

WELCOME TO CORNIST PARK SCHOOL



SCHOOL PROSPECTUS 2021 / 22

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(updated Sept 2021)

WELCOME TO CORNIST PARK SCHOOL

Cornist Park is a county primary school with approximately 310 children on roll aged 3 to 11 years. The school serves the expanding Cornist area of the town of Flint in NE Wales. The school was opened at Easter 1997 and is housed in a modern, bright and inviting building.

VISION & MISSION STATEMENTS

(These statements are currently under review and consultation with our school community as we plan to introduce and to reflect the new curriculum 2022)

Freedom to Flourish

Our Vision

Our vision is to create a school community where ALL pupils experience a sense of worth, pride and praise for their achievements. A community, which encourages all pupils to engage freely and enthusiastically in their learning. A community which provides every opportunity for potential to be reached, the freedom to flourish and the opportunity to excel.

Our Mission

Cornist Park School will strive to achieve its vision through the promotion and provision of,

- C** – caring, committed and collaborative learning community
- O** – opportunities for all to flourish, excel and achieve their personal goals
- R** – respect for ourselves, others and our community which is vital for our success
- N** – nurturing of individual skills and talents
- I** – inspirational teaching and guidance of independent pupils
- S** – successful partnerships with parents, stakeholders and the wider community
- T** – trust and teamwork - together we will succeed

GOVERNING BODY 2021/22

Mr E Hughes	Chairperson	Community Governor
Ms E D'Pasquale	Vice Chair	Co – opted Governor
CLlr David Cox	LA Governor	
Mrs S Morris	Parent Governor	
Mrs S Thomas	Parent Governor	
Vacancy	Parent Governor	
Mrs L Carroll	Parent Governor	
CLlr Michelle Perfect	Town Council Governor	
Mrs N Thomas	Head Teacher Governor	
Mrs L Gardner	Teacher Governor	
Miss S Brown	Teacher Governor	
Mrs D Wadsworth	Staff Governor	
Mrs S Hunt	Clerk to Governing Body	

SCHOOL STAFF

Class Based Staff 2021/22

Teaching staff		Support Staff	
Mrs N Thomas	Headteacher	<i>Learning Support 3</i>	<i>Learning Support 2</i>
Mrs L Gardner	Deputy Headteacher	Mrs R Stokes	Mrs J Hamill
Mrs S Hunt	ALNCO / Data / Attendance		Mrs R Jones
			Mrs S Davies
FP TEACHING STAFF			Miss S Garner
Mrs K Astbury			Mrs K Collins
Miss S O'Neil			Mrs R Evans
Mrs R Wood			Mrs A Ward
Mrs S Williams			Mr O Davies
Mrs L Thomas			
KS2 TEACHING STAFF		<i>Pastoral Support</i>	<i>HLTA</i>
Miss J Gilmore		Mrs S Little	Mrs E Williams (PPA)
Mr M Rees		Mrs D Wadsworth	Miss R Allman (Nurture)
Mr S Williams		Mrs N Sweet	Mrs L Riordan (Forest)
Mrs L Gardner			Miss L Morris (PPA)
Miss A Edwards			
Miss S Brown			

School Support Staff 2021/22

Name	Position
Mrs K Blythin	School Business Manager
Mrs A Hill	Administrator
Ms K Jenkins	Caretaker
Mrs M Fellows	Cleaner
Ms K Taylor	Cleaner
Mrs V Williams	Cook
Mrs M Fellows	Kitchen Assistant
Ms K Jenkins	Kitchen Assistant
Mrs R Jones	SMDSA
Mrs L Williams	MDSA
Mrs G Duffy	MDSA
Mrs T Franks	MDSA
Mrs K Collins	MDSA
Mrs L Brown	MDSA

OUTSIDE AGENCY SUPPORT OF THE SCHOOL



The school has a **Nurture/Wellbeing member of staff in Miss Allman**, who happily supports pupils and parents with a variety of school and/or home based worries, issues or concerns. This can be done in 1-1 and group sessions for children, or by chatting with and possibly referring parents to a whole host of possible services that maybe of help to them. Please remember we only want the best for all our pupils and families, and offers of support, are only ever made in good faith on this basis.

The school and the families of the school, also have access to the support of a range of outside agencies.

Health Visitors	Beth Southgate / Rachel Varney	Based at Flint Health Centre
School Nurse	Mrs Alison McCann	Based at Flint Health Centre
ESW (Education Social Worker)	Mrs Val Hands	Based at Flint High School
Educational Psychologist	Mrs Janet Wilkie	FCC
Police Liaison Officer	P.C. Hulse	NWP
Children's Services		Flintshire Children's Services Helpdesk
TAF (Team Around The Family)		Referral from School
Early Help Hub		Referral from School
CAMHS (Children and Adult Mental Health Service)		Referral from school / GP/ Sch Nurse

If you feel that you would ever benefit from additional support with your children, be it about, education, health, behaviour or any other issues that sometimes occur from time to time, then please do not struggle on alone. We are here to help and support, do not hesitate in speaking with us. We are always on hand to listen, advice if and where we can and to suggest possible avenues for seeking further support.

HOME SCHOOL AGREEMENT



1 Parents / Carers

I/We shall try to:

- see that my child arrives at school each day on time, attends on a regular basis and is properly equipped,
- show an interest and involvement in my child's work,
- attend parents' evenings and discussions about my child's progress,
- let the school know about any concerns or problems that might affect my child's work or behaviour,
- support the school's code of behaviour and statement on uniform,
- take a wider interest in the activities and life of the school,
- return homework and reading books on the correct day.

2 The School will

- provide a safe and caring environment for your child,
- provide an effective home/school format of communication,
- a well organised and effective form of teaching and learning,
- organise and monitor homework for your child,
- alert parents to any difficulties that your child may be experiencing in school,
- arrange Parents' evenings during which your child's progress will be discussed,
- keep parents informed about special events in school.

Name of Pupil Date.....

Parent/Guardian Date.....

Head Teacher Date.....

SCHOOL SECURITY

Cornist Park has open access to its site via the unlocked car park throughout the school day. In light of this and the fact that there are no public right of way accesses on the school grounds, staff are asked to be vigilant at all times for persons or vehicles entering the grounds which do not appear to be doing so on school business. The school external doors are fitted with staff fob entry systems to increase school security. All staff permanent, supply, students and any visitors to the site sign in at the reception desk and are asked to wear an identification lanyard. The site can only be as secure as the people who use it. School staff and parents are asked to note;

- Doors to the building are operated by a staff fob key entry system.
- Challenge any unfamiliar persons on the premises
- Ensure access doors are kept locked to prevent intrusion but able to facilitate smooth exits
- Ensure ALL visitors to school only enter via main reception and sign in/out the visitor's book. They will be granted access to the building after they have rung the bell and identified themselves to Reception Staff
- Ensure parents taking children out of school for whatever reason before the end of the school day, must record this in the appropriate record book at reception, and the name of an identified ADULT is provided
- Ensure that NO unaccompanied child is allowed at any time to leave school during the school day
- Ensure children are only handed to those with parental responsibility and if they are at all unsure to contact the HT/SMT for advice before doing so
- Ensure that NO details of children are provided to unfamiliar individuals contacting school to enquire about a child on roll/possibly on roll
- Ensure that if a child leaves the school premises without permission during the school day that they DO NOT CHASE the child, but report this immediately to the HT/SMT who will monitor from a safe distance, **contact will be made to the parents and North Wales Police to inform of the situation if the child leaves the school grounds at any time.**
- On the rare occasions where a single child will require being transported by a staff member for school related matters, this will only happen where there are two members of staff available to accompany the child. NO staff member should ever be in a 1-1 situation with a pupil in a car/vehicle. (This would also be the rule for parents transporting pupils to/from sporting events etc)

SAFEGUARDING OF PUPILS ON YARD BEFORE SCHOOL DAY:

NO unattended children should be left on the school grounds before morning entry begins at 8.45am, when staff resume their duty and responsibility for their class members

Class staff meet and dismiss all pupils back into the care of their parents/carers on the car park. Our older pupils, who have been given permission to walk home alone, are escorted to the gates by class staff. Permission for children to work home unaccompanied must be provided to the class teacher.

BREAKFAST CLUB USERS (8.00am – 8.45am) Reception – Yr 6 pupils

8.00 – 8.15am – Paid for childcare £1 per day per child

8.15 – 8.45am – Free Breakfast club (Children attending to arrive no later than 8.25am)

Breakfast club limited to 60 spaces that MUST BE booked on line via schoolgateway. Once full, no further admissions will be considered.

We are **unable to offer this service for Nursery pupils** as we do not meet the required child / adult ratio for this age.

Parents / Carers are reminded NOT to leave unattended children on the school grounds or car park before they are admitted and signed into Breakfast Club. Before being signed in, children remain the responsibility of parents / guardians.

SAFEGUARDING OF PUPILS ON YARD AT BREAKTIMES:

Foundation Phase (Nur – Yr2) Classes do not have a formal playtime on the yard. They access outdoor play via the FP outdoor provision and are supervised by class staff at all times.

KS2 (Yrs 3 – 6) have split 15 min breaktimes –

Yrs 3/4 10.30 – 10.45

Yrs 5/6 10.45 – 11.00

All playtimes are supervised by class staff.

DISMISSAL OF PUPILS FROM SCHOOL AT THE END OF THE SCHOOL DAY:

Parents are asked to arrive at school no earlier than 3.05pm to wait to collect for their children from class staff in the lower car park area.

Foundation Phase pupils (FP) Nursery – Yr 2

We expect all FP pupils to be collected from school at the end of the day by a parent, or other responsible adult with permission from the parent. Staff in FP hand children over to the collecting adult from THE CARPARK. Any unexpected adult attempting to collect a child will be questioned by staff and this may then be followed up with a clarification phone call to the parent. **Parents are asked to inform school if they will be sending an unknown adult to collect their child.**

Key Stage 2 pupils (KS2) Yr 3 - 6

At KS2 we appreciate that children are developing their independence skills and as such, are aware that there are numerous arrangements made within families as to whether their child is collected from school, walks home alone or with friends, or is met somewhere along the route. Because of this, children are repeatedly reminded to immediately return to their teacher/other staff member if their parent is not at the designated meeting point. Staff will then attempt to contact the parent to ascertain what they want the child to do. All pupils know that they should NOT wait in the car park area, but bring themselves inside and to alert a staff member that they have not been collected.

Parents who give permission to their children to walk home unaccompanied, should inform their child's class teacher.

Late Collection;

If parents contact the school to alert us to the fact they are running late for collection, the child and class teacher are then informed and the child is asked to wait for their parent in the main Reception Area. Please be aware that **if your child is not collected by 3.25pm, then they will be placed into our After School Fun Club** and a charge will be issued for using the care facility.

Extra Curricular Activities (Yrs 3 – 6)

Staff who offer Extra Curricular Activities understand that they are responsible for dismissing the children to their parents at the end of the session. If the activity/club is cancelled at late notice due to weather or other circumstances, then the staff member or SMT are responsible for taking charge of the children until they are collected by a parent. NO CHILD WILL BE ALLOWED TO LEAVE SCHOOL AT AN UNEXPECTED TIME WITHOUT PARENTAL CONSENT.

PLEASE NOTE THAT EXTRA CURRICULAR ACTIVITIES ARE NOT SCHEDULED AT THIS TIME – FURTHER INFORMATION WILL BE SENT WHEN THEY RESUME

TEACHING & LEARNING

Teachers at Cornist Park School recognise that learners learn in diverse ways. A range of appropriate teaching strategies are used to suit the subject area being taught and improve the quality of learning experiences offered to the pupils.

Children at Cornist Park are guided towards the discovery of their unique ways of learning. Planning takes into account different teaching and learning styles as well as the additional learning and cultural needs of some learners.

Great emphasis is placed on matching work to children of differing abilities, including flexible grouping by ability within the classroom and occasionally across year groups if and when applicable. Cornist Park recognises these children with additional needs including exceptionally able pupils. These children are catered for by setting an individual education plan, liaison with advisory staff and liaising with our High Schools on transfer. All children are given strategies to enable them to fulfil their learning potential and through the teaching of these strategies teachers intend to adhere to the Dyslexia Friendly policy. All learners are encouraged to feel good about them selves.

Teachers support children in creating a positive self-image and help them understand that mistakes are an indispensable part of learning.

Characteristics of Teaching and Learning in Cornist Park include: the promotion of pupil autonomy, interactive and stimulation displays, the celebration of every child's work throughout the year, clear school and class rules, the fostering of positive attitudes and high expectations. Teachers are aware that children should be encouraged to drink water and eat a healthy balanced diet and we would look to you as parents to support us in this – providing healthy snacks and packed lunches.

Teachers have high expectations of every pupil, irrespective of ability, race, gender, age or achievement; maintain good discipline through mutual respect, use a variety of teaching styles based on the task and needs of the children, have good curriculum knowledge, have clear

lesson objectives, ability to assess children's learning within a lesson and devise appropriate assessments and effective records; design challenging and differentiated tasks using stimulating resources; value and promote partnership between home and school and form positive relationships as part of the Cornist Park Team.

We aim to create opportunities to explore outdoor environments via the outdoor classroom and our Forest School. Children should enjoy energetic activity both indoors and out and the feeling of well being that it brings. Outdoor play provides a multi-sensory environment which responds to individual learning styles. It complements and enhances all aspects of children's development and learning through its physical, open-ended nature. Planning reflects a flow of ideas and resources from an indoor environment to outdoors.

CURRICULUM & CURRICULUM REFORM 2022

- Cornist Park School currently offers the full range of subjects as set out in Curriculum 2008 for Key stage 2 and the Foundation Phase. The school is also beginning to implement curriculum change in light of Professor Donaldson's recommendations for a ***New Welsh Curriculum, which will become statutory in 2022.***
- **The New Curriculum**, due to be implemented into all Welsh Primary schools from Autumn 2022, aims to provide learning that children will enjoy, and will develop their skills, knowledge and emotional resilience. Its aim, is that by age 16, pupils will become confident, ethical individuals, who play an active part in their community and society, and are prepared to thrive in the new world of work.

4 main purposes of the New Curriculum 2022 are to enable learners to become;

- Ambitious, capable learners
- Enterprising, creative contributors
- Ethical and informed citizens
- Healthy, confident individuals

These 4 main purposes are to be delivered, promoted and embedded into the teaching and learning of **6 Key Areas of Learning**, namely;

- Expressive Arts
- Health and Wellbeing
- Humanities

- Language, Literacy & Communication
- Maths & Numeracy
- Science and Technology

The above 'areas of learning' will replace the singular Curriculum 'subject areas' that currently exist in the Welsh Education system. The New Curriculum promotes a holistic, blended approach to learning, where skills and knowledge intertwine and are used across all areas of learning. The rationale being that learners will become more creative, resilient, adaptable and ready for the ever changing world of work.

- We pay very careful regard to the talents and needs of each individual child. In this way we aim to ensure that every pupil gets the maximum benefit from their time in our care. We place special emphasis on ensuring that each child receives a thorough grounding in the core subjects of the National Curriculum, and the seven areas of learning in the Foundation Phase, doing so in a way that will stimulate their natural desire to learn. Staff also ensure that they are delivering the LNF (Literacy & Numeracy Framework) throughout their teaching, encouraging learners to use their skills and learning in different situations and in different subject areas.
- The school has also had an opportunity to be involved in the design and content of the DCF (Digital Competency Framework) which now sits alongside the LNF in Wales. This framework ensures that our learners are given the very best opportunities to develop their digital and ICT skills, preparing them for life and work in our ever increasingly digital society.
- There is a sub committee of identified Governors responsible for monitoring the implementation of the curriculum at Cornist Park School.
- Classes across both Foundation Phase and Keystage 2 are organised according to the delegated budget of the school and the number of pupils in each cohort.
- Each child is set individual learning targets which are reviewed regularly.
- The school operates within a clearly defined framework to support those pupils who have been identified as having an additional educational need. We have a teacher with specific responsibility for managing ALN provision within school, liaising with outside agencies, class teachers and classroom support workers to ensure support and programmes are delivered to those pupils who require some additional assistance in their learning. A member of the school's Governing Body is charged with monitoring the implementation of our additional needs within Cornist Park.
- Peripatetic music tuition is offered within school to those pupils who show an aptitude for the instrument (This is at a termly cost which is charged to parents) Pupils attending peripatetic music tuition have the opportunity to attend the County Music School.
- Cornist Park School seeks to enrich our pupils' appreciation of the Welsh culture through celebrating and explaining the history and geography of Wales. Children in our school have weekly Welsh lessons. The staff and children are encouraged to use the Welsh language as naturally as possible while in school. This may include greetings, simple instructions and

questions to afford the children the opportunity to extend their oral command of the Welsh language. The use of everyday Welsh is encouraged throughout the school.

- Religious Education is delivered in accordance with the National Curriculum. Collective worship takes place daily within classes, with all the main festivals of the Christian church being marked in school. We also make sure that pupils get the chance to learn about the belief systems of other religions. Parents have the right to request that their child/ren should be withdrawn from Collective Worship. If you wish your child to be excluded from R.E / Worship on religious grounds, please inform the Headteacher in writing. In such circumstances it would be beneficial if your child is provided with appropriate activities.
- Cornist Park School is fortunate in having numerous, computer, laptops, chromebooks and iPads and a bank of excellent software to enable pupils to develop their IT skills cross curricularly. This is continuously being updated and added to as budget restraints allow.
- Sex and Relationships Education is delivered in accordance with Welsh Government Guidance. All pupils at Cornist Park School will receive high quality Sex and Relationships Education (SRE) as part of their personal and social development. This programme is designed to develop the pupils' skills and knowledge appropriate to their age understanding and development. By the end of Foundation Phase, Pupils will be able to recognise parts of their body in order to differentiate between male/female. By the end of KS2, the school will ensure that the pupils are aware of the reasons for the physical and emotional changes during puberty, including, conception pregnancy and birth. As a school we believe SRE should be a shared responsibility, we wish to develop a positive and supportive relationship with parents through mutual understanding trust and cooperation. An information leaflet for parents is available from school which outlines the programme of delivery for SRE.

If a parent wishes their child to be withdrawn from SRE, they are welcome to make arrangements to see the Headteacher to identify which aspects of the programme they do not wish their child to participate in.

SCHOOL SPORT

Swimming takes place weekly for children from Yr3 - 6. Children travel by coach to the Pavilion Leisure Centre in Flint where Pavilion staff and teachers who hold the relevant qualifications to teach swimming, instruct the children. To assist with the cost of transportation, we ask for a weekly parental donation towards the cost of the coach.

Field Sports

Cornist Park School has football, netball, and rugby squads who compete in the local area primary school leagues. The children are actively encouraged to participate in the after school practice sessions to encourage competition for team places.

Choral Singing and dance are also a strong feature at Cornist Park. Contemporary items have been performed in the Flintshire Dance Festival and Flintshire School's in Performance at Theatre Clwyd.

Annual Sports Days are organized to give focus and a sense of belonging to a team. Children have been organized into Houses; Bleddyn, Llywelyn, Gruffydd and Madog and a sense of occasion has been brought to the day.

Jewellery can be a source of danger particularly in P.E lessons and should not be worn during the school day.

It is hoped that Swimming Lessons / Sports competitions and all other interschools activities will resume, once schools are directed that such activity does not pose risk due to the ongoing COVID situation.

CHARGING AND REMISSION POLICY

The policy as agreed by the Governing Body is as follows:

- The school will endeavour to support curriculum related visits by raising funds either in part or in total to cover the cost of transportation.
- To ask for voluntary contributions to cover the cost of each outing.
- Contributions are voluntary.
- If 80% of the cost of the outing is not received, the outing will not go ahead.

HOME LEARNING

FOUNDATION PHASE

Friday - Shared Reading books / spellings / letters and sounds - Return Monday

KEY STAGE TWO (Years 3, 4, 5 and 6)

Friday - Reading using the online reading resources – Reading Record / log set up on Seesaw to record comments

Occasionally, additional topic / theme related activities are provided as and when opportunities arise. These will be shared via seesaw and home learning codes/qr codes provided as needed.

EXTRA CURRICULAR CLUBS

A variety of 'Clubs' are offered to pupils in Key Stage 2 throughout the Autumn and Spring and first half term of summer, but not in the last half term. At Foundation Phase some Sport related clubs / choir and dance may be offered in the Summer Term.

Timetables of the clubs are available via a termly newsletter, website and twitter.

Clubs begin at 3.15pm and run until 4.00 – 4.30pm depending on the activity. It is understood that if the weather is too wet or unsettled, outdoor clubs will be cancelled. If you are unavailable to collect your child at this time, then staff will take responsibility for your child until you are able to collect them. Twitter is used as a useful way of communicating any changes to sessions or cancellations due to bad weather etc.

It is hoped that extra curricular activities will resume in the future once schools feel safe enough to do so. Further information will be shared as and when these activities are to be offered.

AFTER SCHOOL 'FUN CLUB' CARE PROVISION 3.15 – 5.00pm daily

The club is currently staffed and run by school support staff. Children from Reception – Year 6 can attend. Sessions are currently charged at **£5.00 for the first hour and 50p per 15 minutes thereafter**. Children can be booked in for as many days as parents require wish and can be collected at any time during the 2 hour session. Booking in and payment for attending the provision is to be done via the schoolgateway online payment system.

Please call the school office for further information

TERM DATES 2021/2022

AUTUMN TERM 2021

Weds	1 September	Staff Training Day – school closed to pupils*
Thurs	2 September	Staff Training Day – school closed to pupils*
Friday	3 September	School opens to pupils
Thursday	21 October	School closes to pupils – half term
Friday	22 October	Staff Training Day – School Closed to pupils*
Monday	1 November	School opens
Weds	22 December	School closes – Christmas

SPRING TERM 2022

Thursday	6 January	Staff Training Day – school closed to pupils *
Friday	7 January	Staff Training Day – school closed to pupils *
Monday	10 January	School opens to pupils
Friday	18 February	School closes – half term
Monday	28 February	School opens
Thursday	8 April	School closes – Easter

SUMMER TERM 2022

Monday	25 April	School opens
Monday	2 May	May Day – Bank Holiday
Thursday	26 May	School closes – half term (Friday 27 th identified as additional Bank Holiday in lieu of the Jubilee which falls during the half term week)
Monday	6 June	School opens
Tues	19 July	School Closes
Weds	20 July	<i>Staff Training Day – school closed to pupils*</i>

* It is possible that these dates may change and may differ from other local school's dates for INSET training days

SCHOOL POLICIES

In a County Primary school such as Cornist Park, currently, all National Curriculum Subjects are compulsory. The current curriculum documentation is under review in light of the Welsh Government implementing a New Curriculum for Wales as of 2022. Work is now underway in transitioning to the new curriculum ethos

All statutory and non statutory policy documentation are reviewed on a planned cycle and amendments are made as and when required following presentation and formal approval by the Governing Body.

A range of policies are available for parents to view on our school website. Others can be viewed by request.

ADDITIONAL LEARNING NEEDS

Policy Documentation

The School Policy for ALN outlines the purpose, nature and management of Additional Needs at Cornist Park School. The Governing Body view all pupils' needs to be important. However, in line with current changes to ALN Support, those pupils with additional learning needs will have an IDP (Individual Development Plan).

It is the policy of the Governing Body to:

- ✓ ensure that all teaching and support staff are trained to identify and support pupils with additional Learning needs (ALN);
- ✓ have in place an effective whole school assessment policy and assessment procedures which will monitor progress made and indicate areas of concern;
- ✓ provide access to a full and differentiated curriculum using a range of teaching styles and learning opportunities;
- ✓ work in close liaison with parents in supporting their child;

- ✓ Ensure the school prepares, monitors and reviews individual development plans
- ✓ liaise with external agencies for provision of advice and expertise;
- ✓ resource effectively ALN provision within the school;

Through monitoring, observation and effective record keeping, both staff and parents are encouraged to bring any concern that they may have regarding a pupil's progress to:

- 1 the class teacher
- 2 the Deputy Head teacher
- 3 the Head teacher
- 4 the ALNCO (Learning Needs Co ordinator)
- 5 the Governor with responsibility for Additional Needs

Currently, the procedures and next steps taken following a concern being raised are under reform. The aims of this reform is to

- change and improve the way children with ALN and their parents are supported
- place children and parents at the heart of the system
- introduce greater choice and control over the support they receive
- improve collaboration between agencies

Further information can be found at

<https://beta.gov.wales/draft-additional-learning-needs-code>

DISABILITY STATEMENT

The school is designed and equipped to facilitate ease of access for pupils who are eligible for a school placement and have a mobility difficulty. An access plan has been formulated to ensure the school building and the curriculum will be fully accessible to all pupils, parents and guardians. This is in response to the Disability Discrimination Act. This documentation will be available to view in school.

Parents and guardians may also request that written materials sent out by the school are available in alternative formats, (large print, audio-tape, Braille etc). Please contact the school to ensure your requirements are met.

INSPECTION 2015

During the academic year 2014-15, Cornist Park School was subject to a rigorous inspection by ESTYN.

Estyn confirmed the view that Cornist Park is a very happy, supportive and inclusive school where pupils make very good progress in many areas. The inspectors identified that,

'The school is a close – knit and welcoming community that celebrates the successes of pupils well. Staff treat all pupils fairly and give them equal access to all areas of the curriculum' the Headteacher has 'a clear vision that focuses strongly on promoting the well being and achievement of all pupils. Together, the Headteacher, staff and governors sustain a calm, happy and welcoming school for pupils and parents'

The inspection also identified that the school has responded well and made good progress in implementing national initiatives such as the Literacy and Numeracy Framework and pupils use their literacy and numeracy skills well across the curriculum. It was very pleasing that Estyn also identified the standards in ICT to be 'outstanding.'

The report also states that pupils are keen to learn and that standards of behaviour are consistently high. In terms of lesson delivery, staff plan together collaboratively and use a 'wide range of teaching approaches to interest and engage pupils'

Attendance at around 95% for the last Four years, places the school in the top 50% of schools.

To conclude, the report states 'In view of the good progress made by pupils, the high quality of provision and leadership, the school provides good value for money'

The full report can be viewed on www.estyn.gov.uk/inspection-reports or on the school website www.cornistpark.cp.uk

REPORTING ON PROGRESS

On entry to the Foundation Phase children are assessed on their personal and social development, language literacy and mathematical development and physical development (FPP) using assessment as recommended by the Welsh Government and LA. Children are then assessed on a regular basis throughout the Foundation Phase. You will be involved in this process, being afforded the opportunity to talk to the class teacher to help build up an accurate picture of your child. This formal contact will be complimented by frequent informal opportunities to share information about your child with their class teacher.

During the year, you will be offered consultation meetings with your child's class teacher. At these sessions you will be brought up to date on your child's progress and achievement, as well as the sharing of the targets being set for them in the coming terms. However, we do, of course, welcome you into school at any other time to discuss any concerns you have about your child. Equally, if we feel we need to raise any matter with you, we will contact you immediately.

A detailed report is issued for each child at the end of the school year. This report comments on progress, effort and attitude in all aspects of school life.

FUNDRAISING AT CORNIST PARK SCHOOL

We look forward to receiving your support at the school's fund-raising and other social events that take place during the year. The "Friends of Cornist" work hard to raise additional funds and any parents wishing to share their time and enthusiasm and ideas will be warmly welcomed. The funds raised have enabled school to purchase resources that would normally be beyond our financial reach. We understand that the idea of being part of a 'formal' committee may be a little time consuming, especially if you are a working parent. We therefore try to keep arrangements on a more casual basis, to enable more to be able to contribute as and when they have time. We are ALWAYS looking for new ideas and suggestions and willing helpers who might be able to lend us

some time at events. If you would be interested in finding out more, please watch out for Tweets sent out by Miss Allman who helps organise and promote our fundraising efforts.

We also hope that some parents will be able to come into the school to offer extra support to our teaching staff in the classroom. This help is valued by both the teachers and the children. If you feel able to help in this way, please do approach your child's class teacher in the first instance.

It is hoped that fundraising activities will resume, once schools are directed that such activity does not pose risk due to the ongoing COVID situation.

SCHOOL CODE OF BEHAVIOUR

Working in partnership with parents, we wish Cornist Park School to be an orderly, caring community, where each pupil is free to learn and thrive in a secure atmosphere. A clearly set out code of behaviour helps us to achieve this environment and we ask parents to sign up to this as part of the Home-School partnership contract.

- Pupils' and Parents' Rights and Responsibilities
- Pupils will attend school regularly and on time.
- Pupils will show respect to all adults at school and will be encouraged in this by their parents.
- Pupils will conduct themselves at all times in school in a proper manner for their age, displaying good behaviour and consideration for all other members of our school community.
- When a pupil displays poor behaviour, they will be subject to sanctions at school, which parents will support, having discussed this with the appropriate member of staff.
- If a child's behaviour repeatedly falls below the standards which the school expects, this will be referred to the Head teacher who will action notifying parents with a view to discussing situation and remedy and acknowledging a satisfactory outcome (following which appropriate action will be taken to support the child in improving their behaviour).
- Cornist Park School will not tolerate bullying of any nature. Any such action will be dealt with in accordance with the Flintshire County Council's policy on bullying which the Board of Governors has adopted.
- Should exclusion from our school be considered, parents will have their rights fully explained to them at the outset of the process, including the right to appeal.

To Ensure Our School is a Happy and Orderly Place Where Everyone Can Achieve Their Goals, We
Agree to Follow Our School Rules and Be Citizens
That Our Families, Our School, Flint and the Wider World Can Be Proud Of.

READY, RESPECTFUL & SAFE

These 3 simple rules can be applied to all situations we find ourselves in. Our learners should be encouraged at school and at home to think of their behaviours in terms of these 3 phrases, to assist them in making right choices and becoming responsible for their own behaviours.

EQUAL OPPORTUNITIES

The Equal Opportunities documentation at Cornist Park School is a code of practice which enables all pupils to celebrate the diversity of our school community. We aim to ensure that all individuals teach, learn and work in a non-threatening and supportive environment in which self-esteem is enhanced. We aim to ensure that every effort is made to ensure that all individuals within Cornist Park are valued and have the opportunity to develop to their full potential within the context of mutual respect, justice and fairness. Should you wish to access the full documentation please contact school for an appointment.

ADMISSION PROCEDURE

Children are admitted to our Nursery in September following their 3rd birthday in accordance with the guidelines laid out by Flintshire Local Education Authority.

Admission requests for children of any primary age must be made directly with the admissions team at FCC. If you are advised that a place is available for your child at the school of your choice, then an appointment can be made with the Headteacher and invitation to visit the school made, allowing parents the opportunity to seek further details in respect of their children's possible admission.

The school is not responsible for agreeing to the admission of pupils at any time, these decisions lie solely with the Local Authority Admissions Department at FCC

SCHOOL SESSION TIMES

As of September 2021, we will return to our usual session and operational hours, which were suspended to allow for staggered entry and exit during the pandemic.

Nursery (5 x 2.5 hour sessions per week)

9.00 am to 11.30 am or 12.45pm to 3.15pm

Foundation Phase (Reception, Years 1 & 2)

8.55am - 3.10 pm

Key stage 2 (Years 3, 4, 5 & 6)

8.55am - 3.15 pm

Pupils have one break of 15 minutes in the morning

SCHOOL UNIFORM

We ask parents to send children to school in uniform. The school uniform is as follows:

BOYS

Navy/grey trousers
White/navy polo/school shirt
Navy sweatshirt
Navy/grey tailored shorts may be worn in summer
Black Shoes

GIRLS

Navy/grey trousers or skirt
White polo/school blouse
Navy sweatshirt
Blue or Green gingham dresses for summer months
Black shoes (no heels)

We ask that trainers are only worn when changing for P.E.

School uniform with logos, can be purchased directly from our suppliers

MONKHOUSE in MOLD (14 – 16 New Street Mold CH7 1NZ –01352 756636)

All orders for uniform items should be forwarded directly to Forrester Sports and not through the school, as we will no longer stock school uniform, apart from a very small stock of the Coloured PE t shirts and book bags.

Minimising Lost Property and saving your hard earned Money!

Please assist staff by **LABELLING ALL** items of clothing worn or brought into school.

Staff will attempt to reunite any found items of clothing to their owners; however any unclaimed and unlabelled items of clothing will be recycled at the beginning of each half term.

Please appreciate that with over 300 pupils in school wearing almost identical uniform, we do accumulate a vast amount of lost property. Whilst we sympathise with you as parents who have spent a great deal of money on uniform items that have gone missing, the only way we can attempt to locate such items is if they are **CLEARLY LABELLED WITH YOUR CHILDS NAME**.

PE & GAMES

All children throughout the school, (Nursery in the Summer Term) require T-shirt, shorts, jogging pants and sweatshirt for PE. These must be in the colour of their House. Madog (red), Llywelyn (blue), Gruffydd (green), Bleddyn (yellow). These t shirts can be purchased at Forrester Sports, Mold. The school hold a very limited stock for emergency purchases only.

We advise that all kits should be brought into school on a Monday and taken home on a Friday for washing!

Please note **football shirts** are **not** an acceptable form of dress in school PE sessions.

Outdoor games require a change into suitable footwear and clothing.

Please assist staff by **LABELLING ALL** items of clothing worn/brought into school.

Children who forget their kit will not be able to participate in the class lesson.

If children are unfit to participate in a P.E lesson a written note explaining the reason is required.

Children who represent the school at sport will be provided with the appropriate kit, in the school colours.

For health and safety reasons, **NO jewellery** should be worn for PE/Games.

****NB – Earrings****

For the Health and Safety of both pupils and staff, earrings MUST BE REMOVED for all PE activities. The school will not allow ears to be taped over and staff will not remove or replace earrings for a child. If your child is unable to remove and replace their earrings independently, then parents must do so at the beginning and end of the specified day for PE. With the healing time for newly pierced ears being around 6 weeks, we therefore advise that the piercing of ears is done at the start of the summer holidays to allow healing time before the start of the new school year.

ROAD SAFETY

In order to maintain the safety of all children, please ensure that if your child is in the Foundation Phase, that they **walk with you or their carer, keeping to the footpaths at all times.**

Foundation Phase pupils are dismissed at the end of the school day into your care from the door nearest to their classroom. Visitors to school are asked to exercise special care when entering and exiting the school grounds in their cars and also when parking.

Key Stage 2 children are allowed to walk home unaccompanied if agreed with parents.

No pupils are permitted to climb on any of the walls or grass banks adjacent to the pathways – we ask you as parents to ensure you do not allow your children to do so whilst in your care.

BIKES AND SCOOTERS

A bicycle stand is provided for children to leave their cycles although they are left at the owner's risk. All children using this facility must wear a safety helmet when cycling to school and failure to do so will incur a phone call to parents to provide a helmet or collect the cycle. Pupils in Years 5 and 6 are offered the opportunity to participate in the Cycling Proficiency Award Scheme when available. Children are reminded that they should not ride bikes / scooters once they enter the school grounds and ride with care on the pavements especially at the end of the school day, when there are numerous children and parents leaving the school grounds at the same time.

CAR PARK

In order to ensure the onsite safety and safeguarding of all children, adults and staff the **car park is closed to visitors and parents.** Parents and carers are advised to wherever possible, walk their children to school and not to park causing congestion or restrictions to traffic flow on Ffordd yr Ysgol. We also ask that you respect the rights of our neighbours by not parking across their driveways restricting access to and from their homes.

ACCIDENTS/ INJURIES AT SCHOOL

If your child has an accident at school and receives First Aid attention, then you will be informed. For minor injuries such as scrapes, cuts, trips and slips etc, you may be spoken to by your child's class teacher at home time handover. Your child may bring home a form detailing their injury, treatment provided and symptoms to look out for which signal medical advice should be sought. School keep a record of all accidents which occur on the school premises.

If your child suffers a **head injury** which results in a cut, bruise, swelling or if your child displays any symptoms of dizziness, sickness or loss of consciousness, then our procedure is to make contact with a parent who will be asked to come into school to check that they are happy for their child to remain in school, or a decision made by the parent to take their child to seek further medical advice at their GP / Local A&E department.

If your child experiences a more serious injury or complicated accident, then we will immediately call for 999 assistance and ensure that trained first aiders remain with your child until the ambulance service arrives. You as Parents, would also be contacted and informed at this point.

ILLNESS / ALLERGIES / ADMINISTRATION OF MEDICINES

Please inform the Headteacher/Deputy Headteacher/ Class Teacher of any allergies or illnesses your child may have. We have experience of successfully and discreetly handling a range of medical conditions that pupils have presented with over the years. Our aim is to ensure that ALL pupils are able to access a whole range of activities and the curriculum in safety.

As a school, we follow FCC H&S guidance to **only administer medication prescribed by a doctor**. This includes medicines such as Calpol/antihistamine etc.

We will consider administering the last couple of days of medication such as penicillin or antibiotics, providing your child is well enough to be attending school. Please be mindful that if such medication has been prescribed, then your child is probably quite poorly and we would ask you to consider if they are in fact, well enough to be attending school for the initial days of the course of treatment.

Administration of Regular medication such as Asthma Inhalers / Epi pens;

Asthma

If your child is a regular user of a particular medication, for example a **ventolin inhaler**, please ensure that you share this information with school staff at the earliest point of contact with us. You will need to complete relevant paperwork and consent for administration. It is advised that you carefully read the school Asthma Policy which is available to view on the school website or in hard copy on request. It is also your responsibility to check with class teachers that that any inhalers provided to school are in date and are full. Such medication will of course be taken on all out of school visits to ensure your child as access to it as and when it may be needed. *We also have access to emergency inhalers. Again, parents will need to sign consent forms for these to be used if and when the need might arise – paper work and records will be updated on an annual basis.*

Epi pen

If your child has been prescribed an epipen or suffers with other more serious conditions, then a care plan should be shared with the school as soon as possible. At this point additional Support, training and guidance for handling your child's condition may well be provided by the School Nurse Team and or hospital consultant.

ALL MEDICATION brought into school must be delivered by an **ADULT** to Reception. Medication will only be administered by a member of the SMT (Senior Management Team) once a **REQUEST TO ADMINISTER MEDICINE FORM** has been completed by a parent. These forms are available from Reception or are available for download on the school website.

All medicines brought into school are kept in the Headteacher's office or in the staff room fridge if they need to be kept cool. A record is kept of all medicines administered during the school day. These records are kept for the duration of the academic year.

Pupils are **NOT** permitted to bring medicines into school and keep them in their bags or trays. (This would include cough sweets or soothers). Any such items found will be confiscated and returned to an adult at the end of the school day. This is to safeguard all pupils from wrongly taking un-prescribed medication.

PUPIL ABSENCES

Following the pandemic, as of September 2021, attendance at school become compulsory again for all school aged children unless medically exempt.

If a child is absent through illness, we require you to telephone the school office as soon as possible or leave a message on the answer service. The school is obliged by law to publish un-explained absences as truancy; therefore an explanation is required on the child's return to school. Teachers / the school office should be informed in advance of any appointments at the hospital or dentist etc and children should be collected from the front entrance.

The school's Educational Social Worker (ESW) Mrs. Val Hands, regularly monitors our registers and incidents of repeated lateness or absence. Any issues which are a cause for concern, may well result in contact being made with parents. At this point, the ESW will expect you to provide explanations for your child losing school time.

In November 2014, Flintshire CC circulated a leaflet to parents of all school aged children informing them of the possibility of issuing Fixed Penalty Notices for pupils who have repeated unexplained/unauthorised absences from school.

Family Holidays - The Governing Body **may authorize up to a maximum of ten days** per year for family holidays, which **unavoidably fall in term time**. However, every effort should be made to take family holidays during designated school holiday periods. If required, holiday forms can be collected from the office and returned to the Headteacher. **Please be aware that any additional holidays / days taken as holidays beyond 10 days, will be registered as unauthorised absences.**

As we continue to deal with and mitigate the effects of the ongoing pandemic, we now require all holiday applications to stipulate the destination of travel.

Absence and late marks are recorded in the electronic register and a print out is provided with your child's end of year report.

Targets to reduce the number of unauthorised absences

- 1 Encourage parents to contact school on a daily basis should the pupil be unable to attend school.
- 2 To continue to personally contact parents should pupils not arrive in school when no telephone message has been received regarding pupil absence
- 3 Encourage parents to contact school on a daily basis should the pupil be unable to attend school.
- 4 Encourage parents on a regular basis to inform school of any changes to the home address or emergency contact details.
- 5 Targets for the new school year will involve the reducing the number of pupils who are consistently late onto the premises.
6. All pupils who fall below attendance of 85% in a given period will automatically be referred to the Education Inclusion Officer

TOP ATTENDERS = THE BEST ACHIEVERS

It's REALLY important for children to attend school regularly if you want them to.....

- Achieve their potential
- Develop their self confidence
- Develop a good work ethic
- Do well in assessments and exams
- Have the best opportunities for their futures



Here is a breakdown of attendance data information for you

(data is based on 1 complete school year, Sept - July)

100% Attendance	0 missed weeks of learning	 Best Chance of Success
95% Attendance	1 week 4 days of missed learning	 Best Chance of Success
90% Attendance	3 weeks 4 days of missed learning	 Poor Attendance Causing concern ACT NOW TO IMPROVE
85% Attendance	5 weeks 3 days of missed learning	 Poor Attendance Causing concern ACT NOW TO IMPROVE
80% Attendance	7 weeks 3 days of missed learning	 Very poor attendance causing great concern
75% Attendance	9 weeks 1 day of missed learning	 Very poor attendance causing great concern

Please be aware that these %'s are based on a whole year's attendance. Pupils who may have been taken out of school for holidays or had a number of sickness absences during the Autumn and Spring Terms may well present with low % in the first half of the school year. As long as parents ensure that attendance is consistently high for the remainder of the school year %'s should increase by July.

SCHOOL MEALS

School meals cooked on the premises are available. As the price varies from time to time, this detail is available upon enquiry. All meals must be paid for in advance, preferably via the online schoolgateway payment system.

All school meals should be ordered and paid for via the Schoolgateway. The school office no longer handles loose dinner money sent in envelopes.

Forms are readily available for applications for free school meals. (Please contact Mrs Hill in the office for further information)

Facilities are available for packed lunches brought from home to be eaten under supervision. As far as is possible, please try to ensure your child is provided with a well balanced diet.

Please note – any dinner monies outstanding for 7 days are reported to the Finance Department at FCC for recovery in direct accordance with procedures laid down by Flintshire County Council

SNACKS DURING THE SCHOOL DAY

All children Nursery – Yr 6 are encouraged to bring a healthy snack to school daily.

We ask that children **only bring items of fresh fruit or vegetable sticks.** We do not encourage crisps, sweets, biscuits, yoghurt tubes etc

ALL children are encouraged to bring a bottle of **unflavoured still water** to drink during the school day, and will be allowed access to it throughout the day.

CONCERNS PROCEDURE

We at Cornist Park School hope that you and your child will always be happy here, but occasionally you may feel a little concerned about something and wish to raise your concern with us at school. In this situation, your first point of contact should be;

1. The class teacher. Every teacher in Cornist Park will do his or her utmost to assist your and your child.
On occasions parents may feel that they need to discuss matters further, they may do so by speaking with;
2. The Deputy Head Mrs Gardner,

If you feel that you wish to formalise your concerns, then it is with the Deputy Head teacher or the Head that the concern must be raised. This can be done either by letter or by making an appointment to speak to the staff member at a mutually convenient time. In the event of a meeting-taking place, notes will be made and the content of the concern clarified before further action is taken.

If the situation cannot be resolved to either party's satisfaction, the next formal step is to meet with the Chair of Governors.

The Head teacher and the Chair of Governors will then discuss the complaint with the parent or guardian and a decision will be made as to the best way forward for all parties concerned.

Should an impasse occur then appropriate professional advice would be sought.

If a complaint about a member of staff is made, that member of staff has the right to seek advice and support from their professional body i.e. their Professional Union.

No teacher will be placed in a situation where discussion with a parent or guardian is viewed to be confrontational, aggressive or abusive. A Policy of Zero-Tolerance will be operated and any such meeting will be terminated.

We hope that this guidance will be helpful to you. At Cornist Park our aim is that any concern that you may have can be dealt with promptly and sympathetically.

RESPECTFUL RELATIONSHIPS

As a school we firmly believe in and encourage fostering open, honest and productive relationships with our families, as this will only benefit all children who attend our school. Where as we understand that issues may arise from time to time, we ask that parents follow protocol, and speak with members of staff in a way that they would like to be spoken to themselves.

The school operates a ZERO TOLERANCE POLICY OF THE ABUSE OF STAFF. Failure to comply could result in the Governing Body actioning an individual being barred from the school site.

CONTACT AND COMMUNICATION

If a child is taken ill at school or is hurt, we need to contact parents/guardians quickly. It is essential that all parents complete an emergency contact form, giving telephone numbers where they or other designated adults with permission to collect your child can be contacted.

Please keep the school informed of any changes to these contact numbers, particularly mobile phone numbers.

ON LINE PAYMENT SYSTEM – SCHOOLGATEWAY

In line with current guidance and for the H& S of staff and families, as a school we aim to be as cashless as is possible. We therefore advise that all parents sign up to the Schoolgateway system where payments for a number of school activities including school lunches can be paid on line.

The school has successfully introduced an online payment system for parents called schoolgateway.

If you have any questions about how to load or use this system, please see the office staff who will be happy to assist you.

** An Electronic Version of this document can be found on the school website. It will be updated on yearly basis to ensure it remains current. Unless specifically requested by a parent, this version will be the only hard copy provided, therefore, please as your child progresses through the school, keep informed of any changes via the online version **

*** Daily news, updates, communications and celebrations in school are posted on our twitter account and via the class Seesaw communication app– Please view these valuable sources of information frequently to see what is happening in school and to receive important communication and news updates***

@cornistpark

www.cornistparkcp.co.uk