

Sunning Hill Primary School

Ofsted – “Outstanding in all areas”

Information for parents/carers



2022-2023

Head Teacher: Miss Claire Whalley
Chair of Governors: Mr Farook Atcha

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Head Teacher's welcome

I would like to welcome you to Sunning Hill Primary School.

Our aim is to provide your child with the best possible education. Our staff team and Governing Body are committed to ensuring that your child will fulfil their potential in a safe, challenging and inclusive learning environment. By the time they finish their journey with us, they will leave as confident, resilient and independent learners who are ready to take on any challenges they face.

We always strive for academic and personal excellence. Through our enriching and engaging curriculum, we will ensure your child develops a love of learning and that their individual talents are developed and celebrated.

We have a dedicated and caring staff team who will set the highest expectations of learning and behaviour. We pride ourselves on developing strong relationships with our pupils, parents and carers and encourage you to be involved in all aspects of your child's learning.

As a school we are continually striving for ways to improve and develop. We welcome visits to the school, so that you can see first-hand what a safe, stimulating and vibrant place of learning Sunning Hill Primary School is and the opportunities that we can offer.



Miss Claire Whalley
Headteacher



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Our Curriculum

Our curriculum is designed to provide a wide range of learning experiences to support pupils in developing their key skills and in extending their knowledge and understanding of the world.

Children are taught the statutory National Curriculum subjects. These are often delivered through a topic approach. Pupils are encouraged to develop their English, maths, communication and computing skills across all curriculum subjects and to work both independently and collaboratively. We provide opportunities for pupils to develop their own ideas and to develop their thinking skills in a range of situations.



Developing skills in English and maths is crucial to progress in all areas and we work closely with parents to support children in developing their basic skills in these subjects. Children are expected to read regularly at home and to practise their number bonds and times tables to develop quick mental recall.

We aim to develop children who will be well rounded successful citizens in the future. Therefore, our curriculum is designed to develop global awareness and an understanding of sustainable development and also the need to promote respect and well-being.

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We aim to enrich the curriculum through a variety of trips, visits, visitors and extra-curricular activities. There is a wide range of clubs which children are encouraged to join and we provide specialist tuition in some areas e.g. music, drumming, chess and cookery to name but a few.



In many lessons, children are able to develop their own ideas and we encourage children to reflect on their learning and to consider how they can make improvements. Children have the opportunity to share their learning during class assemblies and on the school blogging website and we promote learning beyond school through homework and on-line activities.

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Early Years

Learning in our Nursery and Reception classes is guided by the Early Years Foundation Stage Framework. The following principles are followed:

- * Every child is an individual and has individual learning needs.
- * Positive relationships help children to be strong and independent.
- * Enabling environments provide activities to support and extend children's development and learning.
- * Play (indoor and outdoor) underpins the delivery of all learning.

We believe that children should experience the outdoor learning environment in all weathers so they will need to have appropriate clothing in school.



Through well supported play children develop intellectually, creatively, physically, socially and emotionally. All staff are well trained and understand their role in observing and reflecting on children's play, they build on this by planning further activities to support and extend specific areas of children's learning. Role play and a wide range of speaking and listening activities are used to extend and develop children's language and communication skills.

Nursery Provision

The school offers Nursery provision for both two and three year old children. Please ask for a copy of the Nursery guide for further details.

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School Admission Arrangements

The Council is responsible for allocating places for children aged 4 or over, joining classes from Reception upwards.

The school's admission number is 60 per year group. The Council will admit all children who have a Statement of Special Educational Need that names the preferred school. If there are more applications than places available, the criteria for the allocation of places (in priority order) are:

- Priority 1 - Children in Public Care (Children Looked after).
- Priority 2 - Other children who are considered as 'vulnerable' whose application is supported by the Assistant Director for Social Care.
- Priority 3 - Children who will have older siblings in years Reception to 6 of the preferred school at the date of admission. Siblings include full, step, half, foster and adopted brothers and sisters living at the same address.
- Priority 4 - Children who suffer from some medical condition or disability, which makes it better for them to attend that school rather than another.
- Priority 5 - Proximity (where you live).

We aim to fully support the needs of children with special educational needs (including those with physical disabilities). However, due to the nature of the school building we may be unable to fully accommodate the needs of children with severe mobility difficulties.

The detailed admission policy is available from the Council website (a link can be found on the school website). Application forms sent from the Council must be completed and returned to them or completed online. For further information please contact Pupil & Student Services on 01204 332092.

Parents who are considering sending their children to Sunning Hill are encouraged to arrange a visit to look around the school.

Please note - parents with children in our nursery class are not automatically given a Reception class place. You are required to complete Bolton Councils application form as detailed above; they are responsible for the allocation of Reception places.

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Induction Arrangements

We aim to make the transition into school as smooth as possible and every effort is taken to ensure that children are confident in their new environment.

New Reception children and parents are invited to visit the school at the end of the summer term before they start in September.

During this time, they will have the opportunity to explore the classroom areas and investigate a variety of activities. They will meet the staff from the Early Years unit and parents will have the opportunity to introduce themselves and ask questions informally.

Important information e.g. uniform, dinnertime arrangements etc. will be shared during a meeting which is held in the school hall on the same day.

Pupils starting at our school in classes other than Reception are invited to visit prior to their start date if possible. On arrival, they will be taken to meet their teacher before school starts and be given a 'buddy' who will support them as they settle in.

Home School Agreements are signed by parents and staff. Parents are expected to play an active partnership role in the education of their child and in the life of the school. The Home School Agreement is how we ensure that staff and parents work effectively together for the benefit of each child.

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Attendance Matters

School Times

School Opens	8:45 a.m.
Registration:	8:55 a.m.
Lunch Break:	KS1 12:00p.m. to 1:00 p.m. KS2 12:30p.m. to 1:30 p.m.
School Closes:	3:30 p.m. - except on Fridays, when school closes at 2:30 p.m.

Please try to ensure that your child arrives on time and that they are collected on time at the end of the day. If you are delayed, please telephone us and let us know.

Absence from School

We believe that regular attendance helps pupils to achieve well at school and to feel settled and happy. If your child is unable to attend school please telephone at the start of the day so that we can record the reason for their absence.

If your child is absent from school for an unacceptable reason, this absence will be recorded as unauthorised. High absence rates adversely affect a child's performance and we aim for all our pupils to attend school regularly and try to work with parents to ensure good attendance for all our pupils. Attendance is monitored closely by the Senior Leadership Team.

Holidays/Leave of Absence

Any request for additional leave must be made by completing a leave of absence form, which is available from the school office. The school is unable to authorise any holidays during term time but leave for other reasons would only be authorised in **exceptional** circumstances.

If your child is away from school for longer than 20 days, your child may be removed from the school register and when you return the place may have been given to another child. Children's progress is always affected by long absences so please consider carefully before taking your child out of school.

If your child is absent from school without a reasonable reason, the local authority may impose a fixed penalty fine. This would happen on the 5th day of continuous absence, or an accumulation of 5 days within two terms. Please see the parent section of the website for more information.

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General Information

School Uniform

At Sunning Hill we pride ourselves on our high expectations and the school uniform helps to identify our pupils and demonstrates our high standards.

All our children from Reception to Year 6 will be expected to wear the uniform as listed below.

Please put names in all your child's clothing so lost items can be returned.

Clothing

- White polo shirt or shirt
- Royal blue sweatshirt
- Grey trousers, skirt or pinafore
- Blue or grey tights/leggings (white can be worn in spring/summer)
- White and blue checked dress (spring/summer)

If your child chooses to wear a headscarf this must be **plain** royal blue or white (spring/summer). Embroidered Uniform can be bought from Smart Clothing in Bolton.

Footwear

- **Plain** black shoes or black/dark blue trainers

PE kit

- Black or blue shorts or tracksuit bottoms
- Plain white t-shirt
- Black PE pumps
- Trainers for outdoor PE (optional)

Jewellery/Valuables

For health and safety reasons, children should not wear any jewellery for school. Stud earrings are acceptable but when doing P.E. we ask the children to remove their earrings and watches. Please do not let your child bring any valuable items

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or money into school to avoid problems. The school cannot take responsibility for items which are lost during the school day.

Collective Worship (Assembly)

There is a daily act of collective worship and children attend either a broadly Islamic or broadly Christian assembly. Once a week, there is a celebration assembly that all children attend together. When you fill in the admission form for your child you will be asked to complete a preference form for assembly.

Lost Property

During the course of a year a great deal of property is left at school and unclaimed by pupils. We strongly recommend that all clothing is named so that if found, it can be returned quickly. If your child does lose any property, please check the lost property storage or ask a member of the office staff for assistance.

Please put names in all your child's clothing so lost items can be returned.

Medicines

Children must not bring any medicines or tablets into school themselves. If medication is required by way of a doctor's prescription, then please call at the office with the full information and complete the appropriate form. If your child falls ill or requires emergency treatment, we will contact you through the emergency contact number you have left with the school. Please ensure you keep us informed of any changes to these numbers.

Security

We have made the building as secure as possible in the interest of the children's safety. This includes security cameras, coded locks and locked doors and gates. We realise that this may be inconvenient for parents but this is necessary to ensure the safety of all children throughout the day.

Homework

Homework can help to develop an effective partnership between the school, parents and pupils. Parents can support their child by helping them to develop a very positive attitude towards learning and succeeding in life. Homework

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provides opportunities for parents and pupils to work together and to enjoy learning experiences. It has a role to play in consolidating and reinforcing skills and understanding, particularly in literacy and numeracy.

Homework extends learning and also encourages pupils (as they get older) to develop the confidence and self-discipline needed to study on their own, preparing them for the requirements of secondary school. The expectations for each year group are as follows:

Reception and Year 1 - up to 1 hour in total spread across the week.

The emphasis will be on developing basic skills. Activities will include regular reading, practising spellings and sounds, other literacy work and tasks to develop basic number skills.

Year 2 – Year 4 - Up to 1.5 hours in total spread across the week.

The activities will extend the learning from Reception and Year 1 with an emphasis on extending basic literacy and numeracy skills and gaining independence. Children will also have the opportunity to research other areas of the curriculum which will support their learning in school.

Year 5 –Year 6 – Up to 2 hours each week.

There will be a structured weekly schedule to develop skills in literacy, numeracy and science but tasks may also range widely across the curriculum.

School Activities & Visits

We like children to have as many first hand experiences as possible and these have strong links to the curriculum being studied. This includes a wide range of trips, visits and visitors to enrich and enhance the curriculum. At times we will ask for a voluntary contribution to cover the cost of the activity and transport. No child will be excluded because of non-payment, but we do rely on sufficient parental contribution to ensure all the planned trips can go ahead.

Enrichment and Extra-Curricular Activities

There are a large number of extra-curricular clubs and activities. These include homework, football, netball, choir, running, chess, cookery and computer programming. Clubs are planned for different year groups and may take place before school, at lunchtimes or after school.

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The children from Years 5 & 6 have the opportunity to attend a weekend outdoor activity holiday where they take part in activities such as canoeing, abseiling and climbing.

Lunchtime Arrangements

A cafeteria system for serving meals is operated and we provide the following types of meals to choose from:-

Halal meals	A full meal made with Halal ingredients (Halal certified kitchen)
Vegetarian meals	A full meal made with no meat products

Children may also choose to bring a packed lunch or opt to go home for their meal. We encourage children to have a healthy packed lunch which should include savory items that are low in fat and salt, yoghurt, fruit, sugar free drink and one treat (biscuit/crisps).

Children who go home for dinners should return via the school office at 12:55 p.m. (KS1) or 1.25 p.m. (KS2). Children who have a packed lunch will eat in the dining room with those children having a school meal.

Free School Meals/Universal Free School Meals

The government are currently funding school meals for children in Reception, Year 1 and Year 2, now known as Universal Infant Free School Meals (UIFSM). Therefore, there is no cost for parents with children in Reception.

Pupil Premium

The school receives additional funding know as pupil premium for any children who were historically entitled to free school meals.

Pupil premium is used to support our pupils to make excellent progress, by providing additional resources and booster groups. The money is also used to provide additional opportunities and experiences across school.

Your child may be entitled to this grant if you are eligible for one of the following:-

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- Income Support.
- Income-based Jobseeker's Allowance.
- Income-related Employment and Support Allowance.
- Support under Part VI of the Immigration and Asylum Act 1999.
- The guaranteed element of Pension Credit.
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190).
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit.
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

Your child might also get free school meals if you get any of these benefits and your child is both:

- Younger than the compulsory age for starting school.
- In full-time education.

If your child is eligible for free school meals, they'll remain eligible until they finish the phase of schooling (primary or secondary) they're in on 31 March 2022.

If you think your child is entitled to free school meals, please contact the Housing Benefit Office on 01204 331590, they will be able to re-assess your eligibility.

Snacks

We provide mid-morning snacks for those children who wish to buy them. These are prepared by the Local Authority School Meals Service. The money is collected weekly on a Monday morning or parents can choose to pay for several weeks in advance.

Please check with the school office for the current price of meals and snacks.

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On-line payments

Parents are encouraged to pay for dinners, snacks and trips via our on-line payment system. There will be a workshop at the start of term to explain this in more detail.

Behaviour

Standards of good behaviour are expected to be kept in and around the school. Our school CARE code (Children and Adults Respect Everyone and Everything) outlines our approach to promoting positive, caring attitudes and an ethos based on mutual respect.

On the rare occasion when inappropriate behaviour occurs, parents may be asked to visit school to discuss the matter. The school's behaviour policy is available on our website.

Parental Involvement

We encourage parents to support their children with their learning at home and offer a range of workshops and family learning activities. Parents also often volunteer to support learning in school. If you have any time to spare, either short term or on a permanent basis, and can help, please let us know.

There are many ways that you can support school including:

- Listening to children read.
- Sharing skills and knowledge with pupils e.g. sports, ICT.
- Accompanying classes on educational trips.
- Helping at the Summer Fair and other special events.
- Preparing resources.

At the beginning of the academic year, teachers invite parents to attend a class meeting which informs them of the content and delivery of the curriculum in their child's class during the year. This is an informal meeting where parents can ask questions and discuss any aspect of their child's education. The school website, <http://sunninghillprimary.net>, is used to support and extend learning and parents are kept up to date on their child's learning through our school Twitter feed and for children in Nursery and Reception through Tapestry.

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Friends of Sunning Hill

We have an active parent/teacher association who work hard to raise additional funds to benefit the pupils and we are always keen to welcome new members. Please contact Mrs Ali in the school office to find out how to get involved.

Accessibility Plan

Sunning Hill is a fully inclusive school and welcomes all children, including those with special needs, for example educational needs, gifted and talented, behavioral concerns and/or physical disabilities. We encourage children with special educational needs (including those with physical disabilities) to be integrated into their academic year group. Unfortunately, due to the nature of the school building we are unable to admit children in wheelchairs or those with severe mobility difficulties.

Special Educational Needs

We aim to cater for the needs of all our children, including those with special educational needs. We monitor the progress of all our pupils very carefully and aim to identify any special needs as early as possible. This is so the appropriate support can be put in place to help pupils make as much progress as possible.

When additional support is required, parents are consulted at an early stage through informal discussion. Specific targets will be agreed, from which teaching programmes and strategies are developed. These will be reviewed and updated regularly through systematic monitoring, consultations with any professionals involved and through ongoing reviews with parents and children.

Our SEND offer can be located on the school's website and our designated SENCO is Mrs Torpey.

Parents' Evenings and Reports

Parents' evenings are held during the autumn and spring terms. These provide an opportunity for parents to discuss their child's progress and to share individual targets for improvement. An end-of-year report is sent to parents in

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the summer term and this contains information about assessment and attendance data for each child.

Community Links

We have a community room which can be used by local groups for a range of purposes. Currently, Family Learning and the Local Authority Youth Club is run from school.

Assessment and Testing

Children at the end of Key Stages 1 and 2 (Year 2 and Year 6) are tested in accordance with national guidelines. The results of the end of Key Stage 2 statutory assessments for 2022 are set out below. More detailed information is available on the website.

We also carry out testing in other age groups in order to monitor children's progress. The results of all tests and teacher assessments are reported to parents annually.

KS2 SATS RESULTS 2022 (unvalidated)

Subject	School Average Scaled Score	Achieving the Expected standard or above	Achieving a High Score/Greater Depth	Progress
Reading Writing & Maths Combined	-	70%	20%	-
Reading Test	107.60	80%	42%	+3.8
Writing Test	-	75%	27%	+3.2
GAPS Test	107.90	82%	40%	-
Maths Test	107.70	85%	47%	+4.8

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Staffing 22/23

Head Teacher	Miss Claire Whalley	
Deputy Head Teacher	Mrs Julie Rawlinson	
Assistant Head Teachers	Mrs Deborah Torpey	Mrs Gillian Diggle
Teachers	Mrs Summera Amin Mrs Rebecca Ashton Miss Laura Collins Mrs Emma Essex-Crosby Mrs Nicola Hitchen Miss Maarya Giga Miss Jodie Howells Miss Saira Hussain Miss Faria Ingar Mrs Claire Jepson Mrs Jordana Laidlaw	Miss Charlotte Moore Mrs Gill Neale Miss Sumayya Patel Mr Ben Platt Miss Hannah Power Mr Abdullah Radwan Miss Claire Stanley Mr Louis Sweeney Mr Chris Tonge Miss Aisha Thornborough
Teaching Assistants	Mr Ainain Ahmad Mrs Khadija Asmail Mrs Fatima Amla Miss Maariya Amla Mrs Ayesha Badat Mrs Hazra Bham Mrs Helen Birtwell Mrs Hanane Carr Mrs Jayne Carman Miss Lynda Entwistle Mrs Nasreen Ettles Miss Leanne Gleaves Miss Maryam Hagamad Mrs Aaminah Hariff Mrs Amina Hatia Mrs Karen Hoyle Mrs Farhin Ibrahim Miss Safia Ismail Mrs Hayley Little	Mrs Sharon McGuire Mrs Fatima Motala Mrs Anisa Munshi Mrs Kulsum Parawala Mrs Aneesah Patel Mrs Jarina Patel Mrs Rabia Patel Mr Richard Simpson Mrs Shahida Seedat Miss Sarah Waris
Nursery Staff	Mrs Nafisa Bharuchi Miss Lauren Hamilton Mrs Fatimah Syed	Mrs Shamim Ughradar Miss Katy Valentine Mrs Nafisa Valli

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Designated Child Protection	Miss Claire Whalley Mrs Julie Rawlinson Mrs Gillian Diggle	Miss Keely Atkinson Mrs Deborah Torpey
Business Manager	Miss Keely Atkinson	
Administrators	Mrs Parween Ali Mrs Pushpa Patel	Mrs Hafiza Vazifdar Mrs Sajida Mohmed
Site Manager	Mr Dave Lowe	
Chair of Governors	Mr F Atcha	
Vice-Chair of Governors	Mr A Rawat	
Governors	Mr M Atcha Mr S Laskari Mrs S Kala Mr F Kala Mr I Kala Mr Ismail Kala	Mrs S Ibraheem Mrs F Mulla Mr I Oomer Mrs P Sadler Mr T W Turner

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