures. In Key Stage 1 they explore the visual, tactile and sensory qualities of materials. They are beginning to use shape, pattern and texture to represent



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their own ideas and feelings. The pupils focus on the work of certain artists and the skills and techniques which have been used. In Key Stage 2 the pupils develop their creativity and imagination through more complex activities. Pupils compare the ideas, methods and approaches in their own work and that of others. They have the opportunity to question the role and purpose of art in different periods and different cultures

Design and Technology

Design and Technology helps pupils to think imaginatively, to problem-solve and to discuss their ideas. It builds on their own experiences of investigating everyday materials. They explore how familiar objects work and the needs of the people who use them. The pupils plan, draw and model their ideas; they identify what works well and what could be improved upon. Pupils work on their own or as part of a team and are taught to use simple safe procedures and techniques and how to select appropriate tools.

Learning for Life and Citizenship

At Westfield Primary School we follow the Coram Life Education scheme of work, which brings together Learning for Life, emotional literacy, social skills and spiritual development in a comprehensive scheme of learning. We also teach Learning for Life through other curriculum subjects and involvement in whole school and community events. The programme helps to develop self-confidence and responsibility, prepares the pupil to play an active role as a citizen, whilst developing a healthy and safe lifestyle. Time is spent focusing on themselves, their families and relationships. In Key Stage 2 pupils begin to look at democracy and government. We have a Behaviour Policy and an Anti-Bullying Policy (Silver Award), copies of which are available on request. The Governors have agreed that we should teach Sex Education in the school at the pupil's level of understanding. The biological aspects of this are statutory and are contained in the National Curriculum for Science. Other aspects dealt with are body image, sexual development, social pressures, relationships, family life and parenting. Parents have the right to withdraw their child from all or part of the non-National Curriculum elements of the Sex Education programme.

Modern Foreign Language

French is taught to pupils in Years 3 & 4 and Spanish in Years 5 & 6.



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Religious Education

We follow Surrey's Agreed Syllabus for Religious Education. The curriculum ensures the study of Christianity but the pupils also learn about other principal religions. The pupils will gain knowledge and understanding of religions and be encouraged to explore, reflect on and respond to religious beliefs, values and experiences. Parents may request that their child be withdrawn from religious education or worship; if so, alternative arrangements will be made.

Physical Education

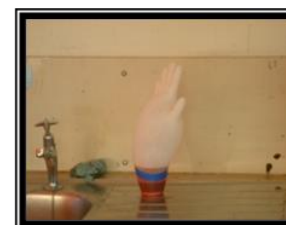
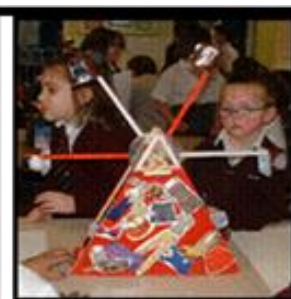
The sporting aims of the school are to promote physical activity and a healthy lifestyle. We encourage children to participate in and enjoy sport and to play co-operatively.

The school has a large hall with fixed gymnastic equipment as well as a range of small and large apparatus. There is also a large hard outdoor area and extensive playing fields. We offer a varied programme of activities including dance, gymnastics and games. Skills relating to games are developed and the children are encouraged to participate co-operatively as they grow older. Games vary according to the season but during the year pupils have an opportunity to take part in football, netball, hockey, tag-rugby, cricket, rounders, short tennis and athletics. Swimming lessons are taught by qualified instructors at Woking Pool in the Park in Year 4.





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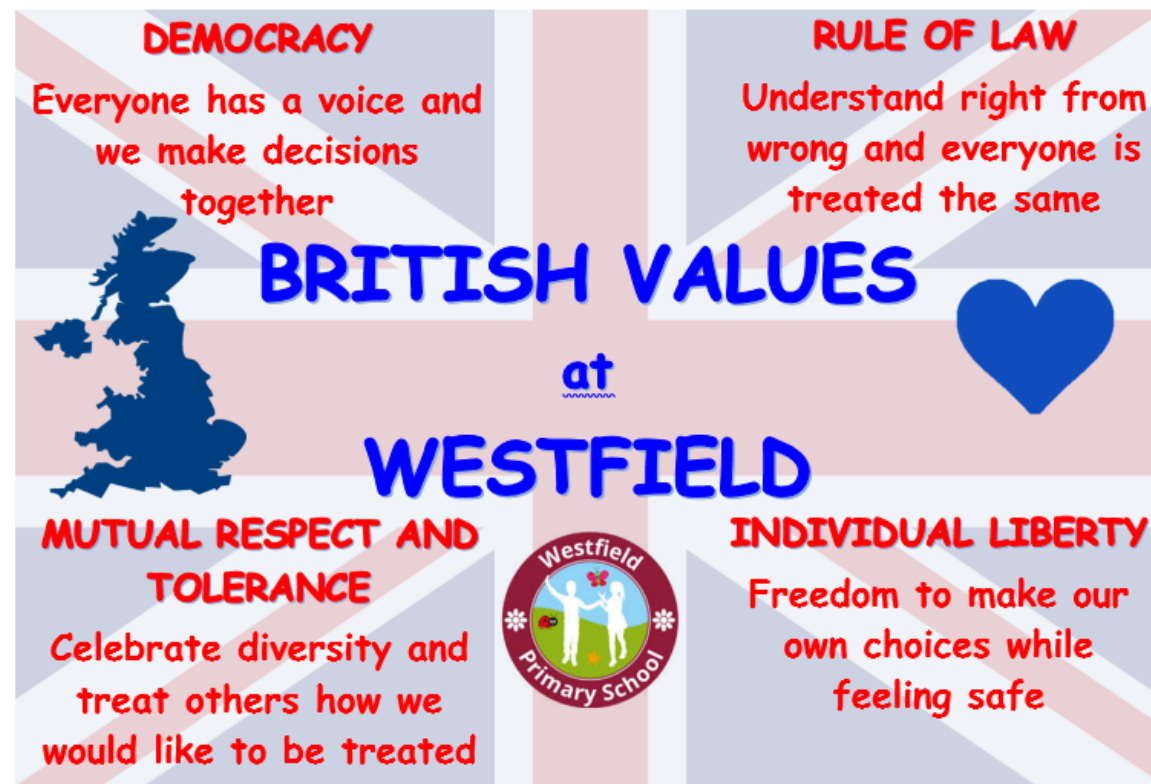
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BRITISH VALUES

What are 'fundamental British values'?

Schools are required to provide for the spiritual, moral, social and cultural (SMSC) development of their pupils. As part of this requirement, we actively promote fundamental British values. The values are reflected throughout our school, including in our ethos, policies and assemblies. Children also engage with the values through the curriculum. The following poster is displayed around the school.





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SPECIAL NEEDS

The school has a Policy for Special Educational Needs and Disability (SEND), SEND Information Report, a Disability Equality Scheme and an Accessibility Scheme.

We welcome children who can reasonably be provided for within the resources normally available in a mainstream school. The school has access through the main entrance for wheelchair users and also through Caterpillars Class. We have low level entry throughout classes that open on to the playground. We have an accessible toilet facility on the ground floor.

Our Special Needs Objectives are;

- To identify and support special needs pupils as early as possible and to comply with the SEN Code of Practice.
- To give all children access to a broad and balanced curriculum, differentiated as appropriate to meet individual needs.
- To give all children equality of opportunity to participate fully in school activities.
- To regularly assess and monitor to make sure the standards achieved throughout the school are appropriate
- To deliver the relevant In-Service Training for Staff.
- To listen to children, and value their views.
- To develop an effective partnership between parents, the school and outside agencies.

MORE ABLE

We believe in providing the best possible provision for pupils of all abilities. We plan our teaching and learning so that each child can aspire to the highest level of personal achievement. We recognise and support the needs of those children in our school who have been identified as 'gifted' and/or 'talented'.



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Westfield Primary defines Able, Gifted and Talented pupils as follows:

Able

Children who achieve, or have the potential to achieve, at a significantly higher level than the majority of their peers and are in the top group of the class. This would also include children who achieve above the national average.

Gifted

Children who have exceptional ability (well above average), typically in academic subjects.

Talented

Children who excel or have the potential to achieve at a significantly higher level than the majority of their peers in Westfield Primary in a creative, artistic, musical or sporting domain, but who do not necessarily perform at a high level across all areas of learning.

Provision

Provision will be made for these children within normal class teaching, but we often provide enrichment or extension activities to promote their skills and talents still further, including regular small group activities outside the classroom with our Gifted and Talented dedicated part time teacher.

EDUCATIONAL VISITS AND WORKSHOPS

Throughout the year, classes may make an educational visit which will link with their studies across the curriculum. Parents are asked to make a voluntary contribution when visits involve a cost. In addition to day trips, children in Key Stage 2 have the opportunity to go on an extended educational visit in Y6. Details of this will be communicated to parents at the end of Y5 along with a payment plan to enable payments to be spread across a period of time.

School based workshops also take place throughout the year and may involve a small charge.



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EXTRA-CURRICULAR ACTIVITIES

At Westfield Primary School, the pupils have the opportunity to participate in many extra-curricular activities which enrich the life of our school. These take place before school, at lunchtime or after school. Clubs that are likely to take place during the year will include - choir, Dance Woking, football, writing, hockey, netball, rounders, gymnastics, athletics, tennis, computing, French and mindfulness/well-being. Children who wish to stay for a club before or after school must obtain the signed consent of their parents.

Our Sports Clubs enter teams into competitive events and matches against other local schools. The choir regularly performs at concerts in the local area and at major venues further afield.





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HOME LEARNING

The amount, range and character of home learning expected will depend on which year your child is in and will vary as your child progresses through the school. There are also opportunities to take on optional home learning tasks, to extend learning at home, through our 'home learning' sheets which are sent home at the start of each term.

Home learning is posted on Seesaw (our online learning platform), Bug Club and TT Rockstars are also encouraged. Spellings are also set.

In addition to other homework all children are expected to take their reading books home and practise their reading with an adult for 10-15 minutes daily. A reading record should be signed and returned to school regularly. This supports our *Reading Around the World* initiative.



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Below are the dates for 2023-2024. You will note that there is a two week half term in October. We are aware that many parents take their children on holiday during term time as it is cheaper. By allocating a 2 week half term in October we ask that parents use this time to go on holiday, as there will be no fines applied to these 2 weeks.

If you take your children out of school at other times in the year then the usual fines from Surrey County Council will apply.

Academy Term Dates: September 2023 to July 2024

Autumn Term 2023

Inset Days	Friday 1 st September 2023
Pupils return	Monday 4 th September 2023 at the normal time
Half term 2 weeks	Monday 23 rd October to Friday 3 rd November 2023
Pupils return	Monday 6 th November at the normal time
Term ends	Friday 15 th December 2023 at 1.20pm

Spring Term 2024

Inset Day	Tuesday 2 nd January & 28 th March 2024
Pupils return	Wednesday 3 rd January 2024 at the normal time
Half term week	Monday 12 th to Friday 16 th February 2024
Pupils return	Monday 19 th February 2024 at the normal time
Term ends	Wednesday 27 th March at 1.20pm

Summer Term 2024

Inset Day	Monday 22 nd & Tuesday 23 rd July 2024
Pupils return	Monday 15 th April 2024 at the normal time
Half term week	Monday 27 th May to Friday 31 st May 2024
Pupils return	Monday 3 rd June at the normal time
Term ends	Friday 19 th July at 11.45am for year 6 Friday 19 th July at 1.20pm for years R-5

May Day Bank holiday this year Monday 6th May 2024.

Please note that the INSET dates may be liable to change.



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THE SCHOOL COMMUNITY

Governors

The school governors include co-opted members representing wider links with the community and industry, as well as a parent and staff member and are accountable to the Trust Board. Elected representatives hold office for four years. The Head teacher takes detailed decisions about the day to day running of the school, the full governing body discusses strategic aspects of school life, considering school finances.

Community Links

The school shares the gym with Surrey Arts, who organise music, drama and art in the community. The school works with a local residential home for the elderly; we have a pen pals scheme set up which involves a group of our pupils and a group of residents. The pupils and residents exchange letters and cards and also have the opportunity to meet. Our last meeting involved decorating and eating cakes and playing board games. Our choir also perform Christmas songs and carols to local elderly residents, either at their residential homes or at day centres, pre-Covid, which we look forward to returning to.

Friends of Westfield

The Parent Teacher Association (known as The Friends of Westfield) aims to forge closer links between home and school by encouraging families to become further involved in the life of the school. The FOW is very active in organising regular social and fund-raising events. Money raised by the FOW is used, by the school, to provide additional facilities and equipment for our children to benefit from. All parents automatically become members when their children start school. A committee, elected annually, manages the FOW. Each class seeks to have a representative and any involvement is welcomed.



WESTFIELD PRIMARY SCHOOL



WELL-BEING

Well-being and positive mental health are a high priority for the school: building up self-confidence and self-esteem; developing children's skills in recognising and managing their own emotions. This includes the encouragement of respect and care for the feelings of other people and property.

Positive attitudes towards learning and behaviour are recognised in class and at weekly celebration assemblies and also through our Marvellous Me app (a parent-school link which allows school to inform parents of all the great things their child has achieved at school via a secure app). Our school and class rules concern the children's safety and well-being as well as respect for others. They provide a framework within which the children should behave. The school has a series of rewards and sanctions to support behaviour choices, that are under pinned by restorative justice approaches. These are set out in the Behaviour Policy.

The school takes a positive attitude towards self-discipline and considerate social behaviour. If a child's behaviour falls below the expected standard, the class teacher will contact the child's parent to discuss the matter and implement the school's behaviour policy and procedures.

COMPLAINTS PROCEDURE

Westfield Primary School follows the EEEA Trust Policy and this is on the school website. Should you need a copy of the policy, please ask at the office.

ATTENDANCE

Our annual attendance figure for 2022-2023 was 94.6%.



WESTFIELD PRIMARY SCHOOL



WESTFIELD SCHOOL'S SATS RESULTS

To enable children's progress to be measured, assessments are made by the teacher and also termly tests for each child, the results are reported to the parents.

At the end of Key Stage 1 (Year 2) and Key Stage 2 (Year 6) children sit national tests. Please note, national data for 2023 is provisional until later in the Autumn Term.

End of Key Stage 1 Teacher Assessments 2023

Percentage of pupils reaching Expected Standards and above.

End of Key Stage 1 Teacher Assessments 2023

Percentage of pupils reaching Expected Standards and above.

Subject	Percentage of pupils achieving the expected standard: school (2023)	Percentage of pupils achieving the expected standard: nationally (2023)
English reading	64%	68%
English writing	48%	60%
Mathematics	64%	71%
Science	78%	77% (2022)



WESTFIELD PRIMARY SCHOOL



Key Stage 2 Test Assessments 2023

This table shows the percentage of Year 6 children achieving Expected Standards and above. Please note, national data for 2023 is provisional until later in the Autumn Term.

Subject	Percentage of pupils achieving the expected standard: school	Percentage of pupils achieving the expected standard: nationally 2022*	Average scaled score: school	Average scaled score: nationally 2022*
English reading	73%	73%	104	105
English grammar, punctuation and spelling	76%	72%	105	105
Mathematics	74%	73%	103	104
English writing (teacher assessment)	74%	71%	N/A	N/A
Science (teacher assessment)	88%	80%	N/A	N/A