



# **School Prospectus 2022 – 23**

**Inspiring Achievement Today, Tomorrow, Together**

# Welcome to Caslon Primary Community School, Beecher Bear Daycare and Nursery and Beech Tree(SEMH Base)

## ***A very warm welcome to Caslon Community Primary School, Beecher Bear Daycare and Nursery and Beech Tree(SEMH Base)***

On behalf of the staff, governors and pupils of Caslon Primary Community School, may I take this opportunity to thank you for taking the time find out about our school.

Caslon Primary is a strong community focused school located in Cradley, on the outskirts of Halesowen. It boasts beautiful views overlooking Clent Hills, vast playing fields and a superb variety of areas for learning through play.

At Caslon, dedicated staff and governors work hard to uphold our values and fulfil our mission of 'Inspiring achievement: Today, Tomorrow and Together'. We are a successful school, graded as 'good' in our most recent OFSTED inspection (July 2019), with a rapidly growing reputation within the borough of Dudley. At Caslon, pupils thrive both academically and in their personal, social and emotional development. As a small one-form entry, our school has a lovely, family feel to it. It is both happy and welcoming to all who visit and "there is a strong sense of community within the school because staff and pupils get along so well together."

Caslon Primary Community School is proud of its achievements and will continue to grow and move from strength to strength in the pursuit for excellence! We are extremely proud to show families around our happy school; to see teaching and learning in action.

We hope you enjoyed finding out about our school. If you need any further information, please use the details on the 'contact us' link on our website and we will be happy to answer any questions you may have. Alternatively, contact the school and we will be only too happy to help.

We look forward to working with you.

Mrs Holden-Gough  
Head Teacher

# Mission Statement, Aims & Values

## Mission Statement:

***Inspiring Achievement: Today, Tomorrow, Together.***

## Our Values:

Develop children with 21st Century skills.

To be:

- Literate
- Numerate
- ICT Confident
- Knowledgeable
- Creative

## Our Aims:

- Provide a happy, safe and stimulating environment in which we will all learn and grow together
- Encourage our children to develop positive attitudes to learning and achieve high standards of success
- To have high expectations, to challenge and develop enquiring minds
- Provide a memorable, interactive and innovative curriculum, which gives opportunities and experiences that will enrich our pupils' lives
- Develop confident, successful and independent lifelong learners
- Strengthen parent career partnerships and community links

## Promoting British Values:

At Caslon, it is of great importance to teach our pupils how to be good citizens of Britain and the wider world. Included in our curriculum are lessons which educate our pupils about democracy, the law, individual rights and liberty and we strive to encourage mutual respect and tolerance of those from different cultures and of different faiths. These values are taught through our PHSE curriculum, Rights Respecting Schools Focus and also through Religious Education lessons, topic work and assemblies.

## Pupil Voice

### ***United Nations Convention on the Rights of the Child***

***Article 12:*** Every child has the right to say what they think in all matters affecting them, and to have their own views taken seriously.

***Article 13:*** Every child must be free to say what they think and to seek and receive information of any kind as long as it is within the law.

We strongly value 'Pupil Voice' at Caslon and embrace children's judgments on anything; from the content of school meals to the quality of the teaching they receive.

#### Head Boy / Girl and Deputy Head Boy / Girl:

Caslon appoints Head and Deputy Head pupils each year. These pupils take a leading role in supporting school improvement and are highly valued for their leadership roles.

#### School Council:

Every year each class elects a boy and girl to be their School Council Representative. It is the job of the School Council to listen to the views of all pupils and help improve our school. They meet regularly and enjoy the challenges the role brings.

#### Well being Champions

We have teams of Well being Champions who work with pupils across the school to support them in their learning or personal, social and emotional needs. The power of peer to peer support has proved highly successful and we are proud of the high levels of maturity and confidence our Ambassadors exhibit.

## Caslon Primary School Information

Address: Beeches View Avenue  
Halesowen  
West Midlands  
B63 2ES

Telephone: 01384 818875

Email: [info@caslon.dudley.sch.uk](mailto:info@caslon.dudley.sch.uk)

Pupils on Roll: 261

Head Teacher: Mrs Holden Gough

Chair of Governors: Mr Moammer Nasser

School Hours: 8.30am to 3.00 pm

Local Education Office: Dudley MBC  
The Council House  
Priory Road  
Dudley  
DY1 1HF

Telephone: 0300 5552345

## Admissions

We would encourage all new parents and children to come and take a look around the school during the school day. They will be welcomed and shown around by the Head Teacher or Deputy Head.

### School Admissions Policy:

Here at Caslon Primary Community School we have a Nursery and Day Care attached. The Day Care take children from the age from 2 years and upwards during term time only. Children join our Nursery the term after their third birthday. If you wish your child to join our Nursery then please fill out application form, which you can obtain from the School office.

All School Admissions are now managed by DMBC (Dudley Metropolitan Borough Council), you can contact them either by phone 01384 814223 or by email [admissions.cs@dudley.gov.uk](mailto:admissions.cs@dudley.gov.uk). Here at Caslon Primary Community School our pupil admission numbers are 30 per year group.

Once your child reaches statutory school age you will be contacted by your local authority's schools admissions to process your application online (there will be instructions on how to do this) at [www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions), the application will ask for up to five preferences for Primary schools of your choice, including out of the Dudley borough, this process is the same when your child leaves primary for secondary school. Letters will be sent out by DMBC informing Parents which school their child has been allocated a place.

If you are refused any of your preferred preferences for Primary or Secondary Schools for your child you can appeal, you will be asked if you wish to go on a waiting list for your preferred school. The decision letter from DMBC will explain this process.



## Early Years Provision

### ***United Nations Convention on the Rights of the Child***

***Article 31:*** Every child has the right to relax, play and join in a wide range of cultural and artistic activities.

#### Beecher Bear Day Care and Nursery:

Our Day Care and Nursery aim is to ensure that every child reaches their full potential and are prepared as well as possible for their start in school. At Beecher Bear we provide a happy, secure and stimulating environment in which your child can develop his or her skills, and in which you as parents can feel relaxed and confident that every aspect of our care will be channelled to meet the needs of your child.

We provide quality day care from 8:30-15:30 daily for children aged 2, 3 and 4. This includes children who qualify for 'Time for Twos' provision. Day Care can be booked for mornings, afternoons or full days with a packed lunch brought from home or lunch provided by the school catering service.

We are proud to offer excellent indoor and outdoor facilities in which your child will have the opportunities to learn through play and in a range of exciting and interesting teacher-led activities. We offer distinct spaces tailored to meet the needs of your two year old and those aged 3-4 years.

If you are interested in your child attending our Day Care or Nursery, please request a 'Registration Form' from the Reception Desk in the main entrance or call 01384 818878 to speak to a staff member. A parent information book is also available upon request.

#### Early Years Foundation Stage:

The Early Years Foundation Stage is made up of Day Care, Nursery and Reception. The Early Years Curriculum is shaped by seven areas of learning. Each area is important and they are often linked.

##### **The Prime Areas:**

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

##### **The Specific Areas:**

- English
- Mathematics
- Understanding the World
- Expressive Art and Design

All of our Early Years classrooms and outdoor area are equipped to provide children with stimulating learning activities and our skilled staff aim to cater for every child's individual needs, interests and stage of development. Our committed Early Years team provide activities to move the children's learning on and engage with and observe children in their self-initiated activities.

Evidence of each child's current stage of learning is collected in the form of post-it notes, photographs and pieces of work from these activities are compiled in a Learning Journey. The Learning Journey is then used to assess where a child is in their development and plan for their next steps. We encourage parents to contribute to Learning Journeys as much as they can, sharing their knowledge of their child to support us in accurately understanding their achievements and their needs.

We know that the relationships between your child, parents and staff are of huge importance and seek to build good relationships through key workers. Each key worker will get to know the children in their group so that each child feels safe and secure when they come to Nursery. We also invite parents to come in weekly and join in 'Talking Tuesdays' which are open mornings and afternoons to join in with your child's learning and chat with staff. 'Walk in Wednesday' is a similar opportunity for parents to join in with their Reception child's learning and activities for an afternoon.

#### Reception Class:

We give children the best possible start to Reception and from Reception to Year 1 by providing a through transition program. This enables the new teachers to spend time with their pupils, we hold 'new parent' meetings and offer each child and a parent the chance to enjoy a school dinner. We operate a 'staggered entry' system over the first 4 days of the Autumn Term in Reception. This supports the children in adjusting to the long days in school and new routines while also enabling the class teacher to get to know each child well in order to accurately assess each child.

At 'new parent' meetings, a Handbook for 'Reception Parents' is shared. Additional copies of this are available upon request.

Although Reception continue to follow the Early Years Foundation Stage Profile, the day does become more structured as the year progresses to support the children in readiness for their start in Year 1.

Children are introduced to homework in Reception through reading books, phonic activities and topic related projects.



## Key Stage 1 (Year 1 & 2)

As children move into Year 1, they continue to work on the EYFS curriculum where necessary for the first term and from January, or sooner if they are ready, begin to work against the National Curriculum. The lessons are structured in a similar style to their Reception class experience where learning activities are provided for them to choose while groups are led by class teacher and teaching assistant.

The learning environments in Year 1 and 2 encourage independence, inspire interest, motivate and support children to make good progress in their learning. The teachers plan trips which will 'kick start' the learning of their pupils and are well linked to topics. Throughout the year, we have 'Inspire' days when parents are invited to join the children in their learning through workshops linked to our creative curriculum.

We encourage children to maintain independence within their learning environment and to come into school prepared for learning with a bag, their Chromebook.

Children to come appropriately dressed for Learning through nature and PE on their given day.

Homework projects are carefully devised by the teachers to enable every child to continue their learning at home. Returned homework is celebrated through assemblies and topic related projects are entered into a prize draw for the best work produced.

## Key Stage 2 (Years 3, 4, 5 & 6)

In Key Stage 2, children learn in exciting and engaging ways through a broad and balanced curriculum. The staff work together closely in order to ensure consistency across all year groups. This helps to ensure good progress and smooth transitions between classes.

We promote good learning behaviours such as independence and resilience; all pupils are encouraged to try their best, aim high and reflect on their own learning. Teachers regularly identify pupils' successes and next steps in learning. Home-school links are very important to us and we involve parents and carers in as many aspects of school life as possible.

We have high expectations for children's work and behaviour and reward this in assemblies. Parents are invited to attend and join in our celebration of success at our weekly Achievement Assembly. Children can earn certificates and through our House Point Teams pupils can gain points for effort, contributions in class, good work and sporting competitions. Our teams are Wind, Earth, Fire and Water.

Children to come appropriately dressed for Learning through nature and PE on their given day.

As well as after school clubs, we also encourage pupils to be learning before school. The children have an opportunity to attend Easter school prior to SATs in order for them to accelerate their learning.

Year 6 have a fantastic week after SATs where they go on different trips in order to promote teamwork skills, social skills and also to enhance their fond memories of Caslon. In every year group, trips, visitors and 'Inspire Days' where parents join their pupils in learning are all consistent parts of our Creative Curriculum delivery.

On a rolling programme, children from every year group get the chance to be involved in Christmas and end of year performances. Year 6 have the additional opportunity to take centre stage in front of an audience by acting, singing and dancing in their leavers' production. They also enjoy a Graduation ceremony and Prom.

In Key Stage 2, our children blossom into young adults ready for the next step in education. We also create strong links with local Secondary schools in order to ensure the transition to Secondary school is a happy and exciting time.

## Extra Curricular Activities

Over the past few years Caslon Primary Community School has built up a wide range of extra-curricular activities, mostly operating after school. These activities are supervised by members of staff, qualified sports coaches or parents with particular interests, who have volunteered to help groups of children develop skills or interests.

A list of extra-curricular activities is sent out as part of the school newsletters and is available to view on our website. This list gives the day of the week, the time and any particular requirements or equipment that your child will need to take part. On occasion, a small donation towards the running and organising of a club will be expected.

Some examples that have been recently provided are: Science club, ICT Coding club, Choir, Gardening club and even a lunchtime knitting club. As part of musical development within the school, the choir and wind instruments, guitars and drums group practice on a regular basis.

Sport also plays an important part of the schools extra-curricular programme. The school affiliates annually to the Dudley Sports Partnership and participates in many of the competitions organised by our link school Windsor High School. These include sports such as: Football, Netball, Hockey, Swimming, Cross-country, Cricket, Athletics and Rugby.

An up-to-date timetable of events before and after school, can be found on our weekly newsletter.

## Educational Visits

Trips and visits are planned to enrich children's learning outside of the classroom. Whole classes may go on trips or there may be specific visits targeted to meet the needs of groups or individuals.

Some trips which were embarked upon in recent terms were to Warwick Castle, Conkers, Dudley Zoo, The Black Country Museum, The Oak House in West Bromwich, West Midlands Safari Park, Youth for Music Concert at the Symphony Hall and Young Voices at Resorts World Arena to name a few!

Where appropriate, we also invite visitors into school to meet with and talk with our pupils. Half termly assemblies, visitors from charity organisations such as 'Childline' and authors, sports coaches and sixth former students to add to our curriculum in a range of ways.

### 2022 Autumn Term

Term Starts: Monday 5th September  
Half Term: Monday 24<sup>th</sup> October – Friday 28<sup>th</sup> October  
Term Ends: Friday 16<sup>th</sup> December

### 2023 Spring Term

Term Starts: Tuesday 3<sup>rd</sup> January  
Half term: Monday 20<sup>th</sup> February – Friday 24<sup>th</sup> February  
Term Ends: Friday 31<sup>st</sup> March

### 2023 Summer Term

Term Starts: Monday 17<sup>th</sup> April  
Half Term: Monday 29<sup>th</sup> May – Friday 1<sup>st</sup> June  
Term Ends: Tuesday 25<sup>th</sup> July

## Attendance Information

It is of tremendous importance that every child has great attendance, above 97%, at Caslon. We expect every child to be in school every day and on time at 8:30am.

We understand that children do have occasions when they get ill so our policy is to authorise 5 days absence without the need for 'proof' which therefore covers the unfortunate cold and occasional sickness bug.

When a child arrives late, a reason must be provided by the parent. We monitor these and expect to see improvements and an effort to get children to school on time to support the development of good lifelong habits.

Our attendance team, led by Mr Wagstaff the Assistant Head, continually monitor registers, late arrivals and regularly send letters home to parents where attendance becomes a concern.

Good attendance is rewarded through a weekly assembly which focuses on the class and whole school percentages. At the start of every half term, individuals are rewarded with a certificate for 100% attendance and there is a termly 'treat' for every child who achieves 100% attendance.

We also have a termly award, the children get to wear their badges with pride on their uniform :

Bronze = 100% attendance for one term

Silver = 100% attendance for two terms

Gold = 100% attendance for three terms

### ***United Nations Convention on the Rights of the Child***

***Article 3:*** *The best interests of the child must be a top priority in all actions concerning children.*

## Medical Information

### Medical Appointments:

Under no circumstances is a child allowed to go home during the school day unaccompanied. When a child has to be collected from school because of a hospital, dentist, doctors or clinic appointment an official letter/ appointment card must be presented to the school office before the child is collected. If there is enough time for the child to attend or return to school before or after the appointment then the child should be either collected or returned to the school office.

### Medication:

The only medication that is allowed in school must be prescribed by the doctor. If your child requires medication during the school day then please hand in medication at the school office, you will be asked to fill out a medication form stating time, date, medication name, dose and signature of Parent/ Guardian. A member of staff who has been first aid trained will check the date of medication they will also check dose then they will administer to the child. All medication given during school hours is recorded in a folder which is kept in the school office. This document records the time the dose is given, the date given and the signature of person administering medication.

Asthma sufferers which need their inhaler by then at all times, for the lower school children inhalers are kept in the classroom, for upper school children inhalers are kept on the children's person so they can access it when they need to.

### First Aid:

Members of staff who are trained in first aid will treat minor cuts, bruises and bumps, if a child has been seen by a first aider the child should give their Parents/ Guardians a information slip from the accident, injury and illness register, more serious injuries or illnesses we would contact Parent/ Guardian. In the case of Parent/ Guardian being unable to be contacted then school will phone for an ambulance, the child will be accompanied by the first aider.



## Safeguarding Your Child

At Caslon Primary School, the health, safety and well-being of every child is our primary concern. We listen to both pupils and parents and take seriously what they tell us. Our aim is that children will enjoy their time as pupils here, and feel safe at all times. We want to work in partnership with you to help your child to achieve their full potential and to make a positive contribution.

On rare occasions our concern about a child may mean that we have to consult other agencies even before we contact you. The procedures which we follow have been laid down by the Dudley Safeguarding Children Board and Caslon has adopted a Child Protection Policy in line with this for the safety of all. If you want to know more about our procedures or the policy, please speak to the Head Teacher.

## Special Educational Needs

At Caslon Primary we ensure equality of opportunity for all pupils including those who are identified as having Special Educational Needs. The school follows the National Code of Practice for SEN Pupils. Children will be supported firstly through a range of specific Interventions Programmes and then, if further support is felt necessary, through Individual Targeted Plans of work, in liaison with the appropriate Outside Agencies, whom we work closely with. Occasionally a child may require a further assessment to access an Educational Health and Care Plan which will then provide regular support through appropriate multi-agencies. Parents are kept fully informed and are consulted throughout the process.

### ***United Nations Convention on the Rights of the Child***

***Article 23:*** *Children have the right to special education and care if they have a disability so that they can live a full life.*

## Behaviour and Pastoral

### ***United Nations Convention on the Rights of the Child***

**Article 29:** *Education must encourage the child's respect for human rights as well as respect for their parents, their own and other cultures and the environment.*

#### Behaviour & Discipline:

It is a primary aim at Caslon that every member of the school community feels valued and respected. We believe that pupils learn best in a well-organised, calm and secure environment where outstanding behaviour is expected and that each person is treated fairly and well.

Our school behaviour policy is therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

We have high standards with whole school rules and classroom rules and consequences for breaking them. We use a 'Good to be Green' system to promote positive behaviour throughout the school. We encourage good relationships between pupils, so we can work together with the common purpose of helping everyone to learn. Our behaviour policy aims to help children to grow in a safe and secure environment, and to become positive, responsible and increasingly independent members of the school community. We expect our pupils to behave in a considerate way towards others. The school rewards good behaviour, as it believes that this will develop an ethos of kindness and co-operation.

#### Pastoral:

All members of staff at Caslon are concerned with the general welfare of the pupils. We are a nurturing school, whose values are built on mutual trust and respect for all. Routine problems are the responsibility of your child's class teacher, who will monitor his/her progress. The schools pastoral team meet weekly to discuss larger pastoral issues and follow up problems that have arisen.

The School's Learning Mentor, Mr Hill, is available to work with any child who is experiencing barriers to their learning; for example children who are finding it difficult to get along with their classmates, pupils who feel that they are constantly getting into trouble or children who have low self-esteem. Children may be referred by teachers, parents or may refer themselves.

As part of our positive and inclusive approach to meeting the emotional and behavioural needs of the children in our school, we have a Nurture Group. Children are selected following discussion with staff. Activities are planned to meet the developmental needs of each child. Challenging behaviour is managed positively. Whilst attending a nurture group for part of the week, children have the opportunity to raise their self-esteem and learn skills they need to manage successfully in the classroom.

## School Uniform

A smart appearance is a must for pupils at Caslon. We pride ourselves on being ready to learn by wearing correct school uniform and being equipped with the appropriate kit for PE. Boys are permitted to wear black/grey trousers and girls are required to wear black/grey skirts.

School uniform can be ordered from Ace Embroidery

Visit <http://caslon.ace-online.co.uk>



*White Polo Shirt*



*Blue Jumper with school logo either V-Neck or Crew Neck*



*Blue Cardigan with school logo*



*Yellow PE Shirt*



*Blue PE Shorts*



*School Bag Optional*



*Year 6 Leavers – Optional*

- Grey/Black Trousers or Skirt
- White/Grey School Socks
- Head Scarves must be navy blue
- Year 5 and 6 - White Shirt, School Tie. Blazer is optional for Year 6.

## School Meals

### ***United Nations Convention on the Rights of the Child***

**Article 24:** *Every child has the right to the best possible health including clean water, nutritious food and a clean environment so that they can stay healthy.*

Our skilled catering staff provide a selection of healthy lunch options for our pupils including;

- Jacket potatoes
- Sandwiches
- Hot lunch
- Halal option

Pupils in Key Stage 1 are entitled to Universal School Meals.

For children in Key Stage 2, if parents think they may be entitled, they may apply for Free School Meals.

A menu is produced termly, a copy of which can be obtained from the Main Entrance and can be viewed on our website.

## Drinking Water

Children are encouraged to bring a bottle filled with water. It has been proven that if children have regular access to water during the day they are more able to concentrate and make greater progress at school.

Children can refill their water bottles at the various cold-water fountains around the school.

## Play Time Snacks

Pupils are encouraged to make healthy food choices at break time. We are a health promoting school and therefore discourage pupils from eating chocolate, crisps and sugary snacks at break time. Due to the high fat and sugar content, they are more appropriate to eat as part of a meal at lunchtime. Fruit or cereal type bars are preferred.

Children in Key Stage 1 are provided with fruit daily so do not need to bring anything additional for play times.

## Gifted and Talented

### ***United Nations Convention on the Rights of the Child***

***Article 29: Education must develop every child's personality, talents and abilities to the full.***

Children who show exceptional ability in any areas of the curriculum are encouraged to develop that ability through enrichment opportunities available at Caslon. A register is kept of these pupils and is updated regularly.

Teachers also use assessments to identify children who are gifted and talented and work is tailored to suit their individual abilities. At Caslon there are opportunities for all pupils to reach their full potential in a stimulating environment free from prejudice.

## Phonics

It is a priority at Caslon to equip children from the youngest ages with the phonic knowledge to enable them to begin accessing reading and writing opportunities. We believe that it is key for pupils to use their phonics knowledge in reading and writing therefore in Foundation Stage a reading scheme which can be phonetically decoded is introduced as soon as the children are able to segment and blend sounds to read.

Caslon's adopts the RWI Programme which is taught daily from Nursery, beginning with initial sounds, moving onto long vowel sounds and digraphs and then specifically teaching initial and final blends. Once the children are secure with these, they move onto learning alternative sounds.

Application of skills is key to children remembering the new sounds learnt so as soon as we feel a child is able to blend sounds to read words, they will be issued with a reading book. We have a range of different styles of reading books to meet the needs and interests of pupils and these will be issued accordingly.

It is our mission to prepare our pupils to be excellent writers, so we also place a large emphasis on neat and cursive handwriting. Handwriting is taught every week with opportunities given for pupils to practice their skills. We expect this to be applied in all of their books across the curriculum.



## Music

Music is covered through our topic work and taught as stand-alone lessons in all year groups. We enjoy sharing songs as part of our daily worship assemblies.

In addition to this we have a superb peripatetic teacher from Dudley Performing Arts who delivers whole class Guitar and Drum lessons to all year groups over the course of an academic year. We also offer small group tuition for flutes, clarinets and recorders in Key Stage 2 for those who have shown skills or would like to try learning an instrument.

We take pride in our annual choir participation in Young Voices at the Genting Arena, Birmingham and enjoy visiting the local nursing homes and church groups to sing to the residents at Christmas time.

There are also opportunities to get involved with other schools locally in mass choir events and performances and we enjoy taking part in these.

## Learning Through Nature

At the heart of Learning through Nature is the child within the natural environment. Forest Schools is led by a qualified Level 3 Forest School Practitioner and is provided to all pupils on a rolling programme.

Learning through Nature enables the child to think for themselves, be motivated to learn, take risks, understand and appreciate their environment and learn at their pace. Activities include: tree climbing, making dens, tying knots, playing self-esteem games, cooking on an open fire, using tools one to one, finding and exploring nature, having fun and PLAYING.



## Wrap Around Care

### ***United Nations Convention on the Rights of the Child***

***Article 15: Every child has the right to meet with other children and to join groups and organisations.***

#### Breakfast Club:

Caslon Primary Community School Breakfast Club offers children a nutritious, well balanced breakfast, to help fuel their brains and bodies for the busy day ahead. Breakfast club is run by an experienced, caring team, who will encourage the children to develop a wide range of skills. A variety of activities are offered including, craft, puzzles, board games, Lego and many more. We also offer outside activities weather permitting.

Breakfast choices are varied and include; cereals, toast, beans, bagels, yogurts, fresh fruit, hot drinks and fruit juices. We provide extremely good value for money, starting at £4.00 per session from 7.30am.

If you are interested in your child attending Breakfast Club, please request a form at the school office.

Children in Nursery and Daycare are encouraged to attend and staff from leaders from Early years are also part of the breakfast Club leadership.

#### After School Club:

Children of school age can register to attend our after school provision, currently offered until 16:30pm. We provide high quality after school care for children up to the age of 11 within our Daycare facility. A drink and snack are provided as part of this.

This is available Monday to Thursday every week with a programme of events which suit the interests of different children.

- Nature Maker Mondays - get outdoors and enjoy a spot of gardening.
- Game Time Tuesdays – children use the computers/iPads
- Teamwork Wednesdays – with a variety of active pursuits encouraging teamwork
- Theatre Thursdays – a different film every week with popcorn

#### Quotes from some of the children:

*"I love going on a Monday, we have cooked pizza and baked bread and the staff are very kind and helpful."*(Year 3)

*"Workout Wednesday is great as we get to go outside or in the hall and it helps me get fit!"* (Year 5)

#### Extra Curricular Provision:

Throughout the academic year, a range of sports and creative clubs are offered. Information about these will be sent out near the times at which they are due to begin. See website for what is currently on offer.

## Community Links

At Caslon Primary Community School we have a dedicated Community Room which enables us to strengthen our partnership with all parents. We invite parents into school at every opportunity.

Throughout the week we run a range of activities and courses.

### Family Learning (crèche provided):

At Caslon we fully support Family Learning which offers parents the opportunity to work alongside their child and also develop their own skills leading to qualifications.

We offer a range of courses including-

- ESOL Classes.
- Story and Craft Sessions
- Teaching Assistant Training (in partnership with Halesowen College)

### Health Advisor:

Our School Health advisor is Amanda Doyle - Gibbons and is available for drop in sessions. She can advise with general health, development, diet and weight management as well as childhood illnesses.

If you require any information regarding community/family issues please speak to school office on 01384 818875.

## Keeping Parents Informed

We pride ourselves on being a school that works hard to communicate with and involve all parents. It is our priority to ensure every child is happy to come to school and this is best achieved by working closely with parents in a true partnership. Good communication between home and school will help us to provide the very best for your child.

### Communication between Home and School:

We will regularly update our school class dojo page or school buddy to keep you informed of school events, pupils' achievements and other school developments. Important dates for your diary will also be included. Also visit our website for news and information on [www.caslon.dudley.sch.uk](http://www.caslon.dudley.sch.uk)

### Parents Evenings:

Parent consultation meetings are held in the Autumn, Spring and Summer Term. Parents are given an opportunity to see their child's work as well as an appointment to meet your child's class teacher to discuss settling in issues, to set targets and priorities and to review progress. Children are asked to attend these meetings with their parents/carers. This is booked through school buddy, and is then a meeting online. Parents can access work all the time through either Tapestry in Daycare, Nursery and Reception and Seesaw for everywhere else, including Beech Tree.

### Information Workshops:

These sessions are held at key points in your child's education to help parents to understand our curriculum and its delivery for example Year 1 Phonic Screening, Year 2 SATs and Year 6 SATs. Teachers may also set up additional workshops at their discretion. New developments in education which will affect your child are discussed as well as ways in which you can help your child to do better at school.

### Reading Records

All pupils at Caslon, are able to access Bug Club our online reading portal, where the children are allocated books, and they can read these to parents, and also to staff within school. They are also full of useful resources to support the children in their English learning both at home and at school

### Inspire Workshops

One of our key priorities is to get parents involved in their children's learning so throughout the year, teachers plan and run 'Inspire' workshops where parents are invited, usually into the hall to work with their child on a mini-project for a morning or afternoon. These are a wonderful way of linking with the school to support your child and get involved so please take every opportunity to attend.

### ICT commitment

As a school we have invested heavily in ICT equipment, and we provide all students from Reception to Year 6 with a Chromebook in order to complete remote learning, homework, etc. We ask parents to sign a contract to support the looking after of the equipment, also to support the child's learning.

## Transition

When it is time for your child to move into the next year group, we provide meetings after school for parents to meet the new teacher and find out what it will be like for their child in that class and how they best prepare them. We also ensure that every class gets to spend at least ½ day with their new teacher to get to know each other, in their new classrooms before the end of each academic year. Also, in school the class teachers are given time together to hand over all information and knowledge about pupils to the next teacher.

In Early Years, we provide parent meetings to ensure that both parents and children are prepared for their start to Reception class. There is a detailed programme of events for the Nursery children who move up in order to make their transition into Reception as happy as possible. When children are brand new to the setting, we offer introductory sessions where parents can stay if needed to help their child get settled in.

## Any problems...

Ask to speak to the school office or for more serious concerns, ask for Mrs Warford, Deputy Head or Mrs Holden-Gough, Headteacher.