

Spring Vale Primary School

Headteacher: Mr C Blunt



Prospectus 2025-2026



Together Everyone Achieving More



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Our school is a story and our story can shape and change lives...

Once, in a quiet, unassuming corner in the south of Wolverhampton, there was a peaceful valley. In time, gently urged on by the forces of nature, water rose to the surface of the vale, and began to nourish growth there.

And then, one day, there appeared the first green shoots of a tiny sapling in the middle of the vale.

The sapling grew quickly and straight, its outstretched branches reaching for the sun and soon it had blossomed into a mighty tree, towering up into the sky. Its roots grew thick and strong, and its trunk was sturdy and powerful, unmovable and able to withstand any storm, an enduring symbol.

Today this tree is our school.

We are Spring Vale Primary School, the protectors of that sacred sapling that became a mighty oak. Decades later, it stands taller and prouder than ever before.

Our school is strong because we have ambition and high expectations of every child.

Our school is strong because we are passionate about education and its power to transform lives.

Our school is strong because we approach all children with the spirit of kindness. But we do not ever confuse kindness with lowering our standards, because we value achievement above all else.

Every day, we water the tree from the eternal spring of optimism that we have for the children of our community, as we seek to change the economic and educational destinies of our community through a relentless pursuit of excellence. We tend to our valley so that we can remove all barriers to children's success, and break through the glass ceilings of local and national expectations, so that we can stand against any other school as truly world class.

Like that mighty tree, our school is place of continual growth. We are unapologetic in always wanting more for our children, refining our curriculum and improving our systems to ensure that our children always get the best deal.

And, like a tree, we expect our children to grow, too. We want them to have every opportunity, to become lifelong learners and global citizens, to have a moral compass and to be the best that they can be. We want them to always reach out their hands to grasp any opportunity to learn, like the uppermost branches of the oak, stretching out in search of the sun.

Our school, like a tree, can shelter children from a storm, can give them a place to climb and to play and can inspire and delight them with its majesty and wonder. It is a pillar at the centre of our community and will always be there, whatever the weather, to always remind them that they should have the ambition to grow up strong and tall, just like the great oak in that peaceful valley.

We are Spring Vale. We are the tree that grew and will continue to grow – now and always.

Dear Parents,

Welcome to Spring Vale Primary School. This prospectus is intended to paint a broad picture of the school. Thank you for taking the time to read it.

Primary aged children have been born into a time of unimaginable technological and world change. It is our role in school to equip our children with the skills needed to meet the challenges which lie ahead of them, while at the same time holding on to values which are important.

We want our pupils to leave Spring Vale Primary School with high academic and personal achievements, with a respect for each other and, above all, with a sense of pride and high self-esteem.

Their education will have begun on the day they were born and we value the role that parents play in their children's education. It is our job to build on those early years and to work with you to equip them with skills they will need to cement the foundations to life-long learning.

If we can achieve this and the children come to school with a skip in their step, a smile on their faces and excitement in their hearts, then we will all have succeeded!

Mr C Blunt
(Headteacher)

Olivia Kerr
(Chair of Governors)



Spring Vale joined the Lykos Trust in September 2024. Lykos are a relatively new trust with schools across Wolverhampton. The name Lykos is derived from the Greek word for “wolfpack”, symbolising strength, unity and collaboration, along with our roots in Wolverhampton communities.

Like a pack, we offer our schools a collaborative, partnership approach, with a focus on high quality learning experiences. We are a family of locally-led schools who share a common purpose, ethos and values whilst retaining our unique identities.

Lykos Vision

The Lykos Trust is an active learning community committed to providing high quality and inclusive education for all. Through creative collaboration, learning from each other across all phases, we provide rich opportunities for personal, academic and professional growth.

Our children and young people will be prepared for their journey beyond school. They will learn in our family of happy, safe and supportive locally-led schools who share our ethos, values and common purpose but each have unique identities.

We want all of our children and young people to be ambitious and aspirational, engaged and inspired, confident, independent and resilient so that they can play an active role in their communities. Through a wide and varied range of opportunities and experiences, they will be known as individuals, develop positive relationships and enjoy a sense of belonging and pride.

Every child truly matters to us and as such every child should achieve and leave us feeling confident, supported, challenged and equipped for life.

Mr. G. Tate, CEO



Mission Statement & Aims:

Together
Everyone
Achieving
More



Together with friends, families and community we care for ourselves, each other, our school and our world.

Everyone has access to a broad, balanced and stimulating curriculum, whatever their gender, race, ethnicity or ability.

Achieving our best is what we aim for every day we come to school.

More independence makes better learners and helps us to become good citizens.

Our Statement of Equal Opportunities:

At Spring Vale Primary School, people will not be treated differently, or be made to feel unhappy:

- Because they are a girl
- Because they are a boy
- Because of their name
- Because of the colour of their skin
- Because of the shape of their body
- Because they wear glasses or a brace
- Because of their family or home situation
- Because of their religion
- Because they have a disability
- Because they find something difficult



At Spring Vale Primary School, every child has the right to learn in a caring, happy and safe environment, without fear of intimidation or bullying. They also have a right to privacy and the opportunity to talk to a fellow student or member of staff confidentially about something that is concerning them.

Written and agreed by the children at Spring Vale Primary School

Our Curriculum:

We aim to:

- ⇒ To provide all young children with access to a broad and balanced range of educational opportunities whatever their sex, race, ethnicity or special circumstances.
- ⇒ To value pupil's contributions, setting high standards and promoting individual achievement which leads to success and higher attainment. To promote the development of each person's intellectual, social, emotional, spiritual, aesthetic, creative, moral, ethical and physical attributes.
- ⇒ To offer a curriculum which enables young people to develop the ability and commitment to participate as actively and constructively as possible in society.
- ⇒ To take proper account of the educational process of other influences to which young people are exposed by their own cultures, communities and society.
- ⇒ To nurture inventiveness, originality and creativity at all stages of the educational process.
- ⇒ To offer a curriculum which promotes enjoyment and a personal sense of fulfilment and achievement

It is within these principles that the Governors and Staff plan and organise the curriculum provision for the pupils at Spring Vale Primary School.

All teachers ensure that pupils receive a broad cross-curricular education which fully complies with the requirements of the National Curriculum.

Work is developed to take into account a wide variety of abilities and activities are planned to accommodate children whose needs range from Year 1 to Year 6 of the National Curriculum.

Children in Nursery and Reception follow the Early Learning Goals from the EYFS statutory framework. The total teaching time each week at Key Stage 1 is approximately 22.5 hours and at Key Stage 2 it is 23.75 hours.



All pupils are taught the core subjects of English, mathematics, science and PSHE and the foundation subjects of design technology, history, geography, art, music and P.E. as well as religious education. We also celebrate Britishness and our diverse cultures, religions and beliefs.

As part of the RE programme we would expect that children attend visits to places of worship. Any parent/carer has a right to withdraw their child from RE or Collective Worship in school but must notify school in writing of this intention. Supervision of any pupils withdrawn from RE and/or Collective Worship is arranged by the child's parent/carer.

Throughout all of these subjects children are given unique opportunities to develop cultural capital. . .

Sense of
humour

Self
Confidence

Study Skills

Networking
skills

Resilience

Behavioural
norms

Sex and Relationships Education (SRE) & Drugs Education

Sex and drugs education is delivered within the National Curriculum, Science and Personal, Social and Health Education Programme (P.S.H.E.). Sex education is part of lifelong learning about physical, moral and emotional development. SRE is about attitudes and values; personal and social skills; knowledge and understanding. Our pupils will learn to respect themselves and others, and move with confidence from childhood, through adolescence and into adulthood.

All children will have access to SRE which is appropriate for their age and maturity (physical and emotional) and mindful of their previous experience and knowledge. Whenever we deliver sex education lessons, parents are informed beforehand and are able to request to view any videos and resources we may be using with our pupils. Parents have the right to withdraw their children from parts of the sex and relationship education provided at the school, except for those parts included in the statutory National Curriculum.

(Details are available upon request).

Special Educational Needs (SEN)

The school has a Special Educational Needs policy which fully complies with the Government's Code of Practice. There is also in place a SEND co-ordinator (SENDCo) who is responsible for supporting staff and ensuring that the school implements the policy.

Programmes of study are developed to take account of a full range of abilities. Some targeted children receive extra support from teaching assistants and access extra intervention for support.

Spring Vale Primary School is a community school under Lykos Trust and it has no affiliation to any religious denomination. The school follows the LA Admissions Policy and the LA Agreed Syllabus for Religious Education. Membership of any specific religious group does not exclude a child from admission to this school.

All children who live in the neighbourhood around Spring Vale, or who have brothers or sisters already attending Spring Vale Primary School, are able to attend our school if there are sufficient places available.

Admissions to our School

Foundation Stage Unit Admissions

Our Nursery and Reception children are taught in our Foundation Stage Unit, which has a base for nursery and a base for reception children. During parts of the day, children mix together for activities.

We admit Nursery children for half day sessions, either morning or afternoon, and have up to 25 children in each session. We also admit up to 60 children into the Reception class.



Nursery children are admitted as soon after their third birthday as places become available. This is normally in September and January of each year.

Reception All children are admitted to school in September. Children who have their fifth birthday between 1st September and 31st August will be admitted at the start of the Autumn term in September.

Key Stage 1 & 2 Admissions

We are a two-form entry primary school and our admission limit for each year group is 60 children.

Pastoral Care

The care and responsibility for children in school is that of the whole staff; Headteacher, Deputy Headteacher, Assistant Headteacher, class teachers, welfare assistants, teaching assistants, admin staff, lunchtime supervisors, caretaker and cleaning staff. We have many staff who are qualified first aiders who help with accidents and minor medical queries.



If parents/carers have any concerns about their child while at school, we encourage them to come into school to see the Headteacher, Deputy Headteacher, SENDCo or class teacher. However, in doing so, would you please be aware that the class teachers have responsibility for their full class during the school day and would only be free to give you their attention outside of these set times. The Headteacher or Deputy Headteacher are always available unless in a meeting, on the telephone or teaching.



Accidents/Illness at School

In case of accidents or illness at school, we ask all parents/carers to keep us informed of any change of address or telephone number. We require at least one emergency telephone number for every child. This should be for someone who would have your permission and accept the responsibility of collecting your child from school in the event that we could not contact you.

If a child has an accident at school that does not appear to require further medical attention, but we feel parents/carers need to be aware of, a letter will be sent home for information.

If a child has an accident that does appear to require further treatment, we will make every effort to contact parents/carers in order for the child to be comforted by someone they are close to and then taken for further treatment. If, however, we cannot contact anyone, the child would be taken to the hospital by a member of staff, while someone at school continues to try to make contact with home.

In an emergency, an ambulance would be called immediately and then school would try to make contact with parents/carers.

Medicine in School

The school staff have no professional obligation to administer medication to any child during the school day, however the following policy has been decided upon at Spring Vale Primary:-

If a child is on long term medication or recovered from an infection but needing to complete a course of antibiotics, then the staff are prepared to administer medication provided that it is prescribed by a doctor and needs to be taken **four** times a day. To prevent any confusion, before staff administer medication, parents/carers must give written authorisation by filling in a 'Medicine in School' form which details dosage and timings. These forms and the medicine are kept in a secure place.

Please note all medication must be in the original packaging. We are not able to give medication that has been prescribed for someone else. An adult needs to drop off and collect the medicine daily. We are not able to send medicines out with children.

Parents/carers are requested **not** to send medicine into school with children but to bring it to the office themselves.

Medical Assessments

Should parents/carers or the school nursing service have any concerns about a child from height/weight assessments, then parents will be contacted. We have close contact with the School Nurse and parents can meet with her if they have any problems they wish to discuss. In addition, throughout the year there are visits to school by the dental and audiology services. Height and weight checks are also carried out in Year 6.



Education Welfare Officer (EWO)

Our school has an Education and Welfare Officer. They usually visit on a fortnightly basis to liaise with the school's attendance assistant to examine the attendance/lates file and the school registers. Any concerns are then discussed and the most appropriate course of action is decided upon. They work closely with Mrs Whittall (Attendance Officer at Spring Vale).

Attendance

To enable children to reach their full potential regular attendance is essential. As a school we have annual returns to complete for the Government on the attendance, authorised and unauthorised absences, of the pupils at Spring Vale. The aim of the school is to have a high percentage of pupil attendance, a low percentage of authorised absences and no unauthorised absences. To help us achieve this it is very important that when pupils are not at school we are notified on the morning of the first day of absence. Should this not happen, our attendance assistant will follow up the absence either with a telephone call or a letter home.

All children attending school without absences for a full term receive a certificate. Those who have a full year's attendance are presented with a special certificate and badge. Each week, the class with the highest attendance receives a special certificate. We have also introduced Bronze, Silver and Gold certificates for children whose attendance has improved significantly. We have had great success in improving our attendance rates and we believe that attending school regularly has a direct effect on pupil performance. We are very proud of our excellent attendance.

Attendance at Spring Vale means that over a school year ...



0 Days Missed	➔	100%	➔	Perfection
4 Days Missed	➔	98%	➔	Well Done
★ 7 Days Missed	➔	96%	➔	Good ★
9 Days Missed	➔	95%	➔	Nearly There
11 Days Missed	➔	94%	➔	Needs Improving
4 Weeks Missed	➔	90%	➔	Persistent Absence
6 Weeks Missed	➔	85%		Serious Concerns

Punctuality

Children should arrive at school between 8.30 am and 8.45 am and be in their classrooms by 8.50am which is the official start to the school day. We ask for the co-operation of parents/carers in encouraging good habits with children. Punctuality is an important discipline that needs to be learnt at the earliest opportunity. Pupils who are late lose valuable learning time and also can deprive other pupils of learning time if the teacher has to repeat something for the latecomer. It is particularly important to be on time for the morning sessions when children are engaged in Literacy and Numeracy.

SCHOOL SESSION TIMES

FOUNDATION STAGE

Nursery	Morning	8.30 am – 11.30 am.
	Afternoon	12.15 pm – 3.15 pm.
Reception	8.30am / 8:45am – 3:00 pm.	

KEY STAGE 1

Year 1 8.30am / 8:45am – 3.00pm (Walk out of learning 3pm—3.15pm)

Year 2 8.30am / 8:45am – 3:00 pm (Walk out of learning 3pm—3.15pm)

KEY STAGE 2

Year 3—6 8.30am / 8:45am – 3:00pm. (Walk out of learning 3pm—3.15pm)

Leave of Absence

The Governing Body of Spring Vale Primary School are keen to maintain the school's very good attendance record. Our policy for leave of absence taken during term time is in line with Local and National guidelines.

Thinking of taking your child out of school during term time?

Current legislation states that any application for holiday (this is now called leave of absence) must be in exceptional circumstances and must be approved by the Headteacher in advance of the leave being taken. The Headteacher must be satisfied that the circumstances warrant the granting of leave.

The current law does not allow parents to take their child(ren) out of school during term time. Parents can be fined for taking their child(ren) out of school during term time without consent from the school. Further information can be obtained from the school office.

Leaving the school premises during the day

If it is necessary for a child to leave school during the school day, the parent/carer should sign the child out using our electronic system. Similarly, if a child returns to school during the school day they should be signed back in, in the same way. Children **must** be collected from the school office. We cannot send them off the premises without a parent / carer.

Dismissal at the end of the day

Parents/carers need to make their child aware of the arrangements at the end of the day, ensuring a lack of confusion and security for the child. For the younger pupils it would be helpful if parents/carers informed the class teacher if the end of the day arrangements were to differ from the norm. We expect that all younger pupils (KSI) are collected by parent/carers. They will not be released to walk home by themselves.



Food at School

Provision of meals at school

A choice of cooked meals is available daily for pupils at lunchtime, which include a vegetarian option, or children may prefer to bring a packed lunch. We now have a new multi-choice, healthy menu, which has proved to be very popular with the children. Payment for the cooked meals should be made on SchoolComms (our online payment system) in advance, on Monday of each week. All KSI children are eligible to receive free school meals as set out by the Government. In order to receive free school milk, by providing your data to us on our admission form we can regularly check with the Local Authority for entitled families. You do not need to apply yourself.

Healthy Lunchboxes

If a child chooses to bring a packed lunch, may we suggest that a balanced lunch would include:- sandwiches, a piece of fruit and/or a yoghurt and perhaps some type of healthy cereal bar. Water can be provided but if children wish to bring their own non-fizzy drink, please ensure that it is in a non-spill container. In accordance with Government Guidelines, children at Spring Vale are **not allowed** to bring crisps, sweets or chocolate bars in their sandwich boxes except for Fridays when they are allowed a treat. This matches up with the school meals service which provides chips on Fridays only. Children cannot bring **hot** soup or drinks for health & safety reasons.

Cooking/food tasting in school

Sometimes as part of topic work, pupils are involved in cooking activities or food tasting. Therefore it is very important that you inform us of any dietary or religious food requirements.

Morning Break

Children may have a carton of milk daily, at a cost of £15 per term (correct at time of print), payable on Schoolcomms (our online payment system) before the new term starts. The milk is subsidised by grants and the cost per term may vary. Children who are under the age of 5, or in receipt of Free School Meals, may also have Free School Milk. Please note that children who receive reduced price meals under the Flexible Charging Scheme are **not eligible** for free milk.

All children in the Foundation Stage and Key Stage 1 receive free fruit each day, at morning break. We ask parents not to send children with any other snacks. In Key Stage 2, children may bring in their own fruit or pay 50p per week for fruit from school. Children are not allowed to eat sweets, crisps or chocolate bars on the playground.

Breakfast Club

We run a very successful Breakfast Club each morning from 7.40 am until the start of school. Children pay £2.00 each, per day. You can book children in and pay for their sessions attended on Schoolcomms. The cost includes childcare and breakfast and they then join in activities such as arts and crafts, playing table top games, skittles, table tennis or they may bring in homework to complete. Please find below our Breakfast Club menu:-

Lightbites

Toast

Crumpets

Cereal

Yoghurt

Beverages

Apple juice

Orange juice

Parents are asked **not** to drop off children **before** 7.40 am as there is no supervision available.

After School Provision

ACES after school club runs every evening after school until 5.45 pm, for all ages. For further details, please call into school after 3 pm to speak to a representative, or please find an information pack in the main entrance.

Extra Curricular Sporting Activities

During the year there are sports activities which can include football, cross-country, street dance, multi-skills, gymnastics and musical theatre. Some of these clubs are run by staff during lunchtimes, others take place after school. Spring Vale enters children into sporting competitions and leagues during the year.

School Uniform

At Spring Vale Primary, Governors and staff believe that uniform is important. It gives the child a feeling of belonging to the school, pride in their appearance and solves the problem of children wearing unsuitable clothes to school.

The uniform for Spring Vale Primary School is:

For general school wear:

- School sweatshirt in maroon with pale blue Spring Vale logo.
- Jumper / cardigan in maroon
- Black or grey school trousers (tailored shorts/skorts in summer)
- Black or grey skirts / pinafore dresses of a reasonable length (blue and white checked dress in summer)
- Pale blue shirt / blouse / polo shirt
- School tie in maroon with pale blue stripe
- Black sensible, low heeled shoes

School sweatshirts, blue polo shirts, school ties and blue t-shirts can be bought from Ron Flowers Sports, 28 Queen Street, Wolverhampton, WV1 3JW. **ALL GARMENTS AND PROPERTY SHOULD BE CLEARLY MARKED WITH THE CHILD'S NAME.** School cannot be responsible for confusion over clothing if this is not the case.

PE kit - please send your child to school in their PE kit on their PE days - these can be found on the school website:

For physical education:

Blue t-shirt

Black shorts

Black pumps/trainers

Navy joggers

Maroon Hoodie

*These are available from Ron Flowers
embroidered with the school logo.*

A one piece swimming costume for
girls & swimming trunks/shorts

(not Long Bermudas) for boys

are required at KS2 for swimming
lessons. Children with long hair will
also need a swimming cap.

Jewellery is not part of the uniform and should not be worn to school. It is a safety hazard, especially at playtimes and in PE lessons. If parents insist that earrings are worn because of pierced ears, then these must be small studs and not of the looped or dropper type. Children will be asked to remove them for PE lessons. No bangles should be worn to school unless worn for religious purposes. Nail varnish or any other make-up is not part of the school uniform and should not be worn to school.

Extreme hairstyles are not allowed in school. This would include brightly coloured hair, spikes, Mohicans or patterns shaved into the hair.

Provision for 'The Arts'

At our school, we recognise the importance of the Creative Arts. We run a very successful choir who have performed at various locations outside the school. We are very keen to encourage artists into school to work alongside pupils.

Year 4 pupils are involved in the "Wider Opportunities for Music" scheme, where they learn to play an instrument over the year, as well as singing. Year 5 children have a weekly guitar lesson.

Key Stage 2 children have the opportunity to learn to play a brass instrument, with tuition from the LA peripatetic music team.

ICT Provision

All children have timetabled access to laptop and tablet computers to enhance learning. We are committed to keeping up to date with new technologies and each classroom has an inter-active white board, which is used to enhance teaching and learning across the curriculum. We aim to make learning exciting and children need to have good computer skills for life.

Homework

Parents/carers can help their children by taking an interest in the work that they are doing at school, listening to them, by sharing reading activities and generally talking to them about a range of activities. There is a school homework policy, which all families receive a copy of when their child enters full time education at Spring Vale. In conjunction with the homework policy, all children will have a 'home book' to bring home daily or weekly. This book will be for pupils to complete their homework in and for any messages to or from school.

Off-site Visits

We try to extend pupils' knowledge and experiences, both inside and outside the school grounds. Throughout the year we may take supervised small groups or classes on walks/visits in the neighbourhood. To prevent troubling parents/carers with many individual letters, we ask that one permission letter is signed at the start of each academic year to cover all such excursions into the locality near school. Occasionally pupils are taken further afield by public transport or coach and for these visits parents/carers will be notified in advance and separate permission sought. ALL these visits are covered by adequate insurance and are closely supervised by adults. The off site visits co-ordinator for the school is the Headteacher, Mr C Blunt.

Coach Journeys

The school follows the Local Authorities agreed guidelines on coach and minibus travel and uses local coach firms approved by the LA.

Supervision for School Visits

Wolverhampton regulations require schools, when taking pupils out on a visit, to have one adult to supervise 8 children between the ages of 5 – 7 years and one adult per 15 children between the ages of 8 – 11 years. For children aged 3 – 4 years, schools are required to have one adult supervisor for every four pupils.

Payments for School Trips

We ask for voluntary contributions for trips, however if parents decide that they are not going to pay, then we would have to cancel the trip for the whole class, as we do not have enough funding in school to cover all the costs. All trips are subsidised by School Fund (see next page). Entrance costs may not always be the same as advertised elsewhere, as we often book educational workshops for the classes at an additional cost. If it is an expensive trip, we always send the letters out well in advance and parents are welcome to pay a small amount each week. If your child is on free school meals, or you are struggling at the moment, for any reason, we always ask parents to come in to see us as we can make arrangements for payments over a longer period of time.



School Fund

We ask parents to pay school fund either by paying 50p per week or £5.00 per term. This is payable per family. We use these donations to subsidise school trips and without this money, the cost of school trips would go up considerably.

Safety/Security of Pupils

The main entrance to school is secured by a digital lock which is kept closed during the whole of the school day. There is free entrance to the lobby area where the admin staff are able to deal with any queries through the enquiry hatch. Should the main office not be attended, there is a bell to ring to attract attention.

The Foundation and Key Stage 1 and 2 play areas are securely fenced and gates are locked during the school day.

We ask parents not to enter school via the children's entrances, but to use our Main Entrance.

Cars

To maintain the safety of children once they have entered the school gates, parents' cars are excluded from the school site at all times during the day. We also ask parents to park sensibly outside of school in the interests of the safety of the children. There is further parking at the back of the school, which may provide an alternative during busy periods.

Dogs

For a variety of reasons; safety, children's fears and health related reasons, no dogs are to be brought onto the school site, even if they are on a lead.

Disability Access

The school occupies a flat site and is very accessible for pupils and adults who are wheelchair users. We have a number of ramp access points and a disabled toilet. We have automatic entrance doors which give full access to the office. Future plans to improve disability access can be found in the school's accessibility plans.

Smoking

Smoking is not allowed in public buildings, you are breaking the law if you do so. Spring Vale Primary School has been designated by the Governors as a 'No Smoking Site'. This means no smoking anywhere on the site, whether inside or outside of the building. This includes electronic cigarettes. Staff, parents/carers and all visitors to the site are expected to adhere to this policy.

Reporting to Parents

Staff are available to talk to parents about their child's progress at any time during the school year and we ask parents to arrange a mutually convenient time and date.

Parent Interviews are arranged in the Autumn, Spring and Summer Terms when parents can discuss their children's targets for the term and their progress. In the Summer Term, parents can discuss their child's End of Year Report.

Safeguarding

Safeguarding of pupils is one of the most important aspects of school life at Spring Vale Primary School. We have a detailed Safeguarding and Child Protection policy available should any parent/carer wish to see it. This is available on our school website. We are an Operation Encompass school, meaning we work closely with the police to share information about families in our care.

Behaviour at School

We create an atmosphere of mutual respect and co-operation in school by building meaningful relationships between children, staff and parents/carers. We expect that everyone speaks to each other in a respectful manner and we do not tolerate rudeness.

We believe that it is necessary for the safety and wellbeing of children to establish a friendly but firm code of discipline in school, with every member of staff following a consistent, fair approach; encouraging the children towards self-discipline.

When children begin full time school at Spring Vale, they will bring home a copy of our behaviour policy, which explains in more detail our approach to behaviour and discipline in school, along with our rewards and sanctions system (Good to be Green).

At the start of each school year, pupils in each class decide on their class rules. The school rules are displayed around the building to serve as a reminder to pupils.

We do hope that our approach to behaviour and discipline will be reinforced by the continued support of parents/carers at home. In the event of any concerns or suggestions that you, as parents/carers, may have, please do not hesitate to contact the Headteacher at the school to discuss them.



Complaints Procedure

At Spring Vale Primary school, we endeavour to listen to any concerns from parents or children immediately. We operate an open door policy, where parents are encouraged to come into school if they have any concerns and discuss them informally with their child's class teacher or the headteacher. In this way, issues are usually resolved on the same day that they are raised.

If parents are concerned at all about anything to do with their child's education or their general wellbeing in school, [please come and see us to talk about it](#).

We can often resolve problems very quickly – children sometimes get messages muddled up, or only tell their parents half of the story! We will listen to any concerns politely, receive them sympathetically and deal with them speedily.

We also ask parents to approach members of staff, other parents and children politely, without shouting or using threatening behaviour. If there has been an incident concerning another child in the school, we ask parents not to approach that child individually or their parents, as this can sometimes result in heated arguments, which can quickly get out of hand. Always speak to the class teacher or headteacher and we will resolve the issue in school and let you know what action we have decided to take.

The Governing Body will not tolerate any rudeness towards children or staff of the school. If you start to shout at a member of staff, you will be asked to leave the school site and come back at another time when you are able to speak more calmly. All incidents of aggressive behaviour are reported to the LA, who can, in extreme cases, issue a 547 notice banning parents from the school site.

Dealing with Complaints – Formal Procedures

In the unusual event that initial attempts to resolve a problem have not been successful, and the person raising the concern remains unsatisfied, then parents will need to follow the school's formal complaints procedure. We follow the guidelines issued by the DFES.

STAGE ONE

Parents are asked to put their formal complaint in writing to the Complaints Co-ordinator. At Spring Vale Primary this is the Headteacher or the Deputy Headteacher. The complaint will then be heard objectively and impartially.

When investigating complaints, we will make sure that we:

- ⇒ Establish what has happened so far and who has been involved.
- ⇒ Clarify the nature of the complaint and what remains unresolved.
- ⇒ Meet with the complainant or contact them.
- ⇒ Clarify what the complainant feels would put things right.
- ⇒ Interview those involved in the matter and/or those complained of, allowing them to be accompanied if they wish.
- ⇒ Conduct the interview with an open mind and be prepared to persist in the questioning.
- ⇒ Keep notes of any interviews.

When investigating a complaint, we will always endeavour to identify areas of agreement between the parties and to clarify any misunderstandings that may have occurred.

If a complaint is upheld, it may be appropriate to offer one or more of the following:-

- ⇒ An apology
- ⇒ An explanation
- ⇒ An admission that the situation could have been handled differently or better.
- ⇒ An assurance that the event complained of will not recur.
- ⇒ An explanation of the steps that have been taken to ensure that it will not happen again.
- ⇒ An undertaking to review school policies and procedures in light of the complaint.

STAGE TWO

If a complaint remains unresolved after being heard by the complaints Co-ordinator, then parents are asked to write to the Chair of Governors, giving details of the complaint. The Chair will then convene a Governing Body Complaints Panel, which is the final school-based stage of the complaints procedure.

They will hear the complaint at a specially convened hearing, where each side is given the opportunity to state their case and ask questions. Written material is seen by all parties.

The Chair of the Panel will ensure that the complainant is notified of the panel's decision in writing, within seven days of the hearing. This letter will also explain if there are any further rights of appeal and, if so, to whom they need to be addressed.

Spring Vale Primary School Formal Complaints Procedure Flowchart

1. Formal Complaint heard by Headteacher

Acknowledge receipt of complaint

Write to complainant with outcome of investigation



Issue resolved



Issue not resolved



2. Complaint heard by Governor's Complaints Panel

Issue letter inviting complainant to meeting.

Issue letter confirming panel decision.

Destination of School Leavers

Year 6 pupils leaving school in July 2025 went to the following secondary schools in September

2025:

- Beacon Hill Academy
- Colton Hills Community School
- Heath Park
- Highfields
- Moreton
- Ormiston SWB Academy
- St Matthias School
- St Peter's Collegiate Academy
- St Regis Church of England Academy
- The Dormston School
- The Khalsa Academy
- Thomas Telford
- Wolverhampton Girls High School



Governors' Information to Parents

Policy of charging for Visits or Events in School

All charges for educational visits or special events which involve external providers, organised by the school, are voluntary and no one should be excluded from participation in any of these events on financial grounds. However, these visits and events can only continue at the present level on the basis of receiving voluntary contributions from parents/carers. Children in receipt of free school meals are also entitled to free board and lodging on residential trips. However, this would amount to approximately 10% of the overall costs. As a school, we always subsidise residential visits by more than 10% per child. The Headteacher will be available to see any parent/carer experiencing difficulty in offering a voluntary contribution, in order that a solution may be found.

Legislation and Documentation

Educational Legislation arising from Acts of Parliament and documentation concerning the National Curriculum are to be found in school. If any parents/carers wish to see any of this documentation, please arrange a mutually convenient appointment with the Headteacher.

Curriculum Statement

Our bespoke curriculum has been written and designed by all stakeholders. A full copy of our curriculum statement is available on the school website.

Our Curriculum Statement:

Reading will always be at the heart of our curriculum. We believe that learning to read is a magical experience. It opens the doors to endless possibilities and life long learning. For us, reading well, and for pleasure, is the foundation for learning and allowing every child, from all starting points, the opportunity to succeed and live learning. Additionally, we believe music combines the development of ideas and concepts, through exploration and education of feeling, thus helping to educate the 'whole' child emotionally, spiritually, intellectually and socially. At Spring Vale, we believe every child should have the opportunity to learn a musical instrument whilst at primary school. We are also passionate about children leading healthy lifestyles, being proud of their background, culture, school and city, achieved through our PE and PSHE curriculum alongside enrichment opportunities. Our curriculum is focused on children and ensuring they leave Spring Vale with skills to equip them for their future.

Mathematics: The mathematics curriculum at Spring Vale has been designed to be ambitious in expectations of all learners with an emphasis on reasoning and applying mathematics to create life long mathematicians. Children are taught skills and their complete challenge to apply their learning in each lesson followed by a 'One last Challenge' to stretch learners at the end of each session and encourage children to challenge their own thinking. Practical and contextualised resources allow children to make links between their learning and the world around them. We believe knowledge is the key to achieving mathematical ability. In Key Stage 2, children can learn to calculate their own calculations in the area of maths.

Literacy: At Spring Vale Primary, we firmly believe that reading should be fun and not a chore. Children have lots of opportunities to read as often throughout the day. There are book, magazine, children's newspaper, comic and online reading lists available in class, the library and on the playground during break times. We encourage pupils to read at home every day and ask parents to sign their reading record to say that they have heard their child read. We teach phonics through the Letters and Sounds phonics scheme. This is taught in small groups. 3 times a week in Foundation, Key Stage One and Key Stage Two (where appropriate). In addition, we believe in giving children the opportunity to create high quality writing through reading skills. Pupils are taught and advised this as a range of models from Creative Texts, such as Fantasy based, model writing and cross curriculum ideas to support our children. Vocabulary resources are key driver in the teaching of writing opening children to a language-rich curriculum from our Foundation Stage.

Music and The Arts: Art is a powerful and very important communication tool for our pupils. Art combines the development of ideas and concepts, through exploration and education of feeling, thus helping to educate the 'whole' child. Art is the nature of the 'art' and its diversity there is no right or wrong way to create a piece of art or music. Therefore pupils at Spring Vale can gain confidence and a feeling of achievement from whatever they create and read may be. We want all our pupils to experience a wide and varied Art and DT Curriculum, which leaves them with self-reliance. Alongside this, we believe every child should have the opportunity to learn a musical instrument whilst at primary school. All of our Year 5 children have this opportunity followed by brass lessons throughout Key Stage 2.

Computing: At Spring Vale Primary School we believe that computing should permeate the curriculum, allowing our children to learn how they need when they need and when they need. We believe that computing should be a lot for learning. Effective computing equips with well trained, confident and enthusiastic staff allow our children to develop the necessary computing skills needed for lifelong learning in the 21st Century. Computing equips our children with the skills to be able to create a successful career.

PE: At Spring Vale Primary School we believe that competing should permeate the curriculum, allowing our children to learn how they need when they need and when they need. We believe that competing should be a lot for learning. Effective competing equips with well trained, confident and enthusiastic staff allow our children to develop the necessary competing skills needed for lifelong learning in the 21st Century. Competing equips our children with the skills to be able to create a successful career.

PSHE: At Spring Vale, children are taught about the importance of mental and physical health, including self-esteem and body image. We believe it is crucial to build effective citizens through teaching about positive relationships, keeping safe, behavioural norms and setting expectations. Each half term, pupils in each year group are also given an 'In the News' lesson, focusing on key events and issues from the world they live in. We believe giving children these learning opportunities sets them up for further learning in the future.

Science: At Spring Vale Primary School we value Science because it makes an increasingly important contribution of all aspects of life. All children are naturally curious about their environment and Science makes an invaluable contribution to their knowledge and understanding of the world. Science is a body of knowledge built up through experimental testing of ideas. Science is also refreshing, a practical way of finding reliable answers to questions we may have about the world around us. Science in our school is about developing children's ideas and ways of working that enable them to make sense of the world in which they live through investigation, as well as using and applying previous skills.

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Insurance

The school has full public liability insurance cover under the LA insurance scheme. The school's property is also insured. Parents are reminded that children's personal belongings are not covered by the school's insurance and they should therefore make provision for these items under their home insurance policies.

Term Dates 2025/26

Autumn Term 2025

- Term Time: Monday 1 September 2025 to Friday 24 October 2025
- Half term: Monday 27 October 2025 to Friday 31 October 2025
- Term Time: Monday 3 November 2025 to Friday 19 December 2025

Spring Term 2026

- Term Time: Monday 5 January 2026 to Friday 13 February 2026
- Half term: Monday 16 February 2026 to Friday 20 February 2026
- Term Time: Monday 23 February 2026 to Friday 27 March 2026

Summer Term 2026

- Term Time: Monday 13 April 2026 to Friday 22 May 2026
- Half term: Monday 25 May 2026 to Friday 29 May 2026
- Term Time: Monday 1 June 2026 to Friday 17 July 2026

There will be additional teacher training days.







Spring Vale Primary School

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