



PARKSIDE MIDDLE SCHOOL

FURTHER INFORMATION

PARKSIDE MIDDLE SCHOOL

Parkside Middle School is one of seven schools built by HBG on five sites as part of the Bromsgrove PFI project.

The schools are Sidemoor First School, North Bromsgrove High School, South Bromsgrove High School, Crown Meadow First School, Alvechurch Middle School, Meadows First School and Parkside Middle School.

Parkside Middle School occupies the same site as Meadows First School and whilst being organised as two separate schools, both communities benefit greatly by sharing some facilities. The building was occupied in March 2008.

Our school is a 5 form entry 9 – 13 middle school, with an admission number of 150 children. The school also has an Able Autistic Unit. Childcare facilities are available from 7.30 am – 6.00 pm in term time and during holiday periods, this is provided by Castle Kids Club.

In September 2019, there will be 580 pupils in school with a staff of 35 teachers. Set sizes in Maths and English are only 25 on average.

Parkside is well provided for in terms of accommodation and there is disabled access to all areas.

SAFEGUARDING CHILDREN

Parkside Middle School is committed to safeguarding and the PREVENT strategy. Pupils learn to accept and uphold our fundamental British values.

Our commitment to safeguarding encompasses ways to ensure our children and young people are secure, confident and independent. The school has a duty of care and the right to take reasonable action to ensure the welfare and safety of its pupils.

Parkside Middle School believes that it is always unacceptable for a child to experience abuse of any kind. We recognise our responsibility to safeguard the welfare of all children.

We will provide staff and volunteers with guidance to follow when they suspect a child may be experiencing abuse or is at risk of harm. We will work co-operatively with other agencies to safeguard and promote the welfare of children.

We will ensure that our concerns about our pupils are discussed with parents/carers first, unless we have reason to believe that such a move would be contrary to the child's welfare.

Designated Safeguarding Lead for child protection:

Mrs R. Jenkin

Deputy Designated Safeguarding Leads for child protection:

Mr S. Swaffield, Mrs K. Varley, Miss N.O'Hara, Mrs M. Moffatt & Mrs K. Gunn.

The Governor with responsibility for child protection:

Mrs C. Simmons

The Child Sexual Exploitation and PREVENT Lead:

Mrs R. Jenkin



OFSTED JULY 2018

On the 11th July 2018 the school received its most recent Ofsted inspection. The outcome, where the school was judged to be ‘good’ for a third successive time, noted that “the school has demonstrated strong practice and marked improvement...” As a result, there has been a recommendation that there should be a further inspection in the next 18-24 months to judge if the school should receive an ‘outstanding’ judgement.

- *...effective leadership has ensured that teaching, the curriculum and pupils’ progress have improved markedly since the last inspection.*
- *Staff are hardworking and enthusiastic and show great care for individual pupils. The very positive relationships that exist between staff and pupils in the school are central to its success.*
- *Parents and carers are very positive about the experiences provided for pupils. In turn, pupils feel safe, are happy and enjoy coming to school.*
- *Pupils are exceptionally well mannered and polite.*
- *Governance is very effective. Governors are highly capable and bring a wide range of expertise and knowledge to their roles, which they use to support and challenge school leaders.*
- *Safeguarding is led very well and is a priority for the school. Pupils are taught how to keep themselves safe and know what to do if encounter any difficulties.*
- *Nearly all pupils join the school at the start of Year 5 after receiving their earlier education at other schools. They usually make very good or outstanding progress during their time at Parkside.*
- *By the end of Year 8, nearly all pupils achieve standards above or well above those expected for their age. Progress in reading and mathematics is often outstanding.*
- *In writing, pupils make exceptionally strong progress.*
- *Pupils benefit from a varied and rich curriculum. It aims to ensure academic success, foster positive attitudes and develop pupils’ skills.*
- *Extra-curricular activities are varied and interesting.*

HMI Ofsted Inspection – July 2018

SCHOOL RESULTS REPORT

At the end of Key Stage 2, pupils take their Year 6 SATs tests. Last year's results are below.

SUBJECT	PARKSIDE
Reading	78%
Writing	91%
Maths	70%
GPS	72%
Combined R/W/M	65%



ACADEMIC YEAR 2018/2019

AUTUMN TERM 2018

Monday 3 rd September	School closed TE Day
Tuesday 4 th September	School closed TE Day
Wednesday 5 th September	School closes for half term
Friday 26 th October	School closes for half term

HALF TERM

Monday 5 th November	School re-opens
Friday 21 st December	School closes for Christmas break

SPRING TERM 2019

Monday 7 th January	School closed TE Day
Tuesday 8 th January	School re-opens
Friday 15 th February	School closes for half term

HALF TERM

Monday 25 th February	School re-opens
Friday 15 th March	School closed TE Day
Friday 12 th April	School closes for Easter break

SUMMER TERM 2019

Monday 29 th April	School re-opens
Monday 6 th May	School closed for May Day
Friday 24 th May	School closes for half term

HALF TERM

Monday 3 rd June	School re-opens
Friday 19 th July	School closes for Summer break
Monday 22 nd July	School closed TE Day



Senior Leadership Team

Mr N. Mills	Headteacher
Mrs N. Mancini	Deputy Headteacher, Teaching & Learning, Curriculum & Assessment
Mrs R. Jenkin	Deputy Headteacher, DSL, Behaviour, Inclusion & Welfare
Mrs Z. Brittle	Assistant Headteacher, Assessment & Head of KS3 Maths
Miss R. Sumner	Assistant Headteacher, Curriculum & Disadvantaged Learners & DPO

Curriculum & Assessment Managers

Mrs J. Terrey	KS3 Curriculum Manager, Careers Leader & Head of Reading
Mrs R. Cox	KS2 Curriculum Manager & Head of KS2 Maths
Mr J. Durnall	Curriculum Manager & Head of KS3 English

Pastoral & Special Needs Managers

Mr S. Swaffield	Pastoral Manager & Deputy DSL
Mrs S. Persich	Assistant Pastoral Manager & Head of MFL
Mrs M. Moffatt	SENDCo
Miss R. Datson	Leader of Mainstream Autism Base
Mrs K. Varley	Welfare Manager & Deputy DSL

Year 5: Leader - Miss N. O'Hara

Miss S. Large	Head of KS2 Learning Journey
Miss H. Pickett	Head of Expressive Arts
Mrs J. Papadopoulos/Mrs V. Dallaway	Head of STEM
Miss R. Manning	
Miss V. Rathmill	

Year 6: Leader – Mrs A. Young

Mrs A. Young	Head of Humanities
Mrs K. Wright	Head of KS2 English
Miss E. O'Hara	Lead Intervention Teacher
Miss J. Nuttall	Head of Humanities
Mr B. Agnew	

Year 7: Leader – Miss A. Field

Miss A. Field	Head of Personal Development
Miss C. Wallis/Mrs S. Cheuk	Head of KS3 Art
Miss V. Salkeld	
Miss K. Brown-Williams	

Year 8: Leader – Miss E. Doherty

Miss E. Doherty	Head of Science
Mr E. Spalding	Head of Boys PE
Miss K. Nuttall	Head of Computing
Mrs L. Ford	Head of KS3 Design Technology

Teaching Team

Miss N. O'Hara	Lead Thrive Practitioner and Parent Partnerships
Mrs R. Williams	Head of Music
Mrs H. Devereux	
Mrs P. Hill	

Learning Support Assistants

Miss E. Clews	Mrs L. Ellis	Mr T. Boyd	Mrs. K. Pearce	Mrs S. Westwood
Mrs S. Wigley	Mrs J Mogg	Mrs F. Cimarosti	Mrs T. Kenny	

Support & Administration Staff

Mrs A. Longbottom	School Business Manager		
Mrs A. Browning	Finance Officer	Mrs S. Fletcher	Senior Administration Officer
Miss K. Ratcliffe	Administration Officer	Mrs P. Askew	Attendance Officer
Mrs E. Dallaway	SEND Administrator	Mrs K. Gunn	Inclusion and Assessment Admin
Mrs S. Grennan	Librarian	Mrs K. Vincent	Librarian
Mr I. Aston	ICT Technician	Mrs B. Padley	Science Technician

Lunchtime Supervisors

Mrs J. Crump	Mrs B. Gorton	Miss C. Spence	Mrs L. Cockwill
Mrs L. Lunnon	Mrs L. Hake	Ms V. Blake	



GETTING TO SCHOOL

All pupils should enter and access the school from the side gate on the public footpath. If you feel that your child needs additional support in the morning, by arrangement, your child can be met by a member of our Welfare Team. If you have any concerns about your child coming to school, please contact Mrs. Jenkin, Deputy Headteacher who has responsibility for Behaviour, Safeguarding and Welfare.

Pupils may ride to school on their bike or scooter but safety helmets should be worn. The school has a special area where pupils can lock-up their bike/scooter but they need to provide their own lock. Pupils riding to school should ensure that they are considerate to pedestrians and we ask them to dismount when they approach the school gate.

The car park gates are closed for the safety of your children during these times:

8.40 to 9.15 am

3.00 to 3.30 pm

SCHOOL TIMES

Side gates open	8.45am
Registration	8:45 - 9:00
Lesson 1	9:00 - 10:00
Lesson 2	10:00 - 11:00
Break	11:00 - 11:15
Assembly	11:15 - 11:30
Lesson 3	11:30 - 12:30
Lunch	12:30 - 1:20
Registration	1:20 - 1:30
Lesson 4	1:30 - 2:20
Lesson 5	2:20 - 3:15
School day ends	3.15pm

OUT OF HOURS EXTENDED CARE

Out of hours school care is available on site. This offers breakfast club, after school and holiday club for children aged 9-13. For further information contact:

The Castle Kids Club:

Keith & Vicki Young: 01527 831150

LUNCHTIME ARRANGEMENTS

School meals are available from the school canteen. The cost of a school meal is £2.30 and a menu is available from school reception and displayed on the school website.

We use a system called Biometric, which is a finger print recognition system. This enables pupils to be served lunch without having to remember a PIN number. Money can be put onto the child's lunch account through our website using 'Parent Pay.' Further information can be obtained from the school office.

Pupils are encouraged to bring a healthy snack to eat at break-time. We do not wish to see our pupils eating crisps or chocolate and suggest that a healthy alternative such as fresh or dried fruit or cereal bars are brought in for break time. Snacks are also available to purchase from the school canteen.

Free school meals are available for children whose parents are in receipt of Income Support. Application forms for free meals are available from the School Office.



SCHOOL UNIFORM

All pupils are expected to wear school uniform with pride. The uniform is designed to offer a variety and choice of clothes and to keep the price at a reasonable level.

Boys uniform

- Black or Grey trousers (not jeans or fashion trousers).
- Blue shirt with school tie.
- Blue V-neck pullover with the school logo.
- Black shoes (no trainers).

Boys PE kit

- Navy blue shorts.
- Blue polo shirt with school logo.
- Navy blue football socks and trainers.
- Boys who regularly play rugby are advised to purchase a gum shield.

Tracksuits

During the colder months children may need to wear a navy blue tracksuit.

Girls uniform

- Black skirt (No shorter than 2 inches above the knee and allowing freedom to move).
- Black trousers (not jeans or fashion trousers).
- Blue V-neck pullover with school logo.
- Blue shirt with school tie.
- Black or flesh tights or black or white socks.
- Sensible dark coloured shoes (sling backs, court shoes, knee high boots, high platforms or high heels are not considered suitable, no trainers).

Girls PE kit

- Navy blue shorts.
- Blue polo shirt with school logo.
- Navy blue football socks and trainers.
- Girls who regularly play rugby are advised to purchase a gum shield.

JEWELLERY AND MAKE-UP

Children who have their ears pierced may wear up to one plain stud per ear on the lobe, not on the top. Other than a watch, children are not allowed any other items of jewellery in school.

Pupils should not wear make-up or have hairstyles that the school finds unacceptable. Pupils wearing make-up will be asked to remove it immediately.

MOBILE PHONES

Mobile phones must be switched off at all times.

Mobile phones must be kept securely in your child's locker or handed in to the school office before registration and collected at the end of the day. We do not permit the use of mobile phones during school time and should a member of staff observe a pupil using these items, it will be taken from the child and kept in the office until the end of the day. The school will not be responsible for any theft or damage to mobile phones brought into school.

LOCKERS

Children are allocated a locker, which is situated in their year area. They are asked to provide their own padlock plus a spare key, which is kept by the class teacher.



SCHOOL ADMISSIONS

The planned admission for Year 5 in September 2019 at Parkside Middle School is 150 and children are admitted to the school in accordance with the Worcestershire Admissions Policy.

Worcestershire County Council's Information for Parents Book on Admissions and Transfers to Schools is available to view online at:

www.worcestershire.gov.uk/schooladmissions

A copy of the book is also available to view in Schools, Libraries and at your Local Worcestershire Hub.

The Information for Parents book contains full details on the application and allocation process, including the oversubscription admission criteria for each school. **You are advised to read the book prior to making an application.**

Further information may be obtained from:-

Pupil Admissions and Transfers Section
Children's Services Directorate
PO Box 73
Worcester WR5 2YA

How to apply for a school place in the normal round of admissions 2019/20

ALL pupils, who reside within Worcestershire, who wish to apply to any First, Primary or Middle School, including any school outside the county of Worcestershire, are required to complete an application.

This also means that any pupil, who does not reside within Worcestershire, but wishes to apply for a place at a Worcestershire school must complete an application provided by their "home" LA. (The "home" LA is defined as the Local Authority relevant to the child's home address). The "home" LA will ensure the application details are passed on to this authority for consideration in the allocation of school places.

When all applications have been considered, in conjunction with neighbouring LA's and/or Academies, Foundation, Free and Voluntary Aided Schools, the offer of a single school place will be made by the "home" LA, on behalf of the relevant admission authority.

The application and closing date

The closing date for the receipt of applications will be 15th January 2019. Parents must apply online by visiting www.worcestershire.gov.uk/schooladmissions.

If you do not have access to the internet Application Forms are available from the School, Local Worcestershire Hub or by request on: 01905 822700.

Dates decisions are made

On 16th April 2019, an offer of a school place will be made by Worcestershire LA, on behalf of the relevant admission authority, in the case of Worcestershire residents (even if the placement is for an Academy, Foundation, Free and Voluntary Aided School or a school in a neighbouring LA). For families residing outside Worcestershire, who have applied for a place in a Worcestershire school, the offer letter will be sent by the "home" LA.

In-year admissions policy (casual admissions)

The procedure for in-year admissions for Worcestershire residents is as follows:

- 1) Parent/Carer to complete an application form (CA1), if a resident in Worcestershire, from any of the following sources:
 - Child's current school (if in Worcestershire).
 - School being applied for (if in Worcestershire)
 - Worcestershire Hub Centre (Tel 01905 822700)
 - Download form from website (www.worcestershire.gov.uk)
- 2) Parent/Carer to complete the application form and ensure form is counter-signed by current Headteacher (if already attending a Worcestershire School).
- 3) The parent should then forward the form onto School Admissions Section to be processed.
- 4) The Home Local Authority will write to parents, on behalf of the relevant admission authority, normally within 10 school days, of the form being received to notify of the decision. Where it is not possible to offer a place, parents will be notified of the right of an appeal, on behalf of the relevant admission authority and in most cases, an alternative school will be offered.
- 5) If there are insufficient places for all applications received at a time, then priority will be decided in accordance with the published admissions criteria for the school.

Waiting lists

Waiting lists for Community and Voluntary Controlled Schools are maintained by the Worcestershire Schools Admissions Section, and parents need to apply in order to be included. These waiting lists will be maintained until the end of each term. At that stage they will be discarded and parents will need to reapply at the start of the following term if they wish to be included.



FAMILY HOLIDAY DURING TERM TIME

The school considers that all absences from school will disrupt a child’s continuity of learning. As a consequence it believes that absences should be kept to a minimum in order to maximise your child’s potential.

The Headteacher will only authorise leave of absence in exceptional circumstances.

If a leave request is granted, it will be for the Headteacher to determine the length of time that the child can be away from school. However, leave will not be granted for the purposes of a family holiday. Year 6 children will be taking S.A.T. tests during the week 13th-16th May 2019. It is therefore important that Year 6 children are in school during this period.

HEALTH AND ABSENCE

It is essential for the school to know about any medical or physical condition likely to affect your child’s progress. Do please keep us fully informed about any such condition. Children having a medical appointment should, whenever possible, come to school first and proceed to the medical appointment at the appropriate time. Please collect your child from the school reception for such appointments.

If you know that your child is going to be absent, or if he/she has been absent, please telephone the school or send in a note of explanation. For continued absence it is the parents responsibility to contact the school on a daily basis to keep the school informed of the absence. This is important as the school is required to publish numbers of unauthorised absences.

During the Year 2017/18 (Sept–July) the attendances and absences were:

- Attendances: 96.01%
- Unauthorised Absences: 0.51%
- Authorised Absences: 3.48%

HOMEWORK

Homework is planned as an integral element of the curriculum, consolidating and reinforcing skills and understanding as well as reinforcing classroom learning. It contributes to the development of pupils as self-directed learners and supports the development of independent learning skills, whilst developing an effective home-school partnership. Parents are encouraged to liaise with school and provide feedback in relation to their child’s homework.

Homework timetables are established at the beginning of each year and a copy is given to pupils and published on the school website. Pupils in KS2 are expected to do 30-45 minutes per night, whilst pupils in KS3 are expected to do 45-60 minutes per night. All homework is appropriate to the pupil’s ability and marked regularly.

KS2 children are set Literacy and Numeracy homework every week, alongside nightly reading and spelling activities. In addition, a two-weekly Learning Journey task is set with a focus on a Foundation subject skill. Pupils have a choice of activities, with a review and submission date. It is the responsibility of Learning Journey teachers to review, mark and give feedback on the Learning Journey homework. KS3 children are set English, Maths, Science, Arts and Culture, Humanities and French Vocabulary alongside nightly reading.

EXTRA-CURRICULAR ACTIVITIES

We provide a wide range of activities that children take part in during the lunch break or after school. They tend to vary according to the time of year, facilities available and pupil interest. The following is an example of some of the activities offered:

Art Club	Library	Science Club	Football	Netball	Tennis	Trampolineing
Computer Club	Gymnastics	Drama Group	Cricket	Hockey	Athletics	Basketball
STEM Club	Homework Club	Dance Club	Rounders	Rugby	Table Tennis	Cross Country

SPORTS CLUBS

Children have opportunities to play a variety of games in their physical education lessons and after school clubs. There is a further opportunity for them to play and represent the school at different levels in the following sports:



THE CURRICULUM

We deliver an exciting and innovative curriculum that challenges and inspires the learning of our pupils; a curriculum that develops knowledge and understanding, acceptance and engagement with British values and also teaches the necessary skills to be successful in the modern day world and workplace.

Our School Curriculum promotes a positive attitude towards learning so that children enjoy coming to school in an exciting and stimulating learning environment. It provides a broad and balanced education that caters for the needs of individual children, of both sexes, from all ethnic and social groups; for all abilities and learning styles.

In KS3 all National Curriculum subjects are taught discretely, although cross-curricular links are made wherever possible. With the exception of English and Mathematics, lessons are taught in mixed ability class groups.

In KS2, Maths, English, Science, PE, Computing and PSHE are taught as discrete subjects. With the exception of Literacy and Numeracy, lessons are taught in mixed ability class groups. History, Geography, Art, Design and Technology, Music, French and R.E. are taught as cross-curricular Learning Journeys.

Throughout the school, settings and groupings for Literacy and Numeracy are determined by the needs of each cohort. Pupils' reading skills are further developed through the implementation of Accelerated Reader. The application of Maths in a real life context is strengthened through additional Practical Maths lessons.

In addition, themes such as sustainability, community cohesion and cultural awareness will also be taught. Each journey will provide the pupils with opportunities to develop their specific subject knowledge and understanding, whilst developing their skills in being independent, creative and reflective learners. It will teach them to be effective participators, team players and self-managers and will provide a broad and balanced learning experience.

Creative Curriculum

The aim of Creative Curriculum is to provide more opportunities to develop Personal Learning and Thinking Skills, Social and Emotional Aspects of Learning and Information and Guidance through cross-curricular projects.

Sex Education

Sex Education forms part of our programme in PSHE and Science. In KS2 children will deal with human reproduction as part of the general work on the human body and physical development. For part of this work we use a programme from the Good Health Series, 'What Next?' and 'Living and Growing'. In KS3, pupils will do further work on puberty and physical development and in year 7 human reproduction will be dealt with again but at a more complex level, linking with National Curriculum Science work.

Much of our work in KS3 is done through the County Key Stage 3 'Sex, Relationships and Education' course. In all this work, emphasis is placed on the importance of human relationships and the family. You have a legal right to withdraw your child from any part of the sex education programme (apart from National Curriculum Science work). This should be done in consultation with the school. The School's Sex Education policy, together with other policies and documents, is available on the website: www.parkside.worcs.sch.uk

Religious Education and Collective Worship

Our programme for Religious Education is based on the Worcestershire Agreed Syllabus. There is daily collective worship in the school, sometimes undertaken together by the whole school, sometimes separately by year or class groups. The children are invited to a Christmas Carol Service at Bromsgrove Methodist Church each year. This is in a broadly Christian context in line with the requirements of the 1988 Education Reform Act.

You have a legal right to withdraw your child from Religious Education or collective worship after consultation with the Headteacher.



CHILDREN WITH SPECIAL NEEDS

Our aim for children with special educational needs at Parkside Middle School is to ensure that they are safe and happy at school as well as enabling them to meet their full potential.

A young person has a Special Educational Need (SEND) if he or she has a learning difficulty or disability which calls for special educational provisions to be made for them. This is a provision that is additional or different to support usually available to young people of the same age in a mainstream school. (code of practice 2014)

Parkside Middle School is proud of the progress and achievements of its pupils with Special Educational Needs. Pupils with a Special Educational Need are placed on the SEN register to ensure their progress is closely monitored and intervention, whether at wave 1, 2 or 3, is provided as necessary.

Children with an Educational Health and Care Plan (EHCP) or Statement are given Provision Maps, which outline termly targets to achieve and the provision in place to enable each child to successfully achieve their target. Where possible, Provision Maps are decided in consultation with both parents and the pupil and all parents are given the opportunity to meet the SENCo at parents' consultation evenings and coffee mornings.

Children who have an Educational Health and Care Plan (EHCP) or Statement, or require further intervention within the Gradual Response category, have the involvement of outside agencies such as Learning Support Team, Integrated Specialist School services or the Speech and Language Therapist. Children with a Statement, and those pupils at Gradual Response level who require additional support, are supported in class, as necessary, by teaching assistants. All pupils with a Special Educational Need have access to the Learning Hub, where they can receive 1-1 support from a teaching assistant if required. In some areas of the curriculum we teach these children in smaller groups and may withdraw such children for individual or small group intervention in a targeted area.

At Parkside Middle School we appreciate that children have individual needs and recognise that there are different barriers children can have that impact upon their ability to reach their full potential. The school provides extra support and intervention for a wide range of disabilities and needs when required.

We pride ourselves on the high quality of teaching delivered by staff across the school that recognises the different needs and learning styles of our pupils. It is the class teacher's responsibility to create the appropriate environment, adapt resources and set work that matches the learning needs of the pupils in their class. Subject leaders and the SENCo also support teachers as necessary. Our staff receive appropriate training so that they have the confidence to support your child's needs. Teaching staff plan provision carefully, providing lessons that suit the range of needs and abilities in their class. This is called 'differentiation' and is available to all children.

At Parkside Middle School we recognise that sometimes children may require a little extra support for a short period of time and we have established a range of different ways to support our children's learning. This level of support is referred to as 'Ordinarily Available'. Children who receive this level of support are not classed as having SEND.

We use a range of evidence to help us know if the support implemented is working. This may include (but is not limited to): a piece of assessed independent writing, standardised reading or spelling assessments, comprehension assessments, teacher observations and formal assessments. Progress is assessed at the start of an intervention and then tested again at the end to measure improvement. Parents/carers and SENCo can decide together if the support is having a positive impact, whether the outcomes have been, or are being, achieved and if or how any changes should be made.



SCHOOL FUND

We run a school fund to help provide the children with the 'extras' for which the County Council does not pay. Such 'extras' include items for parties or celebrations, subsidies for some visits, games or other materials for school clubs, prizes for competitions, Christmas activities etc. We ask you for a donation of £5.00 per child per year for this fund (not more than £7.50 per family per year). To assist us with accounting and planning we request that the school fund be paid during the Autumn Term.

SCHOOL TRIPS & RESIDENTIAL VISITS

It is school policy to follow the guidance set out in the Worcestershire County Council Educational Service document 'Off-site Visits, Field Studies and Outdoor Education Guidance 2001'. Schools are permitted to charge for board and lodgings for residential activities. However, parents are encouraged to make a voluntary contribution towards the cost of such journeys and may be advised that if there are not sufficient contributions the visit, journey or activity may not take place.

The school also organises residential visits. These may include a cultural city break to Bath, an outdoor 'Bushcraft' experience, a ski trip to Italy, or a visit to Paris.

PARENT PAY

This is a system whereby parents/carers can pay on the internet for such items as trips, events and swimming.

Each pupil is allocated a unique Username and Password which enables the parent/carer to make payments to school and this is done through the school website. For more details please contact the school office.

CHARGES FOR SCHOOL ACTIVITIES

Under the requirements of the Education Reform Act, no charge may be made for tuition, visits, materials, books, or other equipment used in connection with the National Curriculum. Given these requirements the Governors have determined the following policy:

Equipment: Whilst there is no formal requirement on parents to provide basic equipment such as pens, pencils etc. you are encouraged to do so in order to release resources from the school budget for other purposes.

Practical Subjects: Whilst the school is required to pay for any ingredients, materials, etc. needed for practical subjects, parents are encouraged to contribute in cash or kind where appropriate. The school may charge for, or require the supply of, ingredients and materials if you have indicated in advance a wish to own the finished product.

Musical Instrument Tuition: Lessons are available in a whole host of instruments. Children who reach an adequate standard may be invited to play at various events. The cost of tuition is charged against the school's budget and therefore we are obliged to pass on to parents the cost of tuition.



REWARDS

Achievement Points

Achievement points are recorded in pupils' planners and this must be taken to every lesson.

Achievement points can be given for the following:

- Where something is 'better than expected'.
- Special recognition for something that has 'WOW' factor.
- For consistently modelling the appropriate uniform, outstanding homework or classwork and exemplary behaviour over a period of time.

If a member of staff awards an achievement point they will record it in SIMS (School Database) and in the pupil's planner and pupils must collect as many points as possible.

At the end of every half-term we will look at the number of points awarded and see who the top 8 pupils are and they receive a reward. At the end of each term, the class with the most points is also given a reward.

The names of all pupils with 100 or more points will be listed on the reward board which is on display in the school reception area.

Celebrating Success

At Parkside we firmly believe in celebrating success in all areas of school life. We are proud that our pupils behave in an exemplary fashion and achieve their full potential. All pupils have the same opportunity to receive rewards.

Rewards can be in the form of verbal praise, class tokens, stamps on work, credits, celebratory texts, notes home and subject certificates. In addition, we hold weekly celebration assemblies to share excellent work and achievements and there are end-of-term raffles to encourage and reinforce positive, polite behaviour.

HOUSES

The school operates a House Competition in which points are awarded for all types of activities. The four school Houses are Gloucester, Hereford, Malvern and Worcester.

PARENT AND SCHOOL LIAISON AND COMMUNICATION

We understand that as parents you should know how the school is organised and how your child is progressing. We are also concerned that you should have every opportunity of keeping in contact with us and offering your views on the general organisation and progress of the school. There are a number of ways in which we establish and maintain contact with parents:

- Open school sessions and evenings for parents and prospective parents to see the school at work.
- Letters home, school newsletter, and the school website: www.parkside.worcs.sch.uk
- Visits and consultation sessions, which we arrange for you to discuss your child's progress. In addition, you can contact the class teacher at any time during the year. If you wish to discuss general school policy or a serious matter you can arrange to see the Headteacher or senior member of staff. In all cases we ask that if possible you make an appointment before visiting school.
- Meetings organised from time to time on aspects of school curriculum, general education and welfare matters.
- Through school productions, sports days, and other similar events.
- By coming to school and joining in with or observing the work of a group.

PARENT TEACHERS ASSOCIATION

Chairman:	Mr D. Taylor	Parent
Secretary:	Miss C. Wallis	Teacher

The PTA aims to raise money and foster good relationships between parents and the school.



GOVERNING BODY

The Governing Body is comprised of the following members. The Chair and Vice Chair are elected at the first full governors meeting in the Autumn Term.

CHAIR OF GOVERNORS

Mr S. Harris

VICE CHAIR OF GOVERNORS

Mrs C. Blincoe

HEADTEACHER

Mr N. Mills

L.A. APPOINTEE

Mr S. Harris

PARENT GOVERNORS

Mr A. Willis

Mr J. Eades

Mr A. Jewell

Mr D. Caswell

STAFF GOVERNOR

Miss N. O'Hara

CO-OPTED GOVERNORS

Mrs N. Mancini

Mrs R. Jenkin

Rev. R. Wilde

Mrs N. de Sousa

Mrs C. Simmons

Miss A. Edwards

Mrs V. Bradley

Mrs S. Steptoe

Mr J. Askew

CLERK

Mrs A. Longbottom

A Declaration of Business Interest form is completed annually by all Governors and held by the school.

Communication to the Governing Body should be made through the school office.