



**7 Minster Road, West Hampstead NW2 3SD**

**0208 452 7340**



## **FIRST STEPS**

The Mulberry House School was established to provide children between the ages of 2 and 7+ years with the highest standard of education and care. We regard all children as special, different and as having individual needs. We work in partnership with parents to ensure that each child's first important experience of school will be a secure and happy one and that school is a place where children come eagerly each day and depart with a sense of achievement and pleasure.

## **OUR STAFF**

The Headteacher is involved in teaching throughout the school together with other experienced teachers and early years practitioners. All staff promote the aims of the school and understand the needs of the children. As the children progress through the school there are additional specialist teachers for Music, Gym, Drama, a foreign language and Exam Preparation.

## **THE SCHOOL YEAR**

The school operates over three terms and is open Monday to Friday, 8.00 am to 5.45 pm. We offer both full and part-time places. Children in the Prep classes (ages 5, 6 and 7+ years) can attend on a core day, 8:40 am to 3:15 pm for 40 weeks, or full-time basis, 8.00 am to 5.45pm for 47 weeks. For further details please refer to the school's website: [www.mulberryhouseschool.com](http://www.mulberryhouseschool.com)

## **THE SCHOOL BUILDINGS**

The School has two buildings less than 100 metres apart. The First School is for children between the ages of 2 and 4 years. The Second School is for children between the ages of 4 and 7+ years. Both schools have been designed to provide a spacious environment and each has outside play areas.

## **OUR AIMS AND CURRICULUM OUTLINE**

### **MISSION STATEMENT**

*"We reach high to be the people we want to be, respect ourselves and others and enjoy each new challenge"*

The aim of the Mulberry House School is to develop within each child a love of learning. We have the highest expectations of the children in our care. We offer a planned and challenging education that is designed to enhance their emotional, intellectual and physical development, while preparing them for entrance to the next stage of schooling.

### **2 – 5 - THE EARLY YEARS FOUNDATION STAGE**

For the younger children we offer a broad and balanced curriculum in line with The Early Years Foundation Stage curriculum, a statutory framework to support children in their earliest years.

The Early Years Foundation Stage provides an appropriate curriculum for:

- **Personal, Social and Emotional Development:** Focusing on how children work, play, co-operate with others and function in a group beyond the family.
- **Communication and Language:** Focusing on children developing competence in speaking and listening.
- **Physical Development:** Focusing on developing physical control, mobility, awareness of space and manipulative skills in indoor and outdoor environments.
- **Literacy:** Focusing on becoming readers and writers.
- **Mathematics – Numbers, Shape, Space and Measure:** Covering aspects of mathematical understanding and providing the foundation for numeracy.
- **Understanding the World:** Focusing on children developing knowledge and understanding of their environment, other people and features of the natural and made world.
- **Expressive Arts and Design:** Focusing on the development of children's imagination and their ability to communicate and to express ideas and feelings in creative ways.

## **5 – 7 - PREPARATORY STAGE**

Once the children are of statutory school age we continue to be guided by the Early Years Foundation Stage for Prep I and The National Curriculum for Preps II and III. Particular attention is given to the core subjects:

- **Mathematics:** Using and applying mathematics, number, shape and space, measures and data handling.
- **English:** Speaking and listening, reading, writing, spelling and handwriting.
- **Personal, Social and Health Education, including Social, Moral, Spiritual and Cultural Education and Citizenship:** Developing confidence and responsibility, good relationships and respect for others and a healthy, safer lifestyle.
- **Science:** Experimental and investigative science, life processes and living things, materials and their properties and physical processes.
- **Information and Communication Technology:** Using information sources and IT tools to solve problems, to support learning in a variety of contexts and understand the implications of IT for working life and society.

The timetable also covers Geography, History, Art and Craft, Design and Technology, Music, Dance and Drama, Cookery, Physical Education (including swimming in the Summer Term), Religious Education and a foreign language.

## **GIFTED AND TALENTED**

The school endeavours to ensure that all pupils reach their potential socially, intellectually, creatively and personally.

As part of this process we will identify pupils who are more able, gifted and/or talented. These pupils will be regularly monitored by teachers, subject co-ordinators and the Head teacher, as well as the More Able, Gifted and Talented Co-ordinator. They will be provided with an education that challenges, stimulates and promotes enquiry.

## **ENRICHMENT**

At Mulberry House School the curriculum is enriched by extra activities. Educational visits and visitors to the school form an integral part of this. Medium term planning for Projects is displayed outside each classroom (for further details of daily activities you can see the project outlines and timetables displayed outside each class room). We strive to ensure that each child's full academic potential is realised while individual talents are encouraged and nurtured. The children have the opportunity to learn through play, practical experiences, exploration and enquiry. Time is allowed to reflect and discuss. They are encouraged to investigate new ideas and situations, to make choices and solve problems. When involved in activities the children have the opportunity to work individually, collaboratively as a group and as a whole class.

## **PROGRESS AND DEVELOPMENT**

Parental consultations are held by all classes on a weekly basis.

Children's progress and development is monitored throughout both schools by using observations, work samples, teacher assessments and Durham University's Child Performance Indicators (Aspects and PIPs).

Children's development (at 2 years old) in the Prime Areas of the Early Years Foundation Stage is monitored and a written report is provided to parents in a child's second term at the school.

Formal reporting takes place during the Summer Term in the Preparatory classes (5 to 7+ years). All children receive a written report. Parents' meetings are held in the Autumn and Summer Term. Transition class Parent/Teacher meetings are held in the Summer Term. Children's achievements are recorded electronically and sent securely to parents each term.

Parents from the First School are invited to attend a 'School in action' day at the Second School each term. Individual meetings with parents can be arranged throughout the year and open teaching days are held regularly. When a child begins

to read, books are sent home on a regular basis and once children join the Prep classes they are given homework. Maths games are available to borrow.

There are effective systems for assessing pupils' abilities and attainment. Assessment information is used to aid differentiation and curriculum planning for children with English as an Additional Language, More Able Gifted and Talented and children with Special Educational Needs or Disabilities. Please see our policies for more information.

The school holds a regular programme of annual events: HARVEST FESTIVAL (October), BOOK WEEK (November), ART EXHIBITION (February), CLASS PERFORMANCES, SPORTS DAY and SUMMER PICNIC (July).

Please check our website for latest Independent Schools Inspectorate report.

## **FOR YOUR INFORMATION**

### **SAFEGUARDING**

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, parents and carers to share this commitment. Enhanced DBS checks are carried out on all Mulberry House School staff.

Please note that in line with the school's Child Safeguarding policy, if the school has a serious concern over the welfare of a child, it has a duty to refer that concern to the relevant agencies in consultation with parents. In circumstances where the Headteacher has serious concerns that the child may be at further risk in the home, then parental consent may not be necessary. The Headteacher is the Lead Designated Person for Safeguarding. A copy of the Child Safeguarding policy is available in the Entrance Hall of the First and Second Schools and also on the school website. All Parents will receive a copy of the Child Safeguarding Policy when they join the school.

### **SCHOOL TRAVEL**

As part of our commitment to sustainability (Gold Award Accredited) and being an Eco School, please see our School Travel Plan which gives advice and support on travelling to school in an environmentally sustainable way.

**Please check our website for a map of the area**

### **ON FOOT**

We encourage parents to walk with their children to school, however for those living further away from the school

## **BICYCLE**

There are several cycle rack spaces available outside the second school, on the corner of Minster Road and Shoot Up Hill. Both schools also have allocated scooter parks for children.

## **BUS**

Buses serving routes 16, 32, 189 and 316 all stop within one minute's walk of the school along Shoot Up Hill / Cricklewood Broadway. Bus C11 stops close to the school on Westbere Road.

## **TUBE & RAIL**

- Kilburn Underground station (Jubilee Line) is 5 mins. walk away.
- Brondesbury Rail station (London Overground) is approx. 7 mins walk away, near to Kilburn underground station
- Cricklewood Rail station (Thameslink) is approx. 15 mins. walk away.

[Plan your journey using the Transport For London website](#)

## **CAR**

There is free parking on single yellow lines outside the school on Minster Road until 8.30am, with additional but extremely limited meter bays at other times until 6.30pm. Some free parking is available in both Westbere Road and Lichfield Road, except 10am to midday when either meter-payments or else resident-only restrictions apply. Additional meter parking bays are available in many nearby roads off Cricklewood Broadway including Manstone Road and Walm Lane. Please check all parking restriction notices for up-to-date details, since these are liable to change.

Pay and Display bays may be available in the school vicinity, but there are very few of them.

## **CONTACT US**

### **First School**

7 Minster Road  
West Hampstead  
London  
NW2 3SD

### **All enquiries**

Tel: 020 8452 7340

### **Second School**

68 Shoot Up Hill  
London  
NW2 3XL

[www.mulberryhouseschool.com](http://www.mulberryhouseschool.com)

e-mail: [info@mulberryhouseschool.com](mailto:info@mulberryhouseschool.com)

## **HOW TO REGISTER YOUR CHILD**

Please visit the Registration section of our website at:

<http://www.mulberryhouseschool.com/register-your-interest/>

The Mulberry House School Limited  
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Registered Office: 7 Minster Road, London, NW2 3SD



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