

Hertford Heath Primary & Nursery School



‘Caring for all, learning for life’

**PROSPECTUS
2022-2023**

Welcome to our school. If you are new to our school community, we hope that you will find this prospectus both interesting and informative and are encouraged to visit our school.

Choosing a school for your child is one of the most important decisions you will have to make. The staff, Governors and I want you to choose Hertford Heath for the right reasons, because you share with us our expectations, standards and aims. It is an enthusiasm for learning that we wish to promote.

We cannot encompass everything we are working for within these few pages so we would urge you to visit the school and talk with staff, children and parents.

Your child will not fully benefit from our school, or any school, unless they see their parent as part of a partnership, working together with us with one intent to provide a safe, happy and challenging environment where they can fulfil their full potential.

We always welcome the chance to meet prospective families so should you wish to visit during the school day, please feel free to make an appointment to visit.

Yours sincerely,



Rebecca Baggaley
Head Teacher.

All information in this prospectus is correct as of September 2022 however, changes may occur during the academic year.



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Vision Statement
'Caring for All, Learning for Life'



Aims of Hertford Heath Primary & Nursery School

To develop to the full the different capabilities of every child and to provide them with a firm foundation for learning throughout life.

Our school should...

- be happy and welcoming
- provide a safe, secure environment where everyone feels respected and valued
- create an environment where learning is perceived as purposeful, challenging and pleasurable
- work in partnership with parents, the community, the Local Education Authority and with outside agencies to promote high expectations and continuous improvement
- develop independent thinkers who are socially and environmentally aware
- enable children to take an increasing responsibility for their behaviour and their role in the learning process
- promote a can-do ethos
- recognise and celebrate each individual's achievements
- keep up to date with the latest thinking on learning and clearly demonstrate best practice
- provide for the professional development of all staff so that we are all part of the learning process

School Details

Hertford Heath Primary & Nursery School
Woodland Road
Hertford Heath
Hertford
Herts.
SG13 7QW

Telephone: 01992 583622

Email: admin@hertfordheath.herts.sch.uk

Website: www.hertfordheath.herts.sch.uk

Head Teacher: Mrs Rebecca Baggaley

Office Manager: Mrs Karen Jones

Chair of Governors: Mrs Julia Hodson



About Our School

Hertford Heath Primary & Nursery School is a one-form entry school. We admit 26 children into our Nursery class and 30 children into Reception and above. We offer a 30-hour provision per week from 9am to 3pm each day in our Nursery class (made up of two sessions; 9.00am to midday and midday to 3.00pm) and children can start Nursery in the term after they turn 3 years old. We also provide a Breakfast and After School Club for children in Nursery through to Year 6.

Our school is situated in Hertford Heath village therefore it has all the benefits of a village school; a nurturing atmosphere where all members of the staff know all the children and their families.

Our school has close links to the village, the church, the Parish Council, Haileybury College and the local Hertford Heath community but it is also classed as a Hertford & Ware school. A third of our children live outside Hertford Heath and come from the outskirts of Hertford, Ware and Hoddesdon. Some come from even further afield.

We have access to the same partnerships and opportunities as the other schools in the nearby towns; Haileybury swimming pool, Wodson Park, Hertford Theatre and links with fellow professionals at Churchfields Children's Centre and at the other Primary and Secondary schools in Hertford & Ware. Our children are well prepared for transition at Secondary school age; most people transferring to Simon Balle, Haileybury, Presdales and Richard Hale.

We have been recognised as a 'Good School' in our last four OFSTED inspections, the last one being in September 2017. We have a stable, caring group of class teachers and support staff, and a professional, supportive Governing Body. I have led the school since January 2019.

Rebecca Baggaley
Head Teacher



Staff Details

Head Teacher: Mrs Rebecca Baggaley
Assistant Deputy Head Teacher: Mrs Natasha Brotherton
Assistant Deputy Head Teacher: Mr Charley Chanter

SENDCo: Mrs Ruth Bamlett

	<u>Teachers</u>	<u>Classroom Assistants</u>
Nursery:	Mrs Tiia Sutherland Mrs Tiahna Mitchell	Mrs Nicola Walton
Reception:	Mrs Michelle Roberts	Mrs Kim Sweet & Mrs Dawn Oliver
Year 1:	Mrs Kelly Lord	Mrs Liz Hammond & Mrs Kerry Jones
Year 2:	Miss Sophie Alexander	Mrs Lisa Matthews
Year 3:	Mrs Natasha Brotherton	Mrs Josie Bartlett
Year 4:	Miss Olivia Pennington	Mrs Paula Fletcher
Year 5:	Miss Maxine Prosser	Mrs Jackie King
Year 6:	Mr Charley Chanter	Mrs Shellie Pain

Specialist Teaching Assistants

Mrs Elaine Kell – Pastoral Support Lead
Mrs Helen Morris – Speech & Language Champion

DT Teaching Assistants

Mrs Paula Fletcher
Mrs Christine Smith

Breakfast and After School Club staff

Mrs Christine Smith, Mrs Liz Hammond, Mrs Nikki Beadle, Mrs Paula Fletcher, Mrs Kerry Jones & Miss Emily Jones

Office staff

Mrs Karen Jones, Mrs Sarah Howell, Mrs Emma Oliver

Premises staff

Mr Mark Sapsed, Mrs Dawn Oliver, Miss Kim Holder

Kitchen staff

Mrs Jane Dean, Mrs Nikki Beadle

Governors

The school has a Governing Body which is responsible for supporting the school and for ensuring best performance. Members are from the community and include some parent Governors.

Chair of Governors: Mrs Julia Hodson

Vice Chair: Mr Simon Heard

Staff Governors: Mrs Kelly Lord, Mr Charley Chanter,
Mrs Natasha Brotherton

Head teacher (ex-officio) governor: Mrs Rebecca Baggaley

Other governors: Revd Sally Dryden, Ms Sarah Stanton, Mrs Emma Maidment, Mrs Emma Awad, Mrs Jemina Watts, Mrs Abby Simmons

The Governing Body is subdivided into two committees that meet termly; School Improvement and Resources. The full Governing Body also meets termly.

If you want to write to our chair of Governors, Julia Hodson, please do so via the School Office or via the Chair of Governors email; cog@hertfordheath.herts.sch.uk



Admissions

If you are considering applying for a place at our school and would like to visit, you would be very welcome. Please telephone or email our School Office for an appointment. Our Admissions policy is on our school website.

Children who are due to start in Reception will be able to apply through Hertfordshire County Admissions. You will receive a letter direct from Hertfordshire County Council (as long as you are registered with a GP/Health Professional) that explains how you should apply on-line. Should you need to contact Admissions with any queries, they can be contacted on 0300 123 4043 for additional information.

Children who would like to apply to our Nursery do so directly with the school. Dates for applications are on our school website. We offer a 30-hour provision per week from 9am to 3pm each day (made up of two sessions; 9.00am to midday and midday to 3.00pm) and children can start Nursery in the term after they turn 3 years old.

If you want to transfer your child from another school and are applying to come to our school at any other time then please contact In-Year Admissions at Hertford County Hall on the Admissions number above.

Our school admits up to 26 children in to our Nursery class and up to 30 children into our Reception class and the classes above (Y1-Y6).



What we offer at Hertford Heath

- Ours is a nurturing environment, a one form entry school so children stay with the same children each year as they move up through the school.
- We have a stable staff, a caring group of individuals to work with your children.
- We are historically a village school and have 'leafy grounds', there is a lovely big field plus three playgrounds – Nursery have their own outside play area, there is one playground for Reception, Y1 and Y2, another for Y3 and Y4, and another for Y5 and Y6.
- Classrooms contain a range of equipment and materials necessary to enable every subject to be taught, together with technology – an interactive whiteboards in each classroom plus a visualiser.
- We have laptop trolleys and iPads/tablets.
- School dinners are freshly cooked here on site – there is a three weekly rolling menu choice.
- We have a Breakfast and After School Club staffed by our own school staff – familiar faces who the children know.
- We have a new library area, freshly stocked with inspiring books.
- Our Y6 are taught in a smart modular building (freshly cladded and linked to the main building by a covered walkway).
- Children love PE here – we have achieved the Sainsburys 'Gold Award'.
- Music is taught by class teachers and by visiting music specialists. 37 Children are currently having individual and small group lessons in specific instruments (drums, keyboard, trumpet, trombone, clarinet, flute and guitar).
- Our children in Years 1-6 swim for a term each year. They attend lessons at Haileybury pool.
- We have a therapy dog called Rusty and 4 chickens!



Teaching methods

Teachers use a range of teaching strategies within the classroom. This varies according to the age, ability and needs of the children. Children have different learning styles and we aim to inspire children and create a love of learning. Each class has a Teaching Assistant.

- Whole class teaching, differentiated to meet the needs of all pupils.
- Group teaching and intervention support when appropriate.
- Children work in ability groups during English and maths.
- Some activities are taught where children can work with social groups. This depends on the activity and the learning objective.
- Monitoring and tracking systems – to ensure children's progress and their attainment is watched closely and that action can be taken with the support of both teaching staff and parents.
- Children learn both inside and outside the classroom.
- We encourage quality first hand experiences – we have visitors and we also participate in trips/visits.



Pupil voice: “I like how nice the children are and how the teachers listen to us when we need help. I also like how they make lessons fun for us.”

Foundation Stage or Early Years

EYFS (Early Years Foundation Stage) is made up of our Nursery class and also of our Reception class. Nursery runs two x 3 hourly sessions each day between 9.00am and 3.00pm each day and Reception runs in line with the rest of the school; 8.40am to 3.15pm.

Starting School

Parents can be apprehensive when their children first start Nursery or Reception. In most cases the parents find it harder to adjust in the first few days than their children do. It is natural for you to be anxious but teachers do understand. We have a wonderful 'Learning Journey' system called Tapestry where the Early Years staff communicate with parents using staff iPads. They monitor children's development and progress using the EYFS statements and use notes, photos and videos to show you what your child is up to at school and how they are developing.

Talk is vital. Talk to your child as much as you can. Children need to interact with adults and other children. They need to experience a range of physical and social activities both at home and at school. Build their independence – let them lay the table, count the cutlery, look out for numbers on houses and gates. Let them help you at the supermarket, look out for words and numbers. Find things that start with the first letter of their name. Talk about colours, let them cook with you, play with water and look at books together. Go to the park, encourage them to run, climb, ride their bike and talk about it.



The Curriculum

We teach a broad and balanced curriculum at Hertford Heath. We follow the subjects as specified in the National Curriculum. Reading, writing and maths are key. These are part of everyday school life and occur in all lessons, be it in the Early Years or in Y6.

It is really important for children to use and apply their reading, writing and numerical skills across all areas of the curriculum and to all situations. Children need to be confident in reading, writing and maths so they are able to problem solve, research and investigate independently. They need to be able to record their experiences and give explanations both orally and in writing.

The core subjects in Y1-Y6 are English, maths, science and computing. The foundation subjects are art, DT (design and technology), history, geography, PE (physical education), music, PSHE (personal social and health education), RE (religious education) and French.

Staff plan for the whole year – our Curriculum Plans can be seen on our school website.

We send home overviews / knowledge organisers termly so that parents are fully aware of what their children are learning. We hold 'Meet the Teacher' sessions at the start of each school year and we hold meetings for parents so that we can support you in understanding what your child is learning at school and how. Because reading is key we hold a reading meeting for Reception parents at the beginning of each year so they are fully aware of how important it is to support their child.

We hold other meetings for parents around the curriculum – meetings last year included sharing information about reading, phonics, eSafety, swimming, sex education. Please come along to meetings so you are fully informed.

The expectation has increased significantly over recent years. Parents are often surprised by what Primary aged children are expected to know and understand. We have high expectations here at Hertford Heath and appreciate support from parents so that children's homework is completed on time and to a high standard – neat, joined handwriting (from Y2 upwards), editing and checking for accurate spelling and calculations. It is particularly important to talk to them each week about their Big Talk homework so that they are prepared with ideas and vocabulary when it comes to their independent Big Writing session.



Collective Worship

We are not a church school however we have strong links with the local village church, Holy Trinity C of E church. The vicar, Rev Sally Drysdale visits our school regularly. We also visit the church and have wonderful celebrations there at Harvest time and at Christmas – we hold our Harvest service and Christmas Carol service there. This is always greatly supported by our parents.

We place great value in encouraging our children to develop both Christian and British Values – so that they have a tolerant attitude towards everyone, so they are respectful to their peers, to adults and to property. We have a caring and friendly school environment where all children are encouraged to understand religious, cultural, social and ethnic diversity.

We hold assemblies during the week and are reflective about our behaviour and attitudes. We listen to stories from other countries, to tales with a moral message, we sing together and we also celebrate each other's achievements.

RE is taught through the Hertfordshire Agreed Syllabus for Religious Education. Parents do have a legal entitlement to withdraw their children from RE and if they wish to do so should discuss this with the Head Teacher.



School Day

School Times

Child should be brought to school for 8:40am, the classroom doors will be opened at this time. Registers and classroom doors will close at 8:50 am and after this time parents must sign their children in via the school office. Children should not be left unattended in the school playground before 8:40am. In accordance with our 'Attendance Policy', registers close at 8.50am and any arrivals after this time is marked as 'late' any arrivals after 9.10am will be marked as an 'unauthorised' absence. The degree of lateness will be recorded in the register and drawn to the attention of the Attendance Improvement Officer when appropriate.

We have a flexible start time for the first few weeks in the Reception class where parents may drop their children off between 8:40 and 9:10am as well as flexible pick up arrangement options which will be explained at the Reception Class Information meeting usually held in June.

Morning Session 8.40 a.m. - 12.00 noon

(Years 1-6 have a morning playtime)

Afternoon Session 1.00 p.m. - 3.15 p.m.

(Year 1 and Year 2 have an afternoon playtime)

Nursery Times

9.00am to 3.00pm (2 x 3 hourly sessions)



Uniform

Our school uniform is compulsory from Reception - Year 6, and a basic version (Royal blue sweatshirt and pale blue polo shirt plus a bottom item – trousers/skirt/pinafore) is worn in the Nursery. It has been designed to be attractive, inexpensive and easily available.

Sweatshirts, cardigans, polo shirts, fleeces, summer caps and winter hats, PE T-shirts, PE bags and book bags, printed or embroidered with the school insignia, can be purchased from Kids Connection in Hertford (next to Sainsbury's). Although we have school uniform printed with our school logo available for purchase, this is no longer compulsory. Plain royal blue sweatshirts or cardigans and pale blue polo shirts are perfectly acceptable.

Plain black outside school shoes should be worn to school and can be worn during the day inside school too. Trainers are needed for PE. Plimsolls are also handy to wear for PE (as long as they are fastened and fit securely).



Hertford Heath Primary & Nursery School Uniform List

Girls	Boys
<p>Grey school skirt/ school pinafore/ school trousers Royal blue cardigan or sweatshirt</p> <p>Light blue polo shirt</p> <p>Plain grey tights, plain grey socks or white socks in the winter</p> <p>Plain black school shoes for winter (no boots)</p> <p>Blue checked dress for summer and white socks in the summer Black, navy blue or white sandals for summer</p> <p>Blue and/or white hair accessories should be worn, no other colours.</p> <p>School caps in house colours are available to purchase for the summer. Woolly hats in house colours are available to purchase for winter months.</p>	<p>Grey school trousers Royal blue sweatshirt Light blue polo shirt Plain dark socks Plain black outdoor school shoes</p> <p>Grey tailored school shorts can be worn in the summer</p> <p>School caps in house colours are available to purchase for the summer. Woolly hats in house colours are available to purchase for winter months.</p>
<p>Nail varnish must not be worn at school. No transfers/tattoos at school. Long hair must be tied back. Children should not come to school with dyed hair or with severe 'razor cuts' or patterns cut into their hair. A paint apron for Art and Craft is advisable. Jewellery is not permitted with the exception of children who have pierced ears - they may wear studs not sleepers. If they are using studs, then elastoplast or micropore tape should be supplied by parents to cover the earlobes during physical activity or they should be removed. Watches may be worn but must be removed for PE/swimming.</p>	

PE kit
<p>Dark blue PE T-shirt Dark blue shorts (plain) Trainers</p> <p>A dark blue tracksuit is desirable for the winter months for outdoor PE activities or plain dark blue jogging bottoms and sweatshirt</p> <p>One-piece swimming costume for girls (not bikini) Swimming trunks for boys (not baggy Bermudas) Swimming hat</p> <p>Football accessories if playing/practising with the football club and school team – football boots, shin pads, long football socks, football top and shorts</p>

Footwear/Shoes
<p>Plain black outside school shoes must be worn to school and can be worn during the day inside school too. Trainers are needed for PE. (If it is wet/muddy around school children will wear their PE trainers for outdoor play/lunchtimes).</p> <p>Plimsolls are also handy to wear for some PE activities (as long as they are fastened and fit securely). But plimsolls are not suitable for outside PE when the weather is wet.</p>

N.B. PLEASE LABEL EVERYTHING CLEARLY WITH YOUR CHILD'S NAME

Positive Behaviour

We expect the highest standards of behaviour at Hertford Heath. Our children live up to this expectation and we enjoy a very good reputation. We regularly receive praise from visitors and the general public comment positively on our children's behaviour whenever we are off-site.

When children start school they have to learn social skills; how to share, co-operate, negotiate. They also have to learn that their behaviour affects others. Children are rewarded for good behaviour – we issue SEAL superstar stickers weekly in our Sharing Assembly to children who have been nominated by staff during the week. We praise children for their good behaviour and the phrase, "At Hertford Heath we" is often used to emphasise our high expectations.

We spend time with children discussing real situations as and when they occur. They are encouraged to think of others and consider their feelings. Children are encouraged to think about their behaviour, to reflect and to 'say sorry' either verbally or in writing. Then can then change their behaviour and start afresh.

Children are expected to keep to our school rules and to our behaviour expectations. If children misbehave it is dealt with at once by the member of staff present. We will often state how 'disappointed' we are. It is important that children are taught that they have choices, that they are responsible for their own behaviour and that they must make 'good decisions' or face the consequences.



SEND

We are an inclusive school where all children have equal opportunity to succeed. We have a Special Needs policy in line with the latest Special Educational Needs Code of Practice and a SENDCo, Mrs Ruth Bamlett.

Mrs Bamlett oversees the provision for our SEND children. There is a range of options open to children with special needs. Most will have individual targets that are drawn up by the class teacher and/or the class Teaching Assistant or Learning Support Assistant, parents and child (where appropriate). Reviews are carried out regularly and for children who need further support than the school can provide, outside support services are used.

Child Protection

Schools have a responsibility to safeguard children. We have a Child Protection policy and procedures to follow. All staff are trained regularly in Safeguarding. Schools will consult with Social Services if they believe there is a possibility that a child may be suffering from abuse or neglect.

A referral to Children's services is not intended to be an accusation of any particular action or against any particular person. It is the reporting of concerns that have come to the school's attention. It is the duty of each member of staff to report concerns to the DSP who at our school is the Head. Whatever decisions are taken, the well-being of the child must come first. We have a duty of care to each of our children.

Accessibility, Inclusion and Equality of Opportunity

We do not discriminate against any member of the school community on the grounds of their age, gender, race, ethnicity, religion or sexual orientation. We are committed to removing barriers to access the curriculum, information and the physical environment for members of the school community with disabilities.

Frequently Asked Questions

What do I do if my child is sick and cannot attend school?

Punctuality and excellent attendance are essential. Children need to develop good habits and attitudes towards the importance of school/their education. Please telephone or email the school on the first morning of absence, should your child be ill. A written note or email must be sent to school at the end of an absence so we have an explanation to show to the Attendance Officer when she looks at our registers/attendance logs.

Should a child be sick or suffer from diarrhoea/a stomach upset, they must be at home for 48 hours from the last bout of sickness/diarrhoea to prevent the illness spreading.

Can my child be given medication by the school staff?

We do not have the facility to store antibiotics in a fridge. If your child is taking a prescribed course of medication that has to be administered during the school day then you will need to come to school to administer it.

Medicines must not be brought to school. The only exception is if your child needs an inhaler to control asthma or an epi-pen for a severe allergy and if this is the case the required forms must be completed.

If your child needs calpol/neurofen, we can, in certain circumstances, keep this in their folder for emergencies. However, these will need to be in measured sachets or of the fastmelt variety.

What happens if there is an accident at school?

Accidents in schools are rare but should one of a serious nature occur, the parents of the child will be contacted by phone. It is therefore essential that we have your up-to-date contact details. We have an accident log where all accidents/injuries are recorded. We send slips home to parents informing them of minor injuries and we send a 'Head Bump Note' home should a child suffer a bump/injury to the head.

How can I get involved in school?

We have a wonderful PTA who organise events in order to raise funds for the school, for the benefit of the children. Please come along to these events and offer your help. It is always very welcome.

We welcome help in the classroom too. However, we do not allow parents to volunteer to be regular helpers in their own child's classroom. We are very grateful for help with listening to children read, with our library, with transport to sporting activities, with Topic Days, with trips and with small group activities in class. Please contact our office if you have some time available. All volunteers must have DBS clearance and two references.

What is the school policy on my child wearing jewellery?

Children should avoid wearing jewellery. Only a watch and/or a small pair of plain ear-studs may be worn. We cannot be responsible for loss or damage. A watch and/or ear-rings must be removed for PE or swimming.

How do I pay for lunches or for other activities?

We have a school on-line payment system called SchoolComms. Once your child starts at school, you will be able to download the 'School Gateway' app and register your details. You will then be able to make payments for various activities via this app which parents find very convenient. The office staff will happily help you if you need assistance in setting this up.

If you are sending in cash for a school event requiring money to be sent in, we ask you send this via your child to their class teacher this must be in a labelled, sealed envelope containing the correct cash.

What options are offered for lunch at Hertford Heath?

Meals are cooked fresh on-site in our school kitchen. The staff in the kitchen are employed by Herts. Catering Ltd. and our menus are planned by HCL. They change regularly and the children get a daily choice of a red band (hot meat meal) a yellow band (school packed lunch),

a green band (hot veggie meal) or a blue band (jacket potato with two of three toppings). The menus are available on our school website. Children may also bring a packed lunch from home.

We operate a healthy eating policy therefore sweets, chocolate, fizzy drinks are not permitted. Nuts are not permitted, or foods containing nuts (including chocolate spreads), as we have children here with severe nut allergies.

Can my child bring a snack in for break time?

Children in Nursery, Reception, Years 1 and 2 receive a free snack every day – fruit or vegetables and milk/water.

Children in Years 3-6 can choose to bring in one of 3 options each day:

- A piece of fruit
- Some chopped up vegetables (cucumber/carrot/celery sticks)
- Cubes of cheese

Children are encouraged to drink water regularly from their school water bottle. We have Hertford Heath School water bottles available to purchase from the school office.

My child has lost their sweatshirt, what shall I do?

All items of clothing should be clearly labelled with your child's name. This way we can return lost items to their rightful owner.

Children must learn to be responsible for their own items and must look for it if it becomes lost. We would ask parents to email their child's class teacher for assistance if needed.

Sometimes we put lost property items on tables outside for parents to look through and claim. We dispose of items e.g. to local charity shops, if the box becomes too full.

How will I know what my child is learning at school?

There are Curriculum Maps for each year group on the school website. The Head sends out a weekly news bulletin with a list of diary dates so you are informed in advance of things that will be happening in school. The school website calendar is also updated with important dates.

In KS1 (Years 1 and 2) parents have the chance to come into school every Wednesday morning to look through their child's books with their child.

We have two parents evenings and an Open Afternoon (one each term) for you to visit your child's classroom and see classroom displays and their school books.

Will our child get homework?

All children have home learning. Every child is expected to read regularly at home. They have a school reading book and a reading record book for you to sign when they read with you.

Children are given home learning activities appropriate to their age, from letter/sound fans in Reception to topic projects in Y6. Children are expected to learn spellings and number bonds/times tables at home. They will also be sent Big Writing preparation 'Big Talk' homework regularly.

Children must be responsible for doing set homework tasks at home and for bringing it back to school on the appropriate day.

What do I do if I want to take my child on holiday during term time?

Head Teachers are no longer allowed to authorise holidays during term time. We have an Attendance Policy which is available on our school website.

Parents must apply for an 'Exceptional Circumstance absence' should they wish their child to miss time from school. However, these will be looked at individually by the Head and she will decide whether she feels it is 'an exceptional circumstance which she is willing to authorise'. The forms are available from the school office.

How do I know if my child is safe during the school day?

The school premises/site is fenced. We padlock our gates so the children cannot escape and strangers cannot access the site. The pathway to the office is open for parents, visitors and deliveries. We have security keypads at entrances and CCTV at various locations around the school. All people visiting the school have to sign in via our school office.

What would happen if I was upset about something?

Please talk to us. If you have a concern regarding your child's friends or their work in class please contact the class teacher. The class teacher is the person who spends the majority of the day with your child and they will be able to listen and offer an explanation. If your concern is not resolved please make an appointment to see the Head. The office and the website have copies of the complaints procedure, should you wish to use a formal route to complain. Any correspondence will be dealt with as soon as possible.

How will we find out how our child is performing at school?

We have two parent consultation evenings, one in October and one in March and an Open Afternoon in July for you to visit your child's classroom and see classroom displays and their school books. We offer individual appointments with class teachers during our parent consultation evenings so you can discuss your child's attainment and progress. We send home a progress report annually during the spring term followed by a final update in the summer. In KS1 (Years 1 and 2) parents have the chance to come into school every Wednesday morning to look through their child's books with their child.

In addition, you can always contact the school to arrange a mutually convenient time to talk to the class teacher or SENDCo should you have any concerns.

How will you help my child prepare for secondary school?

We have excellent relationships with the local secondary schools. Open Evenings are held by secondary schools in the autumn term for Y5 and Y6 children to attend with their parents. Once your child has been allocated a secondary school place, a teacher from their new school will visit us to talk to the Y6 staff and to the children. A transition day is held annually in July for each Y6 child to spend the day at their new school.

Our Y6 staff prepare the children well for secondary school – they are given responsibilities and are expected to show much more independence. Home learning increases and children are challenged by the Y6 curriculum which leads into the Y7 curriculum that they will face at secondary level.



Hertford Heath Primary School and Nursery

EYFS Attainment

	2018	2019	2021
Good Level of Development (GLD)	64%	73%	47%

Key Stage 1 Attainment

Subject	Reading			Writing			Maths		
Year	2018	2019	2021	2018	2019	2021	2018	2019	2021
ESX+	89%	90%	78%	75%	77%	70%	86%	90%	87%
GDS	25%	33%	43%	14%	17%	22%	29%	37%	22%

Key Stage 2 Attainment

Subject	Reading			Writing			Maths		
Year	2018	2019	2021	2018	2019	2021	2018	2019	2021
ESX+	88%	81%	76%	72%	77%	66%	76%	81%	79%
GDS	36%	45%	35%	16%	26%	31%	24%	23%	31%

NB: Due to Covid-19, the 2020 and 2021 SATs tests have been cancelled.

Teacher Assessment has been used to assess pupils' levels of attainment in 2021



HERTFORD HEATH PRIMARY SCHOOL

TERM CALENDAR

2022-2023

Autumn Term 2022

Inset Days: ***Thursday 1st & Friday 2nd September***

Children start: Monday 5th September to Friday 21st October (**35 days**)

Half-Term: ***Monday 24th October to Friday 28th October***

Children start: Monday 31st October to Wednesday 21st December (**37 days**)

Occasional Day: ***Friday 2nd December***

Spring Term 2023

Inset Day: ***Thursday 5th January***

Children start: Friday 6th January to Friday 10th February (**26 days**)

Half-Term: ***Monday 13th February to Friday 17th February***

Children start: Monday 20th February to Friday 31st March (**30 days**)

Summer Term 2023

Inset Day: ***Monday 17th April***

Children start: Tuesday 18th April to Friday 26th May (**28 days**)

Half-Term: ***Monday 29th May to Friday 2nd June***

Children start: Monday 5th June to Thursday 20th July (**34 days**)

Inset Day: ***Friday 21st July***

NB In some circumstances, there may be a requirement to amend an Inset/Occasional Day. We will provide plenty of notice and will not penalise parents who have already made bookings on dates we have published.



HERTFORD HEATH PRIMARY SCHOOL TERM CALENDAR

2023-2024

Autumn Term 2023

Inset Days: ***Friday 1st September***

Children start: Monday 4th September to Friday 20th October (**35 days**)

Half-Term: ***Monday 23rd October to Friday 27th October***

Children start: Monday 30th October to Wednesday 20th December (**37 days**)

Occasional Day: ***Friday 1st December***

Spring Term 2024

Inset Day: ***Thursday 4th January***

Children start: Friday 5th January to Friday 16th February (**31 days**)

Half-Term: ***Monday 19th February to Friday 23rd February***

Children start: Monday 26th February to Thursday 28th March (**24 days**)
(Good Friday 29th March)

Summer Term 2024

Inset Day: ***Monday 15th April***

Children start: Tuesday 16th April to Friday 24th May (**28 days**)

Half-Term: ***Monday 27th May to Friday 31st May***

Children start: Monday 3rd June to Friday 19th July (**35 days**)

Inset Day: ***Monday 22nd and Tuesday 23rd July***

TRANSITION DAY: Thursday 11th July (Y6 to their secondary school all day – other classes move up for the morning to their new classes)

NB In some circumstances, there may be a requirement to amend an Inset/Occasional Day. We will provide plenty of notice and will not penalise parents who have already made bookings on dates we have published.