



# Eastchurch Church of England (Controlled) Primary School Prospectus for All Saints and St Clement Sites

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*Opening horizons - soaring to success*



Thank you for your interest in our School. We hope that this prospectus will tell you what you need to know; please ask if it doesn't answer all your questions. The information in the prospectus was correct in April 2017. Because the School is developing all the time, there will inevitably be changes during the year.

Miss Michelle Crowe  
St Clement Head of School

Mrs Sarah Hunt  
All Saints Head of School

## **EDUCATION ON THE ISLE OF SHEPPEY**

The Isle of Sheppey is part of the East Kent Education Area. Eastchurch school comes under the Area Education Office based at Brook House, Reeves Way, Whitstable, Kent CT5 3SS. The telephone number for KCC Education is 03000 41 21 21.

All the Primary schools on the Island take children from 3 or 4 years of age to 11 years. Children from the Primary schools move on to the Oasis Academy Isle of Sheppey or may even move on to other Secondary schools, including the Grammar schools, which are situated in Sittingbourne.

All the Island schools work closely together, as a collaboration, in a spirit of co-operation rather than competition. The collaboration is called The Growth Community of Sheppey Schools.

## **EASTCHURCH CHURCH OF ENGLAND PRIMARY SCHOOL**

Our School was founded in September 1840 by the Church of England, and paid for with money raised by local people.

The School serves the whole of the eastern part of the Isle of Sheppey with many of our children living at Warden Bay and Leysdown. The steady growth in housing, coupled with a major expansion of prison accommodation in Eastchurch, has caused the School's roll to rise. A new building was added in 1979, and on 17th November 1994, Her Majesty the Queen opened a four-classroom extension which linked the two buildings. Our buildings again became full and this has led to the building of a brand new 7 classroom, one form entry primary school that is now open in Leysdown. In addition, on the Eastchurch site, we have a purpose built educational nursery that has a maximum capacity for 52 children and in 2014 a new two classroom extension was also added.

The site at Leysdown is called Eastchurch Church of England Primary School (St Clement) and the site at Eastchurch is called Eastchurch Church of England Primary School (All Saints).

We are proud of our buildings and our school grounds, and do our best to keep them looking attractive and inviting. We are also proud of our 'Eco-School' status that shows that we are a school that cares about the environment. The Eco-flag flies to remind us that if we care for each other and the environment we are doing a little to look after our world. The children, staff and governors are proud of our wind turbine and solar panels which help create electricity, saving money for our school.

Most importantly, though, we are very committed to providing the best education for all our children. Eastchurch is not a sleepy village school, but a vibrant place full of people who are forward-looking and think positively.

In May 2015 our school had an Ofsted inspection, and a copy of the summary of the Ofsted Report is included with this Prospectus.

# Eastchurch C.E. Primary School

***‘Pupils are known and valued as individuals by all adults and their convivial interactions with pupils foster a happy and purposeful atmosphere in classrooms’***  
(Ofsted, May 2015 – graded good in all areas)

***‘The school is marked by the excellent relationships amongst pupils and staff’.***  
***‘The school’s Christian character has been made more explicit through the distinctive Christian Values that permeate the life of the school’.*** (Statutory Inspection of Anglican and Methodist Schools, June 2015 – graded good in all areas)

## OUR VISION

Eastchurch Church of England Primary School provides a secure, caring Christian environment in which our children can be successful, happy and able to achieve high standards. We value each child and their contribution to the school. We take an active role in community life and work in partnership with parents. At Eastchurch we foster resilience, self-motivation and want our children to be confident individuals who are equipped with the skills and aspiration to be lifelong learners.

## OUR CHRISTIAN VALUES

**Love      Kindness      Respect      Forgiveness      Honesty      Courage**

## OUR EXPECTATIONS

We expect our children to...	We expect staff and governors to...	We expect our parents to...
<ul style="list-style-type: none"> <li>• be kind, considerate and respectful</li> <li>• embrace difference and show respect for everyone</li> <li>• co-operate with one another and everyone at the school</li> <li>• persevere in order to achieve and maintain their best</li> <li>• take ownership of their learning and challenge themselves</li> <li>• respect the environment</li> </ul>	<ul style="list-style-type: none"> <li>• provide a safe, caring environment where children feel secure and happy</li> <li>• provide good quality teaching and a rich, diverse and relevant curriculum</li> <li>• communicate effectively with all stakeholders</li> <li>• work together and support each other professionally</li> <li>• embrace difference and prepare children for a life in modern Britain</li> <li>• have high expectations and aspirations for all</li> </ul>	<ul style="list-style-type: none"> <li>• ensure their children attend regularly and punctually</li> <li>• work in partnership with their children and the school</li> <li>• support the school’s policies, values and vision</li> <li>• work together effectively to overcome any challenges</li> <li>• develop positive relationships</li> <li>• support their children with home learning</li> </ul>

## WORKING FOR THE CHILDREN ON BOTH SITES

**Additional Educational Needs Co-ordinator:** Mrs Kim Thomas  
**School Business Manager:** Mrs Caroline Wiles  
**Speech and Language:** Mrs Jill Stevenson-Irons  
**Reading RCo-ordinator:** Mrs Claire Jacobs

<b>WORKING AT:</b>	<b>St Clement</b>	<b>All Saints</b>
<b>Head of School:</b>	Miss Michelle Crowe	Mrs Sarah Hunt
<b>Reception:</b>	Mrs Natasha Squillaci/ Mrs Claire Jacobs	Ms Marie Lawns
<b>Year 1:</b>	Mrs Miriam Thornton	Mrs Leann Janes/ Mrs Hannah Fox Mrs Aysha Powell
<b>Year 2:</b>	Mrs Sabrina Barton/ Mrs Helen Gilmartin	Miss Lizzie Blackmore
<b>Year 3:</b>	Mrs Teresa Kincaid	Mrs Helen de Lange Mrs Jackie Sands/ Mrs Charlotte Goldup
<b>Year 4:</b>	Miss Hannah Vaughan/ Mrs Chloe Keable	Mrs Sarah Clarke Mrs Emma Everitt
<b>Year 5:</b>	Miss Lisa Holderness	Mrs Clare Hayes
<b>Year 6:</b>	Mr Richard Paez	Mrs Rachel Jeffries/ Mrs Jennifer Linton
<b>Cover staff:</b>	Mrs Angela Edwards Mrs Jane Jeffrey	Mrs Nikki Verdenik Mrs Sarah King
<b>Nursery Supervisor:</b>		Ms Sarah Easton
<b>Nursery Nurses:</b>		Miss Ruth Stanton Miss Aimi Chamberlain
<b>Nest (Behaviour support):</b>	Mrs Alison Griffin	Mrs Stacey Daniells
<b>Admin/Attendance/Admissions:</b>	Mrs Pip O'Neil	Mrs Sam Kemmenoe
<b>Office Assistant:</b>	Mrs Denise Brown	Mrs Tracy Ryan
<b>Site Managers:</b>	Mr Elliot Scott	Mr Rod Scott
<b>Teaching Assistants:</b>	Miss Claire Fuller Mrs Michelle Sidwell Mrs Bev Buchan Miss Sally Bromley Mrs Leigh Collins-Kiazim Mrs Suzanne Roberts Mrs Sam Fantetti Mrs Nicola Fox Miss Maria Holmes	Miss Stacey Connelly Miss Trudy Sayers Miss Kayleigh Davis Mrs Sharon Adams Mrs Mandy Long Mrs Teresa Donnellan Miss Toni Brougham Mrs Melissa Pritchard Mrs Nicole Bodiam Mrs Dawn Kelly Miss Louise Hawkins Mrs Katy Saunders Mrs Claire Webling Mrs Eileen White Mrs Serena Hancock Miss Veronique Milot

<b>Cleaners:</b>	Miss K Davis Mrs J Quin Ms T Miller	Mrs J Greensmith Mrs L Davis Mrs C Dockerill Mrs C Coultrip Mrs D Greensmith Miss C Burdett Mrs J Quin Mrs J Greensmith Mrs S Constantinou Mrs K McFadzean Ms N Hoadley Mrs L Davies Mrs J Baterip
<b>Cook in Charge</b>	Principles	
<b>Kitchen Assistants:</b>	Principles	
<b>Midday Supervisors:</b>	Miss S Frankum Ms S Bromley Mrs S Roberts Mrs T Miller Miss L Collins-Kiazim Miss R Wareham Miss C Fuller Mrs S Fantetti	

## ADMISSION OF CHILDREN TO SCHOOL

The Local Authority decides how many children a school must admit. This is called the 'Standard Number'. Eastchurch School must admit up to 60 children in Year R. If there are more children than places, the Education Authority allocates places according to the following:

1. Looked after children
2. Children with a statement where the statement names a specific school
3. Brothers/sisters already in the school
4. Health reasons
5. Nearness of children's homes / ease of access
6. Parents' wishes

Our school became a split site school in September 2011. One site is at Leysdown and the other is at Eastchurch. Each site has one class of thirty children in each year group from Year R to Year 6. In normal circumstances, the Local Authority will allocate 60 children to our school. There have been 'exceptional circumstances' whereby the Education Authority has asked the school to open an additional class in a particular year group.

Parents/carers are given the opportunity to express a preference for either the Eastchurch or the Leysdown site.

### **In the event of one site being oversubscribed the following criteria will be applied:**

1. Children in Local Authority care
2. Current sibling association (brothers/sisters already attending the site)
3. Health and special access reasons
4. a) For the Eastchurch site:
  - i. Children living in Eastchurch
  - ii. Children living in Minster
  - iii. Children living in other areas to the west of the Eastchurch site

- iv. All other children
- For the Leysdown site:
- i. Children living in Warden Bay, Leysdown and Bay View
  - ii. Children living in other areas to the east of the Warden Bay site
  - iii. All other children
- b) Nearness of children's homes/ease of access

All reception children will start school in the September before their 5<sup>th</sup> birthday. Before a child joins Eastchurch School, we like the family to come and meet us and have a look round the School. Such visits are encouraged, and easily arranged by telephone. We also hold individual parent interviews for our new reception and nursery children to meet both parent and child and ensure that all is ready for the child when starting the nursery or school.

## **HOW WE ORGANISE CHILDREN INTO CLASSES**

At each of the two sites up to 210 children are usually grouped into seven classes, however currently the All Saints site has an extra class in years R, 2 and 3 (April 2017). No class contains children of more than one National Curriculum year group, unless there are exceptional circumstances. We would like to keep a maximum class size of thirty to match our standard number. The teaching your child receives will be matched to his or her particular needs, within a framework which includes group and whole-class activities.

## **ADMISSION OF CHILDREN TO LITTLE OWLS NURSERY**

Children will be admitted to the nursery normally the term after their third birthday. If the nursery is over subscribed places will be allocated according to the following criteria:

1. A small number of places will be offered to children with special education, social, emotional or medical needs as assessed by the multi-agency early years meeting.
2. Brothers/sisters already attending Eastchurch Primary School.
3. Nearness of the child's home to the school.

Your child attending Little Owls Nursery does not automatically give them a place in the main school. The admission criteria explained previously applies. Please ask at the school office for further information or a prospectus for the nursery.

## **EQUAL OPPORTUNITIES STATEMENT**

Staff and Governors at Eastchurch School are committed to equal opportunities for all pupils irrespective of race, religion, gender, language, disability or family background. Children at Eastchurch School are encouraged to respect other people who may be 'different' to themselves whether the difference is related to any of the above.

# BULLYING

The definition of bullying is taken from the Invicta File supplied by Kent Education Authority.

‘Bullying is deliberately hurtful behaviour that is repeated often over a period of time by a single child or group of children, making it difficult for the person concerned to defend themselves.’

Bullying, whether verbal or physical will not be tolerated at Eastchurch School. We aim to prevent bullying and raise children’s awareness of bullying behaviour and the school’s anti-bullying policy. Children will be encouraged to report all incidents of bullying to an adult. Parents are likely to be the first people to know whether their child is being bullied. We expect parents to inform the school if they feel there is a problem. Not every case that a child reports is bullying, but all concerns will be investigated by staff at Eastchurch School. If you have any concerns about bullying, please speak to your child’s teacher.

# THE CURRICULUM

The curriculum is everything that influences your child in school, including those things which aren't planned, and things which we can only sense. It's for this reason we hope that when you come to Eastchurch School you will feel a friendly and purposeful atmosphere. Children will only learn effectively if they feel happy, secure and successful. And they will only do their best when they are committed and involved. So we try to use the children's natural curiosity and interest. We offer opportunities for children to be reflective and encourage spirituality and the use of thinking skills. We aim to provide an all-round education, which includes attention to attitudes, discipline and confidence.

## EARLY YEARS FOUNDATION STAGE- Nursery and Reception

The Early Years Foundation Stage (EYFS) is mandatory for all schools. It sets the standards for learning, development and care for children from birth to five. It is a principled, play based approach.

The Early Years Foundation Stage – There are seven areas of learning and development that must shape educational programs in early years settings. All areas of learning and development are important and inter-connected. Three areas are particularly crucial for igniting children’s curiosity and enthusiasm for learning, building their capacity to learn and form relationships and thrive. The three **prime areas** are:

- Communication and Language
- Physical Development
- Personal, Social and emotional Development

Children are also supported in four specific areas. The **specific areas** are:

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

At Eastchurch Primary School all areas are equally important and are delivered within our Nursery and Reception Year through planned, purposeful play with a balance of adult led and child initiated activities.

Children starting school join Year R and follow our Foundation Stage which is designed to prepare children for the National Curriculum. It is based on the Department for Children, Schools and Families recommendations of the Early Learning Goals.

Children then move to Year 1, and start Key Stage One of the National Curriculum. In the school year in which they become seven they move on to Year 2. Every summer, children in Year 2 and Year 6 are assessed, using Government tests called SATs (Standard Assessment Tasks) to confirm teacher assessments and review the children's school work.

The children in Year R are in the Foundation Stage, children in Years 1 and 2 are in Key Stage 1 and children in Years 3, 4, 5 and 6 are in Key Stage 2.

The teachers meet together regularly to plan and review children's work. We aim to make the curriculum relevant and creative and, where possible, link subjects together to make it more meaningful for the children.

## **ENGLISH**

English is central to the curriculum at Eastchurch. The overarching aim for English in the new 2014 National Curriculum is to promote high standards of language and literacy by equipping pupils with a strong command of the spoken and written word, and to develop their love of literature through widespread reading for enjoyment.

### **Reading**

Reading is central to the whole curriculum and so it is important that parents and teachers share an understanding of how children's reading develops.

There are two main dimensions for reading:

Word reading

Comprehension (both listening and reading)

Phonics is taught daily throughout the EYFS and KS1 phases and this plays a crucial part in teaching children to decode unfamiliar printed words and how the letters on the page represent the sounds in spoken words. KS1 and KS2 classes have daily guided reading sessions which focus on developing the children's comprehension of the written word.

To promote good communication about children's reading, each child has a Reading Contact book, which should be taken home every afternoon and returned every morning. Teachers will sometimes write comments in this book about your child's reading, and will look for, and respond to, your comments. When you hear your child read, don't feel you always have to make a comment; your initials and the date will tell us that your child has practised his or her reading.

Reading Contact Books and reading books are kept in a plastic book wallet or book bag. Hard wearing cloth book bags are available from the School Office, priced £4.50 each. These should last your child their whole time at Eastchurch School. The School makes a charge of £3.50 for any reading books that are damaged or lost. Any letters which children are given to bring home are also put in the wallets, but we do ask that nothing else (like clothing, water bottles or playtime snacks!) is put in them.



Different books make different demands on children, and help develop different skills, which the teacher may point out in the Reading Contact Book or in an advice leaflet.

We use Book Banding to level our books accurately and this helps the teachers to provide a structured reading programme that will help children learn new words and make sense of stories. Children learn how to problem solve independently when they come across an unfamiliar word, by using their visual (decoding/phonics skills), meaning (context/understanding of the story) and structure cues (which word would make sense within the sentence). Our children are assessed to move up to the next Book Band reading level using the Benchmark assessments which test fluency, retelling and comprehension skills.

Each class has its own library from which the children choose their own books. There is also an Information Library on each site that holds most of our reference books.

Twice a year for a week we hold a Book Fair. This is a visiting book shop. Parents and children are invited to come and browse, and the School receives a substantial commission on all purchases, in the form of books for the libraries.

### Writing and spelling

Writing is an essential part of the curriculum and alongside reading, allows children to communicate their ideas and emotions to others. At Eastchurch, we aim to promote writing for enjoyment by making writing tasks relevant, purposeful and engaging. Often they are also linked to other areas of the curriculum.

There are two main dimensions for writing:

Transcription (spelling and handwriting)

Composition (articulating ideas and structuring writing)

It is important that children learn the correct way to form their letters. We teach all children to write in a cursive (joined up) style from the Reception class onwards. Research has proved that this helps children's writing and spelling as their writing begins to flow more naturally. There is a sheet at the back of the prospectus that shows the letter formations, in case you want to help your child.

We teach spelling throughout the school, in a systematic way as part of our daily phonics sessions. KS2 children also have a daily session to improve grammar, punctuation and spelling. Your child's class teacher can provide you with ideas for helping your child.

Children take part in daily writing opportunities to enable them to develop their sentence skills, grammar and extended writing. Activities include; writing stories, reports, information and letters. All children present their work in a blue 'best work' book and have an individual writing target to work on and help them to move to the next stage in their writing. If you would like ideas for helping your child with writing then speak to your child's class teacher.

### Spoken language

At Eastchurch we understand the importance of spoken language in pupils' development in English and across the whole curriculum. It underpins the development of both reading and writing. We offer many activities during the school day that help to increase vocabulary, grammar, language and listening skills. The children have the opportunity to engage in

discussion, drama and debate in order to help them develop as a competent speaker and listener.

## **MATHS**

The New National Curriculum (2014) provides a framework for the delivery of the daily maths lesson topics are frequently re-visited throughout the year and reinforced, practised and assessed using a variety of resources and published materials. There may not always be a large collection of worksheets or pages of sums in books. We build on the knowledge that children learn through practical activity, games and shared explanations.

An awareness of maths can be fostered at home by activities such as: counting, sorting, matching, measuring, handling money and telling the time. Games such as snakes and ladders, dominoes, playing shops and cards encourage the development of mathematical language and mental agility. Your child can also access the RM maths programme online. Each child is given their own individual login and they can work through the programme at their own level.

When homework tasks are given, parents can help by supporting their child and, if the task is written, ensuring that it is completed neatly in pencil and given in on time.

We want our children to enjoy maths thus becoming confident mathematicians.

## **SCIENCE**

Science permeates almost every aspect of daily life. Being scientific is something that we all are, to some extent, when we're trying to solve a problem. The steps we take to solve the problem constitute the process. More often than not, the process is such a natural, instinctive way of thinking that we don't immediately associate it with science.

At Eastchurch, we encourage children to ask questions about their world, and find answers by first-hand experience and **working scientifically** through practical investigation.

The national curriculum for science aims to ensure that all pupils:

- develop **scientific knowledge and conceptual understanding** through the specific disciplines of biology, chemistry and physics
- develop understanding of the **nature, processes and methods of science** through different types of science enquiries that help them to answer scientific questions about the world around them
- are equipped with the scientific knowledge required to understand the **uses and implications** of science, today and for the future.

We provide the children with a wide range of practical opportunities to investigate and develop their scientific knowledge. Encouraging exploration, curiosity and discussion allows children to begin to understand the world in which they live.

Careful planning of topics ensures continuity and progression for all children as they move from one year group to the next. Our aim is to provide the children with an enjoyable experience of science so that they will develop a deep and lasting interest in their world. Science has changed our lives and is vital to the world's future prosperity therefore we aim to equip children with the knowledge and a set of skills that they will undoubtedly need for life in an increasingly scientific and technological world.

## **RELIGIOUS EDUCATION (R.E.)**

Religious Education is required to be taught as a core subject in all schools.

Eastchurch School is a 'Controlled Church of England' school, which means that the way RE is taught is controlled by the Local Education Authority.

We teach according to the 'Agreed Syllabus' which has been devised by the 'Standing Advisory Council for Religious Education' and approved by the Government.

All this sounds complicated, but in a nutshell, it means that your child will be taught facts and beliefs objectively about the Christian faith as the main study, and details about three other world religions; Judaism, Hinduism and Islam. We also encourage children to form their own opinions and to respect the values of others and use the Kent Agreed Syllabus for RE to help underpin this.

Through R.E. we aim to encourage children to develop a spiritual awareness of themselves and the world around them and to have time for reflection.

Parents have the right to withdraw their children from R.E., and from worship, but we expect that parents would discuss this with the Headteacher first.

## **GEOGRAPHY**

The aims of Geography at Eastchurch school are to:

- develop contextual knowledge of the location, physical and human characteristics of globally significant places.
- understand the processes that give rise to key physical and human geographical features of the world.
- are competent in the geographical skills needed to collect, analyse and communicate data gathered through experiences of fieldwork and interpret sources of geographical information, including maps, diagrams, globes, aerial photographs etc.
- communicate geographical information in a variety of ways, including through map making, tables, graphs and writing at length.

Where possible Geography is taught through first hand experiences such as studies within the local environment, such as the school grounds, the seaside or further afield to locations of geographical interest e.g. The River Darrent. The teaching of Geographical vocabulary is an important aspect of this subject throughout the year groups alongside the use of maps

and atlases. The children look closely at the similarities and differences between our own and other global locations such as Kenya and Mexico in KS1 and Locations in Europe and North and South America in KS2.

## **HISTORY**

Our aims in History at Eastchurch Primary School are to help children develop a sense of identity through learning about the development of Britain, Europe and the world, and to introduce them to what is involved in understanding and interpreting the past. Knowledge and understanding will be at the centre of the children's historical learning, as well as developing key skills throughout lessons, such as enquiry, interrogating, organising and communicating. The children will learn about changes in their own lives and those around them. They also learn about the lives of different kinds of famous people, and of notable events in the history of their own country in Key Stage 1, such as Victorian Seaside Holidays, The Gunpowder Plot and Florence Nightingale. In Key Stage 2, children study important episodes from Britain's past, such as the Stone, Bronze and Iron Ages, Romans, Anglo-Saxons, Vikings, life in Tudor Times, the Ancient Greeks, as well as a special study of the achievements of the Ancient Egyptians. Throughout their study of these different historical periods, the children will be able to place their historical understanding into different contexts. Visits from experts throughout the year will help the children to develop a sense of history, as they are given the opportunity to explore first-hand genuine and replica artefacts from different historical periods.

## **PHYSICAL EDUCATION (P.E.)**

Children participate in athletics, netball, dance, dodgeball, handball and gymnastics. In Key Stage 2, they also learn to swim. They plan, perform and evaluate their work so that they can improve their personal performance, help others and work in a team situation. We recognise that many children enjoy moderate competition, but we believe it is important to encourage competitive sport so that all children can feel prepared for the sporting futures they may wish to pursue. We teach children the importance to their health of regular physical activity.

Children have the opportunity to join a wide variety of clubs held both in school time and after school, and to compete in tournaments and matches with other schools. At home, you can help your child by providing bats and balls and skipping ropes, and by helping them to play simple games.

We have a school minibus which allows us to participate in sporting activities and competitions as part of the local collaboration of schools.

## **ART**

In our teaching of Art, we aim to help children learn about their world in terms of form, colour, line, tone, shape and texture. We teach them the practical skills they need to express their creativity. The programme they follow encourages careful observational work, and we also help the children develop critical abilities by looking at a wide variety of art, including painting and sculpture, from both British and foreign cultures. Art skills are taught in a cross curricular way so that they link in to the class topic and remain both relevant and enriching.

## **DESIGN AND TECHNOLOGY (DT)**

Design and Technology is a very practical subject, where we aim to provide children with opportunities to design and make products of good quality for a given purpose. Food technology is incorporated into D & T. Teachers always check against medical lists for any allergies that might affect the children so it is essential that parents keep us updated regarding any changes in a child's health.

Throughout the School, the children are given a variety of projects to work on. Usually these will be linked with other subject areas, such as science or maths. Children learn how to use a variety of materials and tools appropriately and safely.

## **PERSONAL, SOCIAL, HEALTH & CITIZENSHIP EDUCATION (PSHE)**

The PSHE and Citizenship curriculum is delivered through class circle time. We have also adopted the Social and Emotional Aspects to Learning (SEAL) programme. Areas covered include, health education, friendship, self-esteem and relationships. We have a school council that meets twice every term. Representatives from each class meet to discuss important issues and make decisions about their school. Minutes from every meeting are taken back to all classrooms to share with classmates.

## **SEX EDUCATION**

Sex education is the responsibility in law of the governing body. We recognise that potentially this is a contentious area of the curriculum and we would always consult parents to gain consensus and support. Sex education is incorporated within our personal, social and health education which inevitably broaches some sensitive subjects that are treated by staff with care, thought and sensitivity. At Eastchurch School we recognise that sex education is more than just the biological aspect. In the younger classes sex education is taught within the framework of marriage or a caring relationship.

It takes into account the social development of a person from a child through to adult life and is an inseparable part of the physical, intellectual and emotional growth of an individual.

The School Nurse is involved in delivering a presentation on 'Growing Up' to Year 5 & 6 in co-operation with the class teachers. The materials used in this work will be discussed at a presentation for parents led by the School Nurse. Parents are then able to decide whether or not they wish their child to take part in these lessons. Additionally, Year 5 girls and boys separately have an informal talk with appropriate members of staff.

## **MUSIC**

Schools must teach music to all children up to the age of fourteen. At Eastchurch, class teachers are responsible for the teaching of music to their own classes.

We aim to develop pupils' enjoyment and understanding of music through practical activities and approaches. These activities should help the development of children's listening skills. We give children opportunities to compose and perform their own music. We have a wide variety of traditional musical instruments and some from other cultures, all of which the children can use. Music is played regularly to widen the children's knowledge of composers as well as different styles of music.

Singing is positively promoted throughout the school and is used as a tool teaching music, for thinking skills, reflecting and for enjoyment.

Private or small group lessons are available during school time on a range of instruments by a company called 'Pitch Perfect'. The cost of these is payable by parents/carers. Please speak to the school office if you are interested in your child taking lessons on an instrument.

## **MODERN FOREIGN LANGUAGES**

Learning a foreign language provides a valuable educational, social and cultural experience in preparation for future life.

From September 2014, the teaching of Modern Foreign Languages becomes compulsory at Key Stage 2. At Eastchurch Primary School, children are primarily taught French. Our aim is to provide an appropriate balance of spoken and written language in order to lay the foundations for further foreign language teaching at Key Stage 3. Throughout the school our children are also exposed to the basic vocabulary of a variety of other languages and cultures.

## **COMPUTING**

The new computing curriculum comprises of three strands which aim to support a child's holistic understanding of computers and how they work. These strands focus on Digital Literacy, Information Technology and a larger emphasis on Computer Science which looks at programming and de-bugging. Although there will be occasions when the children are taught the subject directly, Computing will encourage children to use a wide range of programmes and technologies through a cross curricular approach, assisting children's learning across the National Curriculum and helping to embed the important skills needed in their current and future lives.

### **Use of the internet**

All children will have access to the Internet during their time at Eastchurch School. This helps to raise educational standards and promotes pupil achievement. It is becoming a necessary tool for both staff and pupils.

The school Internet access is designed to be expressly for pupil use and will include filtering appropriate to the age of the pupils. Pupils are taught what is acceptable and what is unacceptable and given clear guidance for Internet use. No child will access the Internet without suitable adult supervision. We have an online-safety policy that gives guidance to staff, parents and children and online-safety lessons are taught to all children throughout the academic year.

## **COLLECTIVE WORSHIP**

As a Church of England School, we have specific duties when it comes to reflection in the School. The Education Act requires all schools to have a 'daily act of corporate worship'.

Our daily worship has a mainly Christian content. Our local vicar takes regular acts of spiritual reflection and we visit the church at major festival times. Worship each week is led by a visiting preacher from the 'Churches Together' group. Most of our acts of Collective Worship begin

with a song and ends with a period of reflection and prayer. Children learn the Lord's Prayer as part of their commitment to worship.

### Aims for our collective worship

- to provide our children with the opportunity to experience a variety of forms of worship
- to attempt to create feelings of awe, wonder and appreciation, gratitude and respect
- to use silence as a means to encourage reflection, contemplation and prayer
- to help our children become more aware of their own beliefs and those of others
- to develop a sense of community in our school and of being part of the wider community
- to celebrate difference and diversity
- to celebrate individual achievement, school achievement and wider community achievement

It is our intention, through the act of collective worship, to attempt to develop the moral and spiritual awareness of the children in our school. It is also our intention to help the children gain a sense of community by getting to know and value each other and in so doing develop this sense of community and belonging.

Collective Worship will be flexible enough to take into account incidental occurrences and matters of topical concern. We aim to make our children aware of the world at large and to have a concern for fellow human beings.

Our most recent Statutory Inspection of Anglican and Methodist Schools in June 2015 graded us as good in all areas.

### **EXTRA CURRICULAR ACTIVITIES**

A wide variety of clubs run during the year, either after school or at lunch times. All clubs are voluntary for both staff and children and children in the year group the club is appropriate to will receive a letter home with a parental permission slip that should be returned to school. Lunch time clubs do not need parental permission and children will attend if they wish to.

Examples of clubs that have taken place:

Rugby	Netball	Handball	Choir	ICT Club	Basketball	Cricket
Karate	Green Club	Recorder	Drama	Fitness	Athletics	Dance
Art Club	Film Club	Cross Country				

### **QUERIES ABOUT THE NATIONAL CURRICULUM**

If you would like to know more about any aspect of the school's curriculum, we would be very pleased to discuss it with you. Similarly, if you have any complaints we are confident they can be resolved by discussion with the class teacher or Head of School. However, parents who are still dissatisfied can refer their complaints to the Governing Body. A complaints procedure is available from the school office which explains how to make a formal complaint.

## **HOMEWORK**

The purpose of homework is to:

- Develop an effective partnership between the school and parents
- Consolidate and reinforce skills and understanding particularly in Literacy and Numeracy
- Exploit resources of all kinds at home
- Extend school learning; for example, through additional reading
- Encourage older children to work on their own

All our children will bring books home from School, and it's important that they read at home, and are read to. As the children get older, they will be asked to learn their tables, and spellings, and carry out written tasks. It is important that children get into the routine of homework. We hope that parents ensure that children carry out the assignments the children are given by their teachers. Please refer to our Homework Policy contained in this folder.

## **EDUCATIONAL VISITS**

During the year, it is likely that the children will make visits to places associated with their work. There will be visiting speakers, and perhaps travelling theatre companies. All this has to be paid for, and it's usually necessary to ask parents to contribute towards the cost. If we ever ask you for money and it causes a problem, please let Miss Crowe or Mrs Hunt know; it will be treated in complete confidence.

When taking children out of school on educational visits, we attempt to have one adult to every six children but whatever happens, we always abide by the authorities set guidelines. We only use coaches fitted with seat belts, and the teacher in charge takes a mobile phone.

If you wish to see our Policy for Offsite Activities, please ask at the school office or look on our school website.

## **SCHOOL WEBSITE**

Eastchurch School has a website that you can visit using our website address [www.eastchurch.kent.sch.uk](http://www.eastchurch.kent.sch.uk). This shows useful, important and relevant information about the school. You will be able to see photographs of your child's learning environment as well as photographs of the children carrying out a variety of activities in the picture gallery.

We are careful that individual pupils are not identifiable by name and close ups of individual children are never used. Personal information about staff or pupils will not be published. We always ask permission from parents/carers before any photographs are used on the website.

## **SPECIAL EDUCATIONAL NEEDS**



A child may have special educational needs (SEN) if they have a particular gift or talent that has been identified or they have difficulty coping in the ordinary classroom. This could be for lots of different reasons, such as problems with learning, behaviour or communication, or because of some physical, visual or hearing difficulty. At present the School is Mrs Kim Thomas, she works for 3 days a week across both sites.

A child who is having difficulties can get help in different ways. The class teacher can make everyday tasks a little easier or put the child in a small group for some extra help with an assistant. Some children require greater help than this, in which case parents are contacted by the class teacher or SENCo and a more individual programme of work will be discussed with you.

Early identification of any problems is important. This is why we encourage you to contact us before your child comes to school, and tell us if you feel your child may need extra help or has a social, emotional, or medical problem. This will be discussed in confidence with the Headteacher, and the SENCo. Every care will be taken to provide additional help and support where necessary so that the child's time at school is happy and enjoyable from the start.

## **STUDENTS**

Throughout the year, we often accept a range of students into our school. We work closely with Christchurch University and Sheppey College in order to give students the experience they need as part of their initial teacher training or childcare courses. These students have all had a DBS check and are closely monitored by both the University as well as members of our school staff (their mentors).

The students complete their placements at different times of the year and unless the placements are very short, classes will not have a student for more than once per academic year. We share our expectations of working at Eastchurch Primary School, with all of the students, and they are expected to follow our rules and expectations.

If there is a student in your child's class, the class teacher is still present and they are still on hand to answer any of your questions or concerns. Student teachers will often also have answers to help you, especially if it is regarding day to day issues, so please do not hesitate to speak to them too.

## **PRE-SCHOOL VISITS AT EASTCHURCH SCHOOL**

These are designed to establish early links between home and school, which will benefit the child when he or she starts at Eastchurch. We are keen to share our ideas for developing children's literacy skills, so we invite all parents and their pre-school age children to come into school and enjoy different activities.

There are many benefits to be gained:

- you get to know the school and the staff before your child starts school.

- if you are experiencing particular problems we can help you find support.
- we can advise you on all the procedures associated with a child starting school.
- you meet other families.
- you find out about the Early Baseline which will tell us what your child knows and is able to do when he or she starts school.

## **STARTING SCHOOL**

There's a lot of paperwork we have to go through with you before your child starts school. We also need to make sure that parents know all about our various policies and procedures, not least our behaviour policy. We need to explain in some detail exactly what our Foundation Stage involves. We like you to see the Reception classes in action.

We try to cover all this in our Parents' meeting and Activity Days. Parents will be sent dates, times and other details of this year's induction meetings early in the summer term. It is expected that all parents whose children are offered places will attend all sessions, because if you know exactly how our school works there's less chance of something going wrong later.

## **BEHAVIOUR**

Our aim is to help children to learn self-discipline. This can only be achieved by helping them to develop a moral code. We spend a lot of time discussing the importance of personal qualities such as tolerance, perseverance, courtesy and generosity. This is the foundation for everything else we do in school.

Children learn their behaviour from other people, and this includes the actions of people on television. So, in school, we try to be quick to praise examples of good behaviour, so children learn what is expected. To help children to enjoy playtimes, some of our oldest children act as 'Friendly Faces' helping younger children to organise games.

The 'Nest' is used to help children improve their behaviour and to support children with social and emotional problems as well as dealing with anger management. It is also a place for children to go who simply want to talk to someone about a problem they may be encountering however big or small.

A copy of our Behaviour Policy is included with this prospectus, and we assume that parents whose children attend Eastchurch School will support it.

## **ATTENDANCE, LATENESS AND ABSENCE**

It's very important that children attend school regularly. There is a lot of work for them to cover, and if they miss lessons their results in the national tests at seven and eleven are likely to be poorer than they should be.

We adopt a positive approach to attendance and reward children who attend regularly with certificates as well as rewarding the best class each week with our special attendance shield. The class with the best attendance during the school year will have their name engraved on the shield.

The Government requires schools to keep detailed records of children's attendances and absences. If your child is absent from school, we must be told why. The absence may be recorded as authorised, or unauthorised, depending on the reason. Just letting us know the reason does not mean it will automatically be recorded as authorised. To be authorised your child has to be either unwell or have an extremely good reason for his/her non-attendance. Taking a day off to visit a relative or to buy a new pair of shoes cannot be an authorised absence, it is classed as truancy. Please remember that it is the school's (not the parents') responsibility to decide what is authorised absence and what is unauthorised. However, all decisions will be made in an equal and consistent way. Parents will be notified if an absence is recorded as unauthorised. In severe circumstances, the Attendance and Behaviour Service can issue penalty notices for excessive holidays taken in term time and for general poor unauthorised attendance. If your child is absent from school we would appreciate it if you could follow the following procedures.

- Please telephone the school on the first day of absence. If a telephone call has not been received, then a member of staff from the school may phone to request a reason for absence. This procedure has been recommended by the government as good practice and ensures that we know children are safe.
- Please send a written note to school with your child upon his/her return.
- Any child being collected for an appointment will need to be collected from the school office and a note or telephone call informing us of the date would be useful.
- On occasions, a parent may forget to write or telephone the school to explain an absence. In these circumstances, a parent may receive a letter from school asking for an explanation of absence.

Children who arrive late at school cause disruption and waste the time of children, teachers and office staff. Of course, there will be occasions when lateness cannot be avoided, but children should be encouraged to think of school as their workplace, where good timekeeping matters. Children should arrive in plenty of time before starting work at twenty to nine. Please note that children arriving late, after the registers have been called, must visit the school office before going to their class. This is to make sure that they have been marked on the register. Parents of children who are regularly late will receive a letter from the Headteacher or be referred to the Educational Welfare Officer. If a child's attendance falls below 95% we discuss the matter with parents and with the Education Welfare Officer who may prosecute. The Educational Welfare Officer is also available for parents to contact if they have problems getting children to school, or want advice.

You can help reduce your child's absence by:

- Taking family holidays during school holidays
- Arranging dental/medical appointments out of school hours where possible
- Only keeping your child off school when they are unwell.

## **WHY DOES ATTENDANCE MATTER?**

If children don't attend school regularly they:

- Feel left out
- Have to make friends again
- Don't know how to do the work
- Get left behind

If your child is late he/she will need to go to the main office to register. You will be asked for an explanation for your child's late arrival. Any child arriving after registers close at 9.00am the lateness will be classed as absent and unless there is a good reason the absence will be recorded as unauthorised.

- Remember that it can be embarrassing for your child to come in late
- They may miss the beginning of the lesson
- They may feel unsettled for the rest of the day
- They can miss instructions for the work they have to do

**BUT REMEMBER, BETTER LATE THAN NEVER!!**

## **HOLIDAYS IN TERM TIME**

All holidays taken during term time will not be authorised. The 10 days that used to be acceptable is no longer allowed by the Government. Time off from school will only be authorised in exceptional circumstances.

Governors and staff do not like children taking time off for holidays during term time. Children miss out on chunks of their education. Please do not ask for extra work for a child who is taking a holiday in term time.

The current average attendance for each child should be 96%. The children are in school for 190 days, so having 10 days off for a holiday brings their attendance to below the average to 94%.

15 days absent = 92% attendance  
25 days absent = 86% attendance  
40 days absent = 78% attendance

20 days absent = 89% attendance  
30 days absent = 84% attendance  
50 days absent = 73% attendance

All children are tested during May and June and we want them to do the best they can. Therefore, it is in the children's interest to attend during the whole of the preparation and testing period.

## **SCHOOL SESSION TIMES**

Morning school starts at 8.40 am with the register being taken. Children can go to their classrooms from 8.30 am. Children must be at school on time, please, but not before 8.30, which is the time from which they are supervised by teachers.

All children have their lunch break from 12.00 until 1.00pm. All children have a morning break for 15 minutes. School finishes at 3.15pm.

## **SCHOOL UNIFORM**

Eastchurch Primary School has a simple uniform, which helps give the school an identity and the children a feeling of belonging. The uniform comprises:

**Royal blue sweatshirt, or royal blue pullover or cardigan**  
**Grey trousers or grey skirt**

**Royal blue gingham dresses for girls**  
**White polo shirts, white shirts**  
**All children should wear black, low heeled shoes (see below)**

You can purchase school uniform items by entering the website [www.schooltrendsonline.com](http://www.schooltrendsonline.com). All the uniform available on this site has the attractive school logo embroidered on and delivery is within 7 to 10 days. If you do not have access to a computer, please contact the school and we will order it for you. Through this website, you are also able to buy fleeces and waterproof jackets that display our school logo and are valuable additions to our uniform. The office staff will be pleased to help with any enquiries about uniform. Alternatively, you can purchase any royal blue sweat shirt/cardigan and other uniform items without the school logo from most children's-wear shops.

Children should wear black shoes to school, or sandals and socks in the summer. All shoes must be flat-soled, and boots should not be worn all day. We discourage trainers, though these can be used for outdoor games.

## **PE KIT**

Children are only allowed to take part in PE if they have a proper change of clothes. This means **yellow** tee-shirt, **royal blue** shorts and plimsoles (not trainers) and socks. Please remember to check that the plimsoles fit; children's feet seem to grow incredibly quickly! Older children have a blue track suit, royal blue rugby shirt and trainers for outdoor games.

PE kit must be kept in a named, draw-string bag, brought to school at the beginning of term, to be taken home for washing at the end of a term.

Naming clothes might not prevent loss, but will aid recovery.

## **JEWELLERY AND WATCHES**

No jewellery is to be worn to school. This is because jewellery can be dangerous if caught in clothing, and its loss can cause upset. Children with pierced ears don't need to wear studs to school; they can wear earrings out of school time. If small studs are worn to school, we assume that the child's parents accept full responsibility for any injury that may result. Any child who wears other items of jewellery to school will be asked to remove it and it will be placed in the school safe for the parent to collect. Children must not wear braids or beads in their hair. This is classed as jewellery.

Children are allowed to wear watches, but these are removed for PE and Games, and given to office staff for safe keeping. Musical or game watches are a distraction and should not be worn to school.

## **PERSONAL POSSESSIONS**

Please don't let your child bring toys or other personal possessions to school. They tend to get lost, broken or swapped, and end up causing upset! Mobile phones should not be brought into school. However, older children who walk to and from school on their own can bring a mobile phone which must be handed in at the school office at the beginning of the day. We discourage

children from bringing pets into school for a variety of reasons, the main one being that many of our children suffer from allergies and may have an adverse reaction to an animal in school.

The school does not accept responsibility for loss or damage to the personal property of any pupil. Marking your child's clothes and other possessions with his or her name is essential. Lost property is kept in a trolley near the school office. Unclaimed and un-named items are sold off from time to time.

## **MONEY IN SCHOOL**

Children should not bring money to school, unless it's dinner money or a small amount for a break time snack. Money requested for a particular purpose needs to be in a sealed envelope, with the child's name, class, the amount enclosed and the purpose for which it's intended written on the outside.

**All children in Years R, 1 and 2 receive a free piece of fruit each day at playtime. Children in Year R have the option of having a free glass of milk at snack-time. The children of parents who are in receipt of benefits and claim free school meals are entitled to a free glass of milk at snack club.**

## **LUNCHTIME**

Eastchurch School has its own kitchens which provide excellent midday meals. Sixty percent of our children have school lunches, an exceptionally high proportion. Children are encouraged to eat their food, but never forced. We help to teach children good table manners. The children are supervised at lunchtime by nine midday supervisors. Younger children have lunch at 11.55; the older children at 12.30pm.

School lunches are provided by a company called 'Principles'. Menus are sent home seasonally and are available on their website. Copies can be obtained at the office. Lunches cost £2.20 a day or £11.00 per week, payable in advance. They do not allow credit and if meals are not paid for you will be contacted and they may not be able to provide a meal for your child. Payment can be made online at <http://www.principals-catering.com>. Payment can also be made by cash or cheque and either bought into the school office or sent in with your child. Please ensure all payments are sent in an envelope marked with your child's name, class and the amount enclosed. If you have any queries regarding dinner money, please contact Sharon Manville at Principles on 07392125476.

All children in reception, Year 1 and Year 2 are entitled to a free school meal. Please speak to the school office if you wish for your child to receive one.

Some parents prefer to give their children packed lunches. This is perfectly acceptable but we are trying to encourage parents to include healthier options. Lunch boxes should be clearly

named. Crisps are only allowed in school as part of a packed lunch; sweets are not allowed at all. Children may bring fruit or a packet of raisins for their mid-morning break, and still drinks in named plastic containers can be brought to be consumed at lunchtime.

Children whose parents receive Income Support or Income based job seekers allowance are entitled to free school meals. No distinction is made between those children who pay and those who do not. Please contact Mrs Kemmenoe or Mrs O'Neil for the necessary forms. If your child has free school meals, but you then decide to give him or her a packed lunch, you must fill in another claim form if you later decide to change back to school dinners.

## BREAKFAST CLUB

Breakfast club is provided by the school from 8am until 8.30. The cost is £1.25 per day. This includes a drink, two items of breakfast food and supervised play. There is always a variety of food and drink available at Breakfast Club, including cereal, toast, pancakes, waffles, yoghurt, juice, hot chocolate etc. At 8.30 your child goes directly to their classroom.

You can pay breakfast club using an online payment system. You need to register at [www.schoolgateway.com](http://www.schoolgateway.com) using the same e-mail address and mobile number that you have given to the school. Alternatively money can be sent in on a termly, weekly or daily basis. Please contact the school office if you require further information.

## HEALTH ISSUES

If your child is unwell or hurt at school, we shall want to let you know as quickly as possible. It's vital that we have not only your home and work **telephone numbers**, but also that of a friend or relative who can be contacted if you're not available. It is our policy to let you know of all minor bumps and knocks, but if a child doesn't tell us, we may not know.

It is strictly forbidden for children to bring medicines to school. This includes throat and cough sweets. Medicines will not be administered to any child, unless there are exceptional circumstances and arrangements have been made with the Headteacher. This rule is there to safeguard the interests of both the children and the staff. Parents may administer a course of medicine during lunchtime if they wish. If your child has a chronic illness or long-term complaint requiring medication, please let us know before your child starts school.

If your child isn't well, please don't send him or her to school until fully recovered. Children who are unwell can be very unhappy, and infections spread rapidly amongst young children.

Children with nits or headlice should be treated immediately. If we think a child may have nits or lice, we will ask you to treat them, to prevent the problem spreading. We are not allowed to check children's hair.

Children are normally medically examined by our school nurse shortly after they are five, and may be further examined at about the ages of eleven and fifteen. Children also have other medical tests (eg. vision/hearing) during their time in full time education.

If you have any worries or questions about your child's health, do get in touch with Mrs Stephanie Thomas, the School Nurse. She is based at the Clinic in Orchards, Sittingbourne. Her telephone number is 418300. Mrs Thomas is very approachable, and will be happy to come into the School to meet you privately.

## **IF YOU HAVE ANY COMPLAINTS**

We hope you will be happy that you have chosen Eastchurch School for your child. However, if you have any concerns or complaints please follow the procedures we already have in place.

In brief terms the school's procedure for handling complaints is based on the authority's model procedure. Any formal complaint made to the Head of School will receive a response from the Complaints Committee of the Governing Body. Parental concerns should in the first instance be brought to the attention of the class teacher.

If the class teacher cannot resolve the issue or the complaint relates to the class teacher then the parent will be asked to speak with the Senior Teacher or Head of School. If the Head of School cannot resolve the concern then the matter must be referred to the Clerk to the Governors who will arrange for it to be considered by the Complaints Committee. The Clerk will also inform the LA that the matter is being dealt with according to the School's Complaints Procedure. The Complaints Committee will decide whether a full response can be made within ten days.

The complainant will be told in the reply that if he or she is dissatisfied with the outcome they may refer the matter to the Area Director.

A full copy of the complaints procedure can be obtained from the school office.

## **WHEN YOU COME TO SCHOOL**

We take our responsibility for keeping children safe very seriously, so we ask everyone to observe the following, please:

Don't bring cars into the school grounds except if you are using the drop off point at the St Clement site; there isn't enough room, and we worry about the safety of children.

Also, please do not bring dogs onto the school site and smoking is not allowed anywhere within the school grounds.

Children coming to school from Warden Road, Eastchurch must walk on our path, not down the drive.

All visitors must report to the office, including parents coming to the school during the day.



If you bring your child to school, please take them straight to the classroom from 8.30am onwards. Children should not arrive before 8.30am but by 8.40am at the latest. If you arrive before 8.30, please wait with your child.

Please don't go into the classrooms unless an arrangement has been made.

If you are meeting your child from school at the end of the day, please wait in the allotted areas. Children leave at 3.15pm and wait until the parent/carer is seen. If you would like your child to walk home alone please send in a permission letter that we can keep on file.

If you prefer to meet your child from the High Street playground the gate is unlocked at 3.15pm so that you can come in to the playground and wait by the wooden tables. Please don't wait inside the building.

### **IMPORTANT**

Don't forget to let your child's teacher know, preferably in writing, of any changes to the end-of-day arrangements. If you are telephoning please try to phone the office before 1pm.

For security reasons, we ask all visitors to sign in at the office and wear a badge.

## **SNOW AND OTHER EMERGENCIES**

In severe weather it may become necessary to close the school. At such times local radio stations are used to give parents necessary information, and we will use our text message and email service and phone around to make sure everyone knows what is happening. Please be assured that we never send children home unless proper arrangements have been made with parents or alternative contacts.

## **RECYCLING AND ENVIRONMENTAL ISSUES**

As an Eco-School we encourage children to develop an awareness of environmental issues, through action as well as thought and attitude. The children are involved in planting and providing habitats for wildlife in the school grounds, and an after-school club for Year 4 children is held which deals with 'green' issues. We hope to organise events and activities which parents and friends can join in with.

As part of our policy of encouraging care for the environment, we collect the following:

all empty drinks cans, used stamps, silver paper, shoes, fat, oil and grease (FOG), mobile phones, Brita water filter cartridges and ink cartridges.

We also collect all vouchers issued by supermarkets like Tesco, Morrisons and Sainsbury. These are exchanged for such things as computer hardware, PE equipment and books.

## **THE GOVERNORS**

The Governors are people from the local community who oversee the work of the school. They are unpaid volunteers with different strengths and expertise to support the school. They have significant powers and responsibilities. They meet once a term, but committees meet at other times to consider different aspects of the school's work. The names of all our Governors are:

Mr Andy Booth (Chairman)	Governor
Mr Aaron Janes (Vice-Chairman)	Parent Governor
Ms Yvette Gutheil	Foundation Governor
Mrs Tracy Ryan	Parent Governor
Mr John Stanford	Community Governor
Vacancy	Staff Governor
Miss Lee-Anne Moore	Parent Governor
Miss Ashlee Brawn	Parent Governor
Vacancy	Headteacher
Vacancy	Ex-officio Governor
Miss Lynette Elliston	Clerk to the Governors
Miss Michelle Crowe and Mrs Sarah Hunt attend all meetings.	

## **FRIENDS OF EASTCHURCH SCHOOL (FOES)**

FOES was set up a number of years ago to support the work of the school. All parents are automatically members, and there are no membership fees. Every year a committee is elected from people who express an interest. Names of committee members are given below. The committee meets twice a term, usually on a Monday evening, to organise social and fund-raising events.

FOES have raised over £70000 for the School. In previous years, FOES paid for new large adventure play equipment for each of our three playgrounds as well as other playground equipment, wet play equipment for each class and much more.

The Summer Fayre is our biggest single event, and needs up to 40 adult helpers on the day: you have been warned!

### **FOES COMMITTEE MEMBERS**

Mrs N Bodiam	Mrs E White	Miss T Law	Mrs R Simpson
Mrs M Moore	Mrs T Pullen-Feaver	Mrs D Law	Mrs J Silver
Miss M Crowe	Miss R Stanton	Miss K Law	Mr B Mills
Mrs H Fox	Mrs T Ryan	Mrs S Hunt	

## **KEEPING IN TOUCH**

We send newsletters home quite frequently so you know what's happening at school. Children are asked to put all letters in their book wallets, but we do urge you to 'frisk' your child!

Copies of all letters are pinned to the notice board outside the School Office and on the outside notice board in the back playground.

In September you will receive a letter from your child's teacher explaining what goes on in that year group throughout the year. It also gives you ideas for ways you can help your child during the year.

Staff are always available for parents who wish to find out more about the way we teach and are occasionally invited into school to watch some teaching eg. Maths or phonics.

## **PARENT CONSULTATION**

There are three formal parent consultation days/evenings each year for the whole school:

- One in Term 1 for the parents to meet their children's new teacher, and to discuss how well the child has settled into school.
- The second is held during Term 4 to discuss the children's progress and attitudes.
- The final meeting for the whole school; is in July for parents to discuss the contents of their children's annual school report.

## **REPORTING TO PARENTS**

The law requires that parents receive annually a written report on their child's progress in each of the curriculum areas, and also requires that parents have an opportunity to visit the school to discuss the report with their child's teacher.

These reports should match the records that are kept on the child, and a copy of the report will be placed in the child's personal folder. They should be understandable to parents, and they should attempt to inform parents of the curriculum individual or group targets that their child is currently working towards.

In addition to this, for children at the end of Key Stage 1 and Key Stage 2, the report should also indicate the child's attainment as a result of the formal assessment procedures.

## **HELPING IN SCHOOL**

If you find you have time on your hands, on a regular basis, why not think about coming into School to help? There are many things to do, and you don't need special skills. We value the help we get from parents; they're the ones who really know what a teacher's job involves. Just write a note to Miss Crowe or Mrs Hunt to express your interest.

## **TRANSFER TO SECONDARY SCHOOL**

Towards the end of Year 5 parents are asked if they would like their child to be entered for the Kent Test (11+) examination; this gives an opportunity to enter Grammar School if the child reaches the required standard.

Our local secondary school is Oasis Academy Isle of Sheppey; this is the school the majority of

our pupils attend when they transfer to Secondary. However, various other choices are made each year by our parents. When the children enter Year 6 the LA provides parents with information on all the different Kent secondary schools.

**FINALLY.....** We all want our children to be happy at school and at home, so don't hesitate to contact us if you have any worry. We promise we will do our best to help. If you wish to see any of our school policies in full, please ask at the office or look on our website.

