



**'Be happy, be creative, succeed'**

**BEARDALL  
FIELDS  
PRIMARY  
AND  
NURSERY**

**SCHOOL**

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Head Teacher                      Miss Katherine Collins

Chair of Governors                Mr Philip Bailey

Beardall Fields Primary and Nursery School is a community primary school within the Nottinghamshire Local Authority. The school has no religious affiliation.



## Welcome

We would like to welcome you and your family to the new 'Beardall Fields Primary and Nursery School'

The number on roll is 332 plus a 26 place Nursery.

We have a large and excellent caring staff team who are all committed to making Beardall the best school for the children and families that we serve that we can be. We all share the same highest expectations for all our children

We had an Ofsted inspection in December 2017; this can be found on our website.

At Beardall Fields, we have the highest expectations for all our children and strive for every child to be successful in their own right,

Our creative, diverse curriculum develops independence resilience and aspirational learners.

We work in partnership with our parents and the wider school community to ensure the best possible outcomes for all our children.

We hope that you find this information useful and any further information you require can be found on our website.

If you would like to book a school tour then contact the office who can arrange this for you.

We look forward to working in partnership with you to provide the best possible outcomes for your children.



## Starting School

### First Admissions

Admissions are the responsibility of the Local Authority and will be coordinated through them. For full details about admissions please consult the Local Authority guidance which can be found on the Nottinghamshire website.

Our current first admission limit is 60. This is the maximum number that can be admitted to a year group. In the event of over-subscription, the following criteria will be applied, in priority order, to determine which applications will be granted once places have first been allocated to pupils who have a statement of special educational needs which names the school:

- Children looked after by a local authority.
- Children who live in the catchment area and who, at the time of admission, will have a brother or sister attending the school or linked junior/primary school.
- Other children who live in the catchment area.
- Other children who live outside the catchment area.

In the event of over-subscription within any criterion, preference will be given to children who live nearest to the school as the crow flies. Distances are measured from the entrance to the child's home to the principal entrance to the main administrative building of the school.

### Special Circumstances

The following groups of children will be given special consideration in their application for a particular school:

Children whose particular medical needs, mobility support needs, special educational needs or social circumstances are supported by written evidence from a doctor, social worker or other relevant professional stating that the school is the only school which could cater for the child's particular needs. The evidence must be presented at the time of application.



The Local Education Officer will consider each case on its merits and determine the allocation of any such place on the basis of the written evidence. Admission under 'special circumstances' will take precedence over all but the first of the numbered criteria.

Children of nomadic Travellers will be allocated a place at their catchment area school.

Children will be admitted to full time school as follows:

- **Children whose fifth birthday falls between 1<sup>st</sup> September 2013 and 31<sup>st</sup> August 2014 will be admitted at the start of the Autumn term 2018**

Compulsory school age is defined as the start of term after a child's 5<sup>th</sup> birthday. You can defer your child starting school until then if you wish provided this falls within the same school year. Where this is the case please contact the Area Education Base.

## **Nursery admissions**

Children will be admitted to our nursery sometime during their fourth year according to the places available. It is necessary to apply for a place at the school - please see the Office Manager for more details. Please note that attendance at our Nursery Unit does not guarantee admission to the main school. The normal admission arrangements apply.

## **Admissions to other year groups**

Applications for admission to other year groups will be considered in relation to the published admission number (PAN) which applied when the year group was first admitted to the school, subject to infant class size restrictions. Applications should be made through the Local Authority Admissions department.

## **Uniform**

All children wear school uniform. Our uniform consists of a grey sweatshirt, pale blue or white shirt/blouse or polo shirt and grey/black trousers. Girls have the option of wearing a grey skirt and, in summer, a blue gingham dress. All children must wear black shoes. Sweatshirts bearing the school logo are available as are polo shirts.

Book bags and PE bags are available from Hucknall Sports.



For PE children will need a t-shirt, shorts, plimsolls or trainers and, for colder weather a warm top i.e. sweatshirt or tracksuit top.

Jewellery of any kind is not allowed in our school. This is due to health and safety considerations. However, if your child has pierced ears then stud earrings are acceptable but your child must be able to remove them for PE, games and swimming. Staff will not remove earrings for your child.

Make up and nail varnish are not allowed.

### **Session times**

The school session times are:

8.45 a.m. - 11.45 a.m. (Key stage 1)

8.45 a.m. - 12.00 noon (Key stage 2)

KS 1 -12.45 p.m. - 3.15 p.m.

KS2 - 1.p.m. - 3.15 p.m.

Nursery

Mornings 8.45 a.m. - 11.45 a.m.

Afternoons 12.30 p.m. - 3.30 p.m.

Time spent on teaching during the normal week is 22 hours and 30 minutes at Key Stage 1 and 23 hours and 45 minutes at Key Stage 2.

## **Lunchtime arrangements**

Children are supervised at lunchtime by our Senior Midday Supervisor, Midday Supervisors and a senior member of staff.

### **School Dinners**

Our cooked school dinners are of a high standard and are cooked on site. We operate a 'family service' at lunch with the children being served at the tables by midday supervisors or older children acting as servers.

Dinners must be ordered on the Monday for the week ahead. Payment must be made through our online payment service 'ParentPay'.

A copy of the current menu can be found on our web site.



## **Sandwiches**

Packed lunches should be brought to school in a suitable lunch box. Children should be able to cope with any wrappers or containers. Drinks should be in well sealed containers (no glass bottles please).

Please note that sweets, chocolate (other than a chocolate biscuit) and fizzy drinks are not allowed as a part of a packed lunch.

All litter from a packed lunch should be placed back in the lunch box and taken home for disposal.

## **Parental Involvement**

Parents are encouraged to be involved with their child's learning. We believe that parents must be active partners in their child's education. Your support is positively welcomed and needed. We view the home school relationship as an equal partnership.

Your views and opinions are important to us. Parents receive a questionnaire annually to assess their views and opinions.

## **Parents Evenings**

We hold Parents Evenings in the Autumn and Spring Terms. This is your opportunity to meet your child's class teacher, view your child's work and to discuss the progress that your child is making.

## **Open Door Policy**

We operate an "open door" policy for parents, which means that you are welcome in school at any reasonable time. If you wish to see your child's class teacher or the Head Teacher it is usually sensible to make an appointment for a mutually convenient time. We aim to resolve any issue quickly once it has been brought to our attention.



## **Annual Report**

We issue an annual report in July of each year which is a summary of your child's attainment and progress in all subjects as well as the teacher's view on your child's social and all round development. Pupils in years 2 and 6 will also have test scores and levels and these will also be reported to you.

## **Supporting us in School**

You have many skills and we would be delighted if you could spare some time to support us here in school. Please see your child's class teacher if you are able to help.

## **Beardall PTA**

This is a parents and friends group which organises events, raises funds and operates as a social group. Beardall PTA organise a Christmas and Summer Fayre and other events during the school year. Money raised is put towards items and equipment for the school. All parents and staff are automatically members of Beardall PTA. New committee members are always welcome.

## **Our Children**

We believe the most important people in our school are the children and they too are consulted annually to assess their views.

## **School Council**

We have an active School Council who helps the staff to make many important decisions about the day to day running of the school.

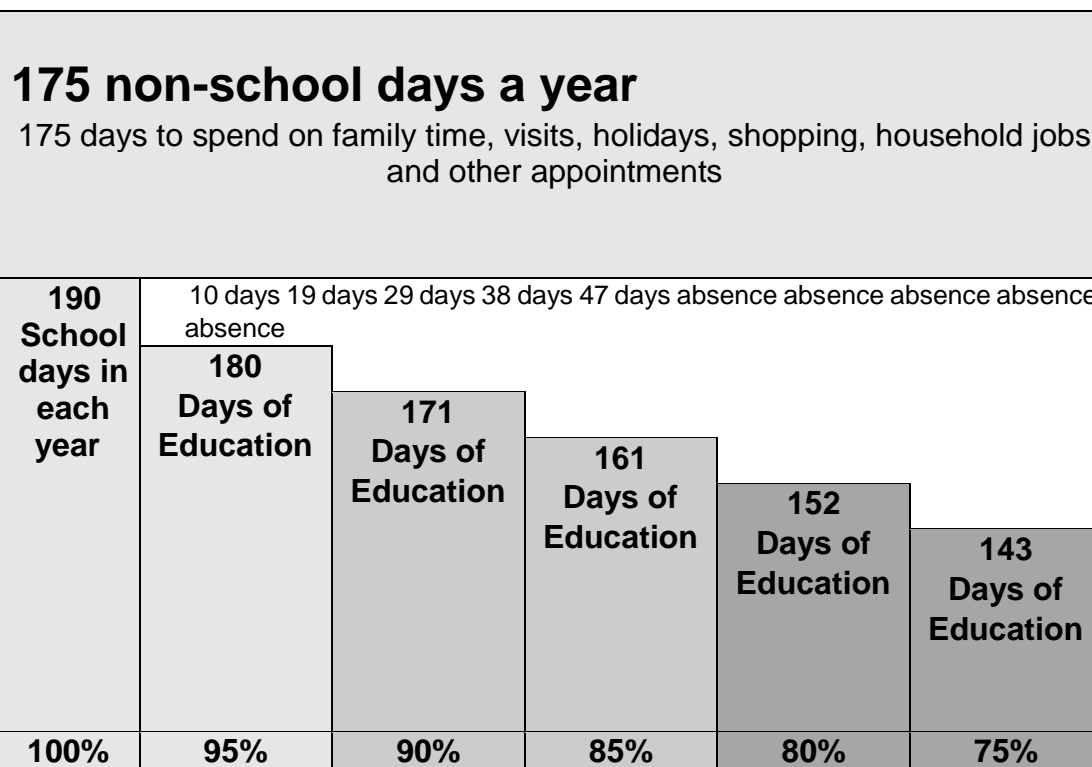


## Attendance

Regular attendance at school is essential in order for your child to make good progress. Ensuring that a child attends school regularly is the shared responsibility of the parent, the school and the Local Authority.

If your child is absent from school you must inform us before 9.30 a.m. on the first day of absence, by telephone or in person. In any event we must have information on the day your child returns to school. Information from a third party or the child him or herself is not acceptable. If we do not receive the appropriate information from you we will send a "Reasons for Absence" form for you to fill in. We will also telephone you at home on the first day of absence to ascertain the reasons for your child's absence.

If your child is regularly and persistently absent from school for no apparent reason he or she will be referred to Targeted Support services to offer support in getting your child in to and finding reasons for absence.







<b>Good</b> Best chance of success. Gets your child off to a flying start	<b>Worrying</b> Less chance of success. Makes it harder to make progress	<b>Serious Concern</b> Not fair on your child. May result in court action!!
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## Behaviour

### Code of Behaviour

The school has developed a code of behaviour which rewards positive behaviour and develops self esteem. A high standard of behaviour is expected and achieved. Through developing a positive self-image we encourage children to behave in a responsible, caring and respectful way. There are clear guidelines for dealing with problems and in such cases parents are consulted so that strategies can be agreed together.

Our behaviour policy is available in school for parents to read and is also on our web site.

### Bullying

As a school community we do not tolerate bullying of any kind. We recognise that incidents of bullying will occasionally arise in school. Where bullying occurs it is dealt with swiftly and effectively. We will take action to support and help the victim and to ensure that the bullying stops immediately. We will also seek to help the perpetrator of the bullying in order to change his or her behaviour so that he/she does not go on to bully other children. Likewise we do not tolerate racism in any form and any such behaviour will be acted upon.

### Child Protection

Every school in Nottinghamshire is required to follow the set procedure in cases of suspected child abuse. Head Teachers are required to refer their concerns to the Social Services Department for further investigation so that children at risk can be identified quickly.



This procedure is intended to protect children from abuse. When a school refers a concern about a pupil to the social services department it is not accusing the parents of abuse but requesting that further investigation takes place to establish whether the child is at risk.

## **The School Curriculum**

The curriculum of the school comprises of the Foundation Stage Early Learning Goals for Nursery and Reception children and the National Curriculum for children from Year 1 to Year 6.

Children in Nursery and Reception experience learning activities in seven areas: the three Prime areas of Personal & Social Emotional Development, Communication & Language and Physical Development and four Specific areas: Maths, Literacy, Understanding of the World and Expressive Arts & Design.

Children in Key Stage 1 and 2 follow the National Curriculum . Each year groups curriculum plans can be viewed on our website.

All our pupils are offered a broad, well balanced and differentiated curriculum ensuring that all areas of learning are covered. The school also plans special theme weeks which the whole school takes part in.

### **Homework**

Homework is used to reinforce and extend your child's learning. We believe that homework should supplement and support the work that is done during the normal school day. As partners in your child's learning we hope that you will support your child in their homework.

### **Religious Education**

The school has no religious affiliation. Religious Education and moral guidance is given within the framework laid down by the Nottinghamshire agreed policy for RE.

Parents have the right to withdraw their children from Religious Education and collective worship (assembly). In these circumstances, please make your request in writing to the Head Teacher.



## **Sex Education**

Sex Education is undertaken as and when it is found necessary, or if specific questions arise. In Year 6 Sex Education is taught as an agreed programme during the last half term. The emphasis is on how human life is reproduced.

You have the right as a parent to withdraw your child from Sex Education with the exception of those elements taught as part of National Curriculum Science. In these circumstances, please make your request in writing to the Head Teacher.

## **Sport**

As a school community we value sport and the enrichment it can give to education and life in general. Sport in school is important because it aids the physical development of the child, helps promote a healthy lifestyle and is enjoyable and fulfilling.

Our pupils are taught Physical Education for approximately 2 hours a week, in line with the National Curriculum. In games activities the emphasis is on development of skills as well as playing the game. Sporting activities are also offered as extra-curricular activities - namely football, netball and athletics.

Sport and PE are taught in the hall, playground and on the field (in the summer). Various staff have sports coaching qualifications. Pupils in Years 3,4 and 5 take part in swimming lessons at the local leisure centre.

All schools receive Government funding to ensure high quality PE provision is offered to all our children. This has allowed us to 'buy in' coaches to offer our children different sporting opportunities.

## **Extra-curricular activities**

A wide range of extra-curricular activities are offered and are open to all pupils (subject to age limits). These are held after school. These include:

- Football (including teams)
- Netball
- Music
- Basketball
- Art
- ICT
- Dance



## **Educational visits**

All children have the opportunity to take part in educational visits. We see off site visits as an excellent way to enrich the curriculum and offer powerful learning experiences for our children.

Day visits take place to support particular topics within the curriculum. Recently, we have visited Brackenhurst and Belvoir Castle. A voluntary contribution is requested for these visits.

We also offer residential visits to our Key Stage 2 pupils. Currently, our Year 3 and 4 pupils visit Hathersage in Derbyshire and Year 5 and 6 children have the chance to go to Hagg Farm, also in Derbyshire. A charge is made for these visits. A copy of the 'Charging and Remissions Policy' which gives guidance on charges is available on request from the school office or on our website.

The school also arranges for outside providers to come into school to provide the children with a variety of different experiences. Sometimes a voluntary contribution is requested to support these visits.

## **Special Needs**

The school follows the national Code of Practice for children with Special Educational Needs when considering the needs of our pupils. At every stage of support we aim to work with parents and pupils to establish clear communications so that school and home can work together for the benefit of the child. The school has a policy for Special Educational Needs which is reviewed annually by the governing body, this can be found on our website.

## **Provision**

If children are identified as having special educational needs an individual education plan is prepared for them which contain targets for their learning and development. Children usually work on these targets or plans within their own classes and may be supported by a classroom assistant. If children are identified as having special needs parents will be informed and regular reviews of targets and provision will be held for them.

The school endeavours to ensure that all children have access to all aspects of learning within school and that everyone is treated equally. The school has an accessibility plan that sets out how we intend to improve our facilities and



provision so that everyone's needs are catered for. A copy of the school's accessibility plan is available on request from the school office.

## **Personnel**

We have a teacher who is our SENCO. We also employ Teaching Assistants with some responsibility for special needs that support teachers and children in their classes. External agencies also give us support, advice and guidance. These include the Inclusion Support Service, Educational Psychologist, and the School Health Service.

## **DISCLAIMER**

The information given in this prospectus which relates to the school year 2018/19 was valid at the time of printing. It should not be assumed that there will be no changes affecting either the arrangements generally described in this prospectus or in any particular part of them before the start of the school year 2018/19 or in subsequent years.

Any anticipated changes have been included as part of the text.

## **DATE OF ISSUE**

September 2018