



Prospectus

Headteacher: Nick Sharp

Arnside National C of E School
Church Hill, Arnside,
Carnforth, Lancs
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ARNSIDE SCHOOL PROSPECTUS



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Headteacher: Mr N Sharp BA Hons QTS

INFORMATION FOR PARENTS 2019 / 2020

Arnside National School welcomes prospective parents to visit and spend some time in the school.

Starting school or moving to join a new school is an exciting and sometimes worrying time for parents and children alike. Here at Arnside National School, we will ensure as smooth a transition as possible, whether you are joining us in Nursery or further up the school.

Please telephone Arnside (01524) 761159 to arrange a convenient time for you to be shown around the school and a chance for you to ask any questions that you may have about your child's time at Arnside National School.

Yours sincerely

Nick Sharp

Headteacher

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INTRODUCTION

The information contained in this document refers to the Academic Year 2019/2020.

BASIC INFORMATION

Arnside National CE School converted to Academy status on 1 December 2011 and attained Teaching Schools status from 1st September 2013. The school currently has 138 pupils on roll and up to 26 part-time nursery pupils. There are five classes, accommodated in the main school building. Although established in 1886, the present school building occupies a spacious site on Church Hill and was opened in 1971.

SCHOOL STAFF

Headteacher:	Mr N Sharp
Deputy Teacher:	Ms J Piper
Teachers:	Miss C Addison Mrs C Hartropp Mrs R Pearce Miss K Morris Ms J Piper Mrs L Sharp Miss J Shipperd Mrs J Topping
Teaching Assistants:	Mrs J Adair Mrs L Brough Mrs S Reid Mrs T Thompson Mrs J Topping Miss S Farrer (Special attachment assistant) Mrs S Reynolds (Special attachment assistant)
Midday Supervisors:	Mrs L Brough Miss S Farrer Mrs S Reynolds
Office Manager:	Mrs M Inchmore
Office Assistant:	Mrs S Reid
After-school club leader:	Mrs Sam Reynolds
After-school club assistant:	Mrs Julia Holroyd

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SCHOOL GOVERNORS

Role	Name	Term of Office Ends
Headteacher	Mr N Sharp	Ex-officio
Chair of Governors	Mr Steven Kershaw	Ex-officio
Vice-Chair	Mr David Adair	01.09.23
Foundation	Mrs Stephanie Griffith	01.09.23
	Mr Ian Service	18.06.22
	Mrs Judith Bratt	16.01.22
Vice-Chair	Mrs Tamlyn Gill	16.01.22
	Mrs Helen Chaffey	16.01.22
Safeguarding	Mrs Rebecca Kennington	28.02.22
Parent Governor	Ms Rachel Smith	27.09.22
Parent Governor	Mr Ben Waterhouse	10.12.20
LA Governor	Mrs Rebecca Kennington	28.02.22
Staff Governor	Miss Claire Addison	16.01.22
Deputy Head	Ms Jacki Piper	-
Co-opted	Mr Iori Hicks	16.01.22
Clerk	Mrs Sue Glendinning	-

SAFEGUARDING

Rebecca Kennington is the Governor responsible for Safeguarding and Attendance. The Headteacher is the designated safeguarding lead. The Deputy Headteacher, Jacki Piper, is the deputy designated safeguarding lead.

FINANCE

The Headteacher and Governors are responsible for the administration of the budget for running the school. A sub-committee of Governors is responsible for preparing and monitoring the budget allocation the school receives.

OFSTED 2007

“Arnside National School provides an outstanding education. Pupils’ academic achievement is outstanding and their personal development is excellent.”

SCHOOL ETHOS STATEMENT

Arnside Church of England School provides education in accordance with the principles and practices of the Church of England. Worship, religious education and spiritual development are at the heart of every aspect of the work of this school.

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MISSION STATEMENT

To provide quality teaching of the basic tools of learning within a Christian society.
Through our school values we aim to:

- ✓ Provide a happy, healthy, secure and nurturing environment for all
- ✓ Develop confidence and independence so that everyone can achieve their potential
- ✓ Promote respect for all and care for other people
- ✓ Create a close school family, where we can all learn from and with each other
- ✓ Inspire a life-long love for learning
- ✓ Support each other within our school family and wider community

TEACHING GROUPS

The number on roll currently stands at 129 + up to 26 nursery children and school is divided into five classes across the seven year groups. This situation is monitored and reviewed annually.

<i>Nursery</i>	<i>Mrs Sharp</i>	<i>Up to 26 pupils part time</i>
<i>Rec/Y1</i>	<i>Mrs Pearce / Miss Addison</i>	<i>19 pupils</i>
<i>Y1/Y2</i>	<i>Mrs Deane</i>	<i>25 pupils</i>
<i>Y3</i>	<i>Mrs Shipperd</i>	<i>20 pupils</i>
<i>Y5</i>	<i>Miss Morris / Mrs Topping</i>	<i>29 pupils</i>
<i>Y6</i>	<i>Ms Piper / Mr Sharp</i>	<i>24 pupils</i>

ADMISSION TO SCHOOL AND NURSERY

Twenty-four children can be admitted to the reception class each year. Legally a child does not have to attend school until the term after his/her fifth birthday. This school, however, has a policy of admitting children at the beginning of the school year during which they will reach the age of five. This means that children reaching the age of five between the 1st September and the last day of the following August, (inclusive), can be admitted during the early part of the Autumn Term at the age of 4+. In the reception class, therefore, some children will be almost five, and some will only just have had their fourth birthday.

Our booklet, "WELCOME TO ARNSIDE", complements this brochure and is intended to give information to all parents of those children who will enter the reception class.

2019/2020 ADMISSIONS ARRANGEMENTS / POLICY

The closing date for applications for September 2020 entry is 15th January 2020. Parents are asked to make their application online by visiting the Children's Services website:
www.cumbria.gov.uk/schooladmissions or by requesting a paper copy of form SA1 either from:

- The School Office, Arnside National School, 01524 761159
- School Admissions and Appeals, Parkhouse Building, Baron Way, Kingmoor Business Park, Carlisle CA6 4SJ, Tel: 01228 226850

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THE ADMISSIONS POLICY

If at any time there are more applicants than places available, children will be admitted in the following order of priority, which will be applied in conjunction with the notes below.

1. Children looked after, i.e. in public care giving priority, if necessary, to the youngest child(ren). [see note 1 below]
2. Children living in the catchment area who have brothers or sisters in the school at the time of their admission. [see note 2 below]
3. Other children living in the catchment area giving priority to those living closest to the school measured by the shortest walking route by road from the front door of the pupil's home to the front door of the school.
4. Children living outside the catchment area who have brothers or sisters in the school at the time of their admission. [see note 2 below]
5. Children living outside the catchment area, giving priority to those who live closest to the school, measured in a straight line on the map from the front door of the pupil's home to the front door of the school.

Note 1 - A child looked after in public care is defined as a child accommodated or in care under Section 20 or Part (iv) or (v) of the Children Act 1989, Section 23 of the Children and Young Persons Act 1969 or because of Wardship proceedings.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Further references to previously looked after children in this Code means that such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after.

A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22 (1) of the Children Act 1989) at the time of making an application to a school.

Previously looked after children includes children who were adopted under the Adoption Act 1976 and children who were adopted under the Adoption and Children's Act 2002. Child arrangements orders are defined in the Children Act 1989, as amended by the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. The Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Note 2 - If it is necessary to prioritise in categories 2 or 5, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children.

Applications will be prioritised using the above criteria. An exception may be made if a child has a statement of special educational needs and/or Education, Health and Care Plans, naming Arnside National School, as in these circumstances the Governing Body would have a statutory duty to admit the child concerned.

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Appendix 1

From September 2003 children, may be admitted to nurseries from the term following their 3rd birthday.

Applications will be prioritised for admission to Arnside Nursery using identical criteria as set out in our admission policy. This appendix details the dates of application and entry for children

Child 3 years old between (inclusive)	Month of Entry	Closing Date for Applications
1 April to 31 August 2016	September 2019	29 th March 2019
1 September to 31 December	January 2020	27 th September 2019
1 January to 31 March	April 2020	15 th January 2020

Dates of entry may vary per the actual date each term begins. For the next two years, this should be in April, but with the possible introduction of fixed terms may change. Applications should be submitted to the Headteacher.

Successful application will guarantee a place for the traditional nursery year during the year after their 3rd birthday. Priority will normally be given to parents / carers seeking the standard five half-day sessions. The Governors reserve the right to withdraw a place if the Nursery Grant has been allocated elsewhere.

THE RIGHT OF APPEAL

Any parent not offered a place has a right of appeal to an Independent Appeal Panel. The panel would be entirely independent of the Governing Body. An appeal should be made in writing and the procedure is set out in the booklet "GENERAL INFORMATION FOR PARENTS" published by Cumbria County Council.

WAITING LIST

Following the allocation of places in the Reception intake the LA will, at the end of May, re-allocate any places which become available because of parents not wishing to take up their offer. After this the parents of any child who has been refused admission can ask at the school for their name to be placed on the waiting list. Any vacancies which arise will be allocated using the Governing Bodies admissions policy shown above and length of time on the waiting list will not be a factor. A waiting list will also be held for other year groups.

DEFERRED ENTRY TO RECEPTION

If a child who has not reached statutory school age has been allocated a place in Reception and their parent wishes to delay their entry the place will be held open. The place must be taken up when the child reaches statutory school age or by the start of the summer term at the latest.

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INDUCTION

Parents are initially invited to an induction evening in June, before the start of the year, where the Headteacher and Class teachers explain how the children will be inducted into school in September. Individual induction tours can be arranged with the Headteacher prior to a child starting school. Please contact the school office to arrange a convenient time. In September, children will be gradually introduced on half-time schooling for the first few days until they have had the opportunity to adjust and then will begin full time education. A booklet about the school, 'Welcome to Arnside', and its guide to Early Years' education and helping children at home will be given to each parent in the summer term before the child is due to begin school.

HOME/SCHOOL AGREEMENT

To build upon our strong home/school links new parents are invited to sign our home/school partnership agreement. Copies of this are available in school.

PRE-SCHOOL LINKS

Many two or three-year-old children attend Arnside Playgroup, (Contact: 07884334259); The Foundation Unit at Milnthorpe County Primary school (Contact: 015395 62344); or our Nursery Unit. We have strong links with these agencies and our admission arrangements each year include visits, familiarisation sessions and parents' meetings.

WRAP-AROUND CARE

Children from Reception to Year 6 can access a breakfast club run on the school premises. This opens at 8.00am and provides the children with a healthy breakfast before starting school. Pre-booking is essential and sessions must be paid for in advance. All bookings and payments should be arranged through the school office.

Nursery children can arrange additional afternoon sessions from 12 noon to 3.15pm. Pre-booking is essential and sessions must be paid for in advance. All bookings and payments should be arranged through the school office.

AFTER-SCHOOL CARE

Arnie's is an after-school club and is set up to provide after school care for children attending Arnside National School. There are places for 24 children, who are looked after by 2 paid play workers from 3.15 – 6.00pm every school day, term time only. More details can be obtained from the school website or by contacting the school office.

WHAT WILL YOUR CHILD NEED?

For physical activities, your child will need a P.E. Kit. This will be black/navy shorts, a white t-shirt and a pair of gym shoes or plimsolls. Some children will also need specialised equipment such as football boots, leotards, etc. Parents will be advised accordingly. The P.E. Kit should be kept in a drawstring bag on the child's coat peg. Jewellery should not be worn for PE.

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SCHOOL UNIFORM

The school has a well-established policy of pupils wearing school uniform. The uniform is as follows:

- A plain navy blue sweatshirt
- A plain white, blue or red polo shirt
- Dark coloured trousers/dress/skirt
- Sensible footwear (training shoes are not permitted)
- Summer uniform: gingham dresses, grey shorts, shoes or sandals

Sweatshirts/polo shirts/waterproofs (with a school logo) are available from the school website.

All items of clothing should be clearly labelled and young children should be dressed in clothes that are easy for the child to manage.

The school PE kit consists of a white T-shirt; dark, plain shorts; tracksuit trousers for winter; pumps or trainers. This kit should be left in school during the week.

LUNCHES

All Key Stage 1 children are eligible to have a meal provided under the Universal Infant Free School Meals Scheme. This is presently in the form of a sandwich; flapjack/cake/biscuit; a piece of fruit and a drink. Parents can either make provision for children to go home for lunch or bring a packed lunch. A plastic lunch box with its own unbreakable drinks container and carrying handle is convenient and easy to store at school.

The children and mid-day supervisors all eat together in the hall as we feel that lunchtime is an important social part of the school day.

A drink of milk is available for all children. We operate the 'Cool Milk Scheme' where you can register and either access free milk if your child is under 5 years of age, or pay for milk directly through the website. For children under 5 years of age, Nursery and Key Stage 1 children are entitled to a free piece of fruit every day as part of the 'School Fruit and Vegetable Scheme' initiative.

If you are receiving Income Support or Income Based Job Seekers Allowance, Child Tax Credit (but not Working Tax Credit), you may be eligible for free school meals for your children. Please contact the school for further details.

SCHOOL SECURITY

Entry to school is only possible via the main entrance, and digital security locks are in place. Visitors need to ring the main doorbell for attention. External security lights, CCTV and an intruder alarm are in operation. Security is reviewed annually.

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SCHOOL ORGANISATION

School Hours:	Morning Session	9.00 am to 12.10 pm
	Afternoon Session	12.55 pm to 3.15 pm.

Morning break lasts for 20 minutes and there is a 15-minute break in the afternoon. There is a statutory daily act of collective worship lasting for approximately fifteen minutes. We have School Church in St James' every Wednesday 9.10 – 9.40am.

School is open from 8.50am and parents are welcome to come into school to look at classroom displays, children's work and talk with the teachers. We encourage parental interest and support - children work best and achieve more when they know that their parents have a positive attitude to school. It is important that we work together - teachers and parents - for the education and happiness of our children.

ABSENCES

The children's record of attendance in the last year (2018 – 2019) has been excellent.

Attendance:	97%
Authorised absences:	2.5%
Unauthorised absence:	0.5%

THE CURRICULUM

All members of the teaching staff at Arnside are extremely aware of the importance of a good, balanced curriculum. We hold frequent meetings when we discuss curriculum issues and how best we can meet the needs of the children.

The aim of this school, through its curriculum and environment, is to provide an education which gives to all children at all stages, experiences which are interesting, rewarding and worthwhile and which will encourage the children to grow up capable of personal, rational autonomy in the society in which they will live.

MATHEMATICS

The daily mathematics lesson lasts between 45 minutes and one hour and follows the National Curriculum using Busy Ants Maths as a framework. There is an emphasis on mental maths, as children need to be able to do basic addition, subtraction, multiplication and division before they go on to learn written methods for more difficult questions.

A typical lesson consists of an introduction where the whole class practise their mental skills, a main teaching activity where pupils work on a selected mathematical topic and a review/plenary where the children go over their learning and any problems are discussed. The children are encouraged to develop mathematical thinking through practical, real life experiences.

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ENGLISH

We follow the National Curriculum for English, the aim of which 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'.

The children are encouraged to use speaking and listening to organise, sequence and clarify thinking, ideas and feelings. In addition, parents are encouraged to help and support their children in a positive way through shared reading.

READING

We work in cooperation with parents and carers to foster a love of books and reading from the very beginning.

In Nursery, the children are encouraged to choose picture books to take home and share with an adult. Each week phonics activities take place in class.

In Reception, the children continue to take books home to share and they spend a little time with an adult talking about the book as they are choosing. Once everyone is attending school full time we use Jolly Phonics, a system of synthetic phonics, to teach one sound each day. Thereafter throughout Reception and Year One a daily phonics lesson, lasting around fifteen minutes, is taught using the Letters and Sounds format. As soon as the child can blend sounds to read simple words they start on the Oxford Reading Tree Scheme, taking home a book each day.

We firmly believe that individual reading is the best way to work as it allows us to help each child to progress at the pace that is right for them. We use several other schemes for consolidation with children who are not ready to move on to the next stage. After Stage Ten of the Oxford Reading Tree we use a range of age appropriate books.

SCIENCE

Children are encouraged to investigate science using observation, questioning, recording and experimenting. Children throughout the school are given the opportunity to explore science in its many forms.

HISTORY

History covers work on Romans, Vikings, Ancient Egypt, Ancient Greece, Mayans, 'Is it right to fight?', Tudors, Britain since 1930 and a local history study. This is predominantly topic based and encompasses a wide range of cross-curricular work.

GEOGRAPHY

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All aspects of the National Curriculum are taught through the following topics on a two-year rolling programme: rivers; weather; mountains; contrasting locations; environmental change. Map work is included in this and is also taught on other separate occasions throughout the Key Stages.

MUSIC

Recorder tuition is provided by Ms Piper. Violin, piano, singing and guitar tuition is by arrangement with Mrs Rich and Mr French, peripatetic music teachers. All children have weekly singing sessions and there is a school choir. The school has a long and successful history of musical performance through summer productions and carol services. Classes use the Charanga Scheme to deliver the curriculum.

COMPUTING / ICT

School is well resourced and computers are used at all levels from Reception through to Y6. IT is used across the whole curriculum. All staff and pupils have access to the internet, (through a secure site), and interactive whiteboards are used throughout the school. Children are taught skills for locating and assessing information as well as sending and receiving email. Video and digital images are used to enhance, record and review work throughout the curriculum. The school uses 'Purple Mash' (learning platform) which enables the pupils to access curriculum activities at home.

RELIGIOUS EDUCATION

RE is taught every week and is based on the Carlisle Diocesan syllabus and underpins the overall Christian ethos of the school. There is an act of collective worship each day in school. Arrangements can be made for children to be exempt and in that instance, would be supervised by a member of staff in another classroom. We have close links to the Church and attend regular services for special event and celebrations. There is a regular 'School Church' assembly every Wednesday held in St James', 9.10 – 9.40am. All children attend and we welcome parents and members of the community to join us.

In 2012 The Diocese of Carlisle reported that, "The school continues to demonstrate well its distinctive Christian character through the Christian values it embraces, especially those of respect, responsibility and trust. These effectively underpin all of school life. Together, with the continuing strong links with the church community, they ensure its effectiveness as a C of E school."

ART AND DESIGN

Art is taught mainly through its links with the general topic, however, specific skill based lessons are also taught regularly. Pupils experience individual, small group and whole class activities. Pupils follow a programme of study that meets the two Attainment Targets, A.T. 1 Investigating and Making, and A.T.2, the study of artists and their work. Where possible the attainment targets are taught concurrently with examples of artists' work being used to illustrate techniques and ideas.

DESIGN AND TECHNOLOGY

The subject is taught throughout the school. Children are encouraged to combine design and making skills with knowledge and understanding. There are a variety of materials and tools

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available and emphasis is placed on safety when working. Having researched their task, pupils endeavour to produce a finished product having improved its design and completed an evaluation of their work.

PHYSICAL EDUCATION

This takes the form of movement and agility work in school. Organised games and the teaching of game skills takes place either in the playground or on the playing fields nearby. Individual physical skills are developed through gymnastics and creative movement. Swimming tuition is given to Y6 children during weekly sessions at the Leisure Centre in Kendal in the autumn and spring terms. A specialist teacher works throughout the school to ensure continuity and progression. We try to make the children aware of the significance of health and fitness, and our P.E. programmes reflect this important concept. Arnside National School is accredited with the DfE's Sport England 'Activemark' in recognition of its commitment to promoting the benefits of physical activity and school sport and is an active member of the South Lakes School Sports Partnership. All pupils have access to Outdoor and adventurous activities.

SEX EDUCATION

All the children receive sex education in a manner appropriate to their age and development as part of a wider teaching programme which emphasises the importance of PSHE.

SPORT

School enjoys a sports partnership link with Dallam Secondary School to provide each child with two hours or more physical activity per week and enjoys sports fixtures, tournaments, orienteering, etc. with other local primary schools. School employs a specialist PE teacher to deliver high quality curriculum sessions to all pupils and run an after-school club. Pupils have enjoyed rugby, cricket, tennis and football coaching from specialists who have come into school in the summer term and we participate annually in local inter-schools' cricket and football tournaments. Details of how Government's 'Sports Funding' is spent can be found on the school website.

FRENCH

Years 3, 4, 5 and 6 pupils currently study written and conversational French throughout the school.

PERSONAL, SOCIAL EDUCATION AND HEALTH EDUCATION/CITIZENSHIP

This important area of our curriculum covers many aspects such as:

- personal development (the body and how it works, standards of behaviour, fitness and exercise, food and diet)
- relationships (friendships and loneliness, prejudice and tolerance, discrimination)
- work and leisure (equal opportunities, work discipline, authority and rules, personal freedom)
- community and environment (pollution and conservation, critical awareness, health care, social work)
- morality and human behaviour (positive qualities of love, loyalty, patience, etc. and negative qualities of hatred, greed, etc., the role of the Church, personal values, anxiety and stress)

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Arnside National School is accredited as a Healthy School and has achieved Fair Trade Status.

EXTRA CURRICULAR ACTIVITIES

All Key Stage 2 pupils can attend an annual local residential activity culminating in the Year 6 residential visit to London. The school also enjoys sports fixtures on a regular basis with other schools. There are also a variety of opportunities provided by both staff and external providers, e.g. dance, science, craft, multi-skills and music at different times throughout the school year.

The school makes every effort to 'signpost' children to activities and clubs on offer in the local community i.e. tennis coaching, football training, Dallam sports etc.

ASSESSMENT

We place great emphasis on continuous, professional assessment of each child in the school. As teachers, we work closely with the children so that we are aware of individual abilities, strengths and weaknesses.

Teacher assessment is recorded regularly and carefully. Reception class pupils are assessed throughout the year (Early Years Foundation Stage Profile); and formal assessments of children in Year 2 (seven year olds) and Year 6 (eleven year olds) takes place in May each year. These tests show a pupil's performance in selected parts of a subject on a particular day. At the end of Key Stage 2 pupils are tested in English, mathematics and science. These tests give an independent measure of how pupils and schools are doing compared with national standards in these subjects.

For information on Key Stage 1 and Key Stage 2 results for 2019 please see the link on our website for the Ofsted dashboard at www.arnside.cumbria.sch.uk. In addition, we assess pupil progress throughout the school using Rising Stars and Collins maths assessments – this gives an indication of the level at which pupils are working and informs areas for future development and target setting. The school uses Scholarpack to track progress and identify specific learning targets.

CHARGING FOR SCHOOL ACTIVITIES

No charge is made for school activities. However, voluntary contributions may be requested occasionally for some school activities such as outings concerned with schoolwork, or when extra resources or materials might be needed.

PARENT-TEACHER ASSOCIATION

Arnside National School has a very active and enthusiastic PTA which takes great interest in our work and which organises regular fund-raising and social activities throughout the school year. The PTA committee runs a wide range of events to appeal to families in school and the local community. Recent events have included school discos, a Quiz Night, a Pampering evening, book fairs, unwanted clothing collections (in connection with the Great North Air Ambulance Service), the annual Christmas Fair and spring Plant Sales.

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With the money raised the PTA subsidises school trips by pupils and visits to the school by science and arts groups. It also funds additional book purchases, dressing up clothes and games (for wet play times). The PTA collects tokens when there are promotions for free arts and crafts materials, sports equipment, cooking equipment, books, computer software etc. to boost resources. The PTA also sells school uniform and helps at Sports Day and our summer production. The PTA exists to benefit all our children and their school environment. All parents belong to the PTA, and new active members and fresh ideas for fun and fundraising are always welcome.

STAFF PROFESSIONAL DEVELOPMENT/IN-SERVICE TRAINING

Staff regularly attend training courses to update their knowledge and professional development. Professional Development Training in the last year has included work in the following areas: Maths; English; science; religious education; ICT; special needs; Early Years; Healthy Schools; PE; Health and Safety; art and design, educational visits; KS1 and KS2 SATS, Modern Foreign Languages. Staff undertake this training to increase their subject knowledge to improve standards and the quality of teaching and learning. 2 members of staff are Specialist Leaders in Education.

SPECIAL EDUCATIONAL NEEDS

The school policy on Special Educational Needs follows the procedures laid down by the Department for Education (DFE) in the Special Needs Code of Practice. Copies of the school's policy on Special Educational Needs are available for inspection at school if required. The school has access for disabled pupils in accordance with the Special Needs and Disability Act 2001, and all pupils have complete access to the National Curriculum. To assist in the early identification of pupils with Special Educational Needs school uses: concerns and information about pupils which is provided by parents; information passed to us when pupils transfer between phases and school information from teacher assessment, middle infant screening tests and other test data.

EDUCATIONAL PSYCHOLOGISTS

Educational psychologists are employed by Cumbria County Council to work with schools, families and individuals. They are qualified psychologists and experienced teachers. Having studied child development, learning and behaviour, they are particularly concerned with ensuring that children succeed and make the best possible progress. Sometimes a child may experience a difficulty in school and psychologists can advise teachers and parents about how the child can be helped. Counsellors are also available.

HEALTH SERVICES

An initial medical examination is given during the child's first year at school and, thereafter, regular vision, hearing, height and weight checks are made when necessary.

HOMEWORK

Key Stage 2 children are expected to complete homework on a regular basis. Key Stage One children are participants in our Share-a-Book Scheme, and at KS2 the children are given individual

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targets to achieve. All children are expected to regularly read to someone at home and learn times tables.

DISCIPLINE

School discipline is based on common sense and good practice rather than on school rules. A Code of Conduct devised by the School Council underpins school policy.

ABSENCES FROM SCHOOL / EMERGENCY CONTACTS

It is important that you contact the school if your child is absent due to illness before 9.15am on the day of absence. Please write, noting dates and times, if your child will be absent during normal school hours for any reason including medical/dental appointments. If at any time during the day your child becomes unwell, or needs you for some reason, we will not hesitate to telephone you or contact you in some other way. Please leave your telephone number, and that of a friend or contact, with the school.

In the event of a child being hurt or injured during school time he/she will be cared for by the teacher or supervisor. A first aid kit is held in school. If your child has an allergy to plasters, please let his/her teacher know.

If the injury is more serious further advice will be sought and:

- (a) The parent will be contacted or
- (b) If that is not possible the nearest doctor will be consulted.

From the 1st September 2013, parents no longer have any entitlement to take their child on holiday during the school term and Headteachers have lost their dispensation to authorise such holidays, unless there are exceptional circumstances.

The Government have issued a list of exceptional circumstances which are as follows:

- family need arising from service in the armed forces or from a parent working abroad;
- family bereavements;
- exceptional family ceremonies;
- a holiday necessitated due to a disability or illness in the family.

School have been advised that the cost of holidays or parents' work rotas can no longer be considered exceptional circumstances. From September 2013, parents will be required to write to the Headteacher to request any leave of absence. Parents are asked to give as much notice as possible and to include in the letter as much detail as possible including the reason for absence. Under the new legislation parents could be issued with a Fixed Penalty Notice. The amount of the fine is £60 if paid within 21 days and £120 if paid between 21 and 28 days.

SCHOOL RECORDS

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Parents can see copies of the following documents: DFE's Statutory Instruments and Circulars; Ofsted Reports, and school policy statements including special educational needs by contacting the Headteacher at school or by accessing the school website.

PERSONAL ACCIDENT INSURANCE

The provision of personal accident insurance is the responsibility of parents. Parents who are interested in this form of insurance can contact their local insurance broker, but they may be interested to know that the National Confederation of Parent-Teacher Associations has arranged a suitable policy, it provides for substantial compensation in the event of a disabling injury, regardless of how or when caused.

COMPLAINTS PROCEDURE

There is an official procedure for dealing with complaints made by parents and this is available on the school website. It is hoped, however, that any such concerns would be dealt with in an informal discussion with the teachers and Headteacher. In cases where a parent remains dissatisfied, the complaint should be addressed to the Chair of Governors of the school who will handle complaints sensitively and respond in writing as soon as possible.

If you require any further information, please do not hesitate to contact the school and speak to a member of staff or arrange a visit.

Yours sincerely

Nick Sharp

Headteacher

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SECONDARY EDUCATION

During the year before transfer to Secondary Education parents will receive a list of reasonably accessible secondary schools from which they can make their choice. Sometimes, however, it is not possible to admit a child to a school for various reasons which are set out in the booklet, "GENERAL INFORMATION FOR PARENTS", published by Cumbria Education Committee. All the children at Arnside are given the opportunity to visit their chosen school. Pupils from Arnside National School have transferred to the following schools:

Dallam School Haverflatts Lane Milnthorpe Cumbria LA7 7DD	Academy School	N.O.R. 1000+
Lancaster Girls' Grammar School Regent Street Lancaster LA1 1SF	Selective Secondary	N.O.R. 882
Queen Elizabeth School Kirkby Lonsdale Carnforth Lancashire LA6 2HJ	Academy School	N.O.R. 1370
Royal Lancaster Grammar School East Road Lancaster LA1 3EF	Selective Secondary	N.O.R. 1000
Ripley St. Thomas C of E Academy Ashton Road Lancaster LA1 4RS	C of E Academy	N.O.R. 1650

DISCLAIMER

The information supplied in this document is in accordance with information at present available to the Governors and is believed to be correct as at the date of printing. In particular, nothing herein prejudices the right of the Education Committee or any of its sub-committees, or the Governors or the Head of the School, to make any decision relating to the school as it sees fit without regard to whether this will affect the accuracy of any matters contained in this publication. Further, neither

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the Governors nor the school, nor the Education Authority, nor any members of the Authority or the school is deemed responsible for any erroneous information in this document.