Harwood Meadows Primary School



Prospectus

2026/2027

Harwood Meadows Community Primary School
(A Company Limited by Guarantee), Registered in England & Wales, Registered address:
Orchard Gardens, Harwood, Bolton, BL2 3PS
Company Number: - 07986090

Mission Statement



Giving children roots to grow and wings to fly

School Staff

Head Teacher: Mr J Bevan

Deputy Head: Mrs Richardson

Class Teachers:

Nursery Mrs K Marsden
Reception Mrs S Mogradia
Year 1 Miss R Williams
Year 2 Mrs J Pike / Miss R McFadden
Year 3 Mr Bardsley
Year 4 Mr A Westhead
Year 5 Mrs Buckley / Mrs Richardson
Year 6 Miss H Crossley

Teaching Assistants:

Miss E Rourke
Miss S Lomax
Miss L Moss
Mrs K Hillary
Mrs C Parmar
Miss N Allen - HLTA
Mrs K Hennessey
Mrs M Molaei
Mrs D Birtwistle
Miss A Farrell
Mrs S Grace
Mrs L Smalley
Mrs N Horrocks

Support Staff

Pastoral Support officer: Mrs N Powell
Lunchtime Support Staff: Mrs K Hennessey
Business Managers: Mrs H Green & Mrs C Joyce
Site Manager: Mr G Hampson
School Cook: Mrs D Glynn

THE GOVERNORS

Chair: Mrs K Collingwood

Mr J Bevan -Head Teacher
Mrs N Bhalla -Community
Mr W Green-Community
Mr R Henderson-Cause - Co-opted
Mrs L Berry (Vice Chair) - Community
Mrs M Williamson-Community
Mrs S Meadows - Community
Mrs Z Sahin - Parent

THE SCHOOL

Harwood Meadows School is a bright, modern school with extensive grounds.
The school is organised into three departments:

Foundation Stage

The Nursery is a spacious unit which currently offers 52 part time (or full time equivalent of 26) places. Within this unit children are offered a wide range of activities by our staff to support their development. The Reception class accommodates 30 full time places. Both the Nursery and Reception classes receive support from our Teaching Assistants.

Key Stage 1

One classroom for children in Year 1 and one classroom for children in Year 2.

Key Stage 2

A classroom each for Years 3, 4, 5 and 6. All KS1 and KS2 classes receive support from our excellent Teaching Assistants.

Children benefit from a 'state of the art' immersive learning environment (The Zone), a computer suite (The Hub) and also an outdoor classroom.

A large, bright, attractive hall is used for assemblies, shows, P.E. and as a dining area, with adjacent kitchens providing a cafeteria system of freshly prepared meals.

The school has two large play areas which include a trim trail and a quiet seating area between the two yards. There are extensive playing fields which are used to provide a wide range of sporting opportunities for the older pupils. The Foundation Stage benefits from a secure outdoor play environment which allows the children full access to the Early Years Foundation Stage Curriculum.

There is a 'Before and After School Club' operating within the school.
Please see the school website for more details.

THE SCHOOL DAY

The school day is from 8:45am until 3:30pm.

Dinner times are:

Nursery: 11.45am - 12.30pm
Reception and KS1: 12noon until 1:00pm
KS2: 12.15pm until 1:15pm

Morning play times for Reception to Year 6 is 10:15am – 10:30am.

The Nursery sessions are 8:45am – 11:45am and 12:30pm – 3:30pm (part-time), or full-time from 8:45am until 3:30pm. We also offer longer part-time sessions to include dinner – 8:45am to 12:30pm or 11:45am to 3:30pm (please see Mrs Joyce or Mrs Green in the school office if you are interested).

•SCHOOL UNIFORM•

We appreciate your support in sending your child to school dressed appropriately and wearing the official school uniform.

The uniform consists of:

Navy jumper, cardigan or sweatshirt;
Red shirt, blouse or polo shirt;
Grey trousers or shorts;
Grey skirt or pinafore dress;
Grey or white socks;
Black shoes;
Red/navy (not pale blue) and white checked summer dress.

PE:

A PE kit is not required in Nursery, however, pumps are useful in case of wet feet.

Navy shorts;
Red t-Shirt;
Pumps;
Navy tracksuit in cold weather;
Trainers.

Our school uniform is available from:

Whittakers Schoolwear
106 Deansgate
Bolton
BL1 1BD
(01204 389485)

Smart Clothing (Bolton) Ltd
Shops 5-7 Blackhorse Street
Bolton
BL1 1SY
(01204 392610)

Most items are also readily available from other suppliers. It is essential that all items of school uniform are labelled with your child's name. High heels, jewellery (other than watches or ear studs) and make-up may not be worn in school. Ear studs should be removed for every PE lesson. If ears have only just been pierced then plasters must be provided to protect the ears from injury.



CURRICULUM

THE FOUNDATION STAGE

Children in the early years make a good start to their education. They know what teachers expect and behave well. The teaching of reading and early mathematics helps children to learn successfully. Children calmly and confidently choose activities to help their learning and play. Parents are very complimentary about the support that their children receive.

(Ofsted)

Our spacious Foundation Unit provides an inspirational range of high quality continuous provision which delivers a high standard of early years education in a secure and caring environment. The children experience both structured and free play, based on the government's recommended Early Years Foundation Stage Curriculum, in a stimulating environment. The staff offer a wide range of activities including construction toys, jig-saws, the Home Corner, sand and water play, creative work in a variety of media, P.E., music, story, singing, outdoor play, pre-writing, pre-number and pre-reading experience. As and when children are ready they are introduced to early number, writing and reading experiences.

We recognise the importance of good language and communication skills, and vocabulary development, in Early Years. There is a focus on speech and language throughout the curriculum, and children engage in weekly drama sessions. We use the Wellcomm intervention programme to close any gaps with individual children.

A great deal of time and energy is spent in helping the children become more independent, whilst at the same time being able to work with other children in a group situation.

THE SCHOOL

The teaching of the National Curriculum including English and maths is constantly being developed and has been adapted to meet the needs of individual children. All subject areas are co-ordinated to provide a creative curriculum that is of interest to the pupils, as well as being highly relevant.

There are eight year groups within the school and each has its own classroom and class teacher(s).

Children with particular special learning needs may be identified by the school. Meetings would then be arranged with parents to develop programmes of work within the school and support which the family, and other agencies, can give. Children are taught as classes, groups and individually, depending on the circumstances.

Briefly the curriculum contains the following subjects:

ENGLISH

English is recognised as a key curriculum area and is accordingly given a high profile at Harwood Meadows. The English curriculum has been developed with full regard being given to National Curriculum requirements. Pupils are introduced systematically to the basic skills of reading, writing, speaking and listening. We aim to promote fluency in reading and pleasure in understanding the written word as well as mastery over the skills necessary to enable children to communicate their ideas in both written and spoken form. We employ a specialist drama teacher to enhance our provision and to develop children's confidence and oracy.



MATHEMATICS

Again, the school takes full account of National Curriculum requirements. Children follow programmes of study developing logical reasoning, problem-solving skills and the ability to think in abstract ways. We aim for the children to achieve an understanding of the four rules of number (addition, subtraction, multiplication and division) in order that they develop fluency in maths, which they can then apply when reasoning and problem solving.

SCIENCE

Children are introduced to the world in which they live, the phenomena and events, through a variety of practical experiences. This is very much a hands-on subject in that children satisfy their curiosity with knowledge by doing rather than by being told by the teacher. Children are encouraged to question and discuss science-based issues to develop their understanding.

DESIGN AND TECHNOLOGY

Design and technology prepares pupils to participate in tomorrow's rapidly changing technologies. They learn to think and intervene creatively to improve quality of life. The subject calls for pupils to become autonomous and creative problem solvers, as individuals and members of a team. They must look for needs, wants and opportunities and respond to them by developing a range of ideas and making products and systems. They combine practical skills with an understanding of aesthetics, social and environmental issues, function and industrial practices. As they do so, they reflect on and evaluate present and past design and technology, its uses and effects. Through design and technology, all pupils can become discriminating and informed users of products, and become innovators.

INFORMATION AND COMMUNICATION TECHNOLOGY

All classes have access to smartboards, the computing suite, laptops, computers, iPads and various multi-media tools which the children use to find, explore, analyse, exchange and present information. The educational programmes that we have are used to reinforce and extend work in other subjects, and promote initiative and independent learning.

GEOGRAPHY

Children begin by exploring their local area before being introduced to Great Britain and then the world at large. They develop their mapping skills, explore life in other parts of the UK before moving on to finding out about other countries in the developed and developing world.

HISTORY

To begin with children explore the very recent past. Children are then systematically introduced to a wide range of topics covering different historical periods, local history and the beliefs and cultures that influenced people's actions. Children develop a chronological framework for their knowledge or significant events and people, and develop the research skills needed to find out for themselves, weigh up evidence and reach their own conclusions.



MFL

All pupils are given an opportunity to learn French at Harwood Meadows. They are taught to express their ideas and thoughts in French, to understand and respond both in speech and in writing. The learning of French also gives children the opportunity to communicate for practical purposes and read a range of vocabulary and literature.

MUSIC

Children love to sing and perform and we encourage this in all our pupils. The full music curriculum is delivered throughout school and specialist teachers from the award-winning Bolton Music Service are available, should parents choose for the children to learn and play a musical instrument. There are also enrichment opportunities for the children such as choir and the opportunity have individual lessons covering a range of musical instruments. Whole school singing assemblies also take place every week.

ART AND DESIGN

Children are encouraged to use colour, form, texture, pattern and different materials and processes to communicate what they see, feel and think. They explore ideas and meanings in the works of artists, crafts people and designers.

DRAMA

At Harwood Meadows we believe in the development of the 'whole' child including their confidence and self-esteem. To this end we offer specialised drama teaching from our Drama teacher and children benefit from developing their skills and confidence and performing in front of a variety of audiences.

PHYSICAL EDUCATION

It is our aim to provide a breadth of sporting activities for all children and to foster enjoyment of PE and games. Children are offered a wide range of dance, drama, gymnastics and games, including athletics, cricket, cross country running, football, netball, rounders and swimming.

In addition, physical education promotes a knowledge of our body in action and promotes positive attitudes towards active and healthy lifestyles. We employ a specialist coach in order to ensure that the children receive sports training of the highest quality.

RELATIONSHIP EDUCATION

At Harwood Meadows, our Relationship Education curriculum intends to prepare children for adult life, enabling our children to become healthy, independent and responsible members of society. We want our children to understand how they are developing personally and socially and we aim to provide the children with the opportunity to explore their rights and responsibilities and to learn how to tackle many of the moral, social and cultural issues that are all part of growing up. Children are given the opportunity to take responsibility and appreciate what it means to be a member of a diverse society.
Every child is encouraged to develop their self-worth, self-esteem and adopt a positive growth mind-set enabling children to develop a healthy mind. This is promoted in all subjects across our curriculum encouraging the children to take on an 'I can' attitude, positively preparing them for future life challenges.

RELIGIOUS EDUCATION

Our R.E. programme looks at a range of religions, with tales from the Bible, tales with a moral and stories from other religions. We follow the Bolton syllabus for R.E. Parents have the right to withdraw their children from Religious Education and collective worship.

EXTRA CURRICULAR ACTIVITIES

Children are encouraged to participate in a wide range of sporting activities. We encourage children to take part in sports teams and we aim for every child to have the opportunity to represent the school before they leave us. In addition we run 'after school' clubs for a wide variety of activities.

An annual school adventure residential weekend is organised for pupils from Year Six.

ASSESSMENT AND REPORTING TO PARENTS

Children are constantly assessed by their teachers as a normal part of good teaching practice. Assessment has a key role to play in identifying individual achievements and ensuring that potential is maximised.

Each pupil has a profile on which evidence of progress and achievement is regularly recorded. Such evidence is gathered by observation, talking and listening to the child, questioning, marking and scrutinising written work. The information collected gradually builds a picture of the whole child and may be used to identify strengths and weaknesses so that opportunities for support and extension can be planned and implemented.

Standardised reading, writing, maths, spelling and grammar tests are administered to our classes termly in order to monitor progress and inform planning.

Written reports are sent out to parents annually.

Two formal Parents' Conferences are held each year, as well as informal open afternoons. Parents are encouraged to come in and see us at any mutually convenient time and if we have any cause for concern regarding the progress of a pupil we would automatically involve the family at the earliest opportunity. Teachers will often be at the class door in the morning / after school should you need a quick catch up or a meeting / phone call can be arranged should you wish to discuss anything in more detail.

HOMEWORK

Work is sent home with children from the earliest stages. Every child, throughout their primary life requires much reading practice and the children will regularly bring home individual reading books. Your support in helping them to practice reading and discussing the book is essential. Children start to get homework from Year 1 onwards and as they move up through the school they will have homework, which may be in the form of specific maths/English skills, and your support in ensuring that children complete their work, practice spellings, and learn basic number facts for multiplication table practice, will be greatly appreciated.

More formal homework is provided regularly for Year 6 children. The amount of homework may be increased in the upper part of the school for interest and to encourage good habits in preparation for secondary school.

SCHOOL MEALS/SNACKS

School lunches are provided each day by our school meals service, Dolce. Meals can be ordered and paid for online through the booking portal SchoolGrid. Login details will be sent when your child starts school. The government are currently funding meals for children in Reception, Year 1 and Year 2, now known as Universal Infant Free School Meals (UIFSM). Therefore, the cost to parents of children in these classes is free from September unless the government informs us otherwise. If you require further information about school meals, please contact the school office. Alternatively, if you choose for your child not to have a cooked lunch, you may send a packed lunch in a clearly named bag/lunch box each day.

Some children may wish to bring a snack for morning breaks - we actively encourage healthy eating habits. We ask that children bring a water bottle to school and that children bring water rather than juice for hydration throughout the day. Sweets, chocolates, crisps, fizzy drinks and cordial are actively discouraged. (As part of a Government initiative free fruit is provided for all Foundation Stage and KS1 children.)

ILLNESS

If your child is sick or ill in the evening or during the night, we advise you to keep him/her off school for at least 24 hours following the last bout of sickness / diarrhoea. We do ask that parents inform us as soon as possible on their first day of absence if a child is not in school for any reason. Medicines should not be brought to school except in case of Asthma sufferers who may need their inhalers. Prescribed medicines may be given during the day time by parents if they are able to pop into school or if this is not possible, a form needs to be completed in the school office and the medicine can be administered by school staff (in accordance with the medicine policy statement).

SPECIAL EDUCATIONAL NEEDS

The school has a positive approach towards children with Special Educational Needs. We ensure that all children are valued equally, regardless of their abilities and that individual needs are met in the appropriate way. We actively ensure that our curriculum is delivered in such a way as to take into account children's individual needs. We aim to establish a partnership with parents, recognising their role and the school's as complementary.

We take the implementation of the Disability Discrimination Act duties very seriously and we strive to ensure that any barriers that disabled pupils may face are anticipated and are either removed or minimised.

THE SCHOOL COMMUNITY

We actively encourage parents to become involved in the school and many classes in the school have volunteer helpers who come in on a weekly basis to hear children read, help with group work, etc.

The school has a fantastic Parent, Teacher & Friends Association which promotes links between home and school and raises money for the benefit of the school and its pupils. Events include dances, family parties, fairs in Summer and at Christmas and a variety of other functions throughout the year. There is an Annual General Meeting every year at which a new committee is elected. New members are welcome at any time.

Minutes of the termly meetings are available in school and are emailed out to parents.

CHILD PROTECTION PROCEDURES

Because of day to day contact with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents should be aware therefore that where it appears to a member of staff that a child may have been abused, the school is required by law and as part of the local Child Protection Procedures, to report their concerns to the Social Services Department immediately.

Harwood Meadows is a member of the Bolton Encompass project which, working with Bolton Safeguarding Board and Greater Manchester Police, has been designed to provide early reporting to schools of any domestic abuse incidents that occur outside school but which may have an impact on a child attending school the following day.

ADMISSION ARRANGEMENTS

THE NURSERY

Children are normally admitted to the Nursery in September following their third birthday, and we have a small intake in January the following year to top up any vacant places. We do operate a waiting list: should you be interested in putting a child's name on it, please see Mrs Joyce in the office.

Offers of places are usually made in Spring for the following September. Children are entitled to receive a full year's part time nursery education, which is LA funded, and we also offer full-time options or extended part-time options. Please contact the office for details of charges.

THE SCHOOL

The admission process for entry into the Reception Class of the School is administered by the Children's Services Department of Bolton Council in accordance with the criteria specified on their website www.bolton.gov.uk As an Academy, we have adopted the Bolton Council criteria. You must apply online using the website above or by contacting Pupil and Student Services Department on the following telephone numbers 01204 332092 or 01204 332143. The Council will send out preference Forms to all parents and will offer places during the spring term.

Children are admitted during the Autumn Term of the educational year (1st September to 31st August) in which they reach their fifth birthday. (Previous attendance at the nursery class does not automatically ensure entry to the school).

More detailed information regarding the Nursery Unit and the School are presented at meetings for new parents which are held in school prior to the child's admission. All children have the opportunity to visit the nursery with their parents before admission. Groups of children visit the Reception Class in the summer term prior to admission into the main school.



BEHAVIOUR AND EMOTIONAL SUPPORT

We expect the children at our school to behave properly at all times and the school has an agreed Discipline Policy and Home School Agreement. School rules are, in the main, concerned with the safety of the children both inside and outside the buildings, with the care of materials, equipment and property and, of course, the care of one another.

At the beginning of each year each class within the school agrees a Code of Conduct of behaviour for their classroom. We have a reward system whereby children can earn bronze, silver and gold badges throughout the year.

If a child's behaviour does not conform to this code, or their general behaviour on the playground falls below acceptable standards, there may be sanctions. If the problem continues, then the parents would be contacted and arrangements would be made to discuss the problem and find a solution.

Good behaviour is always recognised, encouraged and rewarded while inappropriate behaviour is noted and dealt with accordingly.

PASTORAL CARE

All of the staff in the school care for all our children on a daily basis. We are an 'open door' school. If at any time you have any concerns we expect you to approach us so that we can work together, in partnership, to make your child's time at school rewarding, happy and productive. Please do not hesitate to contact us if you have a problem, no matter how small.

ATTENDANCE

Government legislation requires us to produce 'Unauthorised Absence' statistics for the school.

It must be made clear, there is no statutory right for parents to take their children out of school for a holiday at any time. Again, if there was felt to be a problem concerning your child's attendance at school we would work together to ensure regular attendance.

Family holidays, including visits to a country of family origin, must be organised during school holiday periods. New school attendance regulations make it clear that leave of absence during term time may not be granted by schools unless there are exceptional circumstances and parents must contact the school for permission in this situation. The regulations also clarify that as from 1st September 2013, penalty notices will be issued for parents who fail to ensure their child's regular attendance at school or fail to ensure that their excluded child is not in a public place during the first five days of exclusion. Parents must pay £80 (per child, per parent) if they pay within 21 days; or £160 (per child, per parent) if they pay within 28 days.

COMPLAINTS

Harwood Meadows School has a very positive relationship with parents and we work well together. However, occasionally, a concern may arise and in this situation please do not hesitate to come in and discuss it. The vast majority of concerns are sorted out immediately and any that require further investigation are dealt with through our complaints procedure.

CHARGING POLICY

Educational visits take place throughout the school year and we ask parents for a voluntary donation towards the cost of such outings. No child would be excluded from attending by non-payment but obviously if there were insufficient contributions we could not guarantee that the outing would go ahead.

CONCLUSION

Harwood Meadows is a happy, caring school and we look forward to sharing the education of your child over the coming years together.