



Woodcock Hill Primary School



Motivate • Educate • Achieve

Our School Prospectus

2025 – 2026





The Woodcock Way

VISION

Woodcock Hill Primary School will create a happy and nurturing environment where ambitions are unlimited.

VALUES

We are
RESPECTFUL
AMBITIOUS
CREATIVE
INCLUSIVE
INDEPENDENT
and we
PERSEVERE.

MISSION

Together we
EDUCATE and
MOTIVATE
each other to
ACHIEVE,
regardless of
background, in a
modern, diverse
United Kingdom.

EXPECTATIONS

Here
Everyday
Ready,
On time and
Engaged to
Strive for Success.



I would like to extend a warm welcome to Woodcock Hill Primary School. We are a small one form entry school located on the borders of Northfield and Bartley Green.

This prospectus has been designed to give you a taste of life at our wonderful school, and I hope it helps you to gain an understanding of how our school is organised, the exciting opportunities we offer our pupils and the foundations we establish in them for life beyond our school.

I am tremendously proud to lead a dedicated team that provides the best education and life skills for the pupils in our care. They strive to ensure all our pupils achieve their academic potential but also ensure that our curriculum supports children with healthy lifestyle choices, mental health and wellbeing and social skills.

Underpinning this work, our relationships with one another, our curriculum and everything that we do are our school values;

We are respectful, ambitious, creative, inclusive, independent and we persevere.

Ofsted graded us as a GOOD school in April 2022.

Included with this guide, are some important forms which you will need to complete and return to us before 3pm on Friday 11th July 2025.

Finally, we warmly welcome you to our school and to our school family.

Mr Higgins
Head Teacher

Our HEAD TEACHER'S Welcome



How our school is ORGANISED

We are a one form entry Primary School which means we have one class in each year group from Reception Class through to Year Six.

Each class has a class teacher and a teaching assistant; we have a maximum class size of 30 children in each class.

Our classes are mixed in terms of gender, age ability, attitudes, behaviour and special educational needs.

Age	Year Group	Stage
4-5 years	Reception	Early Years Foundation
5-6 years	One	Key Stage One
6-7 years	Two	
7-8 years	Three	Key Stage Two
8-9 years	Four	
9-10 years	Five	
10-11 years	Six	



How our school day is ORGANISED

Our school day is organised in teaching sessions with afternoon, morning and lunch breaks.

	EYFS	Key Stage One and Two
Breakfast Club	8.15am – 8.45am	
Registration	8.55 am	
Assembly	9.05am – 9.30am	
Session One	9.30am – 10.30am	
Morning Break	10.30am – 10.45pm	
Session Two	10.45am – 12 noon	
Lunch	12 noon – 1.00pm	
Session Three	1.00pm – 3.20pm	1.00pm – 2.00pm
Afternoon Break		2.00pm – 2.10pm
Session Four		2.10pm – 3.25pm
After School Clubs	3.30pm	3.30pm



Our TEAM

SENIOR LEADERSHIP TEAM (SLT)

Head Teacher	Mr D Higgins
Asst. Head Teacher	Mrs H Mitchell
Asst. Head Teacher/SENCo	Mrs S Nash
School Business Manager	Mrs S Mills

CLASS TEACHERS

Reception	Mrs G Harris and Mrs K Winkett
Year One	Mrs W Shannon
Year Two	Mrs S Beranová
Year Three	Mr G Whitcombe and Mrs S Meddings
Year Four	Mrs V Clarson
Year Five	Mrs L Keating
Year Six	Mrs H Mitchell
HLTAs	Mrs S Meddings Mrs K Winkett

ADMINISTRATION

Mrs G Attwood
Mrs D Hogan

PASTORAL SUPPORT MANAGER

Mrs T Hall

SITE and PREMISES

Mr R Niblett
Mrs C Benzie
Ms S Job

GOVERNORS

Mr J Dakin
Mrs G Simm
Mr D Higgins
Mrs S Nash
Mr A Kirkman
Mrs J Jones
Mr P Court

TEACHING ASSISTANTS and LEARNING SUPPORT STAFF

Ms J Croft
Mrs K Cullen
Mrs C Evans
Ms S Falaschi
Mr D Harwood
Mrs D Rees
Ms J Silvester

LUNCHTIME SUPERVISORS

Mrs K Bates
Mrs C Benzie
Mrs W Cutler
Ms S Job
Ms C Narey
Ms J Rawle
Ms J Silvester
Ms E Tildesley

ADDITIONAL SUPPORT STAFF

Mr M Abdullah
Ms L Barker
Mrs W Lord





Working in partnership with GOVERNORS and PARENTS

We firmly believe in the importance of working in partnership with parents and carers to educate our pupils. There are many opportunities for parents to become involved in the life of our school and to gain a deeper understanding of school life.

We communicate with parents in several ways: a weekly newsletter, e-mail, our X (formerly Twitter) page, website, texts home, telephone, online diary, face-to-face and termly questionnaires.

Our parents enjoy being involved in workshops, open mornings, class assemblies, fundraising events, and sports' days.

Parents' evenings take place in the Autumn, Spring and Summer terms where parents can talk to their child's teacher about academic progress. Additionally, staff are always happy to meet with parents to discuss any concerns they may have.

Our school website has a wealth of information, including details of our uniform policy, term dates and class pages detailing your child's current learning.

Parent support and expertise can be used in many ways and is greatly appreciated. All volunteers working in school are required to undertake a criminal records check. This is called an 'enhanced Disclosure and Barring Service' (DBS) check. Our school office will help you to complete this process.

GOVERNING BODY

The Governing Body of Woodcock Hill Primary School is made up of people from a variety of backgrounds. Our school governors are a group of individuals who are elected by parents and staff or co-opted by the local authority.



School governors work with the Head Teacher and are responsible for setting the strategic direction of our school. Our Chair of Governors and the Governing Body can be contacted via the school office.

PTA

Our PTA is called the Friends of Woodcock Hill Primary School (FoWHPS). They support the life and work of our school and work tirelessly to this end. All parents are automatically a member of FoWHPS but if you would like to be a little more hands on you are welcome to join the committee. The committee work extremely hard to organise social events for parents, children and the wider community. They ensure that the children at our school leave with happy memories and host our now annual Year Six Prom.



Money raised provides funds for future events as well as extra facilities and equipment for all children. We look forward to your involvement and contribution to the work of Friends of Woodcock Hill Primary School.



Our PTA
love to organise events!

Our CHILD PROTECTION Statement

Woodcock Hill Primary School is committed to the highest standards in protecting and safeguarding the pupils entrusted to our care.

Our school will support all pupils by:

- Promoting a caring, safe and positive environment within the school.
- Encouraging self-esteem and self-assertiveness.
- Effectively tackling bullying and harassment.

At Woodcock Hill School, to protect our pupils, we aim to:

- Create an atmosphere where all our pupils can feel secure, valued, and listened to.
- Recognise signs and symptoms of abuse.
- Respond quickly, appropriately, and effectively to cases of suspected abuse.

Everyone working with our pupils, their parents and carers should be aware that:

- Their role is to listen and carefully note any observations which could indicate abuse.
- They should not attempt to investigate once the initial concern is raised.
- They should involve the Designated Senior Leader (DSL) immediately.
- Disclosures of abuse or harm from pupils may be made at any time.



Please see the Safeguarding Section of our School website for further details.

If you have a concern that a pupil is being harmed, is at risk of harm, or you receive a disclosure (intentionally or unintentionally) you must contact the following staff member as quickly as possible.

Mrs. S. Nash: Lead DSL

**Other Designated Safeguarding Leads are:
Mr D Higgins, Mrs H Mitchell and Mrs T Hall.**

**The Governor with responsibility for Safeguarding is:
Mrs G Simm.**

EQUALITY

At Woodcock Hill Primary School we are committed to ensuring equality of education and opportunity for all pupils, staff, parents and carers, irrespective of race, gender, disability, faith or religion or socio-economic background. We aim to develop a culture of inclusion and diversity in which all those connected to our school feel proud of their identity and can participate fully in school life.

One of our school values is ***"We are Inclusive"***. We tackle discrimination by the positive promotion of equality; challenging bullying and stereotypes and creating an environment which champions respect for all. As a school we believe that diversity is a strength to be celebrated.

CATERING FOR THE NEEDS OF ALL CHILDREN

We believe that every child at Woodcock Hill Primary School is unique and special, and we aim to provide a broad and balanced curriculum for all. We are committed to developing cultures, policies and practices that are inclusive.

Systems are in place to identify when children have barriers affecting their learning, followed by specific interventions to help children overcome these barriers. This practice of personalised learning applies to all children and for academically more able children this means provision of appropriate challenge to develop their talents. Children attain well at our school in many aspects across the curriculum and we celebrate and encourage excellence. Children leave Woodcock Hill Primary School with a good grasp of English and maths skills and our end of Year 6 progress results reflect this.

Where children are identified as needing additional support in any aspect, our school follows the SEN Code of Practice. This ensures that each child's needs are individually and appropriately catered for, and that any outside agencies are involved in providing guidance and support. Policies relating to inclusion can be found on our school website.

INCLUSION and EQUALITY



**There is a
wealth of
information on
our website
about our SEND
provision.**



Our Governors CURRICULUM Statement

It is the responsibility of our school to ensure every pupil who attends our school is exposed to a broad and rich curriculum.

Every pupil attending our school will be given the opportunity and support to promote their spiritual, moral, cultural, mental, physical, personal, social and emotional development.

Through learning activities and work covered, which is governed by the National Curriculum, staff encourage the pupils to question and investigate in order that their own learning skills can be developed. Pupils work will be such that every pupil will experience success and will be shown that their work is important and valued by other pupils and adults alike.



Our Statement of Curriculum INTENT

INTENT

Our aim is to **educate** all our pupils with an engaging, exciting and empowering curriculum that **motivates** them to **achieve** and succeed in the 21st century.

At Woodcock Hill Primary School the curriculum is designed to: recognise children's prior learning, provide first hand learning experiences, allow the children to develop interpersonal skills, build resilience and become creative, critical thinkers.

Every child is recognised as a unique individual. We celebrate and welcome differences within our diverse school community and encourage our pupils to become active citizens contributing to their local and wider community. The ability to learn is underpinned by the teaching of basic skills, knowledge, concepts and attributes with a vision to prepare pupils for life beyond Woodcock Hill Primary School and for future success in Birmingham and the wider world.



Details of each curriculum subject area, topic maps, and themes can be found on our website.

We constantly provide enrichment opportunities to engage learning through our **Woodcock Hill Guarantee** and promote inclusivity and equality. We believe that childhood should be a happy, investigative, and enquiring time in their lives, where there are no limits to curiosity and there is a thirst for new experiences and knowledge.

We use our Woodcock Hill Values: **Respect, Ambition, Creativity, Inclusion, Independence, and Perseverance**; to promote cultural capital within each pupil and to succeed in an ever-changing world as responsible, educated citizens.

IMPLEMENTATION

Our broad and rich curriculum nurtures engagement, curiosity and innovation and brings learning to life in meaningful ways. It is coherently planned and sequenced through cross-curricular topics with reading prioritised to allow pupils to access the full curriculum offer. Our topics have been carefully chosen to enrich the lives of our pupils and open their eyes to the wider world around them. We have chosen to teach each subject discretely so our pupils value and have a firm understanding of each curriculum area.

IMPACT

By the end of their Woodcock Hill Primary School journey, our pupils will be confident members of their community with a set of skills, knowledge and values, which can be used to get ahead in education and life. We are preparing our pupils to play an active and valuable part in a diverse modern Britain and the world. We have created a curriculum designed to enable our pupils to be independent thinkers who possess the strategies to overcome challenges and have resilience and the drive to succeed.



ADMISSIONS and APPEALS

ADMISSIONS

The admission policy, determined by the Local Authority, gives priority to looked after children, children who already have brothers and sisters in our school and then to those children living closest to our school.

At present, there are 209 pupils on roll. Our school admits up to 30 Reception pupils each year and is classed as a one-form entry school.

Many children transfer to our school from Shenley Fields Nursery. A thorough induction programme is in place for all new pupils who join our Reception Class.



APPEALS

Parents who are unsuccessful in their application for a place have the right to lodge an appeal. The contact address is:

The Appeals Officer

Birmingham City Council Education Department

PO Box 16513

Birmingham

B2 2FF

Telephone: 0121 303 1888

www.birmingham.gov.uk/schooladmissions

TRANSFER

At the end of Key Stage Two, many of our pupils transfer to:

- Bartley Green School
- Hillcrest Girls School
- Shenley Academy
- Birmingham Grammar Schools

A programme of transition support is in place for children moving on to secondary school.

**Details of our
Autumn, Spring
and Summer
Term dates can
be found on our
website along
with details of our
teacher training
days.**



Regular attendance is central to ensuring all children can reach their full potential and access all that our school has to offer. Our Pastoral Support Manager and school office closely monitor absence and punctuality. Our Attendance Policy and Attendance Rewards can be viewed on the school website.

ATTENDANCE and ABSENCE

Government Guidance does not permit parents to take children on holidays during term time, and any taken will be 'unauthorised'. Any application for leave of absence during term time should be made to the Head Teacher, who must be satisfied that there are exceptional circumstances that warrant the granting of leave.

If your child is absent through sickness or any unavoidable cause, please contact school by telephone by 9.00am on the first day and every subsequent day of absence.

Please note: Woodcock Hill Primary School has a duty of care once your child enters the education system. If we do not know why a pupil is absent and we are concerned by the unknown absence our school may have no alternative but to contact the police and report the pupil as missing.



RETURNING TO SCHOOL AFTER ILLNESS

Children returning to school after illness should clearly be fit to do so and free from any infection. Our knowledgeable school office staff will give you information about isolation periods for infectious illnesses.

MEDICINES

When children need short-term medicines, such as anti-biotics, we encourage parents to administer these before your child comes to school, straight after school and at home. Where an additional dose is required in school hours, children can come to the school office to receive medicine from a member of staff. In this case, parents should complete a Consent to Administer Medicines form, which is available from the school office.



School UNIFORM

OUR UNIFORM

Our school uniform colour is a combination of green, white, black, and grey. Some items of uniform can be bought from school at very competitive prices.

GIRLS

Skirts should be an appropriate length and of a style which allows girls to sit comfortably on the floor.

Black/grey/bottle green skirt, trousers or pinafore dress

White polo shirt, green & white gingham dress

Bottle green sweatshirt, jumper or cardigan

BOYS

Black/Grey trousers or shorts

White polo shirt, bottle green sweatshirt or jumper

GIRLS & BOYS

Reversible waterproof coats, with the school logo, are also available from the school office.

Shoes should be flat, black and appropriate for school. Your child should wear shoes which he or she can manage to do up independently. Please do not send your child to school in shoes which prevent them from running in the playground. If boots are worn these also should be plain black.

P.E. KIT

Pupils should come to school dressed in their P.E. kit on their specified P.E. day.

GIRLS & BOYS

For indoor P.E. lessons, pupils require a plain white t-shirt, black or green shorts and pumps. For outdoor P.E. lessons, pupils require a plain white t-shirt, black or green shorts, pumps or trainers and black or grey joggers with a school jumper for cold weather. P.E. kits (t-shirt, shorts and bag) can be purchased from the school office.

For health and safety reasons, pupils are not permitted to wear earrings for P.E. Parents/Carers will be advised of timetabled P.E. lessons so that earrings can be removed.



EMERGENCY CONTACT INFORMATION

Please ensure that your contact details are correct and always up to date. We should be notified of any changes immediately.

SMOKING, VAPING and DOGS

You are not permitted to smoke or vape in the school grounds or buildings. In line with local Byelaws dogs are not permitted on our school site.

CHARGING and REMISSIONS

At Woodcock Hill Primary School, we constantly seek ways in which to enrich our pupils' education, learning and experiences through memorable day and residential trips, school visitors, activities and workshops. For educational visits and visitors, we ask for a voluntary contribution; however, there may be occasions where a trip or visitor cannot proceed if there are insufficient funds to make it financially viable.

Our full Charging and Remissions Policy is located on our website.

COMPLAINTS

Any complaints about school matters should first be discussed with the class teacher, senior leader or brought to the attention of the Head Teacher. There is a formal complaints procedure which parents can follow if a matter cannot be resolved informally. Please see our school website for details.

PARKING

The roads around our school are very busy at the start and end of the school day. In the interests of safety for everyone, it is vital that cars are parked legally. Please be considerate of residents and their need to gain access to their homes. Do not park:

- On yellow lines or 'Keep Clear' areas
- Across driveways
- Half on and half off kerbs
- Across the school entrance – even if "just dropping off!"

Further INFORMATION



Our non-uniform days are used to raise money for charities and our school.





MOBILE DEVICES

The use of mobile devices is not permitted within school buildings.

BREAKFAST CLUB

We are pleased to offer free before school provision – our Breakfast Club opens at 8.15am. At present there is insufficient demand for after school care. However, we do have a programme of after school clubs in place.

INGRESS and EGRESS

We ask all parents and visitors to enter our school via the **main entrance only**. All other external doors remain locked to ensure the safety of the pupils and staff of our school.

CONTACT Details

Woodcock Hill Primary School

Far Wood Road
Northfield
Birmingham
B31 1BS

Tel: 0121 675 4130

enquiry@woodcockhillprimaryschool.co.uk
www.woodcockhillprimaryschool.co.uk

