

Prospectus



Welcome To

**Clarice Cliff
Primary School**

Clarice Cliff Community Primary School

Clarice Cliff is a co-educational Primary School administered by Stoke-on-Trent City Council Education Department and Lifelong Learning. It provides high quality education for pupils aged between 3 and 11 years based on two sites until the completion of the new school building to be located on the area known as Priory Fields. The new school will, eventually, be housed in an innovative new building.

It includes a 30 FTE place Nursery on each site. Entry into Nursery takes place in September and places are usually full time.

School address:

Grafton Site
Marlborough Road
Longton
Stoke on Trent
ST3 1EJ

Queens Site
Brocksford Street
Fenton
Stoke-on-Trent
ST4 3HA

Telephone/Fax

01782 235401

01782 233440

Head Teacher

Mrs G. Latos B.Ed, M.A.

Chair of Governors

Mr B. Williams

School session times

Grafton site 9.05 a.m. to 12.15 p.m. 1.15 p.m. to 3.20 p.m.

Queen's site 9.05a.m. to 12 mid day 1 p.m. to 3.20 p.m.

Actual teaching time each week excluding assemblies, breaks and teacher preparation time:

KS1 21.5hrs

KS2 23.5hrs

School session times in new school

9.00 a.m. to 12 noon 1.00 p.m. to 3.20 p.m.

Governing Body

Mr B. Williams	City Council Rep (Chair of Governors)
Mrs G. Latos	Head Teacher
Mrs H. Vance	Parent Governor
Mrs K. Miszkiell	Parent Governor
Mr N. Hobbs	Parent Governor
Mrs L. Atkinson	Parent Governor
Mrs J. Snape	Staff Governor
Mrs Z. Boulton	Staff Governor
Mr A. Brayford	Community Governor
Mr J. Jenkins	Community Governor
Councillor D. Capey	City Council Rep
Mrs C. Bartley	Community Governor (Vice Chair)
Mr G. Mills	City Council Rep
Mr A. Simpson	Parent Governor
Mr A. Woodward	Parent Governor
Fr S. Jones	Community Governor
Mr M. Sproston	Community Governor
Mr Kabiri	Associate Governor
Mrs H. Stocking	Associate Governor
Mrs D. Broadhurst	Associate Governor
Mrs H. Foy	Associate Governor

The Chair of Governors can be contacted via either school office.

Staffing Arrangements September 2007

Teaching Staff

Mrs G. Latos	Headteacher
Mrs H. Stocking	Deputy Headteacher
Mrs D. Broadhurst	Assistant Headteacher
Mr R. Snape	Senior Leader (Juniors)
Mrs E. Day	Senior Leader (Infants)
Mrs A. Mellor	Foundation Stage Manager
Mrs J. Snape	Creative Development Leader / KS2 teacher
Miss D. Sigley	Literacy Leader / FS Teacher
Mr M. Kirkham	Science Leader / KS2 teacher
Mrs K. Huddleston	Numeracy Leader / KS2 teacher
Mrs C Harvey	SENCO/ FS teacher (p/t)
Mrs E. Pattinson	Special Projects Leader (p/t)
Mrs L. Swindells	FS teacher
Mrs Y. Lowndes	FS teacher
Mrs E. Street	KS2 teacher
Miss E. Davies	KS2 teacher
Miss K. McDonald	KS2 teacher
Miss E. McGraw	KS2 teacher
Mrs S. Yeomans	KS1 teacher
Mr J. Longstaff	KS1 teacher
Mrs M. Scott	KS1 teacher
Mrs M. Rizk	KS2 teacher (p/t)
Mr N. Cobb	KS2 teacher (p/t)
Mrs M. Collins	FS/KS1 teacher (p/t)

Senior Teaching Assistants

Mrs J. Latham
Mrs J. Halket
Mrs Z. Boulton
Mrs C. Brough
Mrs J. Serrell
Mrs S. Capewell
Mrs L. Walklate
Mrs H. Foy
Mrs K. Barlow

Home/School Links Worker

Mrs S. Nickisson

Learning Mentor

Mrs K. Woodward

Early Years Practitioner

Mrs E. Wilshaw

Teaching Assistants

Mrs L. Halsey
Mrs A. Rowe
Miss R. Beech
Miss S. Sardar

Classroom Assistant

Mrs C. Watson

Administration

Mrs B. Tudor - Bursar
Mrs S. Williams - Office Manager
Mrs C. Rowley - Admin Assistant
Mrs J. Jackson - Teachers PA / Reprographics

Lunchtime Supervisors

Mrs G. Fox
Mrs A. Amison
Mrs S. Cresswell
Mrs G. Harbron
Mrs D. Smith
Ms T. Dudley
Mrs W. Rushton
Mrs P. Reeves
Mrs J. Haines
Mrs J. Whitehouse
Ms S. Beech
Mrs N. Crawford
Mrs L. Atkinson
Mrs A. Jaworski

Cleaning Staff

Mrs J. Allerton - Senior Cleaner
Mrs J. Degg - Senior Cleaner
Mrs S. Cresswell
Miss A. Mills
Mrs M. Davenport
Mrs N. Crawford
Mrs J. Hepworth
Mrs J. Wildin

Catering Staff

Mrs J. Allerton - Catering Supervisor
Mrs E. Deaville - Catering Supervisor
Mrs J. Hepworth
Mrs J. Murray
Mrs L. Westhead
Mrs L. Turnock

Caretakers

Mr P. Holdcroft - Senior Site Supervisor
Mr K. Vaughan - Site Supervisor
Mrs G. Fox - Janitor

"A happy community school creating bright futures by celebrating success."

Aims of the School

Our main aim is to provide quality experiences in all aspects of school life so enabling children to be happy, successful and keen to learn, thus helping them to grow into young people who are fulfilled and able to make a positive contribution to society.

We aim to do this in the context of a warm and welcoming family ethos, encouraging an atmosphere of natural affection, a feeling of security and an ordered way of life. Our school is a place where success is celebrated, high self-esteem; standards and achievement are positively fostered.

We believe that children should develop a happy way of being together, that their self-respect leads to a respect for the rights and needs of other children and adults from their own culture and other cultures and for the opposite gender.

We are aiming to educate the whole child by presenting a total experience, which is right and relevant to his/her individuality, thus fostering the child's intellectual, physical, cultural, moral and spiritual development.

We aim to teach a broad and balanced curriculum by carefully planning and delivering the Foundation Stage National Curriculum accompanied by assessment of the child's progress; we also provide time for reflection and evaluation by the teaching staff.

We recognise that change and progress are an important part of everyday life and, therefore, aim to equip children to cope and flourish in dealing with the challenges faced by such changes.

We believe that these high standards can best be achieved with a sound partnership between pupils, parents, staff and the wider community.

Class Organisation and Curriculum

Foundation Stage

Nursery

The curriculum offered in the Nursery includes the Early Learning Goals for Five year olds and also encourages children to learn to share, learn simple rules and to learn to express themselves through creative and pleasurable activities within a secure and stimulating environment. The children are assessed during their time in Nursery using the Foundation Stage Profiles. Targets are set for each child's development in conjunction with parents.

The Nursery staff are well qualified and pupil/staff ratios meet the recognised standards for a Nursery Unit (1:15). The Nursery staff are dedicated to fostering the development of each child and providing equal opportunities for social, physical, emotional and intellectual development.

Classes in YR, Y1 & Y2 usually have no more than 30 pupils in a class. In Key Stage Two classes are largely below thirty. Any class significantly above thirty pupils is taught by two teachers in the mornings and by a teacher and a senior teaching assistant in the afternoons.

Reception

On entry into the Reception department children are in mixed ability classes and follow a wide curriculum developed by the Foundation Stage Manager in conjunction with the Senior Management Team. The children are assessed at the beginning and end of Reception year using the Foundation Stage Profiles. Targets are set for each child's development and parents are actively encouraged to be partners in this process. Our first priority is to integrate the child socially and emotionally into the main school environment and to introduce more formal areas of curriculum.

Emphasis is placed on the acquisition of knowledge and skills in English, Maths, Science and ICT. Pupils are introduced to our reading programme as soon as they are ready. The children also have the opportunity to develop knowledge and skills within the foundation subjects and RE.

Key Stage One - Years 1 and 2

In years 1 and 2 the children remain in mixed ability classes, working at the speed and standard which matches their capabilities. The children follow the National Literacy strategy and National Numeracy Strategy and are taught in ability sets for these subjects. This ensures that each child's educational needs are met and that each child is encouraged to achieve his/her potential.

Each child follows the National Curriculum, work is continually assessed and a record of each pupil's achievements kept which is regularly shared with parents. Targets are set for each child's attainment and parents are actively encouraged to be partners in this process. At the end of Key Stage 1 pupils take a series of Standard Attainment Tasks which inform teacher assessments which are reported to parents.

Key Stage Two - Years 3, 4,5 and 6

In years 3 to 6 the children remain in mixed ability classes, working at the speed and standard which matches their capabilities. The children follow the National Literacy strategy and National Numeracy Strategy and, if appropriate, are taught in ability sets for these subjects. This ensures that each child's educational needs are met and that each child is encouraged to achieve his/her potential.

Each child follows the National Curriculum, work is continually assessed and a record of each pupil's achievements kept which is shared on a regular basis with parents. Targets are set for each child's attainment and parents are actively encouraged to be partners in this process. At the end of year 3, 4 and 5 the pupils take a series of optional Standard Attainment Tasks. The results help to inform our tracking of each individual child's progress. At the end of Key Stage 2 pupils take a series of Standard Attainment Tasks which inform teacher assessments which are reported to parents.

The Curriculum

The curriculum is delivered mainly through topic and skills work. This is carefully planned to ensure continuity and progression throughout the school. We aim to cater for individual needs, encouraging co-operative work whilst also developing independence and stimulating curiosity alongside questioning and exploratory skills.

Learning is enhanced by visits into the local and wider community, involvement of industry and through visitors who share their expertise with the children.

A variety of teaching techniques and groupings are used to encourage learning and achievement is recognised and success is celebrated. Teaching is adapted to suit children's different learning styles.

English/Literacy

At Clarice Cliff our English curriculum aims to develop the children's ability to use language with confidence, efficiency and pleasure. We aim to encourage pupils to listen attentively, speak fluently and with clarity, to read well with understanding and to write with accuracy for a wide range of purposes. Pupils follow the Oxford Reading Tree reading scheme and the Jolly Phonics scheme is used to teach phonic skills in the Nursery and Reception classes. The children have at least, the equivalent of one hour of literacy teaching per day and follow the principles of the National Literacy Strategy.

Mathematics/Numeracy

In Mathematics we aim to develop the appreciation of all mathematical concepts through enquiry, experience and discovery. We wish to create an awareness of mathematics beyond the classroom and to enable children to use mathematics and its language fluently. The children have the equivalent of at least forty-five minutes (one hour in KS2) of maths teaching per day and follow the principles of the National Numeracy Strategy.

Science

Our Science curriculum aims to develop, in our pupils, enquiring minds and a sense of curiosity about the world. Respect for all living things and care for the environment are encouraged as the children develop skills in observation, investigation, classification, prediction, comparison and fair testing.

Information and Communication Technology

At Clarice Cliff we believe that it is very important for our pupils to have access to up to date technology and we endeavour to make the resources available to enable us to meet this aim. The children are encouraged to use Information and Communication in each area of the curriculum as well as learning the necessary skills to use the equipment efficiently.

Foundation Subjects

Our children are encouraged to develop in all areas of the curriculum and their talents are encouraged in Art, Design Technology, Physical Education and Music. They are encouraged to develop an interest and the necessary skills in, History and Geography.

Children are also encouraged to develop personal talents and interests in the work they do in these areas, for example children are encouraged to take the opportunity to learn to play a musical instrument.

Religious Education

At Clarice Cliff we aim to encourage our pupils to develop a caring attitude to each other, to have respect and compassion for others and to develop open minds to the diversity of the world's cultures and religions. Religious Education in our school reflects the multi-cultural society in which we live. In line with the locally agreed syllabus Religious Education will focus mainly on the Christian, Islamic and Jewish faiths.

In accordance with the 1988 Education Reform Act, Religious Education is a compulsory part of the curriculum and due regard is given to this when topics are planned and delivered, in conjunction with the locally agreed syllabus for RE. Collective worship takes place daily as whole school, group or class worship.

Any parent has the right to request that his/her child does not take part in Religious Education or worship but we would ask Parents to discuss with us the implications of withdrawal from this part of the curriculum and any necessary alternative provision.

After School Clubs

Clarice Cliff Primary School is a full service extended school. This means that we are able to offer our pupils a wide range of extra curricular activities before school, after school and at lunchtimes.

These activities may include Recorders, Violins, Choir, Football, Computers, Art, Drama, Netball, Gym, Design Technology and Homework. During the year we invite local football clubs to undertake training with our children. A sports fun week, to which parents are invited, is also held once a year for all our pupils to take part in and enjoy.

Wraparound Care

Before and after school care is provided on the premises and is run by Karetakeers Nursery.

Special Educational Needs

Particular consideration is given to the education of children with Special Educational Needs, whether less able or exceptionally gifted and whether their needs are short or long term.

Pupils with SEN have equal access to the curriculum and individual education programmes are developed by the class teacher in liaison with the Special Educational Needs co-ordinator. Additional support may also be given by outside agencies such as SENSS and the Educational Psychology department. Parents are encouraged to be involved from the outset. LA procedures and guidelines for Special Needs Pupils are followed in conjunction with the Statutory code of Practice. The school's Special Educational Needs policy is available on request.

Parents are always consulted and involved when teachers are concerned with any area of their development and when outside agencies are asked for help or support with a particular child.

More able and talented pupils

The school keeps an up to date register of those pupils identified as being More Able and Talented in a particular subject, Their needs are met through extra challenges within the classroom, additional enrichment activities and participation in the wide range of master classes provide by the Networked Learning Community of which we are a lead school.

Safeguarding Children / Looked after Children

The school has an active Safeguarding children policy and designated officers.

Designated Teacher for Child Protection Mrs G. Latos, Headteacher- Grafton Site, Mrs H. Stocking, Deputy Head Teacher - Queens Site

Designated teacher for Looked After Children - Mrs Stocking - Queens Site

Designated Governor for Child Protection + Look after children -

Mr B. Williams - Chair of Governors

Designated Teacher for Racial Issues - Mrs G. Latos, Headteacher

Designated Governor for Racial Issues - Mr N. Hobbs

The school has an active, informal, multi- agency children's network. Any child causing concern will be brought to the attention of this group and information shared. The group will then endeavour to ensure that early intervention strategies are put in place

Sex Education

Sex Education is not singled out for special treatment in Key Stage One, Growth, New Life and Families are included in our topics and discussions and questions are dealt with discretely and sensitively as and when they arise. In Key Stage Two Sex Education is supported by the Health Service, Year Five are taught sensitively about reproduction and the changes to their bodies as they are growing up.

Homework

The school does not have a formal homework programme for Foundation and Key Stage One but it is expected that parents will support the children's reading development by reading with them on a daily basis. Also as the child goes through Key Stage 1 Parents are encouraged to help their child with spellings and tables and numeracy homework. (We currently run a reading breakfast club for children who need a boost in literacy.)

During KS2 children are expected to continue to practice their reading skills every day and complete their reading diary. In addition the following is expected for each year group

Year 3 & 4 Regular tables and spellings (extra homework may be given related to particular topics when appropriate)

Year 5 & 6 One piece of Maths and one of English. 10 spellings weekly plus any work that needs finishing off as appropriate (extra homework may be given related to particular topics when appropriate.

Admissions

The standard admission number into Clarice Cliff is 60. Parents have to apply for a place at the school, even if they live in the catchment area, places are offered in line with the LA's procedures following the 'Rotherham Judgement'. Anyone requiring more information on the school's admission policy is asked to contact the school office.

Charges and Remissions

A copy of the policies adopted by the Education Committee governing Charges and Remissions is also available from the school office upon request.

Home/School and Community Liaison

Prospective parents and members of the community who wish to receive initial information about the school may obtain an information leaflet from the main entrance area or by telephoning the Office Manager at either site. Your child's name may be added to the waiting list at any time and the Head Teacher or the Office Manager will be pleased to explain admission arrangements at this time.

All prospective parents receive a school prospectus and a Stoke on Trent LA brochure.

Pupils are usually admitted to the Nursery in the September of the academic year in which they are four. They spend one year in Nursery, usually full time and then transfer to a Reception class, in the September of the academic year in which they will be five.

During the second half of the Summer Term before being admitted to Nursery children and their carers are invited to a pre-Nursery session, one afternoon per week. This enables the children and their carers to become familiar with the Nursery, the staff and other families. Children are able to select an educational pack to borrow for the week and carers have the opportunity to meet other school staff and a variety of visitors from other agencies.

Home/School and community liaison is an important part of school life at Clarice Cliff and parents are encouraged to participate in every aspect of their child's education. We rely upon parental support and cooperation throughout the time a child is in school in order to ensure that the school community is one in which everyone feels welcome and secure. There is a thriving Parents, Staff and Friends Association and a number of parents help out in the classroom, some have even gone on to train to be Teacher Assistants.

Our Home/School and community programme is extensive and includes:- Pre-nursery sessions, Pre-Nursery packs library, Pre-admission Library service, Pre-Reception packs library, Story Sacks, Maths games, Science packs, book library, Parents assemblies, workshops, concerts, information sessions, parents evenings and educational courses for parents.

Parents evenings are held during each term, the staff and the Head Teacher are available to discuss the work and progress of each individual child. Parents receive their child's assessment profile to read each term and are invited to comment and set targets for their child. In addition parents receive an annual report on their child's achievements.

Information about events in school is sent out regularly via the school newsletter and parents are regularly updated by letters sent home with the children. Parents are also invited to view information about the school on its website www.claricecliffprimary.org.uk. The Governors Annual Report to parents takes place in the Autumn Term.

Clarice Cliff Primary School is a full service extended school. The staff and Governors are committed to a policy of community involvement and are continually looking for ways to meet the needs of the community that we serve.

We aim to be a friendly school with a caring community ethos. We are happy to talk to parents at any time. We want the best for the children in the community and in partnership with parents and the local community, continually strive to maintain and improve upon our high standards and excellent reputation.

Attendance

Parents are asked to ensure that children are punctual at all times and that reasons for absence are made known in writing, in person or by telephone, on the first day of absence.

At Clarice Cliff Primary we believe that good attendance enhances self-discipline and promotes continuity and progression and therefore, the child's ability to learn.

Parents wishing to take their children out of school for holidays in school time must request permission for this absence from the Governing Body. Forms are available from the school office. Any holidays taken within school time, and not authorised by the Governing Body, will be classed as unauthorised absence.

All unauthorised absences are reported to the LA and up to date figures are available for inspection at the school.

Attendance 2006/2007

Attendance	94.1%
Percentage of authorised absence	5.2%
Percentage of unauthorised absence	0.7%

A copy of the attendance policy is available from the school office.

Lateness

Children can get very easily upset when they arrive late at school after the bell has gone. This causes them distress and also they miss the start of Numeracy and Literacy which is a very important part of their education. A child is deemed absent if they arrive 30 minutes after the start of the school day.

Pastoral Care

At Clarice Cliff we aim to ensure that each child is happy, secure and settled. We do everything that we can to make sure that the children have friendly, safe and stimulating surroundings so that they can grow socially and personally as well as physically and intellectually.

We aim therefore to encourage good behaviour and respect towards everyone, and to develop the knowledge and skills that are necessary to thrive in adult life.

We believe that children learn best when there are clear codes of conduct and we endeavour to work closely with parents to ensure this.

In school we have a very clear equal opportunities policy (available from the school office upon request) and we do not accept discrimination of any kind. Bullying and racism is completely unacceptable in our school, as is the use of bad language.

Within all school life we aim to develop in our pupils a sense of worth and pride and a desire to work together for the benefit of all. Praise and encouragement is given at every opportunity and a carefully operated behaviour policy operates throughout the school. Merit and Head Teacher's awards are given to encourage high standards of behaviour. Success of any kind is celebrated and self-esteem encouraged. Should there be any concerns that you wish to discuss please contact the Head Teacher immediately.

We need everyone's support in order to promote good behaviour. The school behaviour policy is available from the school office.

In accordance with the Education Reform Act 1986 corporal punishment is not administered.

Illness and Medical Treatment

In order to ensure the safety of the children in our care we would ask you to bear the following points in mind:

You will be required to notify the school of any medical conditions your child has. Medicines must not be brought to school, except Asthma inhalers. Medicines requiring three daily doses can be successfully administered at breakfast, tea and bed times.

If a medicine is required during school time, parents must make arrangements to visit the school to administer the dose.

Asthma inhalers are kept in the office in named wallets and include details of dosage etc. The use of these inhalers is supervised and they are taken with us on visits. Staff have received training on Asthma and know how to deal with an attack. Emergency inhalers are also kept in school.

Please ensure that the school has an up to date contact telephone number in case your child is taken ill during the school day.

Please inform the school if your child has to attend the clinic, hospital etc.

Confidentiality

The Data Protection Act ensures security with regard to data held about individuals at the school. Data will not, under any circumstances, be made available to any unauthorised persons. The school has a Compliment, Comments and Complaints Policy.

Copies of documents referred to under paragraphs 5 & 6 of the Education Regulations 1989 may be inspected or obtained (except those under copyright) at the school on request to the Head Teacher.

Accessibility Policy

At Clarice Cliff we have worked hard to improve access for pupils and visitors with disabilities. We try to ensure that no pupil will be denied the opportunity to the full range of the curriculum due to a disability.

Accessibility policies are available from the Office Managers on each site.

School Uniform

The Governors and Staff feel that it is desirable for our pupils to wear a smart, practical uniform. We ask that all items of clothing are labelled.

UNIFORM LIST

GIRLS (AUTUMN/WINTER)
(AUTUMN/WINTER)

Cherry red sweatshirt or
Cardigan or fleece
White Polo Shirt
Black or Grey Skirt/Pinafore

BOYS

Cherry red sweatshirt,
Jumper or fleece
White Polo Shirt
Black or Grey trousers

SPRING/SUMMER

As above or
Red/white school dress

SPRING/SUMMER

As above or
Black / Grey shorts

Sun awareness is very important and during periods of hot weather all children should wear an appropriate sun hat.

PE KIT FOR BOYS AND GIRLS

All pupils in main school should have a PE kit in school at all times

White T shirt

Black Shorts

Black pumps

(Trainers are not allowed for PE)

or Black Leotard

Long hair should be kept tied back - this is essential for PE lessons. Pupils must not wear earrings for PE unless parents have signed a consent form accepting full responsibility.

Also available from School: Reading Book Bags/ Waterproof PE Bags,

FOR HEALTH AND SAFETY ALL PUPILS MUST WEAR SENSIBLE SHOES

NO HEELS OR JELLY TYPE SHOES OR TRAINERS.

Any jewellery or toys brought to school (including watches) must be the responsibility of Parents. Staff will not take responsibility for any loss or damage to any personal items brought from home.

GENERAL INFORMATION

Always bring your children into school, never drop them at the school gates. Collect your children at home time from the school yard, **if someone different is picking them up please let us know.**

All absences should be notified on the first day of absence by telephone letter or in person. The Governors must approve all holiday absences taken in school time; a form is available from the office.

We do not administer medication (other than inhalers to asthmatic children) and do not keep medicines in school.

This school operates a non-smoking policy and would ask you to co-operate by not smoking in the school grounds. We do not allow dogs on school premises.

Dinner money must be sent on Monday mornings or the first day back after absence. Any money sent to school for whatever reason must be in container or envelope with child's name clearly marked.

It is important that all children's clothing is labelled with their name.

Children in main school can have a school dinner or packed lunch. Children who bring a packed lunch should not have glass bottles, cans, fizzy drinks or sweets.

All nursery children are expected to have a school dinner as this is seen as an important part of their social development.

As new parents to school the following information will be of help:

On the Grafton site school opens at 9.05 a.m. When the second bell rings at 9.10 a.m. the main gates will be locked and entry is by the main entrance. The gates are opened at 3.00 p.m. Nursery parents with older children in school may collect nursery pupils at 3.15 p.m.

On the Queen's site school opens at 9.00 a.m. and lessons begin directly after registration. The second bell rings at 9.05 a.m. and doors are then shut. Entry into school must then be via the main entrance. Nursery parents with older children in school may collect nursery pupils at 3.15 p.m.

Parents who wish to take children out of school during the school day for whatever reason must first report to the office.

The times for the new school will be

9.00 a.m. to 12 noon -- 1.00 p.m. to 3.20 p.m.

When the weather deteriorates severely during the day, children may be collected early by their parents or a representative (provided school has been informed). If in doubt, please telephone school first. Announcements to say school is closed, or will be closing early, will be put on Signal Radio or Radio Stoke. Announcements will not be broadcast if everything is normal and school is open.

Members of staff are on duty at morning and afternoon playtimes. A qualified first aider is always available.

We have a lunchtime supervisor for Foundation Stage, Key Stage 1 and Key Stage 2 our supervisors help the children at mealtimes then supervise them in the playground.

Activities and games are provided for both dry and wet playtimes.

This school has an asthma policy and maintains a register of pupils with asthma.

Your child may have been diagnosed as asthmatic or alternatively they may experience breathing difficulties or suffer from a persistent cough, especially at night, after exercise or when laughing or crying. They may have repeated chest infections.

If your child does have asthma or any of the other problems described above please complete the form below and return it to school. An appointment will then be made for you to see the school nurse so that you can discuss the problems fully in order that we can make the best provision for your child's safety in school. If your child is prescribed reliever therapy (usually a blue inhaler) please also complete the second part of the form which gives consent for school to administer this, which may include use of the school's emergency inhaler if necessary: for example own inhaler run out/not in school.

Please provide an inhaler to be kept in school.

If your child should develop asthma later during their time at school please inform us as soon as possible.

Child's Name

AsthmaCough.....Breathing Problem.....Chest Infection.....

(Please tick as appropriate)

I hereby give my consent for school staff to give my child reliever therapy for his/her asthma, including the use of the school emergency inhaler if necessary. I understand that I will be informed when treatment has been required other than that for routine use prior to physical exercise etc

Signed Parent/ Guardian

Date

Please complete and return to school

Permission to take children off premises

In connection with topics etc children are occasionally taken off the premises, for walks in the locality of the school. It is not always possible to give exact dates and times of these walks in advance as they are usually dependent on the weather.

Can I therefore ask you to give your permission for your child to be included by signing the slip below and returning it to school.

Visits further afield, usually will be notified in advance. In these cases no child will be taken off the premises without the written consent of their parents.

Child's name

I give my permission for my child to be included in school visits and taken off the premises for local visits (walks etc).

I understand that I will be notified in advance of any visits that involve transport and that my child will not be included unless I give my written permission at the time.

Signed Parent/ Guardian

Date

Please complete and return to school

The Wearing of Jewellery

The wearing of jewellery can cause accidents, and we would urge you to ensure that your child does not wear any for school.

It is extremely dangerous for children to do PE in jewellery: especially earrings and all items should be removed by you at home on PE days.

If this is not possible, I must ask you to sign the slip below taking responsibility for any injury caused to your child or by your child by the wearing of jewellery, including earrings during PE lessons.

Any jewellery or toys brought to school (including watches) must be the responsibility of parents. Staff will not take responsibility for any loss or damage to any personal items brought from home.

I take full responsibility for my child wearing jewellery in school and for any injury which may occur.

I understand staff will not be responsible for any loss or damage to any personal items brought from home.

Child's Name

Class.....

Signed Parent/ Guardian

Date

Please complete and return to school

Standard Photography and Video Consent Form

Name of Pupil

The school confirms that it shall only use photographic images of your child in line with its code of practice and in order to demonstrate or promote activities relating to the school's curricular and extra-curricular provision.

Please tick the relevant boxes to show whether you agree or do not agree to your child's photograph being used in the various situations and sign below.

	Agree To the use of my Child's image	Do not agree To the use of my Child's image
In school materials aimed at the school Community e.g. in classrooms and around school and school performances		
In the school prospectus and on the school Website.		
In the media coverage of the school e.g. local Newspapers		
In LA material including their website		

I confirm that I have read and agree to the terms contained within this Consent Form.

Signature Parent/Carer

Date



