

Twyford St Mary's

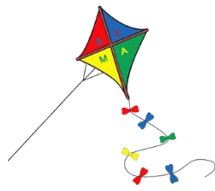
Church of England Primary School

# New Families Welcome Pack

Our school website has a wealth of useful information about the school and our policies.

<https://www.twyford-pri.hants.sch.uk/>

This welcome pack is designed to let you know about all the extras Twyford St Mary's has to offer...



# Twyford St Mary's

## Church of England Primary School

### Our Vision

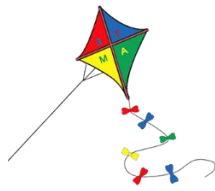
**Together Everyone Achieves More  
through courage, care, joy and respect**

We are a Church of England school deeply committed to our children, parents, and the village community we serve. Our Christian values of courage, care, joy, and respect contribute to the well-being and spiritual development of the school community. This is evident in all our relationships and work throughout the school, where all are welcomed equally irrespective of their own personal beliefs.

We want children to discover learning, their passions, and skills in an inclusive environment where everyone achieves the highest standards possible. Together our children learn to be good friends, resilient hard workers, and confident individuals. We promote lively enquiring minds which enables our children to make positive and informed choices. Here every child has a chance to shine and make a positive contribution to school life and beyond.

If you visit Twyford St Mary's, you will find a warm and welcoming school full of children with a sense of pride who are happily engaged in well-planned, purposeful activities.

**We are the village school making  
a world of difference**



# Twyford St Mary's

## Church of England Primary School

### Who's Who 25-26

**Headteacher:**

Neil Tunnicliffe

**Senior Teacher:**

Sophie Keating

**Special Needs Co-coordinator (SENCO):**

Nikki Lawrence

**Key Stage 1 Teaching Team:**

**Year R:** Ayoade Sotinwa

**Year 1:** Nancy Cardinal

**Year 2:** Sophie Keating / Carly Wilkinson

**Key Stage 2 Teaching Team:**

**Sycamore/Year 3/4:** Jo White, Sarah Hughes

**Willow/Year 4/5:** Tracey Aitken

**Yew/Year 5/6:** Katherine Whitehead

**LSA Team:**

Mariangela Simonato, Sylvia Turnbull, Kate Larden, Robyn Greig, Liv Garrett, Ed Hawkes, Sarah Lowy and Heidi Newell.

**Sports Coach:**

Ed Hawkes

**Caretaker:**

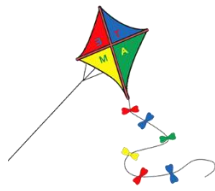
Darren Wyatt

**Admin Staff:**

Rachel Emmett, Claire Futter, Mariangela Simonato

**Kitchen Staff (ABM Catering):**

Rebecca Wu, Claire Sutton



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### A-Z of Extras

Please see below our A-Z of extra information to make settling into our school community as smooth as possible.

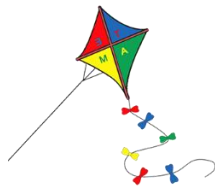
#### Awards

TSM is driven by rewarding pupils for excellent effort, achievements, and behaviors. There are many ways your child might be celebrated. Some of these are:

- **Team points:** These are awarded on a regular daily basis to any child for excellent attendance, efforts and achievements in lessons, good learning behaviours and actions demonstrating our school values.
- **Team Awards (Our house teams are Manor, Bourne, Hazeley, or Finches):** These awards are given termly to the winner of the 'team point championship'. This leads to a Team treat for all Team members.
- **Headteacher awards:** These golden stickers are awarded by Mr Tunnicliffe for outstanding work.
- **Star of the Week:** 1 pupil per class is recognised each week for an outstanding piece of work or achievement. Their name goes in the School Bell newsletter and they are celebrated in Friday's Celebration Assembly.
- **Roll of Honor:** 1 pupil per class is recognised each week for demonstrating the values or learning characteristics of the school. Their name goes in the School Bell newsletter and they are celebrated in Friday's Celebration Assembly.
- **Community awards:** Every week we recognise children's achievements or participation in events for any community clubs, classes, or organisations they attend outside of school. These are applauded in Friday's celebration assembly.
- **Values Trophy:** At the end of the school year, one Key Stage 1 and one Key Stage 2 pupils are nominated by the school staff as the 'School Values Award Winner'. They receive a trophy and are named on our honours board in the office.

#### Absence

If your child is sick and unable to attend school please call the school office on 01962 713358 – select option one and leave a message. We ask that you let us know **before 9am every day** that your child is absent.



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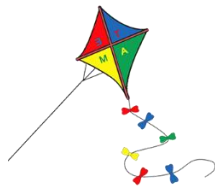
### **Birthdays**

We love to help make children feel special on their birthday. Your child is welcome to come in wearing non-uniform on their birthday (or on the school day closest to this). We kindly ask that no sweets or cake gifts are brought in.

### **Children's Roles in School**

Pupils can get involved in a whole host of opportunities to enrich their time at TSM.

- **The School Council:** Two pupils from each class are chosen by a vote amongst the children in their class. There are three opportunities in the academic year.
- **The Team Captains and Vice Captains:** Eight Year 6 pupils (two from each of the four house teams) are elected in September to act as Team Captains and Vice Captains for the academic year. All Year 6 pupils are encouraged to stand. They create posters - which are displayed on the playground - and give a short speech to their house explaining why they would like the role before our democratic election takes place. The whole school vote in their house teams in September of each year to choose their Team Captains and Vice Captains.
- **The Spiritual Ambassadors:** These are Year 6 pupils who help to lead the spiritual development of the school and services. These pupils are specially chosen by the Head Teacher in September and play a central role in the Harvest Festival, Easter Service and Christmas services.
- **Monitor jobs:** All pupils are eligible to apply for a range of jobs (depending on their year group) and these are changed three times a year. Roles can range from dining hall support, assembly set up, or even environment development. Applications are made at the start of a new term to Mrs Keating and the school council.
- **The Peer Mentors:** These are Key Stage 2 pupils who are trained to mentor younger pupils in learning and play.



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### **Class Structure**

We have mixed year classes throughout the school, which means we have children from 2 different year groups working together.

For Key Stage 1 pupils (Yrs R, 1 and 2) this class is their 'home class' that they come to every morning and for some afternoon learning. On Monday to Friday mornings, for science lessons and some PE sessions Key Stage 1 children are taught in separate YR, 1 and 2 groups.

For Key Stage 2 pupils (Yrs 3-6) we have three classes for four years. These children are taught in their classes each day, but some activities (such as trips, music enrichment and residential visits) will be run in year groups. Each year, when we create the new class groups, we ask Key Stage 2 pupils about their friendships to ensure they feel happy in their new setting.

### **Clubs and Wraparound Care**

As a school we run our own breakfast and after school wraparound provision. Pupils enjoy a snack and play with our club leaders indoors and out (weather permitting!).

Alongside our wraparound care, we run a number of additional extracurricular activities with our staff and outside providers including:

- |              |            |
|--------------|------------|
| - Art        | - Netball  |
| - Football   | - Cricket  |
| - Dance      | - Homework |
| - Gymnastics | - Cooking  |
| - Dodgeball  | - Drama    |

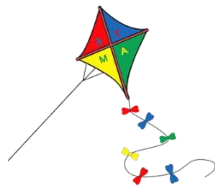
The full list, timetable, prices, and information about how to book is available from the school office.

### **Collective Worship and Values**

Our school values of Courage, Care, Joy and Respect are at the heart of all we do!

The Twyford St Mary's team believes strongly in supporting the development of the 'whole' child. Our teachers and support team work hard to adapt and develop our curriculum to be inclusive of all the learners' needs in our classroom, and we have a qualified Emotional Learning Support Assistant (ELSA) to support the pastoral care of the pupils.

When attending daily Collective Worship, pupils explore Christian values through storytelling, songs, discussion, and performances. We host worships either in the hall (sometimes led by local vicar Rev. Damon Draisey) or in class through group reflections.



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### **Communication Routes**

The School Bell is our digital weekly newsletter that comes out each Friday via email. Here you will find key messages and dates for upcoming events as well as a wonderful gallery of what the children have been getting up to each week!

You will also receive, from your child's class teacher, a termly topic grid for home learning opportunities the whole half term.

Other communications about trips, events or school updates will come to you through our Arbor email system or on occasions via the Tapestry App for our EYFS and Key Stage One pupils.

**On rare occasions we will communicate via emergency text message, so please make sure that we have an up-to-date phone number on file.**

A leader and/or admin team member will always be available on the morning gate for you to share any important daily messages however, emails are the most efficient way to communicate with our admin team.

Your class teacher or class LSA will always be present at the end of the school day for any brief handover messages to share.

We have parent meetings and open book looks (when you can look at your child's work from the term) that run at regular points in the year to support communications between home and school (please see parent reporting).

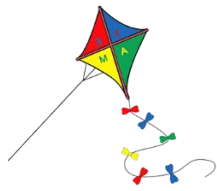
For more informal family communications, each class has a parent run WhatsApp group for PTA information, reminders and social connection.

### **Data Protection**

All data sensitive documents - including children's personal details - are securely held on site or on secure cloud-based networks.

If you need to hand hard copies into the office, please place these in an envelope addressed to the correct person or as 'Staff Only'.

Our Senior Admin Officer is our trained data protection officer.



# Twyford St Mary's

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### **Drop off and Pick Up**

Drop off is between 8.35 and 8.55 am each day, when the school gates close. Most children are dropped at the top playground gate and walk themselves down to their classrooms to start their days learning. The notable exception is Year R children who are taken to their classroom door by parents or carers for their first half term. These pupils are encouraged to start walking down alone - or with siblings and friends – after the October half term.

All pupils are collected at the end of the school day from the top playground unless they are attending one of our extra-curricular clubs or after-school club wraparound care. In Year 6, with written permission from home, pupils are allowed to walk home or to a collection point on their own.

### **Golden Time**

Children from Years 1-6, have an opportunity to choose from a selection of enrichment clubs designed to promote areas of the school curriculum they enjoy such as sport, art, gardening, cooking, science or drama. These clubs are delivered by LSAs, parents, expert agencies and school community volunteers. Golden Time is a special interschool collaboration and a really positive way for children to end the week!

### **Home Learning**

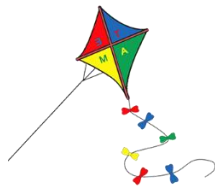
All pupils receive a homework 'tic-tac-toe' learning grid which is a choice of nine home learning options. These are refreshed each half term and are based on the learning they are engaging with in class. Teachers specify the number of activities they would like pupils to complete based on their year group in the school, however, we stress we would prefer pupils to enjoy strong engagement and be able to share high quality homework projects over daily pieces of work.

We ask that every pupil engages with reading-age-appropriate books as often as they can (we recommend that this is daily in the early stages of their reading journey). To support this, our younger pupils have access to a 'Bug Club' class phonics reading book that matches the current sound they are working on. All pupils have weekly access to the school library where they are encouraged to bring home books that match their ability and interests.

For daily practice of basic skills, pupils have access to a range of online platforms:

- Bug Club reading and phonics programme for Years R, 1 and 2
- Numbots maths skills games for Year R, 1, 2 and 3
- Times Table Rockstars games for Year 2, 3, 4, 5 and 6
- Spelling Shed to practise their current spelling list
- Nesy software for specific reading and spelling support





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### **Lunchtime, Breaktime and Snacks**

Lunchtimes are a buzz of excitement in the school where we help to nurture pupils' friendships and social interactions.

Every child is given ample time to sit down for their midday meal (school lunch choices range from jacket potatoes, sandwiches, or a range of dishes from the hot dinner menu, which always includes a vegetarian choice). Pupils are welcome to bring their own packed lunch from home which we eat outdoors in the warmer seasons and indoors during the colder months. Please note, we are a nut free school and sweets, or fizzy drinks and squash, are not permitted.

At break times, all EYFS and Key Stage 1 pupils are offered a free healthy fruit or vegetable snack. Key Stage 2 children are welcome to bring in fruit or a healthy snack (e.g. fruit based cereal bars) for their break times (no chocolate bars, sweets, or crisps please).

Pupils enjoy a range of sports, play equipment and games on the playgrounds. We also have a buddy system and organised clubs to support pupils with their play.

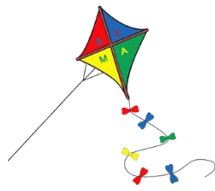
### **Parent Reporting**

Parents are invited to attend a parents' evening twice a year where you will have the opportunity to meet your child's class teacher(s) and discuss their progress one on one. We also run wider informal drop-in sessions and information events throughout the academic year, such as the 'meet the teacher' event at the start of the academic year, which allows you to connect with your child's new class teacher(s). Appointments for all one-on-one events are made through the admin team. On parent's evenings our school SENCO also has appointment slots available for personal session for those pupils on our Special Educational Needs or Disabilities (SEND) register.

Every year each child will receive two reports. A mid-year report ahead of our March parent's evening and a more detailed end of year report in July.

### **Parent Teacher Association**

Twyford St Mary's are very lucky to have an active, engaged, and imaginative PTA team who organise excellent large events (such as the unmissable fireworks display), as well as weekly Friday cake sales, outdoor discos, and many seasonal celebrations! The PTA work closely with the school leadership and have been instrumental in raising much needed funds for key projects. They are always looking for new volunteers and are a great route to meeting new people - if you are interested get in touch!



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### **Residential Trips and the Extended Curriculum**

At TSM, we run two residential experiences a year.

- Year 4 pupils attend PGL Liddington. This is a 2-night, 3-day residential in the Spring Term.
- In the Autumn Term our Year 6s attend a 4-night, 5-day residential at Calshot Activity Centre. Here they take part in sports based adventurous activities to promote team building, perseverance, and co-operation.

One of the things that makes our school special is that we run an experiential curriculum for all pupils giving everyone, regardless of situation or ability, the opportunities to thrive.

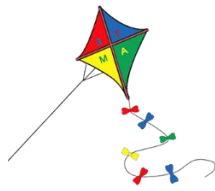
Here are just a few examples of the curriculum enrichment opportunities and expert teaching your child will experience in their school journey at TSM:

- All years, sports coaching
- All years, SCARF personal and social learning workshops once a year
- Year 3, Forest School
- Year 5, Swimming Lessons
- Year 4, 5 and 6, Listen2Me music lessons with a specialist qualified Hampshire teacher
- Key Stage 2, Young Shakespeare annual performance
- Key Stage 2, the opportunity to access Hampshire Music Service peripatetic music lessons in woodwind, brass, guitar and strings

### **Sports**

At TSM we love that our pupils engage in a wide range of sports inside and out of school. We have a qualified coach on staff so that all PE lessons are led by a passionate sports person.

Pupils from Years 3, 4, 5 and 6 will have the opportunity to represent the school at Hampshire led sports events and competitions (such as swimming galas, cross country, hockey, football, cricket and netball events). Priority will be given to those who have an extra-curricular interest in the sport but we also try to ensure a range of pupils have the opportunity to attend each competition.



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### **Time Out of School**

All TSM pupils are encouraged to have the highest possible attendance for each academic year. Regular attendance is key to a pupil's ability to learn, socialise, and get the maximum benefit from the school environment. However, there are some specific reasons we can authorise absence from school, for example medical appointments, music and dance examinations, or visiting secondary settings for tours and open days.

Any absence during term time that is taken for holidays is considered an unauthorised absence and can lead to penalty notice form Hampshire County Council. Any absence in term time needs to be requested from the school by submitting a form to the school office.

### **Uniform**

At Twyford St Mary's, our pupils take pride in their uniform. A full list of uniform items is on our website and high-quality items are also available to buy, preloved, through our PTA. We kindly ask that pupils do not wear additional jewellery (one pair of stud earrings are fine), nail varnish or make alterations to their hair colour. The full uniform policy can be found on our website.

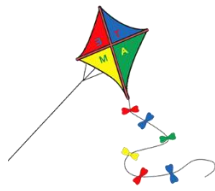
### **Volunteering and our Community Events**

Parent volunteers bring a rich array of experience, ideas, and energy to our school community. Here are just some of the ways the parents have volunteered in the past year, and if you feel that you could help, please do get in touch with our school office. Our parents volunteer for:

- Regular 1:1 reading in class with our younger pupils
- Being a parent volunteer on a school trip or at an after-school PTA event (such as the disco or film night)
- Helping to run a Golden Time activity on a Friday afternoon. For example, we have a rota of parents who run cooking club, and arts and crafts club or you may be interested in starting a new Golden Time club or running a one-off Golden Time club.
- Talking to KS2 pupils about their career or a recent interesting project they have worked on.

All parent helpers who volunteer at the school will need to be Disclosure and Barring Service (DBS) checked and receive safeguarding support to keep our community safe. This is easily arranged through the school office.

Throughout the academic year, the school regularly hosts community and charity events for children to enjoy.



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Some special annual events to look out for are:

- Harvest and Easter services at St Mary's Church
- Children in Need fundraising events
- Remembrance activities
- Key Stage 1 Nativity Play
- Key Stage 2 Christingle concert
- Christmas Fair showcasing pupil's enterprise projects
- Sports day
- Summer Fair
- Key stage 2 End of Year show

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### **Key Contacts**

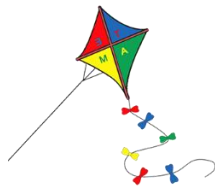
**School website**      <https://www.twyford-pri.hants.sch.uk>

### **School Office**

- Phone number: 01962 713358
- Email address: [adminoffice@twyford-pri.hants.sch.uk](mailto:adminoffice@twyford-pri.hants.sch.uk)

### **PTA**

- Facebook page: Twyford St Mary's PTA page
  - Email address: [twyfordstmaryspta@gmail.com](mailto:twyfordstmaryspta@gmail.com)
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Twyford St Mary's

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On behalf of all our wonderful staff at  
Twyford St Mary's, we welcome you to  
our school community.

***Mr Tunnicliffe and the TSM Governing body***