

# *School Prospectus*



Blanford Mere Nursery and Primary School  
Mimosa Walk  
Kingswinford  
West Midlands  
DY6 7EA

Telephone: Kingswinford 01384 818365  
info@blanford.dudley.sch.uk  
Age range: 3 - 11 years

Headteacher: Mrs N.J. Miller

Chair of Governors: Mr A. Weaver

Local Authority Representative: Sue Butcher  
Head of Educational Outcomes  
Dudley MBC  
sue.butcher@dudley.gov.uk  
Telephone: Dudley 01384 817409

The information in this booklet relates to the school year 2018/2019. All the information is correct at the time of going to press, but there may be unavoidable changes during the year.

## **School Term Dates 2018-2019**

### **DATES FOR NEXT YEAR**

#### **Autumn Term 2018**

Term Starts: Monday 3rd September 2018

Half term: Monday 29th October - Friday 2nd November

Term Ends: Friday 21st December 2018

#### **Spring Term 2019**

Term Starts: Tuesday 7th January 2019

Half Term: Monday 18th February - Friday 22nd February

Term Ends: Friday 12th April 2019

#### **Summer Term 2019**

Term Starts: Monday 29th April 2019

Half Term: Monday 27th May - Friday 31st May

Term Ends: Monday 22nd July 2019

#### **Local Council Elections**

Thursday 2nd May 2019 (To be confirmed)

#### **Inset Days (School closed to pupils)**

Monday 3rd September 2018

Friday 5th October 2018

Monday 8th October 2018

Friday 22nd March 2019

Monday 22nd July 2019

## CONTENTS

Welcome from the head	3
Mission Statement	4
Equal Opportunities Statement	5
Governors	5
The Staff	6
The School	7
Aims of the School	8
General Information	9
Beginning and end of school day	9
Road safety and parking	9
Attendance and absences	9
School uniform	11
Lost property	12
Jewellery	12
School meals	13
Discipline and Pastoral care	14
Admissions	15
Secondary transfer	15
Reception Induction Provision	16
Parents and Teachers working together	16
Safety and Security Arrangements	17
The Health of your Child	17
The Curriculum	19
Sex Education	24
Homework	25
The Hidden Curriculum	25
Classroom Organisation	25
Planning and Assessment	26
Children with Special Needs	27
Extracurricular activities	28
Educational Visits	28
Safeguarding	29
General Data Protection Regulations (GDPR)	29
Concerns and Complaints about the Curriculum	29



Dear Parents,

Welcome to Blanford Mere Primary School. This prospectus has been produced to give you some important information about our school organisation, and an insight into our aims and educational philosophy.

Our main aim is to provide a high standard of education for your child, and to make his or her time with us as happy and successful as possible. We believe that children work best in an atmosphere of co-operation in which they feel secure and we value the support and interest of all parents.

We hope that you will join us in a partnership to support your child's learning. We are always pleased to meet parents to discuss their child's progress and plan a variety of occasions during the year when you can meet your child's teacher. If you have any concerns about your child, then please do come into school and share them with either the class teacher or the Leadership Team.

Whether you are joining Blanford Mere for the first time or already have children in school, we look forward to working with you to provide a rewarding and enjoyable experience for all our children.

Yours sincerely,

*NJ Miller*

N J Miller  
Headteacher

## Mission Statement

### **WORKING TOGETHER, ACHIEVING TOGETHER**

At Blanford Mere we aim to offer our children a high standard of education within a rich, caring and friendly environment where honesty, independence and tolerance are valued and where everyone is made welcome.

It is our intention to provide a broad and balanced education, creating opportunities for everyone to reach their full potential. We have high expectations and encourage the children to do their best at all times. The achievements of pupils and all adults are recognised and valued.

At Blanford Mere we treat children as individuals and are concerned with all aspects of their development: academic, social, spiritual and physical, preparing them to become valued members of the local community, of which the school is a part, and the wider society.

## EQUAL OPPORTUNITIES

At Blanford Mere we believe that:

All children should have full access to the teaching programme regardless of their ethnic origin, religion, culture, gender or physical ability.

Children should be treated as individuals, and that they should be taught self-respect and respect for others.

Children should be encouraged to fulfil their potential and develop both socially and academically.

## GOVERNORS

The Governors are like a Board of Directors who make policy decisions. The Headteacher manages, organises and administers the school within these policies. The Governors interview and appoint staff and decide how the budget is spent.

Governors are fully involved in the strategic running of the school and their role is to challenge and support the Senior Leadership Team. They regularly check on children's progress through scrutinising data and looking at children's work. Governors and Senior Leadership are accountable for the quality of teaching and learning across the school. Governors quality assure the work of the school; to do this representatives attend a range of events including Pupil Progress Meetings, staff training, staff work and planning scrutinies, class assemblies and parents evenings.

School governors have legal duties, powers and responsibilities. They act together and cannot act as individuals. Our Governing Body is made up of representatives of the council, local community and business, parents and staff. There are two elected parent governor positions on the Governing Body of the school. Any parent with a child at Blanford Mere may stand for election as a parent governor. The term of office is four years. When a vacancy arises, papers seeking nominations are sent to every parent. Should there be more nominations than vacancies then an election is held.

## THE STAFF

**Headteacher** Mrs N J Miller

**Deputy Headteacher** Miss A Stanton

**School Administration Team** Mrs H Hunter Mrs S Needle  
**Caretaker** Mr C Davies

### Class Teachers

Miss M Cleeton	Mrs L Davis	Mrs K Staien
Miss D Jordan	Mrs J Cartwright	Mr A Raybould
Mrs P Woodley	Mr M Baker	Mrs H Oliver
Miss N Postings	Mr M Swift	Mrs S Hayward

### Teaching Assistants

Mrs M Barlow	Mrs D Hart	Mrs A Hart	Mrs D Hill
Mrs E Sowka	Mrs A McNaney	Miss N Porter	Mrs J Parkes
Miss K Morris	Miss S Steadman		

**Kitchen Team** Mrs K Bullock Mrs S Sheppard  
Mrs J Langford

### Lunchtime Team

Miss R Foxall	Mrs L Johnson	Mrs J Alexander	Miss L Hipkiss
Mrs D Kelly	Miss K Lewis		

### Cleaning Staff

Mrs S Morris Mrs D Waterfield Mrs S Gerrard

**Breakfast Club Team** Mrs M Barlow Mrs D Hill Mrs L Johnson

**After School Club** Mrs A Hart Miss R Foxall

## THE SCHOOL

Blanford Mere Primary School was opened in 1975. It is situated in pleasant surroundings and serves a residential area to the north of the centre of Kingswinford. There are 251 pupils aged 4 to 11 on the school roll. The school has a good reputation and consequently the number on roll has risen steadily.

Community facilities include churches, a large supermarket, several small shops and two gymnasiums. Nearby is an industrial trading estate. The school resides at the heart of a housing development and enjoys a unique position overlooking King George Park.

We are fortunate to have a purpose built Foundation Stage Unit which accommodates our Nursery and Reception classes; this provides a very friendly and stimulating environment in which to learn.

We also offer Breakfast and After School Clubs facilities for Reception to Year 6 aged children.

The design of the building is 'open plan' in Key Stage One with the more traditional classrooms in Key Stage Two. We have a large multi-purpose school hall, an excellently equipped library/computing suite, as well as a food technology area. At the front of the school is a large playground and grassed area; at the rear we have another playground and playing field.

We are a quiet and caring school with a reputation for good standards and we benefit from motivated, hardworking staff who are committed to providing the children with a broad and balanced curriculum. We are proud of our academic and pastoral achievements and our belief of nurturing each child to his or her full potential.

## AIMS OF THE SCHOOL

At Blanford Mere Primary school we aim to:-

- \* provide each child with an exciting, broad and balanced curriculum, so that they acquire skills, knowledge and a love of learning.
- \* encourage high standards of achievement, presentation and behaviour in a safe, nurturing and vibrant environment.
- \* foster respect for themselves and others so that everyone feels valued and secure in our school and wider community.
- \* encourage children to have high aspirations and strive to be the best that they can be, so that they can make a positive contribution to modern Britain.
- \* create a happy and caring community with involvement and commitment from children, staff and parents/carers to support children's learning.

## **GENERAL INFORMATION**

### **Times of Day**

Morning session	8.55 am - 12 noon
Afternoon session	1.00 pm - 3.15 pm

Teaching time starts promptly, so please make sure that your child has a good start to the day by arriving on time. A late arrival can disturb both the child and the class. Any child arriving late should report to the school office. The school is not responsible for children who arrive at school prior to 8.45 am as we cannot guarantee supervision. If you wish your child to come home for lunch then they should not arrive back at school before 1.00 pm.

## **BEGINNING AND END OF SCHOOL DAY**

Parents who need to see a class teacher urgently are asked to do so at 3.15 pm. At the end of the day please collect your child on time. If you know that you will be late, please telephone the school to let us know.

## **ROAD SAFETY AND PARKING**

Parking near the school is extremely difficult. If it is essential for you to bring your child to school by car, we suggest you park in Balfour Road and walk the remaining distance. Please think of others and park with consideration for the local residents and remember to drive slowly for the safety of all. Please note that the school car park is for staff only.

## **ATTENDANCE AND ABSENCES**

If your child is absent from school, please let us know by telephone before 9.05am. The Education Investigation Service liaises with schools regularly, and may visit parents of children who appear to have unauthorised absences or are frequently late. The school monitors children's attendance and punctuality monthly, contacting parents by letter if there are concerns if attendance has fallen below 96%.

### Leave of Absence

Any request for 'leave' e.g. holiday absence, must be made in writing using the school leave of absence forms. These must be received by the Headteacher no later than 20 working days before the proposed leave is due to take place. Each request must meet specific 'exceptional circumstances' which would not be expected to be repeated within an academic year, or to occur regularly throughout a child's school life. Reasons such as, 'its cheaper', or 'fits in with work patterns' or 'split families' are not classed as exceptional circumstances. **Holidays are not considered to be exceptional circumstances.** The Headteacher will consider each request on an individual basis. Leave taken without a formal request being made to the Headteacher will remain unauthorised even if the parent enters a request on returning from the holiday/leave. Please be aware that a holiday in term time will be recorded on school registers as unauthorised absence and will be referred to the Education Investigation Service - this may result in you being issued with a Fixed Penalty Notice.

### Absenteeism 2016/2017

Percent of sessions missed to overall absence: 4.06%

Percent of sessions missed that were unauthorised absence: 1.49%

### Lateness

The school day begins at 8:55 am and the afternoon session begins at 1:00pm. Arrival after this time will constitute a late code.

A child who appears after this time, will be marked late for a further 10 mins using the late code.

After this time, e.g. 9:05am for the morning session, a child appearing will be coded as 'unauthorised late'.

A child who is persistently late even within the first 5 mins of the session starting may lose their right to be coded as late and will instead be marked as 'unauthorised' late'. The Headteacher will notify the parent of this decision.

## **SCHOOL UNIFORM**

The school is frequently complimented on the children's appearance and behaviour. We believe that the children wearing uniform is part of this reputation as it helps them to develop pride in their appearance and a sense of belonging to the school. Therefore, all children are encouraged to wear the uniform.

Nursery and Reception children wear a red polo shirt instead of a shirt and tie. We ask parents to ensure that long hair is tied back for health and safety reasons. Please note that children are NOT allowed to attend school with extreme hairstyles i.e. Tramlines, mohicans, shaved, dyed extreme colours etc. Hair extensions are not suitable for school activities either.

### **Winter**

#### **Boys (From year 1 to Year 6)**

Blanford Mere sweatshirt  
Or  
Red pullover  
Grey trousers  
White shirt  
School tie  
Sensible shoes or boots (not  
trainers) - black  
Grey or white socks

#### **Girls (From Year 1 to year 6)**

Blanford Mere sweatshirt/ cardigan  
Or  
Red pullover/ cardigan  
Grey skirt or pinafore dress  
White blouse  
School tie  
Sensible shoes or boots (not  
trainers) - black  
Grey or white socks

### **Summer**

Blanford Mere red polo shirt or  
suitable red alternative  
Grey shorts or trousers  
Sensible shoes - black  
Grey or white socks

Blanford Mere red polo shirt or  
suitable red alternative  
Red and white checked/ striped dress  
Sensible shoes black  
Grey or white socks

### **PE Uniform (All children)**

White T shirt  
Black shorts  
White socks  
Black pumps  
Training shoes and Track suit for outside games KS2 only - grey or black

Children needing swimming kit should bring swimming costume/trunks, towel and a swimming cap to cover long hair.

School ties and PE bags are available from the school office and all parents will have the opportunity to order school sweatshirts and polo shirts incorporating the school logo. Order forms are available from the office.

**Please make sure that your child's clothing and personal items are CLEARLY marked with his or her name. It is advisable to provide a pump bag to keep your child's PE kit in. Please ensure that this bag is also clearly labeled.**

Space is limited in classrooms and cloakrooms and so we are unable to accommodate large sports bags or rucksacks. Please think small!

### LOST PROPERTY

Each child will be expected to take care of his / her own property. Items that are found and are identifiable will be returned to their owner. Other items will be kept for half a term in a box available to parents, located in the Key stage 1 entrance. Thereafter the school will dispose of items.

As a school we make every effort to assist in locating mislaid belongings (lunchboxes, clothing, musical instruments, stationery items, jewellery, glasses etc.). However, neither the school nor the Local Authority insures personal property for loss or damage.

All children have places to hang their coats etc. trays for their personal items and we provide somewhere for lunchboxes to be stored. We do ask that all items are named clearly this helps us to help you when items are mislaid.

### JEWELLERY

Children are not allowed to wear any jewellery for school except pierced earring studs and watches. Please note that piercings are NOT allowed for any other body part (eg. tongue, belly button, nose, eyebrows etc) and children cannot attend school with these types of piercing. These must be removed for all physical education, games and swimming lessons. If not removed, the child will miss their entitlement to the PE curriculum. Staff are not responsible for the removal of earrings or the safe keeping of any item. The school cannot be responsible for any loss or damage. If you wish your child to have their ears pierced then the beginning of the summer holidays is a good time.

## SCHOOL MEALS

The school kitchen provides excellent subsidised meals. The children are offered a choice of three or four main courses and sweets each day, including a vegetarian dish. Meals are served by our catering staff and children are encouraged to have a well-balanced and nutritious lunch.

At Blanford Mere we operate a cash collection system. Dinner money can be brought in on a Monday for the whole week or on a "day-by-day" basis. Cheques should be made payable to "Dudley MBC" and all dinner money should be in an envelope with your child's name and class clearly marked.

**Please note that all children in Reception, year 1 and 2 are entitled to free schools meals as part of the Government's initiative. However, if you are in receipt of:**

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit Run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit and your household income is less than £7400 a year (after tax and not including any benefits you get)

You will need to fill out a Free School Meal Application Form. This form is available via a link on Blanford Mere Primary School's website:

<https://blanford.sch.life/>. Or you can apply online at:

<http://www.dudley.gov.uk/resident/your-council/council-tax-and-benefits/benefits/free-school-meals/>

Once complete, please return to the address on the form if you complete a paper copy. Please register your child for Free School Meals even if they are in Reception and Key Stage 1. An increasing part of our school budget is based on the number of children who receive free school meals. Please make sure that you apply, even if your children will not take the meal.

Water is always available at lunchtimes; however, if your child prefers juice or milk then these are available for them to buy.

Children who prefer a packed lunch are also catered for. Sandwich boxes should be clearly marked, please do not send glass bottles or cans or fizzy drinks.

We have a morning break tuck shop for the Key Stage 2 children organised and run by the kitchen manageress, Mrs K Bullock. Items available include toast, milk and water. Prices vary. Fruit is provided free of charge to Key Stage 1 children. Please note we offer KS2 subsidised fruit and operate a Healthy Tuck policy - please see the website.

Throughout the mid-day break the children are under the supervision of the Lunchtime team and they must obey and respect these as they would a teacher.

**Children who fail to do so or who continually misbehave will not be allowed to stay on the school premises at lunchtime.**

Parents will be warned of the possibility of this happening before a final decision is taken.

All children leaving the school grounds at lunchtime need to report to the office and will not be allowed to leave the school premises unless they are collected by a responsible adult. Parents will need to log their children in and out for health and safety reasons.

## **DISCIPLINE AND PASTORAL CARE**

Education is related to the development of the whole child: children work best when they are happy and confident. We have developed systems to monitor the general welfare and behaviour of children in the school. We expect high standards of behaviour from the children. Children are praised for good behaviour and courtesy, for showing a sense of responsibility, and consideration for others.

Children are not allowed to use physical aggression to sort out differences of opinion. If there is a problem, they are expected to tell teachers or other members of staff who will talk through matters calmly. Swearing or unkind name-calling are not allowed. Bullying will not be tolerated in any form. In our school children know that bullying means 'Several Times On Purpose' (STOP). Racist remarks are forbidden and in accordance with Dudley Local Authority

guidelines on Racial Equality any incident of a racist nature is reported to the Authority. Should any incident occur parents will be notified immediately. When unacceptable behaviour occurs, children are always given a fair hearing. If we are concerned we involve parents and try to solve the problem together. The school behaviour policy is available on the school website - please have a look to see our rewards and sanctions.

## ADMISSIONS

The school operates its own Admission Policy for nursery admissions. Please see the school website for more details.

The school adheres to the Admissions Policy of Dudley Local Authority for school age children. The maximum number of children that we can accept into our reception class is 45. In normal circumstances, any child in this age group may be admitted. However, should demand exceed availability, then Dudley will allocate places according to the Admission Policy for Community Schools (available from the school office). If your child is refused admission you have a right of appeal to an independent appeal panel.

PLEASE NOTE: It is important to indicate more than one preference, in case your first preferred school is oversubscribed, you may be offered a place at the nearest school which has places available. It is the Dudley policy that all children will be admitted at the beginning of the Autumn Term regardless of their date of birth. An induction opportunity is arranged prior to full time education commencing.

Prospective parents and their children are welcome to visit the school before deciding whether or not to register. Please phone to arrange a mutually convenient time.

## SECONDARY TRANSFER

The Local Authority also operates an admission policy for secondary schools, a copy of which is sent to parents in the October preceding the year of transfer.

Parents may express a preference for a particular school but cannot be guaranteed that their preference will be met.

After completing their primary education at the age of eleven, the majority of our children transfer to either The Kingswinford School or The Summerhill School. We enjoy liaison with both schools.

In the Autumn term of their child's final year at Blanford Mere parents will receive information from the Local Authority explaining the procedure for transfer to secondary education. Parents at this time have the opportunity to request a place for their child at any secondary school in the Borough if desired.

## RECEPTION INDUCTION PROVISION

Our successful Induction opportunity has run for many years. In the term before they join us, reception children are invited to come into school for two days. The dates and times of these sessions are organised well in advance so that parents can make appropriate arrangements.

At these sessions children have opportunities to familiarise themselves with the Reception Class area, meet the children and staff that they will be working with. A carefully structured programme offers experience of various skills including language, mathematics, music and art activities. Participating in the Induction opportunities offers each child a happy and exciting introduction to school life and ensures a smooth transition from home to school. On the two Induction days, children are advised to stay to lunch as this gives them the chance to experience eating their lunch in the busy dining room and playing afterwards with their peers.

## PARENTS AND TEACHERS WORKING TOGETHER

### Parents and the School

We believe that the relationship between parents and school is very important. We make every effort to communicate clearly and hope that you will feel happy and welcome in our school. The class teachers send parents curriculum letters detailing the work undertaken during the year. Throughout the year there are also regular newsletters from the Headteacher which help to keep you informed about the life of Blanford Mere.

We have parental consultation evenings every term. Throughout the year there are events and activities that your children are involved in and you will be invited to attend. We appreciate the help of parents. If your child is having any difficulties at school the involvement of both home and school is often the best way of solving any worries. Parents involvement in school is always welcome. There are many ways in which you can help. We are very happy for parents to assist in the classroom with reading, cooking, creative work, school

visits, etc. Your involvement will be highly valued. Parents wishing to become voluntary helpers should see Miss Stanton for details.

If you are concerned in any way or need to share information about your child then please see your child's class teacher or the Key Stage Strategic Leader. If you still have concerns then please contact Miss Stanton, Deputy Headteacher or Mrs Miller, Headteacher.

## **SAFETY AND SECURITY ARRANGEMENTS**

Our school is a busy place with many visitors and we do need to have security measures to protect the children and staff. Visitors are expected to use the main entrance and everyone should report to reception and then scan in and out using the visitor system. All visitors are expected to wear a badge issued to them when they scan in.

Parents must let the school know who will be collecting their children at the end of the school day especially if there should be a change of adult or write the message in the child's planner. We ask for notification in writing if parents agree to their Year 6 child walking home independently.

## **THE HEALTH OF YOUR CHILD**

### **School Health Services**

The school nurse - Laura Bickley, is a registered general nurse / registered sick children's nurse with further specialised training. She is responsible for meeting the health needs of school aged children working across several schools, having close links with general practice and other health professionals within the primary care team. She is based at The Kingswinford School.

Shortly after your child begins school you will be invited to attend for his / her initial health assessment. During the assessment checks on height, weight, vision, hearing and general development will be carried out and time will be given for you to discuss any health concerns you or your child may have.

The school nurse is also involved in health promotion activities throughout the school alongside the teaching staff.

The school health advisor visits school regularly. Pupils will have opportunity to have checks on height, weight, vision, hearing and blood pressure. She is also available to talk to parents to discuss any concerns regarding their children's health. Appointments can be arranged via the school office or by contacting our school nurse directly (Laura Bickley) at Kingswinford Secondary School: Contact number 01384 296596.

### **Head Inspection**

Routine checks on hair are no longer carried out by the School Health Service. It is therefore recommended that parents check their child's hair weekly. If you have any cause for concern please notify school and contact the school nurse.

### **Health Visits**

Please try to make all of your regular health check appointments for children during the school holidays where possible. If your child needs to see a health professional urgently then please inform the class teacher or ring the office. If such a visit is necessary we would be grateful if you would collect your child from school. No child is allowed out of school during the day without being accompanied by an adult.

### **Illness**

There will be times when you are not sure whether to send your child to school. The principle should be that you look after your child at home if they are unwell.

We anticipate that children on courses of medicine will not come to school until they have recovered. However, if upon return to school medicines still have to be administered then a parent must undertake this. It is the Governors policy that school staff should not administer medicines. Prescription medicines will only be administered regularly to children with chronic illness e.g. asthma, diabetes, epilepsy etc. Individual cases should be discussed with the Headteacher. If your child suffers from asthma you need to ask your doctor to prescribe two inhalers -to be kept permanently at school. In cases of sickness and diarrhoea, children must not return to school until they have been clear for a minimum of 48 hours, however parents need to ring school before 9.05am on a daily basis throughout the illness.

In the event of minor illness during school time, children will be looked after in school. Minor injuries are dealt with when they arise but it is essential that the school have up to date details as to where parents can be reached in any emergency. This information needs to be revised when you change your address, job or telephone number.

**It is essential that we have a minimum of 2 up-to-date emergency contacts.**

## THE CURRICULUM

### The National Curriculum

In all State schools in England and Wales children follow the National Curriculum. This consists of:

#### **Core Subjects**

English  
Mathematics  
Science

#### **Foundation Subjects**

Computing  
Design technology  
History  
Geography  
Art and design  
Music  
Physical Education  
PSHE  
Modern foreign language (French)

In addition all pupils receive Religious Education as a statutory requirement (Education Act 1996).

There are five stages for different age groups as follows:

Foundation Stage	3 - 5 years old
Key Stage 1	5 - 7 years old
Key Stage 2	7 - 11 years old
Key Stage 3	11 - 14 years old
Key Stage 4	14 - 16 years old

National Curriculum Documents outlining the 'Programmes of Study' for each subject are available online for any parents who wish to look at them in more detail.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/425601/PRIMARY\\_national\\_curriculum.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/425601/PRIMARY_national_curriculum.pdf)

Standardised Assessment Tests (SATs) are currently carried out when the children have reached the end of a Key Stage; the government changed these in 2016. At Blanford Mere this will be towards the end of Year 2 and Year 6, although teacher assessment of the children's progress is ongoing throughout their time with us.

### **The Curriculum at Blanford Mere**

We aim to provide the children with a broad and balanced curriculum appropriate to their individual needs. To achieve this aim we are constantly reviewing the way in which we teach so that the children are provided with interesting and challenging tasks. All subjects of the National Curriculum are taught according to government guidelines. In order to allow children to reach their full potential we sometimes place them in appropriate teaching groups.

The subject areas are organised as follows:

#### **English**

Language development is a vital part of a child's education. We therefore place great importance on the development of language skills, with English as one of the core curriculum subjects. We aim to help children become confident and imaginative in using English for a variety of purposes. Teachers focus on all aspects of English in the National Curriculum - reading, writing, spelling, grammar, presentation.

Language development underpins the entire curriculum. English is specifically taught through daily English lessons, but is also taught and embedded through other areas of the curriculum.

Children are encouraged to read both in and out of school and books are taken home to foster a reading partnership between home and school. Writing skills are developed through purposeful writing for different audience. We are extremely fortunate to have a well-resourced modern library which is available to all children in school.

## **Mathematics**

Mathematical skills and knowledge are an extremely important part of life. We aim to make Mathematics as enjoyable and as interesting a subject as possible.

We currently follow the National Curriculum which focuses on children being able to apply their skills through Number, Shape, Space and Measure and Data Handling in daily mathematics lessons. During these lessons children have the opportunity to practice their mental strategies as well as working in small groups, individually or as a class on activities and exercises to develop their mathematical thinking. There is a real emphasis on children knowing and using times tables to 12 x 12 by the end of Year 4. Work is carefully planned to take into account children's individual needs. At times children may be grouped according to their ability.

## **Science**

Science is a core subject of the National Curriculum, and is an important part of the school teaching programme. We know that to be successful scientists, children need a stimulating and interesting environment, supported by the materials and equipment to investigate this environment properly. In response to this we have invested in the provision of suitable resources so that all areas of the Science curriculum can be fully covered.

We believe that Science should awaken the curiosity and encourage children to look at the world around them. A variety of teaching and learning experiences are used to develop scientific knowledge, ranging from the use of information books, to designing experiments, to investigating science in the local environment.

We aim to develop scientific skills such as observation, questioning, making predictions and forming hypotheses, designing tests and reporting the results.

## **Art and Design**

Our children explore a variety of different artistic skills including drawing from observation and imagination, painting and printing, collage, and work with modelling materials, textiles and information technology resources.

## **Geography**

Geography is concerned with the study of places, the human and physical processes which shape them and the people who live in them. It helps pupils make sense of their surroundings and the wider world.

In Early Years at school the child is given opportunities to explore the surroundings. Home and school are considered to be the starting points for geographical enquiry. These are the places that the child knows best and can most readily describe and explain.

Gradually the scope for development of geographical knowledge and skills widens to include the local area, the streets that the child walks on the journey to school, the local shops and friends' homes.

As the child's experiences and understanding widen and deepen so the scope for study extends. The child's awareness of how places fit into the wider geographical context is raised. Other localities in the UK, Europe and the wider world are studied.

At each stage the child is given opportunities to observe, ask questions, collect, record and analyse evidence, draw conclusions and communicate findings.

### **History**

When teaching history we aim to fire the children's imagination about the past in Britain and the wider world. Stressing the importance of how the past influences the present, we teach children about past societies, developing their sense of chronology and understanding of significant events and people. We also emphasise the importance of British values: - Democracy, The rule of law, Individual liberty and Respect & tolerance and teach children their relevance to everyday life. During historical study, children are encouraged to find evidence, evaluate it and draw their own conclusions. History gives children an opportunity to research, sift through evidence and argue a point of view - skills that are needed in all walks of life. This is achieved through a wide variety of experiences including visits, workshops and study through artifacts, looking at both primary and secondary evidence.

### **Music**

In class lessons children enjoy a variety of creative music making, from singing, to composing their own music and listening to music from around the world and different historical periods. In some year groups we offer whole class music tuition (WCIT). Children are also given the opportunity to receive vocal and instrumental lessons from the teachers of Dudley Performing Arts, as part of a group or individually. There are a wide range of music ensembles and bands that children can join within Dudley Borough. Children can participate and perform in concerts in school, in the local community and in borough concerts.

### **Computing**

Blanford Mere recognises the importance of computing in our everyday life and the school is part of The Dudley Grid for Learning. Children throughout the school have supervised access to the Internet and Email systems and are taught how to use these procedures for research and enquiry. Access to computers is constantly improving as is the development of multi-media used in our school. Computing is taught throughout the school from Reception to Year 6. Specific ICT skills are taught and developed through all National Curriculum subjects. We are fortunate to have a computer suite integrated with the library facilities, providing children with a valuable learning environment to research information. All classes in school have an allocated time so that each pupil receives their National Curriculum entitlement. We hope to create a positive attitude towards computers and encourage all pupils to develop their computing and programming capability through a wide range of experiences.

### **Physical Education and Sport**

Physical Education at Blanford Mere Primary School is concerned with developing good quality physical activity and at the same time encouraging children to progress and develop their skills. This is built upon a progressive skills curriculum. All children have the opportunity to work with specialist coaches to develop their dance, gym and games skills. During the children's time at Blanford Mere pupils have additional opportunities for swimming, athletic activities and outdoor and adventurous activities.

We offer a number of extracurricular clubs for sport and our School takes part in many of the borough's tournaments, competitions and other sporting occasions. The school enjoys the use of a good size hall, a playground and a playing field on site. All class teachers take physical education lessons with their class. Appropriate training is provided for all teaching staff.

### **Religious Education and Worship**

Religious Education contributes to the personal, social, spiritual and moral development of the children and this influences the ethos and atmosphere of the school. The curriculum requires us to teach about World Faiths. We support work in the classroom by visits to local churches and other religious institutions. We focus on a range of world religions including Christianity.

Our daily assemblies bring us together with a sense of community. Acts of worship are required by law to be of a broadly Christian basis, but we use themes that are common to other faiths, such as caring and helping one another, as well as sharing stories from particular faiths.

Parents have the right to withdraw their children from all or part of the religious education and collective worship provided by the school. We invite parents with a concern in this area to discuss the matter with the Headteacher. It is our aim that all of the children in our care will take part in the religious education and worship we provide.

### **Design Technology**

Design Technology is becoming increasingly important in today's society. We aim to develop a critical awareness of our environment, fostering curiosity, ingenuity and imagination through personal involvement with ideas and materials. The children design and plan build and evaluate the success of different objects, using a wide range of resources. At all times we encourage the children to make use of what they already know of the technological world.

### **Modern Foreign Languages**

In key stage 2 children are taught French, this progresses from learning vocabulary, phrases and full sentences to writing short amounts. The subject is taught by class teachers, with support from a Specialist Language Teacher from a local secondary school.

## **SEX EDUCATION**

The sex education programme at Blanford Mere reflects the school's ethos and encourages pupils to have:

- Respect for themselves
- Respect for others
- Responsibility for their own actions
- Responsibility for their family, friends and wider community

Work is developmental taking account of the pupil's maturity and is closely linked to health education which is taught throughout the school. Most sex education takes place in Year 6, referring to the personal changes that children experience at this time, with emphasis on moral issues and feelings. Children's questions are answered carefully providing that the teacher and school nurse think it appropriate.

Parents will be informed in advance when sex education will take place in Year 6. Parents have the right to ask for their child not to take part in these lessons except where the content forms part of the National Curriculum Science requirement. Pupils in Year 5 are taught about puberty and changes in their bodies they may experience, as well as the important to hygiene.

## HOMEWORK

Successful learning is based on a partnership between home and school. Since children spend only 15% of their time at school it is important that we have a good home and school partnership to allow children to practice and develop their skills.

Homework is provided for all children appropriate to their age and needs. At Blanford Mere we value the input that parents can make to support and enrich their children's education.

Our homework policy explains what homework you can expect your child to receive in each part of the school. The school has carefully considered what would be appropriate for each age group and you will be able to plot a progression in the amount and type of homework set. You can expect an increased amount of homework as your child progresses through the school.

Parents will have an important part to play in the success of the policy as they will be in a unique position to support their child in the completion of each task. For this initiative to be successful it is important for home and school to work in partnership and we appreciate parental support to ensure that tasks are completed to a high standard. The School has invested considerably to provide homework online for children from Reception to year 6 in maths. This helps mental calculations and allows the teacher to set homework weekly, to continue the learning journey.

## THE HIDDEN CURRICULUM

Some of the most important learning that takes place in school is concerned not with knowledge and skills but rather with attitudes; respect for other people and their property, tolerance, honesty, diligence, reliability, sense of fair play and team spirit. At Blanford Mere we place great emphasis on such values and we have high expectations of pupils in terms of their attitude, behaviour and consideration for others.

## CLASSROOM ORGANISATION

Classes at Blanford Mere are generally grouped in classes according to their age; **however there are occasions when unequal numbers necessitate mixed age classes.** Children are not disadvantaged by these arrangements as in all classes teachers organise their work according to the needs of the

**children in their care.** Sometimes children are grouped according to their ability in a certain subject or according to their level of experience or maturity. Classrooms are complex places where teachers strive to achieve the right balance for their pupils. As well as intellectual needs, there are emotional, social, aesthetic and physical needs to consider for each child.

Sometimes lessons are taught or issues discussed as a class. Sometimes children learn better in smaller groups. Children also need to experience the self-discipline and satisfaction gained from doing a piece of work entirely on their own; as they grow older we will expect them to become more independent in this respect. In short, teaching is organised according to the nature of the activities and the needs and abilities of the children.

We want children to be successful in what they attempt to achieve, we believe that success breeds success.

There may be times when your child is part of an intervention programme, so that they can make accelerated progress and plug gaps in their learning. We expect children to make the most of this opportunity, to work hard and be fully engaged.

## PLANNING AND ASSESSMENT

Children are assessed in two ways. Firstly, by teachers and secondly, by a system of National Tests at the age of 7 and 11. These tests are known as Standard Assessment Tests (SATs) and the results are reported to parents. Children in Year 1 are assessed through the phonic screening check in the summer term. The Government expects teachers to use the Early Learning Goals for Reception age children and the Assessment framework for Year 2 and Year 6.

### Key Stage 1: Teacher Assessments 2017

Year 2 Teacher Assessments 2017			
Year 2	Working towards the Expected Standard	At the Expected Standard	Greater Depth within the Expected standard
Reading	32%	52%	16%
Writing	36%	48%	16%
Maths	32%	52%	16%

Year 6 2017 SATs Results		
Year 6	Met the Expected Standard	Not Met Expected Standard
Reading	79%	21%
SPAG	88%	12%
Writing	79%	21%
Maths	86%	14%
<b>Reading, writing, maths combined = 79%</b>		

### Comparison of average scaled score compared to National 2017

	<u>Reading</u>	<u>School</u>	<u>Spag</u>	<u>School</u>	<u>Writing</u>	<u>School</u>	<u>Maths</u>	<u>School</u>
<b>2016</b>	103	102.6	104		74	72.5	103	107.3
<b>2017</b>	104	104.1	106		76.2	73.3	104	106.4

Work is continually assessed, and books are marked regularly to check children's progress. The staff take samples of children's work to look at achievement both individually, across the class and across the school. This helps to ensure progress and continuity. An annual report is given to parents at the end of each academic year.

## **CHILDREN WITH SPECIAL NEEDS**

All children are individuals, learning to walk and talk at different ages and developing particular skills at different times. However, there may be times when a child is not achieving his or her full potential, or experiences some academic, social, emotional, behavioural or physical difficulties.

We recognise the mutual benefits that result from the integration of children with special needs. The school aims to be, not only stimulating and enjoyable but also, an accepting and caring community within which all children can achieve self-esteem through purposeful involvement. The school has a duty to meet the individual needs of all pupils, including those who have special educational needs (SEN). We have disabled access to the building.

The class teacher, in consultation with the Special Needs Co-ordinator (SENCO) - Mrs Miller, will identify such children and parents will be involved in discussion and in any decisions about specific action that may need to be taken. The Local Authority is ultimately responsible for the assessment of and writing Education Health Care Plans where necessary in line with the Code of Practice.

We work very closely with a number of external agencies who provide advice and support for children with learning, behavioural and emotional difficulties. Full co-operation exists between the school, Learning Support Team, Educational Psychology Service, Social Care and health services such as hospital outreach, speech and occupational therapy services.

### **EXTRA CURRICULAR ACTIVITIES**

We offer a variety of extracurricular activities that take place after school. These activities vary and depend upon the support, enthusiasm and behaviour of the children. Dudley Performing Arts also visit the School on a regular basis and provide lessons in various instruments at a termly cost. If you need further details, please contact School.

### **EDUCATIONAL VISITS**

Children of all ages take part in outings in school time to places of interest. These visits are related to the work that they do in the classroom and are an important part of the teaching programme. Permission from parents is required before a child can be included in the group. We usually offer a residential visit for our pupils. This provides a wonderful opportunity for taking part in exciting adventure activities as well as personal and social development. We also value the input of professional visitors into school to enrich the curriculum.

Unfortunately, owing to financial constraints the school cannot fund educational visits and so all such activities must be covered by a voluntary contribution or they will not take place.

As the law stands, children cannot be excluded from such visits if their parents do not wish to pay. However, parents will appreciate that educational visits etc. have to be planned in advance and that schools need to have the financial capacity to cover their costs. Parents can be asked for "voluntary contributions" towards the cost. Put simply, parents are notified of the visit, cost etc. and asked to make a voluntary contribution. The visit will (or will not) proceed, depending upon whether the combined contributions cover the cost. Please note that coaches and minibuses used by the school are always fitted with seatbelts.

We hope that parents will continue to be supportive of educational visits as we believe that they enhance your children's education.

## **Charging Policy**

Education at Blanford Mere Primary School is, of course, free and parents are not normally required to provide materials for lessons or other school activities. In certain circumstances, however, the Governing Body may ask parents to make a voluntary contribution towards the cost of day and residential visits, activities requiring the use of costly consumable materials, or on-site specialists organised by the school. No child will be excluded from an activity if his/her parents fail to contribute. However, if sufficient financial support is not promised, any activity may be cancelled.

## **SAFEGUARDING**

The school follows procedure as detailed in Child Protection Procedures published by Dudley Safeguarding Children Board. Please see our website for the full policy.

## **GENERAL DATA PROTECTION REGULATIONS (GDPR)**

The school keeps pupil profiles and records. Record, both paper based and electronic begin as soon as children are admitted to school. Records are added to and reviewed regularly, and ultimately passed onto the child's next school. The records hold the following information:

- 1 Name, address, date of birth, doctor etc.
- 2 Information concerning the child's personal circumstances.
- 3 Reports and records of the child's achievements.

### **Requesting access to your personal data**

Under data protection legislation, parents and pupils have the right to request access to information about them that we hold. To make a request for your personal information, or be given access to your child's educational record, contact Mrs H Hunter (Administrator) / Mr L Bourne (Data Protection Officer)

To read our privacy policy please see the school's website.

## CONCERNS AND COMPLAINTS

If you are not happy about any aspect of school life, please make an appointment to discuss your concerns. It is usually appropriate to communicate directly with the staff member concerned either by letter, by telephone or in person. Many concerns can be easily resolved by simple clarification or the provision of information and we anticipate that most issues can be resolved informally. In the case of more serious concerns it may be appropriate to talk to the Key Stage Strategic Leaders, Deputy or Headteacher. If the matter is still unresolved and you wish to pursue the matter more formally, in writing, then please see a full copy of our Concerns and Complaints Policy on our website. If you are unhappy about the teaching programme, curriculum, or Religious Education in School, you may make a complaint to the Local Education Authority who have a formal complaints procedure for this purpose. Please remember that this is only for the teaching programme, and not for complaints about school issues.