

Welcome to Chase Side

The children, staff and governors at Chase Side Primary School offer a warm welcome to you and your family. This booklet aims to tell you about life at Chase Side, what we stand for and what we want for the children in our community.

This booklet combines the school prospectus and annual report to parents.

Our school provides a secure and exciting atmosphere in which to develop a love of learning. We are proud of our achievements as a whole school and the achievements of every one of our pupils. We firmly believe education is a partnership between pupils, parents and staff and so we look forward to working with you – our School Vision states that we are “stronger together”. We welcome you and your child to our learning community.

School background

- ◆ Chase Side Primary School is a non-denominational community day school catering for boys and girls between the ages of three and eleven years.
- ◆ The school building is over 100 years old and was originally an all-age school catering for children up to 13 or 14 years.
- ◆ At some stage the older boys and girls left the site and started the Chase Boys and Enfield County (girls) Schools leaving separate Infant and Junior Schools on this site.
- ◆ Later these were merged into one Junior Mixed and Infant School.
- ◆ More recently the school opened a Nursery.
- ◆ At present the school consists of fourteen classes; eight junior, six infant and two nursery classes.
- ◆ All classes contain a single age group whose age range is one year.
- ◆ The nursery caters for 60 children, some attend for full days, with others attending morning or afternoon sessions only.
- ◆ Classes in the school have a maximum of 30 children.
- ◆ Our School Roll in September 2022 consisted of 361 pupils in reception to year six plus 24 Nursery children.
- ◆ Enfield Education Authority has information on a number of areas. Please contact them if you require information regarding admissions, free school meals, travel passes and advice regarding special educational needs. Please contact the Education Office at the Civic Centre.

The London Borough of Enfield
P.O. Box 56
Civic Centre
Silver Street
Enfield.
EN1 3XQ
Tel: 020 8379 1000



All information is accurate at the time of going to press. The school reserves the right to make alterations to arrangements to suit particular circumstances. We try to inform parents of all changes, if possible, before they occur. It may be the case that during the school year some of this information will become out of date.

School Vision, Values and Ethos

At Chase Side Primary School, we believe that we are “*stronger together*”.

We want to ensure that all children are given every opportunity to thrive throughout their time with us. We see everyone as a lifelong learner and we hope that none of us will ever lose the enthusiasm and excitement that learning provides. We embrace and value our diverse community. As a school we aim to make a positive impact on our community.

Chase Side’s Vision is to:

- Develop confident lifelong learners
- Embrace and value our diversity
- Make a positive impact in our community.

The shared Values of our School include:

- Kindness
- Respect
- Friendship
- Honesty
- Resilience

Our Ethos encompasses being welcoming, inclusive, friendly, caring and ensuring that working together underpins everything we do.

Everyone has the right to expect and benefit from this ethos and these values are demonstrated in all aspects of school life. Everyone who is part of our learning community is asked to adhere to our values and ethos.

Golden Rules and Behaviour Policy

It is recognised that children learn best when they feel secure and valued. The School therefore aims to promote classroom environments, which give the children the greatest opportunity to learn. This is achieved through:

- Modelling respectful behaviour in the classroom
- Using positive language to highlight the appropriate way to engage with teaching and learning
- Using appropriate language to ensure children have a clear understanding of how to re – engage in learning activities after making wrong choices
- Ensuring teaching includes activities designed to promote children’s social and emotional development
- Structuring lessons to be interesting and appropriately challenging
- Helping children to identify their own and others’ strengths and to value the diversity within their class and across the school
- Ensuring there are clear classroom routines to reduce uncertainty and promote an appropriate learning environment
- Class Charters are displayed in all classrooms and discussed frequently with children
- Recognising appropriate behaviour quickly and celebrating this (using the agreed systems within the school)

- Ensuring there are clear systems, understood and followed by all, for dealing with inappropriate behaviour

The School aims to reward good behaviour in order to foster an ethos of kindness and cooperation. This may be done informally through an encouraging compliment, with a smile or thanks, or it may be shared with the parent, another member of staff or other children. The School has systems set up to reward children for good behaviour more formally. These are both individual rewards and also whole class rewards, since the School wishes to foster an ethos of classes working together and supporting each other.

Staff

The members of staff at Chase Side all understand the aims, ethos and values we have for the children in our care and the vision we are working towards. We all work together to provide the best educational and social experiences we can for our pupils. We aim to achieve the highest standards.

Each year group has teachers who are responsible for the planning, teaching, learning and assessment in their classes. They work together to ensure consistent experiences and standards and to ensure progression from one year to the next.

In addition to our class teachers, we have a team of Pupil Support Assistants, One-to-One Specialist Support Assistants, Teaching Assistants, Nurse Nurses and Accelerated Learning Mentors, who work alongside teachers to support children's learning. They work in classrooms to support groups and occasionally individual children. They also work outside the classroom with groups and individuals on specific intervention learning programmes, pre and post teaching.

The office staff are a first point of contact for parents/carers and visitors. They are always happy to answer your queries. In addition, the School's office staff provide essential administrative and financial support to the Headteacher and Governors.

We have a dedicated team of Lunchtime Playleaders who ensure that the children have a safe and happy lunchtime experience.

We have a Games and Sports Specialist employed full time to support the delivery of high quality provision in PE, games, lunchtime and after school clubs from Reception to Year 6. We also have specialist Spanish and Music Teachers who work with children from Reception to Year 6. Various other staff members also support clubs and skills training as the school enters competitive teams into a wide range of Enfield Sports Partnership competitions (including gymnastics, football, netball, tag rugby, cricket, rounders, cross country running, archery and dance) throughout the year.

The Professional Development of Teaching Staff

In order to raise standards through excellent teaching and learning, we have a commitment to the professional development of all members of staff. Individual training needs and whole school development are supported by a programme of in-service training which is closely linked to our School Development Plan. The impact of this training is assessed through systematic monitoring of teaching and learning.

Every academic year we have five whole staff training days, known as INSET days.



Governing Body

The Governors work in close collaboration with the Headteacher and staff to ensure the School fulfils its aims. The Governing Body meets four times a term, and considers areas such as school development and improvement, achievement and attainment, premises, human resources and finance.

The Headteacher reports to the Governing Body on a regular basis and Governors visit the school to see areas of the curriculum in action. Some Governors have an individual focus on an area of the curriculum or school life and they observe this area during their visits.

To contact the Chair of Governors or Clerk to Governors see contact details below.

Chair of Governors: Mr Mark Philbrook c/o Chase Side Primary School Trinity Street Enfield EN2 6NS Telephone 0208 363 1120	Clerk to Governors: Marion Green Enfield Council Governor Services Civic Centre Silver Street Enfield, EN1 3XA
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The School Day

The School Day	Morning Begins	Morning Break	Morning Ends	Afternoon Begins	Afternoon Ends
Morning Nursery	8.45am		11.45am		
Reception	8.45am		11.45am	12.35pm	3.15pm
Year One and Year Two	8.45am	10.15am – 10.30am	12.10pm	1.00pm Break: 2.10pm to 2.25pm	3.15pm
Year Three and Year Four	8.45am	10.15am – 10.30am	12.35pm	1.25pm	3.15pm
Year Five and Year Six	8.45am	10.30am – 10.45am	12.30pm	1.20pm	3.15pm



The school doors open before the start of the day, at 8.45am for all classes.

Children stay at school for lunch.

It is essential that children are in school and ready for learning from 8.45am to 9am each day. Ensuring your child has a nutritious breakfast and arrives in good time for the school day means they get off to a good start with their learning.

Attendance

Once a child is admitted to Chase Side, it is the duty of parents/carers to make sure their child attends regularly and that they arrive on time every day.

Our attendance policy is intended to ensure that children are not away from school without their parents' knowledge, and that parents fully understand the effect absence or lateness has on a child's achievement

Parents must let the school know if their child is going to be away. An absence can only be authorised by the school if it is considered unavoidable. Only the Headteacher is able to authorise an absence. If the school is not informed, or an unacceptable reason is given, then it is recorded as an unauthorised absence.

The school operates a 'First Day Response Policy' which means that if you fail to notify the school of your child's absence you may be contacted by our Attendance Officer.

The school will contact parents who fail to give acceptable reasons for their child's absence. If levels of attendance and punctuality cause concern, parents will be invited to meet with the Headteacher and/or the Educational Welfare Officer (who is employed by the Local Authority).

If a parent has a problem in getting their child to school on a regular basis they must let the school know. There may be an underlying problem that is not being made obvious to anyone, but which we may be able to identify and resolve.

At Chase Side, we work very closely with our Education Welfare Officer who will get involved in cases of persistent absence or lateness.



Absence and lateness have a poor effect on children's progress and feelings of belonging to the school.

Holidays, shopping trips and visits to relatives must be arranged in the school holidays and not during school time.

*If parents have a good reason for wanting to take their children out of school during term time, they must complete a **request for exceptional leave form** (available from the School Office). Only absences that are approved will count as authorised.*

If your child cannot attend school, please telephone the School and leave a message as requested.

Assemblies

Children attend assemblies during the school week. Our assemblies are very much related to developing in the children a sense of community and respect for others and the caring attitudes and moral values that underpin the Christian traditions and those of the major World Religions. Assemblies also fulfil our legal obligation to provide a collective act of worship.

While parents have the right to withdraw their children from assemblies and/or the collective act of worship, we use these times to build a strong sense of community for the children so please see the Headteacher if you wish to discuss this further.

We also have weekly singing assemblies and celebrate the children's achievement.

Parents are invited to attend class assemblies throughout the school year.

Code of Dress

We do have a school uniform at Chase Side.

For Nursery and Reception pupils:

Boys and girls wear:

- Grey tracksuit bottoms.
- Royal blue sweater/cardigan/fleece (with or without school crest).
- White T-shirt or polo shirt.

For pupils in Year 1 to Year 6 classes:

Girls wear:

- Grey skirt or trousers.
- White blouse or polo shirt.
- Royal blue sweater or cardigan (with or without the school crest).
- Royal blue fleece (with or without the school crest).
- Blue and white check summer dress.
- Sensible black shoes or black/white sandals. No trainers.

Boys wear:

- Grey trousers or shorts.
- White shirt or polo shirt.
- Royal blue sweater or cardigan (with or without the school crest).
- Royal blue fleece (with or without the school crest).
- Sensible black shoes or black/white sandals. No trainers.

Trainers do not constitute school uniform and should not be worn for school (apart from outdoor PE lessons)

Our P.E Kit for children in Reception to 6 consists of:

- Navy shorts / Tracksuit bottoms
- Yellow T-shirt (with or without the school crest)
- Plimsolls

The children wear their PE kit (Active Wear) to school on the days that they have PE lessons.

Earrings should be removed on P.E days. The P.E kit should be kept in school at all times.

School uniform is available to buy from: - **J Smith & Son of 135 Lancaster Road, Enfield, and the usual high street retailers (Marks and Spencer, Sainsbury, Tesco).**

Our school has a **no brand** policy. This means that brand names are not permitted in school. Similarly, trainers are not to be worn. This policy is intended to limit competition and bullying.

Jewellery

Children may not wear earrings (other than small studs), bracelets, necklaces or rings in school. There are health and safety risks if these items are worn.

Admissions

There are 30 places in our nursery. Children are admitted to the nursery in the autumn term of the school year in which they reach their 4th birthday.

The number of children admitted annually in the main school is 60. Separate applications must be made for admission to the Reception classes. Attendance at the Nursery does not guarantee a place in the main school.

Should either the main school or nursery be over subscribed, preference is given to those who meet the Local Authority admission criteria, which are as follows:

- Children in public care (looked after children) or adopted.
- Children with specific medical grounds supported by a doctor and considered by the local authority;
- Children of staff members
- Children who have brothers or sisters currently attending the school;
- Children living in a designated priority zone;
- Children who live nearest to the school as the crow flies;



Please note that children who have an Education Health Care Plan will be offered a place at the school if it is named in their Education Health Care Plan.

For any further details regarding admission criteria, and to apply for a place at an Enfield School, please click on the following link to the School Admissions area of Enfield Council's website:

<https://new.enfield.gov.uk/services/children-and-education/school-admissions-and-information/admissions-applications>

Parents may appeal against any decision not to admit a child to the main school. An independent appeals panel hears appeals.



We are fortunate to have an active parent association that organises a busy social calendar for parents and children alike, providing social functions and fund-raising events throughout the school year.

Their contributions have provided the school with many extras including our playground improvements, additional computers for the ICT suite, school library, chill-out zone and timber trail. New parents are automatically members of FOCS and you are encouraged to attend the monthly meetings and become involved. You may contact the Friends of Chase Side via the School Office.

As a Friend, you can do as much or as little as you want to help your child's learning experience. We are a UK registered charity whose purpose is to try to enhance the learning journey of all Chase Side pupils. We do this through the organisation of numerous events which in turn raise funds that are spent exclusively on additions to the school experience.

We liaise closely with the school, to see how best the money raised can be spent.

The Friends are just ordinary mums, dads, grandparents and carers who can give a bit of time to help make their child's time at Chase Side that extra bit special. Some Friends like to help out at events, some help by attending the monthly committee meetings. Some Friends volunteer their time by being year reps, whilst others regularly give financially either through personal donations, or through corporate matching schemes.

We welcome suggestions for fundraising ideas and are always looking for new members.

If you would like more information or have any queries please contact info@focs.me, via the School Office or come along to one of our meetings which take place every month at 8.00pm due to the current circumstances these meetings are currently online, but hopefully we will be able to return to physical meetings soon.

School Meals

Our school dinners consist of a hot meal, cooked on-site in our industrial kitchen which our children enjoy eating in our Dining Hall.

Currently pupils have to choose whether to have a school meal or home packed lunch for the whole of a half term. This choice can be changed at the end of the half term so the kitchen can plan and order food in good time and help to reduce food waste.

All children in Reception, Years 1 and 2 are entitled to receive a Universal Free School Meal. All other year groups must pay for their school lunches in advance. Chase Side operates a cashless system which enables parents to pay either on-line, or at local PayPoint retailers, for their child's school meal.

Parents who receive Universal Credit, Child Tax Credit, Working Tax Credit run-on, Income Support, Income-based Jobseekers Allowance, Income-based Employment and Support Allowance, Support under Part 6 of the Immigration and Asylum Act 1999 or the guarantee element of Pension Credit may be entitled to claim free school meals for their children. Application forms are available from the School Office.

Packed Lunches, Fruit and Water

Parents may choose to send their child with a packed lunch inside a lunch box. This must **not** include nuts, chocolate, chocolate bars, sweets, glass bottles or cans or fizzy drinks. Please clearly mark your child's lunch box with their name. Please bear in mind when preparing ingredients for packed lunches that we do not have a fridge to store packed lunches. Friday's are our 'Treat Day' for packed lunches when children can bring a SMALL treat to enjoy.

Children in the Juniors may bring a piece of fruit for a mid-morning snack. Fruit is provided for children in the Infants and Nursery under the Healthy Schools Initiative.

Children may bring in plastic bottles of water to drink during the school day – these can be topped up during the day from the classroom taps which dispense mains drinking water.



Parents as Partners

At Chase Side we understand that the education of all children begins at home and that parents have an ongoing vital role in the education of their children.

We firmly believe that home and school should work in close partnership in order for children to achieve their full potential and the school is continually looking for ways to build on our partnership with parents.

We encourage parents to work with the school in a variety of ways. We are always looking for parents to help during the school day. Parents read with children, help with practical activities such as cooking, or craftwork, or act as escorts for children going swimming or on

educational visits. If you have some time to spare to help in school, please speak to Mrs Parsons.

All helpers in school must be thoroughly police checked.

We hold a number of events throughout the school year to help you to support your child's learning and to help with communication between the school and home. At the beginning of the school year, we hold 'Meet the Teacher' sessions which give parents the opportunity to meet their child's class teacher in an informal setting. We have many assemblies and events to which parents are invited. We also hold curriculum information meetings and open days when parents can see the school at work.

Each term, we invite parents in Years 1 to 6 into school to meet with teachers to discuss their child's progress and set targets during the Parent Teacher Consultations.

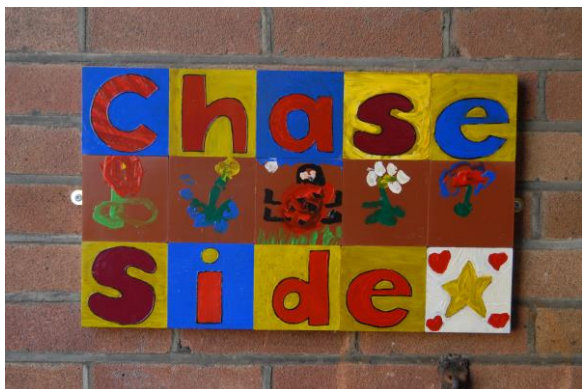
Weekly Newsletters provide an update of what has happen that week, with the school calendar providing the dates for events for the coming academic year. We also currently have class emails organised so that the class teacher can give you an update for the week in the child's class.

Class teachers are available in the playground at the end of each school day if you have a query or a message to pass on. Class teachers have a dedicated e-mail address through which parents can contact them, raise issues and organise for telephone conversations to take place or you can make an appointment by phoning the School Office.

If you would like to meet with a senior member of staff or the Headteacher please contact the School Office to make an appointment.

Every year parents receive a written report on their child's progress in the Spring Term for Year 1 to 6 and in the Summer Term for Nursery and Reception. This details achievements and progress and also identifies future targets. You are invited to comment in writing on the report.

Our school has a policy of consultations with stakeholders. From time to time, we send home questionnaires regarding the work of the school and we welcome your comments, questions and suggestions.



Freedom of Information and Access to Documents

The Freedom of Information Act requires publicly funded bodies, including schools, to be clear about the information they publish. Our Freedom of Information Policy (July 2020) sets details of all of the information which we publish and where the information can be found.

Our Freedom of Information Policy is published on the School's website, alternatively, the School Office can provide a copy of the Policy free of charge.

Educational Visits and Charging Policy

As part of our philosophy regarding children learning more effectively when they are excited and engaged and see learning as purposeful, we make great efforts to enrich our creative curriculum through visits to places of interest and by bringing theatre groups and other organisations into school. We ask parents for a contribution to educational visits. If parents do not contribute their child will not be excluded from the experience but if insufficient contributions are made, the event may be cancelled.

We ask all parents at the beginning of each year to give their consent for children to visit the local area. You will receive detailed information about educational visits further a-field. We are always looking for parent helpers, please let us know if you can help in this way.

Our Year 6 children usually take part in a school journey. They visit an outdoor centre and stay for 5 days. During this visit they take part in team building exercises and learn about the environment. We also take our Year 5 children to a local centre to camp for 2 nights and participate in a range of activities in preparation for the Year 6 school journey. Year 3 and 4 children enjoy an overnight camping or sleep over at school during the spring / summer term.



The Welfare of Children

Our Welfare Officer, Mrs Hammond, does a wonderful job of taking care of our school community.

Children also know that if something is worrying them, Mrs Hammond will be available as a listening ear.

If a child is injured in a serious way, parents will be contacted immediately. When a child is hurt with a scratch or a bruise, this will be dealt with in School. Should a child receive a knock to the head, a letter will be sent home. If a child is taken ill during the day, parents will be contacted to collect them.

Medicines can only be given to children in school under certain circumstances. Medicines cannot be given to children routinely. Antibiotics and other occasional medications must be administered by parents, not the School. If children have a specific medical need, we will work closely with parents to draw up a care plan so that the child is supported in any way.

It is essential to inform the office immediately of any change of telephone number or emergency contact details.

We have access to the school nurse team who can support us and you with advise on medical issues. They can be contacted through the school please speak to Mrs Hammond.

Chase Side also has its own School Counsellor and Family Support Advisor.

All items being brought into School must be named - this enables lost Items to be returned quickly to their owners. Difficulties occur when unnamed items are lost. Children should not bring additional items into school.

Neither the School nor the Borough can accept responsibility for valuables that are lost or stolen, although every effort is made to recover lost property.

Child Protection

We have a duty to refer any suspected child protection issues to the Enfield Child Protection Team. We will always try to inform parents if a referral is planned but this is not always possible.

Parents should report any accidental injury to children to the school's staff, as soon as possible after the injury has happened. This is essential to avoid the school making incorrect reports.



Complaints Procedure

The Education Reform Act 1988 sets out an established procedure for parents who wish to make a formal complaint about the school. If you have any problem, you should first contact the class teacher or Headteacher and attempt a satisfactory solution. If a solution is not found a letter should be sent to the Chair of Governors. The Governors would then consider the complaint. If the matter is still unresolved you may appeal to an independently chaired committee.

Special Needs and Inclusion

At Chase Side we believe that every child should be fully supported in order that they reach their full potential.

However, some pupils require more support than others to help them achieve. If a child is experiencing continuing difficulties with their work or behaviour their situation will be discussed with parents and our Inclusion Manager or the special needs co-ordinator (SENCO). The school has a number of support staff and intervention strategies to support pupils needing additional help.

Occasionally and where difficulties are more severe, the school will seek the support and advice of an Educational Psychologist. The school's special needs policy can be found on the school website.

Assessment of Work and Testing

Through the process of assessment, we can observe the progress of all children. Teachers match the work of children of different abilities by setting appropriate levels and types of work for them.

At Foundation Stage, the Reception staff currently use the national system of Foundation Stage Profiles which provide a detailed assessment of each child's learning to share both with parents and with Year 1 teachers.

In the Summer of Year 1 the children have a Phonics Screening Check to assess their ability to phonically read. These assessments are published to parents.

In the Summer of Year 4 the children have a multiplication tables check to assess their ability to answer times tables answers at speed. These assessments are published to parents.

At the end of Key Stage 1, all Year 2 children are assessed by their teachers in English, Maths and Science. These assessments are published to parents.

All year 6 children are likewise assessed at the end of Key Stage 2 through national assessments (known as SATS) in English, Maths and Science. New assessment procedures were introduced by the Government in 2016.

The results of SATs are reported to parents. Year 6 results are sent on to the child's secondary school. In the autumn term, the overall school results are published nationally.

Equal Opportunities

Chase Side provides a broad and balanced curriculum, which gives equality of access to each and every pupil regardless of gender, race, social class, ability or special needs. In line with the Equality Act 2010 we have developed an Equality Policy which reflects our commitment to equal opportunities.

Incidents of racism cannot be tolerated. Incidents of racism are recorded, reported to the Governing Body and parents are contacted.



School Council

Chase Side School has a very active school council, which meets regularly about once a month.

Our school council gives each and every child a voice on issues and concerns regarding our school environment.

The School Council is made up of two representatives from each class from Years 1 to 6. Year 6 representatives are responsible for running the school council. Any child from any class can submit items for discussion at meetings.

The School Council has worked hard to improve both the working and playing environment of the school. Chase Side School Council is dedicated to a forum for discussion and debate. We welcome contributions from all members of the school community.

Security

Our first duty is to ensure the safety and wellbeing of pupils and staff whilst on the school premises. We have introduced various measures to ensure that the school is a safe place including security gates and CCTV.

All visitors must be signed into school and wear a visitors' badge so that all members of the school community can be sure that the visit is authorised. All permanent members of staff wear identity badges.



We ask that all children are collected from school promptly at the end of the school day to ensure their safety.

If your child is going to be collected by an unfamiliar face, please contact the School Office to make us aware.

Security is reviewed regularly as part of our Health and Safety checks.

Please help the school by remaining vigilant on a day to day basis and report any safety issues to the Headteacher.



Extra Curricular Provision

We have a variety of clubs for children including a choir, football, netball, gymnastics, science, cookery, fencing, science, and tag rugby. Some of these take place after school and some of them at lunchtimes.

Parental permission must be given before children are accepted into after school clubs and suitable arrangements must be made for children to be collected or escorted home following school clubs.

Children attending sporting activities must wear appropriate clothing and footwear.

Many of the extra curricular activities are provided by our dedicated staff who volunteer their own time to support the various clubs. We are very grateful to them.

Other activities incur a cost to parents because they are provided by outside agencies.

Music at Chase Side

All children have the opportunity to learn to play the ukulele free of charge during their time at Chase Side. In addition, pupils have many opportunities to enjoy and take part in music as part of the curriculum within school - a specialist music teacher is employed to manage/deliver this provision.

A large number of pupils also take part in paid instrumental lessons provided by Enfield Music Service.

Modern Foreign Languages

Children at Chase Side begin to learn Spanish in Reception and continue until the end of Year 6 when they will go on to secondary school to extend their Spanish or apply their skills and knowledge to new languages.

Statement of Expectation of Behaviour



Whilst the public are on our premises there is an expectation that behaviour by both staff and visitors, including parents of pupils, will meet certain standards.

Our staff will be polite and courteous towards you at all times. If you feel a member of staff has behaved in an unacceptable way, please end your discussion and report the matter in writing to the head teacher or a senior member of staff. They will then contact you to investigate and attempt to resolve your complaint.

In return it is our expectation that you will be polite and courteous to staff. If staff members are subjected to unacceptable behaviour they have been instructed to end the discussion with you and inform you of the reasons. You will be asked to leave the premises. A letter to confirm the reason why you were asked to leave and the action that we intend to take as a result will be sent to you. You will be given the opportunity to discuss the matter with us in a calm and civil manner. If the incident is particularly serious or is repeated, you may be barred from the premises.

The following behaviours are unacceptable:

- Swearing, spitting, shouting, threatening words or gestures
- Physical intimidation and the use of force such as pushing, pulling, poking, prodding etc.
- Racist, ageist and sexist comments.
- Being under the influence of drugs or alcohol whilst on our premises.
- Smoking whilst on our premises.



Chase Side Primary School is a non-smoking environment.

This includes all buildings and the grounds of the school.

Pupils with disabilities

At Chase Side Primary School, we operate an inclusive policy which means that wherever possible we will make any necessary arrangements to support pupils with disabilities.

The age and layout of the school building does not lend itself to full access but we are able to be flexible in order to accommodate pupils with disabilities. We are able to move classes to the ground floor to avoid stairs for mobility disabled children.



Staff List – September 2022

Miss M Scull	Head Teacher	Mr O Hichens	Deputy Head Teacher
Mrs E Parsons	Assistant Head Teacher /Inclusion Manager	Mrs K Fitzgerald	SENCO
Mr D Osbourne	Teacher – Year 6	Mr A Kay	Teacher – Year 6
Mr C Brennan	Teacher – Year 5	Mr S Singh	Teacher – Year 5
Mr S Davies	Teacher - Year 4	Miss L Clark	Teacher – Year 4
Miss R Higgins	Teacher – Year 3	Miss Antoinette	Teachers – Year 3
Mr M Kjøllesdal- Creasey	Teacher – Year 2	Mr Veli	Teacher - Year 2
Miss S Matharu	Year 2 Team Lead Teacher		
Mrs Christopher	Teacher – Year 1	Mrs A Faour	Teacher – Year 1
Mrs B Lewis	Year 1 Team Lead Teacher	Mrs R Merrall	Year 1 Team Lead Teacher
Miss N Walker	Teacher – Reception	Mrs C Cleur	Teacher – Reception
Miss N Goodson	Teacher - Nursery	Mrs M Rahman	Supply Music Teacher
Ms J Hinckley	Spanish Teacher	Mrs M Wren	Teacher - Maternity Leave
Miss K Story	Nursery Nurse	Mrs A Gregoriou	Nursery Nurse
Miss H Pirbuak	Nursery Nurse	Miss M Holden	Nursery Nurse
Ms M McNeill	Pupil Support Assistant	Mrs C Liversidge	Pupil Support Assistant
Miss A Bounce	Pupil Support Assistant - Maternity Leave	Miss E Green	Pupil Support Assistant
Mrs P Oponyo	Teaching Assistant	Mrs B Nizamoglu	Accelerated Learning Mentor
Mrs L Mitchell	One-to-One Support Assistant	Mrs I Grayston	One-to-One Support Assistant
Mrs B Erguc	One-to-One Support Assistant	Mrs L Parsons	One-to-One Support Assistant
Mrs D Barnes	One-to-One Support Assistant	Mrs L Ucan	One-to-One Support Assistant
Miss K Stevens	One-to-One Support Assistant	Mrs E Marsh	One-to-One Support Assistant
Mrs J Chapman- Preedy	One-to-One Support Assistant		
Mrs N Fitzgerald	Senior Playleader	Miss V Davies	Lunchtime First Aid Officer
Mrs P Gul	Playleader	Mrs M Gul	Playleader
Mrs R Sarker	Playleader	Miss M Yianni	Playleader
Miss E Pylarinos	Playleader	Miss S Reynolds	Playleader
Mrs S Turner	Playleader		

Mrs L Mitchell	Senior Breakfast Club Assistant	Mrs R Sarker	Breakfast Club Assistant
Miss K Stevens	Breakfast Club Assistant		
Mrs A Sullivan	Office Manager	Mr D Francois	Site Manager
Mrs J Hammond	Attendance/Administrative Officer	Mrs L Pearce	Admissions/Administrative Officer
Miss R Miguel	Speak Up Manager	Mrs S Ray	Family Support Advisor
Miss D Bonsu	Cleaner	Miss M Lengo	Cleaner
Miss E Barnie	Cleaner	Miss N Bokele	Cleaner
Miss S Ford	Cleaner		

Governor List

Name	Position	Status	Term of Office Ends:
Mr Mark Philbrook	Chair of Governors Governor with responsibility for Inclusion, Able and Talented, EAL and PE	Co-Opted	03/04/2023
Mr Keir Husband	Vice-Chair Governor with the responsibility for Communication, English and Modern Foreign Languages.	Co-Opted	09/07/2023
	<i>Vacancy</i>	<i>Co-Opted</i>	
	<i>Vacancy</i>	<i>Co-Opted</i>	
Miss Melanie Scull	Head Teacher	Head Teacher	
Miss Shennes Matharu	Staff Governor	Staff Governor	22/11/2024
Mr Daniel Liversidge	Governor with the responsibility for Health and Safety, Art and Design and Music	Co-Opted	15/09/2024
Mrs Sarah Rogers	Governor with responsibility for Child Protection, LAC, GDPR and PSHE	LEA	06/09/2022
Mrs Emily Bowler	Governor with the responsibility for Finance	Parent	26/03/2024
Mr Antonio Upali	Governor with the responsibility for STEM, ICT and Design and Technology	Parent	26/03/2024
Mrs Hilary Ballantine	Governor with the responsibility for Humanities (Geography and History)	Co-Opted	31/03/2024
Mrs Ruth Fernandez	Governor with the responsibility for English and Modern Foreign Languages.	Parent	24/06/2025
Ms Lucie Parkes	Governor with the responsibility for PSHE and RE	Parent	05/05/2026

Where a vacancy for parent governor occurs, the Headteacher will invite nominations from the parents/carers at the school. If there are more nominations than vacancies the appointment of governor will be decided by a ballot of the parents/carers.

If you are interested in becoming a Co-Opted or LEA governor at this or another school in Enfield, please contact Enfield Education Authority at the Civic Centre who will be pleased to assist you.

We hope this document has answered most of your questions about Chase Side. If there is anything further you would like to know, we will be pleased to give you any information you require.

The contact details for the school are as follows:

Chase Side Primary School
Trinity Street
Enfield EN2 6NS

Telephone: 020 8363 1120
e-mail: office@chaseside.enfield.sch.uk
web site: www.chasesideprimary.co.uk

Head Teacher: Miss Melanie Scull
Deputy Head Teacher: Mr Owen Hitchens
Assistant Head Teachers: Mrs Elaine Parsons
Chair of Governors: Mr Mark Philbrook
Office Manager: Mrs Andrea Sullivan

To apply for admission, please contact the Admissions Dept on 020 8379 5501

