



Rushey Mead
Primary School

'BROADENING HORIZONS'

Prospectus 2023—2024



Vision Statement



‘Broadening Horizons’

At Rushey Mead Primary, we have a shared vision for successful learning that effectively enthuses and engages all of our children. Working together as an effective team, we foster a lifelong love of learning and an ambition to succeed.

Learning at Rushey Mead is an experience that:

- Gives all children the opportunity to acquire the skills and knowledge needed to achieve academic success.
- Puts an emphasis on the essential early acquisition of the English language.
- Offers a challenging, engaging curriculum that develops children’s confidence and resilience.
- Helps children to discover and extend their individual talents and strengths.
- Celebrates the rich diversity of the local community and appreciates its enrichment of school life.
- Prepares children for the future by promoting the importance of making a full, active and caring contribution to the lives of others.



Rushey Mead Primary School

Gipsy Lane, Leicester. LE4 6RB

Telephone: (0116) 266 1114

E-mail: office@rusheymead-pri.leicester.sch.uk

Website: www.rusheymead-pri.leicester.sch.uk



Dear Parents/Carers,

On behalf of the staff and governors, I would like to welcome you to Rushey Mead. I hope that you and your children have a happy and successful association with us.

This prospectus has been devised to help you to get to know our school. It gives you information about our values and about how the school is organised, as well as answering the most frequently asked questions. However, this can never replace a personal visit to the school and if you would like to visit prior to your child joining us, please telephone the school administrator.

We try to provide your children with the best possible start to their education. We want them to be happy, enjoy learning and enjoy coming to school. If you have any queries or concerns at any time, please come and talk to someone.

If you are pleased with what we are doing, please let us know that, too!

Rushey Mead Primary School tries hard to communicate with the families it serves and to listen to parents. We believe that every child can make progress in academic work. We believe that trying hard is the first step to success. Partnership between the school and home is of great importance in supporting the children's learning and celebrating their successes.

I look forward to getting to know you and to working with you in the future.

Yours sincerely

A handwritten signature in black ink, appearing to read "N. Odedra".

Nitash Odedra

Headteacher

Your children are important to us and we promise to:

Create a stimulating and happy environment for learning and set realistic goals for the children, considering carefully their needs and abilities.

We aim to help all of our children do the following:

Develop an interest in, and an excitement for, learning.

Value their own and others' successes and achievements.

Respect and have understanding for the beliefs of others.

Care for and respect the school environment and equipment.

Access a broad and balanced curriculum.

Develop and improve language and mathematical skills.

Ask questions.

Use reference materials to become independent learners.

Develop an understanding of basic scientific principles.

Express ideas and feelings through music, drama and movement.

Develop personal fitness and enjoy the challenge of P.E and sport.



Working together

Parents are welcomed here in school and valued as partners in the education of their children. We hope that everything we do in school encourages hard work, co-operation with others and care for the environment and other people. Wherever possible, all the adults in school praise these ethics when they are seen in action.

We believe that parents play a very important role in the education of their children and we actively encourage parents and other members of the family to become involved in the life of the school and in their children's learning.

We encourage parents to share books with their children at home – both reading to their children and encouraging the children to read to them.

We provide opportunities for parents to have a consultation meeting with their children's teachers throughout the year.

We encourage parents to talk informally to teachers on an on-going basis.

We encourage parents to come into school if they have any concerns or queries.

We welcome ideas about how parents can be further involved in school life.

We are also very lucky to have Harper, our School Therapy Dog. She works with a range of children across school. For further information, please see the Therapy Dog section of the school website.



Admissions to School

We are very happy to arrange for parents (either before or after their child has been admitted) to visit the school and to find out more about the ways in which we work. Please contact the school office for more information

Foundation Stage

We admit children from the age of 3. Children will be offered a part-time place in the nursery class (Foundation Stage) the term after their third birthday, provided that there is a place available. Children who will be 5 by 31st August of the following year will be offered a full-time place in the reception class (Foundation Stage 2).

Parents who wish their children to attend the nursery class are asked to bring their child's birth certificate to school as soon as possible after the child's second birthday so that their child's name can be placed on the waiting list.

Children in the nursery class whose parents do not live within the school's catchment area at the time of transfer into the reception class (part of the main school) are not guaranteed a place within the main school. Decisions about such places are made by the Local Authority.

Reception Class to Year 6

Decisions about admissions into the main school (Reception to Year 6) are the responsibility of the Local Authority. If the parents live within the catchment area of the school, their children are entitled to a place in the school as long as parents complete an admission form by the deadline date and the school's planned admission limit has not been exceeded (90 children per year group). If parents live outside the catchment area, an application for a place needs to be made to the Local Authority, but a place cannot be guaranteed. Applications are now made online. If you need more information, please ask a member of the school administration team. All appeals are dealt with by the Local Authority.

The School Day



Timings for Arrival

Morning Nursery	8.45am (Collect at 11.45am)
Reception	8.40am
Years 1 and 2	8.40am
Years 3 and 4	8.40am
Years 5 and 6	8.40am

Timings for Collection

Reception	3.10pm
Years 1 and 2	3.10pm
Years 3 and 4	3.15pm
Years 5 and 6	3.20pm





SAFEGUARDING STATEMENT FOR PARENTS / CARERS

Rushey Mead Primary School ensures that children learn in a safe, caring and enriching environment. Children are taught how to keep themselves safe, to develop positive and healthy relationships, and how to avoid situations where they might be at risk, including by being exploited.

The school has a statutory responsibility to share any concerns it might have about a child in need of protection with other agencies and in particular police, health and children's services. Schools are not able to investigate concerns, but have a legal duty to refer them. In most instances, the school will be able to inform the parent/carer of its need to make a referral. However, sometimes the school is advised by Children's Social Care or police that the parent/carer cannot be informed whilst they investigate the matter. We understand the anxiety parents/carers understandably feel when they are not told about any concerns from the outset. The school follows legislation that aims to act in the interests of the child.

We believe that keeping children safe is everyone's business. We have six Designated Senior Leads at Rushey Mead Primary School. They are: Nitash Odedra (Headteacher), Sarah Watts (Deputy Headteacher), Natasha Jackson (Assistant Headteacher/SENCo), Louise Wright (Assistant Headteacher), Rikesh Jariwala (Assistant Headteacher) and Karen Sheerin (Inclusion Manager). If at any point you have any concerns with regard to a child's safety and well-being, please ask to speak to one of our Designated Senior Leads immediately

Behaviour

We aim for high standards of behaviour in a friendly and happy school, where self-discipline is encouraged with firm boundaries in which all children can feel safe and secure. All minor disciplinary problems are dealt with initially by the class teacher or the lunchtime supervisor. If the matter is on-going, the child is usually sent to the headteacher. In general, instances of bad behaviour will be dealt with in school. However, the headteacher will notify parents if children are sent to her on a number of occasions. Together, we usually find ways of improving behaviour or attitude. We want all our children to feel safe and happy here in school.

Anti-Racist/Sexism Statement

We want our school to be a happy place for all children. This means ensuring that children are never subject to remarks or threats because of their race, background or gender. We uphold a strict single equality policy and work towards eliminating racism and sexism in every area of school life, whilst promoting positive attitudes towards diversity.

Absences

We are required by the DfE to closely monitor the attendance of all pupils. If your child is unable to attend school for any reason, we ask you to make a telephone call to school on the first day of absence to inform us of the reason for your child's absence. It is important that we are notified of the reason for ALL absences, as we are required to report any unauthorised absences to the Local Authority.



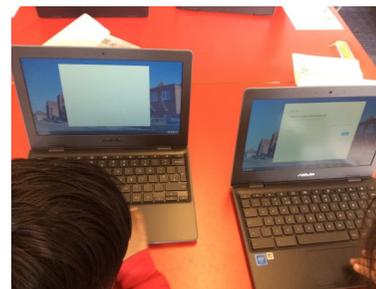
Anti-Bullying Policy

The school behaviour policy incorporates an anti-bullying statement. The children have access to the teaching and non-teaching staff at all times (including break and lunchtimes). Please let us know of any concerns you have, however small they may seem to be, in order for us to deal with them promptly and satisfactorily.



Medicines

If your child needs to take medicine whilst at school, please note that only medicines which have been prescribed by your child's doctor can be administered at school. If your child does need to take prescribed medicine during school hours at any time, please come to the school office. A member of staff will then assist you in completing a form. **Please note that all staff are acting voluntarily when administering medicine to children.**



The School Curriculum

The school follows guidance from the DfE on the curriculum for children. We have a topic planning cycle which ensures that all areas of work are covered. Year groups plan work together. We use a range of groupings and organisation in classes and year groups to meet the children's needs. All children are encouraged to become independent learners and to share in their own target setting.

Early Years Foundation Stage

Nursery and Reception

Pupils in nursery and reception classes follow the Early Years Foundation Stage Curriculum, as outlined by the DfE in the 'Statutory framework for the Early Years Foundation Stage'.

'The Early Years Foundation Stage sets the standards that all early years providers must meet to ensure that children learn and develop well and are kept healthy and safe. It promotes teaching and learning to ensure children's 'school readiness' and gives children the broad range of knowledge and skills that provide the right foundation for good future progress through school and life.'

Elements of the Literacy and Numeracy strategies are also taught. In their final term in the reception class, work becomes more structured in preparation for the move to Year 1.

Key Stage 1 and 2 - Years 1—6

Pupils in Key Stage 1 and 2 follow the National Curriculum. This consists of:

<u>Core Subjects</u>	<u>Foundation Subjects</u>
English	History
Mathematics	Geography
Science	Art
Computing	DT
	Music
	PE

The following topics fit in, and enhance, many aspects of the work included in the above:

Personal, social and moral education, health education, awareness of current affairs in the wider world and awareness of the environment on a local and global scale.

In all subjects, children are taught through a balance of class, group and individual teaching and learning activities.

All children will also have the opportunity to join in curriculum enrichment activities, such as food technology, dance, sport and French. On these days, please ensure that your child comes into school in their PE kit. These are held on alternate Wednesdays for Reception classes and Years 1/2, and alternate Thursdays for Years 3/4 and 5/6.

Swimming

Swimming is the only sport to be included within the national curriculum physical education programme of study. All primary schools must provide swimming and water safety lessons as a statutory requirement. This means that every 11 year old child should leave primary school with the skills to keep themselves safe while enjoying swimming with their friends and family. As swimming is a compulsory part of the current national curriculum, children in Key Stage 2 will be taken to Cossington Sports Centre to enhance their swimming skills.



Health Education and Sex Education

Within our curriculum, the following aspects of health care are covered:

- Dental care
- Diet, health and exercise
- Correct use of medicines
- Awareness of the effects of alcohol and tobacco
- Personal hygiene

The children follow programmes of study that enable them to understand how humans move, grow and use their senses.

There is no formal planned sex education offered to the children until they are in Years 5 and 6. However, if children at a younger age ask questions, staff will always try to answer them in an honest and sensitive manner.

In years 5 and 6, children are offered a carefully planned series of sex education lessons. Parents are always given the opportunity to view the materials being used and to talk to members of staff. Children only participate in the lessons if their parents have clearly indicated that they wish them to do so. The school invites and welcomes input from the school nurse for all health and sex education lessons.

Possible school closure

If the Headteacher and Chair of Governors decide that the school needs to close, parents /carers will be notified by text or email—please ensure that the school office has your up-to-date details.

In the event of bad weather, please listen to the radio to see if the school will be open:

BBC Radio Leicester 104.9 FM/DAB



Acts of Worship and Religious Education

Religious Education is taught following the Leicester City Agreed Syllabus and reflects the faiths within our school. We build R.E. into our topic cycle, allowing the development of ideas across the school. We wish children to reflect on the importance of religion in many people's lives, to discuss their own experiences, to develop a sense of awe and wonder, and to recognise common themes and ideas across faiths.

All the children (apart from those in nursery and reception classes) take part in an assembly everyday. At the end of the assembly, there is a communal 'Thinking Time' where children are given the opportunity for quiet reflection. Our assemblies are based around good citizenship, which enables all children to take part. Parents have the right to ask for their children to be withdrawn from Religious Education lessons and from assemblies. Please contact the school office if you wish to exercise this right. Children who are withdrawn from R.E. are given alternative work to do outside of the classroom.

Charging for School Activities

We hope to be able to continue to offer valuable out of school activities, such as theatre visits, educational day visits and local expeditions, as appropriate to class /school topics, on the understanding that parents will be invited to make a voluntary contribution to the cost. Children, however, cannot be excluded if parents decline to pay. We will be dependent on support from parents if these activities are to continue, as in past years. In some instances, it may be necessary to cancel trips if insufficient contributions are received.

Parents are invited to discuss any financial difficulties they may have where a contribution has been asked for and we ask that you discuss any difficulties with either the Headteacher, Nitash Odedra, or Trusha Thakrar, Administration Officer.

Lunchtimes

Children are able to stay on the school site at lunchtimes or go home. If children stay at school, we are able to provide a range of menus, including vegetarian and Asian vegetarian meals. Children may also bring a packed lunch.

Children whose parents receive Income Support are eligible to receive free school meals and free milk. Additionally, all children in the reception classes, years 1 and 2 are entitled to a universal free school meal.

For other children, dinner money should be paid weekly, in advance, on a Monday. Payments can also be made termly or half-termly in advance for school dinners, if parents wish. Please note that we do not accept cash in school, but instead ask for online payments to be made. Please ask a member of the administration team for more details.

Children who go home at lunchtime should not return to school before 12.40pm (Reception, Years 1 & 2), 1.10pm (Years 3 and 4) and 1.25pm (Years 5 and 6) since we are unable to provide adult supervision before that time.

School Uniform

All children should be wearing the school's uniform, as this shows a collective discipline and also gives the children a sense of belonging.

The school uniform includes:

- a red jumper or sweatshirt (school logo optional)
- white polo shirt or white shirt to be worn underneath the sweatshirt
- dark-coloured skirt or trousers
- P.E. Kit - plain white t-shirt, plain black shorts and plimsolls

The schools uniform items with the school logo can be purchased from Just Schoolwear. You can do this by going to the school website: www.rusheymead-pri.leicester.sch.uk, clicking on the Parent and Community section then clicking on the 'ordering school uniform' tab.

Book Bags

We encourage children to take books home to share with members of their family. In order to do this, all children need to have a bag that is used only for books. If you wish to purchase a book bag, these can also be purchased on the above link.

Breakfast Club

Rushey Mead Primary School offers a breakfast club every day from 8.00am, including a healthy breakfast.

Unfortunately, we do not have an after school club and, therefore, if you are late collecting your child, you will be charged.



Holidays

Holidays should be taken during school holiday closure periods, unless there are special circumstances. If you do need to take your child out of school during term time, you will need to complete a form asking for permission to be granted. The Governors have a policy relating to this subject which is available upon request.

It is extremely important that your child has regular school attendance so that s/he does not fall behind with his/her work. Please make every effort not to take your child out of school unless absolutely necessary.

Complaints

Occasionally, there may be times when you feel unhappy about something that is happening, or has happened, in school. We would ask that, in the first instance, you speak to your child's class teacher or the Headteacher in order to resolve your concern.

There is a recognised procedure for more serious complaints and the Complaints Procedure is available on the school's website.

Disclaimers

Neither Leicester City Council nor Rushey Mead Primary School can be held responsible for any loss or damage to personal property that was not due to the negligence of Leicester City Council or the school.

The staff make every attempt to help pupils look after their property. However, as neither Leicester City Council nor Rushey Mead Primary School maintain any insurance cover in respect of personal property not belonging to Leicester City Council or the school, which is brought onto school premises, no responsibility can be accepted for loss of these items. In general, money should not be brought to school, or any valuable items. Parents may care to give consideration to maintaining their own insurance cover in respect of any particular item of personal property.



Rushey Mead Primary School is a happy, caring, school community. We hope that this prospectus will have given you the information you need before your child starts at our school. However, please come along to the school for a visit or chat if you have any further queries.

Staff Team

Senior Leadership Team

Nitash Odedra Headteacher
Sarah Watts Deputy Headteacher
Natasha Jackson Assistant Headteacher
Wendy West Business Manager

Middle Leadership Team

Rikesh Jariwala– Assistant Headteacher
Karen Sheerin - Inclusion Manager
Louise Wright—Assistant Headteacher

Teaching Staff

Melanie Allen
Hannah Brown
Darshana Chandarana
Louise Crook
Mustaq Fojdar
Manjit Gill
Rebecca Hall
Catherine Jenkins
Helen Kirby
Tommy Lloyd
Sian March
Rebecca Moody
Hollie Newell
Ranna Pattni
Stacey Richards
Ben Rogers
Elizabeth Rossiter
Radhika Sanchaniya
Saiba Sandhu
Gina Sarai
Lisa Smith

Teaching Staff (continued)

Amy Townsend
Hannah Ward
Zoe Whitehouse

Teaching Support Staff

Ian Allen
Nathanika Bifield
Surekha Chauhan
Kim Davis
Maninder Dhiman
Catherine Gorton
Ashie Karia
Daniel Moule
Anjni Pankhania
Gail Pebody
Angela Preston
Radhika Raval
Jana Shepherd
Rosina Singh
Sonal Smith
Minal Thakkar
Ruchi Trivedi
Lauren Woodward

Administrative Staff

Bina Lakhani
Bhavna Mehta
Hardeep Sembi
Trusha Thakrar

Lunchtime Supervisors

Karen Lillyman
Fouzul Ajmayaan
Shabana Al-haddad
Bharti Chotai
Damiyanti Parmar
Sheila Patel
Shobhana Patel
Geeta Rahul
Kuratulaien Razzak
Leena Shah
Anu Sharma
Glenda Street
Kajal Sudra

Premises Staff

Adam Dovey
Mayur Sisodia

Cleaners

Louise Fletcher
Indira Mistry
Damiyanti Parmar
Gita Patel
Kerry Taylor

Clerk to the Governors

Robyn Cooper/
Natalie Tegala-Patel

Kitchen Staff

Susan Abell
Bhavna Bhadresra
Joanne Cockram
Gita Nandha

Governors

Chair of Governors

Sue Welford

LA Governors

Sue Welford

Staff Governors

Nitash Odedra
Mustaq Fojdar
Karen Sheerin

Co-opted Governors

Sony Amir
Stephen Gorton
Isaac Hinds

School Term and Holiday Dates 2023/24

Term No. 1	
Schools Open	Tuesday 29th August, 2023
Schools Close	Friday 13th October, 2023
Autumn Half Term Holiday	Monday 16th October - Friday 20th October, 2023, inclusive

Term No. 2	
Schools Open	Monday 23rd October, 2023
Schools Close	Friday 22nd December, 2023
Christmas and New Year Holiday	Monday 25th December, 2023 – Friday 5th January, 2024, inclusive

Term No. 3	
Schools Open	Monday 8th January, 2024
Schools Close	Friday 16th February, 2024
Spring Half Term Holiday	Monday 19th – Friday 23rd February, 2024, inclusive

Term No. 4	
Schools Open	Monday 26th February, 2024
Schools Close	Friday 22nd March, 2024
Easter Holidays	Monday 25th March—Friday 5th April, 2024, inclusive

Term No. 5	
Schools Open	Monday 8th April, 2024
Schools Close	Friday 24th May, 2024
Summer Half Term Holiday	Monday 27th May - Friday 31st May, 2024, inclusive

Term No. 6	
Schools Open	Monday 3rd June, 2024
Schools Close	Friday 12th July, 2024
Summer Holiday Begins	Monday 15th July, 2025

Bank Holidays:	28th August, 2023
	25th December, 2023
	26th December, 2023
	1st January, 2024
	29th March, 2024
	1st April, 2024
	6th May, 2024
	27th May, 2024
Teacher Days:	24th August, 2023
	25th August, 2023
	13th November, 2023
	15th July, 2024
	16th July, 2024