



St. Andrew's CE School



St. Andrew's CE Primary School

Prospectus

'Children are at the heart of all we do.'

OUR GOAL

Children are at the heart of all we do.

We aim to inspire our children to love learning and achieve their best.

Thriving within a Christian environment, our children will grow through challenge and have the confidence to express their ideas and emotions freely.

We want them to value themselves, to respect others, to embrace difference and to care for the world they live in.



St. Andrew's CE Primary School

Core Value



Children become confident and joyful learners



Children thriving within a strong Christian Ethos



Children who love learning and strive to achieve their best



Children who value, respect and listen to others and care for the world around them

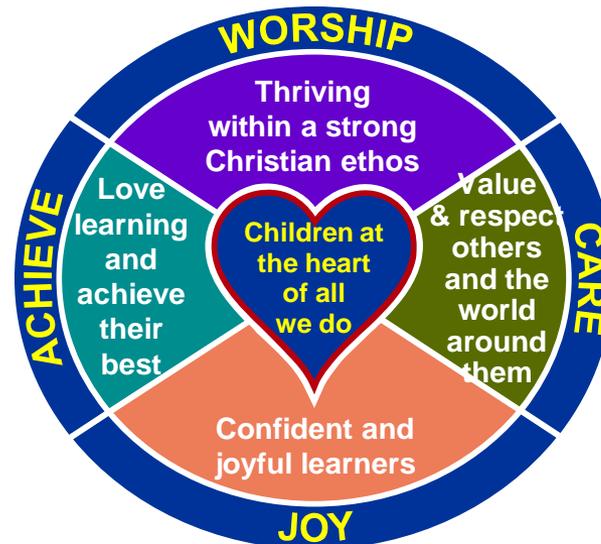
St. Andrew's is a Church of England (Voluntary Aided) school for children aged 4 to 11 years. In December 2009 Ofsted described our school as 'Outstanding' due to the outstanding level of pastoral care the children receive and the excellent progress they make. Ofsted also commented on our rewarding partnerships with the local community, St. Andrew's Old Church and other schools and organisations.

The School 's Core Values

Parents and staff work together to create a Christian ethos that enables our children to enjoy school, find security, learn creativity and understand self-discipline.

The school has two vital tasks:

- To meet the difficult challenge of matching the intellectual, social and personal development of the child with the changing demands of society
- To provide children with a sound basis for secondary school and eventually a happy and fulfilling adult life





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Information About Admissions

Our Governing Body makes the arrangements for the admission of children to this school.

Our admission limit into Reception each year is 60 pupils. If there are insufficient places available to meet the demand, these will be allocated in accordance with the over subscription criteria, which is available on the website or from the school office.

We will admit in September all children who will become five during that school year.

Children will start school as follows:-

Full-time in September for children born between 1st September and 31st December

In line with the policy of Brighton & Hove City Council, parents/carers of children who are spring or summer born (1st January – 31st August) can attend full-time from September, or part-time in September turning full-time after Christmas. If you choose for your child to attend full-time you must inform the school when accepting the place.

Admissions to the Reception Year are phased-in over the first two weeks of term to aid the settling-in process.

All children and parents meet with Reception staff and if necessary, the SEN team.

Deferred Admission

In line with the policy of Brighton & Hove City Council, parents/carers of children who are spring or summer born (1st January – 31st August) may ask to defer admission to the beginning of January of the following year. If you choose to defer admission you must inform the school when accepting the place. Children whose fifth birthday falls between 1st September and 31st December will be expected to take up their places in September.



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School Accommodation and Equipment

We currently have fourteen class bases, a shared activity area for the Reception Year classes, an ICT suite, two rooms for group/individual work, a resources room, two library areas, two halls (one of which acts as a dining area at lunch-time), a staffroom, office accommodation, a medical room and a school kitchen. In July 2011 work is beginning on site to create additional group work and meeting space: the school roll will not increase as a result of this extension.

Outdoors, there are two playgrounds, a fenced off area for the Reception Year classes, an outdoor classroom, a quite shaded area, a fort, a playing field and a school garden. The outdoor areas of the school will continue to be a focus of development over the next two years.

Equipment within the school includes a range of computers, printers, interactive whiteboards and other equipment to enhance the working experience for the children.

Our school building enables access to the school for children and parents with disabilities, including level access and a lift to classrooms on the first floor level. Disabled parking is available on site if necessary.

School Organisation

In line with Government policy the maximum infant class size is 30. The maximum junior class size is 32.

There are seven year groups, each with two parallel classes of children with mixed ability. Classes, in general, work with their own teacher but upper classes may have a specialist teacher for some subjects.

The teachers within each year group work collaboratively.



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School Curriculum

At St. Andrew's we have a reputation for helping all children fulfil their academic potential. Our curriculum has been designed so that we can prepare them to be effective lifelong learners. We aim to inspire and engage our children. We want them to leave St. Andrew's with a desire to find out more, to use their skills and to apply their knowledge in the wider world.

Our Creative Curriculum is based on a wide variety of half termly and termly topics. This approach blends subject areas together so that learning has a context and a sense of purpose. We have found our children thrive when they work in this manner and we are able to offer them a wide range of unusual and rich learning opportunities. The support and experience of parents and carers is welcomed, as it is in all aspects of school life.

Our approach at St. Andrew's is to put children at the heart of all we do and our curriculum is designed to be challenging, affirming and inspiring, thus enabling children to thrive both at St. Andrew's and in the wider world.

From Reception Year through to Year 6 the children are taught as classes, in groups and as individuals, according to the task in hand. Work is differentiated to match the mixed abilities within a class.

St. Andrew's School recognises the entitlement of all pupils to be treated equally. Therefore, our broad and balanced curriculum is accessible to all children regardless of ethnic origin, gender, disability, special ability or social background.



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Religious Education and Worship

At St. Andrew's School Religious Education and Worship have a very special place, contributing to the personal, social, emotional and spiritual development of all children. The daily acts of corporate worship and weekly classroom lessons provide a rich variety of experiences, enabling the children to express and confirm their personal beliefs and values rooted in the practices of the Church of England. The multi-cultural nature of our school society and the outside world is reflected in the teaching of other faiths and in the recognition of festivals celebrated by other faiths.

Throughout the whole curriculum and life at the school, but especially in Religious Education, the emphasis is on caring relationships. There are activities in the "hidden curriculum", within the context of Christianity, which promote courtesy, self-discipline and a respect, consideration and responsibility for others.

A weekly service for junior children and a fortnightly assembly for infant children are conducted in school by the team vicar of St. Andrew's Church on Wednesday mornings. Services are held two or three times a term at St. Andrew's Church. Occasionally these include a Eucharist and pupils who are confirmed join the staff in taking the sacrament. Parents have the right to withdraw their children from acts of worship in the school but as this is such an important part of our school ethos we would appreciate the chance to discuss this request with you.

Sex Education and Drugs Education

The Sex Education and Drugs Education curriculum at our school is incorporated in the PSHE and Science Curriculum offered to our children. We teach the subject matter according to curriculum guidelines and we pride ourselves on our ability to discuss issues sensitively as they arise.

It is important to create an atmosphere that encourages confidence and trust for such sensitive issues to be discussed.

Parents/carers have the right to withdraw their children but not from those elements which form part of the National Curriculum.



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Children with Special Needs

The progress of every child in the school is monitored regularly. Structured support is provided for pupils with special educational needs who would otherwise experience difficulty in gaining full access to the curriculum. In accordance with the Department of Education Code of Practice (revised 2004) and local authority procedures, this structured support follows a three-staged approach, according to the severity of need. Methods of support may include a differentiated curriculum, provision of special equipment, small group or individual teaching and support from outside agencies.

The records of children with medical problems are regularly updated and class teachers advised, confidentially, of any special problems that may affect classroom organisation.

Pupils with exceptional ability talents are extended by means of differentiated work within the classroom context, by withdrawal to work in a group, and also through extra curricular activities organised in school and specialist input when available.

End of Key Stage Assessment Results

Copies of the latest figures are available from the school office or from the school web site



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Homework

Our school homework policy has been drawn up in line with the Department of Education guidelines and reflects the fact that the purposes of homework change as children get older. For children in the infant classes, developing a partnership with parents/carers and involving them actively in their children's learning is the key purpose. Short activities such as reading together, playing simple games and learning spellings and number facts, provide opportunities for children to talk about what they are learning to an interested adult, and to practise key skills in a supportive environment. As children grow older homework provides an opportunity for them to develop the skills of independent learning and this increasingly becomes its main purpose.

Homework arrangements are determined by teachers in their year group teams, with a regular programme set up so that pupils, teachers and parents/carers know what to expect each week. Time allocations are in line with the Department of Education recommendations.

School Behaviour and Discipline

Our Behaviour Policy is grounded in good and considerate behaviour by all pupils. We prefer always to encourage rather than punish and our sanctions take the form of losses of privileges, such as playtime. If a child's behaviour is a serious cause of concern, we contact the parents immediately. We would encourage parents who believe their child's behaviour to be of concern to contact the class teacher in the first instance.

The children are encouraged to follow their school rules and they are congratulated through a system of merits and rewards for good behaviour.



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Home – School – Child Agreement

From September 1999 all state schools have been required to have a written 'home – school - child agreement'. The governors adopted the St. Andrew's agreement after consultation with parents/carers and all staff. We place great importance on the partnership between school and home. Children achieve more when school and parents/carers work together. It is hoped that the agreement will provide a framework for the development of this relationship. The aim of the agreement is to clarify what St. Andrew's is trying to achieve and it sets out the role of the school, parents/carers and children in this important partnership. A copy of the agreement can be found on the web site or the school office.

Communication With Parents/Carers

We place great importance on communication between teachers and parents/carers, as we both share responsibility for the children in our care. Parents/carers are very welcome to discuss matters of concern with the school. Appointments with members of staff may be arranged through the school office. Open Evenings are held twice a year and an annual written report on each child's progress is sent to parents/carers towards the end of the Summer Term. We do not, of course, hesitate to contact parents/carers at other times should there be a concern for their child.

At the end of every week a "Week Ahead Sheet" is circulated to all parents/carers outlining forthcoming events, letters that should have been received and celebrating the past week's achievements.

We are most grateful for all the help that we receive from parents/carers, on both a regular and occasional basis, such as helping with small group activities, educational trips, and in our two libraries. All parents/carers who help in school on a regular basis are asked to complete a CRB check in line with our Safeguarding Policy.

The school has an active Parent Teacher Association, which undertakes social and fund-raising activities.



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Extra-Curricular Activities

We offer extra-curricular activities, which take place during the lunch break or after school hours. Currently these activities include choir, gardening, recorders, art, dance, multi-skills, chess, football, rugby, cricket, hockey, cross-country, basketball and netball. There are opportunities for junior children to learn a musical instrument, for which there is a charge. Currently violin, keyboard guitar, brass and woodwind instruments are taught. After school study support sessions are offered to Years 5 and 6. All classes elect representatives to our School Council and Eco School Committee.

Out of school visits, part and all day and residential trips for junior pupils, are arranged as a valuable extension to the children's basic curricular work.

Charging Policy

The Governors accept the Brighton and Hove Local Authority's policy on Charges and Remissions. This is available to view in the school office.

However the school may ask parents to contribute voluntarily to certain activities including:

- Swimming
- Educational visits – travel, entrance fee and insurance
- Visiting experts- theatre companies, artists, authors and musicians
- Occasional specialised projects.

We believe that these activities enrich pupils' education.

Whilst contributions are voluntary, the school reserves the right to cancel any event for which there is insufficient funds to cover costs.





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Lunch

Meals, cooked on the premises, are available to children at lunchtime, (vegetarian if preferred). Alternatively, children may bring their own packed lunch.

Dinner money should be paid in advance, on a weekly, or half-termly basis, via our on-line 'Parent Pay' system.

Parents/carers in receipt of income support and certain other benefits may claim free school meals. Details are available from the school office.

School Session Times

There are two main sessions each day with a lunch break in between.

Infants

The morning session begins at 9.00am and ends at 12 noon with a 15 minute break.

The afternoon session begins at 1.00pm and ends at 3.15pm with a 10 minute break.

Juniors

The morning session begins at 8.55am and ends at 12.30pm with a 15 minute break.

The afternoon session begins at 1.30pm and ends at 3.20pm



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Absence From School

If a child is ill parents/carers are asked to telephone the school or send a message on the **first day** of absence. Always be sure to let us know if it is infectious.

Children who have been sick or who have diarrhoea should not return to school until they have been clear of all symptoms for at least 24 hours. If symptoms persist or your child has any unexplained rash, etc. the doctor should be consulted immediately.

Absence during term time for reasons other than illness should be avoided. Leave of absence during term time for purposes such as holidays will only be authorised by the headteacher in exceptional circumstances. Any parent requesting such absence must put a written request into the headteacher before making arrangements.

Provisional dates for the school year can be obtained from the school office or from the school website.

Absence Statistics

Copies of the latest figures are available from the school office or from the school website.

Complaints Procedure

Our aim is to have an 'open school' and we would always want to resolve problems informally through discussion. If there is a serious matter that must be dealt with formally, the Brighton & Hove City Council procedures are followed. (Copies of these and all other documents are held in the school for your inspection).

Links with other Schools

We work hard to develop and maintain links with the wide range of nurseries and preschools from which our children come each year. We also have excellent links with the schools to which our children normally transfer at age 11. These consist of regular discussions on particular aspects of the curriculum to ensure continuity, a programme of familiarisation visits by teachers and pupils in the term before transfer, and a ready welcome to our former pupils, who are often keen to come back and see us.



St. Andrew's CE Primary School



School Uniform

Children are expected to wear uniform at school. Apart from ties, pullovers and school T-shirts, which are purchased from the school office, items may be purchased at the usual High Street stores.

Autumn/Winter

Boys

Dark grey trousers
White shirt
Navy blue pullover (with school badge)
School tie
White or grey socks
School P.E. T-shirt
School P.E. T-shorts

Girls

Navy blue skirt, tunic or trousers
White blouse
Navy blue pullover (with school badge)
Navy blue cardigan
School tie
White or navy socks or navy tights
School P.E. T-shirt
White P.E. shorts

Summer

Boys

As above, or white short-sleeved shirt
White or grey socks

Girls

As above, or blue and white checked dress
White socks

Sensible black leather shoes or sandals (not open-toed) should be worn, **not trainers or plimsolls.**

All parents/carers are expected to purchase a school book bag and a school P.E. bag.

Jewellery should not be worn. In common with other schools in the area no child will take part in any form of P.E. wearing earrings, studs or sleepers unless removed or taped.

The PTA arrange regular 'New to You' uniform sales where items can be purchased at a reduce cost.