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## School Details

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School Name:	<b>Acorns Primary School</b>
Type of School:	<b>Generic Learning Difficulties</b>
Address:	<b>Moor Park Blackpool Road Preston PR1 6AU</b>
Headteacher:	<b>Gail Beaton</b>
Telephone:	<b>01772 792681</b>
E-mail	<b>head@acorns.lancs.sch.uk</b>
Website	<b>www.acorns.lancs.sch.uk</b>
School Hours:	<b>8.55 am - 3.15 pm (Monday - Friday)</b>
Teaching Time:	<b>25 hours per week</b>

In order to keep cost of production down we have not included photographs in this prospectus but if you look at our "website", the document is supplemented with a number of other images of school and our facilities.

Our website is

<http://www.acorns.lancs.sch.uk>

## Welcome to Acorns Primary School

We would like to extend a warm welcome to you and your child as you join Acorns Primary School.

Acorns Primary will provide a high quality special education for girls and boys aged 3 to 11 years of age, from Preston and the surrounding area.

By choosing Acorns Primary School you are assured of specialist teaching to a very high standard, with a concentration of resources specifically designed to meet your child's needs.

## Ofsted Comments November 2017

Ofsted Inspected our school on 8 November 2017.

Below are just some of the comments made by the Lead Inspector, Will Smith.

- **You have ensured that a commitment to providing pupils with a happy, safe and caring environment underpins all that the school does.**
- **You have ensured that pupils' happiness and welfare remains at the heart of the school's work**
- **Staff work effectively as a cohesive team, and they take great delight in supporting pupils to make important steps in their learning**
- **Staff are consistent and very skilled at maintaining a highly positive atmosphere at all times**
- **By working as a team, staff have successfully improved the quality of teaching and pupils achievement.**
- **Teaching assistants are highly skilled in helping pupils learn well.**
- **There is a consistent focus on ensuring that pupils benefit from a broad and balanced curriculum, that is complemented by high-quality opportunities for enrichment and a 'wider curriculum' that supports pupils to overcome their personal barriers to achievement.**
- **Teachers plan carefully and in great detail experiences that the pupils will find interesting and enjoyable**
- **Parents are overwhelmingly positive about the work of the school.**

You can read our school reports on the Ofsted web site:

<https://reports.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/135347>

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## Our Aim — Every Child Matters

**Every Child Matters** is our fundamental aim. The purpose of education at Acorns will be the same as at any other school, namely for each child to achieve their full potential. However, we recognise that even though the goal remains the same, the help individual children will need in progressing towards this will be very different.

Our pupils need educational opportunities which will equip them for life and enable them to operate successfully within their own environment and the wider community. In order to do this we will plan individual teaching programmes that take account of individual needs ( As defined in their EHC Plan) and the requirements of the New Primary Curriculum.

Throughout all our work our aim will be:

- To fulfil the statutory obligations in relation to each pupil's Education, Health Care Plan.
  
- To provide a broad and balanced curriculum that acknowledges the age, maturity and different capabilities of the pupils, promotes personal fulfilment and encourages them to achieve the highest possible standards of performance in a wide range of educational and social activities.
  
- To prepare pupils to cope as independently as possible in the home, school and community by developing and encouraging initiative, the ability to make choices and promote the principle of self advocacy.
  
- To promote the involvement of parents and carers in all aspects of school life.
  
- To promote the inclusive learning opportunities for pupils both within and outside school and to recognise inclusion is a two-way process.
  
- To provide learning opportunities that will equip pupils, where appropriate, for the demands of the world of work in a rapidly changing society.
  
- To be part of a multi-disciplinary team that identifies, provides and maintains the necessary standards for health care, safety, protection and well being of all pupils, staff and visitors, complying with LA regulations and procedures.
  
- To provide an environment that is safe and secure and enjoys the confidence of parents.

## Working Together

Children and young people learn in small class groups, which are organised by age (as far as is practicable). We will have 8 class groups. Each class will have a teacher, and a team of at least two Teaching Assistants to offer further help where needed.

Progress will be closely monitored and measured to reflect the skills and abilities of each child. We will keep detailed records of pupils' activities and achievements to which teachers, teaching assistants, therapists and parents will be invited to contribute. Each pupil will have a Record of Achievement as well as a personal file to outline their achievements and targets for every term. All of these records will be always available for parents to see and discuss with teachers. Once in school, an Individual Educational Plan (IEP) will be drawn up for each pupil designed to meet his or her needs. Individual programmes derived from the IEP will be reviewed on a termly basis. Parents will be consulted about teaching priorities for their child and suggestions are often made as to how home and school can work together to help meet the child's needs.

More formally, we will hold Annual Reviews of each child's EHCP mainly in the Autumn and Spring Terms and in the Summer, teachers prepare Annual Reports on pupil progress in all curriculum areas for discussion at Parents' Evenings.

In the day-to-day life of the school, we believe in recognising and celebrating our pupils' achievements.

**Our aim is for Acorns Primary School to be a happy school with a dynamic and positive approach to learning**

## Facilities

Acorns Primary School has excellent facilities and resources which are regularly reviewed and updated. There are eight class bases resourced to a very high standard with internet access computer systems available in each classroom.

There is an extremely well equipped nursery/reception class with enclosed play area, and further classrooms with facilities for multi-sensory work.

There is an interactive sensory room with a wide variety of auditory, visual & tactile resources, and a well resourced and Wi-Fi enabled library. We have well-maintained, secure and attractive grounds, large outdoor hard play areas, a shared wheelchair friendly adventure playground, a playing field and two minibuses for community visits.

We are very proud of our facilities and we are constantly seeking to enhance our resources so all our pupils have access to the best that is available.

## Parents: Part of the Team

As parents, you will be encouraged to become involved in the daily life of the school. You will be involved in the initial assessment and in providing advice for and reviewing your child's Education, Health Care Plan. We will keep in touch regularly and your child will have a home/school book where parents and staff write comments. There will also be monthly newsletters to keep you up-to-date with what is going on.

We also have a 'closed' Facebook page and a Twitter account – you can request to join these groups.

You are welcome to telephone and to visit the school but it is advisable to make informal appointments so that we can ensure you get to see your chosen member of staff.

## Health Care

We have a school specific nurse who is based in the well-resourced medical room on a part time basis. The campus based clinical team play an important role in liaising with parents and other clinicians e.g. local GPs, hospitals and the paediatric consultants. The nurse trains class staff to deal with individual children's medical needs and also oversee the day to day medical needs pupils, to assist them there is a state of the art nurse call system through the campus ensuring that medical assistance is immediately available should it be needed.

Our approach is multi-disciplinary and all staff work closely together with our visiting physiotherapist, occupational therapists, speech and language therapists and dental officers. We believe our children benefit from this team approach and we actively encourage parents to contribute to and guide us in our efforts. Our physiotherapy treatment room allows for the discreet therapy provision for individuals if this is required.

Parents will be informed of any accidents via transport escorts, home/school books or by telephone. Parents should inform school if their child has any particular medical requirements during transition to school.

Parents who receive a supply of nappies should send in sufficient to cover their child's needs at school.

**IT IS VERY IMPORTANT THAT ALL PARENTS MUST PROVIDE UP TO DATE DETAILS OF HOW THEY, OR A SUITABLE PERSON, CAN BE CONTACTED IN THE EVENT OF THEIR CHILD BEING ILL OR HAVING AN ACCIDENT.**

## Illness and Absence

**THE SCHOOL ASKS THAT PARENTS DO NOT SEND CHILDREN INTO SCHOOL WHEN THEY ARE SUFFERING FROM ANY INFECTIOUS ILLNESS.**

Children pick up minor infections so easily and for some of our children a minor infection can become quite serious and could result in hospitalisation. In line with LA guidelines for schools children should be kept at home for at least 48 hours after any episodes of sickness or suspected diarrhoea.

Please inform school immediately of all contagious diseases.

School should be informed, either by telephone or in writing, of the reason for all absences. We are now required by law to publish attendance figures for each year. **Parents who wish their child to be absent from school in term time, must make an appointment to discuss the Exceptional reasons behind the request with the Headteacher prior to making any travel arrangements.**

## Medicines in School

The following guidelines are taken from Lancashire County Council's policy "Supporting Pupils with medical needs in school"

### **Receipt of Medicines**

- Parents are responsible for supplying the School Nurse with complete information regarding their child's condition and medication.
- All medicines must be transported by parents or escorts and **never** by the pupils.
- Written and signed instructions must be delivered by parents or escorts to the School Nurse with the initial dose.
- Any change in medicine or dosage must be notified in writing to the School Nurse.
- Each medicine must be delivered in a separate **original container** to the School Nurse. The G.P. should be requested by the parent to prescribe a suitable proportion of the medicine in an original labelled container for use in school.
- Each container **must** be clearly labelled with the following:-
  1. Name of medicine Patient's name Dosage
  2. Dosage frequency
  3. Date of dispensing
  4. Storage requirements / Shelf life if important
  5. Medicines from unlabelled containers **will not be given.**
  6. The School Nurse will take the responsibility to decide when "as necessary" medicines are given.

## School Uniform

School uniform will consist of royal blue sweatshirts and sky blue polo shirts, which can be purchased from school, grey trousers or skirts and white or grey socks. Sensible clothing for your child's needs and school activities should be worn.

**For children who find dressing and undressing difficult the following would be helpful:**

- Clothes should be the right size or slightly too large
- Choose elasticated waistbands rather than belts or fitted waistbands
- Choose velcro fastenings rather than belts, buckles or laces
- Choose clothes with a similar style with similar fastenings so that they can become familiar and manageable.

### Physical Education Uniform

White "T" shirts, black shorts and black plimsolls are preferred for P.E. activities and a swimming costume/trunks and towel are required for swimming lessons. It is helpful if all items of clothing are clearly marked with your child's name. We recognise and support the requirement that modesty and privacy be observed in the code of dress for PE lessons.

Jewellery and items of value should not be brought into school, since neither School nor the Local Authority can accept responsibility for loss or damage.

## School Meals

School meals are cooked on the premises with a well established regime of healthy eating. Dinner money for 2018 /19 is **£11.00** per week and is payable on Mondays for the week. Money should be sent into school with escorts in a sealed envelope clearly marked with the child's name and amount. Pupils may bring packed lunches to school if preferred. Free school meals are dependent on parental income and you should consult the District Education Office for advice. Parents should inform the school in writing if their child has particular dietary requirements.

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## Transport

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If families qualify for transport (Please see Lancashire Transport Guidelines for more details) pupils travel free of charge to and from school in taxis or minibuses; an escort supervises them during the journey and helps with home/school communication. The home-to-school transport service is organised by the Local Authority. **If you experience any difficulties, please contact the Special Needs Transport Team at County Hall by telephoning 01772 646829.** There is also a booklet produced by LCC, "Guide to Home to School Transport" from Area Education Office South 01772 531597

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## School Discipline / Pastoral Care

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Simple school and classroom rules exist to provide a caring, ordered environment in which pupils can learn happily and safely. Appropriate standards of behaviour will be reinforced through the curriculum, assemblies and the daily life of the school.

A positive view will be adopted in school whereby good behaviour and good work are always rewarded by praise.

We will not tolerate bullying, but where pupils experience behaviour patterns which challenge staff, other pupils or property, we will introduce behaviourally based individual teaching programmes (Positive Handling Plans). Parents will be informed and consulted frequently about such programmes and often continue these programmes at home. By building on good behaviour, good work and positive attitudes and by working closely with parents in this important area, we will seek to develop our pupils as caring, moral and responsible individuals, who are capable of contributing positively to school and community life.



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## Homework Policy

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At Acorns Primary School we will value and encourage a close inter-dependent working relationship with parents.

In order to be able to meet our pupils' needs, a high degree of consistency in all areas is vital between home and school.

Parents and staff will work very closely to encourage and develop pupils' skills at home and school. Part of this progress involves the use of homework. This can involve the use of materials and resources at home and the provision of work for pupils to do at home.

If you would like to discuss the provision of home/school work please contact your son/daughter's class teacher.

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## Safeguarding Children

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It may be helpful to know that the Local Authority requires a Headteacher to report any obvious or suspected case of child abuse to Social Care including non-accidental injury, severe physical neglect, emotional abuse and/or sexual abuse. This forms part of the local Child Safeguarding Procedures and is intended to protect children at risk. Schools are encouraged by the Local Authority's Safeguarding Board to take the attitude that where there are grounds for suspicion it is better to be safe than sorry. This is a sensitive area but we are sure that parents will appreciate that the Headteacher and all other staff from the school always seek to act in what is believed to be the child's best interests.

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## Staff

**Headteacher**                      Gail Beaton

**Deputy Headteacher**            Katy Higham

**School Business Manager**   Sue Shepherd

**Teachers**

Laura Hall  
Sue Hardman  
Paul Hughes  
Sophie Martindale  
Jessica Miller  
Rachel Short  
Dan Murphy  
Christian Worsley  
Deana Rowinski

**HLTAs**

Nicola Knowles                      Janet Philips                      Niki Todd

**Teaching Assistants level 3**

Cathy Campbell	Alison Fallon	Val Southern
Susan Livesey	Val McLoughlin	Saida Mogara
Sarah Short	Mary Thompson	

**Teaching Assistants Level 2**

Laura Aldridge	Jenny Ball	Michelle Bateson
Julie Grealis	Susan Kelly	Shenaz Moosa
Reka Simon-Toth	Lauren Nash	Debbie Porter
Amy Robinson	Lorraine Robinson	Melanie Ryder
Agata Spruch Malkowska	Juliet Selley	Carole Turner
Karen Woan	Melissa Gibbs	Kelly Bennison

**Teaching Assistant Level 2 Apprentices**

Mia Prescott                      Ritsuko Jones

**Administrative Staff**

Daniel Williams

Heba Saleh

**IT Technician**

Martin White

**Welfare Staff**

Nadeema Akhtar

Mumtaz Natha

**Catering Staff**

Kirsty Seed (School Cook)

Natalija Vugule (Catering Assistant)

**Premises Staff**

(Site Supervisor)

Antony Cooper (Deputy Site Supervisor)

Debbie Cronin (Cleaner)

David Judson (Cleaner)

Sharon Allen (Cleaner)

**Medical/Allied Health Professional Staff:**

**Acorns School Nurse**

Jo Forshaw

Gemma Wilson

**School Doctor**

Dr Hall

**Physiotherapists**

Katherine Thompson

Donna Dawson

Jenny Lovell

**Occupational Therapists**

Clare Andrews

Lydia Bazeley

Catherine Fraser

Caroline Dowthwaite

Emma Nickson

Angela Turner

**Speech and Language Therapist**

Hannah Stewart

## Governing Body

### Governors

#### Chair

Mrs A Howarth

#### Co-opted Governor / L.A. Representatives

Dr R Ahmed

Mrs J Parkin

Mr S Jukes

Mrs E Lowe

Mr B Probin

Mr C Worsley

#### Staff Representative

Mrs J Miller

Teaching

#### Parent Representatives

Mr S Carlisle

c/o Acorns Primary School

Ms D Hall – Vice Chair

Moor Park, Blackpool Road

Ms E Dewhurst

#### Clerk to the Governing Body

Mrs.T Slater

Directorate for Children and Young People,  
Lancaster Area Office,  
PO Box 606, White Cross Education Centre,  
Quarry Road,  
LANCASTER, LA1 3SQ

## Holiday Pattern 2018-2019

<b>Monday 3<sup>rd</sup> September 2018</b>	<b>School re-opens</b>
<b>Monday 1<sup>st</sup> October 2018</b>	<b>INSET DAY 1</b>
<b>Friday 19<sup>th</sup> October 2018</b>	<b>School closes</b>
<b>HALF TERM</b>	
<b>Monday 29<sup>th</sup> October 2018</b>	<b>School opens</b>
<b>Friday 21<sup>st</sup> December 2018</b>	<b>School closes</b>
<b>CHRISTMAS HOLIDAYS</b>	
<b>Monday 7<sup>th</sup> January 2019</b>	<b>School opens</b>
<b>Friday 15<sup>th</sup> February 2019</b>	<b>School closes</b>
<b>HALF TERM</b>	
<b>Monday 25<sup>th</sup> February 2019</b>	<b>School opens</b>
<b>Friday 15<sup>th</sup> March 2019</b>	<b>INSET DAY 2</b>
<b>Friday 5<sup>th</sup> April 2019</b>	<b>School closes</b>
<b>EASTER HOLIDAYS</b>	
<b>Tuesday 23<sup>rd</sup> April 2019</b>	<b>School opens</b>
<b>Monday 6<sup>th</sup> May 2019</b>	<b>May Day Holiday</b>
<b>Tuesday 7<sup>th</sup> May 2019</b>	<b>INSET DAY 3</b>
<b>Friday 24<sup>th</sup> May 2019</b>	<b>School closes</b>
<b>HALF TERM</b>	
<b>Monday 3<sup>rd</sup> June 2019</b>	<b>School opens</b>
<b>Friday 19<sup>th</sup> July 2019</b>	<b>School closes</b>
<b>Monday 22<sup>nd</sup> July 2019</b>	<b>INSET DAY 4</b>
<b>Tuesday 23<sup>rd</sup> July 2019</b>	<b>INSET DAY 5</b>

