

PARKGATE PRIMARY SCHOOL



Prospectus



Dear Parents,

If this is your first child to join our school we welcome you as parents and look forward to a happy and successful association over the coming years. If you already have a child in school we are pleased to renew the links between us.

This Prospectus has been written to help you know more about Parkgate Primary School. I hope that you will find the information interesting and helpful. Together with the opportunity of meeting us, it should give you an insight into our school.

We have high educational, moral and social expectations of the children within our school. We encourage respect for each other and our surroundings.

We recognise that education is a partnership between school and parents, and a positive relationship between the two means that success can be praised and difficulties solved. It is through our shared responsibility that we can ensure that our children develop into young people of whom we can be proud.

Parkgate Primary School offers a safe, caring and stimulating environment in which, as you will see from our Mission Statement and Aims, we seek to develop the 'Whole Child' through 'Working and Learning Together'.

Kind Regards

Mr. Andrew Hutchings
Headteacher





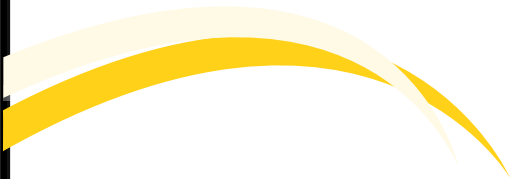
Mission Statement

At Parkgate Primary School we are a friendly, happy school that welcomes and involves our school families in all we do.

Our children are at the heart of this; secure in a caring, exciting and stimulating environment, we encourage and support a lifelong love of learning. Positive relationships are formed on mutual respect utilising the potential of parents and the local community to inspire us to achieve our "Working and Learning Together".

Our vision is to develop confident, responsible, resilient and active citizens with the skills to live and work in our ever-changing world. Embarking on a voyage of excellence, to be the best that they can be.

Our Vision and Values are at the core of everything we do.

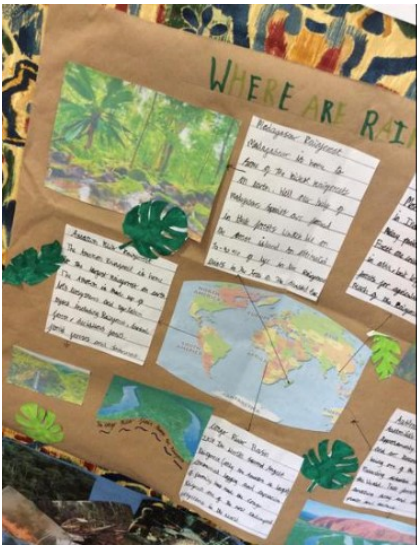




Statement of Aims

At Parkgate Primary School we aim:

- for children to be happy, safe and secure within their school environment;
 - for children to enjoy their learning experiences and to achieve their potential;
 - to provide high quality learning experiences that equip children with the skills and attitudes to lead happy and useful lives in our rapidly changing society and world;
 - to provide opportunities and encouragement for children to become responsible and self disciplined individuals;
 - to help the children to acquire a thirst for knowledge and an enjoyment in learning that they will carry throughout life;
 - to encourage our pupils to have and show respect for themselves, others and their community;
 - to create an environment in which each member, child and adult feels valued;
 - to continue to develop a working partnership between home and school and good relationships within the community;
- to provide a curriculum entitlement which matches the development of the whole child and the specific needs of each stage in that development





Governors Statement

The Strategic Plan sets the context within which the Headteacher, the Senior Leadership Team and Staff develop Improvement and Curriculum Action Plans to achieve the goals. The Headteacher, the Senior Leadership Team and staff seek approval from the Governing Body for the plans and are then accountable to the Governing Body for the delivery of the Improvement and Curriculum Action Plans.

We passionately believe that children at Parkgate Primary School should receive a broad and balanced 21st century educational experience where emphasis is placed on developing intellectual, creative, physical skills and acquiring good character traits for life. Our curriculum is focused on ensuring these skills are taught whilst providing opportunities for each child to grow socially and emotionally. We also provide an array of rich learning experiences through our extra-curricular activities.





Our School

An Infant School was built in Parkgate in 1860 and served the village for more than a century. It closed in 1968 when the present Primary School opened.

The village of Parkgate, once famous as a port for passengers travelling to Ireland, is rich in history and a very attractive place. The Wirral Country Park, with farmland beyond, runs next to the school grounds.

Our school is located in a Conservation area and is ideally placed to help children learn about and appreciate the local environment. Our school is housed in a cheerful and spacious modern building with a large playground and playing field.

An attractive outdoor play area provides a safe area which we are continually developing. The outdoor learning environment for the whole school includes a trim trail, ball activity area, outdoor classroom and reading dens which enhance pupils' playtimes and are part of a larger playground development project which the PTA actively supports through fund raising.

If parents would like to take a tour of the school we would be more than happy to arrange a time for this. Parents are asked to make contact with the school office to arrange a visit.





A Welcome from The School Council

Dear Parents and Children,

Welcome to Parkgate Primary School. We would like to tell you about our school. It is a happy, friendly, safe, caring place where there is always someone around to help you. We have kind teachers who vary the lessons, making them fun using different resources and creative ideas.

Parkgate Primary is an active school where everyone gets the chance to play sports they enjoy. We have the best residential opportunities which are great experiences. As well as this we have healthy and tasty school dinners with plenty of choices.

The School Council at Parkgate has two pupils from every year, starting from Year 1. We meet to discuss the ideas from our peers and work together to improve our school.

We love our school and so will you!!

Parkgate Primary School
School Council





Safeguarding

The school has policies and procedures in place to ensure that Safeguarding requirements are met.

Mr Hutchings is the designated Child Protection Lead and is the first contact for parents or carers. The school has a designated Safeguarding Governor and currently this is Mrs Holly Clark. All staff and governors attend relevant safeguarding training regularly.

Awards And Achievements

The school has achieved a number of awards which include Activemark Award, National Healthy Schools, Inclusion Quality, School Games (Silver), Eco Schools (Silver), Basic Skills Marks, International School Award to name a few.





Class Arrangements

Class names were chosen by the children and are taken from animals that can be seen at Chester Zoo.

In September 2025 there will be approximately 181 children arranged in seven classes as follows:-



Rhinos	Mrs Rashid	Y6
Meerkats	Mr Hewson	Y5
Jaguars	Mrs Lea	Y4
Lemurs	Miss Morris	Y3
Penguins	Mr Simon	Y2
Tigers	Mr Hamm	Y1
Lion Cubs	Mrs Foster	Reception





The School's Staff

Headteacher	-	Mr A Hutchings
Deputy Headteacher	-	Mrs J Rashid
Class Teachers	-	Mr S Hewson
	-	Mrs C Lea
	-	Miss S Morris
	-	Mr P Simon
	-	Mr D Hamm
	-	Mrs J Foster
Teaching assistants	-	Mrs S Wilson
	-	Mrs C Barralet
	-	Mrs L Holden
	-	Miss R Whiteway
Kitchen Supervisor	-	Mrs Prescott
Kitchen Assistants	-	Mrs R Monaghan
School Business Manager	-	Miss V Charnley
Admin Assistant	-	Mrs A Wheatley
	-	Mrs L Clarke
Site Maintenance Officer	-	Mr R Coy
Midday Assistants	-	Mrs S Wilson
	-	Miss K Pugh
	-	Mrs J Genoglu
	-	Mrs A Buckley
	-	Mrs J Prosser
	-	Miss R Roberts



What We Teach

We do not subscribe to any single method of teaching, but rather select from the many methods – class, group, individual, according to which is the most suitable for the work in hand and to the learning needs of our children. We regularly incorporate a number of co-operative learning strategies into our teaching which promotes the exchanging and sharing of knowledge and ideas amongst the children.

Emphasis is placed very much on the practical nature of learning and developing in the children a sense of responsibility for their own work. Work in school follows the legal requirements as laid down by the National Curriculum.

Curriculum Aims

We aim to provide a broad and balanced curriculum. Our school aims encompass general curriculum aims which are:

To foster a holistic approach to teaching and learning which at Parkgate Primary School includes each child's intellectual, physical, aesthetic, spiritual, emotional and social development.

To help our pupils recognise their own learning styles and strengths.

To enable all pupils to realise their potential through the development of the necessary skills.

To encourage our pupils to become confident and articulate learners, able to debate and question evidence.

To meet the requirements of the National Curriculum

To help children to apply English and Maths skills confidently across all aspects of the curriculum.

To help our pupils develop lively, enquiring minds.





The Core Subjects

English

Children use language to make sense of their world. At Parkgate we aim to develop our children's interest and skill in language, enabling them to become effective communicators of both the written and spoken word. Speaking and Listening, Reading and Writing are closely interrelated and are taught as part of an integrated curriculum.

Speaking and Listening

We recognise the use of talk as a means of learning. We aim to provide children with the opportunities to listen actively, with understanding. We seek to develop the children's ability to communicate clearly in a range of situations

Reading

Reading is not just about words; it is an active quest for meaning. We wish to encourage a lifelong enjoyment of reading and love of books. We aim to develop the ability of all children to respond to a range of text with fluency and understanding.

Writing

All pupils are encouraged to act as writers and to regard writing as a source of pleasure, a means of learning and a way of communicating with an audience for a purpose. We aim to teach the children about language so that they can achieve a working knowledge of its structure and can use the language with confidence.

Mathematics

Mathematics teaching is based on the National Mathematics Curriculum. This is closely linked to the mathematical skills they will need in life and children are given opportunities to make links between what they are taught in the classroom and the real world. Children are also encouraged to enjoy mathematics for its own sake through a wide range of practical activities and problem solving.

Children are taught a variety of different mental and written methods to help them add, subtract, multiply and divide. As part of the curriculum they also learn about money, measurement, shape and handling data. Each class has a dedicated daily Maths lesson, increasingly much of the mathematics is taught through practical activities and children are encouraged to work with others and talk about their work to develop their thinking and understanding.

It is very important that children do not see mathematics as something that only happens in a mathematics lesson and where possible staff will make links with other areas of the curriculum.





Science

In Science we follow the three important strands which are Biology, Chemistry and Physics. In Biology all our children will investigate the human body, animals and plants. In Physics the children will explore forces, electricity and light and in Chemistry the children will investigate different materials and their properties. The children will get the chance to conduct investigations and experiments throughout each strand, as we feel it is important for children to learn through practical approaches to Science.

Foundation Subjects

'The school provides a broad, engaging and stimulating curriculum'

Ofsted Dec 2018

The school has developed its own unique curriculum to utilise its wonderful location. We provide a topic based, 'thematic', approach towards teaching the foundation subject areas. Each unit promotes personal learning and advocates raising international awareness. This includes.

Computing	Religious Education	History
Geography	Music	Art
Design Technology	Physical Education	
Personal Social Health Education		

For more information on our curriculum please look at our school website.

www.parkgateprimary.org.uk

During each term, class teachers arrange an activity, visit or speaker to 'hook' the children into the unit of work being taught. If you have an interest or personal knowledge or experience that you can offer to the school, please contact the class teacher or school office.

SMSC (social, moral, spiritual and cultural)

SMSC is an essential element of our curriculum, integral in our practice throughout school. Through the SMSC agenda we help our pupils to understand and manage their emotions so that they can be happy and receptive to learning. It also enables us to further motivate our children and help them develop greater self-awareness.





Music

At Parkgate Primary, our main aim is for the children to foster the enjoyment of music. The children have access to a wide range of musical experiences, from exploring musical styles, composers, 'performing and composing' and listening to music from different ages and cultures. This enrichment of music is fulfilled during class lessons, assembly times, after school activities and performances

In Key Stage 2, the children have an opportunity to play an instrument. We currently have children playing woodwind, brass, percussion and stringed instruments. We have a well attended choir performing at local community events. Each year we hold a Music Recital to celebrate our talents.

Physical Education

To support children in leading healthy active lives all children are expected to take part in our PE lessons unless a teacher is given a medical note by the parent. Year 2 and all KS2 children also take part in outdoor and adventurous activity challenges at residential.

As a school we regularly take part in inter-school competitions for football, swimming, netball, Quiksticks hockey, Tag rugby, athletics, tennis and cricket.

We also offer a range of extra-curricular activities with specialist sports coaches.

We take great pride in our sporting achievement in this area of school life and can boast considerable success at both local and county level. However, participation, enjoyment and demonstration of improvement to achieve personal bests, and being able to win and lose in a sporting spirit are our main aims.





Assessment

Children's work is continually assessed throughout the year, with many different techniques being used: observations, talking, working with groups and individuals, to help create a picture of how a child is progressing. Foundation 2 (reception) use the 'Foundation Profile' to record individual development.

All work is marked regularly and a sample of all books is monitored by the senior leadership team and subject leaders on a regular basis. Pupil progress is monitored and reviewed on an half termly basis by the senior leadership team.

Formal assessment takes place in the Summer Term. Year 2 and Year 6 pupils take the SATs during the Summer Term and to help inform teacher assessment we use a similar test (Optional SATs) for Years 3, 4 and 5. The results of our most recent Key Stage 1 and Key Stage 2 tests are shown on our website.

Special Needs

The aim of the Special Needs Policy at Parkgate School is to provide each child access to an appropriate, balanced curriculum. In order to achieve this aim, we recognise that some children may require special programmes of work and specific tasks managed by an Individual Education Plan (IEP). The school follows a model of Assessment and provision as outlined in the 'Special Educational Needs and Disability (SENDCO) Code of Practice. We feel that through a process of early identification, specific target setting, development of particular teaching strategies, combined with regular assessment and review can ably meet our objectives.

The person with responsibility for Special Educational Needs is Mr P Simon, the School Special Educational Needs Co-ordinator (SENDCO); the coordinator is responsible for the day-to-day operation of the special needs policy. The role of the SENDCO is to liaise with class teachers, pupils, parents, non-teaching staff and outside agencies, to develop and provide appropriate educational provision for children on the register. Special Educational Needs are addressed in the best way resources allow. The school endeavors to maximise the efficient use of resources in the interests of all pupils with special needs.

Special Needs Meetings

Meetings are held termly, with the class teachers and parents, Additional meetings may be held to discuss children who have changed status on the Special Needs Register.

Formal Review Meetings are held annually, for children who require an Education Health Care Plan and are attended by teachers, parents, support staff and other professionals involved in individual cases. The governor with responsibility for Special Needs is Mrs McNee.



Starting School

A private pre-school operates alongside the main school. The activities presented to the children within this setting are well structured and provide sound early learning experiences. Whilst the pre-school is not under the same management as the main school, there is good liaison between the two.

The children are invited to attend induction days during the summer term, which present ideal opportunities for the children attending the pre-school to become familiar with our children, school and their future teachers. A 'Welcome Evening' is also held in the Summer Term, for teachers to share information with parents and carers to prepare them and their child for the start of their Learning Journey at school.

As part of our transition into our Lion Cub Reception class, we hold parent meetings and full induction days which prepare the children for their new environment and teachers. We believe that a strong home/school relationship is important and we strive to provide the best information and communication between parents/carers and teachers about your child's learning journey. We hold workshops about specific areas of the curriculum and welcome any questions you may have about Lion Cub class.

THE EARLY YEARS FOUNDATION STAGE CURRICULUM

The Early Years Foundation Stage (EYFS) sets the standards for the learning, development and care of children from birth to 5 years old. The children at Parkgate will be taught within prime areas; Personal, Social & Emotional Development, Communication & Language & Physical Development and Specific Areas; Literacy, Maths, Understanding the World & Expressive Arts & Design. We understand that every child is unique and with our ongoing assessment, observations & planning, we can develop the whole child and support their individual learning journey. Our enabling environment, multitude of exciting resources coupled with positive relationships will ensure that all of our children are developing as young learners, being safe and having fun! We plan and implement a variety of hands on learning experiences to develop the children's learning across the curriculum. The Parkgate Foundation Stage team offers a secure foundation to ensure children make excellent progress throughout the school.





Admission Arrangements

ADMISSION INTO RECEPTION

Cheshire has introduced a single starting date in September for all its schools.

Please note that by law children must start school at the beginning of the term following that in which they have their fifth birthday.

Prospective parents are invited to contact the school office to make an appointment to visit our school.

Parents have a right of choice for the school they would like their children to attend. They should apply to Cheshire West & Chester Council www.cheshirewestandchester.gov.uk/admissions. Parents will be able to apply online or can download an application form. In-year admissions will be dealt with by the school.

IN-YEAR ADMISSION

Parents wishing to enroll their children during the school year will need to contact the school for further information.

Admission Policy

The school follows the Cheshire West and Chester Admission Policy which is available along with applications on the Cheshire West and Chester County Council website (above). Admission into school are required by the January prior to your child beginning school in Reception, and confirmation of places will be sent to parents in April. We welcome all children between the ages of 4 and 11.

If you require any further information then please contact the school office.

After School Care

S4YC provides an after school care facility. It runs each day at school during term time from 8.00am – 6.00pm. Please contact S4YC on 07734 705559 or 07814 389469 for further information.



School Uniform

The expected style of dress is as follows:-

- Grey trousers or shorts, grey skirt or pinafore
 - White polo shirt
 - Royal blue sweatshirt or cardigan with school logo
- Grey socks or tights

During the summer months they may choose to wear either a royal blue/white check or striped dress.

It is recommended that sensible shoes are worn,

A school fleece and a reversible coat have been introduced as an optional addition to our school uniform. It is important and necessary that all clothes should be clearly labelled. The school cannot accept responsibility for items which are mislaid.

All items of school uniform are available to order from

The School Wear Outlet , 8 Liverpool Road, Neston (0151 336 7588)

Cain of Heswall, Telegraph Road, Heswall (0151 642 4698)

Jewellery

Pupils should not wear jewellery to school. (If earrings are worn they should either be stud or sleeper earrings which for health and safety reasons should be removed during games and P.E. or covered with an elastoplast. Pupils may wear watches of a suitable style.

Hair

It is an expectation that children will be wearing their hair in an appropriate style and long hair should be tied back. Pupils should not wear makeup or nail polish to school.

PE Kit

We have a very simple PE kit and do request that you make sure that your child comes to school with the correct kit on the relevant days.

- Royal blue T-shirt with school logo
- Black leggings/tracksuit bottoms
- Black or white shorts
- Training shoes or black gym shoes/pumps

For swimming your child will need a full swimming costume for girls, swimming trunks for boys and a towel. Long hair should be tied back.





The School Day

The school gates are open at 8.40am and teachers are waiting in classrooms to welcome pupils on arrival. The school day begins promptly at 8.50am and pupils should be in their classrooms by this time. The school day ends at 3.15 pm for Infants and Juniors. The lunch break is from 12:15 noon to 1.15 pm.

Infant Day

8.50 - start of the day
9.00 - 10.15 lessons
11.00 - 11.15 break time
11.15 - 12.15 lessons
12.15 - 1.15 lunchtime
1.15 - 2.15 lessons
2.30 - 2.50 break time
3.15 - end of day

Junior Day

8.50 - start of the day
9.00 - 10.15 lessons
11.00 - 11.15 break time
11.15 - 12.15 lessons
12.15 - 1.15 lunchtime
1.15 - 3.15 lessons
3.15 - end of day

Provision for Assembly is included in the timetable and this varies from day to day. This may be whole school or in class groups.

Lunchtime

Lunch is cooked on the premises. The current cost is £3.10 per day. Lunches are ordered and paid for online in advance via the School Gateway app. Please note, families on Income Support can claim free school meals. Please do contact the school office for further information.

Pupils in Reception, Year 1 and Year 2 are entitled to a universal free school meal.

As an alternative your child may bring a packed lunch in a named box. Drinks must be in safe containers. Children are encouraged to bring a piece of fresh fruit to eat during morning break. Sweets, crisps and biscuits are not allowed, however fresh fruit is provided free to KS1 pupils.

As a healthy school we encourage the children to drink water throughout the day. Water bottles should be brought from home and the children can refill them from the water coolers throughout the day. It is important that these are taken home each day.





Charging Policy

We encourage educational trips to take place and we often invite visitors into school to try and widen your child's experience. In order to fund these trips and visits we ask parents to make a contribution towards the cost. We are aware of the costs of such trips and we do everything we can to keep the costs down to a minimum.

Residential Visits

We try to arrange residential trips for year 2, 3, 4, 5 and 6 children when they will spend some time out of school in order to take part in activities of a more adventurous nature or activities related to the creative arts. Examples of places we visit are Tattenhall, Hothersall Lodge and Plas Caerdeon. Parents are charged the cost of board and lodging (unless on Income Support) and travel expenses for these residential visits.

Health And Safety

We provide a happy, secure and caring environment and the staff are committed to the welfare of each individual child. During school hours the children are supervised inside and outside the school buildings. Many members of staff are trained First Aiders. A careful record is kept of all injuries and the Governors check this record each term. If a child receives a minor injury or bump to the head a letter is sent to the parent informing them of the incident.

The school ensures fire drills are held termly.





Visitors

Here at Parkgate Primary School we aim to create a warm friendly atmosphere for visitors, whilst at the same time safe-guarding the welfare of our children. For this reason all visitors are asked to use the main entrance and to report to the office in order to sign 'in' and 'out' and will wear badges, indicating to our children that they have been invited to our school. During the main part of the day all other entrances – infant and junior are locked and access cannot be gained from the outside.

Car Users

Traffic outside the school gates is a constant worry. Parents are asked to park for as little time as possible, and to consider parking further away and escorting their children from and to the car if necessary. Entry and exit times into school are busy and parents and children may be preoccupied, chatting to friends etc. At these times adults need to be particularly mindful when driving to and from school and of the need to park with due care and consideration to the children's safety and of our neighbours' access to the road.

May I remind you that the car park is for staff and visitors to the school and for receiving deliveries. It is usually very full and unfortunately we cannot provide parking or turning facilities to parents.

Attendance

It is important to note that we at Parkgate Primary School regard attendance and punctuality as a very important factor in your child's education. Pupils who are absent from any part of a lesson are put at a disadvantage and have learning to make up. Therefore, we ask all parents to make sure your child does not miss school unnecessarily. Parents are asked to inform the school on the first day of their child's absence stating a reason for the absence and expected date of return. Prior warning is expected for any visit to the doctors, hospital, dentist or other medical treatment.

Long term absences such as holidays require a 'Leave of Absence' request which is available on the school website. Whilst we appreciate that school holidays coincide with peak season costs, absences from school do affect the children's learning and progress. The structure and style of the curriculum is such that absences mean children miss 'chunks' of important teaching and learning and I would ask you to carefully consider holiday arrangements that may fall in term time. Generally the school does not give permission for holidays during term time and these may incur a fine from the local authority





Care And Discipline

At school we require and achieve a high standard of behaviour, this is based on mutual respect. We encourage children to achieve self-discipline, responsibility and initiative.

Bullying behaviour is challenged and a set of strategies and procedures are used to deter this. A detailed behaviour policy is available on request that will allow all parents to follow the procedures that take place in school on a day-to-day basis.

Details of our Complaints Procedure are available from the school or the website if required.



Homework

Homework is given to pupils on a regular basis and is set progressively throughout the school but will of course vary with the age and aptitude of the child. Homework activities will include English, which includes reading, Mathematics. Reinforcement tasks and research on class based topics.

It is important that the child has some adult support in this work. We do ask each parent to devote some time each day to sharing a book with your child, whether it is a book from the schools' reading scheme or a book that has been chosen by the child for their own pleasure. We also ask you to regularly revise the learning of number facts, addition, subtraction, multiplication and division. An outline of the type of work the children will be expected to complete is sent out to parents at the beginning of each term in the form of a 'class newsletter'. For more information about homework the school's homework policy is available on the school website.





Home School Liaison

Open Evenings

Open evenings are held enabling parents to meet the staff and discuss their children's progress. If at any time you have any cause for concern regarding your child's progress, please discuss it informally with the class teacher. Following this discussion, if you feel that it is appropriate, please contact the office to arrange a follow up appointment with the Headteacher, Mr Hutchings.

Newsletters

Online newsletters are sent home regularly to keep you informed about what is happening in school.

Facebook

Please follow Parkgate School on our social media platforms to keep regular updates.

School Gateway

We communicate with parents via School Gateway. Please contact the school office for further information and to register your details. Teachers will also contact parents using individual class pages.





Extra Curricular Activities

At Parkgate Primary School we try to provide a varied selection of activities for our children, but parental permission is always requested if they take place outside the school day.

At present the school offers sporting activities which include netball, football, cricket, rounders, and cross country. We also offer the children opportunities to enjoy and become members of Choir, Drama Club, Book Club, and Lego club. The school also uses outside agencies to provide additional activities which at present include: Football, drama and Gymnastics. However, some of these additional activities do require payment by the parent if their child wishes to be involved.

Over the past academic year children at Parkgate Primary school have participated and been successful in many inter-school tournaments which include: netball, football, athletics, basketball, cricket, rounders and swimming. At Parkgate we feel it is important to allow as many children as possible to be involved and experience these inter-school competitions.

For more details regarding extra curricular activities at Parkgate Primary School please refer to the school's website:

www.parkgateprimary.org.uk





Medicines And First Aid

The administration of medicine in schools falls outside of the responsibilities of both teaching and non-teaching staff. However, we are a caring school and would consider the supervision of medication if it has to be taken long term on a daily basis.

If a child should require medication on a short term basis e.g. the completion of a course of antibiotics, then parents should arrange to come into school to administer the medication or make arrangements for a nominated adult to do so. Details of children suffering from allergies or medical conditions should be reported to the school office where medical forms are available. It is essential that school is informed in writing of the need for any type of medication and that no medication (medicines, skin creams etc.) is brought into school without prior written agreement from the Headteacher.

In consideration of the health of all members of our school community, it is expected that any child who has suffered an episode of vomiting or diarrhoea be kept away from school for 48 hours after symptoms have cleared. There are instances when children are returned to school before they are truly well and repeat occurrences of such illness in school spread further infection which an appropriate recovery period could avoid.

Most members of staff, including some of the mid-day supervisors, have all been trained to cope with emergency first aid. In serious accidents every effort will be made to contact the parent before taking a child to hospital. It is very important, therefore, that the school has an up to date contact number at all times.

When Your Child Is Ill

All parents are asked not to send your child into school when they are not well as this is putting other children at risk. We understand that this may cause problems for some parents but we would appreciate your co-operation at all times in this matter.

1. Please telephone the school to provide the reasons for the absence. This is particularly important as we will chase up any unexplained absence.
2. Please notify the school of any infections or contagious diseases.

A home/work telephone number is required for contact in case of an emergency.





Moving On

Most of our children transfer to Neston High School. We keep closely in touch with the High School, and members of staff from each school visit the other. Children in their last year with us, and their parents, are invited to the High School to ensure that the transition is as smooth as possible.

Some parents choose to send their children to other schools, including local grammar and independent schools.

The Governing Body

A school governing body is a combination of appointed and elected governors as follows:

LIST OF GOVERNORS

Holly Clark	Chair
Andrew Hutchings	Teacher Governor
Jo Foster	Teacher Governor
Christine Haydon	Co-opted Governor
Kath Carruthers	Co-opted Governor
Vicki Charnley	Co-opted Governor
Robin Bailey	Co-opted Governor
Suzanne McNee	Co-opted Governor
Zoe May	Parent Governor
Claire Mottram	Parent Governor

There is a full Governors meeting held at least six times per year.



Parent Teacher Association

Parkgate Primary School has an active, well-supported PTA that raises funds for the benefit of the children and the school. Events are run throughout the year, with a mixture of enjoyable activities for the inclusion of all, children and parents alike. Recent events have included Halloween Disco, Christmas and Summer Fair and the Summer BBQ.

All parents are automatically members of the PTA, and all are welcome to get involved in any way they wish, large or small. If interested, parents can become committee members in helping to run the PTA, or alternatively are welcome to volunteer to organise single events if they feel they cannot commit their time for a whole year (please email pta@parkgate.cheshire.sch.uk if you would like more information).

Over the past year, the funds raised by the PTA have helped in enhancing the school grounds by funding the purchase of PA equipment used in the school hall, ipads, the outdoor classroom and the trim trail. They also contribute to the costs of sending children on trips and visits, and help in meeting other expenses.

Complaints Procedure

Parkgate Primary School is a caring school and if you have a problem we encourage you to come and speak to us immediately. An informal chat with the class teacher usually sorts things out, however if you are still not happy please speak to Mr A Hutchings (Headteacher).

Outline of Complaints Policy 2019

Stage One: Complaint Heard by Staff Member

Stage Two: Complaint Heard by Headteacher

Stage Three: Complaint Heard by Governing Bodies Complaints Panel

A copy of the full complaints policy is available at the school office and on the school website: www.parkgateprimary.org.uk





Documents Available

The school was last inspected by the Office for Standards in Education (Ofsted) in 2024. The report is available on the school website: www.parkgateprimary.org.uk

A list of documents available under The Freedom of Information Act 2000 is available from the school office

School Term Dates and holidays 2025 -2026

Autumn 2025

Inset 1 Monday 1st September 2025

Inset 2 Tuesday 2nd September 2025

Pupils return to school Wednesday 3rd September 2025

Half Term Monday 27th October—Friday 31st October 2025

Pupils Return to school Monday 3rd November 2025

Christmas Holidays Monday 22nd December—Friday 2nd January 2026

Spring 2026

Pupils Return to School on Monday 6th January 2026

Half term Monday 16th February - Friday 20th February 2026

Pupils return to School Monday 23rd February 2026

Spring break - Thursday 1st April – Friday 17th April 2026

Summer 2026

Pupils Return to School - Monday 20th April 2026

Bank Holiday - Monday 4th May 2026

Half Term - Monday 25th May—Friday 29th May 2026

Pupils return to school Monday 1st June 2026

Inset 3 Monday 20th July 2026

Inset 4 Tuesday 21st July 2026

Inset 5 Wednesday 22nd July 2026

Summer Holiday Friday 17th July - Monday 31st August 2026

