

*Welcome to
Barton St Peter's
Church of England Primary
School*



School Prospectus

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Dear Parents/Carers,

Welcome to our school. I hope the following information will help explain how our school operates.

We are very proud of our school and its family ethos rooted in Christian values and attitudes with a focus on high expectations. We want all the children in our care to have a happy, successful school life and to work in partnership with parents to help children develop into independent, responsible and successful adults.

We seek to not only provide an environment which promotes achievement in learning but also one of warmth, security and care, valuing each member of the school community and working to encourage the realisation of each individual's potential. We celebrate all achievement whether big or small and challenge our children (and ourselves) to improve even more. We encourage a 'can do' culture, a thirst for life-long learning and a pride in each other's skills and attributes.

We take seriously our responsibility to develop not only children's academic knowledge, skills and understanding but also their spiritual, moral, social and cultural attitudes. We provide over an academic year and in our daily acts of collective worship, opportunities to explore these four key elements of a rounded education and encourage an interest in local, national and global life-styles and issues.

We look forward to meeting you in the future if you have any further questions or would like to make an appointment to visit us, then please do not hesitate to contact us.

Yours sincerely,

Miss Adeline Brack
Acting Headteacher

Mrs R Sheekey
Chair of Governors

Number of pupils
Age range
Type of school
Acting Headteacher
Chair of Governors
Local Authority

258 (January 2017)
4 - 11
Voluntary Controlled Primary Co-educational Day school
Miss Adeline Brack
Mrs R Sheekey
North Lincolnshire

Teaching Team

Name

Miss A Brack
Miss J Winney
Mrs B Clarke
Miss M Chapman
Miss A Clapson
Miss N Cropper
Mrs D Dowdle
Mrs C Edwards
Mrs K Montgomery
Miss L Nixon
Mr A Roberts

Position

Acting Head teacher
Acting Deputy Head
Class Teacher
Class Teacher

Non Teaching Staff

Mrs A Bell
Mrs L Birkett
Mrs K Brocklesby
Mrs C Blakey
Miss E Sandon
Mrs S Drury
Mrs S Holtby
Mrs Y Hewitt
Mrs P Halkyard
Mrs K Holt
Mrs D Hall
Mrs J Jackson
Mrs Y Lawtey
Mrs R Musgrave
Miss J Oxley
Mrs K Stanley
Mrs JA Whall

Teaching Assistant/ KS 2 Play Supervisor
Early Years Practitioner
Teaching Assistant
Teaching Assistant
Learning Mentor
SEN Teaching Assistant
Early Years Practitioner
Teaching Assistant/Governor
Teaching Assistant
Early Years practitioner

Mrs S Wind
Mrs G Hutson
Mrs M Booty
Mrs L Newton
Mrs L Finneran
Mrs K Cressey
Mrs Y Lawtey
Mrs P Halkyard
Mrs C Beevers
Mr P Reynolds
Mrs A Oxley
Mrs Y Davies

Administrator/Governor
Resource Manager
Senior Supervisor
Lunchtime Play supervisor KS1
Caretaker
Cleaner
Cleaner

Governors

Mrs R Sheekey
Mr J Pullen
Mr K Archer
Mrs J Bowtle
Miss N Carter
Mr N Jacques
Mr M May
Father I Howitt
Father D Rowett
Mrs K Vickers

Chair of Governors/Parent Governor
Vice Chair/Foundation Governor
Local Authority Governor
Co-opted Governor
Parent Governor
Co-opted Governor
Co-opted Governor
Foundation Governor
Ex Officio Foundation Governor
Parent Governor

Contact details –

Barton St Peter's Church of England Primary School
Marsh Lane
Barton upon Humber
North Lincolnshire
DN18 5HB
Tel – 01652 632286
Email – admin.bartonstpeters@northlincs.gov.uk
Website – www.barton-st-peters.n-lincs.sch.uk
Facebook - #Barton St Peter's
Instagram - #bartonstp

When you contact school you will possibly speak to either Mrs S Wind or Mrs G Huteson who are in the office.



History

In 1845 the original Church School was built in Queen Street, Barton. It was designed by one of the foremost educationalists of the day, Samuel Wilderspin and from those very first days the school built a reputation for high standards. Today this quality of education is brought to fruition in an atmosphere of a large, caring family. Children are encouraged to be independent, self disciplined, motivated to learn and to develop enquiring minds whilst paying attention to the needs of the community to which they belong.

The Christian ethos underpins all our work here.

The present school building was erected in 1978 on its Marsh Lane site. It benefits from spacious facilities and attractive grounds which include a specially designed 'quiet/reflective garden area' and adventure trails. The building consists of a central multi-purpose hall surrounded by teaching areas with toilets and cloakrooms, an additional room with ICT facility, an ICT suite, administrative block, kitchen and two classrooms adjoining the main building.

Mission Statement

As a Church of England School with Christian values we create opportunities for the spiritual, emotional, educational and physical development of all our children
We forge good relationships within our school family, the Church and the local community based on trust, friendship, compassion and forgiveness.

We provide a safe, secure, stimulating and creative learning environment in which our children will be encouraged to develop positive attitudes towards lifelong learning, independence and a sense of personal worth, whilst nurturing a sense of responsibility for our Church school family

We are open and welcoming, and provide the best possible circumstances for education. We aspire to give children social and cultural experiences that will remain with them forever.
We create opportunities for all our children, giving them the confidence to achieve their full potential.

We foster an atmosphere where there is trust, support, co-operation, flexibility and participation of all those involved in the child's life

We work as a whole school family to develop the potential of each individual.

Admissions Policy

The school's current admission arrangements adhere to the published criteria contained in the North Lincolnshire Schools' Guide which can be found on the North Lincolnshire website. The school has early admission arrangements. This is where a child is admitted into the Foundation Stage (Reception) at the start of the academic year in which he/she has his/her fifth birthday. Pre-school visits for children starting school in September for the first time are arranged for the previous term and a home visit by the reception teacher or Early Years Practitioner can be arranged.

School Session Times

The school session times are as follows:-

Pupils do not need to be on school premises before 8.40am

All pupils can enter school at 8.45am

Morning session 9.00 am - 12.00 pm

Afternoon session 1.00 pm - 3.30 pm

The school operates an open door policy which means that if there is any matter of concern affecting your child then please do not hesitate to come in on any day after school to discuss this with the class teacher. Most problems can usually be solved very quickly if they are dealt with early enough.

Parents wishing to pass on less urgent messages to class teachers in the morning should do so via the office. More serious matters can be discussed with the Headteacher or Deputy Headteacher at any time which is mutually convenient.

Parents are asked not to come into the cloakrooms in the morning (the very youngest children are exempted from this requirement initially) in order to ease the cloakroom congestion problem.

Formal lessons begin at 9am promptly.



Religious education and Collective Worship

The school is affiliated to the Church of England and there are close links with the Parish Church of St Mary's, Barton upon Humber.

The school's religious education teaching follows the guidelines of the Council's Agreed Syllabus which means alongside Christianity we teach lessons around Islam, Hinduism and Sikhism. It is non-denominational as in all Local Authority Schools but reference is made to the Anglican tradition and the daily collective act of worship is broadly Christian in character. The whole school combines

three times weekly as a school family and twice weekly in class teaching groups or age groupings to ensure appropriateness of materials and approach.

Religious education forms a compulsory and important part of the school curriculum. Religious education is woven into the thematic work undertaken by pupils in class where ever possible or meaningful. The context is essentially Christian and opportunity is taken to maintain a balanced view through the consideration of other world religions.

The school will make arrangements for parents to exercise their statutory right of withdrawal of their children from religious education. Provision can also be made for pupils whose parents wish to exercise their right of withdrawal from the Act of Worship.

Curriculum and Organisation of Education and Teaching methods

The aim at St Peter's is to help each child fulfil his or her potential in every area of the curriculum. All pupils are encouraged to attain higher levels of personal achievement within a caring family environment in which each member is held in high esteem. We pay particular regard to equality of opportunity and ensure participation is not adversely influenced in terms of gender, race or disability.

Our curriculum encompasses all aspects of learning - linguistic, mathematical, scientific, historical, geographical, social, religious, physical, creative and aesthetic. The thematic approach used at St Peter's aims to encourage sound thinking and an ability to transfer knowledge, skills and understanding. Where subjects cannot be linked effectively they are taught separately following pre-planned schemes of work. Tasks are differentiated to ensure each child receives work which is of an appropriate level and relevant to his/her experience.

The Core subjects of English, Mathematics and Science are given a greater percentage of time than the foundation subjects or Religious Education. Cross curricular themes such as European Awareness, British Values, Environmental concerns as well as Road Safety instruction and Sex Education are also incorporated under the heading of Personal, Health, Social and Citizenship Education.

Full cognisance is taken of the requirements of the National Curriculum with all children working to set programmes of study and attainment targets. The term "curriculum" comprises all the learning opportunities provided by the school both during the timetabled lessons and through "extra curricular" and "out of school" activities deliberately promoted or supported by the school.

Road Safety instruction is catered for as matter of course, within the curriculum. Therefore, all children are given instruction on an appropriate and fairly regular basis. Cycling proficiency tuition is provided for Year 5 pupils, with the guidance of the Road Safety Committee, and with the assistance of qualified parents. This takes place during school time as part of the curriculum.

There are also opportunities for some children to learn to play stringed, brass and wind instruments through the peripatetic music service. Parents are asked to make a financial contribution towards this tuition but inability to pay would not exclude any child.

All children attend a swimming course at the local swimming pool at some point in their school career (usually Year 4). Provision is determined by the Local Education Authority who arrange transport and tuition.

Registration groups are based entirely on age which often entails mixed age classes throughout the school.

Within each classroom the teaching takes place in a variety of settings, whole class teaching smaller groups arranged by ability for some subjects or mixed ability in others as well as individually planned programmes of work for more able children or children with learning

difficulties. We plan to keep Y6 pupils together in one class but other classes have mixed age groups.

Reception children cover the Early Years Foundation Stage working towards Goal Level in preparation for the National Curriculum. Their work is planned from observations on their play and interests. The length of the teaching week for both key stages is 27½ hours excluding registration, acts of worship and breaks.

Children are assessed through teacher observations in their first few weeks of school. These observations continue throughout their year in Foundation and build up a Foundation Stage Profile of the child. This information is then built upon in KS1 (Years 1 and 2) to help your child progress. Your child will be assessed termly for Reading, Writing, Maths and Grammar throughout their time in school and allocated a Step which is linked to their progress within the National Curriculum Programme of Study. This is based on the children's ongoing work and some tests and special tasks may also be done. We use class tracker guidance for assessments. Assessment information is passed from teacher to teacher in handover meetings at the end of the academic year. At the end of KS2 (Year 6) formal teacher assessments are made in Reading, Writing, Maths and Grammar. These are sent away to be marked and sit alongside a final teacher assessment.

At St Peter's we believe learning at home is an essential part of the good education to which all our children are entitled. In order to make home learning as fun as is possible and flexible to fit in with busy family life, we give each child a Home Learning Journal at the beginning of the academic year. Each half term the children are given a list of tasks to attempt over a six week period. We try to make these tasks as practical and fun as possible.

Parents are at liberty to view all curriculum policy documents, statements of aims as agreed by the Governing Body and similarly official memoranda provided by the Department for Education. Following the latest Ofsted Inspection in July 2014 the final report and the Section 48 Church Schools Inspection can be accessed via our website.

The school holds the Quality Mark for Basic Skills, as well as the Gold Sainsbury's Sport Award, Investors in People Award, Silver Eco – Schools Award and National Healthy Schools Award.

Parents and the Community

There are many ways in school where parent helpers can be of value to the children, for example, helping with reading, baking, games and puzzles, as well as craft activities. Another pair of hands working with 25 children can make the difference between a good lesson and something really special. Sport, a visit, or help with the garden are examples of out of school activities that parents are welcome to support. If you would like to become involved, even if this is for only an hour a week, please have a word with the class teacher who will be very pleased to make you really welcome. You will, of course, have to be DBS (Disclosure and Barring Scheme) cleared. The forms are available at the school office.

Fundraising is important to the school and the money raised buys materials and equipment of direct benefit to the children. We have an enthusiastic FOSPs committee (Friends of St Peter's school) who run lots of different events but perhaps more importantly, we have a lot of fun fundraising. It is good for children, staff and parents to work together and this realises in a practical way the family atmosphere so valuable to this school.

There are several special occasions which we like to share with parents in school. It might be a play or musical presentation and we invite parents and friends to share in these. We also celebrate in Church - for example the Christmas concert. The children take it in turns to lead assemblies in school and we invite their parents along to join in with us. Parents are also invited to our Gold Book Assembly to share in the celebration of children's good work.

During the year you will be sent invitations to open evenings when you are asked to come and meet with your child's teacher to talk about progress and targets for future development. You are

encouraged to bring your children along with you to these evenings so that he/she can talk through his/her work with you and explain what projects he/she is working on.

Pastoral Care

The school has a clear policy whereby all staff both teaching and non teaching share a corporate responsibility for all pupils. Beyond this each teacher has responsibility for the pupils in his/her registration group. The Ofsted report states 'Spiritual, moral, social and cultural development of pupils is strong'. Pupils 'understanding is developed well through assemblies, lessons and other activities'.

Extra Curricular Activities

These vary from time to time depending upon the interests of the staff involved but have in the past included rounders, football, rugby, netball, benchball, cross country running, creative crafts club, board games, computers, co-operative games, recorder club and a school choir.

Special Educational Needs and Inclusion

The governing body ensures that the school does not discriminate against any pupil on the ground of disability, sex or race in deciding admissions; in providing the curriculum, teaching and guidance; in applying standards of behaviour, dress and appearance; and in the allocation of resources and other benefits and facilities which the school provides.

The school prides itself on its ability to welcome and involve children of all abilities, backgrounds and heritage. Children are recognized as individuals and both supported and challenged at their own level of development. Our principle aim is that all children achieve the best that they can be, in all aspects of their development, during their time with us.

The school follows the nationally accepted Code of Practice and will provide an explanatory leaflet for parents on request. All pupils have access to the whole of the curriculum. At some time during his/her career a child may experience difficulties which affect his/her learning and therefore will require help for a short period, or need help part way or all the way through their time with us. Careful monitoring of progress of all pupils is undertaken and this results in the subsequent matching of programmes of study to individual needs. Using this information we occasionally find that a child does not make the progress that we would expect. If this were the case then parents would be consulted and appropriate steps would be taken to support that child. Where the child is identified as having a special educational need the school provides additional help. An Individual Education Plan may be made, identifying specific small step targets with review dates and ideas for parents to support the child at home. In consultation with parents the help of outside agencies may be enlisted to gain more specialist advice. This can be provided by services such as Behaviour, Learning and Speech & Language Therapy teams when necessary. Parents will always be kept fully informed at every stage once their child has been identified as benefiting from some extra help, be that for educational, personal or social needs.

The same monitoring and assessment records will also identify children of high academic ability, and work will be planned to meet the learning requirements of these children.

We cannot anticipate what additional provision may be needed for disabled pupils who may be enrolled in the school in the future. However, we can access necessary services should we need to. We are able to provide, to the best of our ability, for the requirements of disabled pupils in the form of adaptations to equipment etc. The school can accommodate the physically disabled with wheelchair access and toilet facilities. There is a disabled parking space in our car park and ramps in school where necessary. The school complies with the regulations relating to disabled access to classrooms and toilet facilities.

The name of the Governor designated to have oversight of this aspect of the school's work is Mrs Y Hewitt. The name of the member of staff having responsibility for the school's arrangements for identifying and meeting the special needs of pupils is Miss J Winney.

Charging and Remissions

The agreed policy of the Governing Body is that educational visits taking place during the school day will be funded from voluntary contributions. Parents may be charged for optional extra activities taking place outside school hours. A termly contribution is requested from parents for instrumental lessons provided by the Peripatetic Music Service.

Sex and Relationship Education

The Governors and staff have agreed a policy on sex and relationships education. Its main objective is to support our children through their physical, emotional and moral development by providing them with clear information and opportunities to relate to their wider world.

The Governing Body fully endorses the inclusion of Sex and Relationship Education as an integral part of the curriculum of this school, delivered with the support of specialist outside agencies and audio-visual materials. We feel that it is very important in our modern society for our children to be equipped with the correct information with regards to their bodies. The programme for this should be seen within the context of education in the 'Life Sciences', which is part of the normal 'Health Education' programme for all children in the school. All teaching materials and lesson planning can be previewed by parents and any concerns that parents may have regarding this aspect of their child's education can be discussed with staff.

Parents may withdraw their children from all or part of the discrete sex education sessions, except those which are required as part of National curriculum Science lessons in which the human body is discussed. Representation for withdrawal should be made to the Governing Body for such a request to be considered.

The Governors support the staff of the school in discussions with pupils on matters of a sexual nature if they arise in the normal course of lessons prior to the formal sex education teaching or in situations outside lessons which may warrant such discussions. Controversial matters cannot always be avoided but the Governing Body vest their confidence in the teaching staff to handle all such matters in a way which provides balanced and factual information and acknowledges the major ethical issues involved and trusts that they will be handled in a sensitive, unbiased manner.

Drugs Education is also built into Health Education covering the use of legal drugs (medicine, alcohol and smoking) and illegal substances such as solvents.

Sport



The school has a multi-purpose hall which is used for movement and gymnastic work with a full range of wall mounted and free standing apparatus. There are two playgrounds and a substantial field area for outside athletic and games lessons which are available for hire by community groups. There is also adventure trail equipment incorporated into the children's play areas and a play supervisor is employed to provide activities over the lunchtime period. The PE curriculum develops the children's knowledge, skills and understanding, so that they can perform with increasing competence and confidence in a range of physical activities. Every child in Key Stages 1 and 2

receives two hours of high quality curriculum PE plus swimming sessions for Y4 children. Staff and qualified coaches offer a range of sport based out of school hours learning via clubs which have included multi skills, ball games, netball, football, rugby and dance. These depend upon the interests of the staff and vary each term. Children in Key Stages 1 and 2 are offered the opportunity to represent St Peter's in a range of inter school activities. We are a member of the North Lincolnshire Primary Schools Sports Federation. We also arrange an adventure holiday to include activities such as canoeing, abseiling and other outdoor pursuits. A number of children attend local swimming and sports clubs and parents and members of the sporting community are welcomed into school.

The main aims of sport in the school are:

To provide quality physical activity opportunities both within and outside of curriculum time which:

- Consider the needs and interests of all pupils
- Enable children to develop and explore physical skills with increasing control and coordination
- Encourage children to work and play with others in a range of group situations
- Increase children's ability to use what they have learnt to improve the quality and control of their performance
- Develop positive attitudes and behaviours, as well as creativity in competitive and non-competitive situations
- Enable children to develop and explore physical skills with increasing control and co-ordination
- Develop an understanding of the effects of exercise on the body and an appreciation of the value of safe exercising
- Promote an understanding of safe practice, and develop a sense of responsibility towards their own and others' safety and well being

Arts

At St Peter's we strive to make art and design enjoyable and accessible to all. We build upon the children's experience by providing opportunities for Art to be hands on, feeding on the locality's rich sources of inspiration.

St Peter's provides an environment that stimulates and enriches their thoughts and creativity and strongly supports the pupil's spiritual, moral, social and cultural development. Display work encourages self-belief and self-motivation, celebrating their achievements through school's art gallery, gold book assembly, classroom displays and also exhibiting in the locality.

There is a strategic approach to arts provision, which takes into account the curriculum, out-of-hours opportunities, sharing and celebrating achievements in the arts, visits and partnerships with arts organisations outside school, and the contribution of the arts to the school environment. We have established close links with the community, making frequent visits to local galleries working alongside real artists and being involved in annual Art events and exhibits in the community.



Educational Visits

At St Peter's we undertake many educational journeys and visits to complement and enhance the thematic work in class and to illustrate the school curriculum. All pupils take part in many visits during the course of the school year. We carefully consider the educational value of proposed visits and activities and the Health and Safety implications.

The Governing Body has agreed that each visit or activity will only go ahead if sufficient voluntary contributions are received to cover the funding. If the visit/activity does take place then all relevant

pupils will join in whether or not a voluntary contribution has been received from their parents/carers. If the shortfall on voluntary contributions is so great that the proposed excursion cannot proceed then all monies collected will be refunded.

Any child, who is due to take part in a visit/activity and displays unacceptable behaviour within the school, may face sanctions by the Governing Body (via the Headteacher). This may result in having to withdraw them from that visit/activity on health & safety grounds, and the possibility of losing any monies paid.

Examples include a visit to an exhibition, performance or museum, a local study here in Barton as well as studying places further afield such as Cleethorpes. The school does not shy away from residential visits and we regularly attend PGL at Caythorpe an outdoor activity centre near Grantham. We have also taken children on an overnight visit to London.

Parents are always notified in advance of the date, place and purpose of any proposed visit, including whether or not the school requests a voluntary contribution towards cost. Parent helpers are often invited to accompany groups away from the school site.



School Discipline

The high expectations we have regarding work are also reflected in our standards of behaviour. The school looks upon itself as a community and the behaviour of everyone reflects upon the atmosphere of the school. We aim to develop self discipline and an awareness and consideration of one another. It is expected that every parent will support the school in its endeavours to promote good order and discipline. There is an agreed Behaviour Policy, which is based on Positive Behaviour Management. Children and/or parents are encouraged to discuss with the school any problems that may be affecting their child in order that any difficulties can be sorted out as quickly as possible.

There are only a few 'school rules'. Those we have are mainly concerned with safety within the school and its grounds. However, children are expected to behave in a responsible manner in and around the school. Reminders are frequently given in class and during Worship.

Good behaviour is praised and we try very hard to reward all hard work and positive behaviour. Each class has their own system of rewarding pupils using - stickers, points, stars etc. Pupils are then rewarded with certificates for collecting a certain amount of awards (the number of which is dependent on the age of pupils). There is also a very special 'Gold Book' Assembly every Friday to which parents/carers are invited where pupils are presented with special stickers for various achievements.



There are a series of consequences for misbehaviour. The majority of incidents are dealt with by discussion between pupil and staff member. If this approach is not succeeding parents are informed and consulted regarding any further sanctions which may be necessary as we believe responsibility should be shared between home and school. Aggressive behaviour will not be tolerated. The school tries very hard not to use Fixed term or Permanent Exclusions, however if a

pupil does not respond to the strategies put in place and proves consistently unable to conform to the school rules then the Headteacher reserves the right as a last resort to exclude that pupil from the school for the safety of other pupils.

Behaviour and Safety of pupils in school was judged to be 'Good' at the last Ofsted inspection. The report comments –'Behaviour throughout the school is good. Pupils learn and work co-operatively in a calm and caring environment. Pupils behave well in class and around school'. Please read the appropriate policy for more details which can be found on our website.

Anti-Bullying

Children who attend Barton St Peter's have a right to learn in a supportive, caring environment, without the fear of being bullied. We aim to ensure that the whole school community feels safe and secure. All children in our school should be happy and grow up with an understanding of acceptable and unacceptable behaviour. Bullying is **continued, persistent and deliberate** behaviour, which results in somebody feeling hurt, threatened or frightened. We give regular advice in school to our children to help them deal with a problem should one arise.

Child Protection

The Governors have adopted the North Lincolnshire Children and Young People's Service Policies - Child Protection and Safeguarding

To avoid the possibility of any misunderstanding it is important that parents realise that in the unlikely event of a member of staff suspecting that a pupil has been deliberately harmed or neglected by his/her parents/carers, the Headteacher has a duty to inform the local Children's Services via the Duty Team. If Children's Services shares the school's concern they will then liaise with the Police as to how best to carry out an investigation.

The decision as to how and when the parents/carers are informed of any investigation rests outside the school and is made by the Police and Children's Services.

At all times we will follow the procedures outlined in the North Lincolnshire Local Safeguarding Children's Board Procedures and Guidance and will take account of any guidance issued by the Department for Education (DFE).

Please read the appropriate policy for more details which can be found on our website.

Uniform

There is an expectation that **all** pupils will wear the designated school uniform.

Clothing should at all times be smart, yet practical and appropriate to school activities and the following is the recommended list.

*These items can be purchased through school and samples can be examined at the school office.

Boys

Grey or Black trousers

*Royal blue or White polo shirt, T shirt or white shirt

*Royal blue sweatshirt with school motif

Dark coloured shoes **not trainers**

Grey or Black plain shorts (not the cycling variety)

Girls

Grey or black skirt or a tunic of a suitable length and style

Grey or black trousers

*Royal blue or White polo shirt, T shirt or white shirt

*Royal blue sweatshirt or cardigan with school motif

Sensible flat heeled dark coloured shoes **not trainers**

Candy striped or checked cotton skirt, or dress

Grey or black shorts (not the cycling variety) and of a suitable length

Hair bobbles/ headbands in school colours



Denim jeans are not considered suitable school attire, nor are trainers – except for P.E.

PE

Indoors white T shirt and black shorts with bare feet
 Outdoors white T shirt and black shorts with trainers.
 Any warm sweatshirt can be worn (not the same one as worn during the day)
 and jogging bottoms for cold weather

During bad weather wellingtons or boots may be worn but they should be changed for shoes indoors. Jewellery will be discouraged in school with the exception of sensible watches and religious items. Earrings should be of the small stud type for Health and Safety reasons and must be removed during all PE activities. It must however be stressed that any item of jewellery brought into school is at the owner’s risk. The school will take no responsibility for their loss. A *drawstring bag is necessary to keep PE and games kit safe and **all items of clothing should be clearly marked with the pupils name.**

Our aim throughout is to encourage smart, safe clothing which continues to enhance the reputation of the school.

Attendance

Barton St Peter’s has an attendance policy supported by the Education Welfare Officer (EWO) for North Lincolnshire.

The target for each child’s attendance is 100% per year. If attendance falls below 90% we would aim to discuss this with all stakeholders as early as possible.

We need to be informed as soon as possible of the reasons for a child’s absence. This allows the absence to be correctly recorded as ‘**authorised**’ under new Government legislation. If your child is ill or unable to attend school then please inform the School Office as early as possible on the first day of absence, otherwise it will be marked down as an ‘**unauthorised**’ absence. Please also let us know as soon as possible the likely length of time the child will be absent. Unacceptable reasons for missing school includes shopping, haircuts and birthdays, these absences will be recorded as ‘unauthorised absence’.

Those absences which can be anticipated such as a dental/doctor appointment should be notified to the school in advance, a copy of the appointment card should be given to the school office for their records. No child may leave the school during the school hours unless collected by someone with parental responsibility for the child and then only if we are given warning.

Any leave of absence **must** be sanctioned by the Head teacher and will only be granted in **exceptional circumstances.**

The school term dates are published in advance and therefore, we do not see any reason for parent/carers to take their child out of school during term time for holiday purposes.

No parent/carer may **demand** leave of absence for their child as a right, and no leave of absence will be granted if this coincides with Key Stage 2 SATs tests.

If the Head teacher deems the need for leave to be an **exceptional circumstance** then that permission for leave will only be decided after the following considerations

- If granted, leave shall not exceed 10 sessions (5 days) in any one school year
- The leave requested should not coincide with school assessments, exams, or important events
- Leave will not be granted if a request has already been agreed during the present academic year (even if that was for a single day)
- Leave is unlikely to be granted where a pupil's attendance and/or attainment is below 90%.

All children are required to be in school and ready to learn by no later than 9am.

The Ofsted report states that 'Attendance in school is above the national average and the vast majority of pupils arrive on time'

Our overall Target for the year is 96.3%

	Average 2015 -2016	Autumn 2016	Spring 2017	Summer 2017
Attendance	96.73%	97.32%	96.9%	
Authorised absence	2.40%	2.01%	2.7%	
Unauthorised absence	0.87%	0.59%	0.3%	

Number of children on roll	September 2016 254	January 2017 259	March 2017 259	July 2017
Pupil Premium	49/254 = 19% FSM 26/254 = 10% ever6 75/254 = 29% total	47/259 = 18% FSM 33/259 = 13% ever6 80/259 = 31% total	57/259 =18% FSM 33/259 = 13% Ever6 80/259= 31%	

The School Year 2017 – 2018

Term	Re-open	Half term		Close
		Close	Re-open	
Autumn Term 2017	Tuesday 5th September	Friday 20th October	Tuesday 31 st October	Wednesday 20 th December
Spring Term 2018	Thursday 4 th January	Friday 9 th February	Monday 19 th February	Thursday 29 th March
Summer Term 2018	Tuesday 17 th April	Friday 25 th May	Monday 4 th June	Friday 20 th July

- May Day – 7th May 2018
- Good Friday – 30th March 2018
- Easter Monday – 2nd April 2018

Please note: THESE DATES ARE DIFFERENT TO THE ONES PUBLISHED ON THE NORTH LINCOLNSHIRE WEBSITE

Medicines in School

We have adopted the Local Authority Policy – Supporting Pupils at school with Medical Conditions. Children with a long term or complex medical condition will have an individual health plan and staff will be trained to administer certain medicines. For example if your child has a serious medical condition such as an allergy to nuts etc. we are trained to administer an epipen or children who are asthmatic and need access to inhalers on a regular prescription. Instructions for the administration of these inhalers should be sent in writing on the form provided and returned to the school office. You have the choice as to whether or not you want your child to be responsible for his/her inhaler but duplicates should be lodged with school.

If your child returns to school following an illness and needs to complete a course of antibiotics, for example, then **you** are welcome to visit the school at lunchtime to administer treatment yourself.

Accident or illness

We keep daytime telephone numbers of parents and an emergency contact number for all our children. If a child has an accident or is taken ill and is in obvious distress every effort will be made to contact you so that the child may be taken home or if necessary arrange for the child to see a Nurse or Doctor.

Please inform the school straight away of any new address or telephone number changes.

To prevent the spread of infection, if a child suffers sickness or illness parents are advised to keep them at home for a minimum of 48 hours after the last bout of illness

Midday Meals

Lunchtime commences at 12 noon and finishes at 1pm.

We are committed to supporting children to make healthy choices in their lives.

The children can choose on a daily basis if they wish to have a cooked meal or to bring a packed lunch. If you want your child to have a school meal then these have to be selected from a menu and paid for in advance at the beginning of each week.

School meals can be paid on line by using your 'parent pay' account or at North Lincolnshire Council by phone – 01724 297907. Cheques may be made payable to North Lincolnshire Council and handed in to the school office, we do not take cash for school meals.

We are unable to extend credit for school meals. Application for free school meals can be made through the Local Link Office.

Our school meals offer a healthy choice to cover all preferences and the new Jamie Oliver food standard has been applied. A salad bar is available daily, as is fresh bread, and all meals are cooked on the premises. Fresh fruit and milk are made available.

Packed lunches can be brought from home but we request that they should contain **no fizzy drinks, glass containers, cans, sweets chocolate (e.g. Milky Way, Snickers, Maltesers etc) or peanuts**. Unbreakable flasks are ideal for cold drinks (no hot drinks for safety reasons). All sandwich boxes and drinks containers should be **clearly named**.

Children are fully supervised at lunchtime, both whilst eating in the hall or classroom and whilst at play in the playground.

Children are **not** allowed to bring sweets, biscuits, crisps etc for break times; however they may bring fresh fruit or a cereal bar. Fruit is also available to buy at break-times for Key Stage 2 pupils. All Foundation Stage and Key Stage 1 pupils are provided with fresh fruit and vegetables daily through a Government Healthy Eating scheme and all fruit waste is collected and composted. We encourage **all** pupils to drink water throughout the day. (Pupils should bring a **clear** sports top water bottle marked clearly with their name for water)



Transport to and from school

Children may only come to school on bicycles if they have passed their cycling proficiency test or they are accompanied by an adult. Lessons for the taking of this test are done during school time for Year 5 pupils with the guidance of the Road Safety Team from the Local Authority and help of specially trained and qualified parents. It is strongly recommended that cycles are locked and insured when on school property as school cannot take responsibility for their loss or damage.

We ask that those parents who bring their children by car take every care and give every consideration to the signs and flashing lights on Marsh Lane along with parking on and around Marsh Lane and Pasture Road. **Please do not infringe the zig zag lines** so that all children may be seen and be safe as they enter or leave the school grounds. **No vehicle may enter the grounds to deliver or collect children because of the danger to other pupils.**

Transfer to other schools

At age 11 the majority of children transfer to Baysgarth School in Barton.

You will receive information at the appropriate time about transfer procedure and arrangements for visits (usually in Year 5). We liaise closely with all the local secondary schools making your child's transfer as worry-free as possible.

If your child is transferring to another primary school because you are leaving the area, moving house etc please contact the school office as there is a school transfer document to be filled in and sent to the Local Authority.

Complaints or Compliments

Should any parents have complaints relating to their child's education, the school curriculum, school staff or any related matters then there is a specific complaints procedure.

1. A concern/complaint should initially be raised directly to the school/class teacher

If unresolved then –

2. Complaint heard by head teacher via a formal letter of complaint

If unresolved then –

3. Complaint investigated by chair of governors via a formal letter of complaint

If unresolved then –

4. Governors Complaints committee meeting arranged

If unresolved then –

5. Reference to the Secretary of State for Education via a formal letter of complaint

It is hoped that any complaint will be resolved with the Headteacher and relevant staff.

We have no objections to receiving the occasional compliment too!

Finally, we pride ourselves on taking great care of your children. If there is any matter of concern which affects your child please do not hesitate to discuss it with us in school. After all this is the beginning of a very important partnership between parent, child and school - one that we all want to succeed for your child's benefit.

Disclaimer

The information given in this leaflet was valid in May 2017. It is possible that there could be changes affecting either the arrangements generally described in this booklet or any particular part of them before the start of the school year or in the subsequent years. Parents wishing to contact the individual members of staff or governors named in this leaflet are advised to check the details with the school for any changes beforehand.