Frome Valley CE First School

Part of the Greenwood Tree Academy Trust

Prospectus 2018 – 2019



Frome Valley CE First School
Headteacher – Ms Julie Thorp
Chair of Governors – Mrs Lisa Cartwright

Tel/Fax: 01305 852643

Dorset Children's Services Authority
Director of Children's Services –
Sara Tough

Tel: 01305 251000

Email: office@fromevalley.dorset.sch.uk
Website: www.fromevalley@dorset.sch.uk

'Learning as much as we can about all that we can'

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 works 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 each child as an individual, 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 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 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.

Our latest Ofsted inspection graded our school as good (January 2018). Our SIAMS inspection (Statutory Inspection of Anglican and Methodist Schools) graded us as an "outstanding" Church of England school. (November 2017)

"You and other leaders inspire pupils to delight in reading. Pupils spontaneously told me, 'I love reading!' Staff lead phonics sessions and talk about reading with great enthusiasm and passion. You promote reading as the cornerstone of learning and communicate this to pupils across the school day and in a variety of ways.."

"You and your team work diligently and effectively to ensure that pupils are well taught. You are not complacent and continually seek improvement…"

"Frome Valley First School is a caring Christian community where everyone is valued and welcomed. Strong links between the school's vision and the children's learning and wellbeing ensure that the Christian ethos makes a significant contribution to the children's academic success and personal development.

We look forward to welcoming your child to our school.

Yours sincerely,

Julie Thorp
(Headteacher)

Our Mission Statement

As a Church of England school, our caring, Christian environment gives us the security to nurture the enthusiasm for learning that will enable us to develop into confident, competent and caring human beings.

Vision for the school: **'Learning as much as we can about all that we can.'**

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

Aims of the school: These are addressed through **The 'Every Child Matters' outcomes:**

- that our school is a warm, welcoming place for children, staff and parents where we all feel safe, secure and happy
- that children show care and respect for each other
- to provide high quality teaching so that children can gain high standards in all areas of the curriculum
- that all children develop enquiring minds and a spirit of curiosity
- to provide a Christian environment that develops the spiritual, moral and caring side of us all
- that children become highly motivated lifelong learners
- that all members of the local and school community are respected and valued
- to promote high standards of technological skills





Staffing

Teaching Staff	
Headteacher	Ms Julie Thorp
Deputy Headteacher	Mrs Judith Essex / SENCO
Reception	Miss Sophie Padfield
Year 1	Mrs Celestria Duerdoth/ Mrs Jill Beecheno (Job Share)
Year 2	Mrs Nicola Ashby (4 days) Mrs Catherine Hunter (1 day)
Year 3	Mrs Amber Palmer
Year 4	Mrs Judith Essex (4 days) Mrs Catherine Hunter (1 day)
HLTA	Mrs Sharon Freeman
Teaching Assistants	
Reception	Mrs Teresa Trent / Mrs Mary Tindell
Year 1	Mrs Giselle Nicol / Mrs Carol Baden
Year 2	Mrs Beth Sparkes
Year 3	Mrs Tracy
Year 4	Mrs Giselle Nicol / Mrs Carol Baden
Intervention Support	Mrs Karen Norris
Support Staff	
School Secretary/Finance officer	Mrs Jane Slough
Admin support	Mrs Sian Gray
School Caretaker	Mr Sam Matthews
Out of School Club:	Miss Kylie Caswell
	Miss Gemma Florance
Governors:	
Chair of Governors/Parent Governor	Mrs Helen Derbyshire
Vice Chair of Governors	Mr Royston Pinder
Foundation Governor	Mrs Gemma Bridle
Foundation Governor	Vacancy
Governor	Mr Keith Campbell
Parent Governor	Vacancy
Staff Governor	Mrs Judith Essex
Ex Officio Governor	Reverend Jacquie Birdseye
Headteacher	Ms Julie Thorp

General Information

Our 3 Tier System

Frome Valley First School is a Church of England School (part of the Greenwood Tree 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 Hardye School in Dorchester.

Numbers on Roll

In January 2018, our number on roll was 137 pupils.

Children are taught in single age classes. The average size of each class is between 25-30 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.

DASP

We are part of a highly successful pyramid of school called DASP (Dorchester Area Schools Partnership). DASP comprises of 12 first schools, 3 middle schools, The Thomas Hardye Upper School as well as the Dorchester Learning Centre. We work very closely together on joint staff development, sporting events and raising standards of education for all our children in DASP from the age of 4 to 18.

Greenwood Tree Academy Trust

Frome Valley is part of the Greenwood Tree Academy Trust. This comprises of St Mary's Middle School and four feeder schools: Frome Valley, Puddletown First, Milborne First and Piddle Valley First School. 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 and Moreton and the admissions number is 30. 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 **no nut products** are allowed in lunch boxes too.

Children in the Reception class and years 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 8:50 am. Children may be brought into the school from 8:40am when the bell sounds. Parents are asked to leave by the second bell at 8:50am.
- Lunchtime for Reception, Year 1 and Year 2 is 12.00 until 1:05pm. Year 3 and Year 4 lunch is from 12:15pm to 1:05pm.
- 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 two play trails on the school grounds. These are for children use during school hours.

- 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 information, 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 the Christmas Market, 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, each class organises 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 and Parent View
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 and action plan that incorporates parents' views to continue to improve the school. We also ask parents to complete the Ofsted Parent View annually.

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 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 for Collective Worship. These values 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	Creation & Creativity	Humility	Hope
	Peace	Wisdom	Responsibility

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 'Discovery RE', 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 2018 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 Florance, 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 at least 24 hours before the day. Children attending Breakfast Club will receive a small breakfast of cereal or toast.

'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 as often as they can as they like playing outside. Parents collect their children from the club via an outside door by the Reception class.

The Club supervisors are Miss Kyle Caswell and Miss Gemma Florance.



After School Clubs

The school offers a range of after school clubs during term time. These clubs include Recorder Club, Football Club, Cookery Club, Swimming Club and Film Club. Some clubs are age restricted (e.g. Film Club is only available to Years 3 and 4) but most clubs are open to all children. Reception children can join clubs from January onwards.

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 to school. **Children should wear black shoes**.

Communication with Parents

Mornings and After School: We are always happy to talk to parents about their child. There are ten minutes at the beginning of each day when you can talk to the teacher or after school. If it is just a matter of passing on information this can be via the Home-School diary as well. 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...

Half Termly Curriculum Statements: Each half term, parents receive a curriculum statement from the class teacher. This explains what will be taught in class for that half term. Parents will be given information on Literacy, Numeracy, Science, RE, PSHCE, PE and the Creative Curriculum.

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.

Home/School Diary: Each child has a home/school diary. Parents can write any message to staff in the school diary if they are unable to speak to parents in the morning. Please ask your child to put the diary in the drop of f box outside your child's classroom at the beginning of the school day. Your class teacher will check the drop off box each morning for any messages. The drop off box can also be used for dropping off reply slips etc...

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.

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.

School Attendance

All the research shows that attendance affects academic performance. Regular attendance at school is of paramount importance. 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. Should a child's attendance fall below 85%, then the Headteacher will request an appointment to discuss your child's attendance.

The school is always willing to work with parents to try to improve school attendance.

For more information, please see the school's attendance policy which is available on the school website.

Safeguarding

Safeguarding

At Frome Valley First School, we take safeguarding very seriously. Safeguarding is seen as something that is the responsibility of everyone in school: staff, Governors, volunteers and even children.

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

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.

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.

Dorset Safe Schools and Communities Team (SSCT)

The Dorset Safe Schools and Communities Team provides newsletters for parents on keeping children safe online. They also visit our school from time to time. Last year, they worked with each class to discuss e-safety and held a parent information session before working with the teachers on e-safety. You can find their latest newsletters on our school website.

We also 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.





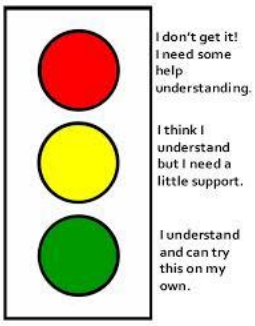
The Creative Curriculum
Non-core subjects such as History, Art and Design and Music are taught through the Creative Curriculum. The Creative Curriculum is a child-led curriculum. The teachers introduce a half-termly topic through a WOW moment. The children then write down questions they would like to find out about the topic before the teachers plan lessons around the children's questions. This ensures that every child's questions is answered during the topic. Examples of Creative Curriculum topics include 'Up, Up and Away', 'Enchanting India' and 'Home Sweet Home'.

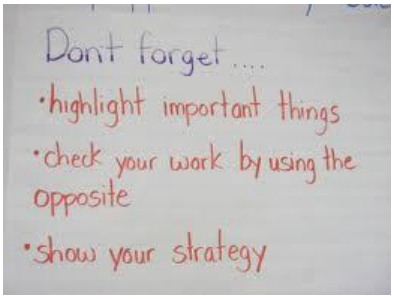
The curriculum is also enriched through special school weeks (such as Art Week, RE Week or Book Week) and special school days (such as Values Day or Global Citizenship Day)





Assessment for Learning
Assessment for Learning is at the heart of how we teach and how children learn at Frome Valley First School. Assessment for Learning ensures children are fully involved in their learning and includes such strategies as talking partners, a clear learning intention, success criteria and self and peer assessment. The children use a traffic light system on their work to decide how well they have learned and their next step in their learning.





Curriculum Statements
Parents are sent a Curriculum Statement home at the beginning of each half term that outlines what the children will be learning in each subject during that half term.

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. As part of our PE provision, Levi Davy (our DASP sports leader) often works in school alongside our class teachers or providing coaching. There are also many opportunities for inter and intra sports activities including multiskills festivals, orienteering and athletics festivals etc... In addition to curriculum time, many sporting activities are offered as after school clubs.





Sex and Relationships Education
We believe parents to be the main people involved in the sex education of their children, with the school having a supporting role. In school, sex education is taught as part of the Science and PSHCE programmes. At this level, Sex Education mainly involves discussion about relationships and values and scientific names for body parts. All parents will be informed when a sex and relationship education lesson is taking place and parents can withdraw their child from any lesson.

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 DASP Music festival, and they dance the more complex dances in our May Day celebrations. All children (and parents!) dance several dances in May Day.





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Rights Respecting Schools

As a school, we are committed to the principles of Rights Respecting Schools. It is a principle to us that we all have Rights; and these Rights come with Responsibilities. This is an excellent basis for the children to learn in the 21st Century. The school was awarded Level 1 accreditation for Rights Respecting Schools in December 2008 and we are very proud of this. The school incorporates Level 2 Rights Respecting work in their curriculum.

Eco Schools

The school is proud to have achieved its Green Flag Eco Schools award in May 2016. 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 have an active gardening club and take part in the annual 'Switch Off Fortnight' and 'Fairtrade Fortnight'.



Eco-Schools
Green Flag
Award Holder

Extra Curricular provision

The school is proud to offer many extra-curricular activities. There are many visits in curriculum time to support areas of learning including Moreton River, 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.

Behaviour in school: the Golden Rules

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. When they choose to break the rules, this results in a 'yellow card' and the loss of 5 minutes of break or lunch time (3 minutes for KS1 children). A 'red card' is given for children that ignore very important rules and red cards result in a letter home to parents and loss of break and lunch time. A child completes a reflection sheet if they receive a red card.

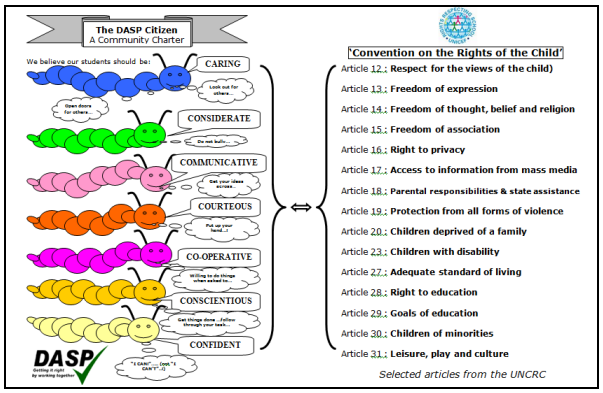
Children earn marble time for working towards a whole class behaviour focus. When they have filled their marble jar, they receive a special 45 minutes marble time where they can bring in games from home to play with during their earned marble time.

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.



DASP Caring Caterpillars

Alongside our Golden Rules are our DASP Caring Caterpillars. These caterpillars remind us to be good citizens.



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 or Deputy 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 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.
(Year 2 child)

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)