Dream, Believe, Achieve, Care
The Hollybrook Schools

School Prospectus

Welcome to our Schools

Welcome message

Dear Parents/Carers,

I would like to take this opportunity to welcome you and your family to our warm and caring school community. We believe that your child will flourish here, and we look forward to a happy partnership with you. I know that your child will flourish during their time at The Hollybrook Schools.

Both the Infant and Junior Schools are well subscribed, successful schools with a team of immensely dedicated and passionate staff who are committed to providing the best education for your child to ensure they thrive academically, emotionally and socially. We want the children who leave our Infant School at the end of Year 2 and the Junior School at the end of Year 6 to be ready for the next stage of their education, to achieve, not only great academic success, but be well rounded, caring young people who are confident, happy and safe as they move towards adulthood.

The strong partnership we have with parents, and all members of our school community is of paramount importance to us, and we understand that this is essential for a school to prosper and make a lasting impact on all aspects of pupils' lives. We hope that as your child continues their learning journey throughout their time at the Hollybrook Schools you will enjoy working together with us forming a strong supportive team for your child.

I fervently believe in an open-door policy and at any time you are welcome to come in and share your excitement and/or your concerns.

Warmest wishes

Marcella Dobson



Marcella Dobson
Headteacher

Hamwic multi-academy Trust

Hollybrook Infant School and Hollybrook Junior School are both part of the Hamwic Education Trust. Hamwic have academies who work in partnerships based in Southampton, Portsmouth, Poole and East Dorset.

Hamwic Education Trust celebrates the uniqueness of pupils, staff and schools, and aims for everyone to achieve their full potential through the range of opportunities offered.

Hollybrook Infant and Hollybrook Juniors work within the Jefferys Education Partnership (JEP), a group of local schools consisting of The Hollybrook Schools, Shirley Infant, Shirley Junior, Wordsworth Primary, Southampton Hospital School and Upper Shirley High. We work very closely with our local schools, for example, taking part in music festivals and PE competitions. Staff interact and work alongside staff from other teams.

Together with our partner schools, we work to improve standards and practice, developing the curriculum and identifying strengths. We share a commitment to making a positive difference to our children and their families by working together in partnership, nurturing and developing a caring ethos.

The partnership brings professional expertise and experience to secure the highest possible achievement for all.

Our Team



LAURA JACKSON
DEPUTY HEADTEACHER AND DESIGNATED SAFEGUARDING LEAD



STEPHANIE CRISPIN
ASSISTANT HEADTEACHER, SENCO AND DEPUTY DESIGNATED SAFEGUARDING LEAD



VINCE MCKWEON
BUISNESS MANAGER



ELLA DREVER
ATTENDANCE OFFCIER



CLAIRE BEANEY
LOWER PHASE LEADER



LUC HIGHAM
MIDDLE PHASE LEADER



ANNETTE NORTON
UPPER PHASE LEADER

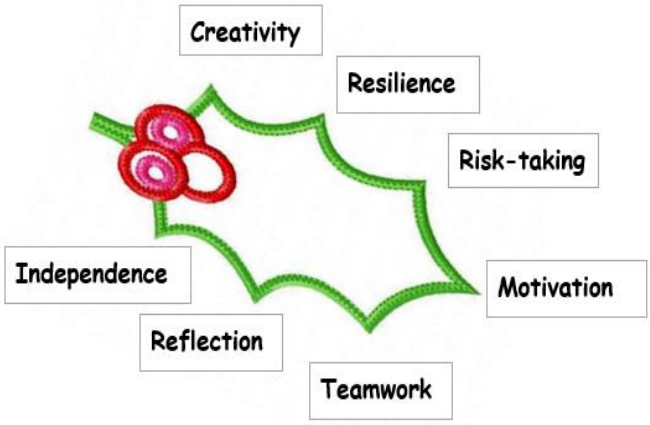
Our Vision

Our Values are: Be Respectful, Be Responsible, Be Caring.

We, at The Hollybrook Schools, believe that every adult and child has the right to thrive in a happy, safe and supported environment built on mutual respect and shared values. It is our equal responsibility to ensure that adults are able to teach, and children are able to learn through the promotion of positive respectful behaviours where adults support and role-model our learning values to develop responsible citizens both in and outside of school.

Expectations of behaviour, attainment and progress are high. Our motto of **Dream, Believe, Achieve and Care** permeates all that we do: we want the children to dream big, believe in themselves, achieve to the best of their ability and care about others, their community and the world around them.

These learning behaviours underpin all learning in our school. We believe if we can instill these behaviours in our pupils, they will have all the tools to become confident, happy and successful learners in all aspects of their lives.



A day at Hollybrook Schools

Hollybrook Infants

The doors to the children's classrooms open at 8:40 am.

The teachers will be available for quick messages. If you feel you need a longer conversation, please make an appointment through the school office.

There are always senior staff on the playground should you need to talk to them.

The children will have a break at 10:30 am they will be provided with a healthy snack.

Lunch is from 12:00 pm to 1:00 pm.

School finishes at 3:10 pm. Children will be released to parents at their classroom door.

Hollybrook Juniors

The doors to the Junior school open at 8:45 am by senior staff members. Children will walk to their classrooms independently.

Year 3 teachers will open classroom doors at 8.45 am.

The children will have a break at 10:15 am they may bring in a healthy snack.

Lunch is from 12:10 pm to 1:00 pm.

School finishes at 3:15 pm. Children will be released to through the main door by class teachers. Teachers will be available for quick messages at the end of the day.

Children arriving after 8:50am will need to go in through the school office. Any children arriving after 8:55 am will be marked as late.

Communication

Information flyers will be emailed home weekly. A monthly newsletter will be distributed with more information.

When your child starts at The Hollybrook Schools you will be given information to enable you to sign up for the two online payment systems.

- My Child at School – to pay for trips and clubs.
- School Grid – to order and pay for school dinners.
  - please speak to office to set up both of these accounts.

If you wish to talk directly to your child's class teacher, please make an appointment via the office. Each half term you will be sent a curriculum flyer to let you know what your child will be learning.

If your child is unwell:

- Please phone the office as soon as school starts but no later than 9.30am.
- There is an answerphone so please leave a message if no one is available to answer.
- If your child has vomited or has diarrhoea, they must stay at home for 48 hours after the last attack.
- If your child requires medication in school, please complete a medical form in the office.

Special Educational Needs and Disability

Our school policy for Special Educational Needs (SEN) has been produced in line with the Code of Practice and is available on our school website.



STEPHANIE CRISPIN
ASSISTANT HEADTEACHER, SENCO AND DEPUTY DESIGNATED SAFEGUARDING LEAD

Children who have SEN have full access to the curriculum. Their learning may be modified according to their individual requirements. Work is prepared to meet the ability needs of each pupil.

Our school SENCO supports and advises class teachers, organises special provision when applicable and arranges meetings for parents with members of the SEN advisory team or any other agency. Children with SEN are very welcome in school and parents are encouraged to take an active part in their progress.

Emotional Literacy support

At the Hollybrook Schools, we recognise that the emotional well-being of each child contributes to their success in school. The role of the ELSA team is to help each child to feel safe and secure and realise their full potential at school. At times children may experience situations, either at home or school, where they need some extra support. This may be short or long term. This could include needing support for a bereavement, family breakup, anxiety or problems relating tio peers.



BONNY BONNEY
TRAUMA INFORMED ELSA PRACTITIONER



SINEAD DELAHUNTY
ELSA PRACTITIONER

Curriculum

All aspects of our curriculum are aimed at preparing children to live in our multicultural society. We recognise and take advantage of the valuable contribution different cultural backgrounds can make to the education of every child. Racial discrimination, harassment or abuse has no place. Children are at the centre of everything we do. The way in which they learn, play and behave towards others is very much a reflection of the ethos of the school.

At The Hollybrook Schools we think that children learn best:

- In a secure and happy environment
- When they can work to their full potential, with work matched to their ability
- When they feel valued and can experience success
- When they experience a variety of teaching styles and situations
- When there is consistency throughout the school
- When there is a good working relationship between themselves, their parents and their teacher
- When the curriculum is wide and varied

We follow the National Curriculum which consists of core and foundation subjects. The core subjects are English, Maths, Science and Computing. The foundation subjects are History, Geography, Design Technology, Music, Art and Design and Physical Education (PE). Religious Education is also a compulsory subject. Relationship, Social, Health Education and Citizenship is also taught and encompasses all social, moral, spiritual and cultural education as well as British Values.

Each child's progress is formally assessed at the ages of five, (end of Reception) and 11 (the end of Year 6), as well as a Phonics Screening Check at the end of Year 1 and a Times Tables Check in Year 4. These assessments are reported to parents. In addition, the school has continuous programmes of assessment for every child.

Safeguarding

The school Designated Safeguarding Lead is **Laura Jackson.**

The Deputy Safeguarding Leads are Stephanie Crispin and Marcella Dobson. Our Safeguarding Governor is Rhys Fehners. Please see our website for a wealth of safeguarding information.

Your child's safety is our number one priority. For this reason we ask for your help in these ways:

Maintain up to date contact information

We need to know how to reach you or a person named by you who will care for your child if an emergency were to arise. Please ensure you complete the contact form promptly and pass it back to the office. We will always try and contact you if we feel that your child needs urgent medical attention. Please always contact the office to make changes and update any contact details.

Follow our procedure for Visitors

For security reasons we ask that all parents, carers and visitors use the main entrance at the Infant School to enable them to report to reception.

For fire safety reasons, all parents, carers and visitors staying in the building for any length of time will be asked to sign in on arrival and sign out when leaving the building. All visitors are required to wear a visitor's badge whilst they are on site so that the children know you are not a stranger.

Follow Our Health and Safety Procedures

Please note that the car parks on both the Infant and the Junior School sites are for staff only. If you feel that you need access to one of the disabled bays, please contact the school office for a permit. Please also do not park on the zigzag markings outside the school entrances. The perfect place to park is at the Sports Centre and walk from there to school as this helps to avoid a lot of the congestion we have around the roads near school and makes the journey safer for everyone.

Parents, carers and children should not be on the school playground before 8.25am unless they are attending Sunshine Club.

Parents and carers are responsible for supervising their children on the playground until the doors are opened; 8.40 for the Infant School and 8.45 for the Junior School. We ask that you do not let children use the climbing frames at this time.

Bikes and scooters are allowed, and there is storage outside the Infant School at the front, or round by Little Berries Pre-school. Please can you ensure that children walk their bikes and scooters through the playgrounds and whilst on site and that balls are not used before or after school on the playground.

Dogs must not be brought onto the school site, with the exception of Lyra, our therapy dog.

There is a No Smoking Policy at all times within the school building and grounds. Smoking (including e-cigarettes) is not permitted anywhere on the school premises.

Illegal drugs and alcohol should not be brought onto the school site.

Please do not send any nuts or nut products to school as we have several children with a very severe allergic reaction.

If parents have questions about any aspect of their child's education, they should, in the first instance, speak to their child's teacher. Parents can also approach one of the senior leaders or the Headteacher if they would like to discuss a concern or complaint following this initial discussion with the class teacher on a more formal basis.

The full complaints procedure can be found on the school website.

Sunshine Club

The Hollybrook Schools run a wraparound care club before and after school each day.

The breakfast club opens at 7:30 am and runs until the start of the school day.

The after-school sessions run from the end of the school day until 6pm.

At both clubs' children will be provided with food, including a breakfast of cereal, toast and juice and a healthy range of hot and cold snacks after school.

The club is run by highly trained DBS checked staff.

If you would like more information on 'The Sunshine Club', please contact the school office for an information leaflet.

Uniform



- White shirt or polo T-shirt.
- Red jumper or Cardigan.
  - Hollybrook Schools logo jumpers and cardigans are available to order from 'KoolSkools' in Shirley or 'Skoolkit' in Totton.
  - School jumpers with the old Hollybrook Junior School logo are still acceptable uniform.
- Grey or black trousers, shorts, skirts or pinafores.
- Red and white summer dresses.
- Black school shoes – No trainers.
- Long hair should be tied up.
- Hair styles should be neat and tidy and promote our high standards of dress.
- Only small stud earrings are permitted; these must be removed for P.E or taped by the child.

PE kits



- A T-shirt in your child's house colour – t shirts in the house colours with the school logo are available from Skoolkit
- Black shorts
- Black jogging bottoms
- Trainers or plimsolls

What to bring to School

- A book bag – Hollybrook Schools book bags are available to order from ‘Skoolkit’ or ‘Koolskools’.
- A named water bottle.
- A healthy snack in the Junior School (Infants will be given a healthy snack daily) – Please do not send your child with crisps or chocolate for their snack.
- A named coat – we do still go outside even when its drizzly.
- A named hat for sunny days.
- A named P.E. kit in a named bag.





Term dates

2024 - 2025 Academic Year

Autumn Term 2024

Monday 2nd September - Friday 20th December

Half Term: Monday 28th October - Friday 1st November

Christmas Holiday: Monday 23rd December - Friday 3rd January

INSET Days: Monday 2nd September and Friday 25th October

Spring Term 2025

Monday 6th January - Friday 4th April

Half Term: Monday 17th February - Friday 21st February

Easter Holiday: Monday 7th April - Monday 21st April

INSET Days: Friday 7th February, Monday 10th February, Monday 24th February and Friday 28th March

Summer Term 2025

Tuesday 22nd April - Tuesday 22nd July

Half Term: Monday 26th May - Friday 30th May

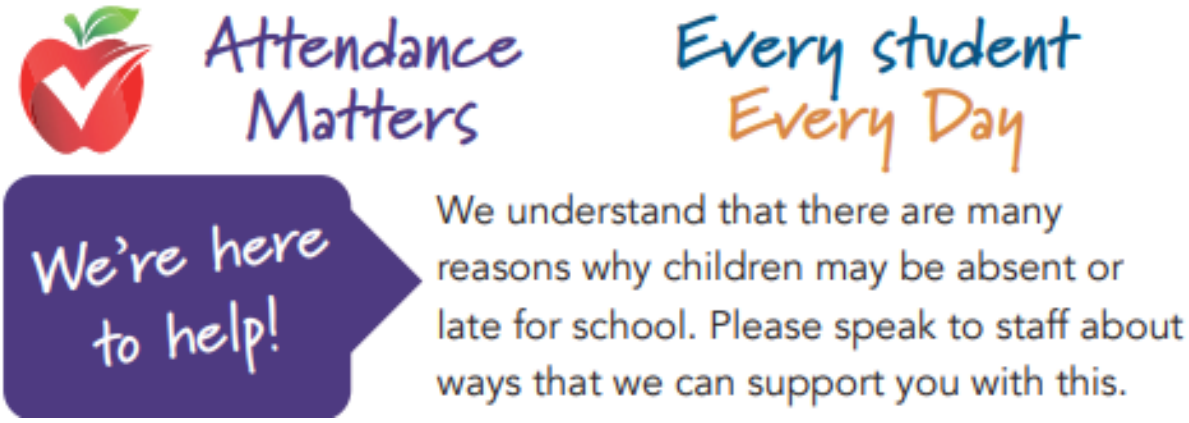
INSET Day: Monday 30th June

School Times

The Infant School day begins at 8:40am and ends at 3:10pm which equates to a 32.5 hour week.
The Junior School day begins at 8:45am and ends at 3:15 which equates to a 32.5 hour week.

Attendance

Please do not plan your holidays during term time. Children should attend school for the maximum number of days possible as evidence shows that long or regular absences have a detrimental effect on learning and achievement. Children who do take holiday during term time will be marked with an unauthorised absence in the register for all the days they have missed, unless the circumstances are deemed exceptional. Families who take unauthorised holidays during term time may be subject to a fine.



For your information: -

1. All absences from school have to be accounted for by parents or carers by a telephone call with the reason for the absence clearly stated. Any absence un-notified has to be recorded as unauthorised.
2. Only in exceptional circumstances can time out of term time be authorised, although these are rarely authorised.
3. If your child is going to be late for school, please either telephone the school or send a note to explain the reason. Calls should be made by 9:00am.

Attendance

Children who are late should report to the office before going into class. Poor attendance or lateness have a severe effect on a child's education, as they will always miss something important, and the continuity of their learning will be interrupted. Please make every effort to ensure that your child attends school on a regular basis throughout the year and arrives on time. Please read the Attendance Policy for further details, which can be found on the school website.

If your child misses...	That equals...	Which is...	And over 13 years of schooling that's...
1 day per fortnight	20 days per year	4 weeks per year	almost 1.5 years
1 day per week	40 days per year	8 weeks per year	over 2.5 years
2 days per week	80 days per year	16 weeks per year	over 5 years
3 days per week	120 days per year	24 weeks per year	almost 8 years

Key Contacts:

Attendance Champion:

Marcella Dobson

Attendance Officer:

Ella Drever

Reporting Absences:

A parent/carer must notify the school of the reason for a child's absence **before** 9:30 **on the day of absence.**

To report absence please:

contact the school office on:

02380 771528

or email the office at:

info@hollybrookschools.co.uk

Assessment Data

These tables show the percentage of children reaching the national expectation at the end of Key Stage One, Year One Phonics Check, Early Years Foundation Stage and the end of Key Stage Two SATs.

Assessment Results 2023 - 2024

Number of eligible children:

Year R	Year 1	Year 2	Year 6
60	58	60	60

Early Years Foundation Stage (Year R)

		Percentage of Children Achieving at Least Expected	
	Area	**School**	National (2023)
EYFS	Comprehension	**85%**	
	Word Reading	**83%**	
	Writing	**78%**	
	Number	**88%**	
	Numerical Pattern	**88%**	
	Good Level of Development (GLD)	**78%**	67.3%

Phonics (Year 1 and 2)

		Year 1		Year 2	
Phonics	Percentage of Children Reaching the National Expectation in Phonics	**School**	National (2023)	**School**	National (2023)
		88%	79%	**95%**	89%

End of Key Stage One (Year 2)

		Expected Standard and Above			Greater Depth	
KS1	**Area**	**School**	**National (2023)**		**School**	**National (2023)**
	Reading	**85%**	68%		**35%**	**19%**
	Writing	**68%**	60%		**15%**	**8%**
	Maths	**81%**	70%		**18%**	**16%**
	Combined	**63%**	60%		**13%**	**8%**
	Science	**95%**	79%			

End of Key Stage Two (Year 6)

		Expected Standard and Above			Greater Depth	
	Area	**School**	**National (2024)**		**School**	**National (2024)**
KS2	Reading	**76%**	74%		**33%**	28%
	Average Scaled Score Reading	**107.0**	105.2			
	Writing	**70%**	73%		**5%**	13%
	Maths	**82%**	72%		**12%**	24%
	Average Scaled Score Maths	**104.3**	104.4			
	Spelling, Grammar and Punctuation	**82%**	72%		**42%**	32%
	Average Scaled Score SPaG	**108.1**	105.3			
	Combined	**57%**	61%		**2%**	8%
	Science	**92%**	81%			