

Hawes Primary School Prospectus

2026-2027

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Welcome to Hawes



Hawes is situated at the top of Wensleydale, an area of deep rurality and great natural beauty in the Yorkshire Dales National Park. It is a small market town and civil parish in the district of North Yorkshire, England, granted its market charter in 1699. The parish also includes the neighbouring hamlet of Gayle. The River Ure runs to the north of the town. Hawes is considered one of the 'honeypot' tourist attractions of the Dales, famous for being the home of Wensleydale cheese (produced in the Wensleydale Creamery just next to school) and The Dales Countryside Museum (with which the school has close links). Hawes Primary School is situated just out of the centre of the town, on the main road towards Sedbergh.

Welcome to Hawes Primary School

Hawes Primary is a small school, part of the YCAT (Yorkshire Collaborative Academy Trust) family of 8 schools and proud to be graded a 'Good' school by Ofsted (Nov 24). The roll, currently 52 pupils, is divided between 2 classes: Early Years Foundation Stage (Nursery/Reception) and Key Stage 1 (Y1/2); Key Stage 2 (Y3/4/5/6). The school serves the market town of Hawes and surrounding rural areas. Some pupils travel from outside the catchment area. Our school is lead by Andrea Caygill, Head Teacher, and benefits from support from YCAT. This roll is sharing best practice and contributing to the wider self-improving school system. Although we are a small school, as part of YCAT, we benefit from the synergy which comes from being part of something bigger. The Trust is built on a passionate belief in collaborative approaches to learning and provides us with a range of expertise, experience, support networks and opportunities to work together. We also regularly join with other small rural primaries in the Wensleydale Cluster to share opportunities, such as sports, cultural events and staff and leaders' networks and training.

Our School Vision - in partnership with parents/carers, staff, governors & YCAT:

We are not just a school - we take learning to different places.

We strive to deliver an ambitious education for our pupils through our inspiring curriculum, which enables everyone to flourish to their potential.

We aim for our children to be safe, happy and prepared for life in an ever-changing world.

Our School History

Hawes school was constructed in 1879, after compulsory education came into force. It was officially opened on 17th February, 1879 and classes started on 21st February. The school was built to accommodate 300 children and in the early days, this number would be on the register.

Although education was compulsory after 1870, it did not become free until 1891; school fees had to be paid a week in advance, and children were refused admission if this was not paid in advance and their parents prosecuted. Absenteeism was rife, which was probably due to financial hardship and not all parents were keen to pay fees, when a child might be earning money. The school was closed many times due to contagious diseases such as measles, scarlet fever, influenza and typhoid.

In 2016, Hawes Primary School left the North Yorkshire Local Authority to join the Yorkshire Collaborative Academy Trust (YCAT) with Bilton Grange, Lothersdale, Askwith and Leyburn Primary Schools. YCAT now consists of Hawes, Leyburn, Askwith. Bilton Osmotherley, Lothersdale, Cononley, Bradleys, Darley, Summerbridge and Threshfield.



Hawes Primary School, around 1900



General School Information

Hawes Primary School
Town Head
Hawes
North Yorkshire
DL8 3RQ
Tel 01969 667308
E-mail : hawes@ycatschools.co.uk
Website:
http://www.hawesprimary.co.uk

School Day
Doors open 8:45am
School begins 9.00am
Break 10.45am to 11.00am
Lunch 12pm to 1pm
Lessons finish 3.15pm

Nursery Hours 9.00am - 12 noon

Age Range 3 to 11 years

Yorkshire Collaborative Academy Trust (YCAT)

c/o Bilton Grange Primary School
Bilton Lane
Harrogate
HG1 3BA
Tel. 01423 709600
Executive Headteacher – Mrs Elaine Nayler
Head of School – Miss Andrea Caygill

LA - North Yorkshire Council
County Hall
Northallerton
North Yorkshire
Tel. 01609 780780

Ofsted Report

You can see our Ofsted report from November 2024 by clicking on the following link: Ofsted Inspection Report 2

Admission to School

Our admission limit for 2026/27 is 15. We usually admit children who are 5 at the beginning of the Autumn Term each September. However, children moving to the area may be admitted at other times during the school year. We provide nursery places for 3- and 4-year olds. These 3-hour sessions are offered 5 mornings a week in Class 1. Parents may have five free sessions a week from the autumn term following their child's third birthday. Pupils entering school for the first time are given a personalised and sensitive induction programme in the Foundation class to ensure we meet each child's needs.

Classroom Organisation 2026-2027

Class 1 – Nursery/Reception	Class 2
Y1/2 – 3-6 years old	Y3/4/5/6 - 7–11 years old

Staff 2024-2025

Head Teacher	Miss Andrea Caygill	
Teachers	Miss Andrea Caygill	Class 1
	Mrs Esther Brown/Mrs Verity Marwood	Class 2
HLTA	Mrs Sharon Race	
Teaching Assistants	Mrs Sharon Guy	
	Miss Melanie Tomkins	
	Mrs Clare Fremlin	
Administrator	Ms Julie Harrington	
Cleaner	Mrs Julie Hatfield	
Caretaker	Mr Damian Lake	
Cook	Mr Tony Ransom	
Midday Supervisors	Mrs Yvonne Bell	
	Mrs Clare Fremlin	
	Mrs Sharon Guy	
	Mrs Sharon Race	

School Governance

Our active Governing Body consists of people drawn from local government, staff, parents and the wider community.

Governors	Designation
Abbie Rhodes	Chair & Co-Opted
Dominique Adams	Clerk to the Governors
Kitty Crowther	Co-Opted Governor
Andrea Caygill	Head Teacher/Staff Governor
Ellie Bates	Parent Governor



Annual Events

Autumn
Meet the teacher sessions
Swimming Lessons (Y4-Y6)
Harvest Festival
Crucial Crew - Years 5/6
Christmas Celebrations & Nativity
Carol Service

Spring
Easter Celebrations
Parents Evening
KS2 Residential Trip

Summer
Y1 Phonics screening
KS1 SATs
KS2 SATs
Sports Day
Annual School Reports
Induction days in new classes
Y6 Visits to chosen secondary schools
Y6 - Growing up Talk
Y6 Leavers Assembly
Craig Iveson Achievement Awards

The Curriculum
Hawes Primary School Curriculum Intent Statement

Our Hawes Curriculum:

- Is **inspired** by our agreed Curriculum Drivers: Wellbeing, Community, Adventure and Knowledge of the World/Global Awareness.
- Is led by everyone in our school team: teachers, support staff, pupils, subject leaders, senior leaders, governors and YCAT.
- Is ambitious, inclusive and accessible for all, **enabling everyone to flourish to their potential.**
- Develops the whole person – wellbeing, knowledge, skills, understanding, attitudes, creativity, curiosity and values.
- Is broad, balanced and has rigorous, sequenced progression in subject knowledge and skills, informed by educational research.
- Is filled with rich, purposeful learning experiences, which are built on and connected to prior learning and to different subjects and places across the curriculum and beyond.
- Encourages use of outdoor environments and expertise beyond the classroom, in different places.
- Has a local, national and global dimension.
- Includes the cultural capital, knowledge and skills our children need to prepare them for life in an ever-changing world, wherever their learning journey takes them.

Guarantee to Learners:

Our Hawes Curriculum guarantees that all learners will:

- Experience learning within the framework of our agreed Curriculum Drivers.
- Experience a curriculum which has Reading and learning to read at its heart, with access to a range of high-quality, diverse literature to help them grow a real love of reading.
- Have the opportunity to become independent learners who have real ownership of their learning and understand how they learn best: building memory and fluency through practice, recalls and making connections.
- Be encouraged to ask questions and grow positive mindsets.
- Have the opportunity to learn through play, practical activity, problem solving and performance.
- Experience learning in a variety of different places and environments, outdoors and indoors, with different people.
- Experience assessment as an important, positive part of reflective learning.
- Have the opportunity to develop interests and grow specialist skills, as they become communicators, readers, writers, mathematicians, scientists, artists, coders and technicians, designers, geographers, historians, linguists, musicians, physically active pupils with good levels of personal and health awareness and religiously literate pupils.
- Make connections between subjects and with life beyond school – taking learning to different places.

Early Years Foundation Stage (EYFS)

The children in Nursery and Reception follow the EYFS Curriculum, which includes the following 7 areas of learning:

Prime Areas
Communication and Language
Physical Development
Personal, Social and Emotional Development
Understanding the World
Expressive arts and design

Specific Areas
Literacy
Mathematics

We plan exciting learning opportunities for our youngest children, both indoors and outdoors. Learning is often child-led and through play. Sometimes learning is more adult focused and everybody works together e.g. learning a song. Phonics, reading, writing and maths are generally taught in small groups with children of similar ability working together. We teach children to read through the 'Phonics Bug' programme of systematic synthetic phonics. We very much value the good relationships we have with parents and carers. It is our aim for children to settle in and feel secure as soon as possible.

Key Stages 1 and 2

At Key Stage 1 (Year 1 and Year 2) and Key Stage 2 (Year 3 to Year 6), children are taught the National Curriculum through our own Hawes Curriculum. This is a knowledge-based approach which is adapted to meet the context and needs of our own school and its families.

Equal Opportunities

Everyone at Hawes Primary School works to deliver equal opportunities to all. We believe that inclusion, integration, access and support are the right of all individuals without exception.

Provision for Sport

We provide a wide range of games and PE experiences at school for the children. When possible, we join together with other cluster schools to offer further sporting options. We also supplement children's PE experience by working in liaison with Chris Bullock Sports who provide expert lessons weekly across school, plus other expert providers such as for Yoga and Zumba. Swimming lessons take place for all the children in Y3 - Y6 in the Autumn Term.

Special Needs (SEND)

Mrs Marwood is our Special Needs Coordinator. If you have any questions or concerns, they can be discussed with her.

We recognise that the needs and abilities of individual children differ widely. These needs are identified and catered for. We also recognise that children develop at a differing pace throughout their school lives. A child with special needs is one who has been identified as experiencing difficulties which may be temporary or longer term. All children work towards targets through learning steps at the level appropriate for them.

Our Governing Body is responsible for seeing that children with special needs receive the best possible support and provision. The designated Governor for SEND is Abbie Rhodes. More information can be found in our SEND policy available via the school website, or ask in school.

Religious Education and Collective Worship

As a school we follow NYC guidelines on collective worship. We have an assembly every day which has a broadly Christian element or themed approach following aspects of the social, moral, cultural and spiritual curriculum. Our local Vicar comes into school regularly and participate in our assemblies. RE is taught according to the NYC agreed syllabus which provides an enabling and supportive framework for planning and teaching. Parents are reminded that they may withdraw their child from collective acts of worship and religious education by writing formally to the Headteacher.

Extra-Curricular Activities

At Hawes Primary school we endeavour to provide a range of after-school activities and clubs which cater for a variety of interests. This year's extra-curricular clubs include multi-sports, yoga, Zumba and gardening, games club, Library and Mindfulness colouring. Additionally, we organise a two-year cycle of residential school trips for children in Years 3/4 and 5/6.

Absence from School

In line with Department for Education guidance regarding school attendance please note the following:

1. If your child is absent from school for any reason you must to inform the school as soon as possible (normally on the first day of absence). A telephone call, message on our Arbor, ParentApp, e-mail or personal contact is acceptable.

2. The law requires the school to approve the absence of any child. If the school has not approved the absence then it will be recorded in the register as unauthorised.

3. The school day begins at 9am and children are encouraged to arrive from 8.45am. Pupils arriving late cause disruption to their own and others' learning. Please ensure your child is present for registration by 9am otherwise they maybe marked as late.

Absence - Holidays

1 A completed absence form is required for *all* absences requested.

2 Department for Education, LA and YCAT rules are clear that term time absence for any holiday can only be authorised by the Head of School in exceptional circumstances. A written application explaining the exceptional circumstances must be given to the Head of School via the form available from the school website or office and you are encouraged to discuss any request in advance with the Head of School.

We hope you will help us in our efforts to minimise unauthorised absence, lateness and in keeping accurate registers. Please see our website for more information - visit the Attendance & Absence page under the Parents tab on the front page at: www.hawesprimary.co.uk.

Behaviour

We actively promote a positive attitude to behaviour at school. This should be immediately evident by the positive atmosphere you experience on entry to our premises. We expect all children to behave appropriately both inside and outside of school.

Nevertheless, on the rare occasion when any incidents of inappropriate behaviour occur which may cause concern, the parents of those pupils will be contacted. Please see our Behaviour Policy (via the school website or ask in school for more information).

Our School Rules

We have as few rules as possible to promote an easily understood and uniform approach to school life.

1. **Be safe, kind and helpful.**
2. **Engage in your learning and use your time well.**
3. **Listen to others and follow instructions politely.**
4. **Be respectful to everyone and all property.**

Home School Agreement

Parents/carers have a vital role to play in the education of their children and we aim from the beginning to foster positive home-school links. You will be asked to sign a Home / School Agreement when your child starts school. This briefly outlines how we will help you and how you can support us.

We respect parents'/carers' views and aim to work closely together for the mutual benefit of the children. We have an open-door policy and regard our parents as partners. Please talk to class teachers or the Headteacher whenever you feel it is necessary. Also, please take the opportunity to discuss good things as well as the occasional matter of concern.

Homework

We believe that a regular, small amount of homework helps our pupils to make better progress and enables you as parents and carers to share quality time on learning at home whilst supporting them. This shows children that their parents and teachers work closely together for their benefit.

We place great importance upon children reading at home throughout their time in school and, as they progress through school, also learning times tables and spellings through practice at home. Children are encouraged to bring resources and information from home to enrich their school lessons. Pupils will need a bag to transport their reading books, reading record and any homework to and from school.

Infectious Illness

We follow Health Protection Agency guidance. Please keep your child away from school if they suffer:

Diarrhoea and/or vomiting	48 hours from the last episode
Dysentery	exclusion may be necessary
Whooping cough	5 days from commencing antibiotic
Chicken pox	5 days from onset of rash
German measles	5 days from onset of rash
Ring worm	until treatment has commenced
Scabies	after first treatment
Impetigo	until lesions are crusted or healed
Scarlet fever	5 days after commencing antibiotics

Please contact the school for guidance on other contagious infections, such as Covid 19.

Insurance

YCAT has taken out a policy with the Department for Education for personal accident insurance for all our children engaged on activities in or out of school. The schedule with limits of liability and range of cover is available for inspection in school.

School Dinners / Lunchtime

School dinners are made on-site in our school canteen. They cost £3.10 per day (free for children in R – Y2) Payment is due on the first day of the school week. You may pay for the half term if you prefer. Payment must be made in advance using Parentpay- there is a link to this on our website – www.hawesprimary.co.uk

We are responsible for children who have lunch at school, whether a school lunch or sandwiches. Pupils are well supervised and may only leave school premises during the lunch break if parents/carers let us know in advance and then also tell a member of staff as they take their child.

Medicines

Please do not send medicines to school with your child without consulting Ms Harrington in the office as appropriate procedures must be followed and forms completed and signed. In most instances we can accommodate a parent/carer's and child's needs. However, this cannot be assumed as the provision of medicine must be done to the highest standards of safety and comfort for all concerned.

Medical and Dental Care

Periodically, all children are examined in school by NHS Medical Staff. You are entitled to be present at these examinations.

Photographic Permission

We take a lot of photos in school every week. This helps us to share what we do and keep a record of the children's development and experiences. We will ask for your written permission to take your child's photograph for use in school, on displays, in the prospectus, in the media, on our school Facebook Page and the school website. You will be given a consent form before your child starts school.

School Office

The School Office is run by our Administrator, Ms Harrington. Ms Harrington is usually the best person to approach initially if you have any questions. She will try to help you with anything you need relating to school. If your child is a new starter, please be assured you will get a very friendly welcome from her.

School Uniforms

Children from Reception to year 6 wear school uniform, as follows.

Houses

We have had school houses at Hawes for many years. It is a part of our long history. Families are allocated a House on joining school. Each has its own coloured polo shirt. The houses compete in our annual sports day.



The houses are: **Hill** (red), **Fell** (blue), **Dale** (green)

Our uniform comprises:

Navy blue Hawes Primary School sweatshirt.
Hawes School polo shirt in house colours - **royal blue** (Fell), **red** (Hill) or **green** (Dale)
Navy or plain black trousers or skirts
House coloured checked gingham dresses may be worn in summer and school baseball caps which can protect heads from the sun are also available.

Shoes, not trainers, should be worn. In bad weather, boots or wellingtons may be worn to school but pupils will be expected to change into their shoes or pumps once inside.

Please make sure to label or name all clothing so that misplaced items can be returned to the right children.
In PE Children must wear plain navy or black shorts/leggings and plain white tee shirts / polo shirts.

They should have trainers or pumps to wear.

Jewellery should not be worn to school as it is a potential hazard at playtimes and in PE. Similarly, please do not allow your child to have his/her ears pierced. Any child with pierced ears must remove earrings for all sports, PE and swimming themselves. Please note the school cannot take any responsibility for any lost jewellery.

School uniform is available online. Please refer to the school website for the link.

Sometimes parents donate uniform in good condition to school that their child has outgrown. Please speak with Ms Harrington in the office for more details about this.

Sex and Relationships Education

Sex education is delivered through the Science and PSHE curriculum. We are always confident of being able to respond appropriately to children's needs and questions. The children are taught to have a healthy respect for their own bodies as well as those of other people in the same way that they are taught to have clean teeth, and not cause distress to other children by unkindness or bullying.

Lessons are presented with due regard to moral considerations and the value of family life. Where questions of a sexual nature arise naturally, possibly from play in the home corner, answers are given by the class teacher appropriate to the understanding and emotional development of the child.

'Growing Up' lessons for Y5/6 children in the summer term, during which aspects of our life cycle (puberty) is taught in a sensitive manner with opportunities for pupils to ask related questions. Parents/carers will be informed before these lessons take place and may consent to

or decline their child's participation.

Transport to School

Assistance with transport is given by the Education Committee to those children of primary age (i.e. from the beginning of the term in which the child reaches the age of 5) who live 2 or more miles from school. Sometimes in special circumstances concessionary transport is provided for children who live less than the statutory mileage from school. Details can be obtained from school.

Voluntary Contributions

Under the terms of the Education Reform Act 1988, we are permitted to ask for voluntary contributions for such activities as visits to places of educational value and extra school activities such as visiting theatre groups, swimming, residential trips etc. Inability or unwillingness to contribute does not prevent a child from taking part in the activities but if insufficient voluntary contributions are received then the activities may not take place.

Where the parents/carers of a pupil are in receipt of Income Support or Family Tax Credit please feel able to approach the Headteacher in confidence so that the situation can be discussed and arrangements made.

Parents/carers may also be asked to pay for any damage caused wilfully by any pupil.

Complaints Procedure

If you have any complaint about our work in school, firstly, it is important to let us know about your concern as soon as possible. Often problems are dealt with more quickly if they are handled informally. Contact the school office and ask who the best person would be to talk to. This may be your child's class teacher. Most teachers will be in the classroom for a lot of the working day but you can arrange for them to phone you back or arrange to see them as soon as possible. Plan what you would like to say to the teacher before the appointment, i.e. your main concern, how you would like the school to help, what you would like to happen after you have told the school of your concern. If you are not happy with the outcome please speak to the Headteacher and give the school enough time to investigate thoroughly. If you feel that the school has not dealt with the problem satisfactorily you will need to contact a governor in person or write to the Clerk to the Governors, Dominique Adams. For more details, please see our Complaints Policy via the school website or ask for a copy in school.





Hawes Primary Term and Holiday Dates –

Academic Year 2026- 2027

Term	School Opens	School Closes
Autumn Term 2026 - first half term	**Tuesday 8 September 2026**	**Thursday 22 October 2026**
Autumn Term 2026 - second half term	**Monday 2 November 2026**	**Friday 18 December 2026**
Spring Term 2027 - first half term	**Tuesday 5 January 2027**	**Friday 5 February 2027**
Spring Term 2027 - second half term	**Tuesday 16 February 2027**	**Friday 19 March 2027**
Summer Term 2027 - first half term	**Monday 5 April 2027**	**Friday 28 May 2027**
Summer Term 2027 - second half term	**Monday 7 June 2027**	**Friday 23 July 2027**

Please note –Monday 3rd May – Bank Holiday

Staff Training Dates:

- Monday 7 September 2026
- Friday 23 October 2026
- Monday 4th January 2027
- Monday 15th February 2027
- Monday 26th July 2027

We look forward to meeting you
and welcoming you into our school soon!

From all the staff and pupils.