NEW HAW COMMUNITY SCHOOL

The Avenue, New Haw, Addlestone, Surrey. KT15 3RL
Tel: 01932 336571 email: office@new-haw.surrey.sch.uk
website: www.new-haw.surrey.sch.uk

2026/2027

"Pupils do extremely well in this aspirational school"
OFSTED 2023

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September 2026

Dear Parents,

Welcome to the New Haw Community School prospectus. I hope the contents provide you with a good overview of the education our school offers pupils.

New Haw is a very successful, friendly school where staff have ambitious expectations for the children in their care and, consequently, children thrive and succeed.

As a school community we constantly strive to improve provision for pupils. Following our most recent Ofsted, the school received an 'outstanding' report. All aspects of provision for pupils were judged to be in this category. As you read through this brochure, I trust what will unfold is an indication of the philosophy of our school. We are committed to ensuring every child achieves their potential so that they are prepared academically, personally and socially for the next stage of their journey into adulthood.

Thank you for your interest in our school and please take the opportunity to visit us. You will be most welcome.

Yours sincerely

Mrs M T Cahill
Executive Headteacher

OUR SCHOOL

Four Years
Four Commitments
A Unique Opportunity
To Make a Difference

Our school is where we learn how to learn

The achievement of our children matters.
Learning is fun, fulfilling and for everyone.

Our school is a beautiful place

Respect for each other and our surroundings is important. We provide an environment which is friendly, ordered and promotes success.

Our school works in partnership with the local community

Partnership with parents is crucial to the success of our children. Our close relationship with our local infant and secondary schools ensures that we build on the children's previous experience and prepare them for secondary school.

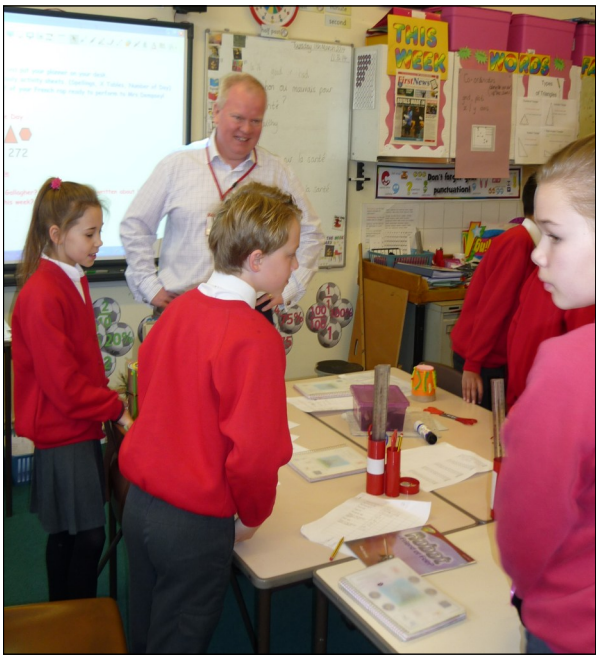
Our school is where happiness and learning unite

Nurturing the potential of every student is vital.
We help each child to take pleasure and pride in their learning.

September 2015

GOVERNORS

Chairman of Governors	Mr Chris Drury
Vice Chairman	Mr Rohit Nanda
Community Governors	Mrs Joan Read
Parent Representatives	Mrs Emma Powel Mrs Lianne Clark
Staff Governors	Mrs Lizzie Linnegar
Executive Headteacher	Mrs Marie Cahill



STAFF

Mrs Cahill	Executive Headteacher
Mrs Linnegar	Deputy Headteacher
Mrs Garrigan	Assistant Head
Mrs Dempsey	Special Educational Needs Co-ordinator (SENCO)/Specialist Teacher for English and Maths
Mrs Crosby	Specialist Teacher for English and Maths
Mrs Buttaci	Specialist Teacher for English and Maths

Year Group Teaching Teams

Year 3

Miss Mellor	3M Head of Year
Miss Mackenzie	3GM
Mrs Vishnu	3V

Year 4

Mrs Sparling	4S Head of Year
Miss Hayden	4H
Mr Akhurst	4A

Year 5

Miss Razaq	5R Head of Year
Miss Littler	5L
Mr Townsend	5T

Year 6

Miss Cooper	6C Head of Year
Mrs Garrigan	6G
Miss Rickards	6R

Assistant Teachers:

Mrs Alice Muggeridge
Mr Jayden Hill,
Mrs Camille Marsella
Ms Kat Tanner
Mrs Stella Treanor
Mrs Julie Freshwater
Miss Elena Richards
Mrs Caroline Luis
Mrs Claire Spencer
Miss Lori Pereira
Miss Amy Quinnell
Mrs Claire Rollo
Miss Claire Spencer

STAFF (Cont)

Mrs Perkins	Assistant SENCO & ELSA
Mrs Dale	Music Specialist

Administration staff

Mrs Mackenzie	School Business Manager/Clerk to Governors
Mrs Shadbolt	School Business Assistant
Mrs Lemon	School Secretary
Mrs Mercure	Extended Services Manager
Mrs Chaplin	School Assistant
Mr HIckman	Site Manager
Mrs Parker	Lunchtime Supervisors/Playleaders
Mrs Hopkins	
Mrs Trowbridge	
Ms Woolterton	
Mrs Luis	
Mrs Chaplin	

SCHOOL ORGANISATION

Pupils at New Haw benefit from generous support and leadership from highly qualified, enthusiastic teachers and assistant teachers. The role of the assistant teacher is, as the name suggests, to work alongside the class teacher delivering the curriculum and meeting the needs of individual pupils. When staff are absent for short periods of time, the children are taught by an assistant teacher who knows the class organisation and understands the needs of individual pupils.

The school is organised into 12 classes with three classes in each year group. All classes are mixed ability.

Child Protection

The Executive Head is the Designated Safeguarding Lead (DSL) at New Haw. 6 further staff members are Deputy Designated Safeguarding Lead's. Details and guidance for all issues relating to child protection are outlined in the school's Child Protection Policy.

Disclosure and Barring Service

Everyone working with children in the school, whether employed staff or volunteers, must have a satisfactory Enhanced Disclosure issued by the Disclosure and Barring Service (DBS). This is undertaken prior to appointment and all employment is subject to satisfactory clearance being obtained.

School Day

In Years 3 and 4, the school is in session from 8.45am to 12.00. with a 15 minute break mid-morning and from 12.50pm to 3.25pm in the afternoon. In years 5 and 6, the morning session runs from 8.45am to 12.20pm and 1:10pm to 3:25pm. For those parents who need childcare outside of school hours, both an early morning club and an after-school care facility are available for pupils.

TERM DATES

Term dates for the academic year are decided by the local authority and are listed below:

Academic Year 2026-27

AUTUMN	2nd September 2026 to 18th December 2026
SPRING	4th January 2027 to 25th March 2027
SUMMER	12th April 2027 to 22nd July 2027

CURRICULUM
The curriculum at New Haw is broad, balanced and well planned, giving each child the opportunity to work at an appropriate level on tasks designed to promote success.

All the children in the school follow the National Curriculum. This includes mathematics, English, science, history, geography, computing, art and design, design and technology, music, French and PE. Religious education and personal, social, health and economic education (PSHE) are also taught. Children have access to high quality ICT resources . These include:

- A set of 64 Chromebooks to be used for cross-curricular work in classrooms.
- A set of 32 iPads to be used for cross-curricular work in classrooms.
- An interactive screen in each room to enhance teaching and learning.
- Classroom computers and computer banks around the school.

English
The overarching aim for English in our school is to promote high standards of literacy by equipping pupils with a strong command of the written and spoken word, and to develop their love of literature through widespread reading for enjoyment.

Language is at the centre of children's learning. In both spoken and written form it is the tool for the communication of ideas, the medium by which we think and the means through which we establish personal relationships. Language is the gateway to other subjects and is learned indirectly through all subjects, as well as through English. Children are taught English for at least one hour a day.

Reading
The programmes of study for reading consist of two dimensions:

- word reading
- comprehension (both listening and reading)

Children have access to a wide range of reading resources and opportunities. The school uses the Oxford Reading Tree scheme and children are encouraged to take home their reading book and planner every evening. In addition, we have a well-stocked school library that is supplemented regularly with modern fiction and up-to-date information books. Sets of group reading books are available for each year group.

Writing
The programmes of study for writing are constructed similarly to those for reading:

- transcription (spelling and handwriting)
- composition (articulating ideas and structuring them in speech and writing).

Pupils are taught to consciously control their speaking and writing, and to use Standard English. Spelling, grammar, punctuation and handwriting are taught in discreet weekly lessons, and are reinforced during daily English lessons.

Children write for a variety of purposes and audiences. Through modelled writing, they are taught skills that enable them to learn the craft of writing and pupils are encouraged to draft and revise work with a partner or their teacher. A fully cursive, joined handwriting style is taught.

Phonics
Upon entering the school, every pupil is screened for their ability to read and write the 44+ phonemes and all their representations. Not all pupils are completely confident in all phases of phonics teaching. At New Haw we have introduced a new synthetic and systematic phonics programme called Little Wandle, Letters and Sounds Revised. The scheme covers not only the teaching of phonics, but also reading practice where children can apply their phonics knowledge in the context of a book. It also promotes reading for pleasure – the aim being that children learn to read quickly in order to be able to access any book they wish.

Maths
Children are taught maths for one hour per day. We aim to provide them with a foundation of basic skills and concepts, which will enable them to tackle practical problems, as well as analyse and communicate information. Additional help is made available for pupils who require support with this subject.

Science
Key scientific concepts and skills are taught to enable children to understand the world around them. We encourage them to use scientific methods of investigation, to make successful, disciplined enquiries and use their ideas to solve relevant problems. These methods leave scope for the imagination and the systematic development of ideas and analysis of results.

We believe that good science education involves children enjoying themselves and showing curiosity, perseverance, open mindedness, self-discipline and ingenuity.

Computing
As part of the national curriculum, children in every year group will be given the opportunity to explore programming, helping them to develop a deeper understanding of how computers work.

ICT is used in all subjects across the curriculum and we are constantly upgrading our software and facilities for the benefit of our pupils.

Religious Education
The general religious ethos in the school is non-denominational Christianity. In assemblies, as in class teaching, moral and religious education is allied to the Christian faith, although children also learn about other religions of the world as part of the RE programme. Most parents of other faiths are happy to let their children take part in the religious education programme offered by the school: where parents wish to exercise their right to withdraw their children from school assemblies, for example, their children have the opportunity to study their own religion quietly in the library.

The major Christian festivals of Christmas and Easter are celebrated by the whole school.

Physical Education
Children at New Haw enjoy a weekly programme of physical activity, which includes: indoor PE; gymnastics or dance and one hour of games on the school field or playground. In addition to this, pupils in year 4 are offered a swimming course at a local pool.

The school offers a programme which includes football and netball, tag rugby and hockey in the autumn and spring terms, and athletics, rounders, cricket, tennis and outdoor adventure activities in the summer months. The school is a member of WASPS, (Woking Area Sports Primary Schools) and children regularly compete with other schools in the association.

Please do not have your child's ears pierced during term time, as pierced earrings must be removed before PE lessons.

History
The teaching of history at New Haw enables children to reflect on human achievement, consider moral dilemmas faced by people in the past and find out about other cultures and how societies, including our own, develop.

Our children are encouraged to use enquiry and investigation to develop their awareness of the passage of time and history's effect on the present. They learn to present information in a variety of ways and use a wide range of resources. Work is related to events in British history and broadens to include other civilisations. Much work is based on the children's first-hand experience and we encourage their participation in school visits, which further enhance school-based learning

Geography
Geography at New Haw is about finding out about the world around us, how it was formed, how it has developed, how to sustain it and how to improve it. It is also about studying how mankind has adapted to survive and progress in its natural environment all around the world.
All children are naturally fascinated with the world around them and how it works. We try to foster this enthusiasm by teaching the subject through an enquiry-based, hands-on experiential approach, thus enabling each child to become a geographer.

French
Pupils in years 3, 4, 5 and 6 enjoy a wide range of learning activities in this subject, designed to promote a positive attitude and a lifelong interest in learning and using a foreign language. Where possible they are taught by a native speaker.

Special needs
Some children may have a greater difficulty in learning than the majority of children their age, or a disability which might hinder them from making use of education facilities. These children are regarded as having special educational needs. At New Haw we work hard to try to ensure the best possible outcomes for all of our children. Our class teachers work closely with Mrs Rachel Dempsey, our special educational needs co-ordinator (SENCO) to identify and meet the children's needs as effectively as we can.

With parental permission we may seek advice from outside agencies, such as Educational Psychology, Occupational Therapy, Speech and Language Therapy, CAMHS etc.

More Able Children
For children who are identified as having outstanding abilities, we are able to offer a broad spectrum of activities to extend their learning and challenge their thinking. Our teachers work hard to ensure that children are identified and supported in this area.

Sex Education
During the course of their studies the children learn about various aspects of sex education - not in isolation, but integrated into science and personal, social, health and economic education (PSHE). In the lower school, children are introduced to simple anatomy and the growth and changes that occur from conception to childhood. The upper school course covers sexual intercourse, birth, maturation, menstruation and personal hygiene. Children are mostly taught in mixed groups but one of the female teachers will talk to the girls about the practical details of coping with menstruation. Parents have the right to withdraw their children from sex education lessons. If you have any concerns please talk to your child's class teacher.

For further details please see our website for a copy of our Relationships and Sex Education policy.

SATs 2026

Key stage 2 SATs results

PERCENTAGES OF PUPILS ACHIEVING THE EXPECTED STANDARD

Subject	% of pupils achieving the expected stand-ard: NEW HAW	% of pupils achieving the expected stand-ard: nationally	Average scaled score: NEW HAW	Average scaled score: nationally
English reading	**88%**	75%	107	106
English grammar, punctuation and spelling	**93%**	74%	109	105
Mathematics	**92%**	75%	107	105
English writing (teacher assessment)	**88%**	73%	N/A	N/A
Science (teacher assessment)	**98%**	82%	N/A	N/A

PERCENTAGES OF PUPILS ACHIEVING GREATER DEPTH (WRITING) AND/ OR THE HIGHER STANDARD (READING AND MATHS)

	Reading	Writing	Grammar, Punctuation and Spelling	Maths
New Haw	**36%**	**6%**	**43%**	**37%**

HOME LEARNING

Homework is an important aspect of education and we are grateful for your part in helping your child understand this and for giving appropriate help in the way it is managed.

We appreciate your continued support and involvement.

Google Classroom

Text Detectives homework will be set and submitted via Google Classroom. Your child's log in for Google Classroom can be found in their planner.

Doodle Maths and Doodle English

Doodle Maths and Doodle English forms part of the children's weekly homework. You will receive log in details at the beginning of the academic year.

Times Tables Rock Stars

Times Tables Rock Stars is an award-winning maths learning platform where children can practise their times tables like a rock star! Using question-based games which automatically adapt to each child's unique learning needs, helps them to recall their times tables in record speed. This is accessible on any device, via the app or browser, children can play anytime, anywhere.

Reading

All children are expected to read to an adult, outside of school, at least 5 times a week and have this recorded in their planners (See page 6 of planner). Planners will be monitored weekly. In addition, children will be heard read at least once a week in school by their teacher or assistant teacher. It is vital that during these times, both in and out of school, children have opportunities to discuss their reading, commenting on vocabulary, making predictions and giving opinions. Children who read regularly to an adult make more progress than those who do not.

As part of our commitment to reading, we have worked with Hampshire Library Service to give all children access to an online library. Follow the link to access eBook platform and log in with your username and password: http://nhcs-hantssls.eplatform.co/

IMPORTANT

If your child regularly has problems with home learning please come to see us. Never hesitate to help your child, remember you are their permanent teacher!

PUPIL PLANNERS AND STATIONERY

At the start of each academic year, parents are required to purchase a school planner for their child. The planners have been designed to act as a great resource for pupils and parents alike – there is a wealth of information within them to support the year 3 curriculum. Planners are also used as your child's reading record. Please ensure you record their home reading each night, stating the name of the text and the number of pages they read. The children additionally use the planners to record additional homework and other things they need to remember. Your child's class teacher may also use the planner to send a message home to you and it is an ideal way for you also to send messages into school. Please take time to go through the planner with your child. If the planner is lost, replacements can be purchased from the school office.

Each year we provide the children with all the stationery they need for the academic year. This includes: pens, pencils, rulers, rubbers, pencil sharpeners, whiteboard pens, glue sticks etc. This keeps desks clear from pencil cases and means parents do not have to buy any stationery for their child.

We ask parents for a one-off payment of £25. This covers a planner and all stationery. We are able to buy stationery in bulk at a reduced cost so that this is cost effective for parents.

PARENTAL INVOLVEMENT

We enjoy a warm and friendly relationship with the parents of our pupils. We operate an 'open door' policy and seek your interest and support at all times. In addition to the extensive programme of formal opportunities for liaison listed below, please remember that you are welcome to contact us at any time with any concerns you may have.

School Website (www.new-haw.surrey.sch.uk)

Please find time to visit our school website, which can be found at the above address. The site includes a wide variety of information about school activities as well as administrative links, e.g. current school newsletter and recent letters distributed to parents.

Parents In Partnership (PiP)

The PiP group (one parent from each class) meet regularly with the Head Teacher and senior team to discuss matters of school policy and share ideas/concerns which may arise from time to time. If you are interested in joining this group, please volunteer to represent your class.

Parent Teacher Association (PTA)

Parents of children attending New Haw School are automatically members of the Parent Teacher Association. Each year a new committee is elected at the AGM usually held in early October. The Parent Teacher Association works hard to raise money for the school, and they also run social events for both parents and children. Please offer them your support. You do not have to be on the committee; there are all sorts of ways in which you can help.

Home/School Agreement

As part of the admissions process parents are requested to read and sign the Home/School Agreement. This agreement clearly sets out key expectations of how home and school will work together to provide the best possible education for your child. A copy of the agreement is on the front section of the school planner.

Curriculum Meeting

At the beginning of each academic year, parents are invited to attend a curriculum meeting. These are usually held via Zoom. The purpose of this meeting is to introduce staff and to share information about the curriculum and expectations of parental support for pupils during the year.

Show and Share

'Show and Share' afternoons provide a regular opportunity for children to show and share their work after school. Pupils are proud of their work and enjoy the opportunity to share their achievements with parents, grandparents, carers and siblings.

Parents' Evenings

Parents' Evenings are held twice a year in the autumn and spring terms. These evenings provide an important opportunity for staff and parents to discuss issues relating to pupil progress. We encourage children to attend these appointments, wherever possible, with their parents.

Celebration Evening

This is usually held late in the summer term. The evening is designed as an opportunity to celebrate the work of staff and children at the end of the academic year.

Other Events

Parents are invited to other events for a range of purposes e.g. class assemblies, sports day, our leavers' presentation and the Christmas fayre. Such events are by invitation, and we will keep you informed of these as they occur.

Pastoral Care

As in most schools in the primary sector, the adult closest to your child is the class teacher and with him or her lies the main responsibility for the welfare of your child. We are committed at New Haw to providing a caring environment and staff are watchful for any signs of a change in behaviour. If we have any concerns you will be advised immediately and we would be grateful if parents could inform us of any change in circumstances which may be relevant to their child's school life.

Safeguarding Children

New Haw Community School follows the National Children's Procedures for safeguarding and promoting the welfare of children. The outcomes for children are placed firmly at the centre of all policies.

New Haw is committed to ensuring the welfare and safety of all children in school. All Surrey schools follow the SCC Safeguarding Children Board procedures. The school will, in most circumstances, endeavour to discuss all concerns with parents about their children. However, there may be exceptional circumstances when the school will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Child Protection procedures). The school will, of course, always aim to maintain a positive relationship with all parents. The school's child protection policy is available on request.

Behaviour

At New Haw we encourage a spirit of friendliness and mutual respect amongst pupils and staff. Discipline is firm, but not based on regimentation or fear of punishment, rather an expectation of hard work and sensible behaviour that naturally leads to self-discipline. We nurture a very positive school climate with a system of rewards based on a balance between extrinsic rewards (for example, stickers, certificate) and a desire to help children appreciate the intrinsic satisfaction to be gained from work well done and relationships well conducted.

Any misbehaviour is dealt with by the class teacher in the first instance. If the child's behaviour continues to cause concern, the class teacher or a senior member of staff will contact parents to discuss the issue.

ATTENDANCE

Attendance has a very high profile in our school and each week the class with the best attendance is announced in assembly. Pupils who manage to achieve 100% for the whole year are recognised with a certificate in July.

Holiday in term time

In accordance with Government guidelines, permission will not be granted for a holiday taken during term time. It is only under "exceptional" circumstances, and prior agreement with the Head Teacher that an absence will be authorised.

AUTHORISED/UNAUTHORISED ABSENCE FROM SCHOOL

The Government now requires all schools to report annually on figures for unauthorised absence. An unauthorised absence occurs when a child is absent from school with no letter of explanation/telephone call to explain the absence or when the reason for absence is invalid.

Medical

Unfortunately, children can become unwell or have an accident at school. In this situation, our first aid trained staff will make an assessment and call the named parent on file if we feel your child needs to go home. In the event of a minor head bump, a text will be sent home to advise parents. It is very important therefore that you inform the school office if there are changes to contact information.

If your child is unable to come to school due to illness, or indeed for any reason, please contact the school office by telephone, e-mail or in writing on the first day of absence. Should your child require medication at school, a Pupil Medication Request Form must be completed. This document is available from the school office or may be downloaded from the school website.

General

- Children should not arrive at school before 8.30a.m, when they can go straight to their classrooms.
- Sweets and chewing gum are not to be brought to school. Chocolate biscuits are allowed as part of a packed lunch, but not packets of sweets. Children may bring fruit or vegetables to eat at break-time.
- Children are encouraged to bring water, in a water bottle, into class.
- "Featherlight" balls only are allowed on the school playground. These are light sponge balls which do not pose a safety threat to other children.
- No money should be brought to school unless it has been specifically requested. If money is brought in, it should be in a sealed labelled envelope.
- The only items of jewellery permitted are, small, stud earrings (1 per ear) and watches (no smart watches).

EXTRA-CURRICULAR ACTIVITIES

CLUBS

The school offers a very wide range of extra-curricular activities throughout the year. These may vary according to the seasons. Details of current provisions can be found on the school website at www.new-haw.surrey.sch.uk under "School Clubs". A small charge is made for clubs. The programme usually includes such activities as football, art/craft, drama and cookery. Our sports teams play fixtures against other schools and we take part in inter-school rallies, netball, rounders and cross country.

MUSIC

The school currently has two choirs which meet weekly and participate in local music events during the year. Surrey Arts Music Service operate an excellent scheme, offering a very wide range of instrumental
tuition for children.

LARKS EARLY MORNING CLUB

To support parents who require childcare for early mornings, the school provides an early morning club daily from 7.45a.m. The charge is £6.50 per session, which must be pre-booked and pre-paid half-termly in advance.

OWLS AFTER SCHOOL CLUB

For those parents that require after school care for their children, we are pleased to be able to offer Owls club on our premises. We have two sessions available; a shorter session from 3.25 p.m.- 4.30 p.m. and a longer session which finishes at 6.00 p.m. The cost for these sessions are £9.50 and £14.50 respectively. This facility must also be pre-booked and pre-paid half-termly in advance.

CHARGING FOR EDUCATIONAL VISITS/THEATRE GROUPS ETC

The Education Reform Act states that schools are prohibited from charging for any form of educational activity which takes place during the school day. The act does allow schools to request a voluntary contribution to support such activities. However, if insufficient funds are received from parents, an educational visit may have to be cancelled. No child at New Haw School will be excluded from an educational day visit because of an inability to make a voluntary contribution.

SCHOOL MEALS

At New Haw we aim to ensure healthy eating for all pupils through the provision of a well balanced school lunch, served in a warm, welcoming dining environment. It is important to establish good eating habits that can last a lifetime; to teach children about the importance of not only their physical well-being but how food can affect their mood, temperament and energy levels.

We offer a choice of up to 6 different options on a daily basis. This choice will ensure that children get a meal that they enjoy and have chosen themselves. We can cater for a wide variety of dietary needs including halal, vegetarian and gluten-free options. A “Fun Friday” option is also available where children who normally have a packed lunch can have a school meal.

The cost of a school meal is £2.90 per day, which must be paid in advance on a weekly, half-termly or termly basis. Payment for school dinners can be made via the Clever Chefs app.

PACKED LUNCH

Packed lunches can also be brought to school. They must be provided in a plastic, non-breakable container which is clearly named with your child’s name. Due to possible allergies, we request that no nuts or nut products are brought into school.

HEALTHY SNACKS IN SCHOOL

We encourage children to bring in a healthy snack at break time, ideally fruit. Crisps, chocolate, cakes and sweets are not permitted during break time.

MILK

If you would like your child to have school milk, this can be arranged through Cool Milk at School Ltd. Application forms are available from our school office or you can order and pay online at www.coolmilk.com.

WATER

Children may bring in a bottle of water each day.

SCHOOL UNIFORM

At New Haw we strongly believe that wearing smart school uniform encourages our children to take pride in themselves and in our school community. The items shown in italics can be ordered online through our uniform supplier. **Please note that in the busy summer months of July and August lead time for deliveries can be up to 4 weeks**; School Uniform Direct have a shop at 1 Park Court, 1 Pyrford Road, West Byfleet, KT14 6SD—telephone number 01932 354409—or are online at www.schooluniformdirect.co.uk. School ties are only available to purchase from School Uniform Direct.

Autumn/winter (October half term to Easter)	Grey skirt **or** grey trousers, *white shirt and school tie* *Red New Haw sweatshirt or cardigan (with school logo)* (no knitted cardigans please) Red, black or grey tights **or** white, black or grey socks (not trainer socks) Black school shoes NOT trainers Plain hairbands only
Spring/Summer (Easter to October half-term)	Short-sleeved dress in red/white check **or** grey skirt with *white polo (with school logo)* Grey trousers/shorts, *white polo (with school logo)* *Red New Haw sweatshirt or cardigan (with school logo)* White, black or grey socks (not trainer socks) Black school shoes NOT trainers Plain hairbands only
PE	Red shorts, *New Haw t-shirt* Trainers, plain black tracksuit top and bottoms (in cold weather) or *black New Haw fleece (with school logo).*

SCHOOL BAG

Small school bag small enough to fit on a coat peg.

SHOES

Please provide 'sensible' footwear (shoes or sandals). For girls, platform soles and/or high heels can be dangerous in school and must not be worn. If wellingtons are worn to school in wet weather, children must have other footwear to change into during the day. **Trainers may be brought to school for wear during playtime or outdoor games only.**

GENERAL

Hair any longer than shoulder length must be tied back for school. No hair cut less than Grade 2 or any tram lines/extreme hairstyles are acceptable. This prepares children for the requirements of Secondary School.

For art and craft work in school the children really need some sort of overall. An old, adult's shirt, put on back to front, is excellent for the purpose. We have found the paint to be less washable than the manufacturers claim.

IMPORTANT

PLEASE ENSURE THAT EVERY ITEM WORN TO SCHOOL IS MARKED WITH YOUR CHILD'S NAME

As in all schools, we have a constant problem with unmarked clothing. Please try to encourage your child to see that his/her name is in all clothing which he/she is likely to remove. It is frustrating for you and very time-consuming for us to try to re-unite child and clothing. Any clothing not claimed at the end of term will be disposed of.

ADMISSIONS POLICY
Academic Year 1st September 2027 - 31st August 2028

This document sets out the determined admission arrangements for New Haw Community School ("The School") for 1st September 2027 – 31st August 2028.
The school participates in the local authority co-ordinated admissions scheme where an equal preference system operates (for details see LA website).

The current Published Admission Number (PAN) is 90 children into Year 3.

Children with an EHCP, **which names New Haw Community School**, will be admitted. The number of places available for other children will be reduced by the number of children with an EHCP which names the school.

Priority for admission arrangements will be as follows:

First Priority: Looked after and previously looked after children

Within the admission arrangements looked after and previously looked after children will receive the top priority for a place. Looked after and previously looked after children will be considered to be:

- children who are in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, e.g. fostered or living in a children's home, at the time an application for a school is made; and
- children who have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangements order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989); and
- children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted

Second Priority: Exceptional social/medical need

Occasionally there will be a very small number of children for whom exceptional arrangements apply which will warrant a placement at a particular school. Supporting evidence from a professional will be required such as a doctor and/or consultant for medical cases or social worker, health visitor, housing officer, the police or probation officer for other social circumstances. This evidence must confirm the circumstances of the case and must set out why the child should attend the school and why no other school could meet the child's needs.

Providing evidence does not guarantee that a child will be given priority and in each case a decision will be made by the Governing body of New Haw Community School based on the merits of the case and whether the evidence demonstrates that a placement should be made at one particular school above any other.

Places may be allocated under this criterion when places are first offered at a school and the Local Authority may also ask schools to admit over their Published Admission Number at other times under this criterion.

Third Priority: Children attending The Grange Community Infant School
Pupils who are currently in year 2 at The Grange Community Infant School will be admitted under this priority.

Fourth Priority: Siblings not admitted under 3 above
A sibling will be considered to be a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister or a step-brother or step-sister or an adoptive or foster sibling, living at the same address.
A child will be given sibling priority if they have a sibling at New Haw Community School or The Grange Community School, and the sibling is still expected to be on roll at either school at the time of the child's admission. This will apply both at the initial allocation of places and also when prioritising the waiting list. Giving siblings priority has the effect of maximising the opportunity for children in the same family to be educated at the same school or at a school on a shared or adjoining site.
If within this category there are more applicants than places available, any remaining places will be offered to applicants who meet this criterion on the basis of proximity of the child's home address to the school.

Fifth Priority: Children of Staff
Priority will be given to the children of staff where the member of staff **has been employed at the school for at least two years** at the time at which the application for admission to the school is made.

Sixth Priority: Any other children
Remaining places will be offered on the basis of nearness to the school measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey to the nearest official school gate for pupils to use.
Where two or more children share a priority for a place, e.g. where two children live equidistant from a school, New Haw Community School will draw lots to determine which child should be given priority.
om a school, New Haw Community School will draw lots to determine which child should be given priority.

Home Address
Within the admission arrangements for community and voluntary controlled schools the child's home address excludes any business or childminder's address and must be the child's normal place of residence. It also excludes any relative's address unless the child lives at that address as their normal place of residence. In the case of formal equal shared custody it will be up to the parents to agree which address to use. In other cases it is where the child spends most of the time. All distances will be measured by the computerised system maintained by Surrey School Admissions.

Waiting Lists
Where there are more applicants than places available, waiting lists will operate for each year group according to the oversubscription criteria for each school and without regard to the date the application was received or when a child's name was added to the waiting list. .
Waiting lists for the initial intake will be maintained until the last day of the autumn term when they will be cancelled. Parents wishing to remain on the waiting list after this date must write to the school by 31st December 2027, stating their wish and providing their child's name, date of birth and the name of their child's current school. After 31st
December 2027, parents whose children are not already on the waiting list but who wish them to be so must apply for in-year admission. Waiting lists for all year groups will be cancelled at the end of each academic year.
From 1st September 2027 in-year admissions for Years 3-6 will be administered using the criteria above.

Appeals
If a place is not offered at the school there is a right to appeal to an independent panel. Contact is through the
Surrey Schools Appeals Service. To request an appeal form please contact Surrey Schools Appeals Service www.surreycc.gov.uk/appeals or email surrey.schoolappeals@surreycc.gov.uk

LOCAL/NATIONAL DOCUMENTS

"The contents of this document represents the information required in Schedule 2 of the Education (School Information) Regulations 1996, and relate to the school year 2015/16. It should not be assumed that there will be no change affecting the arrangements described in this document before the start of, or during, the school year in question, or in relation to subsequent

Out of Chronological Year Admissions

Applicants may choose to seek a place outside of their child's chronological (correct) year group.
Whilst there is no statutory barrier to children being admitted or educated outside of their chronological year group, if such an application is made, it is for the school's admissions authority to decide whether to agree to such a request. Any such decision will take into consideration the circumstances of the case and what is considered to be in the best interests of the child.
Any such applications must state clearly why they feel admission to a different year group is in the child's best interest and provide what evidence they have to support this. More information on educating children out of their chronological year group and the process for making such requests is available at www.surreycc.gov.uk/admissions

OFSTED

New Haw Community School was inspected by OFSTED in February 2023 and received an outstanding report.

A copy of the report is available from the school office, or via our website at:
www.new-haw.surrey.sch.uk

COMPLAINTS

Information regarding our Parental Complaints Procedure is available on our school website.