

# Putnoe Primary School

Headteacher: Mrs G Peck M.Ed

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'The Headteacher, Staff and Governors at Putnoe Primary School aim to help all pupils enjoy and achieve. We strive for academic excellence while seeking to provide a balance between academic subjects and the aesthetic, practical, musical and physical activities.

We believe all pupils should have the opportunity to develop those life skills that will raise self-confidence and self-esteem and contribute to their role as responsible citizens.'

Mission statement

4 October 2018

Dear Parents/Carers,

In response to our recent request for your views and comments on aspects of our school, please find below a summary of the results after an analysis of the data.

	Strongly agree	Agree	Disagree	Strongly Disagree	Don't know
The school environment is welcoming to parents	49%	49%			2%
The reception I receive is good when visiting the school	57%	42%			1%
The school provides me with relevant information to support my child's learning (website, curriculum overviews, events)	46%	44%	7%		3%
End of term and end of year reports are informative	48%	35%	2%	2%	13%
The school has a parent friendly approach to parent consultation evenings (twice yearly, online booking system)	49%	34%	1%	1%	15%

In order to continue to improve our practices and respond to your comments, we will be making the following changes:

- Amend the format of the 4+ Nursery class end of year report to be in line with the Spring term report
- Continue to ensure end of year reports are personal to each child. Information supporting assessments will be sent home with reports and will be available on the school website.
- Ensure all curriculum overviews are sent home at the beginning of each term and are uploaded to class pages on the school website.

Email: [putnoeprimary@putnoeprimary.co.uk](mailto:putnoeprimary@putnoeprimary.co.uk) Website: [www.putnoeprimaryschool.co.uk](http://www.putnoeprimaryschool.co.uk)



- Continue to hold twice yearly parent consultation evenings using an online booking system for parents to book appointments to suit – from 2.00 pm – 7.30 pm
- Introduction of a 'parent page' on the school website with direct links to additional curriculum guidance.

Feedback from our 'Parent Induction' meetings shows that 94% of parents found the sessions to be 'good or 'very good'. Many parents found the meetings to be very interesting and informative with clear explanations and good delivery. Some comments shared gave reference to the focus on the importance of reading and ways to help at home.

However, in order to continue to improve our Induction process and respond to your feedback, we will be putting the following practices into place:

- All year group meeting presentations will be shared via the school website until the end of the Autumn term. These will be found under our new 'parent page'.
- In addition to the end of year school report (July 2019) we will be including a 'Welcome to year...' guide for your child's new year group. This will include an overview of the curriculum, timetable and class expectations'. Parent Induction meeting times and dates will be shared along with some information about where to go on the first day back after the holidays.
- Parent transition forms' will be available in the school entrance during the summer term which will provide you with an opportunity to share any information with your child's new teacher. More information to follow later in the year.

Our new 'Parent' section on the school website is underway. As a result of suggestions shared by parents, we will be including the following information:

- Term dates
- Information on after school clubs
- Links to year group pages and termly curriculum overviews
- Link to 'Relish' and menu overviews (in the very near future we are hoping to share information with you as to how you can pre book lunches online)
- Link to 'ParentPaye'
- Breakfast/After school club information
- Link to the newsletters (diary dates and news of events)
- Guidance on reading, phonics, homework, maths and science
- Link to the Parent Council page – for news of activities and ways you can get involved.
- Link to latest news
- Feedback from parent questionnaires

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The webpage will be available to view in the school hall during our parent consultation evenings before the half term holiday. It already includes parent policies and a useful document to explain educational language. In order to continue to help facilitate parents in supporting their children and in furthering their own learning we have uploaded our 'Phonics for parents' presentation and will accompany this with a link to our Family Worker page, SENDCo page and our information Mental Health and Wellbeing.

The 'parent page' will also have a section dedicated for new parents to the school. This will include:

- Admissions information (transition procedures into school)
- Uniform guides and price list
- Daily timetables for Early Years, KS1 and KS2

We would like to thank everybody who took the time to complete our questionnaire and share suggestions for our website improvement and offer comments. We continue to be committed to Parent Partnership and would welcome questionnaires still to be returned.

If you would like to become involved in our 'Parent Council' and help provide opportunities for our pupils or to offer any comments or suggestions, you can email at:

[parentcouncil@pps.bedssch.co.uk](mailto:parentcouncil@pps.bedssch.co.uk)

Yours sincerely

Mrs J Camino  
Leading Parent Partnership Award Coordinator

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