

# St. Edward's C of E Primary School



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## Welcome

At St Edward's we pride ourselves in ensuring that the children are at the centre of all we do. This prospectus gives you some of an insight into this school and visiting will give you a true feel and understanding of how your child will be educated.



## Our Vision

Laying the foundations for a lifelong love of learning, inspired by Christian values

### St Edward's Curriculum Intent:

Our school values are at the heart of our curriculum: faith, joy, respect, kindness, patience, belief, friendship and forgiveness

In order to meet the needs of every child in our school, our curriculum is inclusive, ambitious and ensures all can flourish and achieve.

Our curriculum is designed to ensure children have a wide range of enriching opportunities that bring the National Curriculum to life.

Throughout the curriculum, children are engaged in learning that is purposeful and relevant to them, identifying further opportunities for individuals to deepen and embed their learning.

We develop learners who support, listen and challenge each other, are able to articulate their views and opinions confidently, continually developing a wide ranging vocabulary. Knowledge and skills are built on firm foundations and learning is sequential to enable pupils to see links across the curriculum.

## Admissions

Parents intending to send their children to St. Edward's should call in or make an appointment to see the headteacher, who will be happy to show them around the school and provide them with information concerning our philosophy, organisation and routines.

### *Induction*

For new starters, we aim to make the transition from home life to school as natural and enjoyable as possible.

Our induction programme in the summer term before starting school includes:

- an induction evening for parents
- a half day school visit for children
- an individual meeting for parents and their child with their new teacher

Children will be admitted full time into school in the autumn term of the academic year in which they reach the age of five.



### ***Conditions of Admissions for all children***

The school has adopted the Local Education Authority's admissions policy outlining the admissions priorities for children in the area. The Local Education Authority has overall control over admissions, but we are always very keen to support all pupils who wish to attend the school. If you wish your child to attend the school please feel welcome to come and discuss this with Mrs Lacey.



## Children with Special Needs

The school supports all learners well. Should your child be identified as having Special Educational Needs at any point in their education, they will receive additional support. This will be led by Mrs Bennett, the Special Educational Needs Co-ordinator. If you have concerns about your child's progress at any point in their education, please discuss this with your child's teacher in the first instance or the headteacher. Where help is needed it may be given through a variety of ways either in class, in small groups or with one to one support.

## Collective Worship

As St Edward's is a Church of England controlled school, we hold a daily act of collective worship which is predominately Christian. This takes place either for the whole school or in teams or key stages. You will also be invited to 'Celebration Assemblies', which are held termly and are a time when we celebrate the children's achievements. We have good links with St Edward's Church and other churches in the village. Ministers regularly support and lead our worship in school. Parents may wish to withdraw children from all or part of collective worship. Work will be provided in the classroom for pupils who are withdrawn. We have a range of visitors to help lead our collective worship or assemblies, from the wider community, including representatives of various charitable organisations.



# School Uniform

## Children are expected to wear the following school uniform:

Navy blue pinafore dress, navy skirt or black trousers

White blouse, shirt or polo shirt with optional logo

Red sweatshirt or cardigan with optional logo

In warmer weather, there is the option to wear a red and white summer dress or black smart shorts.

Children may wear black or navy sensible shoes. No open toe sandals are allowed for health and safety reasons.

## P.E. kit

All children require a P.E. bag containing the following:

### Indoor PE

Navy blue shorts

White t-shirt with optional logo

Socks and plimsolls.

### Outdoor PE

Navy joggers

Navy or red school sweatshirt

White t-shirt with optional logo

Socks and trainers.

## Jewellery

Please do not allow your child to wear jewellery to school as it can be dangerous, easily lost and damaged. Earrings may not be worn but small studs are acceptable. These need to be removed or taped for all P.E. lessons.

**Hats** We encourage children to wear sun hats in summer to give some protection from the sun.

## Coats/Bags/Book bags

Reversible waterproof/fleece coats, rucksacks and book bags are available from our supplier. All Foundations and Year 1 pupils will need a book bag and children in Years 2-6 may change this to a rucksack if desired.

Please label clearly all clothing, bags and shoes with your child's name.



School uniform can be purchased from two suppliers: Castle Print and School Trends. Please follow the links on our website to purchase items from their websites. Major supermarkets can also be used to purchase items without logos.



## Lunch time

### School Dinners

School meals are available and need to be paid for online using Parent Pay. Please contact the office to find out current prices. All children in Foundation, Year 1 and Year 2 are eligible for free school dinners. If you feel your child may qualify for free school meals, please contact the office for an application form. This will be treated in strictest confidence.

School dinners are cooked on the premises by Leicestershire County Council. A menu can be requested from their website or by asking at the school office.

### Packed Lunches

Children may bring a packed lunch and a drink (no glass bottles please or fizzy drinks). These should be in suitable containers or boxes, preferably insulated and clearly labelled with the child's name. These are taken into the dining hall and put on the shelves before school starts in the morning, and empty boxes can be collected at the end of the day.



### School Day

08:40 – 08:55 Registration

10:10—10:25 Key Stage 1 Break

10:25 – 10:40 KS2 Break

12:00 KS1 Lunch time

12:30 KS2 Lunch time

14:25– 14.35 KS1 Afternoon Break

15:10 End of school KS1

15:15 End of school KS2

The school gates are opened 8.40 a.m. The children enter school at this time, in readiness for a prompt start to the school day. There is always a teacher on duty to take any messages for the class teacher.

### Wrap Around Care

We offer a popular Breakfast Club from 7:30am and then an After School Club that runs from 3:15pm until 6pm to support parents with wrap around care. For up to date prices, please enquire at the office.



# Pupil Welfare

## Illness while in school

If your child becomes unwell at school, you will be contacted and asked to collect them. It is important that the office has up to date contact numbers for you at home and/or work.

## Health Checks

While at school, your child will undergo certain health and dental check-ups. These are carried out within the school, organised by Fosse NHS Trust. You will be contacted by letter before these take place.

## Medication

If your child is receiving long term medication for conditions such as asthma, please discuss this with Mrs Lacey or their class teacher so that appropriate arrangements can be made. The school has an Asthma policy to help children with this condition. Pupils are not allowed to keep medicine (other than inhalers) in the classroom. If your child is on medication, but it is agreed that he/she is well enough to attend school, then it is possible for school to administer the medicine. However, a form MUST be completed giving permission for school to do so. This is obtainable at the office and on the school website.

## Absence

If your child is absent from school due to illness, the school must be informed on the first day of absence, by telephone.

For any other leave of absence, please read our attendance policy. Government guidelines state that headteachers may not grant any leave of absence dur-



## Extra-Curricular Activities

### Music

There is the opportunity for all children in school to take a range of instrumental lessons. There is a charge for this service. Please ask at the office for current prices.

In Year 5 all children are taught the recorder. This gives them an excellent grounding in musicianship.

Each summer we hold a musical evening to showcase the many talents of our pupils.

### After School Activities

There are many clubs ran either at lunchtime or after school. They include tag rugby, cross country, craft, dance, basketball and multi sports. All children in Year 3 have swimming lessons at Hood Park, Ashby.



## Discipline and behaviour

The standard of behaviour is excellent at this school. There are a few rules, but the emphasis is on displaying our values through our behaviour.

### The School Rules

1. Keep hands, feet, objects and unkind words to yourself
2. Walk for safety
3. Always be kind and caring
4. Always be polite
5. Take a pride in our school

**The following trophies are awarded annually to Year 6s in our Leavers' Assembly**

### *The Knight Trophy*

This trophy is awarded annually to the pupil in Year 6 who has achieved notable academic success in mathematics and science.

### *The Richard West Trophy*

The Richard West trophy is presented annually to the pupil in Year 6 who has made the greatest contribution to the life and ethos of the school.

### *The Woodcock Trophy*

This trophy is presented annually to the pupil in Year 6 who has achieved notable academic success in English.

### *The Major Award*

The Major Award is presented annually to the pupil in Year 6 who has shown ability in Physical Education and has contributed to sporting activities for the school teams.

### *The Jones Recognition Award*

The Jones Award is presented annually to the pupil in Year 6 who has shown an excellent disposition and attitude to life.

## Friends of the School

### Association

The Friends of the School Association (FSA) is a registered charity. It exists primarily to raise funds that can be used by the school to enhance the education of our children. This aim is achieved through activities such as children's discos, book sales, pamper evenings, quiz nights and a Christmas and Summer Fayre. These are enjoyed by all concerned and bring parents, children, teachers and governors together with a common purpose.

The funds raised are used to purchase both educational and recreational equipment.

The association is run by parents. If you would like to become involved in any way with helping to organise events or feel you can assist in any way, please make contact through the office.



## Liaison with school

Parents and carers are welcome in school at any time. We would particularly like to invite any adult willing to help in any aspect of school life to come and discuss this with the teacher involved.

Examples of valued help include:

- helping with specific projects or curriculum activities such as reading or design and technology
- Support for school visits

**There are additional times when parents are invited into the school:**

Parents are invited to the celebration assemblies.

Parent evenings when parents have a private appointment with the teacher to discuss their child's progress.

Concerts or plays at the end of the autumn and summer terms.

Parents are also invited to become involved with our Parent Forum which aims to meet once a term to discuss various aspects of school life. There are also opportunities for Parent Governors on our Governing Body.

If there are ever any issues you wish to discuss with a member of staff please come and arrange a convenient time. Some matters may need a little more time than a quick chat before or after school.



## Contributions for School Activities

Under the powers of the Education Reform Act, 1988, it is not permissible for schools to demand payment from parents for any activity that takes place within school hours. The governors have decided that it is acceptable to ask for voluntary contributions towards the costs of certain activities. This is outlined in a policy document. At St. Edward's this affects swimming, some curriculum projects and educational visits. Parents will be advised in advance of any activity which might incur a contribution. No child will be excluded if his/her parents are unable to contribute. Should a financial problem exist, please contact Mrs Lacey and the matter will be discussed in the strictest confidence.



## Complaints

If you have a complaint relating to the school, curriculum or any matter involving the children in our care, please contact the school and arrange to discuss the matter with the teacher concerned. You may contact the headteacher with any concern or query. It is hoped that most issues can be dealt with at this level. Should you feel your problem or grievance has not been resolved, then there is a formal complaints procedure where contact is made to the Chair of Governors.