

# St George's Church of England Primary School

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September 2011

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*2011-12*

# Welcome to ST GEORGE'S PRIMARY SCHOOL

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## *A message from the Chair of Governors*

On behalf of all the Governors, we would love to welcome you to come and see our wonderful school for yourselves. Hope to see you soon.

*Revd Martyn Taylor*

## *..... and from the Headteacher*

We are delighted to be able to introduce you and your child to our school.

We aim to create a friendly, caring environment for all our children, to enable them to learn and develop as confident, independent young people.

We hope that this prospectus gives you an insight of St George's and we encourage you to take the opportunity to visit us, so that you can experience the quality of education and care given to all our children.

*Carol Dunlop*

*"It is a happy school where our children feel safe and valued."*

*Parent, Ofsted Report 2011*

*"Outstanding relationships, reflecting the secure Christian values of understanding, trust, love and respect which equip children to become confident members of society."*

*Section 48 Church Inspection 2011*

# OUR AIMS

**St. George's School provides a Christian environment in which every child can grow to their full potential.**

**St George's School promotes Christian values**

- Celebrating hard work and success
- Our calm family atmosphere
- Our links to St George's Church
- Sharing experiences together
- Being part of the local community
- Independent learning
- Care and respect for others and the environment
- Having fun

*"Opportunities to develop teamwork, co-operation, friendship, care and respect flow through the school day"* Section 48 Church Inspection 2011

*" Teachers make learning fun"* Ofsted 2011

*"Teachers use questions well to make pupils think carefully and give them confidence through astute use of praise for their contributions"*

*Ofsted 2011*

*"The teaching of writing and number skills is a strength because teachers focus on clearly establishing the basics of spelling and calculation. This approach gives children the confidence to tackle any challenge."* Ofsted 2011

*"There is a culture of praise and reward throughout the school"*

*Section 48 Church Inspection 2011*

*"Great care has been taken in developing the school building and grounds to enhance the area as a place where all can grow and develop into confident and competent citizens"* Section 48 Church Inspection 2011

# OUR SCHOOL TEAM

<b>Headteacher</b>	<b>Carol Dunlop</b>
<b>Deputy Head</b>	<b>Class 1 Mrs R. Fleming</b>
<b>Teachers</b>	<b>Class R Miss L. Jones</b>
	<b>Class 2 Miss M. Dalby</b>
	<b>Class 3 Miss T. Webster</b>
	<b>Class 4 Miss F. Shaw</b>
	<b>Class 5 Mrs K. Ward</b>
	<b>Class 6 Miss K. Boor</b>
	<b>PPA FS/KS1 Miss E. Pacey</b>
	<b>1-1 Tutor Mrs K. Maylor</b>
<b>Teaching Assistants</b>	<b>Intervention Mrs H. Clarke</b>
	<b>EAL Mrs C. Pybus</b>
	<b>Ms C. Banfield</b>
	<b>Mrs L. Brooks</b>
	<b>Mrs T. Lee</b>
	<b>Ms. S. Manton</b>
	<b>Mrs J. Perry</b>
<b>Midday Supervisory Assistants</b>	<b>Ms S. Manton</b>
	<b>Mrs N. Mellor</b>
	<b>Mrs J. Munford</b>
	<b>Mrs I. Netyks</b>
	<b>Mrs M. Slocombe</b>
<b>Senior Administrator</b>	<b>Mrs L. Horton</b>
<b>Caretaker</b>	<b>Mr A. Robertson</b>
<b>Outside Agencies</b>	<b>Learning Support Mrs N. Carter</b>
	<b>ICT Support Mr. P. Callow</b>
	<b>Peripatetic Music Mrs J. Edkins</b>
	<b>Sports Coaching Boston United</b>
	<b>School Nurse Team Leader Mrs L. Salter</b>
	<b>Educational Psychologist Mrs H. Nation</b>
	<b>Schools' Cluster Coordinator Mrs L. Jackson</b>
<b>Knight Crew</b>	<b>Mrs H. Clarke, Ms C. Banfield, Mrs S. Roper</b>
<b>Governing Body</b>	<b>Chairman Rector Revd. Martyn Taylor</b>
	<b>Vice Chair Foundation Mrs H. Leech</b>
	<b>Headteacher Mrs C. Dunlop</b>
	<b>Foundation (parent) Mr J. Emery</b>
	<b>Foundation Miss M. Manger</b>
	<b>Foundation Mr R. Mann</b>
	<b>Foundation Mr I. Scott</b>
	<b>Foundation (parent) Mrs S. Sutcliffe</b>
	<b>Foundation (parent) Miss L. Wharam</b>
	<b>Parent Mrs L. Gregory</b>
	<b>Parent Ms G. Strange</b>
	<b>Local Authority PCSO Mr D. Vines</b>
	<b>Teacher Mrs R. Fleming</b>
	<b>Non-teacher Mrs L. Brooks</b>
	<b>Clerk to Governors Ms. C. Banfield</b>

# OUR SCHOOL COMMUNITY

## **School Council**

All pupils' views are valued at St. George's School. Our School Council consists of two members from each class who represent the views of their own class and meet weekly to share ideas and plan to make our school even better. Two members are also on the Joint Stamford Schools Council, which meets at Stamford Town Hall.

## **Parents**

Parents are encouraged to become actively involved in school life. We hope that home and school become a partnership to help create the best opportunities for each child to succeed. Parents, pupils and the school sign a Home-school Agreement which highlights the commitment required of each, in order for a child to achieve their best. Children revisit their part of the Agreement at the start of each school year.

Parents are encouraged to come into school to talk about any queries or concerns. Teachers are usually available at the start and end of the school day, but it may be advisable to make an appointment through the school Office to arrange a mutually convenient time for discussion.

Parents are welcomed as volunteers, to share their skills and expertise and to help with activities, clubs and outings. All school volunteers complete police clearance checks.

Parents are invited to special occasions such as Assemblies, music performances, poetry workshops, Concerts and Sport Day.

Parents Evenings are held three times each year. In the Autumn and Spring terms, parents are invited to discuss how their child is progressing, their current learning targets and ways in which they can be supported at home. The Summer Parents' evening is an opportunity for parents to discuss the end-of-year Report and future targets. Older pupils are also encouraged to take part in these meetings.

Information is sent to parents through newsletters and letters. Electronic Parentmail is used to forward information promptly. Parents not opting for this email service are provided with a paper copy of all mail, delivered by their child.

Newsletters, school Reports, Parent Evenings etc. can also be sent to a mother or father not living at home, this can be requested through the school Office..

The Parent Teacher Association promotes further links between home and school, and raises money to benefit all the children. All parents are automatically members. There is an active PTA committee and any member is welcome to join. Look on the PTA notice-board by the school gate for further information.

## **St George's Church**

The school has a special relationship with St George's Church. Members of the Church are actively involved in our school and known to the children - through Assembly each Wednesday, Good News after-school Club, help on visits etc. King's Café (St George's Church in the community) is held in the school hall every Sunday. Each Reception pupil is presented their First Bible during their first term in school.

## **Local and Wider Community**

Visits and visitors enrich learning for all our children. We network with other local schools for sports fixtures and Arts events, using venues across the town e.g. Stamford Arts Centre, Museum, Church buildings and Sports Clubs. The children visit the elderly e.g. book events, harvest, carol-singing etc. and support various local charities.

Initiatives are developing to extend children's awareness beyond Stamford, so that our children become responsible citizens of their own country and the wider world. The school is currently developing links with a Primary school in Peterborough, and has special links with Kisiizi hospital school in Uganda.

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Information is sent to parents through newsletters and letters. Electronic Parentmail is used to forward information promptly. Parents not opting for this email service are provided with a paper copy of all mail, delivered by their child. Pupil Reports, Parent Evening invitations etc. can also be sent to a mother or father not living at the child's home, and this can be requested in writing through the school Office.

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## **St George's Church**

The school has a special relationship with St George's Church. Members of the Church are actively involved in our school and known to the children - through Assembly each Wednesday, GenR8 lunchtime Club, help on visits etc. St George's Church works in partnership with nearby Christ Church, and parents are welcome to attend regular Sunday Services and special events such as Harvest Festival. Traditionally, the school ends the Autumn Term with a Carol Service at St George's Church, to which all parents are invited. Each Reception pupil is presented their First Bible during their first year in school and each Year 6 pupil receives a Youth Bible.

## **Local and Wider Community**

Visits and visitors enrich learning for all our children. We network with other local schools for sports fixtures and Arts events, using venues across the town e.g. Stamford Arts Centre, Church buildings and Sports Clubs. The children visit the elderly e.g. book events, harvest, carol-singing etc. and support various local charities. Initiatives extend children's awareness beyond Stamford, so that our children become responsible citizens of Britain and the wider world. The school have links with Peterborough Primary Schools, and has special links with Kisiizi hospital school in Uganda.

# ADMISSIONS

## **Admission Policy**

As a Church Aided School, the Governors set the School Admission Policy. Pupils are admitted to school in September of the academic year in which they are five years of age. There is a maximum of 30 children in each Foundation Stage and Key Stage 1 class, unless there are exceptional limited circumstances agreed with the Local Authority.

If over-subscribed, the Governors have set the following oversubscription criteria:

1. Children in public care.
2. Children with a brother or sister already attending the school at the time a place is needed.
3. Children whose parents or carers are regular monthly worshippers at St. George's Church or King's Café, (or equivalent commitment at a previous address if new to the area).
  - a. Children whose parents or carers are regular monthly worshippers at a Christian Church.
  - b. Children whose parents or carers are regular monthly worshippers at a Christian Church.
4. Children with exceptional social or medical needs.
5. The distance from home to school.

A copy of the full Admissions Policy is available from the School Office, if you would like further guidance on any of the above points.

Application packs for children born between 1 September 2007 and 31 August 2008 are available from the School Office or Lincolnshire County Council website ([lincolnshire.gov.uk](http://lincolnshire.gov.uk)) from 14 November 2011. The Local Authority encourages on-line applications wherever possible. Applications should be completed and returned to the Local Authority by the deadline of 20 January 2012.

Places will be confirmed to parents by the Local Authority during Spring 2012.

## **Pre-Admission Arrangements**

Once Reception places have been confirmed to parents by the local authority, we contact parents with invitations to make familiarisation visits to the school during the Summer term before starting school in September. There is a Welcome Morning for parents. Final arrangements for starting school are explained by the Headteacher and there is opportunity to tour the school, meet the Reception class teacher, staff and other parents, order uniform and for the new children to sample some of the delights of the Reception classroom.

The new children are also invited to spend further afternoon sessions in the class during the Summer Term and encouraged to join in our Sports Day and Open Evening in July.

## **Mid-year Admissions**

Allocations of all places will take into account the published admission number for the school, currently 30. If the year group is oversubscribed, parents have the right of appeal. Please consult the Headteacher for further advice.

## **Secondary Schools**

During the Autumn Term of Year 6, parents receive information from Lincolnshire County Council on procedures for applying for a Secondary School place for their child. Parents have the choice of opting into the 11+ selection procedure.

# SCHOOL ORGANISATION

## Classes

There are three stages in a child's primary school education. At St. George's Primary School, children are organised in classes by age:

### *Foundation Stage*

CLASS R - Reception

### *Key Stage 1*

CLASS 1 - Year 1

CLASS 2 - Year 2

### *Key Stage 2*

CLASS 3 - Year 3

CLASS 4 - Year 4

CLASS 5 - Year 5

CLASS 6 - Year 6

## School Day

*For Foundation Stage and Key Stage 1 the school hours are:*

Morning 9am to 12.20pm  
Break: 10.45am to 11am

Afternoon 1.20pm to 3.25pm.  
Break: 2.30pm to 2.45pm

*For Key Stage 2 the school hours are:*

Morning 9am to 12.20pm  
Break: 10.25am to 10.40am

Afternoon 1.20pm to 3.30pm

## Teaching Hours

Foundation Stage/Key Stage 1 22hours 30minutes

Key Stage 2 24 hours 10 minutes

Teaching hours do not include the time spent on Collective Worship, registration, lunch and break-times.

## Before and After School Care

'Knight Crew' is St George's School Breakfast Club and After School Care in the school site during term times. Regular and occasional session bookings are taken. For further information please contact the School Office.

Session times: 7.45am - 8.50am  
3.25pm - 6pm

## Nursery

'The Ark' is a small privately run on-site pre-school for 2½ - 4 year olds. For further details please telephone 01780 482113.

# THE CURRICULUM

We provide an exciting curriculum to engage all our children in learning that meets the requirements of the National Curriculum. The learning environment is bright and stimulating, providing our children with guides and prompts to support their current learning as well as attractive displays that celebrate their achievements. Teaching is planned around practical first-hand experiences, to give children exciting, fun learning opportunities. The school grounds are continually evolving as an outdoor learning environment. Our Reception Classroom has an outdoor covered area, providing all day and all year round protection for our young children, when they work out of doors. Pupils in Years 1 and 2 also have a safe outdoor learning environment leading directly from their classrooms.

The Curriculum is carefully structured across the whole school to provide continuity for the children to develop their skills and knowledge as they progress through the school. Teachers liaise closely so that planning builds on children's previous learning. Teachers assess pupils' learning regularly to ensure that lessons are well-matched to individual children's needs. Achievements are reported to parents through Parents Evenings and annual end-of-year Reports. Parents are informed of the results of statutory assessments at the end of Reception year, Year 2 and Year 6. This supports parents in understanding their own child's current ability and in relation to others in the year group and national standards.

## **Religious Education**

Our Religious Education teaching is adapted from the Lincolnshire Diocesan Syllabus in accordance with County guidelines. The syllabus focuses on developing children's understanding of Christianity and an awareness of the Jewish faith and cultures around the world. The school has strong links with St. George's Church and children benefit from visiting the Church building and visits by Church leader and activities with members of the Church community.

## **Collective Worship**

Each school day the school comes together for an Act of Collective Worship. This is 9.05 - 9.20am each day, apart from Fridays when it is held at 3.10 - 3.25pm.

Parents have the right to withdraw their child from Collective Worship and/or Religious Education after consultation with the Headteacher. Appropriate supervision for any child withdrawn will be provided. Children's special achievements are celebrated at our weekly Good Work time, held after worship in Assembly each Friday.

## **Physical Education**

We encourage children to enjoy sports and develop a healthy attitude to exercise.

The school has extensive playing fields where, when weather permits, the children develop skills for many different sports including football, netball, rounders and athletics. All Key Stage 2 classes are taught Games by qualified Sports Coaches.

Key Stage 2 classes attend termly swimming lessons at the nearby Leisure centre in Stamford, and walk there escorted by school staff. Parents are asked for voluntary contributions to cover the entrance charge to the Leisure Centre. There is no charge for tuition.

Older children have the opportunity to develop their games skills further through lunchtime and after school clubs, and many enjoy being part of school teams playing in tournaments and festivals with other local schools.

Towards the end of the Summer Term, our annual Sports Day is held. Parents and friends are invited to attend.

## **Music**

All children in Key Stage 2 learn musicianship through working with a variety of tuned instruments, including ukulele (Yr 3), samba and drumming (Yr 4) and woodwind - saxophone/clarinet (Yr 5). Where appropriate, the children are provided with their own instruments to play for the duration of lessons.

Children in Year 6 who wish to practise and extend their skills in playing these woodwind instruments have the opportunity to continue learning through a weekly music club run by a specialist teacher.

Children throughout the school enjoy the experience of performing for other children and parents, and wider audiences at school music events in the Spring and Summer terms.

Private peripatetic lessons are also offered by the school, using staff from the Lincolnshire Music Service.

## **Modern Foreign Languages**

All Key Stage 2 pupils learn French language and culture through a weekly lesson and additional short activities. The school runs an after school club for older pupils who wish to develop their skills further, run by a specialist tutor.

## **Relationships and Sex Education**

In addition to the requirements of the National Curriculum Science curriculum, the school promotes values of self-respect, respect for others, responsibility for self and for friends, family, school and the wider community. Within the context of relationships, sex education is delivered in a variety of ways including topics, science, pastoral time, assemblies and through visits from the school nurse and support agencies. Puberty and sex education sessions are held with Class 6.

Parents are welcome to discuss these sessions with staff before-hand and have the right to withdraw their child. Parents are notified in advance of when the sessions taking place.

## **Children with Learning Difficulties**

All children have access to the National Curriculum and additional support is given to those children with special educational needs. Children with learning difficulties are carefully monitored and given extra help. The school has well-trained teaching assistants who support children under the guidance of the class teachers. The school has a range of materials and equipment to support children. We have good working relationships with other professionals, e.g. School Doctor and Nurse, Speech and Language therapist, Educational Psychologist. We encourage the children to do their best and feel confident in what they do. Parents of children with learning difficulties are kept informed.

Sometimes children benefit from working one to one or in small groups to consolidate their understanding of particular work. A range of Intervention programmes, booster and catch-up sessions are delivered for particular groups of children, by teachers or teaching assistants when appropriate.

## **Gifted and Talented Provision**

Teachers plan lessons with appropriate differentiation, to cater for individual children's abilities, including where children show particular skill and flair. Our school uses specialists to cater for these children e.g. sports coaches, professional artists and musicians. Our school liaises with other local schools to provide additional opportunities for these children to come together and tackle new challenges in Workshops and Summer schools.

## **Homework**

We encourage parents to support their children at home. In Foundation Stage and Key Stage One regular homework consists of shared reading, playing maths games and learning spellings. In Key Stage 2 homework tasks become more demanding and encourage children to take further responsibilities, with research and longer tasks.

Each child has a Homework diary which outlines weekly homework tasks, current learning targets in reading, writing and maths and can be used for notes between parents and the class teacher.

### **Extra-curricular activities**

A termly programme of Clubs is sent home before the start of each new term, for children to select the lunchtime and after-school clubs that they would like to attend. Recent clubs have included -

Key Stage One: Board Games, Film, Eco, Multi-skills

Key Stage Two: Gymnastics, Film, Tennis, Eco, Netball, Football, Art, Choir, Rounders, Chess, Instrumental music, GenR8, Hoola hoop, Book

Signposted Clubs - The school also offers a range of activities in partnership with other Stamford Schools, at venues across the town. These are held after school, at weekends and holidays. Information is sent out on the termly Clubs programme and additional flyers.

Children are encouraged to develop a love of reading through access to a wide range of materials. Children throughout the school borrow books from the school Lending Library. Key Stage 2 children can borrow Public Library books from the Mobile Library Van and the Good News Library, which both visit school monthly. The School celebrates World Book Day annually. Children are encouraged to develop their own fun ideas and initiatives to support charities and 'make a difference'.

### **Road Safety**

Each year our Year 2 children take part in Pedestrian Safety Training led by the Road Safety Officer. Year 6 children have the opportunity to participate in 'Bikewise' cycling proficiency, led by our Community Police Support Officer.

### **Educational Visits**

Children in each class take part in visits relating to their topic work. The school regularly uses resources in the local community as well as travelling to further venues. In Year 6, children look forward to taking part in a residential week-end at Caythorpe PGL Centre, near Grantham. The week-end is full of exciting outdoor challenges and provides the children with lasting memories and achievements as they prepare to move on to Secondary school.

### **Charging Policy**

Educational activities which take place during school hours are free and made available to all pupils. On special occasions such as school visits and special events, parents are asked for voluntary contributions towards costs. Without contributions from parents, some of these activities could not take place. However, it should be noted that no child would be prevented from taking part in an activity during the normal school day through an inability to contribute. Charges are sometimes made for optional activities out of school hours. Parents with concerns over any payments should discuss this with the Headteacher.

# SCHOOL UNIFORM

All our pupils wear school uniform to identify with and take pride in our school.

*Girls:* Navy cardigan - plain or with school logo  
Navy pinafore, skirt or trousers  
White or navy socks  
Navy or red tights  
Grey or white shirt  
Red school tie  
Summer dress - blue/white or red/white gingham check  
Footwear - for safety, open-toed sandals and high-heeled shoes are unsuitable.

*Boys:* Navy jumper - plain or with school logo  
Grey trousers - long or short  
Grey socks  
Grey or white shirt  
Red school tie

*PE:* Tshirt - plain white or with school logo  
Navy or white shorts  
Plimsolls  
KS2 Winter outdoor Games Kit(e.g. tracksuit or warm jumper/leggings and Trainers)  
Swimming Kit - when appropriate

Items available daily from school Office: Cardigans/jumpers embroidered with school logo  
Tshirts white with red school logo  
School Ties - plain or elasticated  
Book bag and PE bag with school logo  
Navy winter coat with school logo (Sept. order)

Other items are available at: Major chain stores e.g. British Home Stores, John Lewis

The PTA run a 'nearly new' stalls during the course of the year.

PLEASE ENSURE THAT ALL UNIFORM IS CLEARLY NAMED

It can then be returned to your child easily if mislaid.

Jewellery is not allowed apart from a watch and one pair of stud earrings. For health and safety, these must be removed or taped by the child for all PE lessons. The school cannot accept responsibility for any loss.

Money and other valuables should only be brought to school for a specific reason and given to the appropriate person on arrival at school. Please send all money in a sealed envelope clearly marked with the child's name and purpose.

# ATTENDANCE

## **Attendance**

Parents have a responsibility to ensure that their children attend school each day and arrive on time. The bell goes at 9am and the children line up promptly in classes on the playground ready to be escorted indoors by their class teachers for registration.

Children should come onto the school site from 8.50am, under staff supervision. Please note that there is no supervision before this time. Parents may opt to stay with their children in the covered area until the bell goes. Reception aged pupils may go straight into the Early Years classroom from 8.50 - 9am, accompanied by their parents.

At the end of the school day, pupils in all classes are dismissed by teachers at the main school gate (Foundation and Key Stage 1 classes at 3.25pm, Key Stage 2 classes at 3.30pm). Foundation and Key Stage 1 pupils who leave by North Gate at the end of the school field are escorted by staff. Key Stage 2 pupils leave North gate independently.

If your child is unwell and unable to attend school parents must notify school by telephone, email or a written note by the start of each school day at 9.00am so that the register can be marked accordingly and we know that your child is safely accounted for.

Parents should notify the School Office, in advance whenever possible, if their child has a medical appointment. Children are not allowed out of school for any reason during the school day unless we have been notified in writing beforehand and they are collected by their own parents.

Holidays must be taken out of term time wherever possible. Holiday leave can only be considered for authorisation by the Headteacher on completion of the Leave of Absence Application Form, available from the School Office. The maximum holiday that can be approved in a school year is ten days. Occasional days leave for family outings are not permitted.

Cases of persistent lateness and excessive or unexplained absence are monitored by the school and Education Welfare Officer. For the full school year 2010-11, there were 4.16% authorised absences and 0.11% unauthorised absences.

## **Cycling**

Parents must take full responsibility for children who cycle to and from school. Children leaving cycles at school are expected to wear cycle helmets, in line with advice from the Road Safety Officer and Community Police Support Officer, who visit school to give talks to the children. Cycle helmets may be kept in school during the day. Bicycles and scooters can be kept in the cycle shelter during the day at the owner's risk. Cyclists must not ride their bikes on the school site.

## **Parking**

The main school gate must be kept clear at all times for the safety of all pedestrians. Please park with care, beyond the zig-zag lines. Drivers must not obstruct private driveways or park within 10 metres of a road junction. The school gates are closed between 3.20 and 3.40pm each day whilst parents are collecting their children at home-time. The school car park is reserved for staff and visitors to the school.

## **School Security**

All visitors arriving during the school day can only gain access by visiting the School Office.

# CARE

Parents should ensure that the Headteacher is informed, in writing, of any medical condition that may affect their child at school. All our school staff are trained in First Aid. The School Nurse is available to support parents and can be contacted at Stamford Clinic. She visits school to make routine checks on your child's well-being with parents' permission. We can also call on specialists such as the Speech and Language Therapist, School Doctor and Educational Psychologist.

## **Emergency Contact**

Occasionally, children feel unwell at school and need to go home. When your child starts school you will be asked to complete our school admission form giving contact details during the school day. Parents are required to keep school notified of any changes to address, telephone or emergency contacts. Please keep this in mind if you change your mobile phone.

## **Medication**

**Asthma** - If your child has asthma, a named inhaler must be kept in the school Office, for use at any time. Please complete a school asthma card available from the School Office outlining your child's treatment, and update when necessary.

**Medicines** - If your child has a short course of medicine and needs a lunchtime dose, please arrange to visit the school to administer this.

The school only administers medicine in consultation with the School Nurse in exceptional circumstances where it relates to a child's long term special needs and specific staff training has been.

**Allergies and Sensitivity** - When completing our school admission form, please record any allergies that your child has, so that staff are fully informed and prepared for this.

## **Access for the disabled**

There is access around school for children or parents who may be disabled. Parents are asked to contact the Headteacher for further information.

## **Break time snacks**

Children in Foundation Stage and Key Stage 1 have a piece of fruit each morning free of charge. This is part of the Government's National Fruit Scheme and is enjoyed by all the children. Parents have the right to withdraw their child by discussion with the Headteacher. Foundation Stage children are entitled to free milk each morning until the date of their fifth birthday. Children in Key Stage 2 may bring a piece of fruit from home for morning break. Children are encouraged to develop healthy lifestyles and should not bring sweets to school.

## **Water**

All children are encouraged to drink water regularly through the school day. Children have access to water taps and are welcome to bring to school their own named water bottles. (Plastic water bottles are available to buy from the School Office).

## **Lunchtime arrangements**

Healthy hot school meals are available and are a popular option - please contact the school Office for details. Alternatively, children may bring a packed lunch. Drinks must not be brought in glass containers or cans.

## **Free School Meals**

Some families may be eligible for free meals, which are funded by the County Council and provided by the school. Application forms are available at the main entrance. Please ask at the school Office if you would like more details.

## **Behaviour**

St. George's School life is based on a code of conduct that recognises the need for care, consideration, honesty, helpfulness, co-operation and respect for all other people, equipment and property.

The children are encouraged to develop pride and responsibility. This is developed through our school's Golden Rules:

*Work hard*                      *Look after property*  
*Listen to others*      *Be honest*              *Be gentle*                      *Be kind and helpful*

High standards and clear expectancies are made of all children. Misconduct is dealt with in line with the School Behaviour Policy.

Children are encouraged to do their best through a system of rewards e.g. stickers, house-points, cups and shields and weekly Good Work certificates.

The school provides equality of opportunity to meet the educational and social needs of all pupils irrespective of gender, race or religion. The school is inclusive, encouraging every pupil to share experiences and achieve their full potential in all activities of the school.

The welfare of all children has a high priority and the school has an Anti-Bullying Policy. Bullying is seen as any deliberately hurtful behaviour, repeated over a period of time. It can be physical, verbal or indirect (anti-social). Bullying in any form is not tolerated.

Children and parents are encouraged to share any concerns with staff, so that appropriate steps can be taken at the earliest opportunity

## **Safety and Security**

During the school day North Gate and the main pedestrian school field gate are locked and entry to school is by the main entrance only. Children are regularly reminded of important safety rules. Fire drills are practised at regular intervals. Regular Health and Safety checks are carried out in line with Local Authority guidelines. Risk assessments are carried out in preparation for all off-site visits. All adults working and volunteering in school have appropriate safeguarding clearances in line with school policy and Local Authority guidance.

## **Photography**

Parent permission is obtained to use photographs of children for internal publicity, school communications and website, displays, staff training and assessment purposes. From time to time, articles and photographs of special events appear in newspapers. The use of cameras, camera phones and videos is restricted in school events. Parents may only take images of children at identified specific events held in school e.g. concert performances, when relevant forms have been completed. Images may not be taken at other school events e.g. school assemblies, Church services.

## **Child Protection**

All staff at St. George's School recognise that the welfare of every child is of paramount importance. Any concerns are passed to the Headteacher, who will take appropriate action in compliance with the Lincolnshire Area Child Protection Code of Practice.

## **Complaints**

We strive to deliver the best possible education to all our pupils and to care properly for their health, safety and welfare at all times. All the staff at this school are dedicated to achieving this aim. From time to time, however, it is possible that you feel that we have not lived up to your expectations. If this is the case, please tell us at once. If you do not tell us, we may not be aware of your concern, and so can not follow it through. A copy of the Complaints Policy is available from the Headteacher.

# TERM DATES

## School Year and Holidays - Academic Year 2011-12

TERM 1	Monday 5 <sup>th</sup> September 2011 to Thursday 20 <sup>th</sup> October 2011
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TERM 2	Monday 31 <sup>st</sup> October 2011 to Friday 16 <sup>th</sup> December 2011
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TERM 3	Wednesday 4 <sup>th</sup> January 2012 to Friday 10 <sup>th</sup> February 2012
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TERM 4	Monday 20 <sup>th</sup> February 2012 to Friday 30 <sup>th</sup> March 2012
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TERM 5	Tuesday 17 <sup>th</sup> April 2012 to Friday 1 <sup>st</sup> June 2012 <i>May Day Holiday</i> <i>Monday 7<sup>th</sup> May 2012</i>
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TERM 6	Monday 11 <sup>th</sup> June 2012 to Thursday 19 <sup>th</sup> July 2012
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STAFF TRAINING DATES <i>when the school is closed to pupils</i> Thursday 1 <sup>st</sup> September 2011 Friday 2 <sup>nd</sup> September 2011 Friday, 21 <sup>st</sup> October 2011 Tuesday 3 <sup>rd</sup> January 2012 Monday 16 <sup>th</sup> April 2012
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