



# Charville

Primary School  
Academy Trust





Charville Primary School Academy Trust  
Bury Avenue  
Hayes UB4 8LF

Email: [charville@hgfl.org.uk](mailto:charville@hgfl.org.uk)  
Telephone: 020 8845 1707 / 3473

[www.charville.hillingdon.sch.uk](http://www.charville.hillingdon.sch.uk)



## Welcome to our school.

Dear Parents/Carers

We would like to welcome you and your family to Charville Primary School Academy Trust. During their time here, your children will receive a broad and balanced education. This will enable them to develop the skills needed and a thirst for lifelong learning in order to thrive.

We aim to provide a rich, stimulating experience for all our children, enabling them to develop academically, spiritually and socially. Everyone is encouraged to take an active role in the life of the school and follow our Values Based approach to education.

At Charville Primary School Academy Trust we create an atmosphere where standards are achieved in all areas of school life. We establish a firm foundation of attitudes, skills and understanding which will give our pupils the basis to succeed at secondary school and in their adult lives.

The school staff and governors look forward to working with you, as we believe that strong parental support and understanding are vital for our school community.

Mrs Nicola Kelly  
Headteacher







## About the school

Charville Primary School Academy Trust is a self-converted academy located in Bury Avenue, Hayes in the Charville Ward of the London Borough of Hillingdon. Surrounded by residential properties and local amenities, the school has served the local community for over 60 years. We are a 3 form entry Primary school which covers Early Years Foundation Stage, Key Stage 1 and Key Stage 2 – Nursery to Year 6.

We pride ourselves not only on the quality of our learning and teaching in order to raise standards, but in the values and behavioural standards of our children. From a child's first days in our school, we develop a Values Based approach to education in order to improve the lives of the children we work with, the communities they are part of and the local community. The core values of our school are:

- Respect
- Caring
- Determination
- Honesty
- Independence
- Self Belief

Our commitment to pastoral care, SMSC (Spiritual, Moral, Social and Cultural) development and inclusion, along with our creative and inspiring curriculum enable everyone in our community to achieve excellence.



*"To succeed in life and learning. Taking into account lifelong learning opportunities and their economic well-being."*

## Our Aims

**Our principle aim is to raise children's aspirations and promote positive behaviour.**

We enable them to become life-long learners by developing transferable skills to equip them to succeed in the competitive world of the 21st century. We believe that every child can develop and learn without limits and are committed to children's wider well-being by:

- developing a love and enjoyment of learning, forming friendships and leaving equipped with the social and academic skills they need to develop further
- inspiring each child to become an effective learner and achieve the highest educational standards that they possibly can
- encouraging children to develop a moral compass and contribute positively to the school and wider community
- recognising and nurturing each child's individual talents
- promoting healthy lifestyles through a range of opportunities in and out of school
- ensuring attendance at school by working in partnership with our community to value education, promoting the view that effort and achievement lead to self-improvement and fulfilment
- engaging and helping parents/ carers to actively support their children's learning and development
- safeguarding children and actively tackling all forms of bullying, discrimination and harassment.

## School day

### Nursery

Morning session 8.30 - 11.30am  
Afternoon session 12.15 - 3.15pm

### Reception and Key Stage 1

Soft Start 8:40am  
Registration 8:50am  
End of the day 3:05pm

### Key Stage 2

Soft Start 8:40am  
Registration 8:50am  
End of the day 3:10pm

The school office is open 8.00am - 4.00pm





## Our Curriculum

Learning at Charville is developed through the implementation of the National Curriculum and is underpinned by our Core Values, which are as follows:

- Respect
- Caring
- Determination
- Honesty
- Independence
- Self Belief

At Charville we define **LEARNING** as:

A unique and personal process through which we acquire skills, create and develop knowledge and deepen understanding to enable successful lifelong achievements.

Our School Motto is:  
*“Striving for excellence in the community where everyone matters.”*

To ensure that all stakeholders strive for excellence from everyone, we expect them to be committed to the following:

### Objectives:

- Securing high quality learning and promote independence
- Sharing sound/leading edge practice where the children have the determination to succeed

- Raising standards of attainment
- Gaining consistency across the school and promote respect towards learning
- Providing a high quality learning environment where children feel safe and nurtured so they are ready to learn
- Continuously underpinning shared values and behaviours
- Promoting positive dialogue
- Improving quality of learning experiences involving the community
- Promoting the ability for all our learners to be well mannered and honest.

## Enhancing our curriculum

We aim to provide children with varied, exciting and “hands-on” learning experiences and, as part of this, we are pleased to offer a range of visits, visitors and school based activities throughout the year. We regard educational visits as a vital part of children’s education, as they often form an integral part of the work being undertaken by the children in school.

Our Year 6 pupils also have the opportunity to spend some time away from home on a team building and adventurous pursuits residential visit.



## Homework

All children are members of the school library and may take library books home. Regular reading at home is very important to every child.

All classes are set homework on a regular basis. This is usually connected to their learning. Children are also required to practise basic skills including their multiplication tables and spellings.

In order to support Homework we do provide a weekly Homework Club.

We expect that parents/ carers will help and support their children with homework. The main purpose of homework is to enhance the children’s learning and in the long term help them become used to the discipline of homework in preparation for secondary school.

## Special Educational Needs and Disabilities

A number of children experience some form of learning barrier during their school life. Children may have a variety of Special Educational Needs and Disabilities and we are committed to a programme of early identification. Once needs are identified support is put in place. They may be taught individually, within small groups or supported within the whole class. We also seek advice from a number of specialists who advise the school. We firmly believe that every child should have the opportunity to develop their potential and will make every effort to provide appropriate support for individuals.

## Governance

The Governing Body works in close partnership with the Headteacher, staff and the parents/ carers. Whilst the Headteacher is, of course, responsible for the day to day running of the school, the governors are involved with such things as staffing, curriculum, school buildings and finance. It ensures the school functions well and maintains the proper range of academic and social objectives.

Membership of the Governing Body includes parents, teaching staff and representatives from the local community. The Governing Body meets at least twice each term; additionally, there are sub-committees which also meet at twice each term:

- Curriculum
- Resources and Finance

The Governing Body has a range of powers and duties laid down by various Education Acts. In the main, these responsibilities relate to:

- Setting targets and promoting high standards of educational achievement
- Setting the strategic framework within which the school operates
- Management of the school’s budget
- Ensuring that the curriculum for the school is broad and balanced.

Governors discharge the above responsibilities, together with many others, through a Governing Body meeting twice each term. These formal meetings are supplemented by a series of committee meetings dealing with more specific issues. A number of governors also have responsibilities for specific areas within the school.







## Partnership with Families

Parents/ carers, grandparents and friends are very warmly welcomed at Charville Primary School Academy Trust.

We greatly value the support of all those involved with the child's learning and seek every opportunity to work in partnership with all our families. Keeping families informed about school news as well as their child's progress and achievements is a key part of our commitment. This is achieved through a range of ways, for example curriculum workshops, school events, Open Evenings and the website. An annual report is issued at the end of each academic year. In addition to three Parents' Evenings, parents/ carers are also welcome to make an appointment to see their child's teacher at any time.

Help within the school is an important part of our partnership with parents/ carers and we would always be pleased to see you!

## PTA (Parent Teacher Association)

The Association is open to parents/ carers, guardians or relatives of current pupils of the school and exists to foster and encourage interest in, and support of the school and all the children in general. Functions and activities vary and parents/ carers are notified of the details. There is a wide variety, e.g. Quizzes, Summer Fair and children's discos. Income from functions is used to buy equipment, subsidise trips and generally benefit the children in the school, so please come along to all the events organised.





## Uniform

All of our uniform is sourced directly from Tesco online. We believe that looking smart and tidy is an essential part of growing up. Please see the website for further information.

All personal clothes and property must be clearly marked with the owner's name. All long hair must be tied back.

We teach the children to take pride in their personal appearance and to value how they look when they are at school.

### Earrings:

We request that all earrings are removed on PE days.

## School Meals

Children may bring in a packed lunch or choose from a hot dinner made on the premises; selecting which meal they would like from the published menu each morning. Packed lunches should provide a healthy balanced meal including two of the children's 5 a day. Children may bring a fruit snack for morning break.

## Absence and Sickness

Attendance and punctuality are paramount if children are to develop their potential.

If a child is absent from school for any reason, parents/carers are required to inform the school on each day of the child's absence. We also ask that all non-emergency medical and dental appointments are made outside of school hours.

Children should not be absent from school to accompany parents on any holidays during term time. Headteachers are not allowed to grant leave of absence.

"Children play music from around the world and are encouraged to write their own parts from a chord sequence chart."





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