



Acre Hall Primary School

BRIGHT FUTURES EDUCATIONAL TRUST



School Prospectus 2021

Proud to be part of:





Welcome to our school

The pupils at Acre Hall Primary School enjoy the extensive school grounds and the large airy classrooms. We have had a new school built for us on our site. This provided the latest technology and facilities for our pupils. We moved into our new building in January 2016 and are very proud of it. Acre Hall Primary School is a happy place to be and we want all our children to enjoy their time at school and to make good progress. We do hope that you will come and join us!

Dear Parents, Carers and Children,

Thank you for your interest in Acre Hall Primary School. Acre Hall's mission is to be a happy school where all members of the school community work together to ensure the highest quality education for every child in our care. Across our learning community we create a happy and caring environment where all our children are valued and encouraged to do their best. We support children to become independent learners through a range of activities. Our committed staff, governors and volunteers all work together to provide the best they can for our children and their families. This prospectus will give you an idea of what our school has to offer you and your child. If you require any further information, please do not hesitate to contact us.

Mrs White
Head of School



0161 748 4356
admin@ahps.bfet.uk
<https://acrehall.trafford.sch.uk>

Twitter [@Acrehall](#)

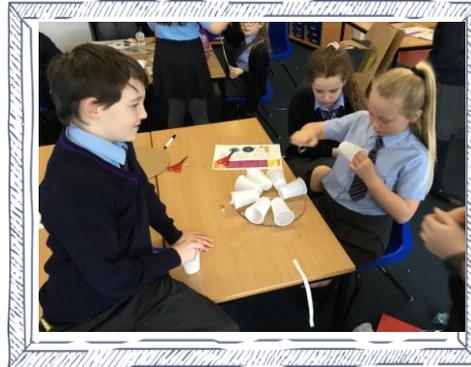


Mission Statement

“Learning for Life” “The best for everyone. The best from everyone”

Our main aim is to provide quality experiences in all aspects of school life so enabling the children to be happy, successful and keen to learn, thus helping them to grow into people who are fulfilled and able to make a positive contribution to society.

Across our learning community we create a happy and caring environment where all our children are valued and encouraged to do their best. We support children to become independent learners through a range of activities. Our committed staff, governors and volunteers all work together to provide the best they can for our children and their families. This prospectus will give you an idea of what our school has to offer you and your child. If you require any further information, please do not hesitate to contact us.



Our classes

This is a full list of all our classes.

Visit our class pages on the website to view individual class planners and our class Twitter blogs.

[Nursery](#)

[Reception](#)

[Reception/Y1](#)

[Year 1](#)

[Year 2](#)

[Year 3](#)

[Year 4](#)

[Year 4/5](#)

[Year 5](#)

[Year 6](#)

[Specialist Class – Reception/Key Stage 1](#)

[Specialist Class- Lower Key stage 1](#)

[Specialist Class- Upper Key Stage 1](#)



Our Small Specialist Classes

Acre Hall Primary School provides specialist support for 30 pupils with EHC plans. These children can be from the local area but are usually from schools around the Borough such as Timperley, Stretford and Old Trafford.

Our designated area of expertise is Complex Learning Difficulties and Social Communication Difficulties.

The children learn through multi-sensory experiences and benefit from a reduced and appropriately focused curriculum. We often cover similar topics to the mainstream classes but at a more appropriate pace and level. Progress is assessed and tracked every half term and challenging individual targets are set.

In December 2018 OFSTED said

'Pupils attending the resourced provision and those across the school with special educational needs and/or disabilities (SEND) make good progress in a wide range of subjects.'

We also strive to address the social and emotional needs of the children as well as their concentration and attention skills. We work closely with other professionals who may be involved with supporting the children e.g. Speech and Language Therapists, School Nurse and the Educational Psychologist.



Key Stage 1 Small Specialist Class (SSCs)

- 4-7 year olds from Foundation Stage, Y1 and Y2.
- 10 children and 2 adults - Teacher and Teaching Assistant.
- A vibrant and interesting classroom offering many opportunities for different learning styles. Outdoor learning areas.
- Inclusion opportunities with other classes in school



Key Stage 2 Small Specialist Class (SSCs)

- 7-11 year olds from Y3 to Y6.
- 2 Small Specialist Classes (Lower KS2 and Upper KS2 when possible)
- 10 children and 2 adults in each of these classes - Teacher and Specialist Teaching Assistant.
- Interesting, well resourced classrooms to support independent and small group learning for all children.
- Trips to local facilities, museums and sporting events to promote independence and to involve the children in the wider community.
- Many of our children begin in the KS1 SSC and move through the school into the KS2 SSCs. This means we get to know the children and their learning styles extremely well. It also provides positive and stable learning experience for those children.
- Annual EHC plan reviews are held to keep parents informed of their children's progress and to make sure that all areas of need are being addressed. Good relationships and communication with parents are essential and extra meetings' can be arranged



The school day

Coming to school

Nursery, Reception Class and KS1 pupils (and all pupils for our Small Classes) should come into school via their classroom door entrances. KS2 pupils should enter via the KS2 playground door. Doors open at 8.45 am and children need to be settled in their classrooms for the register to be taken at 8.55am. Pupils attending our school 'Breakfast Club' enter via the hall lobby doors at the front of school at 8.00 am. After breakfast they are taken to their classrooms by school staff ready for registration at 8.55am.

<u>Key Stage 1</u>	<u>Key Stage 2</u>
8.50am - Registration	8.55am - Registration
9.00 - 9.15 - Morning Activities	9.00 - 9.15 - Morning Activities
9.15 - 10.15 - 1 st session	9.15 - 10.15 - 1 st session
10.15 -10.30 - Collective Worship	10.15 -10.30 - Collective Worship
10.30 - 10.45 Morning break	10.30 - 10.45 - Morning break
10.45 - 12.00 - 2 nd session	10.45 - 12.15 - 2 nd session
12.00 - 1.00 - Lunch break	12.15 - 1.15 - Lunch break
1.00 - 2.15 - 3 rd session	1.15 - 3.30 - 3 rd & 4 th sessions
2.15 - 2.30 - Afternoon break	3.30 - Home time
2.30 - 3.30 - 4 th session	
3.30 - Home time	

The end of the day

Nursery and Reception children should be collected by a responsible adult (this should be someone over 16 years of age) from their classroom doors. Infant children should be collected from their classroom doors at the end of the day. Junior children leave their own classrooms and exit school via the Junior Playground door (Y5 and 6) and fire doors (y3 and 4). Parents are invited to come into the playground to collect their child if they wish to. A member of school staff is always present at the playground door and the children are taught to remain by the member of staff if they are expecting an adult to collect them and no one has arrived. The children are taught to come back into school if no one arrived to pick them up from the front of the school.



Key Stage One and Two Curriculum

The curriculum in its full sense comprises all the opportunities for learning provided by the school. It includes the formal programme of lessons, extra-curricular and out of school activities that are planned and supported by the school and the climate of relationships, attitudes, styles of learning and behaviour established in the school community as a whole. The development of basic skills in Mathematics and English is given priority. These are regularly delivered through other subjects, such as Science and History, as well as discrete Numeracy and Literacy lessons. The school aims to offer pupils a broad, balanced and coherent curriculum encompassing both the legal requirements of the National Curriculum and a range of activities that we believe are important to the development of children regardless of gender, age or background. These activities may cross subject boundaries and include Environmental Awareness, Study Support and Personal, Social, Health and Citizenship Education.

Core Subjects	Foundation Subjects
Mathematics	Computing
English	History
Science	Geography
	Music
	Art
	Design and Technology
	Physical Education
	Religious Education
	PHSCE
	(Personal, Health, Social and Citizenship Education)
	MFL – Spanish

Religious Education

Acre Hall Primary School is not of any particular denomination although statutory Religious Education is followed in accordance with the agreed syllabus of the Local Education Authority. The Education Reform Act, 1988, requires all schools to have a curriculum which promotes the spiritual, moral, cultural, mental and physical development of pupils. It must prepare pupils for the opportunities, responsibilities and experiences of life and it must include Religious Education for all pupils. Religious Education requires the development of concepts, skills, positive attitudes and respect for other peoples' beliefs. It has an important role to play in helping us to form a positive school ethos, where all are valued and respected. A requirement of the Act is daily collective worship. The law in England and Wales requires that most acts of collective worship should reflect the broad traditions of Christian belief. At Acre Hall Primary School we incorporate assemblies and worship which vary from simple gatherings and individual class worship to whole school and more complex occasions which may involve the work of the children or visitors. Parents have a legal right to request that their child be withdrawn from lessons in Religious Education or from acts of collective worship. This is done in consultation with the Head of school.



Sex Education

The school includes Sex and Relationships Education and Drugs Awareness as an integral part of the thematic work on growth, health, hygiene and fitness in Years 5 and 6. Sex Education is delivered in the context of family life, loving relationships and respect for others. The Governors have produced a policy statement on Sex and Relationships Education, and a copy of the document is available to parents upon request.

Equal Opportunities

The school is committed to equality of opportunity in education and to good relationships with those of all racial, cultural and religious backgrounds. We seek to celebrate the cultural diversity present in our society and our school. This school will not accept any acts of discrimination and will fully implement its Racial Harassment Policy. Copies of both the Governors' policies for Racial Equality and Racial Harassment are available upon request.

School clubs

Breakfast Club

We have a Breakfast Club in school which runs from 8am – 8.40 am Monday to Friday. At 8.40am the children are taken by staff to their classrooms for the start of their school day. Children can attend whenever they want at a cost of £2 per day. There is a choice of cereals, toast, yogurt, and a drink each day. We also alternate between pancakes, bagels and crumpets in place of toast. After breakfast, there are activities and games for the children to enjoy.

Breakfast club is paid for via Parent Pay – please speak to school office to arrange this.

After School Clubs

Sports clubs

These will change each term and letters are sent out via email near the end of each term to apply for a place in the clubs for the following term. Places are allocated on a first come, first served basis and any child not receiving a place will be put on a waiting list for the next term. If you have not received a place, please do not send your child. Confirmation of places will be sent out via a text message.

Clubs run from 3.30–4.30pm and are funded by our Sport Premium Grant, so are free of charge to pupils. Please see our school website for further details.

After Acres

After Acres is an independent after school childcare company for all children, from Nursery up to Year 6.

It is run by a lady called Jo Streton and is based in a separate building on the school site.

The children are collected directly from the classroom at the end of the school day and it runs until 6pm daily. If you would like more information about After Acres childcare please contact Jo directly

Jo directly jostret@gmail.com.

School Council

Our school council is made up of two children from each year group, from Years 2- 6. In the council we provide the opportunity for freedom of speech, promoting the 'student voice' and providing a safe environment to share and constructively question ideas. We promote positive rapports with all staff, student and parents, contributing to an internal dialogue that we hope will continue to improve our schools' effectiveness. Please see our school website for further details.



Special Educational Need and Inclusion

Acre Hall Primary School aims to enable pupils with special educational needs to participate in all areas of school life to realise their potential by working together towards the removal of barriers and improving provision. The school's systems support the revised Code of Practice for the special needs of children with, or without, a Statement. We have an effective policy which aims to ensure that children's needs are identified early. These needs may be associated with learning, or may be physical, emotional or behavioural in nature. We believe working with parents to be an integral and essential element of additional educational needs provision. The needs of the children registered are met largely within the usual classroom setting, with assessment and special provision being made available by the LEA for those pupils who meet the criteria established by the Authority. We make every effort to liaise closely with all our support agencies, and pass on information to the families of pupils concerned.

[The school's Special Educational Needs coordinator is Mrs A Yeates.](#)

[The school's Inclusion Officer who oversees our Small Specialist Classes is also Mrs A Yeates.](#)

Copies of the Governor's policy for Special Educational Needs and Inclusion are available upon request.

Accessibility

To ensure that every child enjoys equal opportunities and to prevent disabled pupils being treated less favourably than other pupils, we constantly audit and monitor our provision, including the curriculum, building, environment and additional activities and services. The curriculum is broad and balanced. Differentiation to meet pupils' needs is embedded in teachers' planning. Developing high quality resources to meet the needs of all pupils is an on-going target in our School Improvement Plan. Visible, reachable displays and learning resources, as well as alternate ways of recording work, improve access and provision for all pupils. Policies and practice are evaluated to ensure all pupils can benefit. The physical environment is constantly developing to improve accessibility for everyone who uses the building. Information to parents is regular and clear, to ensure that all our school community enjoy good communication.



Accidents, illness and medicines

Accidents and Illnesses

In the event of an accident or if a child should be unwell at school then action will be taken. It may be that a little first aid and sympathy is enough, in which case this will be dealt with by the staff. In the case of a head injury or more serious accident, parents or carers will be contacted immediately in order for them to ascertain whether the child should remain in school. Parents/carers will be contacted either at home or at work.

It is for this reason that emergency contact numbers must be accurate and up to date.

Mrs Williams, Mrs Burney, Mrs Silgram, Mrs Siepen, Mrs Venbles, Miss Cook, Mrs Byrne and Mr Williams are our paediatric first aiders. Teachers, TA's, office staff and MDA's have completed relevant Emergency First Aid at Work training. Mr Adshead and Mrs Silgram have had specific 'First Aid at Work' Training.

Emergency contact forms are sent to parents to complete annually, in September. When circumstances change parents are requested to inform school immediately, please. A copy of the Governors' Health and Safety policy is available upon request.



Medicines

Acre Hall aims to be an inclusive school. Children with medical needs have the same rights of admission to a school or setting as other children. By having a positive response to pupils and adults at Acre Hall, we aim to benefit the children directly and influence the attitude of their peers. All adults are aware of issues of privacy and dignity for children with particular needs.

Prescription medicines should only be brought into school when essential, that is where it would be detrimental to a child's health if the medicine were not administered in the school day. Parents are encouraged to fit the doses around school where possible.

If medicine is brought into school, it should be in its original container and have the prescriber's instructions. A signed form from the parent must accompany the medicine forms available from the school office or on our school website). Medicines are to be kept in the Reception area fridge or medicine cabinet and only administered by registered first aiders. In the case of a controlled drug being administered at Acre Hall the above practices apply. These drugs will be kept in a locked, not a portable container in the Reception area.

For any other 'non-prescribed medicines' written permission from parents must state the dose and times required. It must be signed. The Head of school must agree for this to be administered and a record should be kept of medicines given. Parents should be encouraged to fit the doses around school when possible. Aspirin and Ibuprofen should never be given to under 16s unless prescribed by a doctor. Parents are required to keep their children at home if they are acutely unwell.

When a pupil is involved in an educational visit where possible we will encourage parents to fit the doses around the school day. A registered First Aider/qualified medicine administrator will go on school trips where this is not possible. Reasonable adjustments will be made to help children participate fully and safely.



Absence

The school appreciates the support parents show us by keeping absences to a minimum. Family holidays taken during term time, however, still account for a significant level of absenteeism.

Holidays will not be authorised during term time. School work closely with Mr D Woods (Educational Welfare Officer) to keep absences to a minimum. Absences that are not authorised by the school will be listed in the register statistics as unauthorised and therefore dealt with under truancy regulations. We strongly encourage all our parents to avoid the disruption to their child's education caused by taking holidays within the school term and particularly during Standard Assessments Tests (SATs).

In the case of sickness or medical appointments, we request that parents let us know of the child's absence as soon as possible by telephone (please ring before 8.30am) , in person or by letter. We are very grateful to all our parents for their co-operation in this matter.

Money and Security

Children are discouraged from carrying loose money in school. As we use Parent Pay to collect most fees/contributions, there should be little need for pupils to carry money in school. The only time pupils may bring money in is for charity collections.

Similarly, children are actively discouraged from bringing toys and games, jewellery or 'precious' possessions. The school cannot be held responsible for the safety of such items and we do not want a child to lose or break a special possession whilst in school. Pupils in year 5 and 6 are permitted to bring mobile phones to school if signed permission is given. Phones must not be used on school grounds and should be handed to the class teacher on arrival to be returned at the end of the school day.



Meals

Dinners

At lunch time children may have a school dinner; these are healthy and balanced and are cooked in our kitchen. Some children bring their own packed lunch and some go home for lunch. Children who stay for a school lunch should pay for their school lunch via Evolve, £12 per week, payable each Sunday ready for the following week. Due to recent government legislation, all pupils in the Reception class and years 1 and 2 are entitled to a free daily hot meal.

Children bringing a packed lunch should have a suitable lunch box in which to bring their lunch and keep it fresh through the morning. Drinks should not be fizzy and glass bottles are not permitted. Children should bring their own spoons for yoghurts etc. Children are allowed to bring crisps or biscuits to eat with their lunch but chocolate bars or sweets are not allowed. We respectfully ask parents to abide by these rules when packing lunches.

If you wish to change your child's meal pattern we require two weeks' notice, a form can be obtained from the school office. This will need to be completed and returned to the school office for processing. You will need an authorisation code for Evolve and to create an account, please speak to the school office for this to be organised.

Children who go home for lunch must be met by a responsible adult at the end of the morning session promptly and returned to school for the start of the afternoon session.

To make an accurate comparison with schools similar to ours, it is very important that parents whose children are eligible for free school meals are registered with the Authority, whether they take the meals or not. The school also receives extra funding dependent on free school meal entitlement and by registering, parents can support our school in this vital area. Information can be obtained from the school; please do not hesitate to ask.

Snacks and drinks

All infant children receive a piece of fruit or vegetable each day as part of the school fruit scheme which is funded for infant children by the Government. Children may bring snacks for morning break times. Snacks should be healthy; apples, bananas, raisins etc. Sweets, crisps and chocolate are not allowed at morning and afternoon break times and cans of drinks and chewing gum are not allowed at any time.

The children may have water bottles containing plain water only, in their classroom with them. These bottles should be clear plastic, not too big and should be named. Water is available in school throughout the day.



Extra-curricular

Trips

Each year, Year 6 pupils take part in a residential adventure holiday.

All year groups at various times are taken on educational visits. These are central to the work which the children undertake in school; they may include a visit to a museum, factory, church, farm or local nature trail. Each visit is carefully planned to reinforce the children's learning and acts as a stimulus for future teaching. We do ask that you support these activities.

Swimming lessons

Currently 3 classes undertake school swimming lessons (Year 6 and both Junior small specialist classes). There is no cost to parents for these lessons.

Pupils are required to wear swimming hats (if necessary these can be purchased from school - please ask at the Reception Desk), and one-piece costume for girls (no bikinis allowed) or proper swimming trunks for boys (swim shorts are not permitted).

No jewellery is permitted to be worn for school swimming lessons.

Children should bring a towel and their costume in a suitable named bag to be used for swimming lessons. A comb and deodorant in a plastic container (no glass or aerosols) are also allowed if required. The above information was correct to this document at the date specified in the document but it should not be assumed that there will be no change affecting the relevant arrangements or any matter particularised therein, either before the start of or during the school year in question, or in relation to subsequent school years.



Uniform

School uniform consists of :

Nursery Class

Pale blue polo shirt with/without school logo and navy tracksuit with/without logo. (At nursery age school uniform is optional and there is no requirement to wear it. However we have specially chosen tracksuits as the most practical items for our younger pupils to wear as they need clothing which allows them to play outside comfortably and learn to dress themselves to develop independence.)

Reception Class

Pale blue polo shirt (with or without school logo) , school jumper or cardigan (dark navy with purple stripe around neck) , grey skirt or trousers, navy long socks or tights for wearing with a skirt and short grey socks for wearing with trousers. Black shoes at all times. PE kit consists of navy shorts and pale blue t-shirt with/without logo, pumps/trainers. A navy tracksuit with the school logo is available to purchase as an additional item for outdoor PE – this is optional.

Year 1 – Year 6

Pale blue shirt and Acre Hall school tie, (standard, elastic and clip on versions available). Navy Acre Hall school jumper or cardigan (dark navy with purple stripe around neck) , grey skirt or trousers, navy long socks or tights for wearing with a skirt and short grey socks for wearing with trousers. Black shoes at all times. PE kit consists of navy shorts and pale blue t- shirt with/without logo, pumps/trainers. A navy tracksuit with/without the school logo is available to purchase as an additional item for outdoor PE – this is optional.



Summer Uniform From April to the end of September Pupils are given the option of wearing a 'Summer' uniform. This consists of pale blue polo shirt (with or without logo) with trousers/shorts/skirt. A blue gingham summer dress may be worn if preferred. White socks to be worn in the Summer with a dress or skirt and grey socks with shorts or trousers. PLEASE ENSURE THAT ALL UNIFORM ITEMS ARE CLEARLY LABELLED WITH YOUR CHILD'S NAME. All items of school uniform can be purchased from Monkhouse; <https://www.monkhouse.com>

Jewellery

A watch, one pair of stud earrings, a religious necklace and, if necessary, a medical talisman may be worn. We follow Trafford's Health and Safety guidance regarding jewellery during P.E. and swimming which states that no jewellery should be worn. With this in mind, ear piercing should be done during the first week of the summer holiday so that your child does not have to miss their P.E. lesson. Teachers are not able to remove or put in earrings for pupils.

P.E.

Short navy shorts, a pale blue t-shirt with or without the school logo and black pumps/trainers should be in school, available for every P.E. lesson . For outdoor P.E. children will need trainers or pumps and suitable outdoor clothing – tracksuit or jogging bottoms and a sweat top if cold.



Child protection and safeguarding

The responsibilities for schools in the area of child protection are laid down in the Children Act, 1989, and the Education Act, 2002. Day to day contact with children in school means that staff are well placed to observe changes in behaviour, failure to develop or outward signs of abuse. All staff receive training so that they can fulfil their responsibilities for child protection. The designated person for child protection in our school is Mrs A White. A copy of the Governors' Child Protection Policy is available on the school website. Our school subscribes to Trafford Encompass and receives notification from the police if any of our pupils are present when incidents of domestic violence occur.

Complaints procedure

At Acre Hall Primary School we are proud of the very positive relationships we have with our parents. The vast majority of concerns and queries are dealt with promptly on an informal basis. It is, however, required that we have an established procedure for dealing with complaints, which is detailed below:

Under the provision of the School Standards and Framework Act the L.E.A., in consultation with the Governing Body, has agreed a complaints procedure, in respect of the duties imposed with regard to a complaint about the curriculum and related matters. The process allows for sequential progress via the Head of School, to the Local Board, the Trust Directors., and ultimately to the Secretary of State.

A copy of the Complaints Policy is available upon request and on the school website.

School Security

The security of our children is a very important issue and one which is discussed regularly in Authority-wide meetings and in school. It is something we re-evaluate on a frequent basis. Staff, pupils and parents continue to be vigilant and all visitors are required to report to the school office before proceeding around school. Appointments can be made before or after school directly with the Head of school, class teacher, by telephone, or in writing.

Admissions

Parents wishing to seek admission to this popular school are invited to contact the Head of School who will explain the Admissions Policy operated by the L.E.A. on our behalf, including information on arrangements for the admission of pupils with disabilities.



Governance

The Directors of The Dunham Trust delegate certain points of governance to the Acre Hall Local Board. The Local Board meet regularly and are involved in strategic planning for the school.

The current Acre Hall Local Board

Mr D Vanstone - Chair of Governors

Mrs A White - Head of School

Mrs P Temple – Heald - Co-opted Governor

Mrs H Jones - Staff Governor

Mrs K Mills - Parent Governor

Mrs L Christie - Parent Governor

Ms S Watson – Co-opted Governor

Mrs D Dean – Co-opted Governor

Mrs G Marsh - Co-opted Governor

Mrs J. Willis - Co-opted Governor



Any questions?

If you would like any further information about Acre Hall Primary School or would like to make an appointment to look around, please contact the school office.

Email – admin@ahps.bfet.uk

Tel – 0161 748 4356

Tours of school usually take place the first Wednesday of each month at 5pm.

Places need to be booked with the school office.

Further information can be found on our school website –

www.acrehall.trafford.sch.uk

You can follow us on twitter [@AcreHall](https://twitter.com/AcreHall)

