HOWITT PRIMARY COMMUNITY SCHOOL

PART OF EMBARK ACADEMY TRUST

PROSPECTUS
2026 - 27

*Howitt Primary children are **ACE**!*

Achieve their best

Care for others

Enjoy learning

EMBARK
FEDERATION

HOWITT PRIMARY COMMUNITY SCHOOL

Address:	Holmes Street Heanor Derbyshire DE75 7FS
Telephone:	(01773) 713217
E-mail:	enquiries@howitt.derbyshire.sch.uk
Website:	www.howittprimary.org.uk
Head Teacher:	Mrs A Spencer
Chair of Governors:	Mr J Harvey
	The school is part of The Embark Academy Trust The school has a nursery and two year old provision. The school caters for pupils aged 2 to 11.
Number on Roll:	Approximately 339 + 39 full time places in the nursery.

Information is correct at time of publishing.

HOWITT PRIMARY COMMUNITY SCHOOL

Welcome to the Howitt Primary Community School family. We hope that the following information gives you a picture of our school, our values and our vision.

Choosing the right school is one of the most important decisions facing parents today and of course, you want the best for your child. At Howitt Primary Community School, we are totally committed to developing **all** of your child's abilities. We aim to offer them the very best start to their formal education – an education that is rich in opportunities and experiences, one that influences a lifelong love of learning.

We believe that children will only learn if they feel secure and happy. We therefore feel it is of paramount importance that we help to raise the self-esteem of all children so that they believe in themselves.

We are committed to developing partnership links with parents and at all times you are welcome to become involved as much as you wish in your child's education as well as with other activities within the school. Our aim is to give the best opportunities to your child. Co-operation and understanding between parents and staff plays an important role in achieving this aim.
Our school is calm and welcoming. Our children smile and are engaged in their learning. I am proud to be their head teacher and spend each day in a positive and friendly environment. The staff work very hard and are very dedicated in ensuring that they offer the best education and experiences for the children.

In this prospectus, you will find a lot of information to inform your decision about sending your child to Howitt Primary Community School. By its nature a prospectus is rather formal and can only give you a brief overview of our school and, with this in mind, I would like to invite you to contact me. I will be happy to answer any enquiries and arrange a visit for you to see us in action.

Mrs Alison Spencer
Headteacher

OUR VISION

At Howitt Primary Community School, we make learning engaging and purposeful for all our children. As a staff committed to creating a love of learning, we provide the best possible opportunities and experiences as we help to prepare children for their future lives. In return, we expect them to be the best that they can be.

Our aim is to lead the children into developing as confident, independent learners with enquiring minds. Central to our vision is helping children to be positive members of our school and the wider community. Our pupils know that they are valued for who they are.

In a friendly, secure environment, all pupils are given an equal opportunity to reach their full potential. We develop the whole child in terms of their academic, personal and social education, encouraging co-operation and tolerance. We work together to create a school where positive behaviour is expected and everyone is treated with respect and sensitivity.

OUR VALUES AND AIMS

At Howitt Primary Community School, we aim:

To aim high, developing successful, enthusiastic learners through inspiring teaching.

To have care and consideration for others, respecting truth and fairness.

To develop enjoyment of learning through an exciting, creative curriculum.

*Howitt Primary children are **ACE**!*

***A**chieve their best*
***C**are for others*
***E**njoy learning*

STAFF LIST

2025-2026

Teaching Staff

Mrs Spencer	Headteacher
Mrs Rhodes	Deputy Headteacher
Mrs Jordan	Nursery / Foundation Stage Leader
Mrs Edgeley	Reception / SENCO
Mrs Payler	Reception
Miss Boustead	Reception
Miss Lockley	Year 1
Miss Beard	Year 2
Mrs Clarke/Mrs Payler	Year 1/2
Mrs Snow/Mrs Rhodes	Year 3/4
Miss Beardsley	Year 3/4
Mrs Knowles/Ms Ip	Year 3/4
Mr Wylie/Mrs Bell	Year 5
Mrs Prince/Mrs Bell	Year 6
Miss Pilgrim	Year 5/6

Support Staff

Mrs Walker	School Business Manager
Mrs Lacey	School Business Assistant
Miss Beardsley	Teaching & Learning Assistant
Mrs Bridges	Teaching & Learning Assistant
Mrs Bourne	Teaching & Learning Assistant
Mrs Bowler	Teaching & Learning Assistant
Mrs Clay	Teaching & Learning Assistant
Mrs Ensor	Teaching & Learning Assistant
Mrs Fowkes	Teaching & Learning Assistant
Miss Higgins	Teaching & Learning Assistant
Miss Holmes	Teaching & Learning Assistant
Mrs Horne	Teaching & Learning Assistant
Mrs Jones	Teaching & Learning Assistant
Mrs Littlewood	Teaching & Learning Assistant
Miss Marshall	Teaching & Learning Assistant
Mrs Martin	Teaching & Learning Assistant
Mrs McBean	Teaching & Learning Assistant / Nurture Lead
Mrs Painter	Teaching & Learning Assistant
Mrs Patchett	Teaching & Learning Assistant
Mrs Riley	Teaching & Learning Assistant
Mrs Sellars	Teaching & Learning Assistant
Miss Webster	Teaching & Learning Assistant
Mrs Webster	Teaching & Learning Assistant
Mrs Wood	Teaching & Learning Assistant
Mrs Woodward	Teaching & Learning Assistant

Midday Staff

Mrs Baldwin
Mrs Charlton
Mrs Clarke
Mrs Currier
Mrs Herrett
Mrs Littlewood
Mrs Stuart
Mrs Taylor
Miss Webster
Mrs Woodward

Caretaker and cleaners

Mr Field	Site Supervisor
Mr Barnes	Caretaker
Mrs Baldwin	Cleaner
Mrs Beresford	Cleaner
Mrs Gilbert	Cleaner
Mrs Parkins	Cleaner

Kitchen Staff

Mrs Thomas	Kitchen Supervisor
Mrs Gilbert	Kitchen staff
Mrs Parkins	Kitchen Staff
Mrs Stone	Kitchen staff

Trustees

Embark Academy Trust is guided and overseen by a board of trustees. Please see the Embark Academy Trust website. embarkfederation.com

Who are the Governors?

The School Governing Board is made up of elected members of the community and, with the Headteacher, is responsible for the direct management of the school and is held accountable by the Embark Academy Trust board of trustees. In executing its responsibility, the Governing Board meets regularly in order to address such issues as employment of staff, the school building, financial management, curriculum and assessment, behaviour and discipline.

Mrs Anthony	Clerk to the Governors
Mr Harvey	Chair of Governors Co-opted / Parent
Mrs Bowley	Vice Co-Chair of Governors Co-opted
Mrs Wood	Vice Co- Chair of Governors Co-opted
Mrs Spencer	Headteacher
Mr McBean	Co-opted
Mrs Beaumont	Parent Governor
Miss Pilgrim	Staff
Mrs Rhodes	Associate Governor
Mrs Walker	Associate Governor

All governors can be contacted through the school office.

OUR SCHOOL TIMES

Nursery 8.30 -11:30am and 12:30 – 3:30pm

Reception: The gates open at 8:40am and school starts at 8:50am and finishes at 3:15pm.

Year 1 and 2 The gates open at 8:40am and the school starts at 8:50am and finishes at 3:20pm.

Years 3, 4, 5 and 6, Doors open at 8:45am and school starts at 8:55am and finishes at 3:25pm.

For term dates please visit the Derbyshire County Council website.

Please ensure when bringing your child to school by car or meeting them at the end of the day, that you do not park immediately outside the entrances or block neighbours' driveways at any time. Cottage Garden Lane and Holmes Street are hazardous for pedestrians.

ADMISSIONS

The Local Authority is required to co-ordinate admissions for Howitt Primary Community School, for reception to year 6. Essentially the Authority acts as a 'clearing house' for all admissions and enables parents to express a preference for one, two or three schools and to place those preferences in rank order. Parents must make their application on a common form, to be returned direct to the Local Authority, and give reasons for their preferred schools. If you wish, your child to attend our school you will need to apply to the Local Authority by the due date. (www.derbyshire.gov.uk/admissions)

Our Nursery Provision

Admissions to the nursery and two year old provision:
Two year olds and the nursery children can be registered at the school's main office. Parents/carers will be contacted in the term before their child is due to start offering a place.
We offer places for 15 and 30 hours funding and although it is best for your children to attend the nursery for consecutive and consistent sessions, we are able to cater for various days and sessions. We also offer extra paid sessions for your child.

Visits by prospective parents are always welcome – please contact the school.

Primary Education

Children will go into full time education in September in the school year in which they become 5 years old. Children who have attended the nursery do not automatically have a place at Howitt Primary Community School. The Local Authority, as described above, controls this admission procedure. A letter will be sent in the November before the school year in which the child is 5 years old.

INDUCTION

Children who attend our nursery are given opportunities to participate in school events before moving into the reception class. In the term, before they are due to start full time education, all children are invited to a series of visits to meet their teacher, stay for lunch and take part in activities to become familiar with their environment. Parents are invited to an induction meeting with the Headteacher and the reception staff where routines, planned learning and expectations are shared. This is an ideal opportunity to have all your questions answered!

When a child is starting our school mid-year, then we encourage parents/carer to look round the school with their children. Admissions are made through the local authority. Tel: 01629 533190 e-mail: admissions.transport@derbyshire.gov.uk

Transfer to secondary school includes visits by year 6 children to the school of their choice. We liaise with the secondary schools to ensure a smooth transition.

WHAT DOES HOWITT PRIMARY SCHOOL OFFER?

Howitt Primary Community School is a large school, which serves the area including Mansfield Road, Derby Road and Loscoe Grange. The majority of our pupils have first attended the nursery, which works as part of our Foundation Stage. This ensures that children from the age of three receive a continuity of education. We currently have 346 children on roll, which includes the nursery. The school joined the Embark Academy Trust in January 2019 and works alongside a number of primary, junior and infant schools as well as a small number of secondary schools. Please see the Embark Academy Trust's website for more details. As a Trust, we work collaboratively giving the children many varied opportunities to experience.

The school consists of 3 phases, which accommodate the nursery, key stage 1 and key stage 2. All phases of the school provide high quality learning and teaching environments. There are two halls - the main hall is used for whole school assemblies and PE activities, as well as a canteen for lunchtime. We also have an IT suite, a library, a music room and a conference room. We are fortunate to have a well-equipped nursery building which also houses the Rhyme Room for the two year olds. Our main reception/office area is located at the edge of the key stage 1 playground. Please follow the signs to the main entrance.

Secure outdoor play areas create a valuable facility for our pupils. The playgrounds include extensive hard play areas and a nature garden for cross-curricular use. There are also areas where children can sit quietly and play games or read and draw. We have a large playing field, which includes a hard play area for netball, basketball and football. The nursery and reception classes have access to external grounds where children have outside learning opportunities throughout the day.

Our aim is to provide a barrier-free environment for all who come to the school. Entrances are ramped and we have accessible toilets for anyone, including any child, who wishes to use them. We have an access for all policy.

Howitt Primary Community School provides for the education of the children from the two year olds to the age of eleven. The nursery provision can be part time or we do offer full time attendance, taking in up to 39 children on both the morning and afternoon sessions.

Teaching and learning at Howitt Primary Community School is based on a focused process of assessment and planning that leads to excellent classroom practice encompassing a range of teaching styles. This ensures that children are engaged in stimulating and challenging learning opportunities.

We have Teaching & Learning Assistants supporting every class. We share our expertise and skills to give maximum benefit to the children in our school. Sometimes pupils have the opportunity to be taught by another teacher for specific subject areas.

Our nurture team offers pastoral support on a timetabled and an identified need basis.

We offer Breakfast Club, which starts at 7:30am and Evening Owls, after school care, which starts straight after school until 6:00pm.

PREPARING CHILDREN FOR SCHOOL

SCHOOL UNIFORM

We like all of our children to wear the school uniform as it means they are part of a team and in the working frame of mind.

The school's uniform consists of a light blue polo shirt and a dark blue sweatshirt or cardigan, with black or grey skirt or trousers. The navy sweatshirt/cardigan has the school logo on but a plain navy sweatshirt/cardigan can be worn. Blue checked dresses can be worn in the warmer parts of the year.
Black sensible shoes are part of our school uniform. They need to be flat to ensure the safety of the children. Please see our school website for more information.

The following items can be ordered online from our uniform provider (www.loopwear.co.uk); polo shirts, sweatshirts, fleeces, cardigans, book bags, and PE kits (t-shirt, shorts and bag). Please see our school website for details.
Please ensure that all items of clothing are clearly marked with your child's name.

We do have a 'pre-loved uniform shop' where good quality uniform can be taken and worn by the children.

The children are asked to wear their PE uniform to school on their PE days. This saves time and the children are less likely to forget their PE clothes.
PE uniforms/kits: plain white t-shirt with school logo on or a plain white T-shirt, black or navy shorts or skirt, black or navy jogging bottoms or leggings, a black or navy sweatshirt. A navy school hoody with the school logo on can be purchased. Dark coloured trainers should be worn on PE days. Children need to be able to tie their own laces or wear Velcro fastenings.

Jewellery must not be worn at school. This includes bracelets, necklaces, nose studs, rings unless there is a religious reason for wearing jewellery (the Headteacher is informed and a covering is used such as a sweatband for the wrist). The school cannot take responsibility for any safe keeping.
If children have pierced ears and have to wear earrings at school, only studs are allowed. Children must not wear earrings for the PE sessions.

Pencil cases are not needed in school but any brought into school will be the children's responsibility.
Toys are not needed in school unless we request they are brought in for a special purpose.
Mobile phones are the child's responsibility and are not collected in for safe keeping. They must be switched off and kept in the child's bag.

ATTENDANCE

Children who attend Howitt Primary Community School will be given our commitment to be given the best opportunities to make the very best progress with his/her education. In order to make this progress possible, it is vital that you ensure that your child's attendance is both regular and punctual.

We monitor attendance and ensure quick and early intervention if a problem is identified. Good attendance is seen as an achievement in its own right and recognised as such. We do reward good attendance in a variety of ways. For example our *Attendoply* competition each week recognises the classes that have the most attendance for the week. Every child who has attended the school 100% over the year is rewarded.

We realise, of course, that for illness and other exceptional circumstances, your child may occasionally have to be absent from school. When this does occur, you will need to inform the school immediately.

Government legislation requires schools to keep a close check on **authorised** and **unauthorised absences.** In primary schools, absences authorised by law will normally comprise:-

- Sickness
- Medical treatment
- Religious observance

Parents are not entitled to take their children out of school in term time. All such periods of absence should be discouraged and parents/carers should apply in advance for permission from the Headteacher. Requests for leave of absence will be considered on an individual basis and parents/carers will be notified in writing whether the request is authorised or unauthorised. If the request is unauthorised and parents do take their children out of school, this may lead to a penalty notice following the Derbyshire County Council guidelines.

LATENESS

Any child arriving after their gate has closed will need to be signed in by their parent/carer at the main office and a reason given for the lateness. If your child arrives after the register closes, they will be marked as late. Lateness is monitored closely and parents/carers are challenged as to why their child is late. Our nurture support mentor, Mrs McBean, can support families when necessary. It is so important the children are in school on time and do not miss the meet and greet time with their friends and their teacher. The children who are late often miss the first lesson, which is such a hindrance to their education and progress.

ABSENCE

In order to fulfil our responsibilities regarding the recording of absences, we ask that you contact school on the first day of your child's absence. Our school follow a 'first day response' system where the school may contact you if your child is absent if we have had no explanation. If your child is absent due to illness the school may ask for some evidence to confirm this. If there are concerns over the attendance for the children we will contact parents and hold a review meeting to discuss how attendance will be improved. More details can be found on our attendance information leaflet. Please see our school website for further details at www.howittprimary.org

LUNCHTIMES

At lunch time children can have a school dinner or bring a packed lunch. School dinners are carefully balanced to ensure a healthy yet child-friendly choice. There is normally a vegetarian or sandwich alternative to the main meal, a choice of dessert, including fresh fruit and a drink.

Due to government legislation, all children in reception, year 1 and year 2 are entitled to a universal free school meal. For children in years 3, 4, 5 and 6 a school dinner costs £3.25 per day and dinner money is paid online via ParentPay. You will be given log in details. Please contact the school office if you are unsure of the procedure.

If you receive Income Support, Income-based Job Seekers Allowance or are in receipt of Child Tax Credit but are not entitled to Working Tax Credit, and your annual income (as assessed by the Inland Revenue) does not exceed a certain amount per annum, your child may be eligible for free school meals. An application form for free meals can be obtained from the school office. They are dealt with in the strictest confidence.

During the year, there are themed lunches for the children including Valentine's lunch, Bonfire lunch, Food from Around the World and special occasions are celebrated too. We also have family lunches when parents are invited to have lunch with their child during the year. Eating lunch is a social occasion with friends so the children can sit anywhere in the canteen, regardless of whether they have sandwiches or a school dinner.

We also want lunchtimes to be exciting and fun so there are structured activities and games out every lunchtime as well as our Mini Leaders from key stage 2 who run games and sports activities for all the key stage 1 children. The Sports Leaders support activities during lunchtimes for all of the children.

CARING FOR OUR CHILDREN

All staff are responsible for the pastoral care of the children in the school and it is the responsibility of the whole school to ensure that children are happy and secure in school. If you are experiencing a period of family difficulty – such as bereavement, illness, conflict – which you feel, might affect your child, we should ask that you share that information confidentially with us. This will enable us to give your child every support and understanding they may need to deal with their problems or difficulties.

Children learn most effectively when they feel safe, secure and happy. We hope that you feel that you can come and share your concerns with us – so that we can discuss ways to help your child. We are a very supportive and nurturing school where we want children to enjoy coming to school. Our nurture team are on hand to support you in any way that we can.

SAFEGUARDING CHILDREN

Every school is required to follow set procedures in cases of suspected child abuse.

Parents should be aware that the school will take any reasonable action to ensure the safety of all its pupils. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other forms of abuse, staff will follow County Child Protection Procedures and inform Social Care of their concern.

The staff in the two year old provision are qualified to lead the health assessments for two year olds. This will take place with parents present. Following this, there are periodic checks in hygiene, vision and hearing and weight. Parents/carers will be informed of these events.
As part of our safeguarding policy we will ask you to sign an agreement to be able to share your child's photos on social media (the school's Facebook and Twitter page, our school website).
For safeguarding reasons, we do ask parents/carers/visitors to only take pictures of their own children at events and not to put photos containing anyone else's children on social media.

ILLNESS AND ACCIDENTS

When your child starts school, you will be asked to complete a Pupil Data Information Form with up-to-date information for contact in an emergency. It is important that you inform us of ***any*** change of address, telephone numbers etc at any time so our records can be kept up to date. A minimum of two contacts are required to enable us to contact a nominated adult in the case of illness or an emergency.

Should your child have an accident or feel unwell while at school, one of our trained staff will administer first aid. If it is considered serious, we will contact you or another emergency contact as soon as possible. Please be ensured that we will act with your child's health, well-being and safety in mind.

Pupils are well supervised and are expected to behave sensibly both inside and outside school. Safety issues relating to play times and school activities are shared with the children and these expectations are regularly re-visited. Occasionally, however, accidents do occur and if we feel that hospital treatment is necessary parents are contacted or, in an emergency, an ambulance called and the pupil taken to hospital as quickly as possible. Serious accidents are reported to both the County Council and Health & Safety Executive.

MEDICATION

Most pupils will at some time have, a condition requiring medication. For many the condition will be short-term; however, although a child may soon be well enough to be back at school, medication may perhaps still be required during the school day for a short period. In such cases, parents need to complete an "Administration of Medicine Permission Form".
Parents must give the school details of the child's condition and medication, and bring the medication to school in a secure, labelled container. For further information, our school/trust policies 'Administration of Medicines Policy' and 'Supporting Pupils with Medical Needs Policy' can be viewed on the school website.
Records will be kept of all medication received and administered by the school.

THE ORGANISATION OF EDUCATION

At Howitt Primary Community School, our motto is Achieve, Care and Enjoy – to work to the highest possible standard. All teaching and learning at Howitt Primary Community School is engaging, purposeful and gives the children all the opportunities to achieve their potential.

The children are divided into classes according to age and all classes contain children of mixed ability. There are currently thirteen classes in the school together with the nursery and two-year old provision.

In the nursery and reception classes, children learn through a play-based curriculum. Observations are collected on a regular basis to monitor children's progress and attainment. This profile summarises and describes children's attainment at the end of the EYFS.

The curriculum is organised into 7 areas of learning; three prime and four specific areas of learning, and the three characteristics of effective learning, set out below:

The prime areas of learning:

Communication and language
Physical development
Personal, social and emotional development

The specific areas of learning:

Literacy
Mathematics
Understanding the world
Expressive arts and design

Characteristics of effective learning:

Playing and exploring
Active learning
Creating and thinking critically

It is recognised that young children learn best through well-planned, relevant play activities that take into account their previous experiences and build on what they need to know next. At Howitt Primary Community School, we strive to achieve this by making learning fun and accessible to all children, in an environment where they can feel safe, happy and secure, thus enabling them to develop into confident, independent and successful learners.

All classes in KS1 and KS2 follow a daily English and mathematics lesson; these are timetabled as mostly morning sessions. Science is organised around themes with the topic based curriculum which allow children to re-visit concepts as they progress through school, ensuring adequate coverage.

We have six overarching topic themes for the whole school. These are driven by history or geography learning and are cross-curricular.

The themes ensure that the children are prepared for life after Howitt Primary Community School and life in the community and beyond. Each topic has 'hook' to start the topic and a purposeful outcome to work towards. We follow the National Curriculum objectives. Please see the school website for more detailed curriculum maps and plans.

For IT, the school has laptops and IPads for the classrooms. We regularly teach and emphasise the skills and importance of keeping safe online for every child. French is taught in KS2. Art and design technology are part of the cross-curricular approach and are based on the learning of new skills, knowledge and understanding of the world around them. Music is taught across the school with a particular form of music as a theme for the week. We follow schemes of work for these subjects.
All children have at least two hours of P.E. and activities each week and we are supported by expert coaches from the Amber Valley Sports Partnership.
PSHE (personal, social and health education) and citizenship is taught as a separate subject but also permeates through everything we do. Please see our subject information on our website

There are also extra-curricular activities available such as choir, gardening club, reading club, art club, recorder club, drumming, piano and guitar lessons.
Children in year 5 go swimming as part of their P.E. curriculum and children in year 3 are taught a musical instrument.

RELIGIOUS EDUCATION AND COLLECTIVE ACTS OF WORSHIP

We regard religious education as an essential part of every pupil's education entitlement, which extends his or her understanding of the world in which we live. Children learn about a variety of religions and the attitudes and values of different communities and faiths. They are encouraged to explore their feelings, attitudes and values as individuals and as members of the local community and wider world.

The school has a fully integrated R.E. policy and religious education is delivered in accordance with the Derbyshire Agreed Syllabus. Should parents not wish their child to participate in this area of the curriculum, arrangements can be made for their withdrawal. The school has no affiliation to any religious denomination.

The Education Act 1994 requires each school to provide daily, corporate act of worship. It will not offend any faith groups but will focus on reflecting the traditions of Christian belief which represent human values to which all faith communities may take part. The act of collective worship will promote dialogue, tolerance, and respect for the rights of others to hold beliefs different from ones own.

If you feel that your child needs to be withdrawn from attendance at collective worship or religious education please discuss your concerns with the Headteacher.

RELATIONSHIP AND SEX EDUCATION

Learning about the emotional, social and physical aspects of growing up will give children and young people the information, skills and positive values to have safe, fulfilling relationships and help them take responsibility for their own well-being.

Consequently, from September 2020, relationships, along with health education became statutory, and form part of the National Curriculum. However, the Department of Education (DfE) continue to recommend that all primary schools should have a sex education programme tailored to the age and the physical and emotional maturity of the pupil.

As a school, we play a supportive role of providing a caring environment where emphasis is placed on the development and acquisition of knowledge, skills, attitudes and values.
We aim to deliver a health education programme in its widest sense across the school from nursery through to year 6. Sex education and drugs education are important parts of this programme.

Children in years 5 and 6 learn about physical changes before the onset of puberty as part of topic work. Parents/carers are invited to view the material we use to support our teaching. Our policy is to answer questions honestly and accurately using correct vocabulary appropriate to the child's age and understanding, with due regard to moral considerations and the value of family life.

We have involved Amber Valley Sports Partnership to support our development of healthy attitudes and values.

If a parent or guardian does not wish for their child to participate in any lessons relating to sex education they should discuss arrangements with the Headteacher. The children cannot be withdrawn from statutory relationships education, health education or what is taught in the science National Curriculum.

MONITORING AND REPORTING PROGRESS

At Howitt Primary Community School, ongoing assessment is in place to meet the needs of all our children. This allows teachers to plan and teach accurately and ensure support for all our children and also to monitor term by term, and year by year progress, helping us to plan for school development.

All children are expected to achieve their potential while at school and aim for their age related expectation for their year group.

We welcome parents to our consultation and open evenings to talk with you about your child's progress. At the end of the year you will receive a detailed report on your child's achievements in all the curriculum areas. However, the most important way to help is to let our children see that you take an interest in all that they do at school and show them that you are keen for them to do their best.

SPORTING AIMS AND PROVISION

All children in the school are encouraged to participate in and enjoy sporting activities. For many children this will be both within the curriculum and through extra-curricular activities. All children enjoy at least 2 hours of physical activity a week. Classes will have P.E. lessons within the normal timetable structured to make use of the halls and the school's hard and grassed surfaces outside.

During year 5, the children attend swimming lessons at William Gregg Leisure Centre.

The competitive nature of sport is an important ingredient of school sporting activities and children have the opportunity of representing the school and have enjoyed a great deal of success at activities such as athletics, cross country and dodgeball.

ENRICHMENT CLUBS

Clubs are run by the staff of the school. This year there have been clubs dedicated to gymnastics, dodgeball, choir, art, creative activities, reading, writing, gardening and Lego.

BREAKFAST CLUB

The school runs a Breakfast Club from 7.30am to 8.45am each day. Children have breakfast and start their day with our own staff. There is a charge for this facility. Parents wishing their child to attend this need to register their interest with the school.

EVENING OWLS – WRAP AROUND CARE

We run wrap around care and children can be looked after until 6:00pm in our Evening Owls. This is run by our own staff. The children are given a snack and a drink, play games and have activities. There is a charge for this facility. To apply for a place, please contact the main school office.

EQUAL OPPORTUNITIES

We are committed to achieving equal opportunities through our education provision.

The whole curriculum is available to everyone, irrespective of race, sex, disability, age or class. We aim to ensure that highest level of pupil achievement for both pupils and staff. All children will be challenged and given opportunities to extend their learning, have a stamina for learning and become independent.

Our policy on equal opportunities is concerned with enabling **all** children to achieve their full potential, develop all their talents and ensure all their contributions are equally valued.
Behaviour which is deemed racist, sexist or homophobic is unacceptable in the school.

CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

Legislation requires each school to follow the Code of Conduct on the identification and assessment of special educational needs.

Howitt Primary Community School is proud of its support for children identified as needing specific and targeted support. Children identified include not only those with learning difficulties but also those children who have significant behavioural issues that impact on their learning potential. All teaching includes planned, differentiated activities for both children with learning difficulties as well as high achieving pupils.

Parents are, of course, kept fully informed and are consulted about all developments. If you would like more information, please feel free to discuss your child's needs with Mrs Edgeley (the Special Needs lead).

BEHAVIOUR AND ANTI-BULLYING

Positive, respectful behaviour, courtesy and good manners are central to the vision of the school and are necessary for harmonious working and playing, creating a safe and secure environment for our children. We are preparing children to be citizens of the future and it is never too early to instil in them high expectations of attitudes and behaviour. In our community, everyone is treated with respect and care and everyone is valued as an individual. The qualities of honesty, fairness, politeness, self-control and team-work are celebrated. Poor behaviour is firmly dealt with and will not be allowed to undermine our ethos.
Our school has a calm and positive feel where the children are polite and friendly. They smile and welcome any visitors.

At Howitt Primary Community School, a simple code of conduct summarised in our Golden Rules provides each child with a framework for good and appropriate behaviour. As a school, we seek to reward the positive behaviours and attitudes through encouragement, recognition, privilege and commendation. Our ethos means that children will learn appropriate behaviour through positive role models and reinforcement.
Our motto Achieve, Care and Enjoy (ACE) underpins all that we value at our school.

Inappropriate behaviour will result in discussion of the wrong choices, how to put it right and the consequences of their actions. There may be withdrawal of rewards and privileges. Our system is designed to promote the idea that it is the child's choice how they behave. By making a choice, they are also choosing the possible consequences, be they positive or otherwise. If a child does make an error of judgement, it will be dealt with but it will be stressed to the child that once over, they have the chance to start again and with a fresh start.

Bullying

If a parent has any concerns regarding bullying they should consult the school where we have procedures in place to deal with it.

School Definition of Bullying

When someone or a group of people, hurt your feelings through calling you names and/or physically hurt you several times. It is **repeated** and is done on purpose.

Each child has a leaflet 'Keeping Myself Safe in School.' which identifies what bullying is and how to deal with it. It is a leaflet that shares how the children can keep themselves safe in school. We are very keen to ensure that all of our children are happy and feel very safe when they are in school and we endeavour to reinforce who a child can speak with.
The school policies can be found on our school website. If you need any further information, please contact the school office - 01773 713217.

CELEBRATIONS AT HOWITT PRIMARY COMMUNITY SCHOOL

Each class teacher will have their own system for celebrating the children's achievements on a day-to-day basis. This may be stickers, stamps, certificates and notes home.
Each week we have a 'Celebration Assembly' to present star of the week certificates to children who have made the right choices or have been successful in their achievements or have shown a real personal achievement.

We have a whole school merit system in place to recognise and value our 'always' children. Children can earn bronze, silver and gold awards throughout their time at Howitt Primary Community School. Rewards are given for these achievements. We also send text to parents when their child has shown to be a positive role model or a great friend and has impressed their teacher.
We also celebrate **special acts of kindness**, which are shared in assembly and displayed on our acts of kindness wall.

HOUSE POINTS/EMBARK AWARDS

At Howitt Primary Community School, we also like to reward good manners and qualities of honesty, respect and caring for others. The children are placed into family teams and are rewarded with 'house points' for sports days and team events.

The teams are;

Haddon
Hardwick
Kedleston
Chatsworth

Each child across the Trust has a folder where they can record an **Embark award.** There are four categories of rewards to choose from: Family, Integrity, Teamwork and Success. These can be completed both at home and in school. There are badges and certificates to achieve. There are one hundred awards to achieve by the end of year 6.

COMMUNITY LINKS

We believe that Howitt Primary Community School should be a school that is the hub of the community. We are committed to providing opportunities for the children to widen their experiences and develop interests and skills. We encourage the local community police officer, the school nurse and representatives from local churches to play an active part in our school life.
We are keen to be an active part of our community and join in with activities and events. For example, our school choir sing at the local old peoples' home and the older members of our community are invited to an afternoon tea and sing along with our own choir.

PARENT PARTNERSHIP

- We also offer transition meetings for you to meet your child's new teacher and to discuss information for that year group.
- Parent workshops are held to update you on our teaching methods and to help you support your child with their homework. Dates will be given out in the newsletters.
- Each class send out a newsletter that will let you know each half term what your child will learn.
- School newsletters will be sent out regularly to update you on events.
- A 'texting' service is in place to notify all parents of events and any necessary information. Please keep the office updated with your phone numbers.
- Parent/carer consultation meetings will run in the autumn and spring terms with a report to parents in the summer term, to discuss your child's progress and attainment.

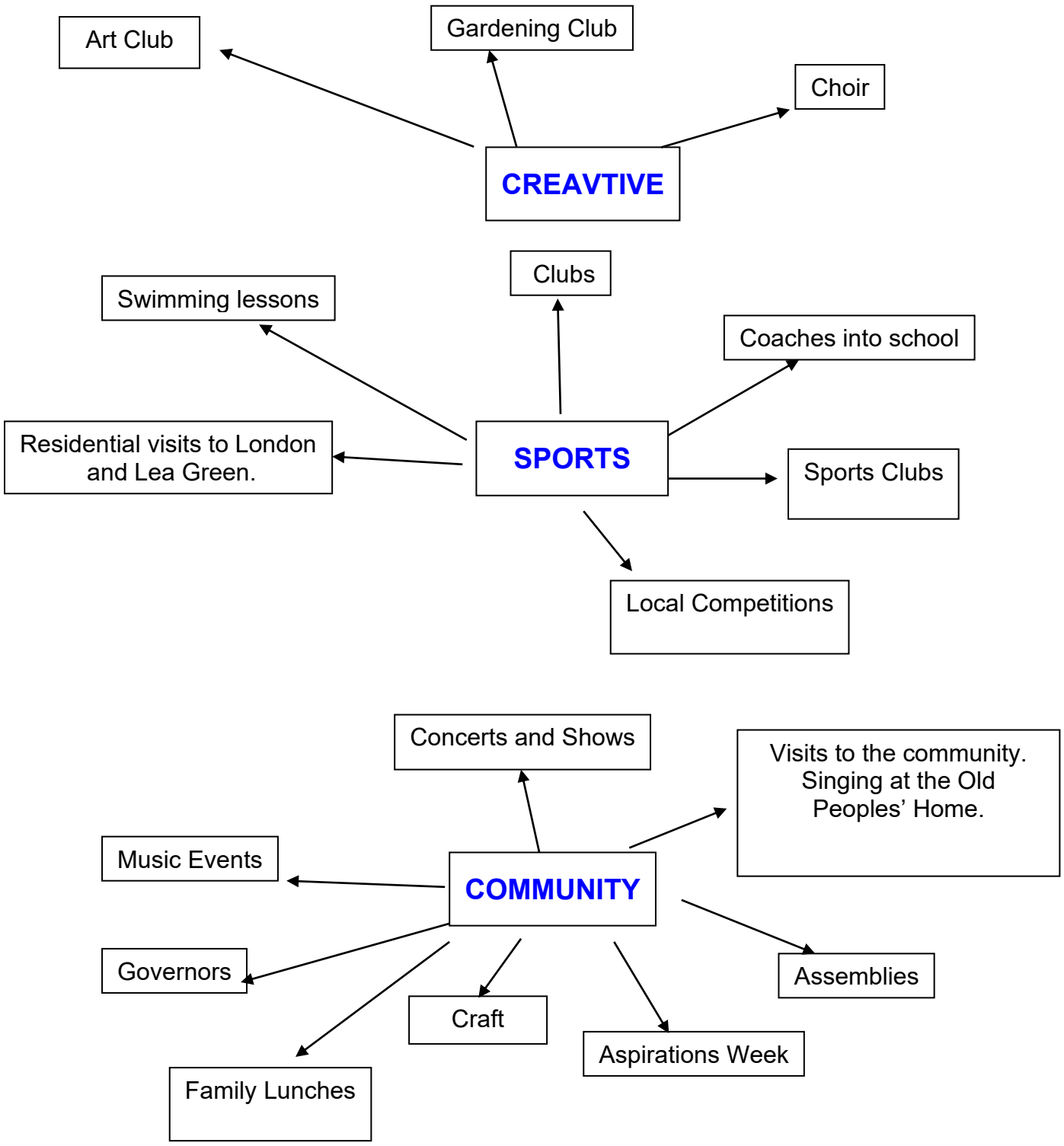
PUPIL VOICE

- The Pupil Voice meet to discuss pupils' views and ideas.
- Each class vote two representatives onto the council and each class have a suggestions box.
- We have leadership teams, digital leaders and eco warriors.

If you need any further information, then please contact the school. 01773 713217

WHAT ELSE DO WE OFFER?

Over the year we offer a range of activities to enhance your child's experience of life.



FOREST SCHOOLS

We provide Forest Schools for all children during their time at Howitt Primary Community School and nursery. Forest Schools are nature-based communities where trained practitioners nurture learner led exploration and discovery, nurturing meaningful experiences for positive lifelong impacts.

Wellbeing is the foundation of our practice and through recognising the social, emotional and physical needs of participants; we provide the guidance and facilitation for our time in nature.

Through creating learner inspired experiences based on exploration and discovery, we recognise opportunities to mentor holistic growth over the course of long-term programmes.

Keep your eye on our newsletter for more exciting events.

HELPING WITH MY CHILD'S EDUCATION

The governing board has agreed that parents may be asked to make voluntary contributions toward certain activities such as educational visits and visiting musicians, theatre groups etc.

Individual children may not be excluded from events if their parents/ guardians have not contributed. However, it should be noted that any substantial shortfall in contributions could lead to the cancellation of an event.

Parents may be required to meet charges such as the cost of repairs or replacement of school property deliberately damaged by their child or the cost of school property, which is lost e.g. books.

DATA PROTECTION

Basic information about children is held on the school computer. This is covered by the Data Protection Act and will not be disclosed to any unauthorised person. Information about the school's Data Protection Policy is available from the Headteacher.

ANY COMPLAINTS?

If parents have a complaint about their child's schooling, they should raise it with the class teacher or Headteacher. However, there is a special procedure for dealing with complaints about the school curriculum, including religious education and collective worship. If in the rare event that a complaint or anxiety has not been resolved through the school, complaints can be made through a procedure involving the Governors and Embark Academy Trust. A copy of this formal procedure is available from the school.

We do hope you have found this information useful. If you have any further questions please do come and see us.

We are always so proud of all of our children.