



Prospectus

Buckminster Primary School



Our motto is:

'To be active and responsible global citizens'

Welcome to

Buckminster Primary School

Buckminster Primary School aims to have an ethos that is tolerant, civilised and fair. All of our children are encouraged to respect each other and are expected to behave appropriately wherever they are, in and out of school. The school aims to produce a recognisable and attractive senior pupil who will be confident and well educated in the broadest sense, with a feeling of affection for the school. We want the children in our care to be happy, we want the children to enjoy learning and we want the children to be proud of Buckminster Primary School.

Introduction

Thank you for considering Buckminster Primary School as a possible start for your children/child. Our working principle is making sure that improving social experiences and enjoyment of the world around them, alongside the academic standards to give the children a thirst for lifelong learning.

When children, parents, staff and governors were asked for their views on Buckminster School, one particular comment was repeated time and time again - "We are all like one big happy family".

This statement sums up the ethos of our school, where we learn together in a happy and caring atmosphere. However, just like a real family, we all support and challenge each other to ensure we achieve our very best. Our core values are the 5 R's;

Respectful, Responsible, Reflective, Resourceful, Resilient

Our small classes and our personal approach to teaching and learning allows us to support and meet the needs of every child. Our children's progress is closely monitored to make sure that every child is achieving their true potential and no one is left behind.

Our exciting broad and balanced curriculum and our excellent provision of extra-curricular activities provide an opportunity for every child to discover and develop their own individual talents and interests.

The school's Farm, Sensory Garden and Forest School provide children with a wealth of learning experiences. We truly believe children must be taught a wide range of knowledge, skills and practical and technical abilities that will enable them to become lifelong learners and achieve future happiness and success.



Head Teacher

Mrs Debbie Clarke

Please look at our website which will provide you with important information and direct you to other sites that may be of use. Pictures and information about our children's learning can also be found in the different areas. Our News and Diary section will also keep you informed about day to day events and special occasions.

We have a supportive team of Parent volunteers (PTFA) and are always grateful for any extra help you can offer. We have an open door policy at Buckminster, so please feel free to come in and join us!

We hope that you will find this prospectus useful and informative. This prospectus only acts as a window into the life of our school and you are **very welcome to arrange a visit and see our greatest ambassadors, our children, in action.**



BUCKMINSTER PRIMARY SCHOOL

Buckminster Primary School stands between the villages of Buckminster and Sewstern overlooking the rolling countryside. It is a beautiful Victorian building housing our Foundation Stage 2, Library, Community Room, School Office and the School Hall. Our three other classrooms are in modern outbuildings behind the main school building. The new Pre-school is in a purpose built building next to the reception class. The two classes now form the new Foundation Stage Unit and share a spacious outside learning area. All our classes have interactive smartboards and a range of technology to support learning. We also have our own farm, sensory garden, forest and an all-weather sports pitch known as the MUGA! Buckminster is a popular village school with a very high level of parental support. If it is over-subscribed and where applications for admission exceed the number of places available, children will be admitted according to the school's current admissions policy.

The school will agree any changes to its admission arrangements with Leicestershire County Council. It will establish arrangements for appeals against non-admission with Leicestershire County Council.

The school has a large playing field which extends our games and recreational facilities. We regularly take part in sporting competitions with a great deal of success against other small schools throughout the Vale of Belvoir and immediate locality.

The class teachers present two merit certificates per class at the end of each week and these are awarded for hard work, excellent achievement or simply a demonstration of politeness and good manners; Living out the values of the 5 Rs. The whole school works towards achieving excellence in the 5Rs and can collect house points for four different house colours.

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We publish a weekly newsletter “Buckminster Bites” every Friday and we also update our school website on a regular basis: <http://www.buckminster.leics.sch.uk>



We try to keep parents informed of everything that is going on at school with regular communication. We want parents to involve themselves in their child's education. By working together we feel we can ensure all children reach their full potential. We also encourage all parents to contact the school with any concerns or worries, however small, so that we can work together to find a solution. An open door policy is in full operation in the school and we do our utmost to see you as soon as is conveniently possible.

ADMISSIONS POLICY

The Governing Body of Buckminster Primary School has adopted the following arrangements with respect to the admission of pupils to the school.

Pupils will be admitted in September in the year they become five years of age. The maximum number of intended admissions for the year commencing 1st September 2016 will be 15 and the published admission number for each year group is 15. All applications are sent directly to Leicestershire county Council.

Buckminster Primary School follows the agreed co-ordinated scheme for admissions and this is available from the local authority. We will take account of our statutory responsibilities in respect of children with special educational needs.

Where applications for admission exceed the number of places available all appeals are dealt with Leicestershire County Council Admissions Department.

PRE-ADMISSION ARRANGEMENTS

Parents of prospective Foundation children have the opportunity to view the school and meet with staff. Our Pre-School and local playgroups and nurseries work closely with the Foundation team to help develop pre-school links. The Foundation teacher visits all settings and meets with any children due to start school in September. Parents are invited to attend a meeting held in the Summer term prior to their child starting school and children are also invited to the school for two afternoons during this term if they are not already in our Pre-School. Uniform is also available to order from the school office via our Office Manager.

Children generally enter the school in the September of the year that they are five. They spend their initial year in the Foundation Unit in a class that does not usually exceed 15. They then spend a further two years in Key Stage One, before moving to the Key Stage Two. Their final two years are used to prepare them for secondary school and the Headteacher is available to advise parents on the range of secondary options and if necessary prepare children for the Common Entrance Examination – normally known as the 11+. During the final term, pupils transferring to local secondary schools get the chance to spend the day there to familiarise themselves with their school to be.



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STAFF

The school is very generously staffed. In addition to 6 permanent teaching staff (some part-time), we have four members of support staff and a Pre-school leader. We also have a dedicated Pupil Premium teacher on the teaching staff, a sports coach and a sports apprentice. We also have guitar teacher and a keyboard teacher who visit school each week. Several parents also give valuable help with cooking and other activities which vary from term to term.

GOVERNORS

The Governors are responsible for the ethos and the reputation of the school. They are also in a very direct sense, employers of the staff and custodians of the buildings and grounds. They represent a wide spectrum of local interests and the Governors are always willing to convey information to and from parents.

Governors have legal duties, powers and responsibilities. They can only act together, they cannot act individually.

Governors are appointed to help:

- Decide what is taught
- Set standards of behaviour
- Interview and select staff
- Agree the school budget

Governors are chosen from:

- Parents
- School staff
- Community representatives
- People with special skills

PTFA

The main representative body for parents is the PTFA committee that liaises closely with staff and governors. The PTFA is active with fundraising, supporting the school by helping children cook, go swimming and other exciting activities. Alongside this they provide a wide range of fantastic social events for the school and the wider community. The parents appreciate the benefits of small classes and are therefore heavily committed to fund raising.

Every year we hold assorted termly events which include discos, Christmas and Summer fetes, quiz nights and many other different fundraising activities.

Not only do these events raise money, but they are also great fun and are enjoyed by the children, parents and staff. It is a great opportunity to bring the whole community together. It is our aim to feel that all parents can share in their child's school life and this is a balance that is well met at Buckminster.

THE CURRICULUM

The National Curriculum is mandatory for all Foundation Schools and is prescribed by the Government. The way that the curriculum is delivered is, however in most cases, left to the school. At the start of every term we will send you an outline of the curriculum your child will be covering that term. We also communicate regular information via the Home School Diaries that provide lots of information to support you in supporting your child's learning.

Our children learn a wide range of skills and knowledge through specific topics taught in a chronologic and progressive approach. All topics have our five Rs (Reflective, Responsible, Resilient, Resourceful and Respectful) running through them, with the aim that all children become active responsible global citizens by the time they leave primary school. Lessons and activities are designed to meet the needs of all pupils and specific interventions are put in place for any child who is falling behind.

FOUNDATION STAGE: Pre-school and Reception

During the first years at Buckminster, the teachers follow the statutory framework for the Early Years Foundation Stage (EYFS) as laid down by the government. Throughout the two years, pupil progress is monitored with reference to the Foundation Stage Profile. This is a statutory document relating to the Early Learning Goals, which address the following areas: Communication and Language, Physical development, Personal, Social and Emotional development, Literacy, Mathematics, Understanding the World and Expressive Arts and Design.

Communication and Language - The development of children's spoken language underpins all seven areas of learning and development. Children's back-and-forth interactions from an early age form the foundations for language and cognitive development.

Personal, Social and Emotional Development - Children's personal, social and emotional development (PSED) is crucial for children to lead healthy and happy lives, and is fundamental to their cognitive development.

Physical Development - Physical activity is vital in children's all-round development, enabling them to pursue happy, healthy and active lives. Gross and fine motor experiences develop incrementally throughout early childhood, starting with sensory explorations and the development of a child's strength, co-ordination and positional awareness through tummy time, crawling and play movement with both objects and adults.

Literacy - It is crucial for children to develop a life-long love of reading. Reading consists of two dimensions: language comprehension and word reading. Language comprehension (necessary for both reading and writing) starts from birth. It only develops when adults talk with children about the world around them and the books (stories and non-fiction) they read with them, and enjoy rhymes, poems and songs together. Writing involves transcription (spelling and handwriting) and composition (articulating ideas and structuring them in speech, before writing)

Mathematics - Developing a strong grounding in number is essential so that all children develop the necessary building blocks to excel mathematically. Children should be able to count confidently, develop a deep understanding of the numbers to 10, the relationships between them and the patterns within those numbers.

Understanding the World - Understanding the world involves guiding children to make sense of their physical world and their community. The frequency and range of children's personal experiences increases their knowledge and sense of the world around them – from visiting parks, libraries and museums to meeting important members of society such as police officers, nurses and firefighters.

Expressive Arts and Design - The development of children's artistic and cultural awareness supports their imagination and creativity. It is important that children have regular opportunities to engage with the arts, enabling them to explore and play with a wide range of media and materials.

KEY STAGE ONE – Year 1 and 2

When children leave Foundation Stage they enter Key Stage One. This stage lasts two years (Year 1 and Year 2). In May of their final year children are assessed by their teachers in English (reading and writing) and Mathematics, using National tests. Results are reported to parents with the child's annual report. Children in Key Stage One study the National Curriculum. Towards the end of Year 1 children will sit a National Phonics Assessment which is a short reading assessment carried out by their teacher.



Subjects Taught in Key Stage 1

- English (reading and writing)
- Maths
- Science
- Geography
- History
- RE
- PE
- Computing
- Personal/Social/Relationship Education
- Art/Design Technology
- Music

LOWER KEY STAGE TWO – Year 3 and 4

Reading is a vital skill and should be well established as a habit by this time. Children are given opportunity to demonstrate their ability as readers and writers through a variety of activities. The aim is to make them effective communicators over a range of themes. They should be beginning to appreciate style in writing, acquire and employ a wide vocabulary and put ideas into their own words without close direction from an adult. Children should be sure of their number bonds to ten, twenty and one hundred and should be developing their knowledge of timetables. By the end of Year 4, all children complete a statutory online times table test.

UPPER KEY STAGE TWO – Year 5 and 6

The senior children aim towards to ability to be independent, self-assured and capable of expressing themselves clearly in both the spoken and written word. Children should be able to work in a co-operative way with others and have exceptional manners. They should also be able to respond properly to adults and see themselves as ambassadors for the school. No child should leave without feeling that they have shared a wide range of opportunities and responsibilities.

Subjects Taught in Key Stage 2

- English (reading and writing)
- Maths
- Science
- Geography
- History
- RE
- PE
- Computing
- Personal/Social/Relationship Education
- Art/Design Technology
- Music
- A modern foreign language (usually French)



Educational Visits

During the school year children may visit places of interest, often in connection with a project or environmental work. Speakers or live theatre in school may also be arranged. We believe that these trips enhance children's education and give them a unique opportunity to have a range of experiences with their friends. Under the requirements of the Education Reform Act 1988 we can only raise the cost of visits or activities by voluntary contributions and we hope all parents will support them. If there are any concerns about this then please do come into school and arrange a meeting to see how we can help.

Relationship and Sex Education

The governors have a policy for relationship and sex education, which is available on request. Children's questions are answered frankly and accurately according to the age of the child. There are more formal lessons in Year 6 covering puberty and human reproduction. Parents are given the opportunity to look at all materials used before the lessons take place.

Assemblies

The school provides a daily assembly and hymn practice in the hall. Assemblies are a special time within the school day for the children to gather together, reflect on special occasions and key dates and celebrate each other's achievements

We hold a number of services at St. John the Baptist Church in Buckminster, including, Harvest Festival, Christmas, Mother's Day and Easter.

Homework

Parental support is vital to children's learning. It is proven that children who establish an early homework habit, particularly those who learn with their parents, are more successful at school. However, it is important to remember the need to balance work and play activities. There must still be time for children to play, follow hobbies and other outside interests.

All children will be encouraged to read/share books. It is expected that every child will read, or be read to, for 10-20 minutes every day. Parents have an important role to play by encouraging reading at home and supporting our Home School reading partnership.

All children will have two books to take home each week. This will be recorded in their home/school diary book. Older children will still be expected to read to themselves every day and will be given specific reading tasks from time to time. As children go through the school, they will receive more homework. The Home/School diary is a very useful communication link between school and home. The class teachers will make regular comments in them and it is expected that the parents do too.

Extra Curricular Activities

The school prides itself on the wide range of extra-curricular activities it offers. These activities change each term. We are keen to develop academic potential but not to the detriment of other areas of the curriculum. Some of the clubs on offer include; netball, football, rugby, cricket, rounders, athletics, tennis, cookery, computing, art, dance, music groups, gardening and drama activities.

Finding out about your child

We welcome you as parents/carers into the school and your interest and support are highly valued as is any help you may be able to offer. Parents are always welcome to come in and discuss any issues or concerns they may have. Working together, we can ensure all the children reach their full potential. If you would like information about your child's progress, or anything else to do with their education and welfare, then please come into school and talk to us.

Annual Reports and Parent Meetings

Parents are very welcome to discuss any issues relating to their child's education at anytime with either the Headteacher or the classteacher. However there are a number of formal opportunities throughout the school year when we will report back to you with regards to your child's progress:

- October - Parents' Evening (settling in)
- December – short written behaviour report
- February - Parents' Evening (progress)
- March – Short written behaviour report
- June/July - Annual written Report to Parents
- July Parents' Evening (optional to discuss report)

Speaking to the Head teacher

Mrs Clarke is always pleased to see parents. For a quick visit it is perfectly all right to "pop in". If she is not available, please make an appointment at the office. She is normally outside school at the beginning or end of the school day, if you wish to have a word at that time.

Speaking to Teachers

There is usually time at the end of each day to have a quick chat with teachers on the playground but if you wish to have a longer chat, please email them to make an appointment. In this way, the teacher can see you at a mutually convenient time and you will be free from interruption.

Speaking to Governors

If you wish to speak to a governor please leave your name and number at the school office and you will be contacted.

Complaints

If anything is bothering you at all, as above, please make an appointment to see the Headteacher. We find that in the vast majority of cases, things can usually be settled quickly, amicably and confidentially. If you wish to contact the Chair of Governors then please write to the Clerk to the Governors c/o Buckminster Primary School and the correspondence will be passed onto the Chair of Governors.

Equality of Opportunity

All children regardless of race, gender, sexuality, religion will be treated with the same degree of care and attention. All pupils will have the same rights of access to age appropriate activities in all aspects of school life. Governors are updated termly of any incidents of racism or bullying if this ever occurs, and equal opportunities in practice are integral to the school's on-going self-evaluation procedures. At Buckminster we have made a commitment that, wherever possible, children with physical disabilities will be educated in their local primary school. If required, adaptations to the building will be considered by the school to enable a child to attend our school.

School Routine

All children need to register at 8.55 am and 1.20pm.

Children can be dropped off at school in the mornings at 8.45 am when a members of staff are on the school gates. Parents are requested to make a phone call to the office on the first day of any absence to inform us of the reason for the absence. Please call by 8.45am so that we can ensure that your child is safe. Work can be sent home if a child is absent from the school for several days or longer but is able to complete work

School Timings

School Starts 8.55 am

Break 10.40 – 10.55 am

Lunch 12.15 - 1.15 pm

School Ends 3.20pm

Children will only be released at the end of the day when their parents or their representative meets them in the playground. Children will be taken back into school if there is no one to meet them. No child can leave the school without permission. If you wish someone other than yourself to collect your child please inform the school in advance by letter or telephone.

Although we encourage punctuality we understand that for a variety of reasons it is not always possible to meet your child at the given time. Please do not worry as we will always ensure your child is safely looked after until alternative arrangements can be made.

All children in Foundation 2 and Key Stage One will receive a free hot meal every day if they wish. Hot meals can then be ordered for other children from menus on the school website. If packed lunches are provided by parents, staff will make every reasonable effort to ensure children eat them. Key Stage 2 children can bring a piece of fruit or similar snack to eat at morning break. All infant children receive a free piece of fruit in the morning so do not need to bring in an additional snack and under fives receive free milk.

Safeguarding your child

At Buckminster Primary School all staff are committed to safeguarding children and promoting their welfare. Through assemblies and lessons, children are helped to understand what is and is not acceptable behaviour towards them. They are also taught about staying safe from harm and how to speak up if they have any worries or concerns including E-Safety.

Through our day to day contact with pupils and direct work with families, school staff have a crucial role to play in noticing indicators of possible abuse or neglect and have a legal duty to refer any concerns to the appropriate agency. Staff will generally seek to discuss any issue with parents before involving another agency.

Road Safety

Buckminster Primary School is incredibly busy during drop off and pick up times, so please follow these guidelines to avoid potentially dangerous situations:-

Please Don't:

- Park on the yellow zig-zag line
- Turn in the school car park gateway
- Perform three point turns outside the school
- Park on the pavement
- Park on the opposite side of the road to school
- Walk your child through the carpark

There are also bike racks available on the school site for children (and staff) to leave their bikes if they wish to cycle to school. Cycle proficiency courses will be available to Key Stage Two children during the summer term.





Health and Safety

Buckminster Primary School accepts that health and safety is an integral part of all activities and believes that the only effective approach to injury, ill health and loss prevention is one based on the active participation of everyone and the systematic identification of hazards and the assessment and control of risks. Appropriate health and safety standards will be applied to all activities. A Health, Safety and Safeguarding issues or concerns are reported to the Governing Body regularly throughout the year. The safety of our children is paramount and under constant review.

The following jewellery will be acceptable

- Watches
- Plain stud earrings (your child will need to bring some medical tape to ensure that these can be covered up during PE sessions and covered by a hat when swimming)

Any items brought into school are the responsibility of the child. The school can take no responsibility for loss or damage.

After School Club and Breakfast Club – Wrap Around Care

We are delighted to be able to offer a Breakfast Club, starting at 7.40 every morning and an After School Club, which runs from 3.20 to 4.20 or 3.20 to 5.20 every afternoon. The current cost of each club per one hour slot is £4.00. Please see the school office for further details about booking..

Request for Leave of Absence

All parents/carers are asked to complete a Request for Leave of Absence from (available for the office or the website) if they wish to take their child out of the school during term time. The Headteacher considers each request for planned absences looking at; (a) The impact on the child's education, (b) Previous absences, (c) The proximity to school assessments and SATs. Any absence not sanctioned by the Headteacher will be treated as unauthorised and could lead to a possible fine by the Local Authority

Religious Education

Religious Education is taught in accordance with the Leicestershire agreed RE Syllabus. Through religious education, the children will be able to:

(a) Learn about Christianity and about other principle religions represented in the United Kingdom, (b) Reflect on a range of human questions and experiences, (c) Ask, analyse and respond, (d) Explore the meaning of authority, celebration and the sacred, (e) Prepare for life as citizens of the world

School Council

The school council gives all the children an opportunity to contribute towards the running of the school. It has representatives from each class and they get voted in by the class every years. The school council gives interested children the chance to be fully involved in the life of the school. Members of the school council represent their peers at meetings and other events and are involved in decision making about key aspects of school life.

Special Educational Needs

Some pupils may demonstrate exceptional performance within certain areas in or outside of school. We are committed to developing an ethos that supports and celebrates the learning needs of all children. Provision of more able children is an integral part of our teaching programme and we will endeavour to provide a variety of opportunities to cater for each pupils individual needs.

Children who fall behind their peers are offered a range of strategies to help them close the gap. This can be through support in the classroom, small group support out of the classroom, specific interventions for individual children, support for parents in understanding their child's difficulties, parent workshops and more.

Home School Agreement

In line with government policy, the school has a Home/School agreement that parents are asked to sign when their child joins the school. It is in the front of each of the Home School Diaries.

Sport and Wellbeing

All children have the opportunity to take part in a range of sports, including competitive fixtures within the school and with other local schools. We belong to Inspire+, a charity that helps schools promote healthy lifestyles. Within school four Year 6 children are chosen to be Bronze Sports Ambassadors and they work with Inspire+ and school staff to help run and deliver a wide range of events. We also have specialist coaches come into school to work with groups of children who may be disengaged in sport, need some mentoring, are gifted athletes etc.



SCHOOL STAFF

TEACHING

Headteacher/ Special Needs Co-ordinator: Mrs Debbie Clarke

Assistant Headteacher and Yr5/6 Teacher- Mrs Clare Smith (3 days)

Head of EYFS and Reception Teacher –Mrs Rebecca Bagshaw (3 days)

Mrs Hannah Jackson – Reception Teacher (2.5 days)

Mrs Rebecca O’Callaghan - Year 1/2 Teacher (mornings only)

Mrs Paula Cragg – Year 3/4 Teacher (full time)

Mrs Charlotte Kilius-Smith –Year 5/6 Teacher (3 days)

Mrs Carole Floyd – Pre-School Lead (full time)

Mrs Robyn Wood – Pupil Premium Teacher (part time)

Mr Kevin Spear – Guitar teacher

Mrs Ann ????? – Piano teacher

SUPPORT STAFF

Mrs J Roberts – Teaching Assistant (full time)

Mrs R Alderson –Teaching Assistant (full time)

Mrs R Osborne – Pre-School Assistant (part time)

Mrs L Wallace – Learning Support (part time)

Mr D Henson – Teaching Assistant and Sports Coach (full time)

Miss A Shepherd –Sports Apprentice (full time)

Mrs N Wright - Office Manager

Mr W Watkin - Premises Officer/Lunch time supervisor

Mrs S Watkin- Lunch time supervisor and breakfast/after school club

GOVERNORS

Chair: Mrs K Coleman

Mrs Clarke (Head Teacher)

Mrs C Smith (Staff)

Mr B Jones

Sir Richard Tollemache

Mrs F Maughan

Mr J Holt

Mr J Watchorn

Mrs K Kemp

SCHOOL UNIFORM

We are extremely proud of Buckminster School and especially proud of the way the children look.

We are particular about school uniform and we feel it is very important to ensure the children maintain a high standard of dress.

Please see below the Buckminster Primary School uniform.

UNIFORM

White Shirt, School Tie (donated by the PTFA), School Jumper or cardigan, Grey Trousers or skirt, Black Shoes, Grey Shorts or Navy and white gingham dress

Long hair must be tied up at all times

PE/GAMES

Sky Blue Polo Shirts, Navy Blue Sweatshirt, Navy Blue Shorts, Navy Blue Tracksuit trousers, Plimsoles, Trainers (for outdoors)

Long hair must be tied up at all times

PLEASE ENSURE THAT ALL ITEMS OF UNIFORM ARE MARKED CLEARLY WITH YOUR CHILD'S NAME.

Jewellery, except for plain ear studs should not be worn in school for safety reasons and all ear studs should be covered for PE and swimming lessons. Jewellery may be worn for religious reasons.