

Inclusion

Children who find learning difficult may have special teaching arrangements made for them. This is usually in their classroom and often as part of a group. Parents are made aware of any concerns, fully consulted if problems continue, and kept informed of their child's progress through additional review meetings.

Our SENCO Mrs Sturgess is always available to discuss any concerns that you have. She can be contacted on 01604 751130. Our SEN report and inclusion policy are available to view on our school website.

Health and Medicines

Only Prescription medicines are administered in school. These should always be named and taken directly to the school office for safe keeping.

We have been advised by the Local Authority, that medicines to be taken three times a day can be given at breakfast, directly after school and at bedtime. We will only give prescription medicines that have to be taken four times a day, and a permission slip must be filled in by the parent.

Children who have Asthma and use inhalers are encouraged to keep them in school and use them independently. The school also requires a permission slip for the inhalers. This is available from the school office.

We have a School Nurse assigned to our school. Should you have any medical queries we will happily contact her for you. The School Nurse is in school on a regular basis and carries out routine checks on eyes, ears, weight, hearing etc. she also helps the School Doctor with medicals if they are required.



2024-25

Introduction

A big welcome to Earl Spencer Primary School. The success of our school is built upon positive, respectful relationships between staff, children, parents/carers and governors.

We have a strong team of staff who are committed to providing a high-quality learning environment where children can achieve their full potential. At Earl Spencer Primary we are a family. Bullying, racism and any other form of negative behaviour is not tolerated. We also actively promote the fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.

Teachers and support staff all work hard to maintain a safe and happy school where children are encouraged to become enthusiastic and life-long learners. Children are valued as members of the school community and our Behaviour Policy places emphasis on celebrating success and taking responsibility for their actions.

The school strives to give children lots of opportunities in music and sport as well as excelling academically.

Parents are encouraged to be active partners in their children's learning through effective communication, regular information about children's learning and progress, homework activities and a strong emphasis on developing children's reading skills from an early age.



Behaviour at Earl Spencer

Children are expected to behave well in school and follow our school rules. Hard work and good behaviour is rewarded. Poor behaviour is managed by graded sanctions as appropriate to the age of the child.

Our school rules are simple, clear and understood by all of our children.

*We are **kind** to others.*

*We **respect** property.*

*We are **honest**.*

*We **try our best**.*

We actively seek the support of parents to maintain high standards of behaviour. Parental support is essential. We have a Home School Partnership Agreement that sets out parents' responsibilities.

We do not tolerate bullying at Earl Spencer and work with children, staff and parents to ensure that our school community is able to identify when bullying occurs and deals with it swiftly and effectively.

Consultation with Parents

Parent Consultation Meetings are held twice a year, in the Autumn and Spring terms, when you will be invited to review and discuss your child's work, behaviour and progress.

Pupils' reports are given to Parents shortly before the end of the Summer Term to inform them of their child's achievements, successes and targets for future work.

We would stress, however that these more formal times are not the only time you can share concerns or ask questions. Teachers and senior leader are always willing to discuss work or problems, they may need some prior notice as class and school commitments may already have been made.

Home and School Partnership

We make every effort to develop and maintain a partnership with home as we believe through working together we can ensure the best possible education for your children. We welcome parents and carers into school and value the help and support they can give us.

If you want to talk to your child's teacher concerning issues related to your child, the best time is before school or after school, when all the other children have left the classroom.

Senior Leaders are regularly available to talk to parents and can always be located in the playground first thing in the morning and at the end of the school day. If parents have any queries, comments or concerns, please do speak to a member of the Senior Leadership Team at the earliest possible opportunity.

We employ a Family Support Worker and Wellbeing Mentors at the school, to support children and parents who may be struggling to access or enjoy different areas of school life for a variety of reasons. Again, members of staff are visible at the start and end of the school day, or can be contacted through the office.

We also employ Bengali and Polish speaking Teaching Assistants to support children and families at the school and have adults in the school who speak languages other than English. If you have any queries about school and language is a barrier, we will do our very best to help and support.



Our School Vision

- * To encourage high aspirations and ambition for all members of our school community ensuring that all potential is fulfilled.
- * To have pride in ourselves, our work, our achievements, our school and being ready to learn.
- * To encourage a sense of fun and enjoyment in all learning and experiences.
- * To be able communicate clearly and effectively with all members of our school community using a wide vocabulary



Governors

The School has a Governing body that meets three times each term. The Governors oversee the running of the School and deal with the Budget, Health and Safety, Curriculum and Staffing. Parents are represented on the Governing body and the representative can be contacted through the School Office. The Chair of governors is Mrs Jenny Daniels and can be contacted through the school office.

Our Curriculum

Our curriculum has been designed to provide equity of opportunity for all children, no matter their background. It is intended to build upon their experiences, including those offered by the school, to create a culture where all children can access the curriculum.



Our curriculum is planned to:

- ◆ Help children to become INDEPENDENT, RESILIENT, ACTIVE learners
- ◆ Be MEMORABLE, fun and engaging
- ◆ Provide opportunities for our children to experience the wider world and gain first hand experiences to inform their learning, through planned trips and visitors
- ◆ Have a strong focus on our core subjects of reading, writing, maths and speaking & listening, including opportunities to read, write, speak, debate, discuss and question across a range of styles and subjects
- ◆ Provide a topic based broad, balanced curriculum, making links to prior learning, knowledge and skills so that the learning is meaningful
- ◆ Provide an inclusive curriculum that all of our children can access
- ◆ Support all of our children with their well-being, giving them tools and strategies to assist them with being ready to learn
- ◆ Be flexible and allow us to respond to personal, local and national events

Jewellery

Children are asked not to bring jewellery to school and we accept no responsibility for any losses. Watches are allowed, but again we expect the owners to be responsible.

Earrings can be dangerous in school, especially the hoop variety, and so we ask that only studs are worn. We advise Parents not to send children to school wearing earrings on PE or club days as they need to be removed for sporting activities and could get lost.



Extra-Curricular Opportunities

We offer many different clubs for our children both before and after school. These range from sporting activities such as gymnastics, yoga and basketball through to chess. The clubs are run by outside providers, there may be a small charge. A list of these clubs is available at the school office.

School Uniform

We expect all children at Earl Spencer to wear our school uniform.

This consists of a navy sweatshirt, red polo shirts, navy hijab. This should be worn with grey or black trousers or a pinafore dress or skirt. Black shoes should also be worn as part of the uniform. *Leggings and tracksuit bottoms are not part of our daily school uniform*

When children are in PE they should wear a white t-shirt and navy shorts. If they are outside for PE, they should wear either their PE kit or a warm tracksuit with appropriate footwear. This should also be worn for sporting clubs.

We do not expect children to be wearing uniform with the school logo on however if you do wish to purchase uniform with the logo all of the items are available for purchase from www.jules@home.co.uk

They sell Reading Book bags which bear the school logo and is used to carry books safely between school and home as well as a navy PE bag.



We also have second hand uniform in school which is also available to parents.

Please ensure that all items are marked with your child's name.

The School Day

The school day begins with the register being taken at 8:50am however the school doors are open from 8:45am. Parents are encouraged to leave their children at the door, to encourage independence.

A teacher or teaching assistant will be on hand to answer any queries or concerns. Parents need to have left the main school buildings by 8.50am to enable the school day to begin promptly.

	School doors open	Registration	Playtime	Lunch time starts	Afternoon Session starts	End of the school day
EYFS	8.45am	8.50am	10.35am	11.45am	12.45pm	3.20pm
Year 1/2/3	8.45am	8.50am	10.25am	12am	1pm	3.20pm
Year 4/5/6	8.45am	8.50am	10.45am	12.30pm	1.30pm	3.20pm

Some children go home to eat at lunchtimes, but most bring a packed lunch or have a cooked school meal. Our 'Happy and Healthy Lunchtimes' initiative aims to ensure that all of our children have a range of organised activities available for them to choose from, supported by our team of Lunchtime Supervisors.

Children work in classes until the end of the day at 3:20pm with EYFS and KS1 children having a short afternoon break. At the end of the day, younger children are supervised out of the classrooms to meet parents and carers. Children from Year 5 and 6 are able to walk home on their own with written permission from parents/carers and full agreement of the school. The walking home agreement is available from the school office.

Homework

Homework is set regularly throughout the school. All children bring home reading books to share with you. All children are told when the homework is due in and this is published on their class page on the school website.

School Meals and Packed Lunches

We have hot meals provided at lunch time by Kingswood caterers. If your child requires meals these should be ordered and paid for in advance by midnight on the Wednesday the week before. Orders should be sent with the child's name, class, and the amount being paid. If you wish to order online please see the leaflet in this pack.

If you receive Income Support, Income Based Job Seekers Allowance or Child Credit which does not include Working Tax Credit, your child may qualify for a free school meal. Before your child can receive a free school meal, you need to complete an online application form available from the Northamptonshire County Council web site. We are happy to help you complete the form if you are unsure how to.

Alternatively children may bring a packed lunch. Please do not send breakable bottles, fizzy drinks or sweets. We operate a "no bin" approach to packed lunches which means children are not allowed to put any leftover food in the bins only paper and plastic rubbish. This means that you can gauge what your child is eating each day.

Children going home for lunch should return to school at 12.40pm for Reception; 12.55pm for KS1 and 1.25pm for KS2.



Playtime Snacks and Milk

Children in the EYFS have daily snacks as part of the health and self-care part of their curriculum. This is at a cost of £1.20 per week which can be paid termly via parent mail. Children also receive free fruit in the afternoon as part of the 'Fruit for School' scheme.

In KS1 fruit is given free of charge each morning to all children in Key Stage One also as part of the 'Fruit for Schools' Scheme. In KS2 children are welcome to bring snacks to school to eat at morning break time. We prefer healthy snacks, such as fruit or cereal bars. Sweets are not allowed.

Milk is available free of charge for Reception Children under 5 and for children who receive Free School Meals. Milk can also be ordered and paid for termly. Please ask at the School Office for a form to apply for free or paid milk.

