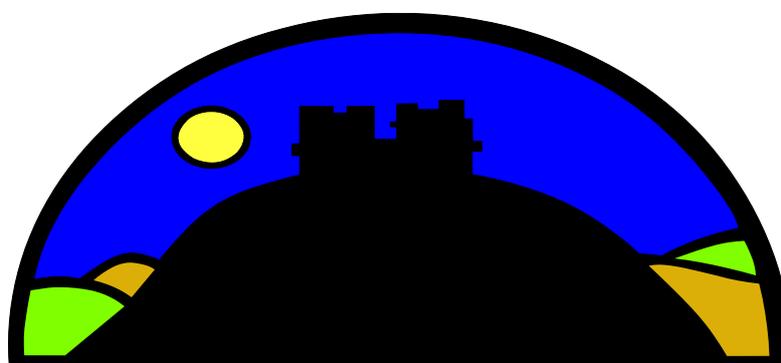


**BANKFIELDS  
PRIMARY SCHOOL**



**PROSPECTUS**

**2017~2018**

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## Welcome to Bankfields Primary School



**West Building**

**East Building**

We are very pleased that you are joining the Bankfields school community.

We aim to give every child the best possible opportunities for learning throughout their time at Bankfields Primary. Staff are highly motivated and deeply committed to ensuring that all children experience success in all areas of learning and that includes their self-esteem and confidence. A child who believes in him/herself will go far.

We regard your child's education as a partnership between home and school, and much depends on the strength of that partnership. We hope you will take every opportunity to work with the school to support and encourage your child's learning. Children need to know from us all that education is important and highly valued.

This prospectus has been produced to give you important information about the school and how we work. We hope it answers your questions and that you will continue to find it helpful in the years to come.

We hope your child settles quickly and is very happy during his/her time at Bankfields Primary School. We look forward to a long and successful association with you.

Mrs. P Petrie  
Head Teacher

## Aims of the School

At Bankfields Primary School we aim to

- create a warm, supportive and stimulating school environment in which children feel happy, safe and secure, and are eager to learn,
- develop positive relationships founded on mutual trust, respect and good example,
- ensure all pupils are encouraged and supported in reaching their potential as learners
- provide all children with a broad, balanced curriculum relevant to their needs and abilities,
- develop children as caring, sensitive and tolerant individuals who have a clear understanding of right and wrong,
- introduce children to a wide range of experiences and challenges which motivate and enrich their learning, now and in the future,
- have high expectations of all children in terms of learning and behaviour,
- value all children equally, upholding their rights regardless of gender, ability, disability, colour or race,
- promote a strong partnership with parents based on shared information and responsibility for children's learning,
- serve the community well, encouraging and welcoming support and interest, and inspiring confidence in the work of the school.

## School Details

Bankfields Primary School is a county primary co-educational school for boys and girls between the age of 4+ and 11. There is a nursery class providing 39 morning and 26 afternoon places attached to the school. The school serves the community of Eston in the unitary authority of Redcar and Cleveland.

School name	Bankfields Primary School
Address	Mansfield Road Eston Redcar and Cleveland TS6 0RZ
Telephone	(01642) 453157
Fax	(01642) 457232
Director of Adult & Children's Services	Mrs. B. Shaw Seafield House Kirkleatham Street Redcar TS10 1SP
Chair of Governors	Mrs E Foster

The information in this prospectus which was prepared and published in July 2017, relates to the 2017-2018 school year beginning in September 2017. The particulars it contains were correct at that time. It must not be assumed that there will be no changes affecting the relevant arrangements on certain matters before the start of or during the 2017-2018 school year or in respect of subsequent school years arising, for example, from variations in Government or Local Education Authority policy for education.

## Staffing and Organisation

Headteacher Mrs. P. Petrie

### Foundation Stage

Nursery Mrs M. Fellows

Class 1 Miss S Turnbull

Class 2 Miss C. Bennett (Foundation Stage Team Leader)

### Key Stage 1

Class 3 Mrs M Bunn

Class 4 Miss L Thompson

Class 5 Miss K. Dunlop

Class 6 Mrs. S. Turner (Key Stage 1 Team Leader)

### Lower Key Stage 2

Class 7 Mrs K Forde

Class 8 Miss M Kelly

Class 9 Mrs C. Masheder (Lower KS2 Team Leader)

Class 10 Miss C Walker

### Upper Key Stage 2

Class 11 Mr P. Bennett

Class 12 Mrs R. Martin

Class 13 Mrs K Lee

Mrs E. Gatenby (Deputy Head Teacher)

Mr D Sidgwick - Sports Teacher/ Leader

Mrs. J. Barker - Art Teacher

## Staffing and Organisation continued

Teaching Assistants	N	Mrs. T. Fallows Miss S. Cleasby Mrs C. Oxley	
Teaching Assistant	R	Mrs D. Bambridge	
Teaching Assistant	R	Mrs S Harding	
Teaching Assistant	R	Mrs C Main	
Teaching Assistant	Y1/2	Miss V Rose	
Teaching Assistant	Y1/2	Mrs B Glover	
Teaching Assistant	Y1/2	Mrs J. Larkin	
Teaching Assistant	Y1/2	Miss K. Evans	
Teaching Assistant	Y1/2	Miss A Vickery	
Teaching Assistant	Y3/4	Miss M. Rafaqat	
Teaching Assistant	Y3/4	Miss G. Porritt	
Teaching Assistant	Y3/4	Mrs W. Pidgeon am	
Teaching Assistant	Y5/6	Mrs K. Walker	
Teaching Assistant	Y5/6	Mrs K. Haverson	
Teaching Assistant	Y5/6	Mrs K. Sirs	
School Business Manager		Mrs A Maddison	
School Administrator		Mrs E Dale	
School Admin Assistant		Miss H Amos	
Caretaker		Mr C Renahan	
Cook		Mrs. S. Higgins	
School Councilor		Mrs M Evendon	
Supervisory Assistants		Mrs Bide Mrs Hill Mrs. M. Pears Mrs A Allan	Reception Reception KS1 KS1

Mrs. A. Hanratty	KS2
Miss M Berry	KS2
Miss A Vickery	KS2

## School Organisation

The school has two buildings known as the East Building and the West Building. The main office and the Headteacher's office are located in the West Building.

The Reception, Y1, Y2, Y3 and Year 4 children are based in the West Building. The Y5 and Y6 team plus the Nursery are based in the East Building.

The school is organised into four teams -

- Foundation Stage (Nursery and Reception)
- Key Stage 1 (Years 1 and 2)
- Lower Key Stage 2 (Years 3 and 4)
- Upper Key Stage 2 (Years 5 and 6).

Each team is led by a senior member of staff.

Children in every team benefit from the extra support provided by teaching assistants. There is a high level of staffing in the Early Years team to ensure the particular needs of the younger pupils are fully met.

On entry to school each child is placed in a mixed ability class in the care of a class teacher. The class teacher is responsible for the learning and pastoral care of the children in his/her class. If you wish to talk about any aspect of your child's development, the class teacher is usually the first point of contact.

# Admissions Policy

## Nursery

Children are admitted to the Nursery, on a part-time basis, as soon after their third birthday as possible. The school follows the admissions policy set out by the Local Education Authority.

In the case of oversubscription, the following criteria are applied:

- Eligible children in the care of the local authority
- Children aged 4+ who live within the defined admission zone for the school
- Children aged 4+ who live outside the admission zone but who have a brother or sister attending the school at the time the nursery child will be admitted if spaces are available.
- Children aged 3+ who live within the defined admission zone for the school
- Children aged 3+ who live outside the admission zone but who have a brother or sister attending the school at the time the nursery child will be admitted if spaces are available.
- Other children aged 4+
- Other children aged 3+

## Reception

There is a single intake for Reception children in September each year. The allocation of Reception places is managed by the local authority.

In the case of over subscription the following criteria: are followed in priority order:

- Children who are cared for by the local authority
- Children who are permanently resident in the admission zone defined for the school
- Children not living in the admission zone who have elder brothers or sisters attending the school in the 2017/2018 school year
- Children not living in the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the authority's professional advisers
- Children living closest to the school

## Timings

### Nursery

Morning session	8.40am	-	11.40am
Afternoon session	12.20pm	-	3.20pm

### Reception-Year 2

Doors open	8.50am		
School begins	9.00am		
Break	10.30am	-	10.45am
Lunch	12.00noon	-	1.00pm
Break	2.15pm	-	2.30pm
School ends	3.15pm		

### Year 3 - Year 6

Doors open	8.50am		
School begins	9.00am		
Break	10.30am	-	10.45am
Lunch	12.15pm	-	1.00pm
School ends	3.15pm		

The register is called at 9.00 am. The register is an important legal document which must be marked accurately and on time.

Please make sure your child is in class by 9.00 am so he/she is present when the register is called. Punctuality is important both at school and later in life. The register is sent electronically to the office at 9.10am. Any child arriving after this will receive a late mark.

The registers are officially closed at 9.40am. Children arriving after this time will be marked with an unauthorised absence, unless parents have previously informed the school of an acceptable reason for the late arrival, e.g. a medical appointment.

If you do arrive late, please report to the main office so that the register can be amended.

If your child is absent from school for any reason it is **extremely important** that you let the school know, as the reason for absence has to be recorded in the register. Please telephone the school on the first day of absence.

Registers are checked daily to make sure all absences are explained and school will ring up to check reasons for absence if you have not let us know why your child is not at school.

Any continued problems regarding attendance and punctuality will be referred to the Education Welfare Officer.

### **Absence for Holidays**

Improving school attendance is one of the government's high priorities because children need to be in school to benefit from the teaching and learning opportunities.

All schools have attendance targets which are monitored by the local authority and at a national level. Children who miss school for holidays can result in schools not meeting their attendance and academic targets.

Parents must fill in a holiday form, obtainable from the office, if they wish to take their child on holiday during school time. No holiday absence can be authorised by the headteacher except in the most exceptional circumstances.

The school holiday policy is available on the school website.

## **Term Dates 2017-2018**

### Autumn Term 2016

Friday 1<sup>st</sup> September to Friday 22<sup>nd</sup> December

Holidays (inclusive dates)

Half Term: Monday 23<sup>rd</sup> October to Friday 28<sup>th</sup> October

Christmas: Monday 25<sup>th</sup> December to Friday 5<sup>th</sup> January

### Spring Term 2017

Monday 8<sup>th</sup> January to Thursday 29<sup>th</sup> March

Holidays (inclusive dates)

Half Term: Monday 12<sup>th</sup> February to Friday 16<sup>th</sup> February

Easter: Friday 30<sup>th</sup> March to Friday 13<sup>th</sup> April

### Summer Term 2017

Monday 16<sup>th</sup> April to Monday 23<sup>rd</sup> July

Holidays (inclusive dates)

Half Term: Monday 28<sup>th</sup> May to Friday 1<sup>st</sup> June

Public Holiday: Monday 7<sup>th</sup> May

## **Professional Development Days**

Schools are required to take 5 days in each school year for training and development. The days are known as Professional Development Days (P D Days). School is closed to the children on these days.

The following days will be taken as P D Days in 2017-2018:

Friday 1<sup>st</sup> September 2017

Monday 4<sup>th</sup> September 2017

Monday 23<sup>rd</sup> July 2018

2 others to be arranged

## School Meals



The school is committed to promoting healthy eating as part of our Personal, Social and Health education programme. Our school meals are an important way of presenting children with a range of healthy but appealing food options.

The school meals service is provided by a company called Caterlink. Meals are prepared on site and served in the West hall using a cafeteria system. The school cook and the kitchen staff provide a very high standard of midday meal. There is always a choice of menu including a vegetarian dish and sandwiches, plus an excellent salad bar. Packed lunches are also be provided when children go on school visits.

Dinner money is collected on a Monday morning in special envelopes provided by the school. Any cheques for dinner money must be made payable to Redcar and Cleveland Borough Council. If you are paying for more than one child, one cheque can be written for the total amount. All Reception and Key Stage 1 children are entitled to a free school meal.

Due to a high level of debt accrued in regards to dinner money arrears, no meals will be provided once arrears accumulate to £21.00 (2 weeks) parents will need to send their children with a packed lunch.

A free school meal is provided to some Key Stage 2 children by reason of the parents' income level in accordance with scales laid down by the local

education authority. If you think your child may be entitled to free meals please contact the school or the Education Offices. Children receiving free school meals are not distinguished from those who pay. Part of the school budget is allocated according to the number of pupils entitled to a free school meal. Therefore, please apply if you think your child may be entitled to free meals, even if you do not wish them to take their free meal.

The school receives funding in the form of a **Pupil Premium**, based on the number of pupils entitled to a free school meal, to narrow the gap in attainment of pupils from financially less advantaged backgrounds. This funding is used for

- Additional teachers to provide extra support for pupils with special educational needs and disabilities
- Teaching assistants in each team to support teaching and learning of children of all abilities
- After school booster classes for year 2-6 pupils
- 

Therefore, it is very important that families apply for Free Meals if they think they might be eligible, even if they do not wish their child to actually take the meal.

### **Packed Lunches**

If you wish your child to have a packed lunch, please support our health education program by encouraging your child to eat healthily, e.g include fresh fruit and vegetables, avoid high fat and high salt contents. Please do not include sweets or chocolate bars in packed lunches. Children bringing a packed lunch must bring it in a named lunchbox.

Children do not need to bring a drink with their packed lunch as water is provided for all children. Fizzy drinks are not permitted. No bottles, cans or flasks are allowed.

If you wish to change your child's meal pattern, e.g. change from packed lunch to school meals, a week's notice must be given at the main office as food is ordered a week in advance and staffing levels in the kitchen depend on the number of school meals ordered.

The children are supervised at lunchtime by Supervisory Assistants under the direction of the Headteacher.

Due to a number of children suffering from nut allergies, Bankfields is now a nut free school. Therefore, could parents please ensure that children's packed lunches do not contain any nut items.

## **Water Bottles**

There has been much research promoting the importance of drinking plenty of water throughout the day, therefore every child is provided with a water bottle for use in school.

In addition to the many health benefits, the evidence also indicates that there is a strong link between drinking water and increased concentration in children. Obviously, this could have a very beneficial effect on children's learning and progress.

The bottles should be filled with still, natural water. Flavoured waters, squash, fruit juices or fizzy drinks are not allowed as they can all have a bad effect on children's teeth if sipped regularly during the school day. Research shows that plain water is best for rehydration.

In Reception classes the water bottles are washed and sterilized in school. In other year groups the bottles may be taken home each day for washing. It is very important, however, that they are brought back to school as they are needed on a daily basis.

## **Bankfields School Out of Hours Childcare**

Our Out of School Childcare meets all Ofsted requirements and is run by suitably qualified staff.

Our Breakfast and After School Clubs have been running for many years and has proved a great success with both children and busy parents. The clubs are managed and run by school staff, providing a consistent approach to building positive relationships, planning and behavioural expectations.

## **Breakfast Club**

The Breakfast Club is open in the West building hall from 8.00 am every morning until 8.50 am when the children can go into their classes.

The club is run by members of the school staff and provides a nutritious breakfast and quality child care.

From September the cost will be £1.40 a day or £6.50 for a full week's booking.

Breakfast consists of:

Choice of cereal

Toast

Hot drink, squash or milk shake

## **After School Club**

After School Club provides high quality childcare from 3.15 pm until 5.45pm. Again, the children are cared for by school staff and are provided with a healthy snack during the session.

Fees are £5.40 per session or £25.00 for a full week's booking. There are reductions for siblings.

Our out of hours childcare is Ofsted registered and so must keep to the following rules:

- An application to join form must be completed for all children attending Breakfast Club or After School Club (you only need to do this once)
- All children must be booked into the clubs beforehand to ensure we maintain the correct staffing ratio (this would be done weekly)
- Payment **must** be received for all bookings prior to the child attending. Bookings cannot be accepted without payment.
- Policies relating to the after school provision must be produced and available for parents to view.

Please keep Out of Hours Childcare money separate from dinner money.

Cheques for Out of Hours Childcare should be made payable to Bankfields School Breakfast Club.

## Uniform

We do encourage all children to wear school uniform. The uniform looks very smart and promotes a whole school identity. It also makes all children equal and avoids any competition to have the latest sports or fashion clothing.

We particularly appreciate parents' support in ensuring the older children wear school uniform as this is when a lot of clothing related problems are inclined to arise.

Our school colour is **royal blue** - **Bankfields blue**, as we call it.

Our uniform consists of

- royal blue sweatshirt, jumper, cardigan or fleece jacket
- white polo shirt, blouse or shirt
- grey or black skirt, pinafore or trousers.



Sweatshirts, cardigans and polo shirts bearing the school name badge and, if wanted, the child's initials can be ordered from the main office.

Sweatshirt	£9.00 (adult sizes £12.50)
Cardigan	£9.50
Polo shirt	£8.00 (adult sizes £9.50)
Fleece jacket	£13.50 (adult sizes £17.50)
Reversible waterproof jacket	£18.00 (adult sizes £20.00)

During warmer weather, many girls like to wear the summer uniform of **blue** striped or checked dresses and boys wear short trousers.

The clothing is practical, hardwearing and represents good value for money. Cheques can be made payable to Bankfields Resource Fund.

In the interests of comfort and safety all shoes worn for school must have low heels. Clogs, mules, platform soles and 'jelly' shoes may not be worn as they are not suitable for school activities.

Parents are asked for their support in ensuring that their child dresses appropriately for school, a place of work.

Sportswear is discouraged (other than for P.E.) as it has proved to be a source of competition between children. It is also very expensive.

Shoulders, backs and stomachs must be covered at all times.

Ankle length skirts can be hazardous when children are moving round school.

Children should not have 'extreme' hairstyles for school, e.g. shaved patterns/heads, Mohawks, colours, as these prove a distraction in the classroom and do not present the right image for school which is a place of learning.

### **P.E. Kit**

Children are expected to change for P.E. This is to ensure safety and freedom of movement during the activities and to promote personal hygiene.

Boys may wear shorts and T shirt. Girls may wear shorts and T shirt or a leotard. All children need to have P.E. shoes for certain activities indoors and out. These should not be the same shoes worn for school daily.

Please make sure all items of clothing are marked with the child's name.

P.E. kits are also available through the school.

They consist of

- royal blue T shirt with the school logo
- royal blue shorts
- blue carry bag with the school logo.

We also have a range of hats and school bags, all with the school logo.

### **Jewellery**

In order to prevent accidents, loss and damage, jewellery **must not** be worn for school. Any child with pierced ears may only wear flat stud earrings and these must be removed (by the child) for any P.E. lessons. Please do not have children's ears pierced mid-term as this causes problems for P.E. activities. Facial jewellery is not permitted.

## **Sharing Information**

Parents may visit school at any time during school hours or by appointment outside school hours. If you wish to talk to your child's class teacher please try to visit before school begins or, preferably, at the end of the day so that lessons are not disrupted (teaching starts promptly at 9.00am). There is usually a member of support staff available as children arrive on a morning if you have an urgent message or query.

In the autumn term you will be given information by your child's teachers about various aspects of your child's education, including how you can support your child's learning at home.

Formal parental consultations are held on two evenings in the autumn and spring terms for parents to view their child's work and discuss their child's progress and targets for development with the class teacher. Please do try to come to these evenings. They are important opportunities to share information about your child's education and find out what you can do to support your child in taking the next steps in their learning, plus it shows your child that you are interested in their school work. Children become very disappointed if no-one come to see their work.

In the Foundation Stage these meetings will take place on a rolling programme with your child's teacher throughout each term.

You will receive a written report on your child's progress towards the end of the summer term. There will also be a chance to discuss the report with your child's teacher and see their work.

There will be many other opportunities for parents to visit school throughout the year, such as performances, theme weeks, activity afternoons, family learning events, fundraising events, sports days, etc. We hope you will be able to attend many of these special occasions.

### **Newsletters**

You will also be sent a newsletter every month, via the parent app, to help you keep in touch with school news and events. A copy of the latest newsletter is displayed on the notice boards in the cloakrooms and the main entrance. Copies of the latest newsletter are also available from the main office or on the School Website.

### **School website**

The school website is available at [www.bankfieldsprimary.co.uk](http://www.bankfieldsprimary.co.uk) this contains information on

- Information for parents
- School policies
- School news
- Year group page

### **Bankfields Art Group**

- An adult art group is held in our art studio every Wednesday morning, run by Jan Barker. This is a chance to try out different art techniques in a relaxed and friendly group. No expertise is needed!

## **Supporting your Child**

As a parent, you will want your child to do well at school and there are many ways you can help your child achieve success:

- There is nothing more important than building your child's self esteem and confidence, so that they have a positive outlook and are willing to have a go.
- Take a real interest in their learning and achievements. This way you show them that you think learning is important.
- Praise your child whenever you can, particularly when they are finding something difficult.
- Have high but realistic expectations which are appropriate to your child at that stage in their development. Remember, every child is different.
- If you want to help but are not sure how something is taught nowadays, please check with your child's teacher. It is very hard to 'unlearn' an incorrect method or bad habit.
- Come to our family learning sessions to see how we approach different areas of learning and have a go at some fun activities with your child.

## Behaviour Management

We have very high expectations of behaviour for all our children.

The school has a clear policy for behaviour management which is based on high expectations and praising positive attitudes and behaviour rather than punishment of what is wrong. We have several reward systems which operate throughout the school and children have many opportunities to earn extra rewards and privileges through good standards of work and behaviour.

Our high expectations of behaviour must also be maintained over the lunchtime period when the children are in the care of the lunchtime Supervisory Assistants. Persistent poor behaviour and lack of respect for the authority of the Supervisory Assistants can result in individuals being kept in at lunchtimes or having to go home for lunch.

Although our approach is based on being positive there are occasionally times when sanctions have to be applied. Parents are always kept informed of any significant problems and we really value parents' support in dealing with any such problems.

If you have any concerns about your child's well-being or behaviour at school do not hesitate to contact us.

These are the **Golden Rules** from our Behaviour Management Policy. They are displayed in all classrooms and are the basis for a relationship built on respect for oneself, for others and for property.

- **Do be gentle**
- **Do be kind and helpful**
- **Do work hard**
- **Do look after property**
- **Do listen to people**
- **Do be honest**

If a child keeps the golden rule throughout the school week, s/he earns 30 minutes Golden Time on a Friday afternoon.

During Golden Time the children have access to a range of chosen activities. The activities vary depending upon the age of the children.

If a child does not keep the Golden Rules and does not respond appropriately to the reminders and warnings given, they will lose some of their Golden Time the following Friday.

### **Behaviour Management Steps**

In the event of unacceptable behaviour, we use the following sequence of strategies which are very effective (and can also be used in the home situation):

- First the child is asked if they have a problem that needs sorting out. If yes, the member of staff will help resolve it. If no, the child is reminded of what they should be doing and encouraged to get on sensibly.
- If the inappropriate behaviour continues, the child receives their first warning, together with a reminder of what they should be doing. (The majority of children never go beyond this step.)
- Continued inappropriate behaviour would result in a second warning, once again with a reminder of what the child should be doing.
- The next step would be 'time out', which is a few minutes (5 maximum) sitting in an agreed place in the classroom to settle down and think about their behaviour. Time out on the playground means stand/walk next to the member of staff for a few minutes. This will result in 5 minutes loss of Golden Time.
- The final sanction is 'isolation'. The child has to go out of their class to another classroom or the headteacher for between 30 minutes and 1 hour (depending on the age of the child). They are given work to do there. This means another 5 minutes of Golden Time is lost.

If the child is not responding to this system and behaviour is continuing to be a cause for concern, we would always consult with parents before deciding together on the next stage of action.

The Golden Rules and 'Get It Right' posters are displayed in every classroom and around the school to encourage and remind children of the right path and of our high expectations.

The posters are also available for parents to use at home to ensure a consistent and positive approach to behaviour management.

Children can also earn Golden Tokens for kindness, good manners and showing respect for adults and other children.

## **Bullying**

Bullying is deliberate attempt to hurt, threaten or frighten someone. It may take the form of physical, verbal or mental abuse and/or intimidation. It may involve excluding an individual from a group, which can also be a very hurtful experience.

There are occasions when children are upset because they have fallen out with friends or been hurt in the playground because another child has been careless or thoughtless. Although such incidents can be distressing and are always taken seriously and dealt with, they are not incidents of bullying.

It is important that children learn to distinguish between bullying and other issues.

**All incidents of bullying are taken very seriously at Bankfields Primary School.**

Staff are always vigilant for signs of bullying but it can be difficult to detect. Children and parents are actively encouraged to report any bullying behaviour to the child's class teacher or the headteacher. We can only deal with what we know about.

Dealing with bullying behaviour is addressed on a regular basis with children of all ages through Personal, Social and Health Education, through Circle Time and through assemblies. Children are taught to distinguish between acts of bullying and simply having a disagreement with someone or 'falling out' with a friend.

A bully relies on the victim being too frightened to tell anyone about the bullying.

"Do not suffer in silence" is the message that must be constantly reinforced in class work and on an individual level.

Our Child Friendly Anti Bullying Policy is given to every child and is displayed around the school. This policy was written by children for

children and is regularly discussed in classes and assemblies. It defines bullying as

Several  
Times  
On  
Purpose

## Teaching and Learning

The curriculum is what is taught in school. The teachers plan what they are going to teach each term in their teams, using the Early Years Foundation Stage framework and the National Curriculum, together with their own interests, knowledge and expertise to make sure that all children receive a broad and balanced curriculum which is appropriate to their needs and stage of development.

You will receive information about the curriculum in your child's class each term. This is to help you support your child's learning outside school.

Our aim is to provide every child with a structured curriculum which leads to the development of the skills and knowledge in each subject.

We place great emphasis on the basic skills of literacy (speaking and listening, reading and writing) and numeracy (number work), particularly in the early years of primary education. Even when the children are older, much of their work still focuses on these skills although it may be linked with other subjects.

A child's education in primary school is split into 3 stages:

The Foundation Stage includes the Nursery and the Reception year.

Key Stage 1 covers Year 1 and Year 2.

Key Stage 2 covers Years 3, 4, 5 and 6.

The Foundation Stage 1 (Nursery) curriculum will underpin all future learning and we aim to provide opportunities for all children to succeed in an atmosphere of care and of feeling valued. All children learn best through play and in the Foundation Stage 1 we plan play

activities indoors and outdoors, providing learning opportunities for children to learn with enjoyment and challenge.

As your child moves up into the Foundation Stage 2 class, (Reception), they will continue to work on these areas of learning. The Foundation Stage is followed by Key Stage One and Key Stage Two.



**Learning through play activities in the water**

At the end of the Foundation Stage (end of Reception) children are assessed using the Foundation Stage Profile. Children are assessed against each of the 17 areas of learning.

This is an individual assessment carried out by the teacher during normal lesson time. The children themselves are not aware of the assessment. The results of this assessment are fully discussed with parents.

### **Key Stage 1**

In Years 1 and 2 the children are taught according to the 2014 National Curriculum at Key Stage 1.

The National Curriculum is made up of 3 core subjects

- English
- Mathematics
- Science

These subjects take up the largest part of the curriculum.

In addition there are 9 foundation subjects plus RE, PSHE and SRE.

- Computing
- Design and Technology
- Art and design
- History

- Geography
- Art
- Music
- Physical Education
- Languages
- Citizenship

Towards the end of Year 1 children's phonics skills are assessed using a national test.

At the end of Year 2 children's progress in reading, writing and mathematics is assessed by the teacher. Statutory Assessment Tasks and Tests known as SATs are used to help the teacher make this assessment. These results are reported to parents together with comparative information.

### **Key Stage 2**

From Year 3 to Year 6 children also follow the 2014 National Curriculum. Children continue to study the 12 National Curriculum subjects set out above.

Towards the end of Year 6 all pupils are formally tested on English and Mathematics using national statutory assessment materials. They follow a national timetable, with Year 6 pupils all over the country doing the same tests on the same day.

It is very important that all pupils are present for the assessments. Each school's results are published and absentees can cause a significant reduction in the school's results.

The results of the SATs are reported to parents, together with teacher assessments for English, mathematics and science. They are also passed on to the children's secondary schools and academies.

**Religious Education** is also taught to all children. Our teaching is of a broadly Christian nature but includes other main faiths. Great emphasis is placed on children's personal, moral and spiritual development and understanding. Children also take part in a daily act of worship. Any parent wishing to withdraw their child from Religious Education should contact the Headteacher.

**Sex and Relationships Education** is taught as part of our policy for Personal, Social and Health Education. Information is given in an honest and simple manner appropriate to the age and maturity of the children, with an emphasis on moral considerations and the value of family life. Our

policy for SRE focuses on the natural changes which take place as children grow up and addresses a range of topics such as differences, relationships, personal hygiene and puberty through a story approach. Copies of the policy are available on request and parents are welcome to look at the resources used in school.

**Physical Education** is an important part of the curriculum we offer all children. The P.E. curriculum includes gymnastics, dance, outdoor activities, swimming, athletics and games. All children will learn the skills of football, netball, hockey, rounders, tennis and cricket.

The school holds the Sports Silver award, a national award that recognises the school's commitment to PE and activity.

The school has two halls for P.E., three playgrounds, extensive playing fields and a Multi Use Games Area (MUGA), a purpose built all weather surface for a range of team games. There is also an adventure playground for younger pupils. Each class will have at least one P.E. lessons a week with an additional hour throughout the week through our 10 minute daily activity.

Year 2 children go swimming with the school for 3 terms. Some of our older children also have the chance to attend top up lessons in Year 6 if they have not yet achieved 25m.

Many children will also have the opportunity to take part in sporting clubs run by staff and external coaches after school and at lunchtimes.

The school takes part in a range of competitive sporting events in the local area. We play friendly football and cricket matches against local schools and take part in inter-school and county athletics competitions. Although all teachers in the school are qualified to teach P.E., some have specific coaching qualifications.

### **Special Educational Needs**

Throughout the school there is a well established system of support for children with special educational needs. Mrs. Masheder is the school's Special Educational Needs and Disabilities Coordinator (SENDCO).

To meet pupils' special educational needs we can use the expertise of teachers and teaching assistants within the school. In addition we can call on specialist advice and services from the Specialist Teaching Service, the Behaviour Support Service, the Educational Psychology Service, the Educational Welfare Service and nearby Support Bases.

Parents are always kept fully informed of any concerns we may have about their children's progress and play an important role in supporting their children. If you have any worries about your child's educational development, please contact your child's teacher or the Headteacher at any time.

The school receives funding in the form of a **Pupil Premium**, based on the number of pupils entitled to a free school meal, to narrow the gap in attainment of pupils from financially less advantaged backgrounds. This funding is used for

- Additional teachers to provide small class sizes and extra support for pupils with special educational needs and disabilities
- Teaching assistants in each team to support teaching and learning of children of all abilities
- After school booster classes for year 2-6 pupils
- Subsidising educational visits and other learning opportunities.
- Subsidising Out of Hours care so it is accessible to lower income families.

Therefore it is very important that families apply for Free Meals if they think they might be eligible, even if they do not wish their child to actually take the meal.

### **Higher Attaining Pupils**

The school has a systematic approach to supporting those children who are achieving at levels significantly above the average in one or more areas of learning. The learning needs and progress of these children is carefully planned and closely monitored by both the class teacher and the Gifted and Talented Coordinator. Again, the school can call upon the specialist expertise of the borough consultant for the Gifted and Talented and identified teachers in the secondary sector.

### **Homework**

We have a homework policy which covers pupils of all ages. A copy of the policy is available to parents either as a paper copy or on the Learning Platform.

If you have any questions or concerns regarding homework please see your child's teacher.

### **Music**

All children learn music as part of the National Curriculum. Some children may also have the chance to learn to play a musical instrument. At present teachers from Tees Valley Music Service visit to teach music across the school.

### **Residential Visits**

Every year a group of our older children make a residential visit to Robin Wood Outdoor Activity Centre, accompanied by staff from school. Once there, they are also instructed by staff at the centre who are trained and experienced in outdoor pursuits.

### **Charging and Remissions Policy**

Educational visits and within school events are arranged from time to time to provide valuable first-hand experience and promote children's learning. These visits and events are always heavily subsidised by school, using our school fund, but we sometimes ask for a voluntary contribution towards the costs. No child will be excluded from an educational visit or experience because of an inability to pay. However, we are very grateful for any contributions made as the school could not afford to pay the whole cost, particularly as transport cost have risen steeply in recent years.

### **Complaints Procedure**

The school has an established procedure for considering complaints from parents. Details of the procedure are available from the Headteacher or the LA.

However, it is hoped that parents would raise any concern that they might have with their child's class teacher or the Headteacher in the first instance.

## **Safeguarding**

### **Child Protection**

The safety and well-being of the children in our care is always our highest priority. The school has a clear policy for Child Protection which is available to parents on request. All staff receive regular training to recognise the signs and symptoms of abuse.

Any concerns regarding child protection should be discussed with the Headteacher, the nominated teacher for Child Protection.

## **Security**

Once the children are safely in school on a morning and after lunch all outside doors are locked to prevent access by anyone from the outside. This is to ensure your children's safety whilst in the school building. If you need to enter either building at any time during the school day, please report to the main office first where the school admin staff will let you in. Access through internal doors are through a fobbed system and cannot be accessed by anyone other than staff.

## **School Gates**

The security gates at the front of the school premises remain closed but unlocked throughout the school day whilst staff are on the premises and are locked in the evening. The rear pedestrian gate is open from 8.00am until 9.15am and from 3.00pm until 3.40pm to allow access to and from school. It is also unlocked but supervised to allow pupils attending after school clubs to leave by the rear exit. At all other times the rear gate is kept locked to prevent unauthorised access.

The Reception play area gates are kept locked while in use to guarantee the safety of the younger children, but are open for access around the West building before and after school.

## **School Crossing Patrol**

School crossing patrols are on duty at

- Bankfields Road (near the shops) 8.30-9.15am 3.10-3.40pm
- Jubilee Road 8.30-9.15am 3.10-3.45pm

The entrance to the school is clearly marked with no parking restrictions and parents bringing their children to school by car are asked to pay regard to the markings. Please do not bring cars past the pinch point in the road. It is unsafe to turn in this area when there are pedestrians about.

As part of our School Travel Plan targets, we ask parents to avoid bringing children to school by car whenever possible and promote walking or travelling on bikes and scooters for its health and environmental benefits. We have a bike and scooter shelter which holds up to 36 bikes and 18 scooters. However, we please ask parents to take these vehicles home if the shelter becomes full as it is not permitted to leave them on the paths or grass verges.

### **Collecting Children from School**

Your child's safety and well being are our main concern, so we follow the Local Authority recommendation that primary age pupils may only be collected by responsible people aged **16 years and over**.

Please keep the class teacher informed of any changes in your collection arrangements.

### **Illness and Injury**

In the event of a child being ill or injured at school, parents will be contacted as soon as possible so the child can be collected from school. For this system to work effectively it is essential that the school has an up to date record of contact names, addresses and telephone numbers. You will have already completed an information sheet with these details on. Please let us know straight away if there are any changes.

### **Health**

All children are seen by the school nurse soon after they start school. School nurse and the dental service carry out health screening on groups of children at various stages in their school career.

If parents have any health concerns about their child they can speak to the school nurse in confidence. Please contact the school office if you wish to meet with or speak to the school nurse.

### **Medicines**

Class teachers cannot be responsible for administering medication to children. If it is essential that your child needs to receive **prescribed** medication during the school day, please bring it in the original container with the chemist's label to the main office.

It must be clearly marked with the child's name and the dosage.

Children who use asthma inhalers must keep these in the classroom so they are accessible when needed. A spare inhaler may be kept in the main office, again clearly labelled.

Please note that no medication can be administered to the nose or eyes by staff.

Bankfields Primary School is a no smoking site. Smoking is not allowed anywhere on the school premises by staff, parents, visitors or community users.



## **Lost Property**

We regularly have a large amount of lost property in school which cannot be returned to the owner because it is not marked with the child's name. Lost property is stored in two large blue bins, located in each hall. Parents are welcome to look for missing items in these boxes. Unclaimed lost property is displayed and then any remaining items disposed of at the end of each term.