



Dream Big, Fly High!

Southbury Primary School
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Headteacher: Mrs Rebecca Panteli
Chair of Governors: Mr Bradley Jones



WELCOME

As Headteacher, I would like to take this opportunity to welcome you and your child to our school. This brochure provides information about our school, the curriculum we offer and the partnership we hope will develop between home and school.

Southbury is a happy and successful multicultural two-form entry primary school, situated in Enfield. As a school, we are extremely proud to reflect the cultural and ethnic diversity of the area we serve.



School Vision

Our vision reflects our school motto, which is '*Dream Big, Fly High!*'

Our vision is that Southbury children have high aspirations and reach their full potential.

How we aim to achieve this:

- offering the best possible start to school life
- providing a happy and nurturing learning environment where children feel motivated, valued and safe to learn
- holding high expectations for behavior and rewarding hard work and effort
- developing a successful working partnership between home and school
- instilling a growth mindset amongst our learners so that they become confident and independent individuals
- delivering an inspiring curriculum that both challenges and supports children to excel
- understanding how children learn and embedding this into our curriculum
- including a range of enrichment opportunities inclusive to all our pupils and reflecting the community we serve
- weaving our school values throughout our curriculum in order to develop well-round pupils
- celebrating all religions, cultures and moral values represented in our local community



BEHAVIOUR

At Southbury, we pride ourselves on the excellent behaviour of our children, underpinned by our core values. Children are taught that they have a choice in the way they behave and that they should choose to behave in a way that supports everyone's learning.

The school has a fair system of rewards and consequences, to encourage good behaviour and to deal effectively with disruptive behaviour. All staff, including non-teaching staff and lunchtime sports coaches follow our agreed Behaviour Policy.

Our values:

Year 1		
Autumn	Spring	Summer
Cooperation	Tolerance	Honesty
Good manners	Trust	Responsibility
Year 2		
Autumn	Spring	Summer
Determination	Courage	Kindness
Patience	Respect	Friendship

At all times, we want children to be happy and successful in school and so we aim to encourage them to behave well. If we do contact you about your child's behaviour, it is because we are committed to helping your child to succeed and because we want to work in partnership with you. If you have a concern about your child, please always see the class teacher in the first instance.

Parents can support us in establishing high standards of behaviour by:

- Encouraging respect for adults.
- Helping your child to take responsibility for his/her actions
- Discussing our school values at home

HOME-SCHOOL AGREEMENT

In accordance with the Department for Education (DfE), Southbury School has produced its own Home School agreement. This agreement is a statement explaining the school's aims and values and its responsibilities towards its pupils. It also states the responsibilities of the parents and the school's expectations of its pupils. The agreement is signed by the class teacher, the child and the parents. A copy remains in school and a copy is given to the child.



Term Dates

Academic Year 2025/26

Autumn Term

Monday 1 September – Friday 19 December 2025

Half Term Holiday

Monday 27 October – Friday 31 October 2025

Spring Term

Monday 5 January – Friday 27 March 2026

Half Term Holiday

Monday 16 February – Friday 20 February 2026

Summer Term

Monday 13 April – Monday 20 July 2026

Bank Holidays – School Closed

Monday 4 May 2026

Half Term Holiday

Monday 25 May – Friday 29 May 2026

Inset Days: School Closed

Monday 1 September 2025

Tuesday 2 September 2025

Friday 5 December 2025

Wednesday 8 July 2026

Monday 20 July 2026



ATTENDANCE

At Southbury Primary School, we are committed to making sure that every child is successful at school and that is why it is essential for your child to have outstanding attendance throughout the school year. We believe that every school day counts; coming to school each day means learning something new every day. We would like to congratulate all of our pupils, parents and carers for their efforts to ensure that they attend school every day, where possible.

We promote the positive impact of excellent attendance by rewarding classes with attendance awards each week and giving certificates for 100% attendance throughout the year.

If we are concerned about any aspect of your child's attendance, we will contact you by letter and/or arrange to meet with you in school to discuss how we can resolve the problem. We also work very closely with Enfield's Education Welfare Team and in cases of persistent absence, they may wish to contact you directly to discuss the problem with you. They have a legal duty to support families with attendance and where there is insufficient progress or cooperation, consider very seriously the use of legal proceedings.

The following points are important to note:

Our expectation is that children will attend school regularly and punctually unless there is a very good reason for absence. Parents are responsible for informing the school before 9am, by note or phone, of the reason for their child's absence. We operate a "First Day" calling system and contact parents who have not contacted us.

- Absences can only be approved in the cases of sickness, medical appointment and religious observance days.
- Children must **NOT** take holidays in term time.
- A note from parents, medical note or appointment card must support all absences and a note must support telephone calls.
- Absences from school without a valid reason, or for which no explanation has been provided, are treated as unauthorised absence.
- Children who arrive after the registers are closed (10 minutes after the start of the session) and fail to provide an adequate explanation will be counted as an unauthorised absence.
- If your child is absent from school for a long time through illness, please see your child's teacher so that suitable work can be arranged for you to take home.



Can we take family holidays during term time?

Headteachers are no longer allowed to grant leave of absence for holidays and will only authorise requests for travel in exceptional circumstances. Cheaper air fares or mistaking the dates of the school holidays are not acceptable reasons for booking a holiday during term time.

For all requested absences, a form must be completed and given into the School Office for consideration. 'Exceptional Leave of Absence' forms are available from the school office. The Headteacher will examine the reason given and the child's attendance record and any other significant factors when deciding whether to grant a leave of absence.

If you take your child on holiday without permission from the Headteacher, or if your child leaves earlier or returns to school later than was stated on the application form, or you fail to complete a form at all, you may be issued with a Fixed Penalty Notice from the Education Welfare team or your child may be taken off the school roll and need to find another school.

WELFARE AND PASTORAL CARE

We are proud of the family atmosphere at Southbury and attach great importance to nurturing the emotional and physical well-being of our pupils. Day-to-day pastoral care and welfare are the concerns of all staff.

Qualified first-aiders are always on site when school is in session. Parents will always be contacted if we have concerns about a child's health. It is, therefore, vital that we have up-to-date home, work and emergency telephone numbers where we can contact you.

The **school nurse** visits the school regularly. His/her prime objective is to promote the health and well-being of our children. Health interviews with the nurse, child and parents take place twice during a child's time at Southbury if necessary. Our school nurse will be happy to advise you if you have any worries concerning your child's health. She can be contacted through St Michael's Clinic, St Michael's Hospital, Enfield or through our Welfare Assistant, Mrs Boles.

CHILD PROTECTION

The school follows the published procedures on child protection. These procedures give the three nominated staff clear instructions to immediately inform the Education Department and Social Services if an allegation of abuse has been made. It is the duty of all staff to follow these instructions. The parents/carers are informed as soon as possible afterwards. A copy of our Child Protection policy is available upon request and is on the website.



CONTACT DETAILS

For safeguarding reasons, it is essential that we always have up to date contact details (name, address, telephone number, email address) for at least 3 adults per pupil. It is the parent/carers responsibility to keep the school updated of any changes to these details by emailing the school office - office@southbury.enfield.sch.uk

COMMUNICATION.

At Southbury, we believe that a good two-way communication between the school and parents is vital to your child's development and progress at school. To support in keeping you up to date, we use the following forms of communication:

- School website: <https://www.southbury.enfield.sch.uk>
- This contains school term and event dates, letters, curriculum & school information, policies and forms you may need etc.
- Curriculum Maps: For each year group, these can be found on the school website, informing you of what the children will be learning.
- Fortnightly School Newsletter: a link to the newsletter is messaged to parents and carers every other Friday and is also posted on the school website. It informs you of what has happened at school over the past two weeks and what is planned for the coming weeks.
- Twitter/X: Follow us at @SouthburySchool
- Instagram: Follow us at @southburyprimaryschool
- Letters: Letters are sent out for trips and other school events.
- Text messages: used to send reminders and messages to parents.

REPORTING ON CHILDREN'S PROGRESS

Parents receive a written report each year (in July) detailing their child's attainment and progress, including the results of National Curriculum Assessments where appropriate. Twice a year, we hold family meetings when parents are given an appointment to discuss their child's progress with the class teacher.

You child's happiness and progress is at the heart of everything that we do, so if at any other times during the year you would like to meet with the class teacher, a mutually convenient time can be arranged.

Similar arrangements can be made to meet the Headteacher.



THE SCHOOL CURRICULUM

We aim to develop well-rounded individuals, who are driven by our school values. Our curriculum is designed to engage and challenge, whilst meeting the needs of all pupils. Through careful progression planning and sequencing, we aim to ensure that all children have equal access to a broad and balanced curriculum that enhances life experiences for all.



We have developed a knowledge rich, vocabulary heavy curriculum that provides children with a variety of experiences, skills and knowledge in order to encourage future aspirations. We have created opportunities within the curriculum to nurture the whole child from their physical development through to their mental health and wellbeing, specifically through incorporating problem solving, creativity, knowledge and resilience in order to best prepare children to make a positive contribution to their community and the wider society.

Our curriculum provides children with the opportunity to apply their learning in different contexts, therefore embedding and consolidating skills. This love of learning and depth of knowledge is promoted across the school. Our core values underpin everything that we do and support our aspirations and ambitions for all our pupils.

For detailed overviews of each subject taught at Southbury School, please go to our website and click on 'Curriculum'.

Early Years Foundation Stage Curriculum



At Southbury, we understand that the Early Learning Goals; set by the Statutory Framework for the Early Years Foundation Stage, are the outcomes we hope that our children will achieve by the end of the EYFS. Our curriculum is much broader than the Early Learning Goals and is driven by both the Core Books we use and the children themselves.

We provide purposeful learning opportunities that allow the children to practise and embed the skills and knowledge that provide the foundations for the next step in their educational journey. We plan entirely with the needs of the children at the forefront of our minds. Therefore, our plans are flexible and constantly adapted.



Year One to Year Six



These classes will follow the National Curriculum guidelines (Key Stages 1 and 2). In June, Year 1 children have a Phonics Screening Check. It is an informal test and is designed to demonstrate how well your child can use the phonics skills that they have learned up to the end of Year 1, and to identify pupils who require extra phonics support. The Department for Education defines the checks as “short, light-touch assessments” that take about four to nine minutes to complete. At the end of Year 2 (which are now optional) and Year 6, the children will sit National Curriculum Assessments, which are designed to test their progress in the core subjects of English and Maths. We ensure that the children are well prepared for these tests by ensuring that our curriculum is challenging and engaging throughout the year, rather than revising to pass a test.



HOMEWORK

At Southbury, we believe that homework should be meaningful and achievable and consolidate learning completed in class. Our homework policy is in line with up to date research and meta studies and has a particular focus on improving children’s reading. This is because reading is so crucial to almost all aspects of school life and indeed, in the wider world. If the children leave us as fluent, confident readers, it greatly enhances their chances for success in Secondary School and beyond. It is for this reason that our homework is currently focussed on reading, alongside weekly spellings and learning times tables via TT Rockstars. Children also have access to Mathletics (an online Maths portal that contains games and challenges) and teachers post weekly tasks to support and consolidate the learning achieved in class.



PENCIL CASES

Children from years 1- 6 are required to bring a pencil case to school. Pencil cases should contain the following:

- Five HB pencils
- An eraser
- A sharpener
- A green biro
- A 15cm ruler
- A glue stick
- A whiteboard pen
- A set of colouring pencils



All of these items need to be clearly labelled with the child's name and fit in the pencil case. The pencil case would need to fit on the children's tables and not distract them from their learning, so please bear this in mind.

SPECIAL EDUCATIONAL NEEDS (S.E.N.D)

Southbury is an inclusive school. Many children may, at some point during their educational career, require extra support for a variety of reasons. At Southbury School, we follow the LA guidelines for the identification of children with special educational needs. A child may be placed on the SEN register if they:

- have a significantly greater difficulty in learning than the majority of their peers
- have a physical disability or health problem that may affect learning
- are showing signs of social or emotional difficulties
- have difficulties with speech and language;

The school's Inclusion Manager works closely with class teachers, pupils, parents and outside agencies to ensure that early intervention and appropriate provision is provided to meet the child's needs.

ENGLISH AS AN ADDITIONAL LANGUAGE (E.A.L.)

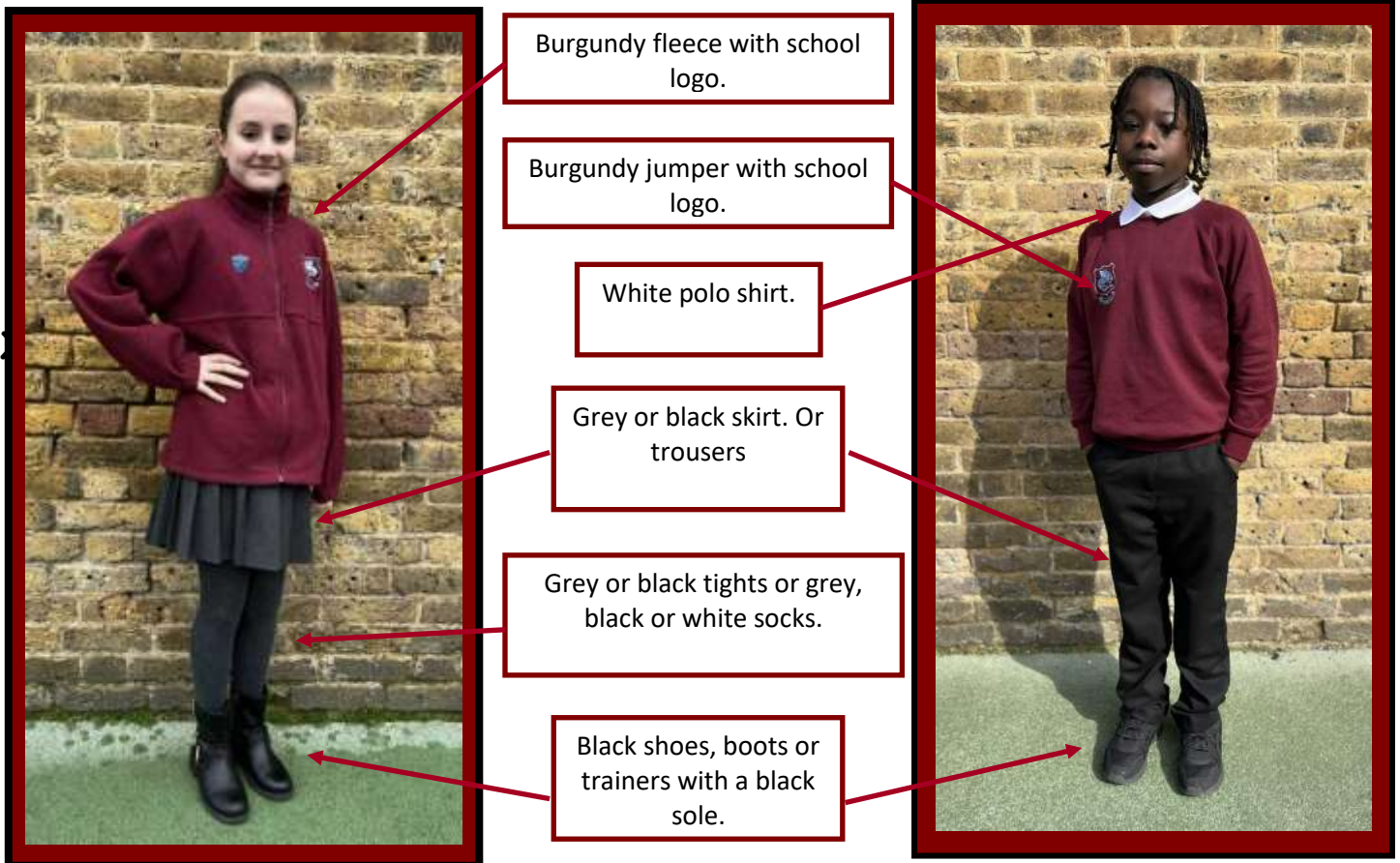
At Southbury, we have many children who speak more than one language and for whom English is not their first language. Some of these children are at the earliest stages of learning English. Children learning English learn best from the good models of English around them; from the staff and especially their peers. EAL children are given additional support for their language and learning individually, in small groups or as part of the whole class. We also have a range of resources to promote talk, reading and writing skills in English.



SCHOOL UNIFORM.

We are proud of our school uniform and all children are expected to wear it. It helps to develop a sense of pride, unity and community spirit and we believe it supports the development of a positive attitude towards school and work.

Nursery children are expected to wear the school sweatshirt.



PE DAYS 2025/2026

Reception: Friday

Y1: Wednesday and Thursday

Y2: Tuesday and Friday

Y3: Tuesday and Friday

Y4: Monday and Friday




Y5: Monday and Wednesday

Y6: Wednesday and Thursday



PE KIT

Children will come to school in their PE kit on their PE days.

	Spring and Summer	Autumn and Winter	
PE Top	White t-shirt or polo shirt. Children may wear their school jumper or fleece on colder days.		
PE Bottoms	Black or grey shorts	Black or grey jogging bottoms	
PE Shoes	Black, white or grey plain trainers.		

Religious hijabs must be **plain** white, black, grey or burgundy red.

No slip on shoes

Jewellery is not allowed at school for safety reasons, with the exception of stud earrings.

NO earrings on PE days.

Hair bows and clips should be in the school colours and small in size.

No nail varnish please.

Please make sure that all clothes and shoes are clearly named.

Fleeces, jumpers and book bags can be purchased from the school office.

THE SCHOOL DAY

<u>Session Times</u>	Morning	8.50am – 12.00pm (KS2) 8.50am – 11.50am (KS1) 8.30am – 11.30am (Nursery)
	Afternoon	1.00pm – 3.20pm (KS2) 1.00pm – 3.20pm (KS1) 12.00pm – 3.00pm (Nursery: 2 year olds and 30 hours)

Children have a mid-morning break of 15 minutes.



Before School

Children will be supervised in the playground from 8.45am. Parents are requested, for reasons of safety, not to leave their child in the playground before this time. Children are not allowed to play games, use the playground equipment or run races before (or after) school.

After School

Parents should arrange for their child to be collected promptly at the end of each day. In exceptional circumstances, when a parent is unavoidably delayed or if a different adult is going to be picking up the child, the school office must be notified and the child concerned will wait in the office.

Lateness

Children who arrive late for school miss out on the very important beginning of the school day and it can be very unsettling. The child misses out on the initial socialising with friends in the playground and the vital introduction to the day's work. The school follows the procedures recommended by the Local Authority for dealing with frequent lateness and will involve the Education Welfare Officer.

Break Times



We believe that break time should be a time to socialise with friends and get some much needed exercise. We expect children to continue to follow our school values during this time to ensure that every child enjoys their break.

Playground:

We provide a range of equipment for the children to play with to keep them fit and engaged. At lunchtimes, we also offer the children a variety of lunchtime clubs to participate in organised activities on the playground.



Wet Playtimes:

During wet play, children remain in their classroom and are supervised playing quiet games. Drawing paper, puzzles and board games are provided by the school.

Playleaders:

Year 6 children are given the opportunity to train as playleaders, to work in the infant playground, helping our youngest children to play happily.



SCHOOL MEALS

Lunch time is from 12.00pm until 1.00pm for older children and 11.50am until 1.00pm for younger children. Your child may have a school lunch (which is cooked on site) or bring a packed lunch. All children (Reception to Year 6) are entitled to a free school lunch.

Packed Lunches

If your child has a packed lunch, please also provide a drink in a carton or plastic container (no glass bottles or cans please). A lunch box is best for keeping food fresh. We are a nut-free school, so please ensure that **any food being sent in to school is nut-free.**

Healthy Eating

At Southbury, we expect all pupils to eat a healthy lunch and encourage pupils to eat fresh fruit and salad as part of their meal. Please ask the school office for a copy of our healthy eating guidelines.

If your child is going to fast at any time for religious reasons, we must have this confirmed in writing please.

BREAKFAST CLUB

We run our own Breakfast Club. Breakfast Club operates from 8.00am every morning and costs £2 per day. If you would like your child to attend Breakfast Club, please inform the school office.



PREPARATION FOR SCHOOL

We firmly believe that a happy and confident start to school for both children and parents lays the foundation for a successful and confident school career. Children are more likely to settle down in school if they are developing independence in the following ways:

- They have had the opportunity to share toys and books with friends.
- They are used to being given some responsibility for looking after and tidying up their own toys.
- They are able to listen to a story.

We expect the children to know how to:

- Use the toilet properly
- Wash their own face and hands
- Dress and undress themselves
- Hang up their own coats
- Manage their own shoes
- Eat using a knife and fork



ARRANGEMENT OF CLASSES

Our classes are arranged for up to 30 pupils.

Nursery (2 Years Old)

Children attend an afternoon session (12.00pm-3.00pm).

Nursery (3-4 Years Old)

Children attend a morning session (8.30am-11.30am). Children will begin Nursery in the academic year in which they are 4 years old.

Nursery (30 hours provision)

Children attend a morning session (8.30am-11.30am). They then have a 30 minute lunchtime (lunch is provided by parents) and then attend an afternoon session (12.00pm – 3.00pm)

Reception (4-5 Years Old)

The children begin full-time school gradually and are phased into Reception accordingly. Our aim is to have all children happily settled into Reception by the end of September.

THE GOVERNING BODY

School Governors have oversight of the conduct and the curriculum of the school and provide vital links between both the school and the community and the school and the Education Authority. The authority relies on the Governing Body to bring to its attention matters of concern and to make suggestions that will support the Headteacher and staff in their work. Governors may be contacted via the Headteacher at school.

SECONDARY TRANSFER

When children leave Southbury to transfer to Secondary School, we do all we can to ensure the move is a smooth one. We maintain good relationships with all our local Secondary Schools. Shortly after children begin their final year at Southbury, we hold a meeting for all of their parents to explain the process of applying for Secondary School places. It is very important for parents of Year 6 children to attend this meeting. After this, all of the local secondary schools hold open evenings when prospective parents and pupils are invited to look around and talk to staff. **We strongly recommend parents to take advantage of this.** This year, our children have gone on to Latymer, Enfield Grammar, Kingsmead, Chase Community, Oasis Academy, Heron Hall Academy and Lea Valley High schools among others.



PARENTAL SUPPORT AND INVOLVEMENT

Our school warmly welcomes volunteers and helpers. If you would like to support us by volunteering, please visit or email the school office. Any amount of time you can spare us is much appreciated!

We also encourage parent/carers to engage with their child's learning and offer termly sessions for you to attend, including Story Cafés (EYFS), Phonics and Maths Workshops. These give you an opportunity to see how your child is learning by joining in activities with them. Each class also takes part in a class assembly throughout the year, where they showcase what they have been learning to parents and the rest of the school. The children are so proud and love to show you what they do therefore we encourage you to attend as often as you can! Dates of events can be found on our website and newsletters.

Our school has a Parent Teacher Association that supports the school by helping to organise and run fundraising events. If you would like to join our PTA, please visit the office.

We look forward to welcoming you to the Southbury family and hope that your child has a happy and successful time with us.

