

Milton Primary Academy

'Together We Achieve Our Best'



Prospectus

2025-2026



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facebook and X: Milton Primary Academy

executive headteacher: Miss J Garside





Contents

Executive Headteacher's Welcome	Page 3
An Introduction to Milton Primary Academy	Page 4
Meet Our School Leaders	Page 5
Windsor Academy Trust	Page 6
Ofsted, Standards and Outcomes	Page 8
Parent Views	Page 9
Our ASPIRE Values and School Rules	Page 10
Community Engagement and Events	Page 11
Extra Curricular Activities and Enrichment	Page 12
Educational Visits	Page 13
Outdoor Play and Learning	Page 14
Welfare (inc. Mental Health and Wellbeing)	Page 16
Special Educational Needs and Disabilities	Page 17
Our Curriculum	Page 18
PE and Sport	Page 20
Phonics and Reading	Page 21
Admissions	Page 22
Once Your Child Has Joined Us	Page 23
Settling In and What I Should Bring To School	Page 24
Who Do I Need To See?	Page 25
Absence, Punctuality and Illness	Page 26
Dropping Off and Collecting Your Child	Page 27
Snacks and Dinnertime	Page 28
Uniform	Page 29
Home-School Agreement	Page 30
How I Can Help My Child To Succeed	Page 31
How We Communicate and School House Teams	Page 32
Frequently Asked Questions	Page 33
Pupil Views	Page 34

Executive Headteacher's Welcome



I warmly welcome you to Milton Primary Academy where we pride ourselves on creating a nurturing environment that fosters growth, learning and a strong sense of belonging.

Our school is more than just a place of education; it is a vibrant community where every member feels valued and supported.

At Milton Primary Academy, and across Windsor Academy Trust, we are dedicated to promote and enable both the academic and personal potential of our pupils. Our ambitious curriculum is designed to challenge and inspire, ensuring that each child is equipped with the knowledge, skills and confidence to succeed in an ever-changing world. We have extensive school grounds which allows us to offer learning beyond the classroom such as Forest School and more. All children at Milton Primary are at the heart of all our decision-making processes. We believe that each child's well-being and success is paramount and we strive to provide the best education experience possible.

We believe that a community feel is essential for a thriving educational environment. Our dedicated staff, engaged parents, and happy pupils work together to create a supportive and inclusive atmosphere where everyone can flourish.

I look forward to working together to provide continuous opportunities for growth, achievement and connection.

Miss Jemma Garside
Executive Headteacher

"Together We Achieve Our Best!"



Milton Primary Academy

'Together We Achieve Our Best'

An Introduction to Milton Primary Academy

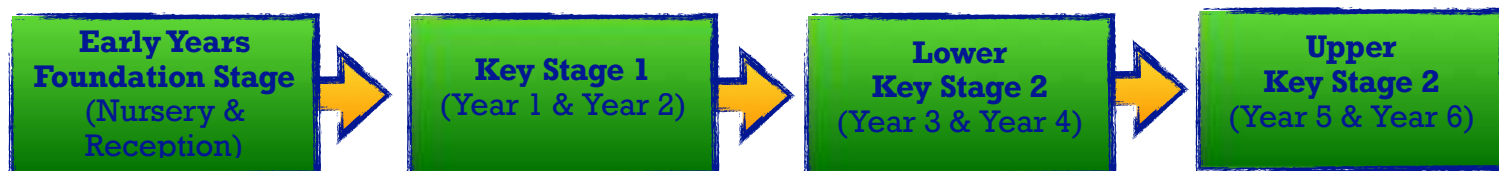
We would like to warmly welcome you and your child to Milton Primary Academy.

We are a two-form entry primary school on the outskirts of Stoke-on-Trent, a short drive from the city centre, as well as the beautiful countryside in the Staffordshire Moorlands.

We welcome children aged between 3 and 5 years old into our Early Years unit. At the end of the Reception year, aged 5, children then move into Year 1, at which point they are taught in the main school building. They remain here until they move onto high school at the end of Year 6, aged 11.



The School Structure



Throughout their time with us, we strive to provide a rich and enabling educational experience; one which they will remember for many years to come. Our 2025/26 prospectus provides a flavour of these experiences, but we encourage you to come and visit us at your convenience and see our school in action.

4

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Meet Our School Leaders

Our leadership team is made up of talented and hardworking individuals who are committed to making Milton an excellent place to learn and achieve. They all strive to make our motto a reality: ***“Together We Achieve Our Best!”***



Miss Garside
Executive Headteacher



Miss Wilkinson
Deputy Headteacher



Miss Parry
Senior Leader and
Designated
Safeguarding Lead



Miss Thompson
Associate Assistant
Headteacher



Mrs Mifflin
Early Years Lead



Miss Wilson
Key Stage 1 Lead
Special Educational
Needs and Disability
(SENCO)



Miss Rowe
Lower Key Stage
2 Lead



Mrs Kelly
Upper Key Stage
2 Lead



Windsor Academy Trust

We are proud to be part of Windsor Academy Trust; a leading multi-academy trust that is committed to unlocking the academic and personal potential of all pupils. Our school works in collaboration with staff across all schools in the Trust in our search for excellence, and also has access to outstanding support and professional development opportunities for our staff.

There is a huge range of benefits to being part of a strong trust, with our school afforded the opportunity to share best practice and work in collaboration with other schools across the West Midlands to improve the quality of education for all.



15
Schools



10000
Children

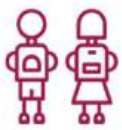


1200
staff



Windsor Academy Trust have identified five strategic 'turbo boosters' that will develop high performing schools that: raise aspirations, inspire learning, build character and cultural capital, power social justice and enable all students to thrive and make a difference in their communities and the world.

These are:



Turbo Booster 1

Students: boosting education for students in our schools



Turbo Booster 2

Staff: boosting careers in the best organisation to work and grow



Turbo Booster 3

Society: boosting civic action to empower our communities to thrive



Turbo Booster 4

Sustainability: boosting environmental action for the benefit of future generations



Turbo Booster 5

System: boosting education for all children no matter where they go to school



This graphic illustrates 'What Makes WAT WAT'. It outlines the aims and values that enable us to unlock academic and personal potential.

Underpinning the 'turbo boosters' are five igniters that power up the strategy, which defines the long term objectives and the broad direction needed to achieve this vision.



Ofsted



Milton Primary Academy was first inspected in January 2022 and was judged to be '**GOOD**' in all areas. **Our report states:**

"Pupils enjoy coming to school. They get on well with each other and feel safe at school."

"The personal development of pupils is at the heart of the school's curriculum. [It] prepares pupils well for secondary education [and] offers a wide range of opportunities for pupils to develop their talents and interests."

"Leaders have made reading a top priority for the school."

"[Leaders and staff] support pupils with special educational needs and/or disabilities (SEND) well."

Standards and Outcomes

At the end of many year groups, pupils complete statutory assessments. We celebrate each child's success and look forward to their continued achievements in the future. The journey to these results is always filled with learning, growth, and self-discovery. Our pupils will have developed not only academically but also personally, gaining the skills and confidence needed to succeed in their future endeavours.



Parent Views

At Milton Primary, we strongly believe in listening to all our stakeholders. Parents are a crucial part of a child's education and the wider success of our school. We love to receive feedback, whether it is to tell us about all the positive things we are doing, or to highlight areas where we may need some improvement.

Our most recent parent survey returned some of the feedback listed below:

"My child loves coming to school."

*"The school strikes a great balance between emotional and social wellbeing and academia."
There is a great sense of community and belonging."*

"The staff and teachers are very nurturing and genuinely care for the children."

"Over the past few years, the school has improved immensely."

I cannot say one bad word about this school - it's FANTASTIC. My child had been to a few around different areas in Stoke-on-Trent, due to moving, and Milton Primary is the one I'd recommend.

"The staff are great - an absolute credit to the school."

"Communication is excellent and any concerns are responded to in a timely manner."





Our ASPIRE Values and School Rules

All children have the right to an education which offers them the best opportunities to work hard, be happy and make good progress. At Milton Primary, we believe that this is achieved in a calm, orderly environment where all children feel safe and secure. Therefore, staff create this environment for all children and do everything possible to enable pupils to achieve highly.

1

BE
READY

2

BE
RESPECTFUL

3

BE
SAFE

School Behaviour Expectations:

The three school behaviour expectations outlined above are designed to complement the Windsor Academy Trust 'ASPIRE Values', which link more directly to character and learner traits rather than behaviours. These behaviour expectations are shared on a weekly-basis in whole school assemblies and a new 'behaviour of the week' is identified.

ASPIRE Values

Our 'ASPIRE Values' are well embedded in school life and relayed consistently to pupils as character traits that they should strive to demonstrate. Pupils are rewarded for doing so in many different ways and these include. Star Learner certificates, Remarkable Day postcards, House Points, and phone calls home.



Community Engagement and Events

Christmas Market

Each year, we host our very own 'Milton Christmas Market' on our main playground. We are joined by over 25 local businesses who each sell a range of hot food, drinks, confectionary items and gifts. Santa even makes an appearance in his very own grotto!



Milton's Got the X-Factor

Our annual 'Milton's Got the X-Factor' event is always highly anticipated and a huge highlight in the school calendar. Over the course of a week, with four separate semi-finals before a grand final on Friday evening, pupils in Year 3 to Year 6 battle it out by showcasing a range of talents on the big stage with the aim of being crowned our 'X-Factor champion'!

Community Displays



In the lead up to significant events, such as Remembrance Day, Christmas, Easter and History Month, we often showcase our pupils' work in a special 'Community Display' which can be viewed by members of the public on Leek Road.



Extra-Curricular Activities and Enrichment

Extra-curricular activities and enrichment are incredibly important to us at Milton Primary.

Before and After-School Clubs

We offer a wide range of before-school and after-school clubs, including cooking, gardening, multi-sports, dance, and games and much more! All of our after-school clubs start at 3.30pm, end at 4.30pm and are offered **FREE of charge** (exc. sing stars which asks for a £2 contribution). Before-school clubs start at 8.00am and end at 8.45am and are also totally **FREE!**

Breakfast Club

We offer a **FREE** breakfast club to all children from Reception to Year 6, where there is a range of breakfast items available. Drop-off to breakfast club is between **8.15am-8.30am**.



Stoke School Sports Partnership Dance Show

Our after-school dance club attends an annual 'Dance Extravaganza' at the Victoria Hall at the end of the spring term and this is one of the highlights of their year!

Northwood Athletics

Each year, pupils in Key Stage 2 enjoy participating in an annual athletics competition at Northwood Stadium. This event features various track and field activities and is a highlight in our sporting calendar. The children always relish the opportunity to compete, and it is fantastic to do so alongside many other schools from across the city!

Recorder Festival

Our lunchtime recorder club also perform at the Victoria Hall. They do so once each year and are able to showcase a medley of well-known songs to an audience of parents and fellow pupils.



Educational Visits

Day Trips

We believe children learn best from carefully planned sequences of learning that are supported by high-quality, first-hand experiences, so our curriculum is enhanced wherever possible by educational visits and visitors.

Children in all year groups from Nursery to Year 6 access these exciting and enjoyable experiences. Examples of some attractions that we visit include (subject to change):



- **Nursery** - Once Upon a Time
- **Reception** - Peak Wildlife Park; The Wolseley Centre
- **Year 1** - The beach; The Brampton Museum
- **Year 2** - Foxfield Railway, Jervis Bowers Farm
- **Year 3** - Gladstone Pottery; Leek Public Library
- **Year 4** - Grosvenor Museum; Lapworth Museum of Geology
- **Year 5** - Peak District; Leek Public Library
- **Year 6** - Imperial War Museum; Shrewsbury Prison

Residential

Children in Year 3 and Year 5 also enjoy a residential visit, with Year 3 attending Stanley Head Outdoor Education Centre for 2 nights and Year 5 attending Kibblestone Scout Camp near Stone for 4 nights.



Both of these residential visits give pupils the opportunity to showcase their skills and talents in unfamiliar environments and disciplines, such as raft-building, abseiling, archery and map reading. Our pupils often talk about these trips away from home as being some of their fondest memories from their time at Milton!



Outdoor Play and Learning

Playtimes are a vital part of the school day at Milton Primary. Having time, space and permission to play is essential for mental health, physical strength and creating the friendships that will support your child for life.

What our children say...

When I play outdoors...

I explore

I get dirty

I am quiet

I take risks

I trust myself and others

I am LOUD

I try out 'real life'

I'm really active

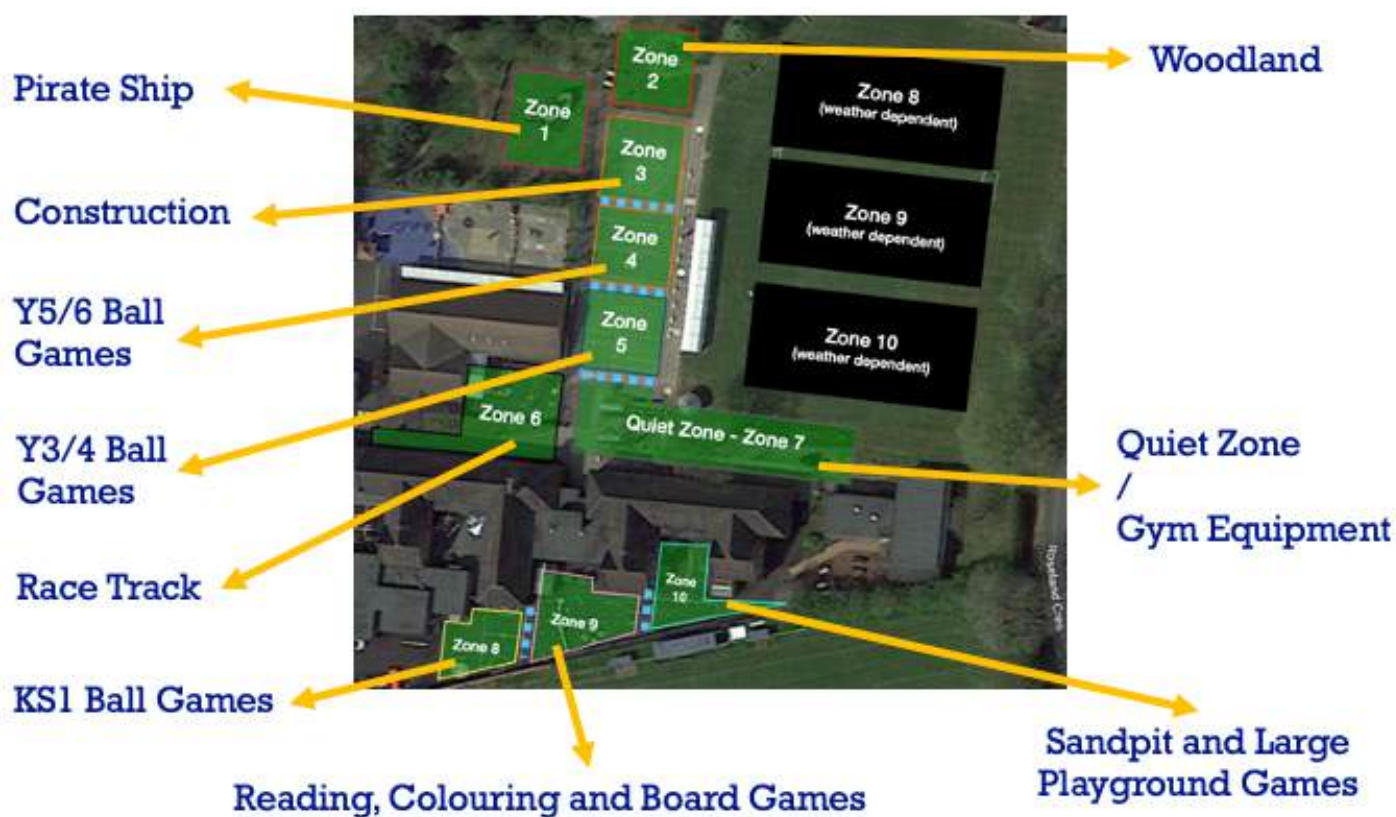
I solve problems

I have lots to talk about

I am happy... and when I'm happy, I want to keep playing

Play Zones

Children in Years 1 to 6 play together at both break and lunchtime. They have access to large playgrounds at the front and rear of the school building, and these play areas are split into distinct zones. Each zone features a focused activity, and these can be seen below:





Welfare and Mental Health and Wellbeing



At Milton Primary, the safety and wellbeing of our children is paramount. A child-centred approach ensures that our pupils are at the heart of everything we do and is fundamental in promoting the welfare of every child. All staff have a role to play in ensuring that we provide the best outcomes for our pupils. As a team we

work tirelessly to promote the health, safety, development and wellbeing of every pupil and this enables them to fulfil their journey through education.

Welfare Team

Our highly trained and dedicated welfare team provide support to our pupils through interventions, nurture provision and direct work.

Our team also ensure that parents and carers are well supported by useful advice, guidance and other professional services. We work collaboratively with outside agencies and strive to offer the right support at the right time.

Pupils, parents and carers have daily access to our welfare team. Children can press the 'Welfare Doorbell' and parents and carers are able to communicate with the team via telephone, email or by messaging our Facebook page.

Mental Health and Wellbeing

We promote good mental health and wellbeing through a safe, happy and nurturing environment. Our pupils can use a 'wellbeing scale' to help them recognise and manage how they are feeling. We

have trained staff who are able to identify the needs of pupils and provide support for their mental health which can also include support from outside agencies.



Special Education Needs and Disabilities

Milton Primary Academy is proud to be an inclusive mainstream primary school.

The approach taken at Milton Primary Academy is one where we regularly review and record what we offer to EVERY child or young person in our care. This is termed our 'Universal provision'. We strive to support all children to enable them to achieve their full potential as we guide them through their learning journey.



For pupils with additional needs, we offer a graduated response which begins with quality-first teaching. Pupils who require further support may also complete intervention programmes on a 1-1 or small-group basis, or access 1-1 or small-group support during whole-class teaching.

The aims of the special educational needs provision at Milton Primary Academy are:

- To enable pupils to reach an appropriate level of reading and spelling commensurate with their ability, but not necessarily their chronological age.
- To support pupils with greater difficulty in learning than the majority of children of that year group.
- To define the need as early as possible in the pupil's education and as soon as the need becomes evident.
- To address the individual needs of children with specific learning difficulties through a structured and well-defined system.

If you have any questions about the provision that we offer for pupils with Special Educational Needs and Disabilities, we encourage you to speak to our SENDCo, Miss Emma Wilson, via the school office.



Our Curriculum

English

In EYFS, staff follow the statutory Early Years Framework as a basis for teaching writing in their classrooms to provide writing curriculum that is creative, inclusive, challenging and inspired by the real-world. Our bespoke curriculum encourages children to be independent and helps them to develop a range of vital skills and knowledge.

In Key Stage One and Key Stage Two, to develop our writers, we teach the National Curriculum alongside a text to engage our students. This ensures continuity between class teachers and supports pupil understanding. Using the National Curriculum guidance, our teachers plan carefully sequenced and coherent units, which enables pupils to know more and remember more and by revisiting GPS key skills where necessary.

To ensure coverage of a range of genres, teachers use our genre-coverage document. This gives children a broad base of knowledge, facts, vocabulary, real life experience and a context to base their writing on.

Maths

Our mathematics curriculum is supported by our belief that the language of mathematics is international and that the basic knowledge components of mathematics are vital for the life opportunities of our children. Our teaching of maths therefore equips all of our children with the tools required to think mathematically and calculate fluently, enabling them to reason and solve problems in a range of different contexts.



To support us in doing so, we use a 'Concrete, Pictorial, Abstract (CPA)' approach, underpinned by the 'White Rose Maths' scheme of learning. Pupils complete their work in mathematics lessons in both dedicated White Rose Maths workbooks as well as their own mathematics books, and they access a wide range of 'consolidation' and 'challenge' activities, in addition to the 'main thread of learning'.

Science

Through our teaching of science, we aim to ensure that children develop scientific knowledge and conceptual understanding in the specific disciplines of biology, chemistry and physics. They should also develop understanding of the nature, processes and methods of science through different types of science enquiries that help them to answer scientific questions about the world around them.

To support them in doing so, we have developed a bespoke curriculum that outlines a range of key knowledge and skills that they will learn and remember as they move through school. This is consolidated by enrichment activities including educational visits and events such as British Science Week.

History

Our teaching of history is broken down into five key areas: chronological understanding; knowledge and understanding of events, people and changes in the past; historical interpretation; historical enquiry; and organisation and communication.

Children study a different period of history each term, and these range from more recent events such as World War 2, to ancient civilisations such as those in Early Islam and the Stone Age.

Geography

Like history, a specific aspect of geography is studied by all pupils each term at Milton Primary, and these cover the five key areas of: locational knowledge; knowledge and understanding of human and physical geography; following directions and maps; geographical enquiry and investigation; and map making. Examples of the geographical topics covered range from natural disasters to a study of the local area.

Foundation Subjects

The National Curriculum is taught in full at Milton Primary and this includes: Computing, Art and Design, Music, Design Technology, Languages (in Key Stage 2), Religious Education, Physical Education, and Personal, Social, Health and Economic Education. A comprehensive overview of our bespoke foundation subject curriculums can be found on our school website.



PE and Sport

Through physical education at Milton Primary, we aim for our children to develop a lifelong love of physical activity and sport, and in doing so, build a healthier school and local community. Our vision for physical education and sport is therefore for every child to have the opportunity to take part in some form of physical activity on a regular basis.



PE Lessons

Children enjoy two PE lessons each week, each of which are taught in a single afternoon or morning session. Children experience a range of different sporting disciplines such as netball, football, hockey and gymnastics, but emphasis is also placed on the development of fundamental movements, agility, strength, balance and co-ordination. Pupils in years 4,5 and 6 also go swimming as part of their PE lessons - this takes place in one block each year.

Sports Day

Our Sports Day gives parents an opportunity to join us and watch their children compete in both track and field events. Children compete to earn points for their

school house team, and always look forward to our closing ceremony with parents when we reveal the final points totals!

School Sports Teams

All pupils at Milton Primary are always encouraged to participate in school sports teams. These teams attend events and competitions both during and after the usual school day, and we take great pride in achieving the highest possible sporting standards!



Phonics and Reading



From your child's first day in Nursery, they will be taught systematic synthetic phonics and we use the programme Little Wandle to help us do this. During our phonics sessions at Milton, children are taught as a class. In the afternoons, we then have 'keep up' sessions for those who need that little bit more support.

Children begin to learn phonics by recognising the sounds in our environment, such as by going on listening walks, using musical instruments and identifying the first sound in their name. We then move on to oral blending where children 'hear' the sounds and put them together to make words. For example... "Go and put that in the **b-i-n**."

Children then learn individual sounds, or phonemes, before they begin to blend these separate sounds together (**c-a-t**, cat) or (**p-ai-n**, pain) to read. We also learn to segment sounds to write words (feet, **f-ee-t**). Children are taught to recognise tricky words. These are words that have to be 'read' on sight. We teach children the 'tricky part' to the word to help them with this.

Home Learning

We ask for your support at home to help your child learn phonics and facilitate this by giving each child a letter/sound key-ring and blending card. Tricky words are also sent home the week after we have taught them. Likewise, children have a reading diary that we fill in at school, and ask you to do the same with this at home.



At school, children will read in a group with a member of staff three times a week. The book that they read will then be sent home so that they can 'wow' you with their reading. They will keep this same book for a full week, as we emphasise the need to 'over-learn' the sounds that are featured in the text - we learn until we can no longer forget!

Children may also bring home a book for enjoyment and this is for you to read to them and share with them at home.



Admission Arrangements

How old should your child be when they start school?



At Milton Primary, we have a Nursery class with 52 places and two Reception classes with a total of 60 places. Children usually join our Nursery class in September, January or April and must already be 3 years of age in order to be eligible for admission. For the Reception class, children must be 4 by the 1st September in the year of admission. Nursery children

will have their 4th birthday and Reception children will have their 5th birthday during the school year.

Admission arrangements are published on our website but more information, including details of the appeals process, is available from the Stoke-on-Trent City Council website: www.stoke.gov.uk/admissions

Applying for an 'in-year' admission

If your child is already at another school and you wish to apply for a place at Milton Primary Academy, please get in touch to see if places are available in your child's year group. All applications can be made online via the website: www.stoke.gov.uk/admissions.

Secondary Admission Arrangements

Application forms can be filled out on-line on the Stoke-on-Trent Local Authority website: www.stoke.gov.uk/admissions and must be submitted no later than the 31st October in the year prior to your child starting at secondary school.

Milton Primary Academy are a feeder primary for The Excel Academy.

This arrangement increases the probability of Milton pupils securing a secondary school place at The Excel Academy.



Once Your Child Has Joined Us





Settling In



For pupils that join us in any year group, we recognise the importance of doing everything possible to ensure a smooth transition. We are always happy to discuss transition arrangements with parents and carers, but often find that adopting the same routines as the other pupils in their new class helps them to feel at home in no time at all!

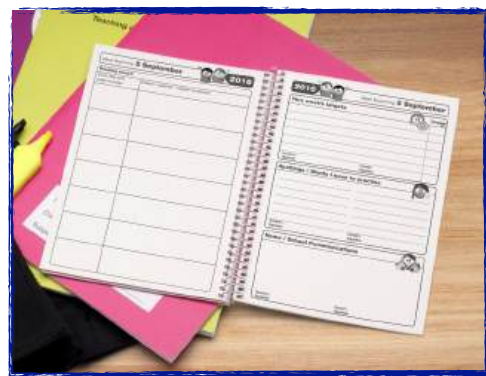
On your child's first day, there will be lots of staff on hand to point you in the right direction. If they are entering the school through one of our main pupil entrances, they will also be met here by their new class teacher.

What I Should Bring To School

At Milton Primary Academy, we help our children to become responsible and take ownership of what they need to bring to school each day.

Children in all year groups will need to bring the following named items with them:

- Their home/school Reading Record.
- Their reading book.
- A named waterproof coat.
- A named water bottle, which they will be able to refill throughout the day.
- A healthy snack (please note that fruit is provided for pupils in Early Years and Key Stage 1).
 - In summer, a named sun hat or cap if the weather is warm.
 - In winter, a named pair of gloves and a warm hat if the weather is cold.



Who Do I Need To See?

At Milton Primary, we operate an open-door policy and are always happy to speak to you about any aspect of your child's education or wellbeing.

To ensure you are able to access support from the appropriate member of staff, see below an overview of who you need to see and when.

I have concerns about my child in class...	Make an appointment to see: Your child's class teacher
I have concerns about my child in class that I need to discuss further...	Make an appointment to see: Early Years Foundation Lead – Mrs Mifflin Key Stage 1 Lead - Miss Wilson Lower Key Stage 2 Lead - Miss Rowe Upper Key Stage 2 Lead - Mrs Kelly
If you still need to discuss concerns further...	Make an appointment to see: Miss Garside (Executive Headteacher) Miss Wilkinson (Assistant Headteacher) Miss Parry (Senior Leader, DSL and Family Welfare Coordinator) Miss Thompson (Associate Assistant Headteacher)
I have concerns about my child's health or wellbeing...	Make an appointment to see: Miss Parry (Senior Leader, DSL and Family Welfare Coordinator) Miss Foden (Family Welfare Assistant and DDSL) Miss Townley (Nurture Lead and DDSL)
I have trouble getting my child(ren) to school on time...	Make an appointment to see: Miss Parry (Senior Leader, DSL and Family Welfare Coordinator) Miss Foden (Family Welfare Assistant and DDSL) Miss Baddeley (Attendance Lead)
I want to share concerns relating to child protection... <i>(ALWAYS stress the importance)</i>	Call the school office, and they will IMMEDIATELY direct you to either: Miss Parry (DSL - Designated Safeguarding Lead) Miss Foden (DDSL - Deputy Designated Safeguarding Lead) Miss Townley (DDSL - Deputy Designated Safeguarding Lead) Miss Garside (DDSL - Executive Headteacher)
My contact details need to be updated...	Email or telephone the school office: 01782 234780 or info@milton.windsoracademytrust.org.uk
I need to discuss payments for trips, dinner money, etc...	Email or telephone the school office: 01782 234780 or info@milton.windsoracademytrust.org.uk
I wish to make a complaint...	Please see the appropriate member of staff listed above first and they will always work with you to resolve or investigate any concerns you may have. If your issue is not resolved, please follow the school's complaints policy.



Absence, Punctuality and Illness

Absence

Regular attendance at our school is vital if children are to make good progress and to benefit from the opportunities that we offer. We expect children to achieve a minimum of 97% attendance.

If your child is absent, please telephone the school office to inform us of this and provide a reason for the absence. **Please do this before 9am on each day of absence.** Our school office telephone number is 01782 234780. If you are unable to telephone the school office to notify us of your child's absence, you can alternatively email us: info@milton.windsoracademytrust.org.uk

*We will only grant a pupil a **leave of absence** in exceptional circumstances. In order to have requests for a leave of absence considered, parents must complete an application at least four weeks prior to the proposed start date of the leave of absence. Forms are located in the school office.*

Punctuality

Children can very easily get upset when they arrive late at school after registration. This may cause unnecessary distress to a child. If a child misses the beginning of the school day as a result of being late, they miss vital learning time.

- Parents are expected to arrive with their child on time at the start of the school day, between 8:45am and 9:00am.
- At 9:00am the doors and the school gates are locked - this is the start of the school day.
- Children and parents arriving after 9:00am must report to the school office and register pupils on the arrivals system, stating the time and reason.
- The school will carry out 'unannounced late-gate checks' with our Education Welfare Officer.

Illness

Your child should only attend school if they are well enough to do so. The school regularly provide NHS guidance around common childhood illnesses to support parents and carers with absence.



Dropping Off Your Child

Each morning, the EYFS, Lower School and Upper School doors open at 8.45am and close at 9am.

Children in Nursery should be dropped off at the front of the EYFS building and Reception at the back of the EYFS building (classroom doors).



All other children (Y1-Y6) should be dropped off at the Main School door, which is accessed off the main playground opposite to the bike shelters. If you're unsure where to go, there is always members of staff on hand to point you in the right direction!

Collecting Your Child

We ask all parents to make sure that they are prompt in collecting their children at the end of the school day (3.20pm for Nursery and 3.30pm for Reception and main school).

Collection points for children are as follows:

- Children in EYFS will be collected from their classroom door at the rear of the EYFS building.
- Children in Year 1 and Year 2 are to be collected from the Lower School door at the rear of the school.
- Children in Year 3, Year 4 and Year 6 are to be collected from the main playground.
- Children in Year 5 are to be collected from the bottom of the KS1 yard at the rear of the school.
- **Children in Year 6 can walk to and from school alone, providing the required consent form has been provided.**
- **Children in EYFS and KS1 MUST be collected by an adult aged 18 or over.**
- **Children in KS2 can be collected by anyone over the age of 14**

If someone unfamiliar is collecting a child, the person collecting them may be required to quote a password (set up at the start of the year) to a member of school staff. **This arrangement is to safeguard your child.** Please try to notify us of this in advance.



Snacks and Dinnertime

Snacks

Children in EYFS and Key Stage 1 are provided with a healthy snack at morning break each day - this is usually a portion of fruit, such as an apple, pear, banana or raisins. Older children, and those in Key Stage 1 if they wish to, are able to bring a healthy snack to school from home. This may be a cereal bar, portion of fruit, crackers or something similar. Please note that we are a **NUT FREE** school.

Children in all year groups are encouraged to drink from their water bottles throughout the day. *Please note that as we are a 'Healthy School,' children are only permitted to drink water from their bottle.*

Dinnertime

Dinnertime is a very important part of our school day and it is always seen as another opportunity to learn. This includes: learning how to use a knife and fork correctly, using good table manners, talking to each other respectfully and socialising together whilst they eat. Children walk up to our Dinner Centre at dinnertime and may eat with their



friends, regardless of if they choose to have a packed lunch from home or a hot meal from school.



Cost:

- Nursery - **£2.45**
- Reception, Y1 and Y2 - **FREE**
(Universal free school meals scheme)
- Y3 - Y6 - **£3.15**

As we are a healthy school, please do not provide your child with fizzy drinks or sweets in their lunchbox. Please cut small foods, such as tomatoes and grapes, into halves to prevent choking.

Uniform

Our uniform policy at Milton Primary Academy is based on the notion that it:

- Promotes a sense of pride in our school.
- Promotes a sense of community and belonging towards the school.
- Is practical and smart.
- Identifies the children with the school.
- Makes children feel equal to their peers in terms of their appearance.
- Is suitable wear for learning and good value for money.
- Is designed with health and safety in mind.



Both plain and logo uniform are accepted and logo uniform can be purchased from Motif Marketing.

Our uniform is:

- A navy blue sweatshirt or cardigan
- A white polo shirt
- Grey trousers, shorts, skirt or pinafore dress (no leggings)
- Girls' summer dresses (blue) may also be worn
- Grey tights
- Grey or black socks
- Black school shoes
- Navy hair accessories only

Our PE uniform is:

- White, round-necked, t-shirt or Milton Primary Academy PE shirt
- Navy blue school jumper / cardigan (with or without logo)
- Plain black or navy shorts
- Trainers (please note that children cannot participate in outdoor PE wearing pumps)
- Plain black or navy tracksuit bottoms





Home-School Agreement

As a school, we are always looking at ways in which we can support our partnership with you at home. Detailed below are some of the ways in which you can support us as a school.



Attendance and Punctuality

- Make sure your child arrives and is collected on time.
- Make sure your child attends school regularly – attendance of 97% and above is an expectation for all children (unless ill or exceptional circumstances).
- Inform the school by 9.00am if your child is absent on any given day.

Learning, Behaviour and Standards

- Talk to your child about what they have learnt each day.
- Read with your child for 20 minutes each day – add a comment to their diary.
- Inform the school of anything that might affect your child's work or behaviour.
- Support your child in completing homework, including spellings, multiplication tables, reading and research; ensuring it is completed on time.
- Support the school in managing behaviour and discipline.

Communication

- Attend parent's evenings and other meetings to discuss your child's progress.
- Keep in contact with the school by writing in your child's reading diary.

Policies and Procedures

- Support the school in the implementation of policies and procedures.
- Support the school's healthy eating policy – healthy snacks at break time, providing healthy lunchboxes and a water bottle for daily use and encouraging your child to drink water (no juices or flavoured waters).

General

- Be an appropriate role model to children.
- Treat all members of Milton Primary with respect and kindness.
 - Nominate a parent or carer to receive all communication from the school – this includes in-app messages via Arbor, emails and letters (whole school and class specific).

If you do not agree to adhere to this agreement, the school office must be informed in writing via email no later than 14 days after it was shared.

How I Can Help My Child To Succeed

Your child's success is as important to us as it is to you. There are many ways that you can support them to achieve this, but we find those listed below to be incredibly helpful!

- Read every day as it is the key to success!
- Be positive about the school and learning in general.
- Encourage your child to talk about their learning each day - this may be when you collect them from school or when you get home.
- Create a consistent after-school routine, including mealtimes, home learning, play and bedtime.
- Ensure your child is getting plenty of sleep so they are fresh for lessons in the morning.



- Encourage your child in all aspects of their learning, praising them both for their successes and their efforts.
- Teach your child to be responsible for their actions, including encouraging them to take responsibility for remembering their belongings, completing their home learning and getting ready for the school day.

Support the school with their decisions. Trust us - we will always act with your child's best interest at heart. If you disagree, come and speak to us, but do not share your emotions with your child.



How We Communicate With You

Good communication is really important to us at Milton Primary and staff are always willing to answer your questions or address concerns. You will see school leaders on the playground every morning and afternoon when you drop off and collect your child, but there are many other ways that we communicate too:

Newsletter	Facebook	Website	Messages / Email
Each month you will receive a copy of 'Milton Mail', inc. key dates and important updates.	We share weekly 'Star Learner' photographs, photographs of pupils' learning and key events on our social media pages.	Here you will find curriculum information, term dates and general information including school policies.	You will receive messages from class teachers, letters and important reminders via message or email from Arbor.

School House Teams

When your child joins us at Milton Primary, they will be assigned to one of our four 'school house teams'. They remain in this house throughout their time with us and where possible, siblings are always allocated to the same house. Children then have the opportunity to earn 'House Points', and these contribute towards individual and collective awards.

Our school houses are named after local potters, celebrating the rich heritage and industry that makes the city of Stoke-on-Trent famous across the world!



WEDGWOOD



Bridgewater



Spode



DOULTON

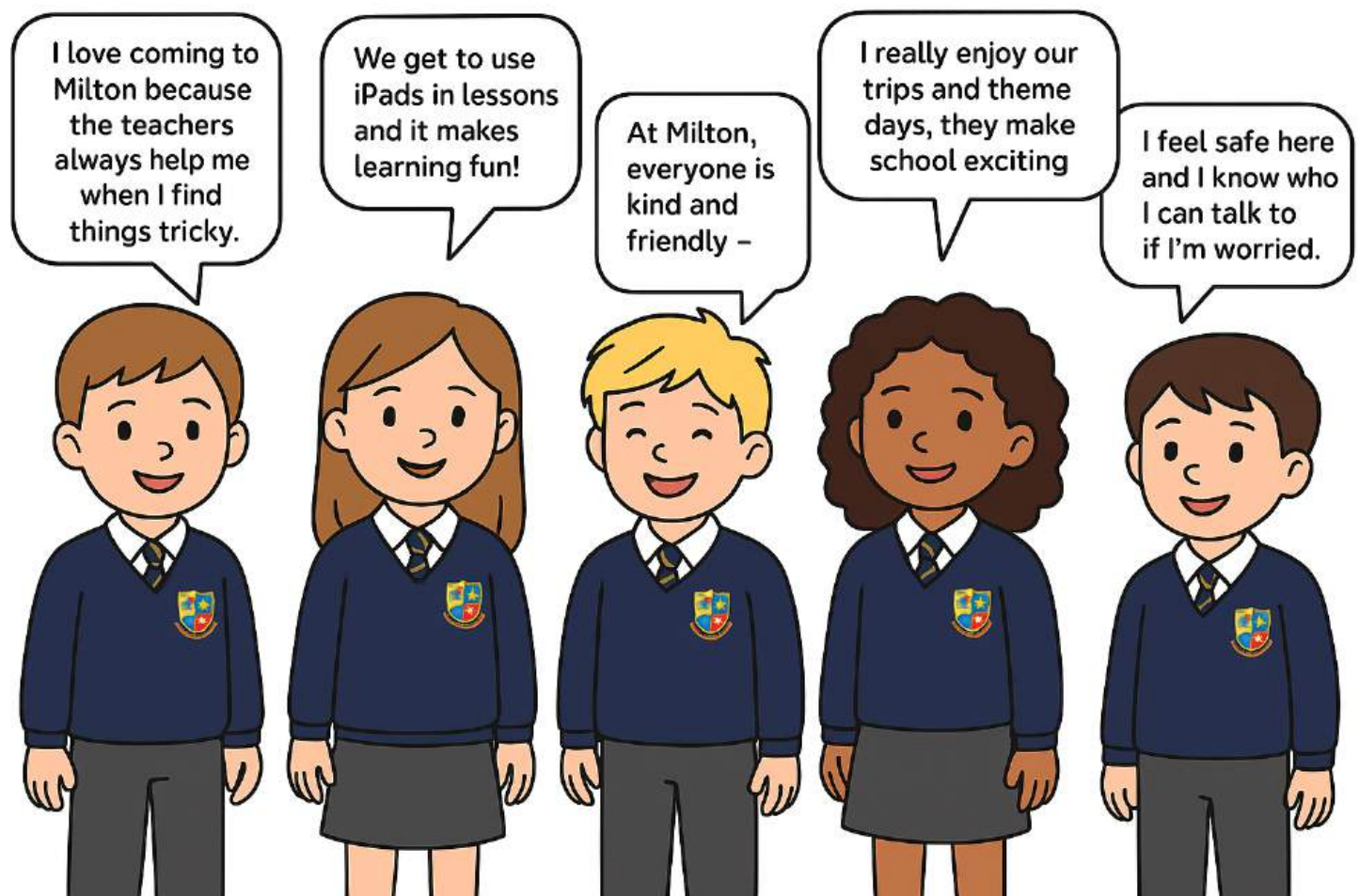
Frequently Asked Questions

Do you offer before/after school provision?	We offer a range of before and after-school clubs for every child, every day. These take place between 8.00am and 8.45am, and 3.30pm and 4.30pm. We also offer Breakfast club from 8.15am. If you require 'Wraparound Care', then this can be accessed via Clubology at Milton Pre-School by calling 07591 302991.
Where can I purchase uniform?	All items of school uniform can be purchased from Motif Marketing (opposite the Co-op) in Milton village. Swimming caps and ties can also be purchased from the school office.
How do I pay for school lunches/trips?	We are a cashless school. All payments are made via Arbor. Your account is set up automatically and you will receive a link from the school office to access this.
If I have a concern about my child, who do I see?	If you are concerned about your child, please speak to their class teacher in the first instance. You may also refer to the 'Who Do I Need To See?' page of our prospectus (pg. 25).
Where can I find the term dates?	Term dates are published on our school website in the 'Parent Information' section.
Where can I find the school events calendar?	At the start of each academic year, we publish a list of 'Key Events'. These are subject to change but can be viewed on our school website in the 'News and Events' section.
My child needs medicine in school. What do I need to do?	We are able to administer medicine at the school as long as the required documentation has been completed. This may be a 'Temporary Medication Form' or 'Care Plan', and these can be obtained from the school office.
Someone different is collecting my child. Who should I inform?	If your child is being collected by someone unfamiliar to school staff, ensure that they are able to quote the collection 'password' when they arrive, and also try to inform the school office.
Can my older child collect their younger sibling?	Children in Key Stage 2 may be collected by an older sibling (14 years and older). Children in Early Years and Key Stage 1 must be collected by a responsible adult (18 years and older).
My child has lost an item of their uniform. Where can they look to try and find it?	We encourage parents to ensure that their child's personal belongings are clearly named. If they misplace something, it often finds its way to our 'lost property' basket at the Upper School entrance.
My child has an appointment during school hours. Where do I need to collect from?	Collection of pupils during the school day is via the main office. Please only use the Leek Road entrance and also try to book appointments outside of school hours where possible.

Pupil Views

At Milton Primary, we believe every child's voice matters. Our pupils help shape our school by sharing their ideas, opinions, and experiences. We love hearing what makes learning exciting, as well as suggestions for how we can make our school even better. Together, we make Milton a place where everyone can learn, grow, and shine.

Our most recent pupil survey returned some of the feedback listed below:



Main School Prospectus

2025-2026



email: info@milton.windsoracademytrust.org.uk

tel: 01782 234780

facebook and X: Milton Primary Academy

executive headteacher: Miss J Garside

