

Fairway Primary School & Children's Centre



**FAIRWAY PRIMARY SCHOOL
PROSPECTUS**

Letter From The Head Teacher



Dear Parents / Carers,

On behalf of the Staff and Governors I would like to welcome you and your child/ren to Fairway Primary School and Children's Centre. We all work hard as a team to encourage your child/ren to be happy and successful during this important stage in their education. We believe that every Fairway child and adult has an important contribution to make to the life of our school.

We believe that close co-operation between home and school, committed and caring staff and a structured and exciting curriculum enables children to achieve high standards. Our aim is to encourage care and courtesy, self-confidence and independence in all our children and to make education a challenge and a delight.

Ms Jan Parker
Head Teacher

Tel: 020 8959 1177
Fax: 020 8201 0907

For more information, please see our website www.fairwayprimary.org.uk

Fairway Primary School - An Introduction

Fairway Primary School is a community school situated in the North West of the Borough of Barnet.

Although very near to the A1, it is situated in the pleasant surroundings of the Green Belt. It borders Mill Hill Golf Course and the playing fields of Northway School.

Our school opened in 1952 and is a one-form entry co-educational non-denominational school (aged 3 – 11) where children of many different faiths and cultures learn happily together.

We are, until January 2011, in temporary accommodation because our School and Children's Centre are being rebuilt.



Until the rebuild is complete the Reception class will be housed at the back of our Children's Centre, enabling them to have lots of outside space.

It is an exciting time for Fairway and we are really looking forward to moving into our fabulous 21st century, state of the art building. We shall be co-located in the same building as Northway Special School. There will be completely separate facilities for us and Northway but we do have the added bonus of being able to share some extra facilities such as the swimming pool, library, drama studio, sensory room to name but a few.

Plans and a model of our new school are available for you to view so please ask at the reception/office.

Starting School

Admissions

We are delighted to welcome prospective parents / carers to the school for visits. Please telephone for an appointment. Group visits take place on Friday mornings at 9:10 am once a month.

- Offers of places are made during the Spring Term before the academic year of entry. Parents/Carers will have filled in a Register of Interest Form and returned it to either the school or admissions at London Borough of Barnet. London Borough of Barnet will send out offers of a place.
- After an offer has been accepted you will be invited to a meeting.
- If the school is over subscribed, priority is given to 'looked after' children, children with statements of Special Needs, or special medical, social or educational needs, then to those with brothers or sisters at the school and finally to those who live closest to the school.
- There is a maximum of 30 places available in the Reception Class.

Entry to School

Your child will enter the Reception Class during the academic year in which they reach their fifth birthday.

- If your child is five between the 1st of September and 30th April they will be admitted full time from September.
- If your child is five between 1st May and 31st August they will enter school on a part-time basis, mornings only until the last week of the Autumn term when they come full time to school.

Children who are full time begin school for the morning only for the first week. On the second week they stay for the morning and for lunch. On the third week they stay all day. Children whose birthday is after April remain morning only until the last week of the Autumn Term.

Appeals

Parents / carers are reminded that if their child is refused a place, then they are placed on a waiting list and have the right to appeal to the Local Authority.

The Admissions Section is at: Educational Service, Building 4, North London Business Park, Oakleigh Road South, London N11 1NP (020 8359 7651).

Starting School

We want you and your child to have an informed and easy start to school.

Parents / carers are invited to visit the school on two occasions before the official starting date of the school year.

The first visit consists of an introduction to the Head Teacher, Class Teacher, Nursery Nurse and Welfare Assistant. At this meeting, parents / carers are informed about the school, educational aims, policies, daily timings and routines of school life. Parents / carers are encouraged to ask questions about any matter that concerns them.

The second visit consists of small groups of children (maximum of 6) who spend half a day in the Reception Class. The children are encouraged to join in the activities. Parents / carers may stay with their child if they need to, but most children are able to stay unaccompanied. This gives children the opportunity to overcome natural anxieties and look forward to starting school.

The Class Teacher and Nursery Nurse also visit every child in their own home (if they have not already had a home visit through Fairway Nursery). This is another opportunity for children to get to know the Reception Class staff. Many children treasure this time and still talk about it years later.

You will be asked to complete an information sheet which will advise us of any pre-school provision your child has attended and specific medical information.

Milk is available at no charge to Reception Class children only.

Fruit is also available to all Reception. This is supplied through the National Fruit Scheme for Schools.



The School Day

The School Day

Reception

8:55am School starts and the register is taken.

11:30am Lunchtime

3:25pm Hometime

Yr 1 – Yr 6

8:55 am School starts and the register is taken.

10:30am – 10:50am KS1 and Key Stage 2 (KS2) playtime.

12:20 pm - 1:20 pm KS1 lunchtime.

12:30 pm - 1:30 pm KS2 lunchtime.

2:15 pm – 2:30 pm KS1 playtime.

3:25 pm KS1 hometime

3:30 pm KS2 hometime



Please note that on the last day of every term school finishes at 2:00 pm for all children.

The School Day

Arrival at school

It is important that your child is in school every day unless they are unwell.

Reception

You (or a responsible adult) will need to stay with your child until school starts at 8:55am.

Yr 1 – Yr 6

You may bring your child to school before 8:55 am. The playground is supervised by a Teaching Assistant from 8:30 am so you can leave your children in the playground from 8:30am.

Absence and Lateness

The following information relates to the absences of children of compulsory school age for the period September 2008 - May 2009.

Authorised absences: 4.4% Unauthorised absences: 0.5%

We expect a parent/carer to telephone the school on the first day of absence **before 9:00am**. If we do not receive an explanation or if the explanation is unsatisfactory, we will not authorise the absence, and this will be shown on your child's end of year report.

Medical appointments, dentist, doctor etc should be made after school hours. However, if you need to remove your child during school hours, e.g. for medical appointments, you should advise us in advance. When you collect your child please sign them out at the main office

Parking and One Way System

FOR YOUR CHILD'S SAFETY PLEASE PARK WITH CARE AND OBSERVE THE PARKING RESTRICTIONS AROUND THE SCHOOL.

Never park or stop on the yellow zig-zag markings in front of the School/Children's Centre/Northway or on the yellow lines or coach bays at the times written on the signs. We operate a voluntary one way system along The Fairway from 8:15 – 9:30am and 2:45 – 3:45pm. If you drive to school, please remember to use the one way system, with Fairway Primary School on the right hand side, as it makes life a lot safer and easier.

The School Day

Lunchtime

Lunchtime begins at 11:30am for Reception, 12:20pm for KS1 children and 12:30 pm for the KS2 children.

There is a choice of a meat/fish or a vegetarian meal. There is always salad, fresh fruit, yoghurt, dessert and water. Children are encouraged to eat half of their main course and all of their vegetables before they can collect a dessert. During the lunchtime break, the children are supervised by the Meal Time Supervisors. School lunches cost £2.00 per day i.e. £10.00 per week. Dinner money is payable on **Mondays only**. Each child's payment should be in a separate sealed named envelope and can be cash (please note, no change is given) or cheque, paid weekly or half termly. Alternatively credit card payments can be made to the Borough by calling the credit card line on 020 8359 5055. All dinner money should be given to the class teacher or handed into the office.

Free meals are available if you are in receipt of income support or income based job seekers allowance. Please see the school secretary if you need advice.

Packed Lunches

If your child has a packed lunch, it needs to be in a clearly named container and must **not** contain nuts or nut products as we have children in school who have life threatening allergies to nuts or nut products. No sweets should be included and we prefer that chocolate is not included.

Food is not thrown away but left in lunch boxes so that you can monitor what has been eaten.

Please give your child a drink in a sealable plastic container or carton. Fizzy drinks are not allowed.

Snacks at Break time

Key Stage 2 children (Years 3 – 6) may bring a snack (fruit, vegetables, cereal bars) for morning break.

Water

It is very important that children drink water regularly. All children are given a water bottle. These bottles are refilled daily and they are cleaned in the dishwasher every two weeks.

Medical Information



FAIRWAY IS A NON SMOKING SITE

Medical and Dental Inspection

Our School Nurse visits regularly and the children have periodic eye and dental checks. If treatment is required you will be informed.

Medicines

If your child needs to take any medication during the school day, please come to school and sign a Parental Consent Form available from the Welfare Assistant (Mrs McEvoy). By doing so you accept responsibility for the trained First Aider to administer the medications. All medicines need to be prescribed by your Doctor and be clearly marked with your child's name and the required dosage. If they are on antibiotics and need their dosage three times a day, they do not need to have the medicine administered at school.

Asthma

If your child has asthma they will have access to their inhalers all day, even if out of school, e.g. on an educational visit or swimming. Please discuss your child's needs with Mrs McEvoy our Welfare Assistant.

Sun Awareness

Children need to wear a hat when playing outside in the summer months. Sun cream should also be applied. Ideally this should be the once a day type that can be put on before school, if not, children need to be able to apply their own lotion.

Dogs

In the interest of our children's safety we must ask you not to bring dogs on to the premises.

Medical Information



Welfare

Each Class Teacher is directly concerned with your child's welfare. The Welfare Assistant and Teaching Assistant's will help any child in need of care or assistance during the day and there is a Medical Room with first aid facilities to deal with minor injuries.

All visits to the Medical Room are logged and children are given a slip to say they have been seen and what action was taken.

Should your child fall ill (if it is a head injury you will always be informed) we will make every effort to contact you; we therefore need up to date home, work or mobile telephone numbers. If you cannot be reached by phone we must have the name and telephone numbers of a responsible adult who can be contacted in an emergency.

Should a serious accident occur which requires urgent treatment, an ambulance will be called and you will be contacted.

Head Lice Infestation

This is a common occurrence among school children. Please do look at your child's hair at least once a week. Unfortunately head lice like clean hair! If you are unsure what to look for ask the Welfare Assistant.

There are various treatments and advice can be obtained from school, Mill Hill Clinic or a chemist.

We will issue a letter to raise awareness if there is an outbreak in your class. Please inform the school if your child does have head lice so we can monitor the situation.

We now have DVD's available for you to borrow giving you information on all aspects of head lice e.g. prevention, treatments and myths about them! If you would like to borrow a copy, please come to the office.

Fairway School Uniform

School uniform must be worn at all times. Please name all uniform.

Grey skirt / trousers

White shirt / blouse and school tie (elasticated or regular)*

White polo shirt *

Navy blue school v-necked sweatshirt (with logo) * / navy blue school cardigan (with logo) *

Grey or white socks or tights and black school shoes

Green and white checked dress

Grey shorts optional for summer

Cap for summer

P.E. Kit

Black shorts, white T-shirt (round neck) and plimsolls

Optional items:

Navy blue reversible jacket (fleece & waterproof with hood)

Green school rucksack (with logo)*

Green fluorescent book bag (with logo)* Green PE drawstring bag (with logo)*

Green baseball legionnaires caps (with logo)* Navy blue woollen hat (with logo)*

*All items with an asterisk * can be purchased from the school by filling in an order form.*

Children may wear either formal uniform (white shirt and tie) or informal uniform (white polo shirt) but **all children will need a formal uniform for special occasions such as school visits, photographs, special assemblies or performances.**

ALL CLOTHES including PE and swimming kit MUST BE NAMED. The PE kit should be kept in a draw string bag with your child's name clearly marked (on the outside) and this should be in school for the Half Term and taken home at the end of each Half Term to be washed. The wearing of tracksuits and trainers for outdoor games is encouraged in the winter. (Tracksuits are not required for the Reception class.)

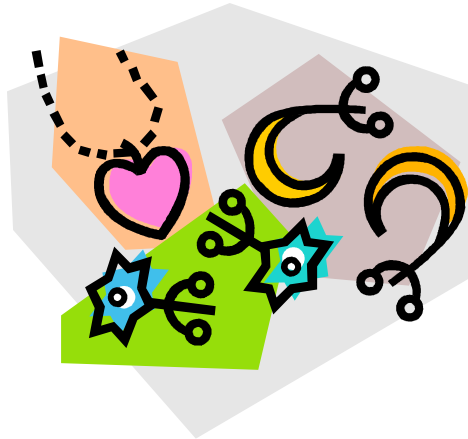
Fairway School Uniform

Swimmers

All Reception and KS1 children go swimming at Northway School. They will need to bring a swimsuit, hat and towel. If your child is in school they will be expected to go swimming. We will keep spare swimming kits so if they forget we shall loan them a kit. Also please note that **ALL** children **MUST** wear a swimming hat for hygiene reasons.

Jewellery

For safety reasons the school has a policy of no jewellery (Bulletin 200). Staff also must not wear jewellery when engaged in physical activities.



Mufty Days!

At the end of each half term (6 times a year) we have a non-uniform day. The children are to pay a £1 if they decide not to wear their uniform. The children then choose what they would like to purchase for their class.

Fairway Children's Centre

Fairway Children's Centre offers a range of high quality, inclusive services that meet the needs of young children and their families all under one roof.

At Fairway Children's Centre we offer the following services:

- Childcare for children aged between two and five
- Parent/carer and toddler drop in sessions
- Childminding network information
- Information surgeries
- Adult education courses (some with crèche provision whilst attending courses)

Some of our services are provided by staff from Fairway Children's Centre. Others are offered through partnerships with agencies such as healthcare and educational organisations.

What are the aims of a Children's Centre?

Children's Centres will contribute towards the Government's commitment to enable:

- The best start in life for every child
- Better opportunities for parents/carers
- Affordable, high quality childcare, support and advice to the community
- Stronger and safer communities

The Children's Centre programme is based on the concept that providing integrated education, care, family support and health services are key factors in determining good outcomes for children and their parents/carers.

Please see our brochure for full details.

Partnership with Parents / Carers

At Fairway we see you as joint educators of your child working closely with all our Teachers and Teaching Assistants.

Support in School

Adult help is greatly appreciated; we welcome offers of assistance with a variety of activities such as cooking, sewing, reading or helping on educational visits. If you would like to help you need to be police checked so please see the office for details.

Home Reading

Your child will bring home a reading book and a Reading Diary (Enjoying Reading) for you to write comments. Parents / carers and teachers can communicate about their child's reading through this booklet.

Many young children are put off reading at an early stage by being forced to read. Please help your child to enjoy reading, make it fun.

Home Learning

All children are expected to read for 15 minutes everyday. When ready children receive at least three individualised spellings each week which they are expected to learn and Yr 2 to Yr 6 children are given times tables to learn. In addition KS2 children can complete a half termly Home Learning Project, where they are given the option of different tasks based on a common theme.

P.T.A. – 'Friends of Fairway'

All parents / carers are automatically members of our Parent Teacher Association known as 'Friends of Fairway'. It organises social events such as film shows and International Evenings, these provide opportunities for parents / carers to meet together and become fully involved with the social functions of the school. The money raised at these events pay for additional resources for our children. If you would like to find out more please ask.

Partnership with Parents / Carers

Consultation Evenings

Reception

You will be invited to meet with your child's key worker to discuss their progress and development once a term.

For Yr 1 – Yr 6

You will be invited to two consultation evenings during the school year. These take place in the first and second term. You will have an opportunity for an individual consultation with your child's teacher to discuss progress and areas for development.

You are most welcome to talk to the Class Teacher at any time during the school year. Teachers are happy to talk to parents / carers after school.

An annual school report is sent to parents / carers in the summer term. If required, you can make an appointment to discuss the contents of the report with the Class Teacher.

Curriculum evenings dealing with a particular subject area may also be organised from time to time.

Secondary Transfer

During your child's final year at Fairway you will need to select the secondary school you would like your child to attend. At the end of Year 5 parents / carers are invited to the Secondary Transfer meeting. Secondary schools have open evenings in order to help you make an informed decision about the school you would like your child to attend.

Class Assemblies

Each class has an assembly once a term. Dates will be in our newsletter. The children love to have their family there, so please come and watch them.

Links with the Community / Security

Inclusion

We have close links with Northway Special School. A few of their children come to us on a sessional basis and some of our children use their facilities, e.g. the multi-sensory room and the pool.

We have links with several secondary schools. For example Year 5 children attend Master Classes at Mill Hill County High for a morning, in order to experience life in a secondary school.

Our football, netball and cricket teams participate regularly in Borough competitions and festivals.

Educational Visits

We arrange a variety of educational visits throughout the year. A letter will be sent with full details and you will need to sign a permission slip for your child before the day of the visit. The safety of your child is of paramount importance and we plan Educational Visits in accordance with our Educational Visits Policy.

Security

We are very conscious of the need for effective security at Fairway School.
The school has security lighting and a burglar alarm.

All visitors must report to the office to sign the visitors' book and collect a visitors badge.

Our Governing Body

Our Governing Body is responsible for ensuring that our School conforms with the legal guidelines laid down by Parliament and the Local Education Authority (L.A).

Governors' duties include:

- monitoring the school budget
- appointing staff
- ensuring the implementation of the National Curriculum
- monitoring health and safety issues concerning school premises and the welfare of pupils and staff.

The Governing Body is not involved in every day running of the school; that is the responsibility of the Head Teacher and the Senior Leadership Team.

Our School Governing Body consists of:

Two Staff Governors (one of whom is the Head Teacher) elected by staff and if required election by ballot.

Five Parent/Carer Governors - elected by parents and if required election by ballot.

Three LA Governors - appointed by the LA.

Three Community Governors - elected by the Governors. Should be eligible member of the local community, not to include a parent with a child/ren at the School/Children's Centre.

The Governing Body meet half termly and the minutes of Part 1 are available for everyone to read and are in the school entrance area. (Part 2 minutes are confidential.)

As well as full Governing Body meetings, there are also committee meetings in order to discuss finer details.

The Chair of Governors is Mr Andrew Cox.

Behaviour and Discipline

Our main aim is a happy, orderly learning environment in which no child is prevented from learning by the selfish behaviour of another child. It is made clear to children that we expect a high standard of courteous behaviour at all times. We have a whole school Behaviour Policy and a set of Golden Rules which children are expected to follow.

We have a Happy Book assembly (Yr 1 – Yr 6). Children from these classes are presented with certificates for good behaviour, consideration for others, good work, helpfulness etc.

Good behaviour is emphasised also by praise and stickers. In the event of a child having a persistent behaviour problem, parents / carers are consulted so that we can work on a solution together.

In school:

- A child may be asked to sit alone at a table.
- A child may be sent to work with another teacher.
- A child may be sent to the Head Teacher and a note of the behaviour is made in the Sanction Book.
- If a child underachieves during lesson time he or she is expected to finish the work set during playtime.

Rules

At Fairway Primary School we follow a set of Golden Rules:

Do be gentle	Do be kind and helpful
Do work hard	Do look after property
Do listen to people	Do be honest

Other School Rules:

No money is to be brought into school except for a specific purpose. Money should be given to the class teacher for safekeeping.

Chewing gum and sweets are not allowed.

Mobile phones are not allowed unless the parent/carer has written to ask permission from the Head Teacher.

Please do support our School Rules.

Curriculum

School Curriculum

All children in each class follow a broad and balanced curriculum which embraces all the National Curriculum subjects. These are the core subjects of English, Mathematics, Science and Information and Communication Technology and the foundation subjects of History, Geography, Design and Technology, Art, Music and Physical Education. Religious Education and Personal Social Health Education are also taught.

A curriculum letter for parents/carers is sent out half termly, this outlines what your child will be learning.



Curriculum

English

The three main areas of the English Curriculum are reading, writing and speaking and listening.

Reading

There are a wide variety of books available for children to experience the joy of reading and our library is well-stocked with high quality fiction and non-fiction books. The children visit the library once a week and everyone has their own library ticket.

Children are encouraged to bring a book home every evening and share it with a Parent/Carer (the really young children may start off with a pre-reading activity eg. game, jigsaw etc.).

The use of reference books and CD Rom technology is encouraged.

Guided reading takes place every day and the progress of children's reading is closely monitored.

Writing

The children learn to write for many different purposes e.g. letters, invitations, stories, reports, and arguments, and are taught the importance of grammar, spelling and punctuation.

Writing is taught alongside reading throughout the school. We aim to teach every child to write fluently, neatly and to take a pride in the presentation of their work. Children are taught letter shapes from an early age using appropriate pencils they progress to using a pen in the upper years of the school.

Speaking and Listening

Children are encouraged to express their ideas and opinions with clarity and confidence. They learn to listen when appropriate and respect the views of others. In line with the new English strategy our children are encouraged to explore writing through drama, role-play and hot-seating

Curriculum

Science

Science develops children's ability to explore and understand the natural and man made worlds. It builds on their natural curiosity, inventiveness and wonder and helps them make sense of the world around them.

The children cover three main areas: life and living processes, materials and their properties and physical processes.

Children learn to ask and answer questions and solve problems using investigation. They develop valuable skills, such as generating and testing ideas, gathering and interpreting evidence, developing solutions and evaluating what and how they have done it.

As their understanding grows, children gain awareness of the ways that learning in science inform other areas of learning

Mathematics

Children learn mathematics in a variety of ways. Some of these are: practical work; discussions; problem solving; investigation and practising skills and routines. While Year 1 to Year 6 have a Numeracy lesson every day the subject is linked to other curricular areas when the opportunity arises. Reception class follow the Foundation Stage for mathematics.

The mathematics curriculum includes measures, algebra, shape and space, data handling and number. A range of equipment is used to support learning such as calculators, computers and apparatus.

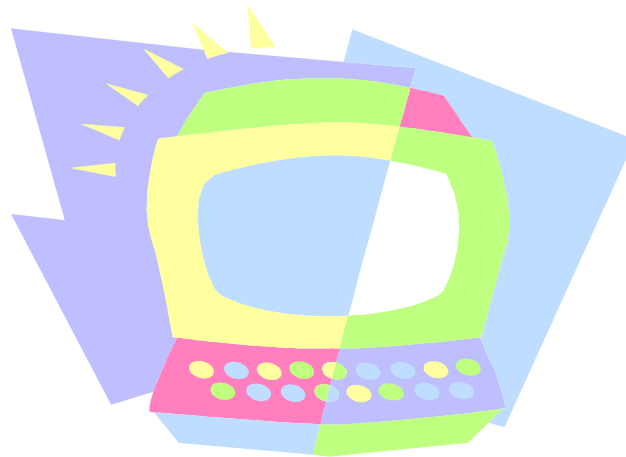
Our aim is for your child to be numerate, to enjoy mathematics and have a good understanding of mathematical skills and knowledge that can be used confidently in any situation.

Curriculum

Information and Communication Technology

We see information technology as a key to the future. Children are encouraged to use and interact with IT and have secure access to the Internet (incorporating *e-safety* from LBB directive) from the day they start at Fairway Primary School. We have Smart interactive whiteboards in every classroom and three laptop trolleys, two with 15 laptops for Infants and Juniors to use, and one with 32 minibooks for the Juniors. These are used for interaction and reference as well as word processing and learning. Children are taught basic computer skills which they then put to use in lessons. We have a variety of specific software related to the subject taught.

The school has its own website at www.fairwayprimary.org.uk where you can find out about Fairway and keep up to date with the latest newsletters, events and other information including curriculum, staffing and forms (that can be printed off for parents/carers to use).



Curriculum

Creative Curriculum

At Fairway Primary School we aim to build creativity into the school's curriculum, to provide a stimulating physical environment and to work with outside partners to enrich learning including visitors to school as well as outside visits. We make purposeful links between subjects to enhance teaching and learning for all our children.

Our geography and history curriculum is delivered through a themed approach and not just QCA units. In history children are taught chronological understanding, a knowledge and understanding of events, people and changes in the past and historical enquiry. In geography children are taught skills of enquiry, knowledge and understanding of place, understanding patterns and processes and understanding environmental change and sustainable development.

We aim to deliver a curriculum that engages all children and responds to their interests.



Curriculum

Music

All classes have music lessons with their class teacher as well as taking part in group singing lessons. Where appropriate, music is linked to other areas of the curriculum. Children take part in performances through such events as class assemblies, end of term productions and extra-curricular clubs. The children are given opportunities to hear live music through regular visits by professional musicians. In addition, tuition in violin, guitar and piano is provided by visiting teachers through the Borough Instrumental Teaching Scheme. There is a termly charge for instrumental tuition which is payable in advance. This does not include the hire of an instrument, which can be arranged at local music shops.



Design and Technology

Design and Technology projects are an integral part of our curriculum. Your child will be taught designing and manufacturing skills through knowledge and understanding of materials, components and structures. Design Technology provides children with the opportunity to evaluate their products and work out strategies to improve their designs and models. These skills are fundamental to this area of the curriculum.

Art

Art is an important tool for learning in the primary curriculum. Creative work also develops self-esteem and confidence. Your child will be introduced to a variety of skills in art including drawing, painting, printing, sculpture, collage and textile work. These skills can be used to encourage observation of detail and to communicate and express feelings and ideas. Your child will be taught to appreciate work from a variety of artists. Art also provides an opportunity to learn about other cultures. Art work is displayed throughout the school.

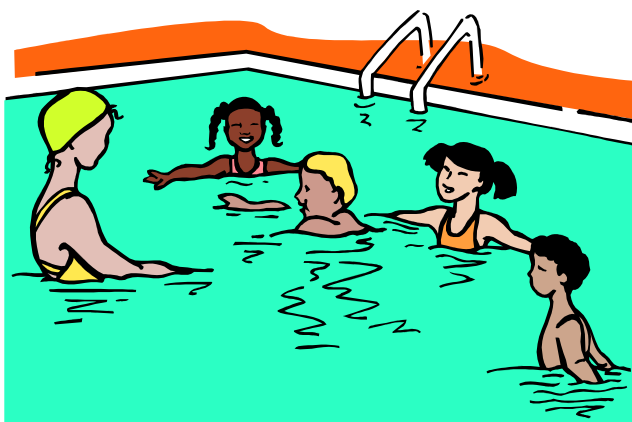
Curriculum

Physical Education and Games

PE aims to provide an enjoyable, satisfying programme of structured activities with opportunities for all children to develop physically, socially and emotionally. We offer a choice of games at key stage 2 and skills are developed from an early age in key stage 1.

Our PE programme covers games, gymnastics, dance, swimming, athletics and outdoor pursuits. The development of confidence, tolerance and the appreciation of one's own and other's strengths and weaknesses is considered to be an important part of the learning process. Opportunities are given in after school clubs to be selected for teams to represent the school. This develops a healthy competitive spirit combined with sportsmanship qualities.

We hope that the children will develop, as a result of this programme, an appreciation of health, fitness and the benefits of an active lifestyle.



Swimming

All children are taught to swim in the Reception class. Children continue to build on the skills in Years 1 & 2. We are very fortunate in having a swimming pool, which is heated and covered nearby, at Northway school. Each child must have a swimming costume, named towel and a swimming hat (which is available from the school office).

Curriculum

Inclusion

At Fairway Primary School, we recognise and provide for the different needs of the individual, such as Special Educational Needs and English as an 'Additional Language', while also recognizing that their needs can change.

Special Education Needs

We recognise that many children at some stage in their education may have a Special Educational Need. We are committed to a whole school approach. We aim to ensure each child has full access to the Curriculum by adapting our teaching methods and resources to the learning needs of the individual child. The Class Teacher, Inclusion Co-ordinator and relevant Support Staff, in consultation with the parents / carers produce an individual education plan. This is regularly monitored and reviewed termly.

We aim to identify any Special Education Need as early as possible and we encourage you to contact us at an early stage if you feel your child has a particular problem or difficulty.

As with all our policies, Fairway Special Education Needs Policy is available for parents / carers to view.

Able Children

At Fairway Primary School we recognise that some children may be particularly able in one or more areas of the Curriculum.

The Curriculum is planned so that each child can achieve personal standards of excellence. The work is matched to individual children's abilities.

Curriculum

Personal, Social and Health Education (PSHE)

At Fairway Primary School we regard PSHE as an important component of the whole curriculum. We believe that as a health promoting school the promotion of health and well-being is central to the life of the school and its relationships with the surrounding community. At Fairway Primary School we take very seriously the responsibility that schools have to provide a broad and balanced curriculum which:

- Promotes the spiritual, moral, cultural, mental, emotional, social and physical development of children at the school and in society.
- Prepares children for the opportunities, responsibilities and experiences of adult life.

All children are entitled to receive sound information about keeping healthy and safe, emotionally and physically.

Children are taught the importance of looking after themselves as well as others.

The school nurse has regular contact with the children. Examples of areas covered include drugs education, sex education, smoking, personal hygiene and citizenship.

STATEMENT ON SEX EDUCATION

We approach sex education via:

1) Knowledge and understanding 2) Skills 3) Attitudes

It begins at the reception level with a study of the development and growth of babies, parts of the body and family life. Gender issues and stereotypes are challenged as children get older.

During the middle years (years 3 & 4) children are taught more about physical changes and how to identify emotions. In the final years of the primary school children will learn more about physical changes of puberty, menstruation and personal hygiene. Year 6 children will look closely at relationships, peer pressure, emotions, conception and reproduction. They will study parenting skills, disease and illness, the problems of drug misuse, smoking and solvent abuse. Throughout their schooling they will be taught how to develop self-esteem, to nurture their rights and responsibilities, how to look after their body, what feeling safe means and their social responsibilities to home and school.

This area of the curriculum is always taught with sensitivity and care and parents/carers are involved at every stage.

Full details of the syllabus are available from the office. There may be rare occasions when parent/carers wish to withdraw their child from these lessons.

Curriculum



Religious Education and Collective Worship

Religious Education forms part of the basic curriculum in accordance with the Education Reform Act 1988 and in line with the London Borough of Barnet's Agreed Syllabus.

Our children are encouraged to understand the basis of belief of different faiths so that they can live side by side in a multi-faith society with mutual understanding and respect. They are also taught about religious festivals celebrated in the wider community. Parents / Carers may withdraw children from Religious Education and collective worship, if they wish.

The daily acts of worship (assemblies) aims to:

- Give expression to the values and concerns of the community.
- Celebrate the contribution of individuals or groups to the life of our school.

Curriculum

Assessment, Recording and Reporting

Children are assessed by their teachers all the time - through observation, through conversation, by marking work and by appropriate testing. Children are encouraged to assess their own work and formative assessment is an essential part of this process.

Appropriate assessment, success and praise are all important in motivating children to do their best and to achieve the standard of work expected of them. In addition to recording progress in reading, records of work are kept in all areas of the curriculum.

Written reports are sent home at the end of the Summer Term.



Curriculum / Extra Curriculum Activities

Complaints Procedure

The Secretary of State recommends that any enquiries from parents / carers about the National Curriculum should be dealt with through informal discussion with the Class Teacher in the first instance and then the Head Teacher.

If any matter cannot be resolved in this way, we have a complaints policy which is in your starter pack when your child starts school.

Extra Curricular Activities

There are a variety of clubs on offer to children. Fairway Staff organise clubs on a voluntary basis after school. Children who choose to join a club are expected to attend regularly and a note should be provided if a session is to be missed. Parents / carers are encouraged to personally collect their children if they stay on for after school activities, particularly in the winter when it gets dark earlier. Some after school/before school clubs maybe run by relevantly qualified people from outside agencies. These clubs charge, for details please ask at the school office.

Busy Bees – After School Club

We have an after school club run by Busy Bees. This is a commissioned service and is monitored by Ofsted. It runs every school day from 3:40pm to 6:00pm. Information about Busy Bees is in your starter pack.



Charging Policy

At Fairway School, we recognise the valuable contribution that the wide range of additional activities, including clubs, educational visits, residential experiences and swimming can make towards pupils' personal and social education.

Therefore the aim is to promote and provide such activities both as a part of a broad and balanced curriculum for the pupils and as additional optional activities.

If there is a cost involved in the educational visit, parents / carers will be asked for a voluntarily contribution towards the cost. The Friends of Fairway has agreed to make a contribution towards the cost of educational visits. However, if insufficient contributions are received from parents / carers, it may be necessary to cancel a particular activity.

Charges may be waived or reduced for those parents / carers who are in receipt of Income Support.

Useful Phone Numbers

Fairway Primary School
The Fairway
Mill Hill
NW7 3HS

Tel: 020 8959 1177
Fax: 020 8201 0907

Fairway Children's Centre
The Fairway
Mill Hill
NW7 3HS

Tel: 020 8359 3730

Educational Service
London Borough of Barnet
North London Business Park
Oakleigh Road South
N11 1NP

Tel: 020 8359 7651

Mill Hill Clinic
Hartley Avenue
Mill Hill
NW7 2HX

Tel: 020 8959 3005