

WELCOME TO BEAM COUNTY PRIMARY SCHOOL

On behalf of everyone at Beam County Primary School, I am pleased to present this prospectus. It will give you an insight into what we can offer you and your child. Whilst the prospectus cannot replace direct personal contact between school and home, it is hoped that it will act as a foundation for good relationships between us.

Parents and carers are the most important influence in their children's lives and it is they who ensure children come to school with the right attitude to learn. We aim to develop a close partnership with you so that every child in our care has the best possible chance of social and academic success.

In choosing Beam Primary School, a large vibrant multicultural school, you will be choosing a place where children are valued and cared for, where they are kept safe, healthy and secure and where learning and achieving in a stimulating, fun and creative environment is high on the agenda.

You will be part of a school where the expectation to succeed in diverse ways is promoted and where children make a positive contribution to the life of the school and enjoy their time here.

I trust that your association with the school will be a long, successful and happy one. I look forward to you and your family joining our school community.

Miss L M Culyer and staff

STAFF

Leadership:

Mr. P. Waker	Governor
Ms. L. Culyer SLT	Executive Head Safeguarding Finance Continuing Professional Development (Finance & Maintenance) Health and Safety Recruitment & Retention
Miss T Whittington SLT	Head of School Lead on Teaching and Learning Continuing Professional Development (KS2, admin staff) Assessment Assist generating income Community Cohesion Extended Schools Enrichment opportunities
Mrs. G. Smallbridge SLT	Deputy Head Lead on Teaching and Learning – EY & KS1 Continuing Professional Development EYFS, KS1) Assessment EYFS Assist generating income P/T year 1 teacher Community Cohesion Enrichment opportunities
Mr. Anderson	Assistant Head Lead on Mathematical Development Year 4 teacher Assessment Professional Development of Support staff (KS2) KS2 Parents, Community & Pupil voice Monitoring of Phase Group leaders KS2
Mrs. Cook	Assistant Head Lead on ICT Curriculum & Development Year 2 teacher EY & KS1 Parents, Community & Pupil voice Monitoring of Phase Group leaders KS1 Professional Development of Support staff (KS1)

Senior Management/Phase Group Leaders

Mrs. J. Bond	Inclusion manager/ SENco lead KS2 Safeguarding
Ms. K Mooney	Phase Group Leader SENco lead KS1 & Early Years PM Nursery Teacher
Ms. K. Hartley	(temp) Phase Group Leader Lead on Literacy Year 2 NQT Mentor Year 2 Teacher
Mr. A. DuToit	Phase Group Leader Lead on Scientific & Eco Development Extended Schools Year 4 Teacher
Mr. J. Filer	Phase Group Leader Lead on Behaviour , Midday assistant supervisor Lead on iPads (ICT) AfL lead Year 5 NQT mentor Year 2 Teacher
Mrs. Taylor	Phase Group Leader Lead on History & Geography

Staff

Mrs. Navarro	Lead on Music AM Nursery Teacher
Ms. Murray	Reception teacher School Council lead
Ms. McAleese	Reception teacher
Mr. McKenzie	Reception teacher
Mrs. McKenzie	Year 1 teacher EAL coordinator
Ms. Combs	Year 1 teacher
Ms Moore	Stock coordinator P/T year 1 teacher
Ms. Bishop	Year 2 NQT teacher
Mr. Wilson	Year 3 NQT teacher
Mr. Meckiff	Lead on G&T DT coordinator Year 3 teacher
Ms. Nursimloo	MfL coordinator Year 3 NQT Mentor Year teacher
Mrs. Stagg	Lead on SEAL RE Coordinator Year 4 teacher
Mr. Bloomfield	Year 5 teacher

	School Council lead
Mr. Endecott	Year 5 NQT teacher
Ms. Martin	Lead on Literacy Year 6 teacher
Ms. Marcuccilli	Lead on History & Geography Year 6 teacher
Mr. Samuels	Cover teacher and TA (year 5)
Mrs. Addington	Teacher/Tutor

PPA Curriculum

Mr. Hoyte	Lead on PE Extra curricular sports coordinator Extended Schools
Ms. Maisey	Lead on Art Newsletter coordinator
Mrs. Navarro	Lead on Music
Mrs. J. Bond	Reception PE

Support

Mrs. Huskie	Parent Support Advisor Extended Schools
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Maintenance

Mr. Collett	Site Supervisor ICT support
Mr. Knight	Support Caretaker Grounds man Internal Maintenance Midday Assistant
Mr. Bailey	Support Caretaker Internal Maintenance Gardener

Office Staff

Mrs. Walters	Financial Administrator PA to SLT
Mrs. Gregory	Assistant Finance Officer
Mrs. Smith	Administrative Officer PA to SLT
Mrs. Barrett	Receptionist Assistant Administration Officer

Support Staff – Higher Learning Teaching Assistant (HLTA)

Mrs. Suttle	Year 6 intervention coordinator Library lead
Mrs. Mason	Intervention coordinator
Mrs. Whitehead	Reading Recovery lead (Better Readers) Year 5 TA
Mrs. Longworth	Speech & Language Assistant Year 3 TA
Mrs. Barrett	Year 2 TA Year 2 intervention coordinator

Nursery Nurse – Early Years Practitioner

Mrs. Bass	Reception
Ms. Steele	Reception
Mrs. Roomes	Reception
Mrs. McDowell (PT)	Nursery
Mrs. Mead (PT)	Nursery
Mrs. O’Leary	Nursery
Mrs. Hennessy	Nursery
Ms. Holloway	SSA

Teaching Assistants

Mrs. St. Pier	Breakfast Club Year 1 TA
Mrs. Hill	Year 1 TA
Mrs. McGrath	Year 1 TA Number One Counts
Mrs. Dane	Breakfast Club Number One Counts Midday Supervisor Year 2 TA
Mrs. Stevens	Speech & Language Assistant First Aid Lead Midday supervisor Cleaner Year 2 TA (AM)
Mrs. Russell	Year 2 TA (5 hours)
Mrs. Rashid	Year 3 TA (PT)
Ms. Khan	Year 4 TA (PT)
Ms. K. Clarke	Year 4 TA (PT)
Mr. Smith	Year 5 Behaviour Mentor Midday Assistant
Miss Mason	Year 6 Placement 20 hours
Mr. Coker	Art Assistant
Mrs. Kararia	Special Support Assistant
Mrs. Hirsch	Temporary Special Support Assistant (15 hr)
Ms. Bowman	Special Support Assistant (16 hours)

Miss Michelle Speight	Cleaner
Mrs Svetlana Simonovic	Cleaner
Mrs Deborah Letts	Cleaner
Mrs Maria Chattaway	Cleaner
Mrs Janette Souter	Cleaner
Mrs Kulwinder Kararia	Cleaner
Mrs Christine Stevens	Cleaner
Miss Jennifer Vaughan	Cleaner
Mrs Lorraine Bell	Kitchen Staff
Mrs Adrienne Williams	Kitchen Staff
Mrs Mary OConnor	Kitchen Staff
Mrs Penelope Deller	Kitchen Staff
Mrs Inderjit Kararia	Midday Supervisor
Mrs Sevgul Ayaz	Midday Supervisor
Miss Vjollca Narkaj	Midday Supervisor
Mrs Penny McDonald	Midday Supervisor
Mrs Debbie Seaborne	Midday Supervisor
Mrs Linda Smith	Midday Supervisor
Mrs Sharon O'Connell	Midday Supervisor
Mrs Kulwinder Kararia	Midday Supervisor
Miss Jennifer Vaughan	Midday Supervisor
Miss Susan Cariba	Midday Supervisor
Mrs. Yasminara Begum	Midday Supervisor
Miss Louise Claeys	Midday Supervisor
Mrs. Saima Akram	Midday Supervisor
Miss Caroline Russell	Midday Supervisor
Miss Lavinia Dempsey	Midday Supervisor
Mrs Christine Stevens	Midday Supervisor
Mrs Patricia Dane	Midday Supervisor
Mr Leon Smith	Midday Supervisor

Staffing 2013 – 2014

2013 – 2014	Teacher	Teaching Assistant	Phase Group Leader
Nursery	Mrs. Nevarro (AM) Miss Mooney (PM)	NNEBs: Mrs. Mead Mrs. McDowell Mrs. Hennessy Miss O'Leary Mrs. Mead	Miss Mooney
Reception Giraffes	Miss McAleese	Mrs Bass Miss Holloway Mrs Roomes	
Reception Bobcats	Miss Murray		
Reception Elephants	Mr. McKenzie		
Year 1 Bears	Mrs. Smallldridge Mrs. Moore	Mrs St.Pier Mrs McGrath Mrs. Hill	Miss Hartley (temporary)
Year 1 Starfish	Mrs. McKenzie		
Year 1 Foxes	Miss Combs		
Year 2 Koalas	Mrs. Cook	Mrs Barratt Mrs Stevens Mrs Dane	
Year 2 Dolphins	Miss Bishop		
Year 2 Frogs	Miss Hartley		
Year 3	Mr. Wilson	Mrs. Rashid Mrs. Longworth	Mr. DuToit
Year 3	Mr. Meckiff		
Year 3	Miss Nursimloo		
Year 4	Mr. Anderson	Ms. Khan Ms. Clarke	
Year 4	Mrs. Stagg		
Year 4	Mr. DuToit		
Year 5	Mr. Bloomfield	Mr. Smith Mrs. Whitehead	Mr. Filer
Year 5	Mr. Filer		
Year 5	Mr. Endecott		
Year 6	Miss Marcuccilli	Mrs Suttle Miss Mason	
Year 6	Miss Martin		
Art	Miss Maisey	Mr Coker	
Multi-Skills	Mr. Hoyte		
Tiger Room		Mrs. Kararia Mrs. Holloway Mrs. Bowman Mrs. Hirsch	

INTRODUCTION

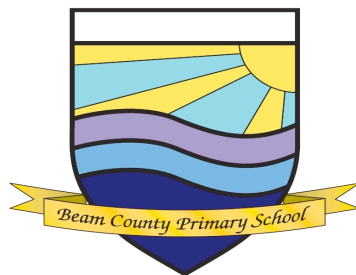
Beam County Primary School is a two; phasing through three entry form school with large playing fields and wild life area. Our children and teachers are committed to life long learning and finding the special talents within every child to attain their full potential. We are proud of the achievements of all our pupils and we are committed to enabling our children to develop high academic and social standards.

Vision Statement:

We at Beam County Primary School believe in providing our children with a broad and balanced curriculum to foster the requisite skills to equip them to undertake a programme of lifelong learning, which enables them to be part of and contribute to their communities and society.

Our School:

- Safe and supportive environment
- Demand for standards
- Environment where children love to learn
- Children at the centre of everything that we do
- Memorable and meaningful experiences



Children that have:

- Memorable and meaningful experiences, which enable them to be informed and make appropriate decisions for them self and their generation.
- Socialisation skills
- Life long love of learning
- Opinion and Judgement
- Proficiency to be an integral part of the community

Admissions

Beam County Primary School admits pupils according to the admissions policy set by the London Borough of Barking and Dagenham.

London Borough of Barking and Dagenham – Education Department
Admission to Nursery Classes

2. Places in Nursery classes are allocated to children whose parents or legal guardians are resident in the London Borough of Barking and Dagenham in the following order of priority: -
 - 2.1 Children who have a brother or sister attending the school or linked junior school where applicable at the date of admission.
 - 2.2 The oldest of the children in the relevant age group (those who are three by the 31st August immediately preceding the school year in which they might be admitted) resident in the schools designated neighbourhood area at the date of admission.
 - 2.3 Children who live closest to a particular school at the date of admission measured by the nearest available walking route

Attendance in the Nursery does not give any priority or guarantee a place in the Reception class of the main school.

Note: the operation of a nursery which is not statutory provision is dependent on the availability of qualified teachers in individual schools.

2011 Admission Criteria to Primary School

1. POLICY AND PROCEDURE
 - 1.1 Subject to the availability of sufficient accommodation and other resources, a place will normally (but not always) be available for a child in September at the infant, junior or primary school of the parents' choice. Children must by law, receive full time education on a full time basis from the beginning of the term after their fifth birthday
 - 1.2. There is always the possibility that there are more applications for places than are available in the parents preferred school. When this occurs the Local Education Authority is required to publish and use a set of criteria for deciding how places will be allocated.

In strict order of priority, as follows: -

- 1.3 a Children who have a brother or sister attending the school or, in the case of an infant school, the linked junior school, on the same site, at the date of admission.
- 1.3 b Children resident in the priority area for admission (this is the neighbourhood area designed by the LEA as giving priority for admission to a particular school).
- 1.3 c Children who live closest to the school measured by the nearest available walking route

Admissions Criteria

The London Borough of Barking and Dagenham carried out a consultation about changing the Authorities Admission Code.

Admissions Criteria for the school year 2013-2014 and are as follows:-

Nursery/Primary – For parents applying in September 2012 for their child to start school in September 2013 the following will be used

Priority 1 – Children who are in the care of the local Authority

Priority 2 – Children who have a brother or sister (sibling) at the school (or in the case of an Infant school, the linked junior school) when that child is due to start school. Furze Infants, Warren Junior, Village Infants and William Ford Junior as linked for this purpose.

Priority 3 – Children who live closest to the school, measured in kilometers in a straight line (as the crow flies).

Secondary 2013 – For parents applying in September 2012 for their child to start school in September 2013 the following applies:

Priority 1 – Children who are in the care of the local Authority

Priority 2 – Children who live closest to the school, measured in kilometers in a straight line (as the crow flies).

Learning and Teaching

Please read our 'Learning through Teaching policy'.

Aims and Objectives for Learning through teaching:

Our aims for Learning through teaching are that all children, including those with special educational needs, should be enabled to:

- Be given opportunities to become independent learners with enquiring, imaginative and creative minds in an stimulating, challenging and secure atmosphere;
- Strive to gain maximum personal achievement;
- Be tolerant and understanding with respect for the rights, views and achievements of others.

We see Learning through teaching as a process of co-operative teamwork, emphasising first hand experience and encouraging children increasingly to become independent learners, and applying a cross-curricular experience where possible.

The Curriculum

At Beam County Primary School we follow the programme of study as set out in the National Curriculum.

The Curriculum is based on ten subjects and religious education:

- Core Subjects:

English, mathematics, science and information and communications technology (ICT)

- Foundation subjects:

History, geography, science, art, music, design and technology (DT) and physical education (PE)

In addition, we also teach religious education (RE), personal, social, health education and citizenship (PHSE) and modern foreign languages (MFL).

Religious Education

The Education Reform Act requires a daily act of collective worship of a broadly Christian nature and at Beam we hold Christian assemblies.

Religious education is taught throughout the school. Parents have the right to arrange for their child to be excused from attendance at religious worship. Any parent wishing to make such an arrangement is asked to inform the school in writing at the start of each school year.

Curricular Grouping

All classes are organised on a mixed ability basis. In some years, pupils are grouped according to ability within their own year group as required for mathematics.

Learning through teaching will take place in a variety of situations and groupings. There will be a balance between:

- Whole class teaching and discussion
- Mixed ability group teaching and investigative work
- Paired or small group work
- Paired within the class and across the school
- Ability group teaching
- Individual work
- Mixed groups from all the classes in a year group.

The nature of the organisation will be matched appropriately to the task and desired learning outcome.

Specialist teaching will be provided in certain subjects.

Organisation of the School

There are three classes per year group (from year reception to year three). Two classes per year group from years 4-6 at present). Mixed age groups are avoided wherever possible, but sometimes when numbers cannot be equally divided into year groups mixed age classes will have to operate. We aim to have a maximum of 27 pupils per class.

Sex Education

Where and How will it be taught?

Sex Education will be taught in the classroom at a level which is relevant to the age and maturity of the children concerned. When appropriate pupils will work in single sex groupings to discuss topics specific to their gender.

The Primary Curriculum is based upon a spiral approach in that the same topic may occur several times, but each time it is approached from a wider and deeper perspective. Sex Education may also occur in response to children's questions or news that they bring from their lives outside the classroom, e.g. a new baby in the family.

Sex Education may be approached via a topic or thematic structure such as Our Bodies, Families, Living and Growing or Changes. From time to time outside

help may be asked for. For example, the School Nurse will talk to children on relevant topics.

Assembly

Assemblies take place every day and are an important part of our school community. It is a time for the whole school, year group or class to come together to share values, reflect and celebrate.

Sport & PSHE

The school aims to support the development of sporting ability and its associated benefits of health and enjoyment. The school has good facilities for the provision of PE including a field and three halls. Each pupil has two hours of sport each week, we have achieved the 'Sport England Active Mark'.

As part of our Healthy Schools programme, lessons in PSHEC include circle time and other discussion activities.

Extra Curricular activities

Music: - Brass/Guitar/Violin instrument tuition is available to some pupils.

Drama: - the main production each year is at Christmas but, other play lets are performed during the year. Drama is performed to a high standard. Ex-pupils include James Buckley (see his website) and Jamie Borthwick – Jay in Eastenders.

Sport: - at some stage during Sport: - at some stage during their time at school all children get the opportunity to participate in the following activities: -

- Cricket
- Netball
- Rounders
- Athletics
- Football
- Rugby
- Walking
- Climbing
- Swimming
- Multi Skills

Art Club: - held weekly for talented children

Recorder Club

Dance Club

Craft Club

Chess Club: - held weekly
Internet Café: - weekly for parents and children.

Educational visits

At Beam County Primary School we believe that visits outside the school are essential to enhance and enrich the quality of learning for your child and to support or introduce the work done in class. We aim to use the free facilities of London Underground whenever possible for years 5 and 6 to reduce costs and be more eco aware. We also invite a wide range of visitors and groups to the school to provide real life experiences to inspire learning.

Homework

Setting relevant and regular home learning opportunities in partnership with parents raises the standard of achievement by children. All pupils are expected to complete homework each week as stated in our homework policy.

PROGRESS AND ATTAINMENT

Assessment

SATs (Standardised Assessment Tests)

At Beam we are pleased that we consistently attain above Borough averages for attainment and progress.

KEY STAGE ONE SATS RESULTS 2013					
Reading					
Beam 2B+	Borough 2B+	National 2B+	Beam 3	Borough 3	National 3
82%	78%	79%	24%	25%	29%
Writing					
Beam 2B+	Borough 2B+	National 2B+	Beam 3	Borough 3	National 3
70%	66%	67%	17%	13%	15%
Mathematics					
Beam 2B+	Borough 2B+	National 2B+	Beam 3	Borough 3	National 3
88%	78%	78%	22%	22%	23%

KEY STAGE TWO SATS RESULTS 2013

Key Stage 2 - 2013	Beam	Borough	National
English & Maths L4+ combined	92%	73%	74%
KS1 – KS2 English Reading 2 levels progress	100%	87%	No data
KS1 – KS2 English Writing 2 levels progress	98%	90%	No data
KS1 – KS2 English Mathematics 2 levels progress	100%	88%	No data
Reading L4+	98%	83%	85%
Reading L5	45%	36%	44%
Writing L4+	92%	81%	83%
Writing L5	30%	28%	30%
Mathematics L4+	98%	84%	84%
Mathematics L5	30%	38%	41%
L4B+ Reading, Writing, Maths 'good' level 4	76%	60%	62%

Annual Reports

You will receive an annual report in July each year which details the progress made by your child in each national curriculum subject and identifies targets for improvement in the following year. We welcome your comments on the report if you so wish.

Parents' consultation evenings

These are held three times a year, you will be invited to make an appointment to discuss your child's progress and ways to support areas for development with the class teacher.

If you have concerns about your child's progress at other times of the year, staff are always willing to discuss matters with you. Appointments should be arranged with the class teacher for these meetings, as teachers are unable to talk to you at 0900am when the register is being taken and lessons are beginning.

Special Education Needs

All children with special educational needs have a right to a broad and well-balanced education. This should include as much work as possible under the National Curriculum.

Most children's needs will be met by the school without a statutory assessment in small groups or individually; depending on their needs. Children with statements receive additional help.

Specialist help is obtained via a termly planning meeting with the school Educational Psychologist. Pupils with special needs receive additional help from outside professionals, once they reach School Action Plus level.

Your knowledge, views and experience as a parent are vital in helping your child to develop. Your child is likely to make most progress if you, the school and the LEA all work together in partnership. You and your child may also get help from a wide range of services, including child health and social services and voluntary organisations.

More Able Pupils

We recognise at Beam County Primary School that some of our pupils are very able, gifted or talented either in or outside school. We provide strategies for developing their needs, so that they have access to a more diverse and challenging curriculum, thus improving the opportunities for all our pupils. We have a good reputation for high quality teaching that includes strategies for developing the needs of more able pupils.

English as an Additional Language (EAL)

We strive to ensure that EAL children make good progress and achieve while at Beam Primary School. In the Authority we are one of the lead schools for elements of our practice. Our teachers provide models of good classroom practice.

THE SCHOOL COMMUNITY

The Governors

The Governing Body is representative of the school community and has legal duties and responsibilities to support the Headteacher in the leadership and management of the school. Governors meet once a term and more frequently in committees to decide how the school is run. Parents can become governors as and when vacancies arise and are advertised.

Home School Agreement

You are invited to sign the 'Home School' agreement that outlines the responsibilities of you as a parent, your child and the school. It is a statement of our aims and values regarding the education of your child and forms a valuable partnership between us all. Please refer to our policy for Home School Liaison.

Staff

We have exceptional staff working at Beam Primary School. The Executive Headteacher, Head of School, Deputy Headteacher, Assistant Headteachers and the Senior Leadership Team lead and manage the school. Team Leaders lead the year groups and the School Leadership team develop the school priority areas. Teaching assistants support the teachers and have important management roles within the school. Support assistants work closely with teachers to support the learning and teaching of individual children or groups. The Finance Officer, with the Headteacher, manages the budget and the School Caretaker manages a team of cleaners and assistant caretakers.

Parents at the school recently acknowledged the friendliness, kindness and approachability of the staff as a major attribute of the school.

Children

Our pupils are the reason we are here, and as such we value the contribution they make to the development of the school. We have an active School Council made up of elected member from each class. The School Council are regularly consulted, discuss important matters, make decision and take action for the benefit of all pupils. A team of pupil Friendship Buddies promote play and ensure that no child is alone. Pupil Peer Mediation are skilled in the art of supporting pupils who occasionally need help to sort out playground issues. Pupils also take roles as monitors, which aid their understanding of being responsible and reliable.

Parents' Association

We have a recently established Parents Association (PA) who help our school through fund raising and support for a range of school initiatives. Please support the PA as everything they do is for the benefit of the children. Please contact the school or any committee member if you would like to help or join the PA.

Parent Support

Parents are always welcome to help in school for example, to read with pupils, help with art and craft activities or sporting activities outside school, etc. Please read our 'Policy for Home School Liaison'.

We also offer parent classes for numeracy and literacy. Please read our letters or website for updated information.

WELL-BEING, HEALTH AND SAFETY

Behaviour (please read our Behaviour Policy)

We believe that good behaviour and self-discipline are essential for effective learning. Positive attitudes are developed through rewards, acknowledgements, praise and encouragement.

Children are taught to share and value their own and each other's achievements, and to take pride in their work and behaviour. We have Achievement Assemblies where children are presented with certificates that highlight their commitment and attitude to school life. We work closely with parents to provide support for pupils who find it difficult to follow school rules.

We believe that everyone in our school should have the same basic rights to freedom from all forms of harassment or bullying. We encourage pupils to treat others as they wish to be treated themselves and to respect the rights of others.

Pupils who are victims of racism are supported and perpetrators told that racism is unacceptable within the school community.

Anti-bullying Policy

The school has developed an 'Anti-bullying Policy' in conjunction with the LEA.

Beam also has a School Council and 'buddy' system, so that pupils can also approach their peers for assistance. The appropriate protocol is then followed through.

Although bullying is not regarded as major problem in this school, we believe that all children have the right to feel safe and secure during their time with us.

Medicines

School staff are not allowed to administer medicines, unless a care plan has been written after consultation with the GP, School Nurse, parent and SENCO (this is usually only in exceptional circumstances). If you do need to come to the school to give your child medicine (e.g. for hayfever), please inform the office.

All children have regular dental and vision checks by the local authority medical team.

Asthma pumps should be in school if your child has asthma. A medical form detailing your child's asthma condition should be completed and returned with the asthma pump, which should be clearly labelled with the child's name and class. Children with asthma are not allowed on school trips without their asthma pumps.

Illness

We have a large team of trained first aiders at school who deal with minor upsets and injuries. You will be informed if your child is not well while at school.

If your child is suddenly taken ill or has a more serious accident, we will need to contact you urgently, especially if we have to call an ambulance. Please make sure you inform us of any phone number charges and please leave mobiles switched on.

Head Lice

From time to time, children may be infected by head lice. To reduce the spread of head lice, please examine your child's head regularly and if infected, please consult your doctor, health visitor or the school nurse who will be able to offer advice. If your child is found to have head lice while at school you will be contacted and asked to treat your child. A letter will be circulated to the rest of the class if an outbreak occurs.

Safety

For your own safety and for the safety of others please do not:

- Bring dogs on to the school site
- Smoke on the school site
- Walk across the car park
- Park just outside the school gates on the yellow lines
- Drive your car into the car park
- Use offensive language on school premises

Children are to walk their bicycles onto the school site along the designated cycle path. All children must wear a safety helmet whilst cycling to school..

Care

Children cannot learn effectively unless they feel happy and secure. It helps us to know, in confidence, any special concerns or anxieties your child may have as soon as possible. The school has a duty to protect children from harm and must take the necessary steps to protect the welfare of its children through statutory child protection procedures. Under the same guidance we request that parents do not approach other children while on the school premises. Please speak to the class teacher if there are any unresolved issues in school between children.

Photographs

From time to time your child may be videoed or photographed by the school staff, professional photographers or other parents (during assemblies and performances). Some of these photographs or films will be used within school and for the school website. They might also be used outside school for educational reasons, or for home use by other parents. Please inform the school office in writing if you do not wish your child to be photographed or videoed.

Fire safety

Regular fire assessments are carried out in school to ensure the correct procedures are in place to reduce the risk of fire. A fire drill is carried out each term.

Code of Conduct

Visitors often remark that they are impressed with the well ordered working atmosphere within the school.

We aim to respect the children as individuals and give them the opportunity to act responsibly and thoughtfully so that they develop their potential in all aspects of school life.

Although our code of conduct does not contain written rules it is based on the premise that everybody matters. It is expected that pupils show courtesy, consideration, co-operation and care for other people and their property.

Sanctions imposed for breaches of the code help pupils to modify their behaviour and include weekly reporting to the Headteacher and loss of privilege. Parents are always consulted and requested to help the school in more serious matters.

GENERAL INFORMATION

Accidents, Illnesses or Emergencies

All parents are asked to fill in emergency forms with contact numbers. This is vital if a child is taken ill or is injured during the course of the day. Please inform the office of any changes etc. so that all forms are kept up to date.

Parents will be informed of any injury to their children which is above and beyond the normal everyday cuts and bruises.

Attendance

It is most important that children attend school every day as required by law. The school has to report its attendance figures to the Local Education Authority and to the government.

The school will decide whether an absence is authorised or unauthorised. Children cannot be kept off school to go shopping, to go on visits, to look after younger brothers and sisters, or for their birthday etc.

If your child cannot attend school, please inform the school of the reason for absence. Regular or unexplained absences will be referred to the Educational Welfare Officer so that the problem can be addressed.

Please inform the teacher and office in advance, if your child needs to leave school early. For safety reasons, no child will be allowed to leave school unless accompanied by a parent or carer. Holidays taken in term time are discouraged, as long absences can have a detrimental effect on the progress and attainment of your child.

All applications for leave must be put in writing to the Headteacher.

Punctuality

Parents have a responsibility to ensure their child attends school on time. Persistent lateness will adversely affect your child's learning as well as disturbing the rest of the class. If your child is often late you will be referred to the Educational Welfare Officer.

Children will be able to enter the playground in the morning from 08:40; the morning bell rings at 08:55 any child not in their classroom will receive a late mark. From September 2010, at the end of the day nursery and reception children will be collected via the new footpath/playground leading to new foundation stage unit. disturbing the class, please wait away from the classroom doors until your child is dismissed.

Children who are not collected by 4.00 pm are referred to social services and maybe taken to the local Children's Centre. Alternatively your child maybe put into an after school club and you will be charged for this. Teachers are not available to supervise uncollected children after school due to meetings and other obligations. It is very important that you keep us up-to-date with current contact details should an emergency arise.

Lunchtimes

At lunchtimes parents may choose one of the following options: -

1. **School Hot Meal** Juniors £2 per day is adequate
(More money may be given at your discretion)

Infants £2 per day – paid daily or weekly on Monday's

We provide hot meals on the premises every day. A selection of meat, fish and vegetarian dishes are available daily. The school tries hard to provide a healthy and balanced menu, including fresh salad, vegetables and fruit. The school has a nationally recognised 'Healthy School Award' and holds an annual Healthy School Week to promote health education.

Money for school dinners are collected on Mondays for Reception pupils, it should be brought to school in a sealed envelope with your child's name on it. KS2 children are responsible for their own dinner money on a daily basis. Please ensure that their money is kept in a suitable purse or wallet.

OR

2. **School Packed Lunch** – Prepared by the Kitchen Staff (Prices as above)

OR

3. **Sandwiches from home**

Packed lunches should be brought in a lunch box marked with the child's name. As part of our Healthy Schools Programme, we would like all children to eat healthy so please try to provide nutritious and balanced meal. Wholemeal bread, salads, fruit, raw vegetables, dried fruit, cereal bars, and yoghurts etc, are healthy choices and encourage good eating habits. We do not allow canned drinks, chocolate bars and biscuits, chocolates and sweets in packed lunches.

OR

4. **Going Home** (If parents wish to give their child permission to go elsewhere for lunch please do so in writing).

If your child is eligible for free school dinners you must apply for them at the 'One Stop Shop' in Barking. The school cannot give your child free dinners until it receives the necessary verification.

If your child goes home for dinner, they must leave through the main entrance. The school is not responsible for any child who goes home for lunch.

Breakfast Club – we run a breakfast club in the dining hall from 8.15 am until 8.55 (bell time). Children must spend £1.50 (which is adequate for a healthy, balanced meal). An assistant/member of staff is in attendance.

Property

Children should not bring valuable or expensive items such as toys, money, mobile phones, etc. into school. The school will not be responsible for loss or damage to such items. The school provides everything children need for learning and playing.

Property, including clothing and lunch boxes etc, should be marked clearly with your child's name and class. There is a lost property box for all unnamed items and the Parents Association will display these at the end of each term. Any unclaimed items will be recycled.

Your child may bring a book bag and P.E drawstring bag to school. These can be purchased from the school for £4.00 each. No large holdalls are allowed, as space is limited in the classrooms. We expect children to care for their own and other people's property.

SCHOOL UNIFORM

In the interest of corporate pride and good discipline ALL pupils are expected to wear the following dress-code:

Shoes

These must be sensible plain black leather shoes, suitable for school and all weather conditions.

In the summer, girls can also wear white, or black flat closed toe sandals with white socks. Boys can also wear closed brown or black toe sandals. For Health & Safety reasons closed toe sandals need to be worn.

NB: Pupils are not to wear branded trainers, knee length boots, 'Ugg' type boots, canvas shoes, plastic jelly shoes or flip-flops.

Skirts

Skirts must be grey and worn at knee length.

Trousers

These must be school trousers in charcoal grey; not jogging bottoms.

Summer Uniform can be worn after Easter

Summer dresses are red and white checked. Red and white check shirts are NOT to be worn with a grey skirt or trousers.

Young children find it difficult to cope with small buttons; therefore, white polo shirts can be worn. If you wish, the school's logo shirt is available for £9.99 at the school office.

Boys can wear charcoal grey school shorts.

Jumper or Cardigan

Red jumpers or cardigans can be worn. Red jumpers or cardigans with the school logo can be purchased from the school office.

Jumper or Cardigan: Sizes available: 24", 26"	£10.00
28", 30"	£11.00
32", 34"	£12.00
Adult S/M/L	£13.00

Waterproof, Fleece School Jacket: £16.00

Shirt

White School shirts are to be worn.

If you wish a polo shirt with the school logo is available for £9.99 at the office

Nursery children are to wear a red polo shirt.

Hair

Hair bands are to be black, red, or white. Fashion scarves or large hair accessories, e.g. large flowers, large beads, fluorescent accessories etc. are not allowed.

If small beads are to be worn they are to be black, white or red. If a head scarf is to be worn for religious reasons it is to be black, white or red.

We feel that shaved patterns or hair colouring is not allowed, as we feel that these are not appropriate for children of primary school age.

In the interests of safety hair longer than the shoulder will need tying back for PE. It is a good idea to keep long hair tied back for all lessons as pupils often perform practical tasks during lessons

Jewellery

Please do not send children in wearing jewellery. If you wish to pierce your child's ears, please do so at the beginning of the six weeks holiday, so that they can be removed for the start of the academic year. Only a wrist watch can be worn.

P.E.

For Health and Safety reasons, children are required to change into separate clothing for P.E. Children who go swimming will need trunks or swimming costumes, a towel and a swimming hat. Your child must have their P.E Kit for all P.E lessons.

- Navy blue shorts
- Plain white T-shirt
- Plimsolls for PE,

P.E. bags with the school logo are available for £4.00

Outdoor Games

- Trainers for outdoors – Year 2 and above. We advise that if your child struggles with shoe laces should be slip-on or Velcro.
- Track suit (Navy blue, Black or grey) for outdoor games

It is essential that you write your child's name in **ALL** their uniform. It is not our responsibility to look after or find uniform that does not have a name in it. We believe in encouraging independence for our pupils, part of which is to look after their uniform.

Pastoral Care

The school's pastoral care system is designed to ensure that students lead happy, well adjusted lives in school and that their work and progress is regularly monitored. Prospective parents are very welcome to view the school before deciding to apply. Prior to a child starting in school, meetings are held with parents both as a group and individually where necessary. The children are shown around the school and introduced to their teacher.

The class teacher is the first reference point for information and guidance. The Head and Deputy Head are also available to help children with any problems they may have.

We involve parents as much as possible in the education of their children, through parents' evenings, individual interviews, school functions, written reports, social events and helping in classrooms if possible.

Concerns

If you feel unhappy about anything at Beam Country Primary School, please make an appointment with the class teacher or the year group leader. If the matter cannot be resolved please arrange to see the Assistant Headteachers, the Deputy Headteacher, Head of School or Executive Headteacher. If, after taking these steps, you are still not satisfied, please put your concern in writing to the Headteacher and the Chair of Governors, via the school.