

Welcome to KS2 -DSP



STOKES WOOD
PRIMARY SCHOOL



Head teacher: Mrs L Christensen

Stokes Wood Primary School, Blackett Avenue, Leicester, LE3 9BX Tel: 01162875305 Email: office@stokeswood.leicester.sch.uk



Compassion

Aspiration

Resilience

Excellence

Stokes Wood Vision

Stokes Wood Primary School is an ambitious place. We aim to help every child become a global ambassador, ready to explore and understand the world around them. We encourage our children to be curious, ask questions and seek answers as they learn. Our children are confident in sharing their ideas and opinions. They know how to listen and communicate with kindness and respect. We believe in a community where there are no outsiders– everyone belongs and every voice is heard. Above all, we nurture their well-being, ensuring they grow into healthy, balanced individuals committed to lifelong learning and positive change. Together, we create a caring and supportive environment where everyone can grow and succeed, ready to make a positive difference in Leicester and beyond!

Each year, you take steady steps upwards, discovering new skills, new ideas, and new ways of thinking.



Our DSP unit is a friendly, supportive space where children get the extra help they need to learn, grow, and feel confident. We make sure learning is tailored to each child, with smaller groups, one-to-one support, and activities that match their interests and strengths.

Children in the DSP join in with the main school for lessons, playtimes, and events whenever it's right for them, so they feel part of the whole school community. We work closely with families and specialist staff to make sure every child is happy, making progress, and developing important life skills.



This prospectus will help you to prepare you and your child for our DSP. It will help you to understand what your child will be learning and we hope it will answer any questions you may have. If you have any other questions, please feel free to ask.

Class Teacher's you will meet in the DSP.....



Miss Pollock

Miss Pollock is our DSP class teacher. She has lots of exciting things planned for next academic year.

"I enjoy seaside holidays and eating lots of ice cream!"

Miss Sidwell

Miss Sidwell is a teaching assistant. She enjoys working with all the children in the DSP.

"I like to play lots of different sports."



Miss McGoff

Miss McGoff is a teaching assistant. She is very much looking forward to seeing you next year.

"I have a dog called missy who looks like a meerkat after a trim. "



Mrs Miles

Mrs Miles is a teaching assistant. She can't wait to see you all soon.

"I'm raising the next generation of football players—one game at a time! "



Who you will meet in the DSP.....



Miss Barker

Miss Barker is a teaching assistant. She is looking forward to seeing you all again next year.

"I have 2 cats and a dog, and they can't stand each other!"

Ms Suria

Ms Suria is a teaching assistant. She has worked with us for many years but has recently moved into the DSP. She can't wait to get to know you all.

"I love gardening and have lots of different flowers."



Mrs Woods

Mrs Woods is our SENDCO. She will be working alongside Miss Pollock to ensure that all the children's EHCP's are reviewed and updated and that your child's journey is personalised.

"I have 2 cats and love to create things, make Lego and read - always having at least two books on the go. I also love chocolate"

The Pastoral Team

Miss Williams - Assistant Head Teacher - Pastoral Lead

Miss Sawicka - Pastoral Support Officer

Mrs Hardyman - Pastoral Support Officer/Attendance Support

The Pastoral Team is also available to support you and your family with home and school advice and guidance, including behavioural support as well as wellbeing support.

What will my child learn in the DSP?

In the DSP

Our curriculum will build on the strengths and interests of each child. Within the DSP we will provide a broad and balanced curriculum covering all National Curriculum subjects, at a level appropriate for each individual. This will be linked to the child's EHCP recommendations and advice from external agencies alongside our own professional judgements and expertise.

Curriculum

Children within the DSP are entitled to access the national curriculum. This is delivered through a bespoke curriculum linking topics and national curriculum guidance to adapted tasks. Where appropriate children will be able to access lessons within the main school as part of our inclusion offer. This is decided on an individual basis.

Within the DSP all core subjects are taught systematically and foundation subjects are taught explicitly and through topics. Within the DSP we use the same teaching resources, strategies and programs used within the main school which supports the children when accessing inclusion.

Setting Targets

When we receive the children EHCPs, we look in depth at children's targets and needs for the next academic year. Through these targets we introduce different interventions and set all learning to the needs of the child. When teaching lessons, children are supported with visuals, equipment, manipulatives and set targets to meet in the school day.

Inclusion

Children within the DSP are all working towards having increasing amounts of inclusion within the mainstream school. Children are supported by a member of DSP staff when they are in the mainstream class/ playground. The DSP teacher and SENDCo monitor inclusion using an inclusion tracker and use this to advise around placements at transition points. Inclusion may take place with the child's academic year group or at their developmental level. Considerations around behaviour and emotional regulation are also taken into account when monitoring inclusion, inclusion is flexible and changes will be shared with parents.

Dropping off and Collecting

To accommodate the increasing need for taxi access to the school car park and ensure the safety and efficiency of drop-off and pick-up for our pupils, our school hours for DSP pupils will be adjusted. Starting from August 2025, the new school day will run from 8:30 AM to 3:00 PM.

If your child travels to school by taxi, please ensure you inform that transport have been informed of these changes.



Electric Gates

The gates are closed and operated from the office via intercom.

There is no entry through the gates unless it is an emergency between 8.30 and 9.00am and 3pm and 3.30pm (Ambulance/fire/police) as this is when the children and their families are coming in and out of the school in high numbers.

Please see risk assessments and other health and safety documents for other details about gate safety procedures.



School Uniform

We expect all children in to wear school uniform. Stokes Wood uniform is as follows:

- grey/black skirt/pinafore
- grey/black trousers
- white or light blue polo shirt
- royal blue sweatshirt or cardigan, with or without school logo
- royal blue fleece with or without school logo
- low-heeled shoes
- white or grey socks or grey/black tights
- blue and white checked dress for summer.



ASDA, M&S and Next also sell adaptive and sensory uniforms.

Trainers should only be worn for outdoor games.

SMART watches are NOT allowed in school.

Any child bringing a mobile phone to school will need to hand it to their class teacher on arrival.

Please ensure all clothing is labelled with your child's name.

All children need a P.E. kit: a T-shirt (provided by the school and linked to their house colour), black or grey shorts/leggings/joggers. Children will need a pair of trainers and plimsolls for PE/Games, which will be stored in their PE bag too. School logo PE bags are available to purchase from the school office.

Children with pierced ears should wear a small stud earring or a small sleeper which must be removed or covered for P.E. and swimming. We advise that children do not wear jewellery for health and safety reasons unless it is a religious requirement.



Swimming

Swimming (Year 5 and 6 only): towel, swimming costume or trunks, swimming hat and suitable bag. Goggles may be worn with a permission letter.

Boys and girls with long hair MUST tie it back to avoid hair hanging in the eyes/face of themselves or others. This also helps to prevent the spread of head lice.



How to find lost possessions?

We try to reunite children with named property but, as you would appreciate, we like to encourage the children to take personal responsibility. All property should be clearly named.

You will find lost property boxes in the storage shelves in the hall. Ask at the office if you need to look for an item.

Please ensure all clothing is labelled with your child's name.

Timings of the day



School day

Start: 8.30am

End: 3.00pm



Breakfast club

Start: 8am

Children can be dropped at breakfast club from 8am. Breakfast club is charged at £3 per day.



After-school care club

Until: 6pm

Care club is open until 6pm. The price is dependent on the time of collection - £2 per half hour.

Meals, Snacks and Drinks

We operate a canteen system for school dinners which offers a choice of two main courses and a vegetarian option. Children eat with their year group. Your child can have a school dinner or a healthy packed lunch can be sent to school. Please do not send cans or fizzy drinks or any foods containing nuts. If you think you may qualify for Free School Meals, please ask for a form at the school office. Unfortunately, milk is no longer available on a daily basis. Please ask at the office if you wish your child to have milk. Families eligible for free school meals do not have to pay for milk. These children will receive milk automatically.

Children can bring in their own fruit or a cereal bar for break time: CRISPS, CRISP-LIKE SNACKS, BISCUITS AND CHOCOLATE ARE NOT ALLOWED AT BREAKTIME!

A typical day in the DSP

Morning Session



- School starts at 8:30am
- Meet and greet
- Emotional check in
- Morning intervention (big moves, 1,2,3 boxes and 1:1 reading)
- Opportunities for inclusion from this point
- Literacy
- Break
- Numeracy
- Phonic activities

Lunch

- Children all eat in the dining hall at a bespoke table with DSP staff

Afternoon Session



- Afternoon welcome - register
- Zones of play interventions e.g. Curiosity approach, fun time, social games, play interaction, people play and object play.
- Teaching input (wider curriculum/ topic)
- Small group interventions run by teacher and TA's e.g. Fine motor, Language for thinking, speech and language, occupational therapy, tricky words.
- Afternoon sessions ends at 3:00pm

DSP

In the DSP children build confidence, independence, and a love of learning. They develop skills in reading, writing, maths, science, and computing, while exploring history, geography, art, music, and design. PE keeps them active and PSHE and RE help them develop life skills, values, and respect for others.

Phonics, Reading and Writing

Strong reading and phonics skills are essential for every child's learning. In the DSP, we continue to build on the foundations from early primary years, helping children to read fluently, understand what they read, and spell accurately.

- Support for Non-Verbal Learners include visuals, adapted teaching, higher level of adult support. Use of PECS, colourful semantics and widget resources.
- Children who learn by sight are also supported through reading retrieval, tricky words and vocabulary builders.
- Colourful semantics is used to support all children in the DSP to form sentences and extend sentences.
- Visuals such as phonic sound boars, finger spaces and vocabulary builders are used to support children in the DSP.



Maths

In Maths we use White Rose maths, children will work in small groups or 1:1 based on their current levels and abilities.

Visuals are used to support children during maths lessons and where appropriate children will join mainstream classes with a member of staff from the DSP.



Interventions and Resources

The DSP unit provides a range of facilities including a sensory room, kitchenette, individual work stations, wet play area, outdoor play areas as well as all the facilities available to the mainstream pupils.

All children in the DSP access Forest school once a week and interventions to support their needs as outlined in their EHCP's.

Interventions include:

1,2,3 boxes

Big moves

Reading retrieval

Sensory circuits

Fine motor

Language for thinking

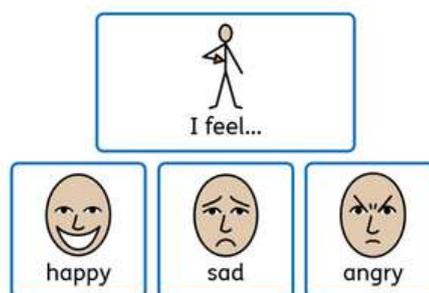
Zones of regulation

Tricky words

Speech and language

Occupational therapy

Dough disco



Widgit symbols used in DSP.

Children in the DSP also complete play interventions everyday. Adults in the DSP will observe children's social and communication skills in order to choose the appropriate play intervention.



Attendance

We are committed to providing the best possible learning and development opportunities for all our children. Regular attendance plays a key role in helping children feel settled, build friendships and fully benefit from all the experiences we offer.

Absence procedure

We expect all children to be in school every day. However, we understand that children may get ill. We ask that you notify school of child's absence either by:

- Calling the school (0116 2875305)
- Emailing the school (office@stokeswood.leicester.sch.uk)
- Or reporting to the school office

If your child is not registered for school and you haven't notified the office, a text will be sent to find out the reason for the absence. If there is no response to the text, you will receive a phone call to ensure the child is safe and well. If your child does not return to school the following day and you haven't followed up with the absence, then a home visit will be made.

Where possible, please make medical appointments for your child outside of the school day.

Attendance Ladder



Absence during term time

KS2 children are legal school age and therefore leave/absence during term time, which is 5 days or more will result in a Penalty Notice (PN) being issued. This is a legal requirement for all UK schools. Either side of a school holiday, absence of 4 days or more from school will also result in a PN being issued.

Fines for taking your child out of school are £160 per child, per parent if paid within 28 days. This can be reduced to £80 if paid within 21 days.

There is rolling 3-year period from the date a PN is issued and any second notice within the 3-year period is charged at a higher rate of £160. If further leave is taken within the 3-year period, prosecution or an other attendance legal intervention will be taken.

Furthermore, PNs can be issued for 10 or more sessions of unauthorised absences within a 10-week period.



Illness and Medication

Illness

Please keep poorly children at home, especially after sickness or diarrhoea. The recommended time for return is 24 hours after the last episode of sickness or diarrhoea.

'Long-term' Medication

Inhalers/epi-pens for all children in need of them will be held by the class teachers and kept in a cupboard within the classroom which will be clearly marked with a green and white first aid sticker. It would be best practice if a second medication is available at school for playtimes, lunchtimes and PE.

All medication must be clearly marked with the child's name, with clearly written instructions as to need, frequency, etc.

It is the parents' duty and responsibility to ensure that a child's medication is in date.

'Short-term' Medication

Children who require a short course of medication e.g. antibiotics, will, whilst ill, remain at home until the course is finished. If it is felt by a medical practitioner that the child is fit enough to return to school a school first aider will administer the medicine as long as there are fully written instructions and the medicine is in the original packaging.

All Medication

No medication can be allowed in school unless the appropriate form is completed and returned to school. Forms are available from the school office. These are updated on an annual basis and staff are issued with information concerning their pupils and/or pupils in the school with specific allergies.

Safeguarding

Stokes Wood is committed to providing a safe and secure environment for children, staff and visitors, where all feel confident about their own safety or well-being of others. All visitors to school must sign in at the main school office using an electronic sign-in system. They will be provided with a lanyard which must be worn at all times.

Children arriving late

The school has a 'Signing in/out' electronic inventory to record children arriving late or leaving early. This also ensures an accurate record in case of fire or other emergencies on the premises. The adult bringing or collecting children must sign the children in and out.

Safeguarding Leads at Stokes Wood



Liz Christensen
Headteacher



Megan Williams
Assistant Headteacher



Sarah Woods
SENCo



Ela Swakia
Learning and
Behaviour Mentor



Trish Haryman
Pastoral Support



Hazel Bramley
Office Manager



Your child's progress is documented throughout their time in the DSP.

Your child's progress through our KS2 DSP



EHCP Review –

Children will have EHCP reviews every year to check their progress, review the specified needs, provision, and outcomes, and decide if any changes are required.

Change of placement reviews will also happen every September for children that are transitioning to secondary school.

Parental Responsibility

If you have parental responsibility for your child but live apart from each other, you are still entitled to information about their progress and participation in events at school. If you would like to receive a copy of their annual report, newsletters, copies of school photos or information on assemblies and exhibitions please email office@stokeswood.leicester.sch.uk for more information.

We hope you and your child are looking forward to starting or continuing in KS2.

If you would like to know more about our school or KS2 provision, please call us to speak with a member of staff who will answer any questions or queries you may have.

We look forward to welcoming you back to Stokes Wood this academic year!

