



Wilton
CE Primary School

New Parent Information Pack

2025-2026

Links with Parents and Carers

At Wilton we firmly believe that a partnership between home and school helps children to succeed. We believe your child's education is a shared responsibility and we try hard to involve you as much as possible by keeping you informed about your child's progress and making you feel welcome in the school.

Our management information system is Arbor which has a parent portal through which you can update your details, give consents, pay for school meals and trips etc. We will send you a link to join and an explanatory video on how to use the system once your child is enrolled.

We publish our Newsletter, the Wilton Star, each month, this and our letters are available to read online via our website. To deliver urgent messages we sometimes send text messages. You will also be invited into school regularly, for consultation evenings, open afternoons, special assemblies and services, productions and many other events. We also welcome parents and other friends of the school who are willing to help on a voluntary basis in a variety of ways, such as assisting in the classrooms or with clubs, or accompanying school trips.

Parents receive an end of year report regarding their child's progress. There are regular parent consultation evenings where parents can discuss any concerns or aspects of their child's learning formally as well as plenty of opportunities for parents to talk to their child's class teacher.

Inclusive

We are a fully inclusive school and ensure that all children are valued and respected. We have a specialist based learning centre for children with Speech, Language and Communication needs. Children who attend the Speech and Language Centre are fully integrated into appropriate age group classes and have both whole class support and individual focused teaching meeting their needs. We are extremely lucky that as a mainstream school we benefit from the knowledge and expertise of our resource base staff including a Speech and Language Therapist.

Special Educational Needs and Disability Provision

As an inclusive school all children are valued as individuals and we aim to ensure that their needs are individually met. Across the whole school learning is planned for the individual needs of the pupils. We are in a fortunate position as a primary school to have a Specialist Language and Communication Resource Centre which supports children who have specific speech, language and communication needs in one or more of the following areas: understanding what people say, speaking clearly and knowing how to communicate with others.

The Resource Base, Paddington Class is run by qualified staff, including a Teacher, Teaching Assistant and a Speech and Language Therapist. Children spend most mornings in Paddington Class, share playtimes, lunchtime, assemblies and some mainstream curriculum time. Speech production programmes are also given by the Speech and Language Therapist, according to individual need. All the children in Paddington have a Statement of Educational Need/Education Health Care Plan and places are allocated by Wiltshire SEND panel.

Any mainstream children who may require additional support with any aspect of the curriculum are initially identified by the class teacher, who will then liaise with the SEND Leader as to what support the school can provide for that individual. If the needs of the child can't be solely met by the staff and resources within the school, then that child may receive external support from another professional, experienced in providing the specific assistance required.

We take pride as a school in ensuring that the parents/carers of any child receiving additional support for any reason are kept closely informed on their child's progress. We allow all stakeholders regular opportunities to be involved in discussions and decisions made, regarding the support given to their child, and endeavour to support parents accordingly.

Any queries regarding the Special Educational Needs provision your child might need or is receiving can be discussed with your child's class teacher, Mrs Davis (SENDco) or the Headteacher.

The school caters for physically impaired children and adults, with wheelchair access into the main entrance and the top playground. We have a disabled toilet and should the need arise the school will act to provide further facilities. Should you have any questions regarding the admission of a child with a disability please contact us.

Family Link Partner

There are times when families feel they need additional support from the school and we will always do whatever we can to help. We are very fortunate to have employed Beth Evans as a Family Link Partner. She is able to support parents with family issues and guidance on all those "little" things that as parents we can worry about. Beth can be contacted on 07939390894. All information is confidential.

Breakfast Club/After School

We have our own wrap around care, Sunrise breakfast club (£4.50 daily) and Sunset after school club (£8.50 daily). Please book and pay on Arbor.

Activities

The school provides a range of activities which take place either at lunchtime or after school until 4.15pm. Some of those available include: Homework (Y6), Multisports. Activities change termly and we welcome parents to support and help with the running of these.

The Curriculum

The National Curriculum is the foundation of our Teaching and Learning and is adapted and enhanced so that pupils and teachers experience and deliver a more creative form of curriculum, catering for different needs and learning styles. The curriculum aims to develop a holistic approach to learning involving academic, spiritual, moral, social and physical aspects through a broad and balanced delivery. The curriculum covered by Wilton CE Primary School also fulfils the statutory entitlement to learning for all pupils.

English: Every aspect of the children's work is influenced by the extent to which they use language with imagination and accuracy. Reading, writing, speaking and listening is encouraged throughout the curriculum. We teach English daily as a discrete subject with opportunities for it to be incorporated across the curriculum.

Reading is taught initially using the Rocket phonics programme which is introduced in the Reception class and consolidated throughout Key Stage 1. Opportunities are also given during Key Stage 2 for further consolidation of phonics and some pupils undertake specific intervention programmes if they experience difficulties with reading.

We use the principle of "Talk for Writing" to ensure that English is taught in an exciting, engaging and meaningful way, and to ensure that essential writing skills are taught consistently across the school.

Maths: Considerable importance is attached to the children achieving and understanding mathematical processes, concepts and skills. We aim to present it in an interesting and enjoyable way, allowing the children to actively participate in the learning process, thus creating a sense of achievement and confidence. There is a strong emphasis on the development of mental arithmetic and giving opportunities for pupils to use and apply mathematics in real life situations.

Maths is taught through a daily Maths lesson which follows the National Curriculum. Class teachers also plan for opportunities to develop and apply key mathematical skills in other subjects throughout the year.

Science: Using a variety of teaching and learning styles we involve the pupils in 'real' scientific activities, for example researching a local environmental problem or carrying out a practical experiment and analysing the result. Our principal aim is to develop children's knowledge, skills and understanding. We encourage the

children to ask, as well as answer, scientific questions. They use computing in science lessons where it enhances their learning.

Religious Education: We aim to provide a broad and balanced approach to R.E. to ensure that due attention is given to learning from religion as well as learning about religion. R.E. is taught to all children, unless they are withdrawn because of religious beliefs. All six main religions are taught using the Wiltshire Agreed Syllabus and Discovery RE scheme of work. R.E. is an integral part of the whole curriculum and promotes the spiritual, moral, cultural, mental and physical development of all children. It enables children to investigate and reflect on some of the most fundamental questions asked by people. In the Early Years there are a range of opportunities that can contribute to the emotional and spiritual development of younger children. These include expressing feelings of joy, sadness, awe and mystery; experiencing and appreciating special events in their own lives. Using a varied and creative style we aim to enrich the children's understanding of R.E. We also invite visitors from faith communities and arrange visits to places of worship as opportunities arise. Parents have the right to withdraw their child from Religious Education. If you would like more information on this please speak to the school.

PSHCE: We aim to promote healthy, independent and responsible members of society who respect all people and the cultural diversity of Britain today. We encourage all our pupils to play a positive role in contributing to school life and the wider community through class and school councils, fundraising events, supporting nominated charities and involvement in community activities. Our pupils are given opportunities in PSHCE lessons and assemblies to develop confidence, self-motivation and an understanding of their rights and responsibilities within our diverse society.

Music: All children have the opportunity to enjoy musical experiences through listening, singing, movement and dance and by playing tuned and untuned percussion. Children in KS2 are taught to play the violin. We also offer peripatetic music through Wiltshire Music Service.

Physical Education: We encourage children in school to adopt a healthy lifestyle which includes exercise of all types. Children are taught ball skills, participate in team games, develop movement skills and control. Children are taught a wide and varied range of sports.

Computing: Is taught both through a focused skills curriculum and is also integrated across the curriculum. Children have access to use their computing skills in a wide range of situations including photography, videoing, animation and a range of hardware and software. We have a suite of laptops and tablets which are all wirelessly linked to the internet and school server.

Geography: Pupils develop their knowledge of people and places to understand the physical, social and economic forces which shape those places and the lifestyles of the people who live there. We study local areas and issues and extend these studies into the wider world. The children learn to use maps to locate cities, countries, mountain ranges, rivers, seas and oceans. They use atlases, photos and the internet to explore the environment and economics of those countries which they study. They then use the skills they have developed in English, Maths and Computing to report and record their findings.

History: We view History not only as simple facts and dates but encourage pupils to become detectives who explore the past in an exciting way. We teach children to be open minded and enquiring thinkers who understand cause and effect. We want them to understand how people have lived in the past and compare this to modern life. We encourage first hand experiences through handling real artefacts, and wherever possible arrange field work visits to relevant sites of historical interest in the region or bringing in specialists for in-school workshops.

Art and Design: The children are encouraged to be spontaneously creative, using a variety of media and techniques in art and craftwork. An awareness of colour, shape, balance, focus and proportion are developed alongside the use of symbols to convey ideas and feelings. The study of a wide range of artists, craftspeople and designers complements this work.

Design and Technology: Through Design and Technology, the children are encouraged to identify, examine and solve practical problems and to make existing situations better. The children are encouraged to be inventive, using a range of materials and tools, thus developing, modifying and evaluating their ideas through a series of projects.

Residential Visits

Children in Year 6 are offered the opportunity to attend a residential where they will focus on developing new skills through taking part in adventurous outdoor activities.

School trips

As a school we place a high value on children learning through exciting stimulus, including visitors to school and visits out of school. Children have visited Longleat, Stourhead, the New Forest and Salisbury Museum among others.

Charging Policy

In order for some activities to take place (for example, swimming, visits and cooking) parents and carers will be asked for a voluntary contribution to cover the cost. There is no obligation to contribute but the activity may not be able to take place unless all parents and carers who can contribute do so. In the case of a residential activity, parents and carers will be required to contribute at least the cost of board and lodging unless they are in receipt of certain benefits such as Income Support. Please see the Headteacher or office staff if you feel this may apply.

Anyone experiencing financial difficulties should contact the Headteacher in confidence, so that suitable arrangements can be made to cover the cost for those pupils.

Assessment Arrangements

Teachers assess children as part of their daily practice. All children have individual reading and writing targets which are shared with parents.

The more formal assessment methods are as follows:

Foundation Stage

Children are assessed in their first month at school. Throughout the rest of the year a profile of children's learning and development is created through formal and informal observations.

Key Stage 1

Children in Year 1 take the National Phonics Check in June. In Year 2 children take National Tests in Reading, Spelling, Grammar and Maths. They are also assessed by their teacher in these subjects.

Key Stage 2

Year 6 children are tested formally in Grammar, Punctuation and Spelling, Reading and Maths. These tests (SATs) take place in May. Completed test papers are sent away for external marking and results are usually sent back to school early in July. We endeavour to make any period of assessment as stress free as possible. Meetings for parents are planned throughout the year.

Home Learning

Home Learning in some form is set throughout the school – it may be just to bring in an object beginning with a certain letter in the Reception class or, for Year 6, it may be a piece of extended research on a particular topic. The purposes of setting homework are:

- To promote the partnership between home and school.
- To encourage children to develop independent learning skills, creativity and initiative.
- To extend learning beyond the classroom.

We expect all children to read at least five times a week, practise their weekly spellings and start to learn their maths facts, times tables or number bonds.

Keeping Safe & Healthy at Wilton

We are a Healthy School and value the safety of all our children. We have a whole school policy on internet safety and procedures, and a policy on cyber bullying.

School Meals

The school is very fortunate to have its own kitchen which provides freshly cooked hot meals. The menu offers a main meal and a vegetarian option. Bread, salad, fruit and yoghurt are also available daily. Details of the current menu can be found on our website. Meals cost £2.50 per day. Meals are paid online through Arbor. Lunchtimes are supervised by our own staff within the school hall.

Packed Lunches – WE ARE A NUT FREE SCHOOL

Pupils are allowed to bring a packed lunch any day of the week. To help lunchtimes run smoothly we ask that sandwiches are brought into school in a named lunchbox (with an ice pack please to keep the food fresh) and put into the designated lunch box holder. Drink bottles should be leak proof and shatterproof flasks/plastic bottles – no glass containers please. Sweets, chocolate bars, and fizzy drinks should not be brought into school for break or lunch. Please ensure that no items which do or may contain nuts are brought into school as we do have children with serious allergies.

Free School Meals

All children in Reception and Years 1 and 2 are entitled to Universal Free School Meals. All children of parent/carers on income support or job seekers' allowance may also be entitled to free school meals. Application forms can be obtained online or from the school office and we encourage you to apply as this attracts funding for the school and allows us to pay for uniform, trips and learning resources.

School Fruit

All children in Reception and Years 1 and 2 receive a free piece of fruit at morning break. This is funded and provided by the government. We encourage older children to bring fruit for morning break.

Milk and Water

We run a milk scheme and all children receive free milk daily up to their fifth birthday. Once your child is over 5 milk can be purchased by you through Cool Milk at www.coolmilk.co.uk. Children are encouraged to drink fresh water throughout the day, water bottles can be purchased from the school office.

Accidents and Illness

When children are ill, or have an accident in school, they will be treated by qualified first aid trained staff. If an accident or illness is serious then the parent/carer is contacted at the earliest opportunity. When parents/carers cannot be reached and a child needs hospital treatment, the Headteacher or a member of staff will go to hospital with the child and stay until the parent/carer is available.

Medical Conditions and Care Plans

If your child has an illness, medical condition or allergy that is likely to require emergency procedures, then a written procedure should be determined in advance. Staff will need to be trained to deal with this. In this circumstance an individual health care plan is necessary. This is to be drawn up in partnership with the inclusion manager, trained first aid staff in school, the school health advisor and parents/carers. If your child needs an individual health care plan, the information will be shared with other staff on a need to know basis e.g. where your child's welfare may be at risk if the adults caring for the child have not been advised of the relevant facts and procedures.

Children needing medication

It is sometimes necessary for children to take medication during school hours, such as Epi-pens, controlled medication, medication for diabetes/epilepsy and prescribed medicine. If medicine is prescribed for three times a day it should be given before school, after school and at bedtime. School staff may administer a fourth

dose at lunchtime if medicine has been prescribed for four times a day. Non-prescribed medicines and painkillers should be given before and after school however if we feel your child needs painkiller during the day we will ask you to visit school to administer it. All prescribed medicines must be handed to the office by an adult and consent must be given in writing as staff are not obliged to administer medicine and do so on a voluntary basis. Only prescribed, named medication can be administered by school staff.

Children with asthma

We are an 'asthma-friendly' school and request that parents/carers complete a simple form annually so our school records are kept up to date and relevant. Parents/carers of children needing inhalers should complete an Asthma plan (available from the office) and make arrangements with their child's teacher to ensure that inhalers are readily available and named with clear instructions for usage. Teachers will store inhalers safely in the classroom but easily accessible for children to use if needed.

Bumped Heads

If your child receives a bump to the head which we believe is not of a serious nature, parent/carers will receive a note notifying them of this. If the bump is of concern we will notify parent/carers immediately in the usual way. All accidents are recorded in the appropriate accident book.

Doctors/Dentist Appointments

If a child needs medical treatment during school time (doctors, hospital appointments etc) then a letter of request for absence should be sent to the school together with a copy of the appointment details/card. All medical and dental appointments should be carried out after school or in school holidays unless urgent.

Contact Details

The school is legally required to keep the home address and telephone number of parents and carers (i.e. those adults who have legally recognised parental responsibility) and of one other responsible adult. You can update all emergency contacts for your child on Arbor if necessary.

PLEASE UPDATE ARBOR OR NOTIFY US IMMEDIATELY IF YOU CHANGE YOUR ADDRESS OR TELEPHONE NUMBER.

Child Protection

Wilton Primary School is committed to ensuring the safety and welfare of the children in our care. All members of staff, governors and voluntary helpers are subject to an enhanced DBS check. Occasionally situations arise where a child may appear to be at risk of physical injury, neglect or emotional or sexual abuse. In such cases, the school's Safeguarding policy and guidelines will be followed. The Designated Safeguarding Leads are Mr Boase, Mr Newbery and Mrs Davis.

Prevent Duty

The school has a legal responsibility to report any child at risk of extremism and radicalisation to the appropriate authority.

Parking

Parking around the school is limited and can be a problem. Our first priority is, of course, the safety of the children, and for this reason we ask that parents do **not drive into the school grounds at the beginning or end of the school day**. Please consider emergency exits and local residents when parking. Please do not park in front of school gates or on yellow lines.

Travelling to School

Families living in Barford or Burcombe are entitled to free travel on the school minibus. You can complete an application online at educationtransport@wiltshire.gov.uk through Wiltshire Council Passenger Transport Unit or call 01225 712852. An application form is also available from the office.

Public Bus

For families who live within Wilton there is a public bus service, No. 603, provided by Salisbury Reds that operates each day for children. The cost of this is £1 each way. You will need to sign consent for your child to travel unaccompanied on the public bus. Please note that we have no control over this service or how it operates.

Behaviour

The school has a clear behaviour policy called the Wilton Way which is based on positive praise and regularly reviewed by members of the school community. We believe that good behaviour will:

- Create a happy and safe environment in which learning will take place
- Promote a friendly and caring atmosphere where we help each other throughout the day
- Encourage self-discipline, self-motivation and consideration for others in preparation for life.

Parents are encouraged to read the policy and support the school's procedures.

Bullying

At Wilton Primary School we take the issue of bullying very seriously. Bullying is defined as when a child is deliberately being made unhappy over a sustained period of time. Such actions include name calling, threatening, teasing, taunting, being left out, made to feel different, physically hurt, subjected to extortion or when possessions are taken.

Full details can be found in the schools' behaviour policy.

Complaints Procedure

The Governors have adopted the DSAT complaints policy. The document is available from the school office.

School Uniform

We have a school uniform that all children wear:

- Maroon polo shirt or blouse, with or without the school logo
- Navy jumper, cardigan or sweatshirt **with** school logo
- Plain grey or black trousers, smart shorts or skirts (jogging pants, sports shorts and leggings are not acceptable)
- Blue and white (checked or striped) summer dress
- Sensible black, brown or blue **shoes** (not trainers or boots)

On PE days children should wear the following PE kit into school instead of their uniform:

- Navy/black shorts
- Maroon or white T-shirt. We do have a school PE T Shirt with logo available
- Plimsolls or trainers
- Tracksuit
- Swimming costume or trunks will be needed in Years 4 and 5

Uniform can be purchased from Kids Klobber in Salisbury.

One of the most important things we ask parents to do when their child starts school is to

PLEASE LABEL EVERYTHING!

Starting School at Wilton CE Primary School

At Wilton CE Primary School we do our best to ensure your child begins their school life happy and stress free. We have a positive and well-timed induction process which begins during Term 6 of the academic year before your child starts school.

Moving On

We place great importance on links with local secondary schools and liaise closely with them at transition times. Year 6 pupils visit their secondary school during the second half of the Summer Term. They attend lessons, have a school lunch, meet some of their teachers and become familiar with the buildings. Secondary school staff also visit the pupils here.

11+

We support children in accessing the 11+ exams in preparation for entry to the local grammar schools.

Attendance

We expect each pupil to achieve at least 96% attendance and place an emphasis upon regular and good attendance.

If a child is absent from school for any reason the school office must be informed by 9am daily on each and every day of absence giving the reason, you can leave a message on the school absence line or email if the phone is busy.

To help support attendance, the school uses First Day Contact (if we are unaware why your child is not in school we will contact you); holds attendance meetings; works with the Wiltshire Council Education Welfare Officer and uses Penalty Notices which may result in prosecution where consistent absence continues. Currently a Penalty Notice (fine) may be issued if your child has 10 unauthorised absences in a 6 month period, these do not have to be consecutive days.

Any absence which is not for sickness or medical reasons and which has not been approved by the Headteacher constitutes an unauthorised absence. Holidays should not be taken in term time. Absence requests will only be granted for exceptional circumstances.

Thank you for taking the time to read this information booklet. We hope it has answered your questions and shown how we offer an excellent start to your child's educational career. We recognise that every child is special and believe that all children's needs are developed, supported and encouraged at Wilton Primary School.

We are very proud of our school, its educational provision and its caring family atmosphere.

We look forward to working with you and your child during their time at Wilton CE Primary.

Everyone Belongs, Everyone Achieves