

Skyswood Primary and Nursery School

WELCOME



Vision

Skyswood Primary and Nursery School's vision is to provide a happy, caring and challenging environment where children will recognise and achieve their full potential, developing a love for learning in an ever-changing world.

Mission

We aim to achieve our vision by:

- Valuing diversity.
- Providing a safe and secure environment.
- Delivering a challenging and exciting curriculum through high quality teaching.
- Sharing everybody's achievements and celebrating their successes.
- Involving the school and the wider community in respecting and caring for each other and the world around us.

Our School



Skyswood Primary & Nursery School opened in 1960 and is a one form entry school with a mornings only nursery that feeds into a number of local schools. We are located in the pleasant residential area of Marshalswick on the North-East side of St Albans. One of our greatest strengths is our warm and friendly school community. Skyswood has developed close links with other schools in the area, and became part of the Ambition Education Trust in September 2024, further strengthening our links with other local schools within the partnership. We are also part of a local extended schools partnership, St Albans Plus, which provides a wide variety of services to children and families within our area. For more information about our school please visit our website www.skyswood.herts.sch.uk.

Our strong links with local secondary schools within the AET provides additional opportunities for children, supporting excellent transition to secondary school for our Year 6 pupils.

Skyswood have also developed a strong partnership with our neighbours across the road at St John Fisher RC School and the two schools share a Breakfast Club which runs from 7.30 a.m. to 8.45 a.m. and an After School Club which runs between 3.15 p.m. and 6.15 p.m. Both of these clubs are managed by Re-Play. For more information about Re-Play contact Leila Lee on 07913 323608.

Admissions



Children are admitted to Skyswood Primary & Nursery School in accordance with the admission rules set out by the Local Education Authority – Hertfordshire County Council. These admission rules are published on the HCC website and are reviewed annually.

<https://www.hertfordshire.gov.uk/services/schools-and-education>

Hertfordshire County Council send out a leaflet explaining the application process to parents in November. Do ask us if there is anything that you do not understand as our experience with these matters puts us in a good position to help you if you are uncertain.

Skyswood Nursery Class

Skyswood nursery class is a 30 place nursery which (since September 2026) accepts 30 hours funding 9:00 a.m. - 3:00 p.m. that serves the local community. It is important to note that, although an integral part of our school, admission to Skyswood nursery class is a separate process to admission for a school place, and placement in the nursery is not a guaranteed entitlement to a school place at Skyswood Primary & Nursery School. Excellent induction is a key feature for our nursery children, with pre-visits and home visits forming an integral part of this programme.

The School Day

Skyswood Nursery

Morning Session (15 hours for all)	9.00 a.m. to 12.00 p.m.
Lunch Club (Fee Payable or inc in 30 hours)	12.00 p.m. to 1.00 p.m.
Afternoon Session (Fee payable or inc in 30 hours)	1:00 p.m. to 3:00 p.m.

Skyswood Primary

8.40 a.m.	School gates open to children
8.45 a.m.	Start of the morning session
9.40 a.m.	School assembly (Year 1 to Year 6) Reception children attend selected assemblies
9.55 a.m.	Second morning session
10.55 a.m.	Morning break
11.10 a.m.	Third morning session
12.00 p.m.	Lunch break (infants)
12.10 p.m.	Lunch break (juniors)
1.10 p.m.	End of lunch break for all children Start of afternoon sessions
2.15 p.m.	Afternoon break (infants only)
3.15 p.m.	End of school day



Code of Conduct



Pupils at Skyswood Primary and Nursery School are expected to follow our school Code of Conduct:

- We treat other people as we would like to be treated ourselves.
- We use kind words rather than words which might hurt other people.
- We respect and celebrate other people's differences, whether different in race, gender, ability, appearance or opinion.
- Everyone should have a chance to join in with the things that we do.
- We show consideration for others' feelings and try not to frighten people with our words or actions.
- We take care of our school environment, our own and other people's belongings, and all living things.

Consecutive OFSTED inspections (October 2009, November 2014 and February 2025) have found that children's attitudes and behaviour at Skyswood Primary & Nursery School have been 'outstanding.'

On the rare occasions where children behave in an inappropriate manner, the school work closely with parents in order to find positive resolutions, ensuring that children have time to reflect upon the consequences of their actions. The school log incidents within the School Incident Book and liaise with parents to ensure that they are satisfied with the actions taken and the outcomes agreed. A copy of our Positive Behaviour Policy and our Child Protection Policy are given to all adults who work with children at Skyswood. The school Positive Behaviour Policy, along with our Equalities Policy, our SEN Policy, and our Anti-Bullying and Harassment Policy, can be found on the school website www.skyswood.herts.sch.uk within the section on 'Policies'.

School Uniform



The Skyswood Primary & Nursery School uniform can be purchased from the school suppliers, Stevensons, Victoria Street, St Albans. Second hand school uniform can be purchased through the school. Uniform can be purchased from other suppliers, apart from Stevensons, as long as they reflect the appropriate school colours as identified within our School Uniform Policy. School uniform is recommended for our nursery class children but is not compulsory in the same way that it is for those children who attend the school.

- *All articles of clothing should be clearly marked with the child's name*

Boys

- Navy blue sweatshirt, with or without light blue school logo.
- Light blue polo shirts, with or without school logo.
- Grey school trousers or knee length tailored shorts.
- Grey or black socks.
- Black, well-fitting school shoes – plain black trainers with black laces are acceptable as school shoes (no slip-on shoes or open toed sandals). Boots may only be worn as appropriate footwear in adverse weather conditions.
- Navy fleece, with or without light blue school logo (optional & for outdoor use only).
- Hair longer than shoulder length must be tied back for safety reasons. (Hair bands should be plain in style and white, blue or black in colour).

Girls

- Navy blue sweatshirt or cardigan with or without light blue school logo.
- Light blue polo shirts, with or without school logo.
- Grey school knee length skirts or tailored shorts, grey trousers or pinafore dress.
- Light blue and white checked school dress – knee length (summer).
(Not separates, Not navy blue & Not striped).
- Grey or white socks or grey tights.
- Black well-fitting school shoes with a heel no higher than 2 cms – plain black trainers with black laces are acceptable as school shoes (no slip-on shoes or open toed sandals). Boots may only be worn as appropriate footwear in adverse weather conditions.
- Navy fleece, with or without light blue school logo (optional & for outdoor use only).
- Hair longer than shoulder length must be tied back for safety reasons. (Hair bands should be plain in style and white, blue or black in colour).

PE

- Plain white PE shirt (with or without school logo but no other logos).
- Navy blue PE shorts.
- Trainers with non-marking soles.
- KS2 all year round, YR & KS1 – summer term only.
- Optional Navy Tracksuit/sweatshirt for outdoor use.
- Drawstring bag (clearly labelled).
- We encourage children to bring a sports-type water bottle to school each day.

Swimming (KS2)

- Swimming trunks/shorts (boys).
- One piece swimming costume (girls).
- Towel.
- Goggles (please request permission for the use of goggles. It is not school policy to use goggles when swimming but permission would be granted if there is a valid reason).
- Plain swimming hats must be worn by all children.

Feeling Safe

The staff and governors promote the highest possible standards of health and safety throughout the school and urge parents to follow our guidelines for the safety of all our children.

If parents have any concerns with regard to Health and Safety issues it is essential that they report these to either the Headteacher, the Site Manager or the School Secretary. All reasonable concerns will then be logged in the school Health and Safety Log Book and acted upon within an appropriate time scale.

Our school policies on Health and Safety, Child Protection, Supporting Children with Medical Conditions, e -Safety & Data Security, Harassment & Bullying, Positive Behaviour, Drugs Education and Whistleblowing are on our website www.skyswood.herts.sch.uk. Alternatively, parents can at any time request a hard copy of these policies if they are unable to access the website.

Child Protection

Our school works in partnership with parents to support children in every way possible.

The Children Act of 1989 places a clear responsibility on schools to work together with other agencies to safeguard and promote the welfare of all children. All staff and volunteer helpers are given safeguarding induction and are familiar with the statutory DfE guidance for safeguarding as outlined in Keeping Children Safe in Education (Part 1).

Our school is part of Operation Encompass where we work in partnership with Hertfordshire Constabulary to ensure children affected by domestic abuse are appropriately supported. If concerns are raised within the school, or a child or parent reports a situation involving suspected abuse, a referral would have to be made to the Child Protection Team at Hertfordshire County Council. This is in line with Government and Hertfordshire/School policy.

For a full understanding of the responsibilities placed on the school and its staff for the safeguarding of children, please refer to the school's Child Protection Policy which can be found on the school website www.skyswood.herts.sch.uk or alternatively a copy may be collected from the school office.

Our Partnership with Parents



At Skyswood Primary & Nursery School we recognise the importance of strong parent/school partnerships in order to offer the best possible provision for your child.

When your child starts school, you will be given a copy of our Home-School Agreement. It is intended to strengthen the partnership between parents, the pupil and the school. You will be invited to sign the agreement to show that you have read it, understood it and agreed with it.

We have numerous ways of communicating with parents/carers about various aspects of school life. We communicate about your child's progress through:

- Formal parent consultation evenings in the autumn and spring terms.
- End of year written reports, including targets for future progress.
- Informal meetings with parents. (Parents are always welcome to come into school and speak to the Class Teacher, Assistant Headteacher or Headteacher, should they have any concerns).

We provide information about the general life of the school through

- Monthly newsletters.
- The school website www.skyswood.herts.sch.uk
- Arbor Emails
- Notice boards on the school gates and classroom notices.
- Supplementary letters about particular events, such as class visits.

Every Child Matters



Every child is special. At Skyswood we recognise the importance of a first class education across the core subjects of literacy, numeracy, science and computing. We are, however, equally committed to developing and celebrating each child's unique talents and interests beyond the core subjects, whether they are in music, art, sport, or any other area.

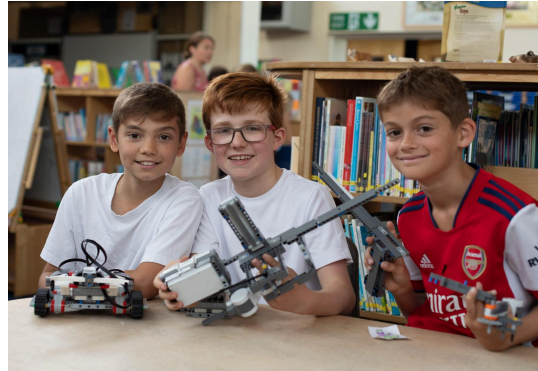
Developing a love for learning is at the heart of our school vision. The personal, social and emotional development of our children is deeply embedded in all that we do. Children are happy at Skyswood. They enjoy learning within a safe, friendly and caring environment. Children have plenty of opportunities to develop new interests through a creative and exciting curriculum. These are often enriched through our broad range of extra curricular activities.

Special Educational Needs

Some children may need special help with their learning. When this is the case, teachers liaise closely with parents to discuss the best way of meeting the child's needs. This may occur at any stage of their education and will be catered for within the classroom organisation, taking advantage of the expertise of teachers and support staff. Should your child experience difficulties with any aspect of learning, you will be kept fully informed and, together with the class teacher and the Special Educational Needs & Disabilities Co-ordinator, we will plan appropriate provision to support your child in making appropriate progress. If further assistance and expertise is necessary we are able to consult with a range of specialist advisors. Our Governors' SEN Information Report can be found on the school website.

It is important to recognise and celebrate the strengths of each individual child. Our planning and curriculum provision ensures an appropriate level of challenge for more able children. Progress of all children is monitored regularly as they move up through the school.

Extra-Curricular Activities



As children move up through the school they are offered an increasing range of extra-curricular clubs and activities.

Within the last year the school has provided several sports clubs for children within the infants and the juniors. These include gymnastics, short tennis, football, netball, cricket, dance, basketball, table tennis, fencing and athletics. Older children represent the school in local football, netball and cricket competitions, as well as participating in the District Sports Athletics Championships (Yr 3 to Yr 6), cross country leagues and local tag-rugby tournaments. All junior children receive a term of swimming at Sandringham School for each year within the juniors. The school also participate in the annual St Albans Schools' Swimming Gala.

School choirs perform at the Abbey Carol Service and the Alban Arena Music Festival. The school also perform in the Hertfordshire Schools Music Galas at the Royal Albert Hall. Several children take peripatetic music lessons, learning instruments such as the violin, flute, clarinet, saxophone, cello, piano and guitar. All children, from Year 1 to Year 6, receive specialist music lessons once per week.

Other clubs include Art Club, Lego Club, Warhammer Club, Pottery Club and Chess Club and Computing Club

The school has also developed excellent links with a number of clubs within the community.

Skyswood Staff - Key Roles & Responsibilities 2026/27

Headteacher:	Mr Bob Bridle (*SLT)
C0-Headteacher:	Mrs Kathy Ede (*SLT)
Assistant Headteacher:	Mrs Caroline Rich/Mrs Lisa Spiller (*SLT)
SENDCo/ Deputy SENDCo:	Miss Kate McAlister/ Mrs Helen Kavanagh
Business Manager	Mrs Lisa Foster
Secretary:	Mrs Naomi Probert
Site Manager:	Mr Gary Cameron
MSA Supervisor:	Mrs Adrienne Hinrichs
School Cook:	Mrs Gerrit Zell
Chair of Govs:	Mrs Sarah White

**Senior Leadership Team*

Nursery Teacher:	Mrs Emily Jones (*SLT)
Reception Teacher:	Mrs Amelia Seymour
Year 1 Teacher:	Miss Mia Harvey
Year 2 Teacher:	Miss Emily Gray
Year 3 Teacher:	Mr David Oswin
Year 3 Trainee Teacher:	Mrs Claire Donachie
Year 4 Teacher:	Mrs Kathy Ede/ Mrs Morrish
Year 5 Teacher:	Mrs Heidi Lewis
Year 6 Teacher:	Mr Grant Jones (*SLT)
Music Teacher:	Mr Andrew Turner
French Teacher (KS2)	Mrs Jenni Cheshire

Early Years Practitioners:	Mrs Loraine Orde (Nursery)
	Mrs Fiona Wilbraham (Nursery)
	Mrs Jane Carmichael (Reception)

Year 1 Teaching Assistant:	Mrs Jo Reynolds
Year 2 Teaching Assistant:	Mrs Abby Wildman
Year 3 Teaching Assistant:	Mrs Marina Cocarca
Year 4 Teaching Assistant:	Mrs Jane Fox
Year 5 Teaching Assistant:	Mrs Julie McVeigh
Year 6 Teaching Assistant:	Mrs Anne Lupin

Learning Support Assistants:	Mrs Helen Kavanagh (Speech & Language)
	Mrs Fiona McClure (SEN)
	Mrs Rebecca Brown
	Mrs Ifra Saleem

Designated Safeguarding Lead:	Mr Bob Bridle/ Mrs Kathy Ede
Deputy DSL:	Mrs Caroline Rich/ Mrs Lisa Spiller
Safeguarding Governor:	Mrs Sarah White

Governing Body

The Governing Body has ultimate responsibility for the conduct of the school and for the use of the financial resources delegated to the school.

Chair Of Governors

Mrs Sarah White

Staff Governors

Mr Robert Bridle (Headteacher)
Mrs Kathy Ede (Co-Headteacher)

Parent Governors

Ms Michelle McColl
Ms Tara O'Reilly

Co-opted Governors

Mrs Lisa Foster
Mrs Jo Easter
Mr Sarah White

Clerk – Mr John Conlon
Governor Support Service at WEC 01582 830373 – Fax: 01582 830244



A member of Ambition Education Trust. Registered address: Sandringham School, The Ridgeway, St Albans, Hertfordshire AL4 9NX. Ambition Education Trust is a Multi Academy Trust - registered in England (company number 07523557). www.ambitioneducationtrust.org