



**Westbury-on-Severn  
CE Primary School**

**PROSPECTUS 2022/2023**

*Shaping the spirit. Achieving together. Learning for life.*



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## **School Details:**

WESTBURY-ON-SEVERN CHURCH OF ENGLAND  
VOLUNTARY AIDED PRIMARY SCHOOL  
DIOCESE OF GLOUCESTER  
GLOUCESTERSHIRE EDUCATION AUTHORITY

**Address:**

Westbury-on-Severn  
Church of England Primary School  
WESTBURY-ON-SEVERN  
Gloucestershire GL14 1PA

**Telephone:**

Gloucester (01452) 760303

**Email:**

[admin@westbury-on-severncofe.gloucs.sch.uk](mailto:admin@westbury-on-severncofe.gloucs.sch.uk)

**School Website:**

[www.westburyceschool.co.uk](http://www.westburyceschool.co.uk)

**Instagram account:**

[Westbury-on-Severn CofE Primary school \(@westburyonseverncofeprimary\)](https://www.instagram.com/westburyonseverncofeprimary) •  
[Instagram photos and videos](#)



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### **General Information**

Westbury-on-Severn School is a Church of England Primary School for boys and girls aged between 3 and 11 years of age. Most of the pupils come from the parishes of Westbury-on-Severn, Blaisdon and Flaxley and the surrounding villages. There is a school bus, which operates every day to enable the children who live in the outlying villages to attend this school.

The school is situated in the centre of Westbury-on-Severn village and seeks involvement with this community whenever possible. The school uses the church for its special services such as Easter, Christmas and Harvest. We also participated in the Leavers' Service at Gloucester Cathedral.

As a Voluntary Aided School, we benefit from a very close partnership with the Church. Our children are guided in Christian values for life through the teaching and by the way we conduct our daily lives. These values are inclusive to those with a faith and none.

The Church not only has an interest in the educational and pastoral life of the school but also, through the Governing Body, is responsible for much of the upkeep of and improvements to our buildings. The school has three classrooms, a library and a pastoral suite. We also have administrative offices containing the headteacher's and secretary's offices, a staff room and a purpose-built school hall. In addition to these areas we have a small and a large playing field, which are used for games lessons and in the summer for picnic style lunches and playtimes. The small field has a 'Trim Trail' to help keep our children active, fit and healthy. In the top corner of the large playing field, we have our own Forest School and Conservation Area including a pond, which enables us to provide the children with "hands on" experience for work in Science and provides space for growing fruit and vegetables to use in cookery classes in school.





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## **Vision, Aims and Ethos**

**Shaping the spirit. Achieving together. Learning for life.**

### **OUR VISION IS OF A SCHOOL:**

Through our core Christian values of respect, friendship, perseverance and forgiveness, our Westbury family is one body, shaping the spirit, achieving together and learning for life, so that all may flourish as unique children of God.

### **OUR VISION IS OF PUPILS WHO, WHEN THEY LEAVE:**

- are enthusiastic about continuing to learn and take responsibility for themselves and their own learning;
- accept their share in the responsibility of all for the world and society;
- embrace Christian values which will enable them to live with respect, generosity, integrity and care;
- are able to embrace change whilst holding to their core values;
- are prepared for their next phase of learning.
- Understand the value of their own uniqueness.

### **Ethos Statement**

Westbury-on-Severn Church of England Primary School has a Christian foundation which it seeks to translate into practices which influence the life of the school and the lives of the pupils. It serves the parish of Westbury-on-Severn and surrounding areas and aims to provide high quality education within the context of Christian faith and practice. It promotes understanding of the meaning and significance of faith and seeks to encourage Christian standards and values through the quality of experiences offered. It seeks to promote pupils' spiritual and moral development and to provide a basis for their life-long learning.

### **Spirituality Statement**

'Encouraging who you are and what makes you unique'



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## **SCHOOL STAFF 2022-2023**

<b>Headteacher</b>	Anna-Mai Armstrong
<b>School Administrator</b>	Anna Cox
<b>Pre-School Staff</b>	Jo Trigg and Anita Coe
<b>Reception/Y1</b>	Rachel Sim/Katherine Wills (Teachers) Katie Kift (Teaching Assistant)
<b>Year 2/3</b>	<i>To be Appointed</i> Jess Henry (Teaching Assistant)
<b>Year 4/5/6</b>	Leanne Roseblade-Bargh (Teacher) Claire McCartney (HLTA) Michaela Noad (Teaching Assistant)
<b>Lunchtime Supervisors</b>	Katie Kift, Anita Coe, Jess Henry
<b>SENCO</b>	Leanne Roseblade-Bargh
<b>ELSA (Pastoral Care)</b>	Michaela Noad, Jess Henry

### **The School Day**

The school day starts between **8.30-8.40am**. There is a member of staff (usually the Headteacher) on the gate welcoming pupils into school. Pupils are free to arrive within this ten-minute window and walk into school independently.

The school day ends at **3.10pm**. Teachers will bring their class out to meet parents at this time.

Pupils on the bus are accompanied to the bus stop at 3.10pm for a 3.15 departure.



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## **Uniform**

At Westbury we believe that wearing a school uniform

- Promotes a **sense of pride** in the school
- Engenders a **sense of community and belonging** towards the school
- Makes children **feel equal to their peers** in terms of appearance

### **School Uniform is:**

**BOYS** - School grey trousers or shorts  
School sweatshirt  
Black school shoes  
School polo shirt, plain white/red polo or white school shirt.

**GIRLS** - School grey skirt, pinafores or trousers.  
School sweatshirt or cardigan  
School polo shirt or plain red/white polo shirt.  
Black school shoes.  
Summer dress – red gingham/check.

School fleeces are available for the children to wear whilst outside.

***Please NAME all clothes so that they do not get lost.***

JEWELLERY The only jewellery to be worn in school is small ear studs and watches. On health and safety grounds we do not allow children to wear jewellery to school. The exceptions to this are watches and plain small earring studs in pierced ears. We ask children to either remove these objects during PE or cover them with a plaster, to prevent them from causing injury.

Make up and nail varnish are not to be worn in school.

We ask all parents who send their children to our school to ensure that the children come to school correctly dressed and ready for their learning.

On days when PE or Forest School is timetabled, pupils can wear their PE kit or Forest School outfit.



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### **School Bus**

There is a school bus, which serve the areas of Northwood Green, Flaxley, Blaisdon and Elton.

#### **Children who are entitled to free transport are as follows:**

- All children age eight or above who live more than three miles from the nearest school.
- Children under the age of eight years of age who live more than two miles from the nearest appropriate school.
- Children living on a route deemed by the Local Authority to be unsafe to walk.

Children eligible for free transport are issued with a bus pass. Children not entitled to free transport may still travel on the bus and purchase a daily, weekly or half-termly ticket.

Applications can be submitted through the link at:

<https://www.gloucestershire.gov.uk/transport/school-transport/apply-for-a-new-or-lost-school-bus-pass/>

Parents are expected to accompany their children to the bus stop and to meet them from the stop in the afternoon. Children travelling to school walk up the lane to school when they get off the bus. Children are taken down to the buses after school by staff. Children travelling on the buses are unsupervised and parents are asked to ensure that their children understand the importance of sitting down in their seats and behaving properly all the time they are on the bus. If any child is involved in behaviour that may endanger the safety of others, then parents will be asked to transport their child to and from school.

### **Meals in school**

Children can have a hot school dinner or they can bring a packed lunch. Unless your child is entitled to free school meals,

<https://emsonline.gloucestershire.gov.uk/CitizenPortal/en?ReturnUrl=%2FCitizenPortal>) all school meals must be paid for in advance so dinner money should be sent to the school office in a named envelope on a Monday morning. However, since September 2014, the Government have introduced Free Hot School Meals for all children in **Reception, Year 1 and Year 2**. Milk is available at break time and must



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be paid for termly once your child turns 5. This is run by a private company who order and administer the milk. Children wishing to bring a mid morning snack are asked to bring a healthy snack such as fruit or vegetables etc. **Children in R, Y1 & 2 receive free fruit every day.** We ask all children to bring a named water bottle into school every day and this is available in the classroom. In addition, the school council has established a 'Toast Bar', which operates each morning break. Children can buy a slice of hot toast for 20p.

### **Medicines in school**

The school does not keep, or make available, over-the-counter medicines or remedies for pupils. A medicine permission form is available to sign if you require us to administer, or supervise, a pupil requiring medicine during the school day.

Pupils who need access to medication on a continuing basis e.g. asthma inhalers or ventilators, sickle cell treatment, or insulin for diabetics, are allowed to bring their medication to school in suitable tamper-proof containers.

#### **Procedure:**

- Medicine stored must be clearly labelled with the pupil's name, the name and dose of the drug and the frequency of administration. If a pupil needs two or more prescribed medicines, each should be in a separate container and labelled as above.
- Some medicines such as asthma inhalers must be readily available and therefore not be locked away.
- Older pupils (from Year 5 onwards) are allowed to carry their own inhalers with the agreement of their parents/carers.
- Parents/carers will be required to complete a parental consent form if it has been agreed that their child can carry and administer their own medication.
- People who suffer from anaphylactic reactions may need emergency adrenaline treatment. Staff who volunteer to administer this treatment will be given training. NB. This treatment is unlikely to be harmful if given too soon or in multiple doses.
- Parents/carers will be held responsible for the regular collection of any unused medication e.g. at the end of each term and also for the disposal of date expired medicines.

Unless discussed with the Head teacher; followed by written permission, the school will not take responsibility for the administration of any prescribed medicines. This is to ensure your child's safety and the safety of other children in school.





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### **Illness**

It is expected that all children will attend school. However, if a child has vomited, we ask that the child be kept at home for 24 hours. Likewise, if a child has vomited in school, we will send him/her home as ask that the child be kept at home for the remainder of the day. If no other episodes of vomiting have occurred during remainder of the day and through the night, they may return to school the following day. This helps us with our control of illnesses in our small school.

### **Parents**

At Westbury School we believe that the very best education occurs when school and parents work together in partnership. Parents are a child's first educator and we wish to build on the foundations already laid at home. Communication between school and home is very important and we attempt to keep parents informed about their child whenever possible. We do this by:

- Having Parents Evenings in the autumn and spring terms
- Sending a written report home in the summer term
- Sending details of the topics to be studied at the beginning of each term
- Emailing fortnightly newsletters so that parents are aware of what's happening in school
- Updating a whole school Instagram account with photos and films to show pupils learning or special occasions
- Encouraging parents to share on an informal basis any day-to-day problems.

Staff are always willing to meet parents for a chat but it is often difficult before school as they are preparing for lessons so parents are encouraged to ask to see staff after school whenever possible.

Westbury welcomes any offers of help from parents such as helping with cooking, games, reading etc. However, all volunteers will need to undergo all relevant DBS checks before starting on a regular basis.

### **Friends of Westbury School**

There is a very active Friends of Westbury School Association, which is open to all parents. The association exists within the school to:

- **Support the work of the school.**



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- **Foster relationships between staff, parents and others associated with the school.**
- **Help raise funds to provide extra educational facilities and opportunities.**

Friends of Westbury School Committee is elected at the AGM, which is held in the autumn term of each year. The committee organises both the social calendars and the fund-raising events. There are always opportunities to help and support the association.



## The Westbury Curriculum

The school curriculum comprises all the learning and other experiences that we can provide for our children.

It is our aim to motivate children to want to learn and to teach them the skills of how to learn. We do this in school by providing a curriculum that enables children to learn through enquiry, exploration and discovery, excitement and fun. We hope that access to this curriculum, delivered by talented, enthusiastic and committed teachers, will enable all children to learn and achieve. The school curriculum; which we refer to as 'The Westbury Curriculum', will also promote children's spiritual, moral, social and cultural development and prepare the children for the opportunities, responsibilities and experiences of life.

At Westbury School all children are taught in one of three stages. These stages are

The Foundation Stage, Key Stage 1 or Key Stage 2.



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Children in the Pre-school and Reception year group are part of the Foundation Stage. Many of the children will go to a pre-school setting or attend our own, but all settings follow the principles of the EYFS.

This curriculum will help provide the essential foundation on which to build the child's future education. The Foundation Stage is delivered through seven areas of learning, referred to as 'Prime' and 'Specific' areas of learning. These are:

1. Communication and Language (Prime)
2. Physical Development (Prime)
3. Personal, Social and Emotional Development (Prime)
4. Literacy (Specific)
5. Mathematics (Specific)
6. Understanding of the World (Specific)
7. Expressive Arts and Design (Specific)

The emphasis in the Foundation Stage is learning through play and it is hoped that by the end of the year all children will have achieved the Early Learning Goals.

The curriculum for Key Stage 1 and 2 is made up of core subjects,

English, Maths, Science & Religious Education.

All other subjects are known as Foundation subjects and these are:

Design and Technology, P.S.R.H.E, Computing, History, Geography, Art and Design, Music, Physical Education.

At Westbury School we draw on many exciting initiatives and relevant schemes of work to produce an enriching learning experience for all our children.

Children learn in a variety of ways - they may learn as a whole class, part of a small group or individually. There is a balance between practical experiences and more formal work.

### **SEND**

Westbury-on-Severn School values the contribution that every child and young person can make and welcomes the diversity of culture, religion and intellectual style. The school seeks to raise the achievement, remove barriers to learning and increase



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physical and curricular access for all. All children and young people with SEND are valued, respected and equal members of the school. Please see the website for our local offer.

Children with Special Educational Needs follow the curriculum and share all educational experiences whenever possible. When necessary, children will be given extra support and differentiated activities to help them access the curriculum. Pupils with SEND follow the Graduated Pathway. If you have any concerns that your child may have special educational needs, please arrange to have a meeting with our **SENCO- Leanne Roseblade-Bargh**.

### **Extra Curricular Activities**

At Westbury School we try to provide a wide-range of extra-curricular activities, which will give our children more experiences than they are sometimes able to have during the school day. The afterschool clubs may include Drama, Football, Netball, Dodgeball, Karate and Arts and Crafts.

At other times throughout the year the children participate in various festivals and competitions including the Country Dance festival and various sporting challenges.

The Year 5 and 6 children are able to participate in cycling proficiency training which is organised by the LA Road Safety Department. Every other year, in the summer term, Year 5/6 children take part in a residential visit. The next one takes place in 2023.

### **Home-learning**

Home-learning is anything that children do outside the normal school day that contributes to their learning in response to guidance from the school. Home-learning encompasses a whole variety of activities instigated by teachers and parents to support children's learning. At Westbury one of our aims is for children to develop as independent learners and we believe that home-learning is one of the main ways in which children can acquire this skill. Although home-learning plays a positive role in raising a child's level of attainment we also believe in the importance of play and free time and home-learning should not prevent children from taking part the wide range of out of school clubs and organisations available. At Westbury we follow the DfE guidelines for the amount of home-learning that should be set each week.



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### **Religious Education**

Religious Education is an important part of the curriculum for all pupils. Religious Education is taught using the Agreed Syllabus designed for use in Gloucestershire schools and approved by the Diocese of Gloucester. We believe that RE. helps children come to a knowledge and understanding of religious beliefs, practices and lifestyles. RE. is used to contribute to the children’s spiritual and moral development. As a church school we believe that children should grow up with a clear set of values such as respect, friendship, perseverance and forgiveness. We hope that children learn by example from all the adults in school. Parents who wish to withdraw their children from religious education are asked to discuss the matter with the head teacher.

### **Collective Worship**

There is an act of Collective Worship every day. The school uses the church for its special services such as Christmas, Easter and Harvest. Once a year the Year 6 pupils attend a service at Gloucester Cathedral, which is specifically for Church Schools. Parents who wish to withdraw their children from Collective Worship are asked to discuss the matter with the Headteacher.

### **Sex Education**

Sex Education is incorporated into our Personal, Health, Sex and Relationships Education, science and good health parts of our curriculum. It is our aim to develop the whole person recognising the sexuality of people at all ages and stages of development. We try to dispel ignorance and counter mis-information. The school tries to deal sensitively and naturally with this subject; our teaching being complementary and supportive to the role of parents.



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### **Physical Education**

Physical Education is an important part of the curriculum. It develops pupils' physical competence and confidence and their ability to use these to perform in a range of activities. Physical education provides opportunities for children to be creative, competitive and to face up to different challenges as individuals and in groups and teams. It promotes positive attitudes towards active and healthy lifestyles.

At Westbury school we are able to make good use of our school playground for PE. In the summer we use the field for athletics and games.

- The Year 2 – Year 5 children go swimming for 2 of the 6 terms per year at a local secondary school.
- Whenever possible the school participates in local competitions such as swimming galas, the GPJ Junior Multisports Tournament, and matches with some of the cluster schools. These are usually organised by our local secondary school.
- The school holds an annual sports day when all children are encouraged to participate.
- Teams participate in football and netball against local schools throughout the year.

### **LIAISON WITH OTHER EDUCATION PROVIDERS**

Most of our children transfer to **Dene Magna** School or Newent Community School at the end of their primary education. Some children go to Grammar Schools in Gloucester. The liaison between our schools is good and an excellent programme has been established to make the transition from one school to another as smooth as possible. There is an opportunity for children to visit Dene Magna and Newent during the summer term prior to transfer. Full details of the arrangements which apply to the secondary allocation procedure are sent to parents from the LA soon after the start of the children's final year at primary school.

The West Gloucestershire Schools Partnership, of which we belong, works together for the benefit of staff and children.



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## **PASTORAL CARE and WELFARE**

### **Safeguarding**

Westbury-on-Severn C of E Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The school takes its responsibilities for child protection and safeguarding very seriously. We have several policies that relate to this including:

- Safeguarding and Child Protection policy
- Safer working practice policy
- Confidentiality policy
- E-safety and acceptable users policy

If a child discloses information that may indicate a child protection issue, then the school will act upon it immediately. Records will be kept and, if deemed necessary by the school's Designated Safeguarding Lead (Headteacher), will be passed on to the relevant authority.

### **School Medical Service**

All children new to the school are examined by the school nurse during their first year in the school and check-ups are made from time to time. You are always informed of these visits. Any child can be referred to the school doctor by the Headteacher. Parents are asked to inform the Headteacher, in confidence, of any medical problem or physical condition.

The school also maintains valuable contact with the School Nurse service, who will attend school at given times to administer vaccinations in line with Government guidelines and recommendations. Parental consent is always sought before a child receives any form of vaccination.

As part of our ongoing commitment to you, we also offer emotional support via our Emotional Literacy Support Assistants (ELSA). Our two trained professionals are able to support pupils and their families with any ongoing emotional support or mental health needs, that may arise.



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## **SCHOOL POLICY FOR CHARGING**

The school wishes to provide for all pupils the best possible educational opportunities available within the funds allocated by the Education Authority. The law states very clearly that education during normal school hours is to be free of any compulsory charge to parents and the school warmly endorses that principle and is committed to uphold the legal requirements.

It is recognised, however, that many educationally valuable activities have been, and will continue to be dependent on financial contributions in whole or in part from parents. Without that financial support, the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils. The school's concern is to keep financial contributions to a reasonable minimum and to ensure as far as possible that all children are able to take part, irrespective of their circumstances.

The law recognises that charges may be made to parents in certain defined circumstances. However, these charges may be reduced or waived for certain pupils. The full Charging Policy is available on request.

*We hope that this information is helpful. Please see our website or ask at the office for anything else you need to know.*