

Welcome to Church Lane Primary School and Nursery

At Church Lane Primary School and Nursery we believe that every child is our future. It is the aim of the school, through its curriculum and teaching to nurture and care for each individual to enable them to grow, to flourish and realise their full potential.

Our school motto “Tall oaks from little acorns grow” reflects the firm foundations we believe we give the children at Church Lane.

OUR AIMS

- We will support our children to take steps to success
- We will build a curriculum for the future
- We will enable our children to stride confidently into the wider world
- We will all work together towards tomorrow.

OUR CORE VALUES

- To know and respect the children and their families as individuals, celebrating the richness of diversity and identity
- To recognise and value children's competence and capability so they can develop confidence, independence and high self esteem.
- To nurture and value children's curiosity, creativity and desire to make sense of the world, giving time for their thoughts and ideas and valuing their work, their conversations and their feelings.
- Having a well planned, aesthetic, motivating and versatile learning environment which supports children as active learners, provoking their interest and inquiry, and linking the indoors with outdoors.
- Staff working together as a mutually supportive, unified team, to develop reflective practice, which enables children to achieve success and happiness.

CLASSIFICATION OF SCHOOL

The school is a Community Primary School, owned and provided by the County Council, which caters for the needs of approximately 210 children aged from 3 – 11. From September 2013 we will be opening our provision to 2 year olds. The nursery class is part of the Early Years Base which caters for 26 children each morning from 8.45am to 11.45am & afternoon Midday to 3pm, these can be taken in half days or full days with the option to pay and stay.

SCHOOL BUILDING

We are one of 7 schools included in Lincolnshire's PFI project (Private Finance Initiative). This scheme has provided us with a new purpose – built school building, built by Bovis Lend Lease and managed by Focus Education. Construction of the building began in January 2002 and was completed in December 2002. We moved into the new building in January 2003. Construction of the whole school site continued until August 2003 when all work was completed. We are working with Lend Lease to continue developing our building and site to extend opportunities for our children.

SECONDARY EDUCATION

At the age of eleven children usually transfer to one of the three secondary schools in the town, - St George's College of Technology (co-educational), Carre's Grammar School (boys) or Sleaford & Kesteven High School (girls). All three of these Schools have specialist status, Carre's Grammar School –Sports College; Sleaford and Kesteven High School – Performing Arts College; St George's College of Technology. Two reasoning tests are taken in Year 6 are used to determine admission to these schools. One test is verbal reasoning and the other is non-verbal reasoning.

THE CURRICULUM

All children will receive a broad and balanced curriculum at a level appropriate to their needs and ability. Our aim is to ensure that the basic educational skills of Literacy and Numeracy are given greatest prominence.

Teaching is both project and subject based and children are taught as a class, in groups and individually, as appropriate. We make use of the learning resources of the local environment and community whenever possible.

Whilst in this school your child will move through three stages:

Foundation Stage	3 - 5 years
Key Stage 1	5 – 7 years
Key Stage 2	7 – 11 years

FOUNDATION STAGE

Our Foundation stage comprises a mixed Nursery and Reception aged children. The unit offers an outdoor play facility and offers an exciting and secure learning environment.

The nursery unit offers 26 part-time places for 3 year olds. Parents/carers also have the option for their children to stay all day and pay for the extra hours. It is staffed by experienced Early Years Practitioners. Staff work with parents and families to ensure all children are happy, settled and have a positive start on their learning journey.

The staff in the Foundation Stage are all highly skilful, highly trained educators, who are knowledgeable about how children learn, child development and care, and have a passionate commitment to the Early Years Base and its aims. We work closely together as an integrated team across the whole of the Foundation Stage.

In the Foundation Stage, which continues until the end of the Reception class, your child's education will focus on the early learning goals. They are 7 broad areas of learning:

- Personal, social & emotional development
- Communication & language
- Literacy
- Mathematical development
- Understanding of the world
- Physical development
- Expressive art & Design

A high quality foundation stage education is about your child learning to be independent, confident, strong and curious....it is much more than colours and shapes, numbers and letters.

KEY STAGE 1 & 2

The curriculum for children in Key Stage 1 and Key Stage 2 consists mainly of the National Curriculum and Religious Education. The remainder of the whole curriculum is left for the Governing Body to decide. In both Key Stages English, Mathematics and Science are known as Core Subjects. They take up the major part of class teaching time. The Foundation subjects (Design & Technology, Information and Communications Technology, History, Geography, Art, Music, PE & Personal, Social & Health Education) are compulsory and are important aspects of the Curriculum. Religious Education, though not part of the National Curriculum, is also compulsory and is taught according to the Lincolnshire Agreed Syllabus. In planning the curriculum the teaching staff work collaboratively to share ideas and expertise. Planning is thorough and detailed to ensure effective teaching for all our children.

Information and Communications Technology (ICT) is an integral part of the National Curriculum. We use a cross-curricular approach using tablet, computers, laptops- interactive whiteboards and other ICT peripherals regularly in all our work. Lincolnshire's NETLinc project provides resources and training for us and includes networked PC's, Internet access and e-mail, a suite of programmes and interactive whiteboards in all classes from Year N to Year 6.

In our school we use a Broadband high-speed link. We have a brand new ICT lab opening in September 2013 with a major focus on multimedia using Apple products and in addition we have a class set of ipads, a laptop trolley with 20 laptops used throughout the school. We invest heavily into state of the art technologies and ICT is woven into all of the Curriculum areas. Children benefit from being taught both specific ICT skills and from learning to use ICT in a cross-curricular way in other subject areas.

Through our curriculum we aim to equip our children with the qualities and skills needed to become caring, responsible citizens of the future.

We promote respect, tolerance and kindness and are committed to nurturing strengths and encouraging interests. We ensure learning is relevant, interactive and stimulating and we set high expectations for all of our children.

We also have an excellent School Library with over 5000 books for the children to enjoy. We aim to provide reading materials that are not just educational but fun, so our pupils learn to enjoy reading. We encourage parents to pop in and see us and explore what the library has to offer.

REPORTING TO PARENTS

There are three main opportunities during the year to discuss children's progress. In the Autumn and Spring terms Parent consultations are arranged on an individual appointments system. We will also send home fortnightly newsletters with class targets on for you to practice at home.

Towards the end of the Summer term all parents will receive a written report on their child's progress and will be offered the opportunity to discuss this with class teachers.

In addition to this, parents are always welcome in school to discuss any matters relating to the education of their children. If possible please contact us in advance to arrange a mutually convenient time. The head teacher also runs regular parent drop ins to consult with parents on the way forward for the school.

CLASSROOM ORGANISATION

All classes in school are composed of children of a single age group, and are mixed ability groups. In class, work is organised according to the needs of the children. Sometimes children are grouped according to their ability in a certain subject area. Teaching may be delivered to the whole class, in groups or individually. We adapt our planning and teaching to ensure that there is lots of opportunities for pair talk, for investigations and for discussion. Teaching is not always done in the classroom; we use the entire environment inside and outside us to give children learning experiences.

As you can see, a variety of teaching methods are used according to the needs of the children and the type of activity being carried out.

THE SCHOOL DAY

School officially starts at 8.55 am but we like children to be in classroom at 8:45am ready to start at 8:55am and finishes for Early Years and KS1 at 3.00 pm and for KS2 at 3.10 pm. Children are allowed into their classes at 8.45am to allow for quality talk and pre-school tasks with the teacher. There is a 15-minute morning break and afternoon breaks when needed. The lunch break is from 12 noon until 1.00 pm. The school day is usually organised as follows:

	Early Years and KS 1	KS2
9.00 am	Registration	Registration
9.05 am	Lessons	Lessons
10.15 am	Break/Assembly	Assembly/Break
10.45 am	Lessons	Lessons
11.45am	Nursery Home	
12.00 noon	Lunch	
12.10 pm		Lunch
1.00 pm	Lessons	Lessons
2.20 pm	Break	
3.00 pm	Home	
3.10 pm		Home

During the afternoon key stage 2 children have a quick break for toilets.

PHYSICAL EDUCATION

Children are taught using indoor and outdoor environments where appropriate. They are taught in mixed groups in each class. The activities are structured to give every child the chance to participate successfully and to work together. Our pupils are encouraged to develop positive attitudes by learning how to observe the conventions of fair play and good sporting behaviour as individual participants, team members and spectators. Annual Sports Days are held in the Summer Term to which parents are invited.

In addition to timetabled P.E. lessons children are able to use a growing collection of playground games and activities during break and lunch times. Many of these activities are run by the older children through Positive Play Schemes. It is also thanks to the work of the Friends of School that we are able to provide these activities. We also take advantage of outside initiatives.

In Key Stage 2 we have football and netball teams who take part in league matches between local primary schools. We also take part in Sporting Festival days for sports such as rugby and swimming.

We take full advantage of our close links with Carre's Grammar school, a specialist sports college. Our children benefit from the use of their extensive facilities and the expertise of their specialist staff. We access many activities through them including tag rugby, athletics, football and gymnastics. They enhance the sporting experiences children receive at our school.

We have been awarded Activemark in recognition of our delivery of the PE, School Sport and Club Links strategy. It acknowledges our provision of a high quality PE experience for all.

Children will be asked to remove all jewellery for Health and Safety reasons. Help will be given if requested. If earrings are worn staff will give children micropore tape to cover them in order to prevent injury.

SEX AND RELATIONSHIP EDUCATION (SRE)

SRE in school should complement and support the role of parents and match the maturity of the pupils. At this school, health and sex education will be in accordance with the

requirements of the National Curriculum for Key Stages 1 & 2. General questions which may arise relating to health and sex will be answered simply and sensitively as they arise in connection with the syllabus.

Forming positive relationships is an integral part of the whole curriculum and in Year 5 and 6 a planned programme of sex and relationships education is offered. Teachers deliver this programme and discuss and answer questions children may have. Parents are invited in to hear about this programme and view the resources we use and talk to teachers about it. Parents do have the right to withdraw children from this programme if they so wish. The school nurse is also available at any time through regular 'drop ins' if you wish to discuss any issues further.

RELIGIOUS EDUCATION

The school is a Community School and not affiliated to any particular religious denomination. We follow the agreed Religious Syllabus for Lincolnshire published 2012, which may be examined on request, from the Head teacher. Parents wishing to withdraw their children from religious education and acts of worship on grounds of conscience may apply to the Head and arrangements will be made. We hold a daily act of collective worship. Children may be in Key Stages or as a whole school group. These assemblies will be conducted by the Head Teacher, school staff or invited speakers. The Vicar of St Denys' Parish Church and the New Life Church visit school regularly and conduct Collective Worship.

The Lincolnshire Agreed Syllabus aims to:

- Provide opportunities for all pupils to learn and achieve.
- To promote pupils' spiritual, moral, social and cultural development.
- To prepare them for the opportunities, responsibilities and experiences of adult life.

Parents, families and friends are invited to join us at any time for assemblies especially on Fridays for achievement assembly and for class assemblies.

EXTRA - CURRICULAR ACTIVITIES

A wide range of activities is available to children in Key Stage 1 and 2. Clubs are held both during the lunch hour and after school.

At present, extra – curricular activities include choir, recorder, maths club, French and sign language, healthy eating, drama, ICT and craft/sewing. We also offer seasonal activities such as maypole dancing and gardening.

Extra-curricular Sports activities are available for Key Stage 2 children in various activities, including football, netball, volleyball, tennis, cross-country, athletics, tag rugby and rounders.

We also have outside agencies that run clubs at different times during the year, which children pay to attend.

CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

We strongly believe in equal opportunities for all our children and we are able to support the inclusion of all children with additional needs. Children may have either short or long-term special educational needs. These individual needs will be identified at the earliest possible stage and individual programmes will be put into action to help the children concerned. Parents will be consulted by the class teacher as soon as concerns are apparent and they will be encouraged to work with the school to help their child.

Individual programmes will be designed and reviewed in line with the 1993 Education Act and the Code of Practice for Special Educational Needs. This is often all that is needed but occasionally a child's needs may require more than is routinely available in school. In these cases support may be required from outside agencies such as Educational Psychologists, Learning Support Services, Speech and Language Therapy Service.

For a few children a process known as 'statementing' may be necessary. A detailed assessment of a child's needs is made by the parents, the school, an Educational

Psychologist and medical authorities, which may lead to a statement of special educational needs being issued. Children with statements are usually given the specialist help they need whilst remaining in mainstream classes. We also have a full time Learning Mentor and Special Needs Coordinator in school.

Through child and family support we aim to identify and rectify barriers to learning. We aim to do this by implementing short or long term intervention programmes, setting targets, monitoring progress and providing guidance through Special educational needs and learning mentor. By working together with parents and carers we can help children to develop strategies and skills to enable them to make positive choices and reach their full potential.

EQUAL OPPORTUNITIES

Every child has an entitlement to equal opportunities in education.

Our objective is to educate, develop and prepare all our children, whatever their sex, colour, culture, origin or ability for life in Britain.

Any form of discrimination will be dealt with firmly as discrimination of any sort is unacceptable in our community.

SCHOOL PROCEDURES

1. All children are expected to wear school uniform.
2. Children should not arrive before 8.40 am as there will not be anyone to supervise in the playground before this time.
3. Please notify us by telephone or in writing of any change to collection arrangements for your child.
4. We are a healthy school and you can help us with this by encouraging fruit and vegetables to be eaten as mid-morning snack. We have a healthy tuck-shop in the morning. Under the National Fruit in Schools scheme all Foundation and Key Stage 1 children are provided with a piece of fruit daily at no charge.
5. Children are always encouraged to bring things into school to show their teacher to enhance their learning experiences but they must be clearly labelled. It is not really appropriate to have toys in school as they get easily broken and lost. Unfortunately we cannot take responsibility for anything of this nature brought into school, which is lost or damaged.
6. We have a clear jewellery policy which allows
 - Watches
 - Plain stud earrings.
 - Religious /Medical necklaces (which must be under clothing.)

Any items brought into school are the child's responsibility. The school will take no responsibility for loss or damage.

BEHAVIOUR POLICY

We aim to provide a caring, supportive and secure environment for all. Parents are involved in dealing with unwanted behaviour from the very beginning. The emphasis is on consistent, positive strategies.

We work positively with our children and encourage them to follow these rules. Good behaviour is consistently reinforced with rewards and sanctions in accordance with our behaviour policy which is in detail on the school's website.

Staff aim to work closely with parents to develop consistent strategies which can be adopted by home and school.

We expect everyone, children and adults, to be polite and respectful to others. We encourage pride in the classroom, the school and the environment.

SCHOOL RULES

Our school rules form the basis of our behaviour policy. Our rules are:

1. Be kind, polite and respectful to everyone in and around school
2. Always do your best
3. Move safely around the school
4. Listen to and respond appropriately to what adults say
5. Share and take care of school property and equipment

HOME/SCHOOL LEARNING

Home/School Learning is a fundamental part of the children's learning experience. It aims to strengthen the partnership between Home and School. We hope you will enjoy spending time with your child on this experience.

In parents are encouraged to support their children's education at HOME with:

- Library books
- Reading
- Maths games and activities
- Literacy activities.
- Projects
- Phonics and spellings
- Investigations

SCHOOL COUNCIL

Our School Council consists of a selection of children from Reception age to children in Year 6. They are voted in to the Council by their classmates. We meet regularly to discuss important issues in our school and the outcomes of these meetings are shared and discussed with the rest of the school and the staff. The School Council are responsible for working out ideas for positive change and negotiating with others to bring about the changes.

LUNCHTIME

There are two options for lunch in school:

- Hot meals
- Packed lunch

PACKED LUNCH

You are asked to supply your child with a well balanced packed lunch and drink. Children will be rewarded by the dinner staff for this. Drinks must not be of the 'fizzy' variety and should be contained in a plastic bottle or flask. Sweets are not allowed in school.

HOT MEAL

You may choose a hot meal, consisting of 2 Courses, a drink and a piece of fruit for your child. Our hot school meals are provided for by a small local company, Hot meals cost £2.15 per day and must be ordered in advance, these are supplied by Food4Thought.

The school hall is used for packed lunches and hot school meals. Older children eat their packed lunch in their classrooms. During the remainder of the lunch time children go out to play, again under the supervision of adults.

If outdoor play is not possible due to inclement weather, the children are supervised by Mid-day Supervisors in their classrooms.

TUCK SHOP

We aim to promote a healthy lifestyle, including healthy eating habits & Fair Trade. A mid-morning Tuck Shop is run by Key Stage 2 children where healthy snacks are on sale at a cost of 20p.

BREAKFAST CLUB

We offer a breakfast club from 8am in the morning till the start of the school day and activities are available till then. We provide a selection of cereal, a piece of toast and a hot or cold drink and it is £1 per day.

NUTCRACKERS

The school runs an after school club from 3pm until 5.50pm and a holiday club from 8am-5.50pm. This is run by the Nutcrackers Team and can be booked in advance and on the day (if there are spaces available) After school is £1 for 3pm-3.30pm, £2.50 for 3pm-4.15pm and £5 for 3pm-5.50pm (which includes a cooked meal) Holiday provision is £12.50 for 5 hours and £20 for full day (breakfast and evening meal but need to bring a packed lunch)

SCHOOL VISITS

Whenever possible we use the immediate environment of the school to support the curriculum. These visits are usually on foot with the class teacher supported by non-teaching staff and volunteers and will not require any financial contributions.

The school governors have decided all educational visits further a field must be covered by a voluntary contribution or they will not take place.

The costs of such visits will be calculated in advance.

Parents will be notified, in advance, of a visit and will be told the nature of the visit and the cost per child. A reply slip must be returned to school asking parents to make a voluntary contribution of the amount stated.

On the basis of this information a decision will be made as to whether the visit can take place, dependent on whether the contributions will cover the full costs.

We believe school visits make a significant contribution to a broad and balanced curriculum.

COMPLAINTS PROCEDURE

Wherever possible, concerns expressed by parents and others about the school curriculum or related matters, will be dealt with in the first instance by informal discussion with teachers or the Head.

However, there may be occasions when such concerns cannot be resolved informally and, under the terms of the 1988 Education Reform Act, the County Council has set up a formal complaints procedure which offers a readily accessible and clearly understood route in order for Complaints of this nature to be pursued further.

A document setting out this procedure is available for inspection at the school and a copy can be given, if desired, to any person wishing to make a complaint under these arrangements.

MEDICAL ARRANGEMENTS

Parents are informed of any treatment required after the usual dental, visual, audio and medical examinations.

The School Nurse visits school regularly and parents are invited to come into school to discuss with her any medical concerns regarding their children. Appointments can be made at the school office to see the nurse at one of the regular 'drop in' clinics.

Medicines

Short term illnesses – No medicines can be accepted. However, if a child is well enough to be in school, parents can come in to administer any dosage themselves during the day.

In the case of chronic illnesses such as diabetes, epilepsy, asthma – providing the drugs are clearly marked with the name of the pupil and instructions for administration, these will be accepted and kept in a secure place.

They will be administered by the child's class teacher.

Head Lice

In the past the school nurse used to examine the children termly for head lice. She no longer does this. Advice from Lincolnshire Health Authority reminds parents that it is their responsibility to check their children's hair on a daily basis. When washing the hair with ordinary shampoo, comb out the tangles with a normal comb. Then with the detection comb, comb through the hair keeping the teeth of the detection comb in contact with the scalp at all times. Repeat this all over the head checking the comb after each stroke. Treatment should only take place when a living, moving louse has been found.

If a member of staff sees live lice on a child, the parent will be asked to treat the child before returning to school. Treatment is available from GPs and chemists.

PERSONAL ACCIDENT INSURANCE

The insurance market offers personal accident cover for pupils 24 hours a day. Parents may not be aware of this and if they wish to avail themselves of this cover for their children, then they should make enquiries with insurance brokers or companies accordingly.

GETTING TO SCHOOL SAFELY

If your child walks to school make sure he/she knows to

- Stay with an adult
- Use the footpath
- Cross the road safely using Zebra crossings, pelican crossings, or the lollipop lady where possible.

If you bring your child to school by car please remember

- To ensure he/she wears a seatbelt
- Parking is difficult
- The area around the school becomes very congested.

We have been asked to remind you that the Methodist Church car park and Marquis of Granby car parks are PRIVATE.

PARENTAL SUPERVISION

Before and after school children in your care must be supervised closely on school premises. They must not be allowed to roam unsupervised or to use school equipment such as the Trim Trail or football pitch.

PLEASE REMEMBER



NO SMOKING ON SCHOOL PREMISES



NO DOGS ALLOWED ON SCHOOL PREMISES

SEVERE WEATHER



BBC Radio Lincolnshire and Lincs FM broadcast schools information at a quarter to and a quarter past every hour. Normal broadcasting starts at 6 am but during severe weather they go on the air at 5 am. You will be informed by text if there are any school closures.

SCHOOL OFFICE



Please notify the Office Staff of any changes in circumstances e.g.

- Address
- Telephone number- especially mobile number as we use a text messaging service
- Work places
- Contact numbers

SCHOOL UNIFORM

We expect all children to wear our school uniform. It is important from starting school to develop a sense of belonging and of pride in our school.

Our school colours are red, green and grey. Stock and order forms for red sweatshirts, ties for KS2, coats, fleeces, book bags, back packs, fleece hats, PE t-shirts, shorts and PE bags all with the school logo are available from the school office. There is a uniform list included in the school prospectus.

Shoes should be black sensible (not high heels) and should offer support for growing feet.

IDENTIFICATION OF PROPERTY

Please ensure all clothing and belongings are clearly marked with your child's name.

PARKING

Please note the school car park is for staff parking only. Parents may use the lay-by or obtain a Parking Permit for Tesco's car park (see office staff).

Please do not walk through the car park, remain on the path.

GENERAL ENQUIRIES

The Office Staff will always be pleased to help parents with any general enquiries.

PE KIT

All children require suitable clothing for PE. A PE bag is required, which should contain the following:

- T-Shirt- plain white
- Shorts- red
- Plimsolls and/or trainers



PE kit should remain in school during the week in case of impromptu, additional lessons.

In winter for Games sessions Key Stage 2 children should have warmer clothing for outdoor work. This could include tracksuit, jogging bottoms, sweatshirt, and fleece. Any of these are acceptable.

FREE SCHOOL MEALS

Free Hot school meals are available for the children of parents who satisfy the following criteria:

Families who are receiving	Income Support, Income Based Jobseeker's Allowance, Child Tax Credit, with an annual income of less than £16,040 as at April 2011,
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or Guarantee Element of State Pension Credit.

If you are in receipt of Working Tax Credit you are NOT eligible to claim free school meals.

Please come and talk to us if you think you may be eligible or if you would like advice or support in making your application. We will be only too pleased to help and this information is treated in the strictest of confidence.

ABSENCE/PUNCTUALITY

Please telephone or send a note after an absence from school. Unexplained absences will be checked.

Please do not send children to school before 8.40 am unless they are attending the Breakfast Club.

The school day officially begins at 8.55 am and persistent late arrival is unacceptable and will be addressed.

ADMISSION POLICY FOR SEPTEMBER 2010

DELEGATION

The County Council has delegated to individual community and controlled schools the decisions about which pupils to admit. The school however, must apply the County Council's Admissions Policy in every respect. In particular, schools which have more applicants than places available will apply the over-subscription criteria detailed below.

In accordance with the Code of Practice for Special Education Needs, the allocation of school places for pupils with a Statement of Special Education Needs will take place before schools allocate other places as part of the annual admissions process.

Where a school has more applications than places, they must apply the following criteria in the order listed.

PRIMARY SCHOOL POLICY

1. The school is one preferred by the parents.
2. The child is in the care of the Local Authority.
3. There is a sibling (note 1) who will still be attending the school when the child is due to start.
4. Access to the school. The following will be taken into consideration in the order below:
 - i. Whether this is the school closest to the (note 3) home address (measured as in ii below).
 - ii. Driving distance (note 2) from home (note 3) to school. The distance is measured electronically by the LA from the post offices address point of the home to the post office address point of the school.

Explanations and definitions:

1. Sibling:
 - A full brother or full sister, whether or not resident in the same household.
 - Another child normally resident for the majority of term time in the same household, for whom an adult in the household has parental responsibility as defined in the Children Act 1989.
 - In the case of twins (or two siblings in the same age cohort) and where there is only one place available in the school, both will be considered together as one application. The school will be authorised to exceed its Admissions Number by one, except if this breaches infant class size regulations. In this case, parents will be given the choice, either to accept the one place available and a place in a different school for the other twin (or sibling) or to accept places in the nearest school with two places. In the latter instance, the County Council will provide free transport for both children, provided the distance from home to school qualifies.

2. Distance from home to school, Driving distance from home to school. The distance is measured electronically by the School Admissions Team from the post office address point of the home to the post office address point of the school.

3. Home address ("place of residence")

This is the address where the child lives for the majority of the school term time with a parent who has parental responsibility as defined in the Children Act 1989 and a parent includes a person who is not a parent but who has responsibility for her/him.

This could include a pupil's guardians but will not usually include other relatives such as grandparents, aunts, uncles etc unless they have all the rights, duties, powers, responsibilities and authority which by law a parent of a child has in relation to the child and her/his property.

Parents of Reception children are invited to a meeting in the summer term prior to admission in September. The children will also be invited to spend some sessions in their new classroom with their teacher. The Early Years Practitioners will also arrange for a home visit to take place.