



Kings Meadow School

Believe and Achieve

Kings Meadow School Brochure 2022



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Welcome to Kings Meadow School



Dear Parents / Carers,

I am pleased to write these few words of welcome on behalf of the Staff, Governors and Pupils of Kings Meadow School

This brochure has been designed to help you find out about the School, its Staff, Governors and Pupils. I do hope you find it informative.

Starting a new school can be a daunting experience but you can rest assured that we will do everything we can to make the transition as stress free as possible.

Obviously, no booklet will convey everything you might want to know, so do feel free to ask questions, make comments and above all, come and see us and talk to the staff and pupils. We hope your child will enjoy and benefit from their experience at Kings Meadow School.

Mrs Helen McCormack

Headteacher



Kings Meadow School

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General Information

| | |
|-------------------------|--|
| Address | Kings Meadow School Manning Rd Moulton Leys Northampton NN3 7AR |
| Telephone | Tel 01604 673730 Fax 01604 673739 Email head@kingsmeadow.northants-ecl.gov.uk |
| Type of school | LA Maintained Special Co-Ed Primary S.M.E.H. School |
| Age range | 5-11 |
| Chair of governors | Mr Hugh Williams 01604 673730 |
| Headteacher | Mrs Helen McCormack 01604 673730 |
| Deputy head | Miss Sasha Lees 01604 673730 |
| School business manager | Miss Amanda Tanfield Tel 01604 673730 |
| Website | https://kingsmeadow.northants.sch.uk/ |

Introduction to Kings Meadow School



Kings Meadow is a nurturing school, which prides itself on our inclusive family ethos.

At Kings Meadow School, we are committed to working in partnership with parents / carers, other agencies and the wider community. By

working together, we hope to give children the chance to develop their talents in an atmosphere, which fosters tolerance. We see the education of our children as a partnership between home and school, and, like any partnership, it will succeed in an atmosphere of mutual trust.

Kings Meadow School promotes a learning community where we believe all pupils have the right to learn and grow intellectually, emotionally and socially in a nurturing environment.

Kings Meadow School is a place where all pupils are encouraged to achieve their greatest potential.

We believe all pupils should:

- ✓ feel safe in a caring environment, which through an ethos of support, challenge and encouragement recognises, celebrates and builds on success
- ✓ have equal opportunity to enjoy a high quality education that meets their academic, creative, emotional, physical and spiritual needs
- ✓ Be encouraged to develop the attitudes, skills and abilities to become co-operative, respectful, confident, independent lifelong learners, well prepared to take their place in a rapidly changing world have opportunities for fun and enjoyment.

Additional needs Consideration

Although social, emotional and mental health difficulties is the most significant disability in respect of educational progress, it is recognised that pupils may have associated or significant learning difficulties. All pupils at Kings Meadow need close monitoring, consistent management and high levels of professional support and guidance. All pupils need help with the development of social competency and emotional maturity.

The overall curriculum is planned and delivered in the context of the social, emotional and behavioural difficulties experienced by our children. The Statement of Special Educational Need or Education, Health & Care Plan details these difficulties and the school has developed its own behaviour curriculum to meet these identified needs.

We provide a caring and structured environment with clear expectations, which emphasise the personal and social development of the pupils. It is in these areas that our pupils have experienced most difficulties in the past.

In the classroom, the National Curriculum is largely delivered to take account of individual needs. Many of our pupils are underachieving and have experienced difficulties with their learning. Consequently, in our presentation of the curriculum, progress is through small easily achievable steps through which we aim to provide success and the opportunity for consolidation. Hopefully this will provide confidence and reduce the fear of failure which has so often presented a barrier to progress in the past.

There is also an emphasis on developing appropriate classroom behaviour, improving organisational skills and learning how to work co-operatively. All of these are basic requirements if progress in the classroom is to be achieved and before a return to mainstream school can be considered.



School purpose and mission



School Purpose

Our school purpose is to develop our children's belief in themselves so that they can achieve success in a wide range of ways and flourish as life-long learners. We will promote independence, positive self-regulation and, above all, a positive attitude towards learning and a drive for excellence.

School Mission

Our approach to fulfilling our purpose is through a strong focus on developing the ability of our children to communicate effectively. Effective communication is fundamental to the development of the whole child. It is an essential part of building positive relationships and engaging in the learning process.

Our mission is to teach each of our children to become effective communicators so that they can:

- Make sense of their place in the world
- Learn how to build positive relationships with others
- Recognise their feelings and emotions and express them clearly
- Understand and respect the thoughts and feelings of others
- Be able to ask for what they want and need
- Engage in different types of learning and experience success



ADMISSION ARRANGEMENTS

Admission follows completion of a statutory assessment; all children have a Statement of Special Educational Needs or an Education, Health & Care Plan. The Local Authority determines admission to the school, considering parental preference and following consultation with the governing body.

The majority of admissions take place at the start of the academic year. Additional places may be made throughout the year if space is available.

Where possible a member of staff from Kings Meadow visits the pupil in their current placement and pupils are invited to visit the school prior to admission.

POST ADMISSIONS PLANNING MEETING

After 6-8 weeks after your child starts at Kings Meadow, parents/carers are invited to attend a Post Admissions Planning Meeting. The purpose of this meeting is to share how the pupil has settled and assessment information gathered. Individual pupil target's are discussed and agreed. These targets relate specifically to the pupil's Statement of Special Educational Need or EHC Plan.

ANNUAL REVIEW MEETING

Each year there is a meeting to formally review individual pupils' Statement of Special Educational Need or EHC Plan. A report, from school, is distributed prior to the meeting. The report outlines progress made towards achieving the agreed objectives, a review of current provision; suggested objectives for the forthcoming year are also indicated.

It is vital the parent/carers attend this meeting as important decisions are made concerning the pupils education.

The Annual Review is a statutory requirement. However, we welcome and encourage regular contact and enquiry from parents / carers and should there be a need, an informal review meeting can take place at any time throughout the year by agreement.

It is important for all parents / carers to realise that the Statement of Special Educational Need or an EHCe Plan is kept under constant review and that parents / carers are an important part of this process. Changes and modifications to the Statement or EHC Plan are dependent upon the progress of the individual pupil

Attendance and holidays



Attendance

Daily registers are kept on your child's attendance at school.

If your child is, absent from school please phone the school office

01604 673730 as soon as possible giving the reason and expected length of absence.

You must also inform school transport.

We cannot authorise an absence reported by an escort or driver.

Legislation states that failure to let the school know the reason for absence will result in an unauthorised absence being recorded against your child's name. All parents / carers need to be aware that unless an explanation is received for all absences then that period of absence will receive a code of '**unauthorised**' and appear on your child's record. As part of your child's annual report parents / carers receive a copy of the computerised breakdown for their child's attendance throughout the year.

The school has in place an attendance award system to acknowledge good attendance.

Holidays in term time

The education of your child is vital therefore holidays should be planned wherever possible during school holiday dates. It is now against the law for headteacher's to authorise family holidays during school term time.

Term dates can be located via the main office upon request or on the school's website.



Teaching and Learning



The Curriculum

At Kings Meadow School, we plan the curriculum carefully to provide an adaptive, meaningful and worthwhile education that will prepare our children for the experiences and responsibilities of secondary school education and later life.

Teaching and Learning styles reflect the needs of the pupils. Work is appropriately differentiated. Staff build on success not failure. We believe that it is important to celebrate successes / achievements as this will nurture pupil's self-esteem, motivate and encourage positive behaviour.

We work hard to shape and make the National Curriculum our own. We have tailored our curriculum by being creative; carefully evaluating our pupil strengths and needs. We have placed importance on promoting personal development, basic skills, creativity and physical activity.

We have been changing the way we deliver our curriculum. We have moved subjects across the academic year so strong links can be made across several curriculum areas at one time.

We use a continuous curriculum approach in which the children can explore different areas of learning through play. This includes sensory, construction, role-play and more, all relating to specific areas of the curriculum and encouraging independence and social interaction in turn building confidence and self-belief.

We believe that by linking subject areas we enhance concepts taught and enable our pupils to make purposeful connections across subjects. When subjects are linked this becomes an Integrated Learning Unit. The Integrated Learning Unit is given a catchy title to engage the children further. Some subjects do not lend themselves to being linked with other curriculum areas; these are known as stand alone subjects and are taught in their own right outside the integrated curriculum.

We provide our pupils with daily literacy and numeracy lessons where they are taught the knowledge, skills and understanding set out in the National

Curriculum. Lessons are sufficiently flexible to meet the learning needs of all children in the context of the subject being taught.

We believe that it is essential to teach our pupils social and emotional skills and understanding and as such our pupils access daily circle time sessions in which the children learn to express and understand their and the needs of others. This is delivered through a range of engaging activities.

Outdoor Learning

Each classroom has its own outdoor space that is set up with engaging activities relating to the curriculum. The children use this area as an extension of the classroom where they can explore the equipment and learn through play.

Once every term Kings Meadow has an enrichment day filled with activities. This can range from pirate day to coincide with our topic all the way to national celebrations such as the Queens Jubilee. The staff and children all participate together and enjoy exploring and learning new skills.

Further to this, class teachers will often plan end of year trips with their class to the park or farm.

Visitors

Kings Meadow offers a variety of learning and work in partnership with a host of different people.

We have various adults come into school to deliver lots of different sessions tailored to the children's needs, such as;

- ✓ Music
- ✓ PE
- ✓ Hot Shots basketball
- ✓ Theatre performances
- ✓ The mounts swimming baths
- ✓ Gymnastics.

The children look forward to participating in these throughout the year and learn new skills, which they are recognised for in celebration assemblies.

Religious Education

Kings Meadow School recognises the importance of an understanding of major world religions.

Children are helped to develop an awareness of the world around them through the exploration of religious, cultural and ethnic issues. As well as having knowledge and understanding of religions, pupils are encouraged to respond to questions of meaning and value. We also aim to promote tolerance, respect and a sense of awe.

[We follow the Northamptonshire Agreed Syllabus for Religious Education.](#)

Parents/ carers have the right to withdraw their child from Religious Education. If a parent / carer asks for their child to be wholly or partly excused from Religious Education, the school will comply unless the request is withdrawn. Parents / carers do not have to explain their reasons for seeking withdrawal but the school will invite parents / carers to clarify:

- ✓ The religious issues about which the parent / carer would object to their child being taught
- ✓ The practical implications of withdrawal
- ✓ The circumstances in which it would be reasonable to accommodate the parents / carers wishes
- ✓ If a parent / carer will require any advance notice of such RE and if so, how much.



Home/School communication



At Kings Meadow School, we believe it is vital to foster close links between home and school. Parents / carers play an integral part in this process. There are a range of ways in which staff/parents/carers can communicate.

- ✓ Email
- ✓ Telephone
- ✓ Face to face
- ✓ Class Dojo

The school operates an “open door” policy

Parents / carers are invited to contact their child’s class teacher whenever they wish to discuss anything concerning their child; appointments can be arranged at mutually convenient times. If you need to speak to the class teacher urgently, then you will usually be able to contact them before or after school starts. Parents / carers should bear in mind, however, that teachers may have prior arrangements or other commitments.

As well as informal visits, parents / carers will have the opportunity to attend the school for Annual Review meetings where they can discuss their child’s work and progress.

[In July, an annual written report is sent home.](#)

Regular coffee mornings/afternoons are held throughout the year, for parents/carers to see their child`s work and meet their teacher.

- ✓ Parents/carers are invited to celebration assemblies throughout the year as well as other events such as Sports Day.
- ✓ Staff will sometimes telephone you to discuss your child`s day and progress and we would encourage you to call us to let us know about anything that helps us support your child in school.

We believe communication is key and working in partnership helps us to provide an accurate level of care for our pupils.

It is helpful to know of any issues that pupils have before their entrance to school (such as medication issues) in order for them to receive an accurate level of support.

During your child's admission meeting you will be asked to sign:

Home/School Agreement: This document states the responsibilities of the school, the parent / carer and the child in order that school is an enjoyable experience and that every child achieves his/her full potential.

Internet agreement: Using the internet is part of the National Curriculum , though parental / carer consent is required.

Locality agreement: This document gives parental / carer permission for their child to take walks in the locality during the school day. This document covers your child's time in school.



School Uniform



The uniform of Kings Meadow is as follows:

Polo shirts, sweatshirts with the school logo ~ these are available from the school office

Trousers / skirts ~ black or grey. No jeans or tracksuit bottoms to be worn.

PE kit

Plain white t-shirt, dark shorts and plimsolls.

Jewellery

For safety reasons we ask that, our pupils do not wear any Jewellery. Inexpensive watches may be worn, but these should not include alarms or games.

Footwear

On entry to the building pupils change from outdoor shoes to plimsolls. Trainers/shoes are worn outside.

A uniform order is enclosed within the brochure.

PLEASE ENSURE THAT ALL CLOTHING IS CLEARLY LABELLED
WITH YOUR CHILD'S NAME



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School rules and Values



Kings Meadow School has 5 core values that are demonstrated both by staff and pupils. These are;

- ✓ Respect
- ✓ Teamwork
- ✓ Courage
- ✓ Kindness
- ✓ Determination

There are specific phrases used around school in order to help Pupils and staff to keep safe. These are our rules;

- ✓ Kind hands and feet- no hurting
- ✓ Kind Words- no swearing/put downs
- ✓ In the right place at the right time
 - ✓ Look after our environment
 - ✓ Listen and follow adult advice

The staff and children of Kings Meadow School would like school to be a happy and safe place.



Emotional Regulation



Here at Kings Meadow we believe in order for a child to succeed they first need to be ready to learn.

Emotional regulation is important to our pupils in order for them to access the curriculum and their social and emotional development.

At Kings Meadow, we believe in natural consequences.

We understand our pupils and how quickly they may go into shame.

We believe that “punishment” is **NOT** the answer! But Instead encourage pupils to take time away either with or without an adult in order for them to process, calm, engage in conversation and move on.

When a pupil is displaying disruptive behaviours we use the 4 r’s;

Regulate- Help the child calm their stress responses –fight, flight and freeze. Offer soothing and reassurance.

Relate- connect, empathise and validate feelings

Reason-Once calm and connected the child can engage, help them reflect.

Repair-What needs to be put right in order to move on?

Positive Physical Intervention:

Maintaining the safety of the pupils and staff in school may sometimes require that reasonable positive physical intervention is used. Rather than restrain a pupil we would always aim to calm them but situations can quickly develop to which staff must respond professionally and within specific guidelines. The broad categories where reasonable force may be appropriate are:

- ✓ Where action is necessary in self-defence or because there is an imminent risk of injury
- ✓ Where there is a developing risk of injury or significant damage to property
- ✓ Where a pupil is behaving in a way that is compromising good order and discipline

When a physical intervention has been used parents/carers are informed via telephone or email. A form, detailing the incident will be sent via the postal service.

All children within Kings Meadow School are designed an individual support and intervention plan. These plans help staff/parents/carers understand the needs of the child and the responses to disruptive behaviours, they are updated regularly and copies are sent home to parents/carers.

Parents/Carers can request information about their child's plan along with Team Teach information from the main office.

Sometimes children need time and space, away from the classroom in order for them to manage. Children have access to various spaces in school where they can do this either alone or with an adult, depending on their emotional regulation state. Children may access sensory circuits or games to help them calm and regulate before re-entry to the classroom.



Recognition and celebration



Pupils at Kings Meadow are shown recognition through a variety of methods in order to celebrate individual success, build self-esteem and grow confidence.

Recognition comes in many forms;

- ✓ Verbal praise
- ✓ Stickers
- ✓ Sharing success/ achievements with parents/carers by sending positive messages home.
- ✓ Certificates
- ✓ Moving up the class rainbow wall
- ✓ Sharing photos on Class Dojo
- ✓ Class Dojo points
- ✓ Attendance certificates for pupils who achieve 100% attendance
- ✓ Sharing success with other adults
- ✓ Sharing success with the Headteacher- Gold Book
- ✓ Special responsibilities
- ✓ Pupil of the week.
- ✓ Weekly celebration assemblies.

Class teachers will plan trips out with their classes towards the end of some terms.

At the end of every term the children have a DVD morning with snacks in recognition of their work.



Dealing with bullying



At Kings Meadow School we endeavour to create a caring environment in which all pupils are equally valued and learn to respect each other. The school's rules of appropriate behaviour have at their heart the desire to care for each individual child and create a happy and positive environment.

Bullying, in one form or another, is a problem in all walks of life—at school, at work and in many other areas of life. We recognise that bullying can take many forms. It can be purely verbal; it can be physical; it can involve name calling or exclusion from friendship groups. Whatever form it takes it is unacceptable and can cause great unhappiness and harm.

All staff at Kings Meadow School are vigilant and watchful of the early signs of bullying. Pupils are encouraged to feel free to talk to staff if they feel bullied or threatened. They are assured that action will be taken to address the situation. Where blame can be clearly established, appropriate sanctions will be used and it will be made abundantly clear that such behaviour will not be tolerated.

We will use the simple message below to communicate the meaning to children

| | |
|---------|---------|
| Several | Start |
| Times | Telling |
| On | Other |
| Purpose | People |

If you are worried about a pupil, please contact the school office to arrange a meeting with your child's class teacher.



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Pupil Wellbeing



First Aid

While at school the general well-being and safety of your child is of great importance and to these ends we deal with minor medical accidents within the school. When a more serious accident occurs, parents / carers are informed as soon as possible and joint action is taken.

The school has members of staff with current First Aid qualifications in each classroom, children are informed of 1st aiders in their class in order to receive prompt care if needed.

For the protection of all of the children in our care, we urge parents / carers not to send ill children to school, this includes children who are showing signs of COVID-19. If your child becomes ill at school you may be contacted to arrange collection of your child.

At the Admission Meeting medical details are recorded so that should a child become ill parents / carers can be contacted. **In order for us to provide the best possible care for your child it is vital we have up-to-date emergency contact details. Please ensure that the school is informed of any change of address, telephone number (including mobile phone numbers) or place of work.**

Medical/Dental appointments

If your child will be attending a medical/dental appointment during the school time then please let your child's class teacher know in advance.

Medicine

School staff are not obliged to administer medicines. However, should a pupil need to take prescribed medicine during the course of the school day parents/ carers will need to refer to the Administration of Medicines Policy and complete a request form, both of which can be found at the end of this brochure.





Healthy School



Kings Meadow School supports and actively promotes all aspects of the Northamptonshire Healthy Schools Programme.

We are proud of our Healthy School award.

Children have access to fruit at snack times and throughout the school day.

Children have access to breakfast in the mornings consisting of toast and cereal provided by Greggs breakfast scheme.

School Meals

Your child may bring a packed lunch from home or you may order a hot meal. Free school meals are available to those pupils whose families are in receipt of Income Support. If you would like more information about how to register for free school meals or how to order hot meals, please contact the school office on 01604 673730.

We eat in family groups, capitalising on this opportunity to promote social skills.

Healthy lunch boxes

We actively encourage all children to eat a sensible balanced diet. We do not allow glass bottles, canned fizzy drinks or sweets to be included in packed lunches.

Hot Weather

As the weather gets warmer we advise sending your child to school with a sunhat and sun cream. Water bottles along with water are available to the children throughout the day.

NO SMOKING/VAPING

Kings Meadow operates a no smoking/vaping policy.

This policy applies to all areas of the school building, including the grounds.



School day



Children may arrive at school
from 8.50a.m. Onwards

Many children travel to school on transport provided by the LA. Class staff greet the children, with positive comments at the main door.

The children then move to the classroom where they hang up any belongings and change their shoes. Children then complete a short settling activity before free time until breakfast is ready. Children have access to toast and cereal provided by Greggs breakfast scheme. Adults and children eat breakfast together to capitalise on social times.

School begins at 9.00a.m.

The start of the day is important and expectations need to be shared and understood by all.

Each class has its own timetable which is shared with the children.

After breakfast the children will usually have free time before being called to work 1:1 with an adult.

The children's learning is adapted to each child's individual need and broken down into small achievable chunks. In between learning tasks the children access free time which involves the use of continuous curriculum.

Friday mornings are celebration assembly. The whole school gather in the hall to celebrate and recognise individual success over the week.

Morning break, snack and chat

Morning break and snack and chat varies according to individual class timetables. These times provide our pupils with opportunities to develop a range of social skills as well as pupils speaking and listening skills.

We provide healthy snacks and participate in the Fruit and Vegetable scheme.

When outside the children are encouraged to be aware of keeping safe and which activities are acceptable. Activities are always supervised.

12.00—12.30 Lunchtime 12.30—1.00 Group time

Children may bring a packed lunch or have a hot dinner. The children eat their dinner in the classroom with the class teacher and another adult (if required) Again, this is considered an opportunity to develop appropriate social skills. At group time children have access to both inside and outdoor spaces such as, bikes, adventure playground, laptops and hall. Children are always supervised.

Afternoon registration is at 1.00p.m.

Children will usually start the afternoon with a story, this varies according to individual class timetables. Children will again be given opportunities to access continuous curriculum as well as complete activities 1:1 with an adult or whole class based. Children may sometimes participate in music, PE, gymnastics, basketball or swimming during the afternoon, this is again dependent on the class/school timetable.

School finishes at 3.00p.m.

Towards the end of the day, pupils are encouraged to collect their own belongings and get ready for transport.

A member of staff will call each child when their transport arrives.

Staff will walk each pupil out of the building to their transport.



Further Information



Access to records

It is the Local Authority's policy to provide open access to records. Parents / carers may, if they wish, ask to see their children's records by appointment with the Headteacher.

When children are admitted to Kings Meadow the school receives a LA file containing the pupil's educational profile and records. The file, which will be added to and reviewed, will eventually be passed on to the pupil's next school.

The file will hold the following information:-

1. Name, Address, Date of Birth, Doctor etc.,
2. Reports and records of the child's achievements
3. The Statement of Special Education Need and associated documentation
4. Correspondence

Charges for activities

The Governors support the policy that, within the resources available, education should be free and to that end will use available funds to the full.

Children's personal property

Parents/ carers are strongly advised not to send children to school with money or valuable items. School can not take responsibility for any valuables that are lost, damaged or stolen.

Child Protection

It may be helpful for parents / carers to know that the LA requires the Headteacher to report any obvious or suspected case of child abuse which includes non-accidental injury, severe physical neglect, emotional abuse and / or sexual abuse.

This procedure is intended to protect children at risk and schools are

encouraged to take the attitude that where there are grounds for suspicion it is better to be safe than sorry. We hope parents / carers appreciate how difficult it is for Headteachers to carry out this delicate responsibility and accept that the Headteacher will always act on what she believes to be the child's best interest.

Insurance

Parents/carers should be aware that there is no universal personal accident cover for school children. As there is no insurable interest, the Council's policies cannot extend to cover pupils engaged on educational visits, school journeys etc. The general liability policy protects the Council against the consequences of actions brought against it on behalf of pupils.

Safety and security within the school building

We need to know who is in the school building at all times in case of an emergency situation such as fire, and also to ensure the safety of children and staff.

For safety and security reasons all parents / carers and visitors must sign in at the Main Office before entering the school building.

We ask for your co-operation in this matter to ensure the continued well-being and safety of all children and staff on the school site.





Raising concerns and resolving complaints

From time to time parents / carers, and others connected to the school, may become aware of matters, which cause them concern. To encourage resolution of such situations the Governing Body has adopted the LA Complaints Procedure.

The procedure is devised with the intention that it will:

- ✓ Usually be possible to resolve problems by informal means
- ✓ Be simple to use and understand
- ✓ Provide confidentiality
- ✓ Allow problems to be handled swiftly
- ✓ Address all points at issue
- ✓ Inform future practice so that the problem is unlikely to reoccur.

Full details of the procedure may be obtained from the School Office or from the Clerk of the Governing Body.



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Kings Meadow School

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Building confidence and raising self esteem

Personalising the learning journey

Supporting and keeping children safe

Teaching with care and dedication

