



Prospectus

SEPTEMBER 2012

Dear Parents

I would like to warmly welcome you and your child to Homelands Primary School.

This brochure is designed to introduce you to our school and will be the first of many communications you will receive from myself and other members of staff.

At Homelands Primary School we aim to create a happy and caring community and strive to achieve the highest possible standards, thereby enabling all children to fulfil their potential. I firmly believe that this is best achieved when a strong partnership is built between home and school. Confidence in a school comes from knowing and understanding what is happening in it. I hope that you will extend your knowledge of the school through informal contact and more formal parent/teacher interviews and meetings. It is important that mutual understanding and trust are the basis of our shared responsibility.

All of us at Homelands look forward to working with you in the coming years.

Yours sincerely

**STEPHANIE COLEGATE
HEADTEACHER**

September 2012



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THE SCHOOL

The Building

Homelands is a primary school for children aged between 3 and 11 years old. There are 210 children on roll and the school has a 52 place nursery with children attending for either a morning or afternoon session daily.

The school moved to a new site and building in September 2002. It was built under the Private Finance Initiative and the building is maintained and services provided by Jarvis Facilities Management. The building is modern and airy and has eight classrooms, a hall, an ICT suite, library, group room, a food technology room and a meeting room. As well as a playground Homelands has a netball court, playing field and a wildlife area.

Teaching Staff

Headteacher	Mrs Stephanie Colegate
Deputy headteacher (Key stage two co-ordinator)	Mrs Jackie Watts
Key stage one teacher	Mrs Hannah Maskell
Key stage one teacher	Mrs Gemma Sandercock
Foundation Stage Two Teacher	Mrs Lisa Brine
Key stage two teacher	Mrs Zoe Hughes
Key stage two teacher	Mrs Sue Smith
Key stage two teacher	Miss Sophie Shorland
Key stage teacher	Mrs Lorraine Rundell
Key stage two teacher	Mr Stuart Hopkins
Foundation Stage One Teacher (Foundation Stage Co-ordinator)	Miss Sarah Butler
FS Teaching Assistant	Mrs Lynn Selley
FS Teaching Assistant	Mrs Vicki Oldroyd
Teaching Assistant (Speech and Language)	Mrs Sarah King
Teaching Assistant	Mrs Trudy Burke
Teaching Assistant	Mrs Jeanne Collins
Teaching Assistant	Mrs Ruth Washington -Turner
Teaching Assistant	Mrs Caroline Peet
ICT/Data Manager	Mrs Nicky Hughes
Teaching Assistant	Mrs Colleen Harding
Teaching Assistant	Mrs Beccy Clarke
Teaching Assistant	Mrs Leigh Stephens
Teaching Assistant (Pastoral)	Mrs Jackie Herrera
Teaching Assistant	Mrs Katie Bush
Teaching Assistant SEN	Miss Sam Bradford
Teaching Assistant SEN	Mrs Sarah Garrett
Acting Special Needs Co-ordinator	Mrs Sue Smith

In addition the following staff cover classes to allow all teachers to have planning and preparation time:-

Mrs Fiona Davies/Miss Kit Page - Music
 Mrs Barbara Farmer - P.E./Humanities
 Mrs Dawn Channon – Early Years/ French
 Mrs Sue Cloke – PPA Cover
 Miss Michele Cundy – PPA Cover
 Mrs Sherree Leins - Group Work
 Mrs Jackie Watts – Literacy/Maths/Science

1.



Administrative Staff

School Business Manager
Administrative Assistant

Mrs Carolyn Andrews
Mrs Kim Procter

Lunch Time Staff

Mrs Nicola Taylor
Mrs Katie Bush
Mrs Trudy Burke
Mrs Leigh Stephens
Mrs Ruth Washington-Turner
Mrs Beccy Clarke
Mrs Nicky Hughes
Mrs Colleen Harding
Mrs Jackie Herrera
Miss Caroline Palmer
Miss Rachel Dunning

Contract Manager

Alan Calder

Caretaking and Cleaning Staff

Caretakers

Cleaning Staff

Mr Carl Haywood
Mr Nick Winstanley
Mrs Collette Partridge
Mr Mark Ling

2.



We are administratively part of the Torbay Children's Services
The Director of Children's Services is:
Dr Carol Tozer
Oldway Mansions
Paignton.
TQ3 2TE

The Governing Body

The Governing Body of Homelands Primary School is made up of people nominated by Torbay Council, members of the local community, parents and staff. Elections for parent governors are held when a vacancy occurs or otherwise every four years.

L.A. Governors.

Mr Jack Moran
Miss Tania Hutchings

Community Governors

Miss Rachel Havill
Mr Maurice Codd

Parent Governors

Mr Chris Mabbutt
Mr Dean Jones
Mrs Nicola Woodward
Mr Matthew Sutton

Teacher Governor

Mrs Gemma Sandercock

Staff Governor

Mrs Jeanne Collins

Clerk to Governors

Mrs Carolyn Andrews

The Headteacher Mrs Stephanie Colegate has also opted to be a governor. The Clerk to the governors is Mrs Carolyn Andrews. All governors can be contacted through the school office. Each year the Governors publish a school profile which contains information about the school.



Aims of our School

Children, governors and staff have formulated aims for our school.

The children's aims are as follows:-

We want our school to be a place that is

- Happy and friendly
- Quiet and peaceful so that we can work.
- Somewhere we can grow into sensible people.
- Interesting with lots to learn.
- And tidy!

And our more formal aims:

- To nurture in children a love and enthusiasm for learning both within and beyond the National Curriculum.
- To encourage children to become confident and independent learners.
- To develop a supportive environment in which staff and children are valued.
- To help children develop care and respect for each other, appreciating the feelings, views and capabilities of others.
- To work in close partnership with parents, enabling them to support their children's learning.
- To foster links with our local community and to be a school of which that community can be proud.
- To encourage children to appreciate and protect their local environment and to extend this appreciation to the wider world and its people.



ADMINISTRATIVE ARRANGEMENTS

Admission Policy

If parents are interested in either a nursery or school place at Homelands, then they should contact the school for a registration form. We are always happy to show prospective parents around the school.

Admission to School

This follows the policy set by Torbay Council, children are admitted in line with the following criteria:

1. Looked After Children living in designated area
2. Children living in area with a sibling already attending the school
3. Other children living in the designated area
4. Looked After Children living outside the designated area
5. Children living outside the area with a sibling already attending the school
6. Children living outside the designated area

A list of roads in our designated area is at the back of this brochure (Appendix 2)

We admit children to school at two points during the year.

1. **September** - Children whose fifth birthday falls between 1st September and the end of February.
2. **January** - Children whose fifth birthday falls between 1st March and the end of August.

We have 30 school places available in our reception class. If your child is not allocated a place then you can appeal to the local education authority.

Admission to Nursery.

Parents who are interested in a nursery school place should contact the school for a registration form. The criteria for the nursery are the same as described in the TIPS booklet issued annually by Torbay LA. There is no appeals procedure for nursery places and parents should note that entry into the nursery does not guarantee a school place.



Pre - School Visits.

Visits are arranged for children attending the nursery for the first time. Parents will also be able to visit the school and meet with the nursery staff. The nursery teacher and nursery nurse also offer a home visit before a child begins nursery. When children transfer from the nursery into school (Foundation 2) then they will have the opportunity to visit their new class and meet their new teacher. Parents will be invited into school to meet with the headteacher and the Foundation 2 class teacher.

Admission Forms

An admission form is completed when your child starts school. Please remember to inform us when there are any changes to addresses or contact numbers, as you may need to be contacted if your child is unwell or has an accident. All information you pass to us is stored on computer and only used in connection with education. You have the right to see any information held on your child at any time.

Moving On

At 11 years children will transfer to a secondary school of your choice. If you wish, your child may take selection tests.

Further information will be sent to you during the first term of your child's last year at Homelands. If, in the meantime you wish to know more, please don't hesitate to ask.

School Hours. Our school hours are as follows:

Nursery 8.50 am- 11.20 am. Morning Session.
12.40 pm -3.10 pm. Afternoon Session.

Key Stage One (Infants) 8.50 am - 12.00 noon
Also Reception Class (F2) 1.00 pm - 3.10 pm

Key Stage Two (Juniors) 8.50am - 12.00 noon
1.00pm - 3.15 pm

Arrival at and Departure from School

Please note that children should not arrive at school before 8.40 am. Children should remain in the playground until the doors are opened by their teachers, but in bad weather children should come straight into the building. We aim for all children to become independent and encourage them to hang up their own coats and to organise their own equipment. At the end of school children will come out of classrooms and meet their parents in the playground. If a parent is not there, the children are told to return to their teacher and wait inside the classroom until they are collected. Please inform your child's teacher if arrangements for your child's collection changes.



Attendance/ Medical Matters/ Health and Safety

Attendance Policy

Homelands seeks to promote good attendance which is so vital to a child's performance in school. Absence is carefully monitored and followed up by the school or educational welfare officer when necessary. If your child is ill do inform the school office, either by telephone or in person before 9.00am. Holidays during term time are discouraged. Up to 10 days may be authorised if your child's overall attendance is satisfactory. No holidays will be authorised during September or for Year2/Year 6 up to and including SATs week in May. If your child needs to be taken out of school during the school day for any reason, please sign your child out at the office and in again, when returning.

Lateness

We encourage children to regard punctuality as important. Please ensure your child arrives promptly in time for school. If your child is more than ten minutes late, external doors will be locked and he/she will need to report to the office at the front of the school. Your child will be marked as absent if arrival is after 9.30 a.m.

Medical Checks

During a child's life in school there will be several checks made by the school's health service. The school nurse visits regularly to carry out routine screening for vision and hearing problems. You will be notified if any such problems emerge. If your child is examined by a school doctor then parents are invited to attend. Dental checks are carried out in school by the school dental officer but it is not necessary for parents to be present. NO TREATMENT is given, but after the inspection a note will be sent home if treatment is necessary. You will then have a choice as to whether you elect to have treatment through the school dental service or privately. There are no routine checks for headlice which are on the increase in all schools. Please check your child's hair regularly and inform the school if there is a problem.

Contagious Diseases

Please do not send your child to school if they are unwell with any of the following.

Diarrhoea and vomiting

Conjunctivitis

Ear and throat infections

Chicken Pox - until 6 days from onset of rash

German Measles - until 7 days from onset of rash

Measles - until 7 days from onset of rash

Mumps - until swelling subsides

Impetigo - until skin has healed.



Policy for the administration of medicines

The responsibility for administering medicines to pupils lies with their parents.

In the event of a child having long term illness requiring medication then the school will endeavour to support the child's continued attendance at school by administering medicine. This will only be done after a request has been made to the Headteacher and a form has been completed.

A designated member of staff will administer the medicine. The staff who have currently volunteered to do this are, Mrs Peet and Mrs Clarke. If training for administering the particular medication is needed this will be given before the staff agree to administer it.

The volunteered staff can at any time terminate this arrangement.

The medication will normally be prescribed by a doctor and be sent into school in a child proof container. No medication shall be handed in to class teachers or retained by a child. It shall be handed in at the office so it can be stored in a locked cabinet. Inhalers are an exception to this rule. They are kept in the classroom so that children can administer these themselves. Medicine administered to the children will always be recorded and witnessed by a member of staff. The record will show the name of the child, the medication and dosage and by whom administered and witnessed.

Parents are reminded that they are responsible for checking the expiry dates of any medicines including inhalers.



P.E.

If your child is unable to participate in P.E. lessons because of illness or injury please send a note or see your child's teacher personally.

Personal Accident Policy

The school does not carry personal accident insurance in respect of pupils. The Council only insures against any injury caused to children as a result of negligence by the Council or its agents. It is, therefore, the responsibility of parents to arrange and pay premiums for any personal accident insurance they require in respect of any injury caused or suffered by their child.

Health and Safety

In the interests of health and safety, dogs are not permitted on the school site.

We also aim to promote a healthy life style and therefore smoking is not allowed on school premises.

We have a number of children who travel to school by car. In the interest of the children's safety please do not park in front of the school gates. There is no parking on the school site and parents should park in neighbouring side roads.

Security

If you are visiting school during the day please use only the main entrance. Help us to keep the school secure by always closing the gates.



LUNCH TIME/BREAK TIME ARRANGEMENTS

School Meals

School meals are available at lunch time (current cost - £1.90p per day) Please ensure dinner money comes into school on a Monday morning in a sealed and named envelope. We encourage children who wish to change between school lunch and packed lunch and vice versa, to do so at half term. Supervision at lunch time is provided by midday supervisory assistants.

Free School Meals

These are provided for children of parents in receipt of Income Support or Income Based Jobseeker's Allowance or Child Tax Credit if annual income does not exceed £15,575. Parents wishing to apply for free school meals should obtain an application form from the school office. The fact that a child has a free school meal is treated as confidentially as possible.

Packed Lunches

If children are bringing a packed lunch this should be in a named container. Drinks should be brought in a plastic container. No fizzy drinks, glass bottles or cans please.

Snacks

In order to encourage healthy eating habits, crisps and sweets are not allowed at break time, but children may bring a piece of fruit. In addition the school participates in the 5 a day scheme and all children in the Foundation Stage and key stage 1 are offered free fruit each day. Water is available in classrooms and from the water fountains during the day.



HOME SCHOOL CONTACT

Parental Contact

Education is a process shared by school and home and succeeds best when parents and teachers understand, value and support each other. During each year there will be two formal appointments to meet with your child's teacher to discuss your child's progress. You will also receive a written report about your child. If however you have concerns at other times do make an appointment to see your child's teacher after school. You are also welcome to see the Headteacher at any time, but do please make an appointment. Please also keep us informed about any changes which might affect your child in school.

Friends of Homelands

Homelands has a Friends of Homelands Association which organises social and fund raising activities. Their activities provide resources which would not otherwise be available through the school budget. All parents are automatically members so please support the association in whatever way you are able.

Parental Help

There are many areas of school life which are enhanced by the help of parents. We welcome help in the classroom, on visits and at special events. At the beginning of the year do see your child's teacher if you are willing to offer help on a regular basis. Any parent offering regular help would need to undergo a police check.



PUPIL WELFARE AND EXTRA CURRICULAR ACTIVITIES

Discipline

The school has a positive approach to discipline and recognises and celebrates achievement, in assemblies and through letters home to parents.

We place great value on developing the following.

- a caring attitude
- a sense of responsibility
- respect for others
- independence
- a positive attitude
- perseverance
- ability to solve problems
- friendship
- politeness
- helpfulness
- effort

School rules are few but formulated both to foster these aims and in consideration of a high standard of safety. Details of our rewards and sanctions can be found in our behaviour policy. If at any time your child's behaviour is giving cause for particular concern, we shall naturally be in touch with you to share our concern.

Extra Curricular Activities

Key stage 2 children are currently offered weekly clubs for the following activities:-

recorder, guitar, netball, football, singing, cookery and athletics.

We also organise a range of one off activities for all children, these include theatre groups and art workshops. Musical instrument tuition is offered by The Devon Music Service. Parents should see Mrs Davies if they wish their child to learn to play an instrument. We currently have children learning the keyboard and the clarinet.

Residential Visits

In year 5 the children have the opportunity to spend a weekend on Dartmoor at Pixies Holt. In year 6 we organise a residential visit to London staying on HMS Belfast.

Child Protection

Homelands School places the protection of children in its care as one of its major priorities and responsibilities. The school closely follows Torbays guidance on child protection. Teachers are obliged to pass on concerns or disclosures made to them. These may be followed up by the Child Protection Team in Social Services, if this is considered appropriate. We will share concerns with you except in situations where we believe a child will be placed at risk. The designated teacher for child protection is Stephanie Colegate.



Accessibility

We welcome all children at Homelands. The school building is on a single level so provides easy access for children with physical disabilities. It also has hearing loops in the hall and in the group room. A ramp is provided to allow access to the playing field.

Children with Special Educational Needs

We believe that each child has an entitlement to personal, social and intellectual development and must be given an opportunity to achieve his/ her potential in learning. At Homelands we are committed to offering an inclusive curriculum to ensure the best possible progress for all our pupils whatever their needs and abilities. All children are valued for their individual talents and achievements are recognised and celebrated.

If your child has special needs you will be informed and your child placed on the special needs register so that his/her progress can be closely monitored. We recognise that close working with parents is particularly important for our special needs children and hope we will be able to support parents to play an active and valued role in their child's education. Becky Cummins is the special needs coordinator for the school and she is able to call on a range of support services.

Homelands receives help from :

**Lesley Costain (speech and language therapy)
Torbay LA Educational Psychology Department**

Our special needs policy is available on request from the school office.



CURRICULUM

Organisation of Teaching Groups

Homelands is organised in single year groups. Within their classes children may be grouped by ability for the teaching of Maths and English. All classes from the end of Foundation 2 (reception class) have a daily literacy and numeracy session. Other subjects may be taught separately or integrated as appropriate.

Organisation of Teaching

In all classes a mixed approach to teaching will be found with both whole class and group activities taking place.

National Curriculum

The National Curriculum must be taught to all children. This includes the following subjects:

Core Subjects: Maths, English, Science and ICT

Foundation subjects: Design Technology, Geography, History, Art, Music, P.E. & R.E.

English

A Literacy hour provides direct teaching of reading and writing skills in whole class and small group work. These skills are reinforced in many other areas of the curriculum. Parents are encouraged to help their children with reading and spelling.

Mathematics

We have a daily maths lesson in each class. Children are involved in a mental oral starter followed by whole class or group activities. These involve practical work, discussion, problem solving and the practice of skills. Homework is given on a regular basis.

Science

Emphasis is placed on first hand experience. The content of the work is in the following areas: Life and Living Processes, Materials and Physical Processes.

Art

During their time in the school, the children have the opportunity to use a range of materials such as paint, clay, pencils and fabrics. They also learn about artists from a variety of cultures.

Music

The children are encouraged to develop an interest in and an appreciation of music in its many forms. From year 3, children are offered recorder and guitar tuition as an out of school activity. The school also has instrument tuition provided by Devon Youth Music. If you are interested in your child playing an instrument please see Mrs Davies.



History/Geography

The school offers carefully planned work in both Geography and History. We make full use of first hand experiences to enhance children's understanding.

P.E.

Our sporting aims are as follows:

- to enable children to acquire a range of skills and to apply and adapt them in a range of settings
- to promote a healthy and active life style
- to develop confidence and self esteem
- to help children develop an enjoyment of movement
- to develop personal and social skills enabling children to cope with both success and failure

Children have regular lessons in P.E. in Key stage 1 (The Infants), this includes gymnastics, games and dance. Swimming is offered at Key Stage 2 in Years 3 and 5.

We have now begun to introduce competitive sport and are developing both a netball and football team.

Design Technology

In Design Technology children use a range of materials to design/develop their ideas and make artefacts.

Information Technology

Homelands has a computer suite and each classroom has an interactive whiteboard. A whole class can use this facility to present information, handle data and control models. The suite and classrooms are linked to the internet.

Religious Education and Collective Worship

Homelands is not attached to any particular church or religious denomination but follows the recommendations in Devon and Torbay's Agreed Syllabus. The aim of work in R.E. is to help children discover the moral and spiritual dimensions of life at a level appropriate to their age and to provide them with a broad foundation upon which they can eventually make their own decisions. Christianity provides much of the background to the education provided but children will also develop an understanding of the other main world religions. There is some time set aside each day for an assembly. This may be as a whole school as a class or as an infant or junior group. Any parent who does not wish his or her child to take part in R.E. or Collective Worship does have a right of withdrawal and should contact the headteacher.



Sex Education

The school has a sex education policy which is available on request. This was produced after consultation with parents. When puberty and child birth are discussed, Years 5 or 6 parents are invited into school to view videos and books which are used with their children.

Parents have a right to withdraw their child from aspects of this programme. Any parent wishing to do this should contact the headteacher.

French

All pupils from Year 3 to Year 6 have a weekly French lesson.

Homework

The school has a homework policy which was produced in consultation with parents. Each year individual teachers will inform you of the homework patterns in their class.

All policy statements and our OFSTED report are available from the school office on request. Our most recent OFSTED report is October 2007. It is also available on the OFSTED website at www.ofsted.gov.uk



Complaints procedure

We hope that your child will be happy at Homelands and that you will feel able to discuss with us any concerns or worries about your child and his/her education.

The school values the relationship with parents and the local community. We are always happy to receive suggestions and comments. If you do have any concerns please discuss these with us informally and we will try to resolve them quickly. In the event we are unable to resolve your concern you may wish to submit a formal complaint.

If your complaint is about a teacher it should be addressed first to the headteacher and if not resolved then to the Governing Body Complaints Appeals Committee.

If your complaint is about the headteacher it should go to the Chair of the Governing Body Complaints Committee.

If your complaint is about both the Governing Body and the Headteacher it should be sent to the Director of Children's Services at Oldway Mansion.

It is essential this procedure is followed. Complaints that remain unresolved after going through these stages can as a last resort be referred to the Secretary of State for Education and Skills.

More detail about the complaints procedure can be requested from the school.



Charging Policy

The Governing Body fully support the use of first hand experiences out of school to extend a child's learning. No charges made for activities will exceed the actual cost. The charge may include an allowance for the cost of staff supervising the activity.

Governors have agreed the following :

- Charges will be made for teaching a pupil individually or in groups to play a musical instrument when tuition is provided by an outside agency.
- A charge may be made for materials used in after school activities.
- A voluntary contribution will be sought for residential visits during school time. A charge will be made for the board and lodging element of the visit except for pupils whose parents are receiving working families' tax credit, disabled person's tax credit or income-based jobseeker's allowance. Without sufficient voluntary contributions the activity will not go ahead.
- For visits which take place outside of school time a charge will be made.
- The Governing Body have agreed to ask parents to contribute to the cost of any damages caused as result of inappropriate behaviour of a pupil.

HOLIDAY DATES 2011/2012

AUTUMN TERM 2011

Thursday 1 st September 2011	Non-pupil day – school closed
Friday 2 nd September 2011	Non-pupil day – school closed
Monday 5 th September 2011	School opens for Autumn Term
Thursday 20 th October 2011	School closes for Half term
Friday 21 st October 2011	Non-pupil day – school closed
<i>HALF TERM</i>	
Monday 31 st October 2011	School opens
Friday 16 th December 2011	School closes for Christmas

SPRING TERM 2012

Wednesday 4 th January 2012	Non-pupil day – school closed
Thursday 5 th January 2012	School opens
Friday 10 th February 2012	School closes for Half Term
<i>HALF TERM</i>	
Monday 20 th February 2012	School opens
Friday 30 th March 2012	School closes for Easter

SUMMER TERM 2012

Monday 16th April 2012	Non-pupil day - school closed
Tuesday 17th April 2012	School opens for Summer Term
Monday 7th May 2012	School closed – Bank Holiday
Friday 1 st June 2012	School closes for Half Term
<i>HALF TERM</i>	
Monday 11 th June 2012	School opens
Friday 20th July 2012	School closes for summer holidays

DESIGNATED CATCHMENT AREA

A.

B.

Blyths Wood Crescent
Bronshill Road

C.

Cedar Court Road
Chatto Rd. (46-104 even) (17-119 & above odd)

D.

Daison Crescent
Derwent Road
Dower Road

E.

Empire Road

F.

First Avenue
Forest Road (55 & above odd) (88 & above even)

G.

H.

Haytor Road
Hill Park Road
Homestead Terrace

I.

J.

K.

L.

Locksley Close
Lords Place

M.

Main Avenue
Marnham Road

N.

Netherleigh Road

O.

P.
Plainmoor Road

Q.

R.

S.
Second Avenue
Springfield Road
Studley Road
St. Edmunds Road
St. Margaret's Avenue
St. Marychurch Road (58-168 even) (49-187 odd)
St. Pauls Road

T.
Third Avenue
Tramways

U.

V.
Victoria Park Road

W.
Warbro Court
Westhill Avenue
Westhill Avenue Close

HOMELANDS PRIMARY SCHOOL

Disability, Equality Scheme and Access Plan

Adopted by the Health and Safety Committee in February 2008

The plan is disseminated to parents by inclusion in the school brochure.

REVIEWED.....14.01.09.....

REVIEWED.....

“We want to live in communities where we can participate fully and equally. We want all our children to do well at school, to take part in all areas of school life and reach their potential. We know that for many disabled children at school, and disabled people in employment, this hasn’t happened yet and there remains considerable work to be done.”

Bert Massie

Chairman

Disability Rights Commission

January 2008 – January 2011

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Introduction

Duties under part 5A of the Disability and Discrimination Act require the Governing Body to:

- Promote equality of opportunity for disabled people – pupils, staff, parents, carers and other people who use the school or may wish to.
- Prepare and publish a disability equality scheme to show how they will meet these duties.

The scheme and accompanying action plan show how the Governing Body will promote equality of opportunity for disabled people.

Duties in Part 4 of the Disability and Discrimination Act require the Governing Body to plan to increase access to education for disabled pupils in 3 ways:

- Increasing the extent to which disabled pupils can participate in the school curriculum.
- Improving the environment of the school to increase the extent to which disabled pupils can take advantage of education and associated services.
- Improving the delivery to disabled pupils of information which is provided in writing for pupils who are not disabled.

This scheme incorporates the school's plans to increase access to education for disabled pupils.

Appendix 1

Definition of disability

The disability discrimination duties are owed to all pupils who are defined by the DDA as being disabled and under the planning duties schools and local authorities have a general duty to improve the accessibility of schools for disabled pupils.

The DDA defines a disabled person as someone who has **‘a physical or mental impairment which has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities’** (see definition below of normal day to day activities).

Physical or mental impairment includes sensory impairments and also hidden impairments. In the DDA **‘substantial’** means **‘more than minor or trivial’**. **‘Long-term’** mean **has lasted or is likely to last more than 12 months**.

The definition is broad and includes children with a wide range of impairments, including learning disabilities, dyslexia, autism, speech and language impairments, Attention Deficit and Hyperactivity Disorder (ADHD), diabetes or epilepsy, **where the effect of the impairment on the pupil’s ability to carry out normal day to day activities is adverse, substantial and long-term**. All those with cancer or surviving cancer; HIV or Multiple Sclerosis are now included from the point of diagnosis.

A significant number of pupils are therefore included in the definition.

Normal day-to-day activity

The test for whether the impairment affects normal day to day activity is whether it affects one or more of the following:

- Mobility;
- Manual dexterity;
- Physical co-ordination;
- Continence;
- Ability to lift, carry or otherwise move everyday objects;
- Speech, hearing or eyesight;
- Memory or ability to concentrate, learn or understand;
- Perception of risk of physical danger.

Disability and special educational needs

Many children who have SEN will also be defined as having a disability under the DDA. It is likely that many of the pupils who have SEN and a statement or who are at *School Action Plus* will count as disabled. However, not all children who are defined as disabled will have SEN. For example, those with severe asthma, arthritis or diabetes may not have SEN but may have rights under the DDA. Similarly, not all children with SEN will be defined as having a disability under the Disability Discrimination Act. In particular some children whose emotional and behavioural difficulties have their origins in social or domestic circumstances may fall outside the definition.

1.1

Our Vision

At Homelands School we strive to develop a culture and ethos which values and respects other people irrespective of their needs, abilities or culture. We value diversity and encourage our children to do the same. We want all pupils and parents to be included in the full life of the school.

1.2

Existing Practice

In including all groups with disabilities in our school we already have strategies in place. These are:

- Having high expectations of all pupils.
- Planning/risk assessing and being flexible to ensure all pupils can participate in the full curriculum including P.E.
- Planning out of school activities/residential visits with parents and advice from other professionals to ensure pupils with disabilities can take part.
- Putting in place individual health plans in liaison with school nurse.
- Administering an admissions policy which does not discriminate against pupils with disabilities or treat them unfairly.
- Devising teaching strategies to remove barriers to learning and participation.
- Planning the physical environment to take account of pupils with disabilities
- Providing pastoral/additional support
- Raising awareness of the needs of pupils with disabilities and providing training for staff as appropriate.
- Providing appropriate resources.
- Providing written information for pupils with disabilities in an appropriate format.
- By promoting positive images of disabled people.
- By seeking advice from appropriate external agencies.
- By seeking the views and opinions of children.

1.3

Involvement of disabled pupils, staff and parents

In developing this scheme we have had a small working party which includes a disabled governor. We have sent out a questionnaire to all parents, governors and staff and have consulted with identified parents and children before the scheme was finalised.

1.4

Information Gathering

We have gathered information from all parents, staff and governors initially. In future this information will be gathered at initial meeting with F1 and F2 parents. Any information given to the school is confidential and is used only to enable us to make better provision. Information from staff will be gathered in future on recruitment. Our current information shows us that 14 pupils are on Homelands disability register. Information related to attainment of disabled pupils will be gathered annually by the SENCO. This will be either through a statement review or by analysis of data. We maintain a register of parents with a disability where they have agreed for us to do so. The SENCO will be also gather information about participation in extra curricular activity, positions of responsibility, admissions, exclusions and attendance. The head teacher will gather information about recruitment of staff and governing body representation. The SENCO and year 6 teacher will ensure the transition of pupils with a disability is planned well ahead.

1.5

Impact Assessment

We will assess the impact of our current policies by using questionnaires, sometimes with all pupils/parents and at other times with those identified as having a disability. This will enable us to set priorities to improve the equality of opportunity.

1.6

Monitoring of Action Plans

The action plans will be monitored annually by the Health and Safety Committee who will also involve identified parents and staff to ensure targets are met and the scheme current. The plan is available to all parents on the school website and can be available on request in different formats.

Appendix 2

Useful Publications

Accessible Schools:	Planning to increase access to school for disabled pupils DFES Publication
Schools Disability Code of Practice	Disability Rights Commission
SEN Code of Practice	DFES
DFES Guidance on Inclusive Schooling	DFES

Useful Telephone Numbers

Disability Rights Commission	02078287022
DRC Helpline	084562260
DFES Publications	08456022260

Disability Awareness Action Plan 2007 – 2008

Actions	Responsible	Deadline	Outcome	Resources
To compile a register of disabilities affecting the children.	SENCO Head Teacher	Autumn 2007	To have an up to date register listing the children who have a disability. This should be reviewed termly.	Time for SENCO and Head Teacher to compile list. Time for Admin to type up.
To compile a register of disabilities/needs affecting parents/guardians/grandparents where a request to do so is made to school.	SENCO Head Teacher	Spring 2008	To have an up to date register listing the parents/guardians/grandparents who wish to register their disability or particular need with the school. A letter will be sent out annually requesting that anyone wishing to register their needs contacts the SENCO or the Head Teacher. This register should be reviewed annually.	Time for SENCO and Head Teacher to compile list. Time for Admin to type up.
To ensure equal access to the school, its buildings, grounds, events and communications, is available to children, parents and the wider community.	Head Teacher Admin Staff All Staff Governors Jarvis			
<i>To ensure children, parents and carers with mobility issues have access to the school car park for drop off, pick up and events</i>		Ongoing	To compile a list of parents/carers who need to use the school car park for drop off, pick up and other school events. This information will be held in the office.	Letter to parents and carers Time for Admin to compile list
<i>To ensure that parents, carers and members of the wider community are aware that we will make every effort to accommodate particular needs for events at school.</i>		Ongoing	Newsletters publicising events will include a reminder that we will endeavour to accommodate particular needs and request notice in order that we can try to meet those needs.	Possible support from Jarvis
<i>To improve safe access to and from the school grounds.</i>	Jarvis Caretaker	By half term Spring Term 2008	The main gates into school will both be open at the beginning and end of the day with markings on the ground to show the	Costs of anchor for second gate and markings on ground

<p>To develop awareness and knowledge of a range of particular needs that may be presented by children in the school</p>	<p>Head Teacher SENCO All Staff</p>	<p>During academic year 2008 - 2009</p>	<p>All staff to have a greater knowledge and understanding of a range of particular needs ie dyslexia, ADHD, Aspergers, Cerebral Palsy etc</p>	<p>Meeting times Specialist Trainers Funding for training</p>
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