



Frome Valley CE First School

"Together, with God's love, we learn, nurture and grow, without limits."



Compassion ♦ Respect ♦ Perseverance

Prospectus 2024 – 2025



Frome Valley CE First School
Headteacher – Ms Julie Thorp
Chair of Governors – Mrs Gemma Bridle

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*"Together, with God's love, we learn,
nurture and grow, without limits"*



Letter from the Headteacher of Frome Valley CE First School, Ms Julie Thorp:

Dear Parents/Carers,

I would like to extend a warm welcome to you and your family on behalf of the staff and Governors of Frome Valley CE First School. I feel very privileged to be the Headteacher of such a lovely school within the community of Crossways.

Everyone involved in the life of the school work together as a team to provide a happy, safe and stimulating environment in which your child can learn, grow and flourish. We aim to nurture all children as individuals, enabling them to achieve their full potential and prepare them for the years that lie ahead as they grow into young adults.

At the heart of our school is the belief that we all share a vision and values that help us to be responsible, respectful and caring members of society. We are very proud of the Christian ethos of our school and our belief that citizenship and a sense of community are as important as academic achievements.

We particularly focus on mental wellbeing within our school and, as a school with three Trauma Informed Schools Practitioners, we support individual children that require extra support. Our school values relationships and pupils knowing that there is an emotionally available adult to help them when they are upset or unhappy.

We encourage parents to join in the vital partnership with the school that enables us to provide the best possible start to your child's education.

We look forward to welcoming your child to our school.
Yours sincerely,

A handwritten signature in black ink, appearing to read 'Julie Thorp'.

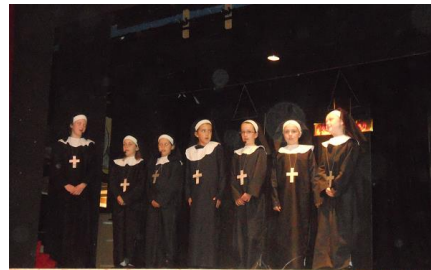
Julie Thorp
(Headteacher)

Our School Vision

"Together, with God's love, we learn, nurture and grow, without limits."

***Our School Bible Quote:* "If one part suffers, all suffer together. If one flourishes, all rejoice together."
(1 Corinthians 12.26)**

Our 3 Core Values:* **Compassion, Respect and Perseverance*



Staffing (From September 2024)

Teaching Staff	
Headteacher	Ms Julie Thorp
SENDCO	Miss Rachel Dixon
Reception	Miss Sophie Padfield
Year 1	Mrs Nicola Ashby (4 days) Mrs Natasha Johnstone (1 day)
Year 2	Miss Rachel Dixon
Year 3	Mrs Bronwyn Croft
Year 4	Mrs Amber Schoorens (3 days) Mrs Natasha Johnstone (2 days)
HLTA	Mrs Sharon Freeman
Teaching Assistants	
Reception	Mrs Beth Sparkes
Year 1	Mrs Lisa Smith / Mrs Niki Bolton
Year 2	Mrs Lisa Smith / Mrs Niki Bolton
Year 3	Mrs Teresa Trent
Year 4	Mrs Kelly Brown
Support Staff	
School Secretary/Finance officer	Mrs Leanne Merridan
Admin support	Mrs Sian Gray
School Caretaker	Mr Sam Matthews
Lunchtime Staff	
Senior Lunchtime Supervisor	Miss Siobhan Harmon-Beglan
Lunchtime Supervisor	Miss AJ Cox
Lunchtime Supervisor	Mrs Sian Gray
Lunchtime Supervisor	Mrs Beth Sparkes
Cook	Mrs Trina Barker
Out of School Club:	
Childcare Supervisor (Happy Valley)	Mrs Gemma Newman (Monday and Tuesday)
Childcare Supervisor (Happy Valley)	Miss Emma Young (Wednesday and Friday)
Childcare Supervisor (Happy Valley)	Miss AJ Cox (Thursday)
Childcare Supervisor (Breakfast Club)	Mrs Gemma Newman
Governors:	
Chair of Governors/Foundation Governor	Mrs Gemma Bridle
Vice Chair/ Foundation Governor	Mr Royston Pinder
Foundation Governor	Mr Andrew Greenman
Foundation Governor	Mrs Jane Pridmore
Parent Governor	Mr Martin Mustoe
Parent Governor	Mrs Elizabeth De Bardi
Staff Governor	Mrs Bronwyn Croft
Headteacher	Ms Julie Thorp
Ex Officio Governor	Revd Gemma Donnell
Preschool Staff:	
Preschool Manager	Mrs Gemma Newman
Deputy Preschool Manager	Miss Emma Young
Childcare Assistant	Miss Kylie Caswell
Childcare Assistant	Mrs Paula Taylor
Childcare Assistant	Mrs Anne May
Childcare Assistant	Miss Chloe White

General Information

Our 3 Tier System

Frome Valley First School is a Church of England School (part of the Wessex Multi Academy Trust) about 4 miles outside Dorchester. We are part of a 3-tier school system for the Dorchester area schools.

Frome Valley First School provide an education for the age range of 4-9 years inclusive. The children generally transfer to St Mary's Middle School, Puddletown. They will attend the middle school for 4 years (from Year 5 to Year 8) before attending The Thomas Hardy School in Dorchester.

Numbers on Roll

In January 2024, our number on roll was 118 pupils.

Children are taught in single age classes. The average size of each class is between 23-25 pupils.

School Classification and Church Links

The school is a Voluntary Aided Church of England School and enjoys close links with the church on the school site. We hold annual Christingle and Harvest Festival services in the church and our children take part in the annual Flower Festival at Moreton Church.

Wessex Multi Academy Trust

Frome Valley is part of the Wessex Multi Academy Trust. This comprises of a range of First Schools, Middle Schools and Secondary Schools. There are members and directors on the trust board while each school continues to have a local Governing Body.

General Information

Admissions Policy

Children are admitted into school initially when they are aged 4+ on 1st September. All children, regardless of ability, religion, or physical limitations are welcomed. The school's catchment area includes all of Crossways, Owermoigne, Woodsford, Holworth and Moreton and the admissions number is 30 (for KS1). Children are welcome to transfer to this school from another school providing there is space in the class. The full Admissions Policy is available on the school website.

School Lunches and Food in School

Children can have a hot school meal in school or they can bring a packed lunch. Hot meals need to be ordered and paid for in advance and further details are available from the school office. Children in Years R, 1 and 2 are entitled to a free school meal each day, as part of the DfE initiative.

As a healthy school, we **do not allow sweets or chocolate** in lunch boxes. Please also be advised that **nut products** are **not** allowed in lunch boxes too due to severe allergies to these by members of staff or pupils.

Children in Years R, 1 and 2 have a piece of fruit or vegetable provided for them which they eat at playtime. Children in years 3 and 4 may bring in **a piece of fruit or vegetable** for their snack as well, if they wish to do so.

The School Day

School begins at **8:45 am**. Children are collected from the playground by the teachers from **8:40am**. Teachers will be available to speak to parents at this time.

Lunchtime for Reception, Year 1 and Year 2 is 12.00 until 1:00pm. Year 3 and Year 4 lunch is from 12:15pm to 1:00pm.

Morning break is usually 10:15am – 10:30am. During this break, the children have the opportunity to go on the playground or field. Wet playtimes are spent in the classrooms.

School finishes at **3:15pm** and all children are brought out to the playground to their parents. Parents collecting their children are asked to wait on the playground. School staff will hand over children to their parents.

Health and Safety

The health and safety of everyone in our school is of paramount importance so we ask parents to take note of the following:



We encourage children to walk, cycle or come to school on their scooters. However, all children and parents **should dismount** before entering the school grounds. At the end of the day, children should not use their scooters or bikes **until they have left the school grounds**.

We ask all parents to ensure their children are safe before school begins and at the end of the school day. Please make sure that your child is near you, especially when walking by the busy car park.

There is a disabled space by the staff car park. This space is for disabled badge owners only. Please **do not park behind this space** as it is allocated for the school mini bus.

School Drive is a busy and winding road. **Please drive carefully** along this road when driving to or from school. The junction just outside our school has no right of way so this area is a particularly busy junction.

The gate from Dick O' th' Banks Road and the gate by the school entrance will be opened for parents at the beginning and the end of the day. During the rest of the school day, they will be closed for school security.

The school has a play trail on the school grounds. This play trail is for children use **during school hours only**.

All parents are reminded that the school grounds are private grounds and **no one is allowed onto the premises outside school hours**.

If you are late arriving at school, please sign your child in at the school office. A member of staff will then take your child to his/her class.

If you need to pick up your child early, please collect your child from the school office. You will need to sign your child out.

The school has strict rules for administering medicines. All parents that request the school to administer medicine during the school day must complete a permission form from the school office.

*Our Health and Safety policy, with further information,
is available on the school website.*

Parent and School Partnership

Education is a partnership between home and school and evidence suggests that parental involvement in school life raises attainment in children. There are many ways to become involved in school, both formally and informally, regularly or occasionally.

Drop-In Sessions: We hold half termly drop-in sessions (unless there is a parent interview that half term) when parents can drop into school to speak to the class teacher on their child's progress and next step. During drop in sessions, parents can look at their children's books and discuss their child's work with them.

Volunteering In School: Many parents volunteer in school each week, often listening to children read. We only ask that parents do not volunteer in their child's class as many children find this difficult. We also often ask parents if they can support in school trips etc...

PTFA: There is a very strong and effective PTFA in school that supports the school in fundraising for special resources. The PTFA run many fundraising events throughout the year such as raffles, school discos and the Summer Fayre. They are always looking for new PTFA members or for parents to offer an hour or two support for special school events.

Parent and Foundation Governors: There are several places for Parent Governors on the Governing Body. This is an interesting role and a very important one for the school. It does not require any special knowledge. We particularly need Foundation Governors who are also parents of children at the school. These are Governors with close Church links, but their function is the same as other Governors.

Parent/Teacher Consultation: Formal meetings are held twice each year, once in the autumn term and once in the spring term (when teachers and parents discuss the annual report for your child).

Curriculum Evenings

The school holds Curriculum meetings from time to time and at least once per year. These are workshop evenings designed to explain curriculum matters, e.g. the way mathematics is taught in schools these days. Curriculum Evenings are usually linked to the school development plan for that academic year.

Class Assemblies

Once a year, children in Years 1-4 plan an assembly based around the Collective Worship theme for that half term. We invite parents of that class into school to share the special assembly with their child.

Parent Questionnaires

Approximately once a year, the school asks parents to complete a questionnaire to express their opinion (positive and negative) on the school. The school then creates an action plan that incorporates parents' views to continue to improve the school.

There are also many events throughout the school year where parents are invited into school such as the termly Sharing Assembly, May Day, Harvest Festival, the School Play and Sports Day.

Our Church School

As a voluntary aided church school, we have close links with the Salisbury Diocese and Crossways Church.

Collective Worship: Collective Worship is an important part of the school day. As a Church of England school, it is a Christian act of worship and enhances the ethos of the school.

We invite parents and friends to join us towards the end of each term for Sharing Assembly and for the annual Harvest Festival, Christingle Service and Nativity Services.

Children may be withdrawn from all or part of Collective Worship by parental request to the Headteacher. School staff supervise children withdrawn from Collective Worship.

Each half term, there is a specific value or theme for Collective Worship. These values/themes rotate on a 3 year rolling programme.

	Autumn Term	Spring Term	Summer Term
Year A Values	Generosity	Courage	Friendship
	Compassion	Forgiveness	Respect
Year B Values	Thankfulness	Perseverance	Service
	Trust	Justice	Truthfulness
Year C Values	The Words of Jesus	People Jesus Meets	The Parables of Jesus
	Advent and Christmas	Holy Week and Easter	The Miracles of Jesus

Our Core Values: Our 3 core values of **Respect**, **Compassion** and **Perseverance** are intertwined in all our teaching and learning.

Religious Education: Religious Education is taught to all children. The curriculum is taught through the 'Understanding Christianity' and 'The Emmanuel Project', which are both used in most Dorset schools. The RE Curriculum is available for parents to examine if they wish, and children may be withdrawn from some or all of this by request to the Headteacher.

The school was inspected by the Diocese of Salisbury in November 2017 and judged as Outstanding for Collective Worship and RE.





Play, learn and grow together.

Frome Valley Preschool



Frome Valley opened a preschool on site in September 2012.

AIMS OF FROME VALLEY PRESCHOOL:

1. To provide a happy and positive learning experience where children's educational, social, physical, spiritual and emotional needs will be met, thereby preparing them for their journey through school.
2. To provide a welcoming, supportive and inclusive environment where parents are valued as partners and can participate in and benefit from being involved in the life of the preschool.
3. To provide equal opportunities for all children and their families.
4. To encourage each individual child in our care to develop at their own pace.

The preschool is open from 9am to 3pm, Monday to Friday, term time only. More information is available on the school website.

A Registration Form and an information leaflet are available from the office. If you are interested in the preschool, please speak to Gemma Newman, our Preschool Manager.

Extended Services

Breakfast Club

A Breakfast Club is open daily from 8am to 8.40am, term time only. Parents need to book their children into Breakfast Club by 3pm the previous day. Children attending Breakfast Club will receive a small breakfast of cereal, fruit or toast. We use an online booking system for our Breakfast Club through Schoolcomms.

'Happy Valley' Out of School Club

Happy Valley currently runs an After School Club daily until 6pm, term time only. All children are welcome to attend, not just those at Frome Valley School. The club is registered for children aged 4 – 14 years and all children must be registered with the club in order to attend. Parents will be asked to sign the register when delivering or collecting a child.

Happy Valley is based in the preschool room with its own separate resources. It has a secure outside area that the children use. Parents collect their children from the club via a door in the gate next to the outside play area.

The Club supervisors are Mrs Gemma Newman, Miss Emma Young and Miss AJ Cox. We use an online booking system for our Out of School Club through Schoolcomms.



School Clubs and After School Clubs

The school offers one or two after school clubs each half term and parents are informed of these clubs through our News Weekly newsletter. Within the school day, there is also a school choir (open to Year 3 & 4 pupils) that meets at a lunch time and a School Council, a Collective Worship Group and Eco Schools Clubs that all meet at lunchtimes too.

For more information, please speak to the school office staff.

School Uniform

We have a school uniform which we expect children to wear. The school sells a range of uniform (through Tesco) and other items with the school logo on.

Please ensure that all your child's clothing is named, preferably with sewn in labels as pen washes out.

The uniform comprises

Charcoal grey or black trousers, shorts, skirts or pinafore dresses.

White shirt, white polo shirt or white school t-shirt.

Red school sweatshirt, cardigan or fleece.

Red check school dresses in the summer or short charcoal grey trousers.



For PE:

Black shorts, without pockets, red or white school t-shirt, and black plimsolls.

Jewellery and Footwear

The wearing of jewellery is not allowed in school for safety reasons. Children with pierced ears may wear small studs only. If children wear watches, they must be responsible for looking after them. Children should wear sensible footwear at all times, including when the weather is hot. **Children should wear black shoes.** Children cannot wear crocs or sandals at school.

For more information, please see our School Uniform Policy on our school website.

Communication with Parents

Mornings and After School: We are always happy to talk to parents about their child. There are five minutes at the beginning of each day when you can talk to the teacher (8.40am-8.45am) or after school. If it is of a more serious nature then an appointment can be requested. We always aim to see parents as soon as possible if there are a problem.

News Weekly: Each week, parents receive News Weekly (by email). This details recent or future events as well as any notices etc...

Information about the Curriculum: There is more information about the curriculum on the school website. This includes knowledge organisers which show the knowledge children are learning in each subject each term, half term or topic. In News Weekly, we also let you know 3 specific areas of learning that your child is focusing on for that week.

Drop-In Sessions: We hold half termly drop-in sessions (unless there is a parent interview that half term) when parents can drop into school to speak to the class teacher on their child's progress and next step. During drop-in sessions, parents can look at their children's books and discuss their child's work with them.

Parent Interviews: Parents can discuss their child's progress during parent interviews. These interviews take place twice a year – in the second half of the autumn term and in the second half of the spring term.

The School Website: The school website is updated regularly. The website contains important information for parents including policies and further curriculum information. The website also contains information on school events and examples of children's work. Finally, there is an up-to-date calendar on the school website.

Emails and Texts: As an Eco School, we aim to be paperless in most communication to parents. Parents need to opt into the school email service. We will then email all letters, News Weekly and other communication to you. Please ensure your email address is kept up to date. We also have a texting service through eSchools and will text parents with occasional reminders and other important messages such as when the school is closed due to bad weather.

Schoolcomms: We use an online booking system called Schoolcomms. This is used to book your child into clubs or extended services and to pay for these services. We also use Schoolcomms for you to give permission for your child to attend a school trip etc...

Absence and School Holidays

Absence from school

School must be informed if a child is going to be absent for any reason. If it is known in advance, a leave of absence form needs to be completed and given to the school office well in advance of the absence date. The Headteacher meets with all parents if a leave of absence form is filled in.

If a child is unwell and unable to come to school, parents must ring or email school **before 8.40am**. Staff will ask **why the child is absent from school** as this data needs to be recorded.

Holidays in term time

In September 2013, Amendments to the 2006 Regulations removed reference to family holiday and extended leave as well as the statutory threshold of ten school days. The amendments made it clear that Headteachers **could not grant any leave of absence during term time** unless there were exceptional circumstances.

We can now only authorise absences for very specific and exceptional reasons **and** if attendance is around 96% (average attendance) or greater. If you take your child out of school for a holiday during term time, this will be classed as an unauthorised absence and you may be fined.

School Attendance

Regular attendance is of paramount important. We always want to **work** together with families to improve a child's attendance. National average attendance is approximately 96%. If a child's attendance falls near to or below 90% (persistent absence), then the class teacher will request an appointment to discuss your child's attendance with you.

We take attendance very seriously at this school and you will receive a half termly attendance letter from the school, updating you on your child's attendance for the year so far.

For more information, please see the Attendance Policy which is available on the school website.

Safeguarding

Safeguarding

Frome Valley CE First School takes a child centred and coordinated approach to safeguarding. All schools and their staff are an important part of the wider safeguarding system for children. This system is described in statutory guidance: **Working together to Safeguard Children**.

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. This means that staff should consider, at all times, what is in the best interests of the child.

At Frome Valley First School, we take safeguarding very seriously from recruitment to induction to regular training.

Our Designated Safeguarding Lead (DSL) is: **Julie Thorp** (Headteacher)

Our Deputy DSL is **Rachel Dixon** (SEND/CO/Year 2 Teacher)

If you have a safeguarding concern then please speak to our DSL or Deputy DSL rather than the class teacher.

Safeguarding Policy

Each year, we update our Safeguarding Policy in line with Government legislation and Local Authority recommendations. The Safeguarding Policy is available online. We ensure that all members of staff read our safeguarding policy. All volunteers in school are also made aware of our safeguarding procedures.

Keeping Children Safe in Education (KCSIE)

All schools must follow the statutory guidance for schools and colleges on safeguarding children and safer recruitment. You can find the latest KCSIE document online on the school website. This document is discussed with all staff and Governors so that we all understand our safeguarding duties.

Operation Encompass

Frome Valley First School is part of Operation Encompass. This is a police and education early intervention safeguarding partnership which supports children and young people who experience Domestic Abuse. For more information, please read the safeguarding statement about Operation Encompass on the school website.

Prevent Duty

In July 2015, the Government published advice for Governing bodies, school leaders and school staff. The advice explained what the Prevent Duty means for school and how schools should demonstrate compliance with the duty. The Prevent Duty is part of the school's safeguarding procedures and practices.

Leaflets

We have the following leaflets available in our school foyer:

- *Health and safety information for visitors (including safeguarding)*
- *Barnardo's information leaflet: child sexual exploitation*
- *South West England leaflet: preventing terrorism and radicalisation within our communities*
- *Dorset Safeguarding Children Board leaflet: child protection and your school*

The Curriculum

The Curriculum

The children in the Reception class work on the Early Years Foundation Stage (EYFS) curriculum that began for them at preschool. There is much more information on this in the EYFS handbook which is given to all parents of children in this stage.

Children in years 1 and 2 study the Key Stage 1 curriculum while children in years 3 and 4 study the first 2 years of the Key stage 2 curriculum which they complete in years 5 and 6 in the Middle school.

The curriculum is very carefully planned for all children to ensure it meets all learning needs, supports children who find learning more difficult and extends the more able. All curriculum areas are planned from the National Curriculum which sets out what is to be taught to all children in state schools. The teachers plan the curriculum for each class and deliver it to the children in a wide variety of ways. The children are taught as a whole class, in groups, in pairs or individually. They often have practical sessions and ICT is used widely across the whole curriculum.



How the Curriculum is Organised

Subjects are generally taught as discrete subjects, though there are some conscious cross curricular links planned into some lessons. We define learning as a change to long term memory. Children in Years 1&2 work on a similar curriculum for non-core subjects where they revisit the mini topics in the second year of teaching to deepen their knowledge and understanding of key concept. This is similar for Years 3&4 and how their non-core curriculum is taught.

The curriculum is also enriched through special school weeks (such as Art Week, RE Week or Book Week) and special school days (such as Values Day, Safer Internet Day or termly Wellbeing Days).

There is a lot of information about our curriculum on our school website.



Sports provision

All children receive 2 hours PE each week. During their lessons they will cover a wide range of activities including gymnastics, athletics, dance, football, rugby, and cricket. With the Sports Funding that is allocated to schools, coaches often visit the school to teach such areas as gymnastics, basketball, tennis or Relax Kids. There are also many opportunities for inter and intra sports activities including multiskills festivals, orienteering and athletics festivals etc... The school supports the Daily Mile to aid improving fitness of all children. We also have Stormbreak Sessions in school which aid mental health and fitness.



Health and Relationships Education

We teach our Health and Relationships Education mainly in our PSHCE lessons. As a school, we have decided to include a Sex Education lesson in Year 4 (an introduction to reproduction). All parents will be informed when a sex and relationship education lesson is taking place and parents can withdraw their child from any lesson.

In other year groups, the children learn scientific names for body parts and learn about puberty in Key Stage 2 (Years 3&4). Parents are informed when these lessons take place so that they know the content that is taught and can talk to their child about the lessons.

Creative Arts Provision

We aim to provide a rich and varied curriculum which includes the Arts. Singing is a main focus of many activities and is a significant part of the annual school play. All children take part in this, according to their age and ability. The play also includes a lot of dance and drama. Children in year 4 take part in the annual Dorchester Schools Music festival, and they dance the more complex dances in our May Day celebrations. All children (and parents!) dance several dances in May Day.



Eco Schools

The school is proud to have achieved its Green Flag Eco Schools award in May 2016 and renewed it in 2022. Our Eco Schools Committee lead our Eco Schools initiative and have an annual action plan. They lead termly assemblies to update the school on our Eco Schools. We focus on certain area of Eco Schools and one of our focuses at the moment is to ensure that we only use products that use sustainable palm oil.



Extra Curricular provision

The school offers a range of extra-curricular activities. There are many visits in curriculum time to support areas of learning including Nothe Fort in Weymouth, and Maiden Castle in Dorchester. The Year 4 children have many more opportunities, which vary from year to year, but always include the residential visit to Hooke Court.

Behaviour in School

Frome Valley Behaviour Policy

The school has a behaviour policy that is available to all parents on the school website. We believe in *behaviour teaching* in school rather than *behaviour management*.

Behaviour in school: the Non-Negotiables

These rules have been devised with the children and are at the heart of how we run our school. The rules are clear to the children and they understand that their behaviour is their choice. There are different consequences for ignoring the non-negotiables but, generally, a restorative conversation will take place between the child(ren) and an adult.



Positive Behaviour Strategies

Children earn marble time for working towards a whole class behaviour focus. When they have filled their marble jar, they receive a special 45 minutes marble time where they can bring in games from home to play with during their earned marble time.

Children also collect Dojo points for good behaviour and good choices or for demonstrating our 3 core values or respect, perseverance or compassion. Children can 'cash in' their Dojo points for a variety of rewards.

Trauma Informed Schools

We believe that the emotional wellbeing of our pupils is as important as their academic progress. We know that if children are emotionally supported then their learning will follow. We have three trauma informed schools practitioners at Frome Valley and these practitioners individually support pupils that have experienced trauma. Every member of staff has been trained in the importance of trauma informed approaches and the need for there to be 'an emotionally available adult' for any child that requires additional support. We focus on our relationships with each other and with our pupils as well as being aware of the needs of pupils, including attachment needs. At the heart of everything we do is the awareness that there is normally a reason for the behaviour that a child demonstrates and we need to use empathy to connect to the child and then, later, discuss the behaviour and what could be done differently next time.

General Data Protection Regulation (GDPR)

On the 25th May, 2018, new data protection regulations (GDPR) came into effect.

The GDPR applies to 'personal data' meaning any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier.

This definition provides for a wide range of personal identifiers to constitute personal data, including name, identification number, location data or online identifier, reflecting changes in technology and the way organisations collect information about people.

The GDPR applies to both automated personal data and to manual filing systems where personal data is accessible according to specific criteria. This could include chronologically ordered sets of manual records containing personal data.

You can find more information about this on the school website.

When your child starts school, under GDPR, we will need you to complete a consent form for photos and videos. You can change your mind about your consent at any time by contacting the school office.

If Things Go Wrong...

We hope that things won't go wrong, but if they do then we ask that parents use the following procedure:

As soon as you have a concern, please speak to a member of staff. The quicker we know about the problem, the quicker we can deal with the problem. There are many times that you are the first to know about a problem because your child has not spoken to the class teacher about it.

If possible, please see your class teacher first. Your class teacher knows your child the most so is the best person to deal with an issue. You can speak to the class teacher at the beginning or end of the school day or request a longer appointment.

If the issue has not been resolved effectively with the class teacher, then please speak to the Headteacher. Please be aware that they may need time to find out more information on the issue.

If you feel that the class teacher and Headteacher have not resolved an issue then please send a letter to the Chair of Governors. This information can be found on the school website.

If the issue is a child protection issue, then please speak immediately to the Headteacher (the Designated Senior Leader for Safeguarding) or the Deputy Headteacher (the Deputy Designated Senior Leader).

If the issue is regarding bullying or racism, a log will be completed to document all conversations and next steps.

For serious complaints about the school, please refer to the Wessex MAT Complaints Policy on our school website.

If you are unable to speak to a member of staff in person, then you can email the school office, telephone the school or send in a letter. We would **always prefer** to speak to you in person if possible.

Our hope is that we can work together to solve problems and that, by working in partnership, all issues can be resolved as quickly and as effectively as possible.

And Finally ...

What do the children say about our school?

I like my school because I like my learning.
(Year 1 child)

I like my school because I learn a lot and it's fun.
(Year 2 child)

I like my school because I have lots of friends.
(Reception child)

I like my school because we get to play, learn, get help, have fun and do interesting things at school.

I like my school because it is an Eco school and a happy school.
(Year 3 child)

I like my school because the teachers are very supportive and help us when we are stuck.
(Year 4 child)