

KINGSMOOR PRIMARY SCHOOL



PARENTS INFORMATION BOOKLET

2023/2024

www.kingsmoorprimaryschool.co.uk



www.facebook.com/kingsmoorprimaryschoolbawdrip/



A MESSAGE FROM THE HEADTEACHER

It is with great pleasure that I write as the Headteacher of Kingsmoor Primary School.

Kingsmoor is a very special school where positive relationships are nurtured with each child and family and immense pride is taken in “looking after each other, our whole school and everything in it”. Our Kingsmoor code underpins the high expectations we have for all children, striving for excellence and ensuring every child is provided with a journey that enables them to flourish as individuals and independent learners – being encouraged to **“try their best in everything they do and being friendly and polite towards each other”**.

I welcome you to also explore our website to give you a flavour of our school and the provision which we offer – the deep and rich curriculum which enables each child to grow socially, emotionally, and academically – embracing talents and promoting aspirational learning by immersing each child with a wide range of opportunities and memorable experiences that may spark future interests or open their minds!

Mrs Joanne Warren

INTRODUCTION

Kingsmoor Primary School opened in February 1995 following the closure and merger of Bawdrip Infant School and Chedzoy Junior School.

The site at Bawdrip was originally established as a school in 1851. During 1994 the original school building was retained as part of the building of the new school and again during the subsequent extension of 2010.

The school serves Bawdrip and Chedzoy and families living in neighbouring villages as well as Bridgwater.

The name 'Kingsmoor' derives from the “King’s Sedge Moor”, being the linking geographical feature between the two original schools.

Our school logo - the kingfisher - was chosen as being representative of the wild life in the area, the association with the halcyon days of childhood and as an attractive badge for school uniform.

SCHOOL WEBSITE www.kingsmoorprimaryschool.co.uk

For general information, past copies of newsletters, photo galleries of events, fundraising offers and access to policies and information of Kingsmoor’s curriculum, please visit the school website.



FACEBOOK - Follow us at

www.facebook.com/kingsmoorprimaryschoolbawdrip/

The school also uses a Facebook page for communication (Kingsmoor Primary School Bawdrip) and uses the school logo (Kingfisher) as its’ profile picture. This links to the website and is a useful social media tool for reminders of events etc. The page does not facilitate replies to comments.

STAFF (2023/2024)

Headteacher Mrs Jo Warren Safeguarding Lead	Deputy Headteacher Mr Neil Thompson Deputy Safeguarding Lead	School Business Manager Mrs Lesley Williams Deputy Safeguarding Lead
Class Teachers Mrs Sylvie Lawson Mrs Rachel Temple Miss Emma Mustoe Miss Francesca Floris Mrs Becky Westlake Mrs Charlotte Owens Mrs Kate Hicks Mr Gus Hayward Mr Neil Thompson Miss Michelle Rundle	Teaching and Lunchtime Assistants Mrs Wendy Butcher Mrs Sue Clarke Mrs Allison Collard Mrs Karen Jameson Miss Chloe Quinn Miss Sophie Mitchell Mrs Catherine Sluman Mrs Gemma Smith Mrs Karen Squire Miss Gillian Alderson Mrs Nina Engleby Mrs Michelle Jones Miss Laura Griffiths	Office Staff Mrs Annette Radford Extended School Support Miss Sophie Mitchell Mrs Gemma Smith Mrs Karen Jameson Mrs Sue Clarke Caretaking and Cleaning Mrs Jenny Rawles Mrs Lisa Whitaker SENCO Mrs Charlotte Owens PFSA Mrs Jean Scott

- Teaching

There are 7 teaching classes for the academic year 23-24. Mrs Owens is the school Special Educational Needs coordinator (SENCO).

- Teaching Assistants

There are several members of staff who give general school and classroom support and who also undertake additional educational activities with specific children.

- ELSAs and PFSA

Mrs Butcher and Miss Mitchell are the school's ELSAs (Emotional Literacy Support Assistants) who work with children to support them socially and emotionally. Jean Scott is our school's PFSA (Parental Family Support Assistant) who works with parents and families when support may be required.

- Admin

There is one full-time member of staff in the school office and one part time assistant.

- Lunchtime Assistants

Lunchtime Assistants supervise midday meals and playtimes.

- Caretaking Cleaning and Maintenance

There are 2 members of staff responsible for caretaking and cleaning.

School Management

Day to day management is by the Headteacher Mrs J Warren and long-term strategic management by the School Governors.

Mr Thompson is the Deputy Head of the School. In the Headteachers absence Mrs Williams, the School Business Manager is responsible for Financial, HR, facilities, H&S, Resources and Premises Management and Mr Thompson, the Deputy Head is responsible for all other issues.

Governors

Governors are appointed as strategic managers in such matters as school premises, finance, teaching and non-teaching staff and the general development of the school.

Termly governors' meetings are held to consider a variety of items affecting the school and to receive reports from the Headteacher regarding school improvement. There are two sub committees of the Governing Body - The Business Committee and the Education Committee.

SCHOOL AND ORGANISATION

The children in a primary school are in one of seven year groups at either the Foundation Stage, Key Stage 1 or Key Stage 2.

Foundation Stage (preschool and reception year)

Key Stage 1 - Years One and Two

Key Stage 2 - Years Three, Four, Five and Six.

CLASSES – Organisation is in single year groups. Prior to covid, Key stage 2 classes were mixed in the afternoons and this could be reinstated in future years, dependent on number of pupils on roll.

CLASS & YEAR GROUP	TEACHER
Class R Year R (EYFS)	Mrs Lawson
Class 1 Year 1	Mrs Temple – Mon – Wed (Miss Floris will be covering Maternity leave for Mrs Temple from October 2023) Miss Mustoe – Thu – Fri
Class 2 Year 2	Mrs Westlake – Mon – Wed Mrs Owens – Thu - Fri
Class 3 Year 3	Mrs Hicks
Class 4 Year 4	Mr Hayward
Class 5 Year 5	Mr Thompson
Class 6 Year 6	Miss Rundle

DAILY TIMETABLE

Classes are open from 08:50hrs with registers closed at 09:00hrs for the start of the school day

Arrivals after 9.00hrs will be marked as late.

Departure is at 15:30hrs

PLAYTIMES

Regular outdoor playtimes in supervised areas of the school site are an important part of the day for staff and children.

The school policy is that only during very poor weather or in exceptional circumstances are children kept indoors at playtimes. During cold/damp or hot/sunny conditions, children are expected to be appropriately dressed for outdoor playtimes.

LUNCHTIMES

Hot meals are provided by an external provider and are currently free to all children in EYFS, Year 1 and 2. This is part of the Government's Universal Free school meal initiative. Hot meals can also be purchased by Key stage 2 children if preferred. Free school meal children in all year groups are also provided with a hot meal each day. Alternatively children are required to bring in a packed lunch which they eat in their classrooms. We would encourage parents to provide healthy choices in their lunchbox. Further information can be found on our website in our Food and drink policy.

COMMUNICATION

The main method of communication between school and parents is by email. It is therefore vitally important that the school is informed of any changes in parents' details. Attachments to emails can include newsletters and other important information. Class teachers use 'Class Dojo' for updates to their class. This will be accessed by staff between 9am and 4pm. **If urgent, please ring the office to pass on a direct message as staff are not looking at Dojo at all times of the day.**

Other methods of communication include Facebook, the school website, text messages (not normally used for whole school messaging) and termly class letters.

We endeavour to inform parents of trips, sport fixtures etc in a timely manner, however on some occasions this is outside of our control when external organisers give us very little notice.

SCHOOL UNIFORM

Girls Grey Skirts, Pinafores, Grey trousers, White Blouse/Poloshirt*, Royal blue Jumper*, Cardigan*, Blue checked Dress

Boys Grey Shorts/Trousers, White Shirt/Poloshirt*, Royal blue Jumper*,

PE Kit

In the interests of safety, hygiene and appearance we require all children to change fully for PE activities.

Your child will need

Daps/Trainers)

Navy shorts/skirt) –In a Drawstring Bag**

White Tee Shirt*)

Swimming costume) – In a waterproof Bag

A Towel)

* Clothing with the school logo is available from Southwest Schoolwear in Bridgwater (located next to Properjob in Eastover). As well as personal visits to the shop, you can order online. They offer a click and collect service as well as a postal service. The nearest car park to the shop is Asda (be aware though, that you do not stay over their maximum time limit). Their website is

<https://www.swschoolwear.co.uk/shop/pcategory/schoolwear/>

We still have limited stock in the school that we can sell direct to parents, so please come to us in the first instance.

** Named PE bags can be purchased via the school, please enquire at the office.

Bookbags will be given to all new students when they start at Kingsmoor and are available to purchase from the school if required at later dates.

FOOTWEAR - children should have safe, practical and dark coloured shoes to wear for School (not trainers).

High heeled shoes and open toed or loose sandals can be unsafe and also restrict activities at playtime.

PERSONAL PRESENTATION

All members of the school endeavour to dress appropriately for the activities of the school day.

For reasons of hygiene, safety and practicality we ask parents to ensure that children with long hair are able to keep it tied back in a manageable way. We encourage children to take responsibility for their personal appearance. Extreme haircuts or hair colouring, the wearing of make-up or nail varnish are not appropriate for Primary school.

JEWELLERY, VALUABLES AND PERSONAL POSSESSIONS

Children should not bring to school valuable jewellery, mobile phones, other electronic devices or money other than that required for a specific purpose. All money should be brought to school in a clearly marked envelope and given to a member of staff for safe keeping.

Special personal possessions or toys may not be brought into school unless requested by staff for a particular purpose.

For reasons connected with Health and Safety and security, the school discourages children from wearing jewellery. If children have pierced ears only small studs are preferred, any other types should be removable by pupils for PE. Additional piercings of the body are not deemed appropriate for primary school settings. Watches can be worn but no smart watches.

Also, unless there is a written medical reason, powders, aerosols, creams or gels following swimming or at other times should not be brought into school.

CONSENT FORMS

A form is issued per child for the duration of their education at Kingsmoor. When completed and returned to school it gives parental consent for children to participate in additional school activities e.g. Afterschool clubs (not extended school), Interschool matches, local visits on foot or by coach or car.

Verbal or written details are given for specific events, and the consent form covers insurance requirements.

The consent form also covers consent to supervised internet use, photographs and video footage (sports days, Christmas productions), press photography and school website photography. Parents are responsible for organising lifts for external sporting fixtures.

PARENTAL SUPPORT

At Kingsmoor, we pride ourselves in setting high expectations for our pupils and the importance of our school values. In order to support this we ask that all adults in our school community, staff, governors and parents also follow our Kingsmoor code and treat each other with Kindness and respect. We appreciate at times an adult life can be challenging and we ask for continued positive communication with the school, either class teacher or Senior leadership team. Please be aware the school is here to support – therefore if problems arise with your child or another adult, we advocate the parent speaking to the class teacher in the first instance. Please refer to our parental code of conduct for further information.

SAFEGUARDING/CHILD PROTECTION

The Children's Act 1989 and the Children and Families Act 2014 requires that each school has a designated child protection officer (safeguarding lead) which in our case is the Headteacher or in their absence the Deputy Headteacher or School Business Manager. If matters relating to child protection issues are brought to the attention of the designated officer, then he/she is legally required to take necessary action, putting the interests of the child first. Any action taken is guided by the Local Safeguarding Children Board which lays down specific procedures for dealing with varying levels of concern. School action may include discussions with parents, social services, the police and other agencies.

Any information received from the variety of possible sources - staff, parents, and children - is treated with appropriate confidentiality and sensitivity.

If a parent has concerns, they can contact the school's Designated safeguarding lead - Mrs J Warren (Headteacher). Mr N Thompson and Mrs L Williams are the school's Deputy Safeguarding leads. Everyone has a collective responsibility to report any concerns they may have in the interests of Child Protection and keeping children safe in education.

ONLINE SAFETY

Parents and carers play a crucial role in ensuring that their children understand how to remain safe online. This is becoming increasingly important at home and in school.

The school will take every opportunity to help parents and carers understand these issues through:

- publishing the school Online Safety Policy on the school website
- providing them with a copy of the class learners' acceptable use agreement at the start of the year – this will accompany the class letter setting out clear expectations for online safety at school and home.
- publish information about appropriate use of social media relating to posts concerning the school
- seeking their permissions concerning digital images, cloud services etc
- parents'/carers' evenings, newsletters, website, social media and information about national/local online safety campaigns and literature.

Parents and carers will be encouraged to support the school in:

- reinforcing the online safety messages provided to learners in school
- informing school of any safeguarding concerns/online bullying (child on child abuse) which may arise through the use of social media outside of school.

The school's behaviour policy supports positive online behaviours and can be viewed on the school's website.

PASTORAL CARE

It is important for the school to be informed of any change in home circumstances which may affect a child. Similarly, we will let parents know of significant differences from their normal selves that we observe in children. Please inform the school of any changes made to the list of telephone contact numbers we have which we may need to use for notification of an emergency involving your child.

If you are concerned about your child's well-being or require support at home, please approach the class teacher in the first instance. A PFSA (Parental family Support assistant) is available in the school as well as a Senior mental health lead.

START AND END OF DAY TRANSPORT ARRANGEMENTS

All children arriving at school need a high level of supervision/ training regarding path and road safety because of the potential dangers near the school entrance at peak times. Please ensure your child walks with an adult into and out of school.

It is for this reason that drivers are requested not to use the school entrance and drive for parking or turning unless specific permission is given by the Headteacher.

The children travelling to school by bus are expected to behave well and follow the instructions of the driver. Continual inappropriate behaviour can mean that parents have to make alternative arrangements.

If there are to be changes in the daily routine eg: If the child who uses the school transport is not to go home on a certain evening or is to get off at a friend's house, or will be collected by someone different, will parents please inform the class teacher verbally or phone the office. **(Class dojo should not be used – in case messages are not read in time.)**

Similarly, supervision of pupils begins at 8.50am (when classrooms will be opened). Unaccompanied Children are not permitted on site before this time because of insurance liabilities.

Currently, school transport is provided free of charge for children less than eight years of age living in the school catchment area and if the distance to school is more than two miles. Children living within two miles of the school may at present use the school bus if there is room. A charge will be made for these children. Further details are available from the School office and Somerset Education Service Transport Section.

HOLIDAYS AND OTHER ABSENCE REQUESTS

Our aim is to achieve a high level of attendance at school to maximise the educational opportunities for pupils. When children are absent from school, attendance figures are recorded by the school and appear on the annual pupil reports to parents. Absences are either labelled authorised or unauthorised depending on the circumstances.

High levels of either type of absence are scrutinised by the Education Attendance Officer for Schools and we are obliged to follow their guidance. All schools are expected to improve attendance levels and therefore refuse requests for term time holiday.

Holiday absences are not authorised during a school year unless exceptional circumstances apply. Unauthorised absences can result in Penalty notices being issued to parents.

Parents should avoid removing their children from school during term time. Only in exceptional circumstances should a request be made to the Headteacher and this should be in advance of any arrangements being made.

Approved exceptional circumstances include: Educational examinations, Medical appointments, Parents wedding, Religious Observance, Official educational visits, Approved Sporting Activity, Traveller children, Holidays being taken by armed forces personnel after long term duty abroad,

> Holidays taken by Police and Fire Service staff when their dates are fixed for them.

> Compassionate leave at the discretion of the Headteacher/education attendance officer

Special Birthdays and family visitors or visits cannot be accepted as reasons for authorised leave.

However, occasionally even if there are exceptional circumstances, the leave may be refused if any of the following apply.

- The pupil has a poor record of attendance.
- The proposed absence is close to or during an assessment period.
- The proposed absence is at the beginning of a new school year
- The leave is not requested in advance

Holidays taken during term time will be treated as **unauthorised absence** in the registers. Prior notification is required by the school by completing a form available from the office.

In the past, holiday requests have often been made by families who are unable to meet the higher costs of holidays during the school holiday dates. This unfortunately cannot be considered an exceptional circumstance. There are 175 days of school holiday available during the year.

The decision to refuse to authorise holiday requests is not personal. The school has no wish to disappoint or alienate parents or pupils. Please see our attendance policy for further details.

ABSENCE

If your child is absent, an immediate telephone message explaining the reason for absence should be made. If a child is not marked into the register by 9.30am and contact has not been received by the parent, if possible, a telephone call will be made by a member of staff. When the absence is to be prolonged, parents should notify the school as soon as possible. Arrangements can be made for schoolwork to be provided at home, if this is appropriate.

The Education Attendance Officer for Somerset County Council has up to date information for all schools and will contact parents if there are more than 10 days of unauthorised absence. Similarly, if authorised absence notes become excessive, parents will be asked to discuss the situation.

URGENT AND EMERGENCY COMMUNICATION EXTREME WEATHER AND OTHER EMERGENCY CLOSURES

If the school needs to close because of an emergency, eg heavy snow or power failure, the information will be broadcast on local radio, eg Heart, BBC Bristol. Information will be posted on the school website or Facebook page with updates as they become available.

If possible a “whole school” email will be sent to all persons with parental responsibility (**hence the importance of keeping the office informed of changes to contact email addresses**).

These methods may be used in the event of the emergency closure of the school or other important updates when information needs to be gained quickly by many parents.

EXTRA CURRICULAR ACTIVITIES

These vary throughout the year but may include gymnastics, dance, football, rounders, cycling, rugby, netball, table tennis, athletics, music, cricket, and craft skills.

Details of each activity are given through newsletters or via older children. Some “free” clubs take place at lunchtimes, others between 3.30-4.30. Fees are charged for after-school clubs. Where numbers of interested children exceed capacity, rotas or selection criteria are issued.

KINGSMOOR’S CURRICULUM

The curriculum is defined as all the planned activities that we organise in order to promote learning, personal growth and development. It includes not only the formal requirements of the National Curriculum, but also the range of extra-curricular activities that the school organises in order to enrich the experiences of the children at Kingsmoor Primary School. It also includes the ‘hidden curriculum’, or what the children learn from the way they are treated and expected to behave. We aim to teach children how to grow into positive, responsible people, who can work and co-operate with others while developing knowledge and skills, so that they achieve their true potential.

At Kingsmoor, we believe it is important to give the children a wide range of opportunities and experiences which will enable them to acquire skills and be able to apply them. Children are actively encouraged to make choices, knowing that they are in a safe and secure environment.

We do this by providing:

- A full, varied timetable which focuses on all subjects in the National curriculum

As well as...

- Mystery Mondays – after every half term – to encourage independent learning, giving children opportunities to explore subjects in greater depth
- Friday activities – specifically designed activities which support the 5 Rs: Being Resilient, Resourceful, Reflective, building Relationships, taking Risks. Focussing on – Health and Wellbeing, Performance, Problem solving and Strategy, Arts and crafts, PE and Outdoor, Design and Technology and Computing.
- Forest school for every year group each term

Our curriculum is underpinned by the 16 Habits of Mind which encourages every child to think independently and develop a mindset which will be supportive when overcoming problems or facing challenges. Skills for life!



1. Persisting <i>Stick to it!</i> Persevering in task through to completion; remaining focused. Looking for ways to reach your goal when stuck. Not giving up.	2. Managing Impulsivity <i>Take your time!</i> Thinking before acting; remaining calm, thoughtful and deliberative.	3. Listening with understanding and empathy <i>Understand others!</i> Devoting mental energy to another person's thoughts and ideas; Make an effort to perceive another's point of view and emotions.	4. Thinking flexibly <i>Look at it another way!</i> Being able to change perspectives, generate alternatives, consider options.
5. Thinking about your thinking <i>Know your knowing!</i> Being aware of your own thoughts, strategies, feelings and actions and their effects on others.	6. Striving for accuracy <i>Check it again!</i> Always doing your best. Setting high standards. Checking and finding ways to improve constantly.	7. Questioning and problem posing <i>How do you know?</i> Having a questioning attitude; knowing what data are needed & developing questioning strategies to produce those data. Finding problems to solve.	8. Applying past knowledge to new situations <i>Use what you learn!</i> Accessing prior knowledge; transferring knowledge beyond the situation in which it was learned.
9. Thinking & communicating with clarity and precision <i>Be clear!</i> Strive for accurate communication in both written and oral form; avoiding over-generalizations, distortions, deletions and exaggerations.	10. Gather data through all senses <i>Use your natural pathways!</i> Pay attention to the world around you. Gather data through all the senses: taste, touch, smell, hearing and sight.	11. Creating, imagining, and innovating <i>Try a different way!</i> Generating new and novel ideas, fluency, originality.	12. Responding with wonderment and awe <i>Have fun figuring it out!</i> Finding the world awesome, mysterious and being intrigued with phenomena and beauty.
13. Taking responsible risks <i>Venture out!</i> Being adventurous; living on the edge of one's competence. Try new things constantly.	14. Finding humor <i>Laugh a little!</i> Finding the whimsical, incongruous and unexpected. Being able to laugh at one's self.	15. Thinking interdependently <i>Work together!</i> Being able to work in and learn from others in reciprocal situations. Team work.	16. Remaining open to continuous learning <i>Learn from experiences!</i> Having humility and pride when admitting we don't know; resisting complacency.



Our school website will provide you with further information on Kingsmoor's curriculum. Here you will find our school's Curriculum Policy which clearly states our intentions and our implementation across the school.
<http://www.kingsmoorprimaryschool.co.uk/curriculum.html>

HOMELEARNING

The main aims are to support and reinforce the children's learning in school and in older classes to gradually prepare the children for secondary school life. We would ask for your cooperation and support in helping your child on a regular basis with their learning, however, staff are conscious that this learning should be purposeful and enjoyable for both pupils and adults at home.

We consider the education of children to be a partnership between home and school.

Reading is the main area where adult support at home is invaluable for all pupils. Having started school, at an appropriate stage, the children will begin to bring home reading books linked to the phonics they are learning in school, (Read, write inc). Hearing your child read on a frequent basis (four times a week is suggested) is a fantastic way of spending quality time with your child and helping them make great progress in a hugely important area of the curriculum. Enjoying books together – asking questions – developing comprehension, learning new vocabulary and widening your child's imagination/knowledge and understanding of the world. All reading should be recorded in the child's reading record on a weekly basis.

Phonics and spelling patterns, learning number facts and times tables are also important skills where support at home is invaluable. Pupils are expected to know all times table up to 12 x 12 by the end of year 4.

Alongside reading and times tables each class have a half termly activity grid. The activities suggested on the grid support the areas of learning the pupils have covered that particular half term with the aim to inspire the pupils in areas of independent learning supported by adults at home.

Each teacher issues advise to their class about the activities each term. If your child is regularly having difficulty in completing the set task within a reasonable time, then please contact the class teacher.

As pupils progress through the school, expectations increase according to the age and ability of the child.

In cases where parents ask for more or less homelearning than may be regularly set we would discuss the reasons for this and where appropriate give advice, so that homelearning is complementary to schoolwork. Unrealistic demands on time and resources would be to the detriment of the majority of pupils and the school will consider what is reasonable in each particular case.

During the course of the year there will be changes of emphasis, similarly there will be some instances when homelearning isn't set due to staff absence or other events taking place in school. There will also be times when we will be sympathetic to missed homelearning deadlines due to family and other activities.

SPORTING EVENTS

Kingsmoor staff work alongside external sporting organisations to offer opportunities for all pupils to participate in inter school sporting competitions or tournaments. These tend to be offered to year 3-6 pupils as the pupils get older and more accomplished in their sporting areas. Kingsmoor staff are encouraging of all pupils in after school clubs and recognise the importance of all pupils being able to represent the school at some point during their Kingsmoor journey. Selection of pupils can vary dependent on event type and demonstration of good sportsmanship, displaying the Kingsmoor values.

Please note that the school is unable to arrange lifts to or from external sporting fixtures – this is parental responsibility. The school cannot take any responsibility for ensuring that parents have relevant insurance or booster seats if needed.

When attending events outside of school, it is important to note that our safeguarding and behaviour policies are followed. Pupils are made aware of this and appropriate behaviour should be adhered to at all times.

SWIMMING

As part of the National Curriculum we are required to teach swimming as an aspect of PE. All children take part in lessons for a term each year unless there is a significant medical or other reason for temporary withdrawal. The school subsidises these sessions but without parental contributions the activity cannot be provided to the same extent. The swimming pool regulations state that all girls are required to wear an all-in-one swimsuit – no two pieces allowed and all long hair (boys/girls) will be required to be tied back.

FINANCIAL SUPPORT FOR PARENTS

In addition to free school meals and subsidised transport, exclusion from charges for activities are available at certain times for families in receipt of certain Benefits.

If you are in receipt of any of the following: Income Support (IS); Employment and Support Allowance (Income Related); Universal Credit with an annual household income of less than £7400 after tax; Income-based Job Seekers Allowance (IBJSA); Guaranteed Element of State Pension Credit; Child Tax Credit provided you are not entitled to Working Tax Credit, with an annual taxable income (as assessed by HMRC) of less than £16,190 then you may be entitled to other support in school such as subsidies for swimming and trips or Free School meals.

In addition to this financial help, the school needs this information to give as statistics (**not pupil or parent names**) to the education department so that they make fair comparisons between schools. More importantly, a part of the school budget is also based on the number of children eligible for Free School Meals. If we don't know, we don't get the money and everyone loses out.

Confidentiality will be maintained and your details are secure with us. Contact Mrs Williams if you are in receipt of any of the above benefits

Please note that by providing your proof of eligibility for Free School Meals does not mean that your child has to take up the free school meal provided by the school.

EDUCATIONAL VISITS

Throughout their time in school, children will be given the opportunity to widen their experience and understanding of the world by participating in Educational visits. These events range from a short walk from school to study their immediate environment to a residential stay engaging in outdoor and adventurous activities.

Whatever the type of activity, it has been planned to be a required part of their educational programme and thus, is a valuable part of school life.

Where necessary voluntary contributions are asked for in order to meet the costs of the activities.

MEDICAL ISSUES

If your child has a serious or recurring medical problem, please ensure that we are informed so a health care plan can be implemented if necessary.

If it is agreed between parents and the class or headteacher that exceptional circumstances apply then special arrangements can be made for the administration of prescribed medicines where the medication has to be taken four times a day. Any medicine that has been prescribed to be taken three times a day can be given at home; in the morning before school; in the afternoon immediately after school and at bedtime. Parents should complete an Authorisation and Medicine detail recording form which can be obtained from the school office.

Medication that requires a clean procedure, such as eye drops/ointment or skin creams, will only be administered in school in extreme cases. If your child is not unwell but needs such treatment, you may have to come into school to administer any necessary medication.

Where children have been ill due to common ailments e.g. Influenza, heavy cold, sickness or diarrhoea they should be kept at home until recovery is complete. At least 48 hours should pass between the last bout of sickness or diarrhoea and returning to school. This has proven to be effective in reducing bugs being passed between children.

If your child is ill or is injured at school, we shall try to contact you by telephone.

Health Checks

Throughout their primary years children will be seen on various occasions for routine screening tests. It may also be necessary for medical professionals to carry out checks on specific children if a problem is suspected, e.g. Hearing Loss. Parents will be asked for consent to this prior to the screening occurring.

Infectious Diseases/Conditions

If your child is diagnosed as having one of the following diseases, please follow the medical advice given by your GP relating to exclusion from school or ask at the school office for the latest advice. This will help contain possible outbreaks and unnecessary and uncomfortable absences.

Chicken pox, Measles, German measles, Mumps, Impetigo, Conjunctivitis and others from time to time

Verrucae - Some children are unfortunately prone to this form of foot infection despite the precautions taken by swimming pools and parents. If your child has a verruca, the guidance to school is that children can continue with normal school activities including swimming. Further medical advice can be obtained from your GP or NHS direct.

Head Lice - For some families this is a very frustrating problem. Regardless of how well an individual family responds to an outbreak and how many letters are sent from school advising other parents, the infestation reoccurs. The only way to eradicate the problem is for the whole school to be 'free from headlice'.

Regular thorough wet grooming is now said to be the most effective preventative available. Please use a fine comb on your child's wet hair as frequently as possible.

Covid – Government advice for children that receive a positive test result is to stay at home and avoid contact with other people for 3 days after the day of the test. If there is no temperature and your child is feeling well after this they can return to school.

EXTENDED SCHOOL PROVISION Kingsmoor “Late Leavers/Breakfast Club”

The club runs daily throughout the school year.

Breakfast club runs daily from 8.00 until 8.50am. Late Leavers runs from 3.30 – 5.00.

The clubs can be used on a “drop off” or regular basis. Breakfast is served until 8.30am each morning and activities until 8.50am when staff escort children to their relevant classes.

Drop in sessions for the afterschool provision have to be notified to the school during the day of request. This is to ensure places are available and appropriate staffing ratios are available. Priority is given to working parents who use the facility on a regular basis. A late phone call for an afternoon “drop in” session may be declined if capacity has been reached.

Registration forms are required for all children attending the extended school provision. This is to ensure up to date contact details are known and to confirm that all terms and conditions have been read.

PARENTS/KINGSMOOR FRIENDS HELPING IN SCHOOL

We are very pleased to welcome voluntary helpers into our school to work with the children. This allows time to be spent with individuals and small groups while enabling staff to plan more varied and demanding activities for the class.

All regular non-staff volunteers are interviewed by the Headteacher and issues relating to safeguarding, confidentiality, behaviour of children and school organisation are discussed. Volunteers are also expected to submit their names for police clearance - a vetting procedure for certain categories of criminal offence (Safeguarding).

Parents offering to assist other parents regularly with transport to events are expected to comply with current legislation regarding safety belts, booster seats, roadworthiness and insurance.

COMPLAINTS

We hope that any complaints that parents may have can be resolved by the school. Therefore, any complaints, in the first instance, should normally be made to the Class Teacher and then Headteacher, and it is hoped that in most cases complaints will be dealt with at this informal level.

If the complaint cannot be resolved at this informal level (ie with the Headteacher) then the parent should submit his/her complaint in writing to the Clerk of Governors (who will acknowledge receipt of the complaint). If the matter cannot be resolved by the Governing Body the complaint can be referred in writing to the Secretary of State for Education.

We hope that any complaints can be resolved by the parent concerned discussing the matter with an appropriate member of staff. If you require any detailed information on the Complaints Procedure full details are available on the school's website.

SCHOOL VISION, VALUES AND THE KINGSMOOR CODE

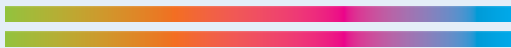


Kingsmoor Primary School



"An inspirational school where we
all want to work, learn and grow to
become the best we can be"

KINDNESS RESPECT



RESILIENCE TOLERANCE



THE KINGSMOOR CODE

The school encourages pupils to work and behave in a way which leads to their own successful development. To help with this aim we use the Kingsmoor Code, the main principles of which are set out below:-

*We look after each other,
our school and everything in it.
We try our best in everything we do.
We are friendly and polite towards each other.*

Certificates reflecting these principles are awarded to children nominated by members of staff at the end of each week. The variety of certificates cover many examples of achievement and progress and also recognise achievements in overcoming problems and encouraging independent thinking. (16 habits of Mind)

We also nominate pupils known as the "Kingsmoor Scholars". During their week scholars help with lots of tasks in school and take on responsibilities. A badge is worn and a special certificate Awarded.

Our vision

"Kingsmoor is an inspirational school where we all want to work, learn and grow to become the best we can be."

In order to achieve this the school will:

- Provide a high quality, inclusive education for all where creativity and personality are allowed to blossom and thrive and where independence, motivation and perseverance become life-long skills in a safe, secure and happy environment.
- Nurture all individuals to develop confidence in themselves and tolerance of each other.
- Empower individuals to have high self-esteem, ensuring that they aim high and achieve their full potential in all areas of the curriculum celebrating individual achievements and encouraging the success of their peers.
- Ensure individuals are equipped with innovative thinking skills which support their journey in life - enabling them to overcome setbacks or problems with a positive mind-set and resilience; and to be prepared for their next stage of education.
- Support and encourage all children to respect themselves, each other, the environment and society so that they grow into kind, caring young people who are passionate about making a difference and having a positive impact on our world.
- Encourage the behaviours of honesty and trust throughout the school community.
- Work together as a community to support a greater understanding of each other, our health and general wellbeing.
- Work in partnership with children and families, our governing body, whole school staff and the wider community, instilling a 'sense of belonging' and creating positive relationships.
- Champion a teaching staff dedicated to enabling pupils to realise their full potential.



The aim of the school is to help our pupils achieve their full potential as learners within a happy, caring atmosphere.

To achieve this successful personal development we place an emphasis on the relationships we build, the environment we create and the expectations we have.

Governors, Parents, Staff and pupils are all involved in the process and by working together we can provide the quality of education that our children deserve.

Our values

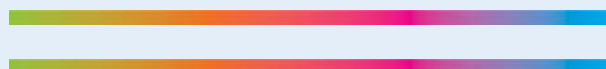
Our school values are underpinned through our *Kingsmoor code* which is manifested by the whole school community- governing body, staff, parents and pupils.

It aims to promote *kindness, respect, resilience and tolerance* as the school's core values.



*"We look after each other,
our school and everything in it.
We try our best in everything we do,
We are friendly and polite
towards each other."*

KINDNESS RESPECT RESILIENCE TOLERANCE



WHAT DO OUR PARENTS AND OFSTED THINK OF KINGSMOOR?

"The school's caring ethos and high expectations are reflected in pupils' extremely positive attitudes, leading to the very favourable climate for learning.

Ofsted 2023

This school continues to be good.

The school has maintained the good quality of education since the last inspection. Ably supported by the senior leadership team, the Headteacher leads the school with drive and determination. The school is in a stronger position than when it was last inspected

Ofsted 2017



Activities such as themed days, Friday activities, special events, Mystery Mondays, Forest School productions, etc. are a real strength.

I love the wide range of extra activities that the school do and provide in school and after. I thought the dance festival was great, both children and staff put in a lot of effort

The mural created by our Year 6 teacher and pupils for the Queens Platinum Jubilee



"Staff have high expectations for pupils' behaviour and conduct. Pupils respond well to the clear structures and routines that are in place. Children in the early years are respectful and eager to learn. The environment in classrooms and around the school is calm and purposeful"
Ofsted 2023

The school environment is a welcoming, fair and inclusive one. I couldn't have asked for a better start to my child's journey into education.

Caring environment, staff really do care about the children and listen to them. Lovely passionate staff

Visit our website www.kingsmoorprimaryschool for more photos

The school is really lovely. As parents we couldn't have made a better choice of school for my child. She has settled so well and loves it so much. Thank you
fabulous school, amazing staff

“Pupils agreed unequivocally that they feel safe in school. This is because of the culture of care that you have created. Governors, parents and pupils are united in their praise for you and your staff and your commitment to ensuring that pupils feel safe, both physically and emotionally”
Ofsted

I feel very lucky to be able to send my daughter to what is a wonderful school. The fact that she looks forward to school each day and hates it if she is ever off ill is a testament to itself

“Pupils enjoy coming to this inclusive and welcoming school. They are polite and courteous. Pupils talk confidently about the ‘Kingsmoor Code’. They understand how this helps them to be kind, respectful and tolerant of others. Parents and carers are overwhelmingly positive. Many of them comment on the school’s warm and friendly environment and the way in which staff support and care for pupils”
Ofsted 2023

Kingsmoor’s Green
Week and
Remembrance Day
work



The focus on manners, good behaviour and care and consideration for each other makes this a very special school which we are lucky to be part of



Forest School at Kingsmoor



