



BEVERLEY ST NICHOLAS PRIMARY SCHOOL Prospectus 2019-2020



Valuing pupils, fulfilling potential

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WELCOME

We are proud of our school and what our pupils achieve. This prospectus has been produced to give parents and carers an insight into school life, show how we value pupils and fulfil their potential and provide all the information you will require.

The school is situated on the east side of Beverley.

Our staff work closely together to give pupils a broad range of learning experiences, this allows pupils to seamlessly progress from one key stage to the next.

We strive to produce an environment that allows pupils to achieve their potential, develop an understanding of themselves and others and to care about the world we live in.

As well as classroom based experiences we offer a range of other activities to support learning. Extracurricular activities are varied and range from sports and choir to theme days that bring topics to life.

We are very proud of our school and visitors can be assured of a warm welcome from both staff and children alike. Please contact the school for an appointment.

Should you have any other questions please do not hesitate to contact us.

Mrs. L Pollard
Head Teacher

VISION STATEMENT

Our vision at Beverley St Nicholas Community Primary School is to create a warm, supportive, nurturing, secure and happy learning environment where everyone feels valued and are encouraged to recognise and achieve their full potential.

OUR AIMS

To provide a happy, caring and stimulating environment where quality relationships are important and each individual is valued and respected.

To enable everyone to experience success and help pupils develop lively, enquiring, imaginative and creative minds.

To prepare children for the challenges and opportunities of adulthood in a changing world.

To provide an exciting, broad, balanced and relevant curriculum, appropriate for individual needs.

To fulfil potential in all areas of school life.

To work together in partnership with parents so that they are fully informed and involved in their children's education.

ADMISSION/ORGANISATION

Admissions Policy

If your child is 5 years old between 1st September and 31st August he/ she will be eligible for a place from the start of the Autumn term. Please contact the admissions team at the LEA on 01482 392131 for further information. Our Foundation units have children attending from 3 years old on a part time basis. Please contact the school to apply for a place.

The school's current admission arrangements adhere to the published criteria contained in the "East Riding of Yorkshire Guide to Schools."

Organisation

Foundation stage 1 (FS1) and Foundation stage 2 (FS2) make up the Foundation Unit.

The children attend FS1 from the age of 3 years old on a part-time basis.

FS2 pupils age 4-5 attend school full-time.

Key stage 1 (KS1) children aged 5 - 7 years old.

Key Stage 2 (KS2) children aged 7 - 11.

DAILY SCHEDULE

Foundation Stage 1: 8.50 am - 12:00 pm

Foundation Stage 2: 8.50 am - 12.00 pm, 1.00pm - 3.25pm

Children will be welcomed into the unit each morning by staff. Parents are welcome to come in and ensure their children are settled. At the end of the session children will be handed over to their parent(s) / carer(s) by a member of staff.

Key Stage 1: 8.50 am - 12.10 pm, 1.10 pm - 3.30pm

Pupils are asked to arrive 5 minutes before the start of the day at 8.50am. Children will line up at the appropriate entry points into school and will be met by a member of staff before being accompanied into school. At the end of the school day, your child will be allowed to leave once a staff member has ensured their parent /carer is present.

Key Stage 2: 8.50am - 12.10pm, 1.10 pm - 3.30 pm

Pupils are asked to arrive 5 minutes before the start of the session. Pupils line up in their classes and a member of staff will accompany them into the building.

Breakfast club runs from 8.15am-8.45am.

ATTENDANCE

We believe it is vitally important that the children attend school every day to allow them to benefit from the rich curriculum that is offered.

As a parent/carer we ask you to:

- Ensure your children attend school. If they are due to be absent please telephone the school office on the morning or before any scheduled appointment. This will allow your child's class teacher to be informed and the attendance register completed.

As a school we will:

- Encourage attendance and will award certificates to those children who attend 100% each term. There is also a trophy awarded to the class with the highest attendance each term.
- Contact you if your child is marked absent and the school has not been contacted. We work closely with the Local Authority to assist those children with poor attendance.
- Attendance is monitored closely by the governing body. The school adheres to East Riding's exceptional leave policy. The Head Teacher is unable to authorise any holidays during term time.

SCHOOL UNIFORM

A school uniform promotes a feeling of community and identity within the school. It also gives the children a sense of purpose; they have dressed to learn.

As a school we will:

- Ensure the main parts of the uniform are affordable and available from supermarkets and local shops.
- Make sweatshirts with the school logo, which is optional, available from the school.
- Through the Friends of the School, hold regular used uniform sales which, as well as raising funds for school, provides a source of good quality second hand uniform.
- Telephone or text parents and remind them of the uniform policy if their child doesn't attend in full uniform.

As parents/carers we ask you to send your child in the following uniform:

BOYS

- Trousers/ shorts - grey or black
- Polo shirt - white
- Sweatshirt - Red (with or without the school logo)

GIRLS

- Skirt/ pinafore or trousers - grey or black
- Polo shirt - white
- Sweatshirt/ cardigan - Red (with or without school logo)
- Dress - Red Gingham (summer term)

SCHOOL UNIFORM

PE

All pupils must have a P.E kit in school. Both boys and girls should wear a red T- shirt and black shorts. We also ask that trainers, jogging bottoms, a long sleeved shirt, sun hat and water bottle are included in the kit as often PE will take place outside.

Footwear

Sensible shoes should be worn to school that are suitable for playground fun.

Jewellery and shoes with heels are not part of our school uniform. If studs cannot be removed they must be taped up for PE.

It is recommended that all items of uniform are clearly marked with your child's name so they can be easily returned if they are mislaid.

School book bags are required to take homework, reading books, letters etc. home on a daily basis. We encourage parents/ carers to check the contents regularly.

Water bottles are encouraged to be brought to school. Good hydration aids concentration.

The school office has available to purchase; sweatshirts, cardigans, book bags, PE kits and water bottles. All carry the school logo.

LUNCH AND BREAK TIMES

We believe lunch times are an important part of a child's education. It is a time to develop their social skills through eating and playing together.

As a school we will:

- Provide food which promotes healthy eating.
- Provide hot and cold food prepared in our own kitchens to a menu directed by the East Riding Council. The menu is displayed in the school offices and online at www.eastriding.gov.uk.
- Provide free school meals to all Foundation and KS1 pupils.
- Provide advice and support for those who may be entitled to free school meals in KS2. In general terms you may be entitled to free school meals if you are in receipt of any of the following benefits:
 - Job seekers allowance
 - Income support
 - Child Tax Credit
 - Employment Support Allowance(Further details are available at www.eastriding.gov.uk where an application form can be downloaded. Application forms can also be requested also from the school office).
- Encourage good behaviour over the lunch time period by:
 - The lunchtime supervisors using GAFA awards (Good and Friendly Attitude). These are displayed in each school hall.
 - Each week 6 children are chosen to sit at the "top table" if they have shown excellent behaviour. The top table

LUNCH AND BREAK TIMES

is set and decorated for dinner. The children are joined by either the head or assistant head teacher and the food is served to them at the table instead of queuing. This reward takes place on a Friday.

As parents/carers it is expected:

- You provide payment for meals in a named envelope at the beginning of each week. The menu is sent home in advance and choices should be selected and accompany payment. Currently school meals cost £2.40 per day;
- If providing your child with a packed lunch:
 - Use a named lunch box.
 - Include fruit and vegetables to support our Healthy Eating Status . Only one biscuit based chocolate item is allowed. Any other sweets and chocolates will be sent home. Fizzy drinks are prohibited;
 - Recycling is encouraged and to keep the waste to a minimum children are asked to take their rubbish home for disposal.

Break Time

There is a fifteen minute break incorporated into the morning session.

In Foundation unit the children are provided with a drink of water, juice or milk and a piece of fruit at morning break.

In Key Stage 1 the children are provided with a piece of fruit at the morning session.

In Key Stage 2 the children are able to purchase a drink, roll or bagel and fruit from the school kitchen tuck shop.

STAFF

Head Teacher

Mrs L Pollard

Assistant Heads

Mrs V Hart

Mr J Horsley

Mrs L Priday

Foundation Unit

Mrs L Fraser

Miss K Main

Key Stage 1

Miss A Agnew

Mrs V Booth

Mrs V Hart

Mrs L Holland

Mrs L Priday

Key Stage 2

Miss C Chappell

Mrs Y Fox

Mrs C Holmes

Mr J Horsley

Mr D Norton

Mrs R Raisin

Miss A Wilson

Mrs M Harrington

Mrs C Hamilton

SCHOOL GOVERNORS

The main role of the school governing body is to support the Head Teacher and the staff through providing rigorous challenges to ensure the school is constantly improving. A role described as a “critical friend.”

The main duties are to:

- Set strategic direction, policies and objectives.
- Approve school budget.
- Review progress of the objectives set.

There are termly full governing body meetings to discuss issues arising and curriculum meetings to monitor the progress within school. A number of smaller working groups are set up to look at particular areas. These include Finance, Standards, Engaging Parents and the Community and Health and Safety.

There are different types of governors appointed by different groups. These are:

- Co-opted governors who are appointed by the Governing Body.
- Local Authority Governors who are appointed by the Local Authority.
- Parent Governors who are elected by the parents and carers. Like all Governors they serve a 4 year term of office and you are encouraged to think about standing for election when a vacancy arises.
- Staff Governors who are elected by staff employed at the school.

SCHOOL COUNCIL

The school council plays an integral part in school life. At the start of each year two pupils from each class are voted by their peers to represent the class at the school council. Meetings take place termly and often members of the governing body are present to gauge pupil opinion on relevant topics.

Recent topics that have been discussed include the plans for our new school and interviewing for new members of our teaching staff.

HOME SCHOOL AGREEMENT

As the children start on their education journey they, the school and the parents/carers will be asked to sign a home -school agreement. The purpose of this is to:

- Promote and encourage the partnership between the school and the parents and carers.
- Raise standards across the school.
- Make expectations clear on both sides.

We ask that you read the agreement with your child and discuss the content and what it means. Each key stage has an agreement designed towards the age and understanding of the children to which it refers. It should then be signed and returned to the school.

At the progression between Foundation, Key Stage 1 and Key Stage 2 we will ask you to review the home-school agreement again and allow you to refresh your mind to what the school, parents and pupil have agreed.

HOMework

Homework provides an opportunity for learning at school to be practised and consolidated at home. It also strengthens the home school partnership by giving parents and carers the opportunity to show an active interest in their child's work, whilst the child can "show off" their achievements.

As a school we will:

- Provide workshops for parents to help them to understand the learning process and their role in it.
- Provide relevant homework on a regular basis with emphasis on reading and numeracy.
- Mark and assess homework.
- Provide a homework club once a week to allow time after school to complete any homework given.

As parents we ask that you:

- Encourage your child by showing an interest in what they are doing.
- Ensure your child completes and hands in homework on time.
- Ensure you allow your child a quiet place to complete their homework.

PARENT CONSULTATIONS

We believe that children learn best when the school and parents or guardians work together in partnership.

As a school we will:

- Keep you informed of your child's progress and development by holding two consultation meetings a year. The first is in October and allows you to meet with your child's teacher and discuss the pupils targets and expectations for the year. The second is later in the year (usually in March / April) and allows a discussion of your child's progress, identify their strengths and discuss areas for development.
- Provide a written report at the end of the year to summarise the years' achievements and attainment.
- Hold an open evening for all new starts in July for both Foundation Stage 1 pupils and Foundation Stage 2 pupils. This provides an opportunity to meet with your child's new teacher and ask any questions you may have. Individual visits to the unit are also welcomed by prior appointment.
- Provide parents with a drop in opportunity to discuss any issues they have with the Head Teacher every Monday between 9 am and 10 am.
- Provide informal opportunities to talk to staff at the start and end of the day.
- Provide regular workshops for parents to help them understand teaching and learning at the school.

As parents /carers it is expected:

- That you attend these consultations meetings with your child and contribute to the partnership working to fulfil your child's potential.
- Raise any concerns as soon as possible. You do not have to wait for a consultation meeting.
- That you attend workshops relevant to you child.

VOLUNTEER HELPERS

The school values the contribution that parents and carers can give to the school. It's part of the home-school partnership to fulfil the potential of all.

It can be interesting and enjoyable being a parent helper and it is not just restricted to parents...grandparents, aunts, uncles etc. can all provide invaluable help.

Volunteers can help in a number of ways including listening to children read, assisting in maths challenges or helping small groups of children in tasks directed by the teacher such as painting, crafts, gardening. Even just an hour a week makes a valuable contribution.

You will appreciate that in the interests of child protection the school is required to complete a DBS check on all volunteers. These forms can be obtained from the School Business Manager and she will assist and advise on completing the form.

FRIENDS OF ST NICHOLAS

We are very lucky at Beverley St Nicholas Primary to have a very active and supportive Friends Association.

All parents and carers can become members of the Friends Association. However if you want to be more involved then you can join the Friends committee. This is a group of parents and staff that organise fundraising events with all the money raised going directly back to the children. Recently the Friends have provided iPads for use in class, subsidised school trips and helped purchase a number of items including new equipment for the school library and a new keyboard for assemblies.

If you feel you can offer support to the "Friends" for even a small amount of time please make contact via the school offices. They would love to hear from you.

GENERAL INFORMATION

School Address:

Beverley St Nicholas Primary School
Holme Church Lane
Beverley

Telephone: 01482 862882**Email:** beverleystnicholas.primary@eastriding.gov.uk**Website:** beverleystnicholasprimary.org.uk/**School classification:** Community primary co-education day school.**Religious affiliations:** The school has developed good links with all the local churches, however it is not affiliated with any religious denomination.**Charging for School Activities**

The details of the school charging policies can be found on the website. Without the contributions requested school trips would not be able to take place. The Friends of the school often subsidise the cost of trips. If you have any difficulty in providing a contribution please contact the Head Teacher to discuss the situation confidentially.

Pupils in year 6 have the opportunity to attend a residential trip at Robinwood Activity Centre where the children enjoy various outdoor pursuits and evening activities. Each year the trip is a fantastic success with pupils and staff having an excellent time. The cost of this trip has to be covered in full by the parents or carers of the pupils.

SCHOOL CURRICULUM

As a school we will:

- Offer a curriculum that will prepare pupils for the opportunities, responsibilities and experiences of later life.
- Put our children at the centre of their learning and place an emphasis on nurturing skills and attitudes such as resourcefulness and cooperation.
- Endeavour to bring the National Curriculum alive by making links between the individual subjects and applying them to topics which have been designed and planned to embrace a range of key skills.
- Inform parents/carers at the start of each term what the pupils will be learning and what subjects and topics they will be covering. Once planning is completed we will post the curriculum by subject and year group on the website.

As parents/carers we ask you:

- Encourage discussion with your child on topics they are currently studying.

SPECIAL EDUCATIONAL NEEDS

Our school is committed to be an inclusive school that ensures those children identified as having special educational needs and disability (SEND) access an appropriate and high quality education.

As a school we will:

- Ensure once a pupil has been identified as SEND, the coordinator (known as the SENco)will meet regularly with class teachers to monitor progression. Both the SENco and teacher will ensure that pupils will access the curriculum with the help of differentiated planning.
- Ensure that pupils with SEND are perceived positively by all members of the school community.
- Communicate with parents /carers and the individual pupil when forming individual support plans.
- Publish a SEND statement policy on the school website.
- Ensure a named governor has responsibility for SEND.

As parents/carers we ask you:

- Inform us of any issues you may have or worries regarding progress or behaviour.
- Attend any meetings required with either the school or outside agencies when required.

COMPLAINTS

At St Nicholas Primary School, we welcome suggestions from you for improving our school.

We value the relationships that we have with parents and carers and we hope that if you are unhappy about anything that is going on in school you would feel able to come in and talk to a member of staff about it. Be assured that our support and respect for you, and your child, will not be affected in any way, so please come in and tell us of your concern as soon as possible. Most complaints arise from misunderstanding, or from a lack of communication, so speaking to the class teacher initially, Assistant Headteachers or Head teacher, is usually the best way of resolving these situations. Contact the school and we will arrange a meeting with you as soon as practically possible.

If the problem cannot be resolved informally then there is a formal procedure to be followed, details of which can be obtained from the school or local authority.

PUPIL PREMIUM

The government believes the pupil premium, which is provided in addition to main school funding, is the best way to address the current underlying inequalities between children eligible for free school meals (FSM) and their peers. Funding also exists for children who are looked after and also those of service personnel.

As a school we will:

- Track each child carefully and target the funding to areas that may require improvement. However we recognise that not all children in receipt of FSM require improvement and in these cases funding can be used to help further extend these pupils attainment.
- Use pupil premium to finance small learning groups for reading, improving handwriting, extra maths groups and other intervention groups. It may also fund additional teaching assistant support in classroom to maintain high level of TA support to ensure targeted intervention within the classroom.
- Publish a statement each year on our website showing how the pupil premium is being used and once figures are available demonstrate the effect extra funding has had on narrowing the gap between FSM & non FSM pupils.
- Appoint a nominated governor to monitor the effect of the pupil premium.

As a parent/carers we would ask that you:

- Apply for FSM if you qualify even if you don't intend sending your child for school lunches. The extra funding can be essential to aid progress in school. You can find out if you qualify and get an application form from www.eastriding.gov.uk;
- Encourage and assist your child in any extra activities with which they are involved.

BEHAVIOUR

Good behaviour is essential to allow children to progress in school and feel safe. The school's behaviour policy is based on self-discipline and a respect for others.

As a school we will promote good behaviour through:

- The "Good to be Green" system in class.
- Merits, house points, class rewards, lunchtime GAFA awards and certificates are all used to demonstrate to the children that good behaviour and hard work is recognised and rewarded.
- Celebration assemblies which are held each Monday and are a further opportunity to recognise and reward good behaviour and those recognised on " Marvellous Mondays " have their names and achievements published in the weekly newsletter.
- Inappropriate behaviour is not tolerated and will be dealt with following the behaviour policy document which can be found in the policy section of the school website.

We ask parents/carers to:

- Ensure that their child/children understand the benefits of good behaviour.
- Have an interest in what their child/children do at school.
- Support the school in the implementation of the behaviour policy.
- Raise any concerns with a member of staff as soon as possible.

GETTING TO SCHOOL

As part of a healthy lifestyle we encourage pupils to walk, cycle or scoot to school as much as possible.

Our site has bike shelters to store bikes and scooters. The legacy of the Tour de Yorkshire has resulted in our school being one of the first to have a bike library – we can lend any child a bike if requested. Donations of old bikes are also welcome. www.bikelibraries.yorkshire.com is an official website that provides more information .We would encourage children to wear helmets. In year 6 cycling skills are taught in small groups.

We have achieved a Modeshift gold stars award in recognition of our achievements towards supporting cycling, walking and other forms of more sustainable travel.

If cars are required to transport pupils to school please ensure you do not park on the zig zag yellow lines at the times indicated. This is for the safety of the pupils. Please also do not park in front of the school gates or park in the school car park without a prior agreement from the school.

Each year our Junior Travel Ambassadors are elected and help monitor and promote road safety around the school.

EXTRACURRICULAR ACTIVITIES

Art
Table Tennis
Jam Club
My Book Blog

Tiger Trust
Badminton
Football
Tennis

Homework
Science Club
Breakfast club

It is thanks to the extra efforts of the staff and parent volunteers and community leaders that these clubs take place and as a school we are very grateful. If you have a skill you feel you could share with the school we would love to hear from you. Please contact the school office.

MUSIC LESSONS

There are lots of opportunities during school life for your child to enjoy music as part of the curriculum and also as part of the school choir or attending the "Big Sing", an annual concert in Bridlington.

Costs for individual lessons are set by the extended music serviced and can be paid on a monthly basis.