



Eastry Church of England Primary School

Please take a look at the schools website at www.eastry.kent.sch.uk where you will find further information about our school. If you have any questions or would like to arrange a visit you would be most welcome. Please contact us on:

Telephone: 01304 611360
Email: office@eastry.kent.sch.uk



Term Time Holiday and Penalty Notices

There have been amendments to the 2006 regulations in the Education (Pupil Registration) (England) (Amendment) Regulations 2013. These amendments, as described below, came into force on 1 September, 2013.

Term Time holiday

Amendments to the 2006 regulations remove references to family holiday and extended leave as well as the statutory threshold of ten school days. **The amendments make clear that headteachers may not grant any leave of absence during term time unless there are exceptional circumstances.** Headteachers should determine the number of school days a child can be away from school if the leave is granted.

The Education (Penalty Notices) (England) Regulations 2007

Amendments have been made to the 2007 Regulations in the Education (Penalty Notices) (England) (Amendment) Regulations 2013. These amendments, as described below, came into force on 1 September, 2013.

The 2007 regulations set out the procedures for issuing penalty notices (fines) to each parent who fails to ensure their children's regular attendance at school or fails to ensure that their excluded child is not in a public place during the first five days of exclusion.

Amendments to 2007 regulations have reduced the timescales for paying a penalty notice. Parents must, from 1 September, 2013, pay £60 within 21 days or £120 within 28 days. If you do not pay the fine after 28 days you may be prosecuted for your child's absence from school. This brings attendance penalty notices into line with other types of penalty notices and allows local authorities to act faster on prosecutions.

You can see from the above amendments to the regulations the Government continues with their advice that holidays or any other type of leave must not be taken in term time, unless there are exceptional circumstances and actively encourages Headteachers not to authorise any requests.



Headteacher's Welcome

It is a pleasure to welcome you to our school!

Thank you for taking the time to look at this prospectus. I hope that it will give you some idea of what life is like at Eastry Church of England Primary School and the opportunities available to our children.

We strive to provide all our children with a rich, varied and exciting curriculum with a broad range of stimulating learning experiences. We aim to nurture our children's talents and abilities, providing opportunities for each child to reach their potential and be happy, confident, resilient and enthusiastic learners. We understand the importance of working in partnership with parents and are keen to encourage and support parental involvement in their children's learning.

We see ourselves at the heart of the Eastry community. We have strong links with St Mary's Church and Village Community Groups all striving to offer the best provision for Eastry and the surrounding villages.

Our staff and governor team at Eastry are highly motivated and our shared vision is to develop an excellent school for our local community where our Christian values of joy, perseverance, welcoming, compassion and respect are evident in everything that we do. At Eastry we endeavour to ensure that every child is treated as an individual, their gifts and talents are recognised and their achievements celebrated. Through nurturing our children emotionally academically and spiritually, we aim to provide them with a secure foundation for life.

Eastry Church of England Primary School has a longstanding reputation for the warm welcome that visitors receive at our school, so please do make an appointment to come and see for yourselves, we would be delighted to meet you. We strive to be the best possible school that we can for your child and we look forward to working with you in achieving this during their primary school life.

Sarah Moss
Headteacher



General Contact Information

Eastry Church of England Primary School

Cooks Lea
Eastry
Sandwich
Kent
CT13 0LR

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Fax Number: 01304 621145
Email: headteacher@eastry.kent.sch.uk
office@eastry.kent.sch.uk

Website: www.eastry.kent.sch.uk

Number on roll: 181 (October 2021)

Headteacher: Mrs Sarah Moss
Chair of Governors: Mr Stephen Booth

Status: Voluntary Controlled

Education Authority: Kent County Council
County Hall, Maidstone
Kent
ME14 2LJ
Telephone Number: 03000 414141

Absence from School

Please telephone the School Office (01304 611360) to notify us if your child is absent for **any** reason on the **morning** of the absence. If you know prior to this of a medical appointment that may cause your child to be absent at registration then please also inform the School Office either by telephone the day before or by sending in a note. If you do not communicate with us we will telephone you (we must have a **current** telephone number to contact you on). There are two reasons why this is important:

- This could be the first notification that you have alerting you to the fact that your child has not reached school. In some cases we will ring a parent and nobody answers so please, for the safety of your child, let us know where to contact you.
- If you have not explained your child's absence it becomes an unauthorised absence and may be reported as such to the Behaviour and Attendance Service. The School Liaison Officer becomes involved with persistent cases of unauthorised absence.

Unauthorised Absence

The Department for Children, Schools and Families (DCSF) requires us to keep a record of unauthorised absences. These are reported to the Local Education Office, and in the case of frequent absences, followed up by the School Liaison Officer.

Our absence rates (both authorised and unauthorised) for the last few years, which are low, are as follows:

2017/2018	4.6%
2018/2019	4.1%
2019/2020	5.6%
2020/2021	3.5%

(Covid-19 related absence is not included in these figures)



School Uniform

We encourage our children to take a pride in their appearance, particularly with regard to our school uniform.

Our Uniform

- | | |
|--|----------------------|
| • Trousers/Skirts/Pinafores/Shorts
(children in Fledglings can wear Tracksuit bottoms if they prefer) | Grey or Black |
| • Polo Shirts/Shirts/Blouses | Pale Blue |
| • Dresses | Blue/checked/striped |
| • Sweatshirts/Cardigans | Navy Blue |
| • School shoes | Black |

Sweatshirts, cardigans, fleeces, coats and rucksacks with the School Logo embroidered in colour are available to order through our supplier Brigade Clothing UK. Jewellery is not permitted.

Indoor PE (all classes)

- White T-shirt
- Navy shorts
- Plimsolls or bare feet

Outdoor Games

- White T-shirt, polo shirt
 - Navy shorts, games skirt, jogging bottoms
 - Trainers and/or football boots
 - During cold weather children are encouraged to wear a sweatshirt and/or tracksuit bottoms, plain in the school colours.
- Please note football kits are not permitted

Swimming (for years 2, 3, 4 & 5)

- One piece swimming costume
- Swimming trunks

Our cloakroom space is very limited so we would appreciate it if sports bags are kept as small as is possible. We also ask that all uniform is clearly labelled so that, if lost, it can be returned to your child.

Staff

Headteacher
Assistant Headteacher and SENCo

Mrs Sarah Moss
Mrs Kate Plant

Classes

Fledglings (Reception)

Year 1

Year 2

Year 3

Year 4

Year 5

Year 6

Forest School Leaders and Teacher Cover

Support Staff

Family Liaison Officer
Bursar
School Secretary
Caretaker
Cleaners

Our School Dog

Miss Beth Riggs (Teacher)
Mrs Tina Williams (Teaching Assistant)
Miss Charlotte Thomas (Teacher)
Mrs Jo Sugden (Teaching Assistant)
Miss Chloe Morris-Hill (Teaching Assistant)
Mrs Rosemary Harrison (Teaching Assistant)
Mrs Helen Lejeune (Teaching Assistant)
Mrs Kelly Foley (Teacher)
Mrs Sally Watts (Teaching Assistant)
Mrs Rosemary Harrison (Teaching Assistant)
Miss Maria Leishman (Teacher)
Mrs Lisa Wood (Teaching Assistant)
Mrs Jackie Davies (Teacher)
Mrs Ros Daniels (Teaching Assistant)
Mr Ben Cockram (Teaching Assistant)
Miss Sara Ward (Teacher)
Ms Annie Rye (Teaching Assistant)
Mrs Clare Williams (Teacher)
Mrs Marcelle Kemp (Teaching Assistant)
Mrs Ginny Harvey (Teacher)
Mrs Lucy Gleave (Teacher)

Mrs Tracy Inglis
Mrs Kim Sampson
Miss Karen-Jane Bowers
Mr Dave Young
Mrs Janet Gibb
Ms Annie Rye
Mrs June Robinson
Maddie

Our School Values

Our School Values are based on our Christian values:

Every member of our school family works together to promote these values:

We....

- **Respect** each other and show this respect through treating others as we would wish to be treated and listening carefully to each other's thoughts and opinions even if we do not agree with them.
- Show **joy** in the way we embrace life and learning in all its fullness.
- Show **compassion** in the way we think of others' needs and ways in which we can support those who need our help.
- Show **perseverance** by building resilience and encouraging ourselves and others to help achieve our goals.
- Are **welcoming**. We celebrate differences and diversity and accept all who join us to become part of our school family.

Our School Rules are:

- **Be Kind**
- **Be Happy**
- **Be Safe**



Our school promotes a caring, stimulating and secure environment in which staff and pupils can safely work, play and learn, and to encourage the involvement of parents and carers in the development of their child. We strive to promote a welcoming and open ethos to ensure all feel happy, safe and respected. We value each member of our community as unique individuals where all are encouraged and inspired to fulfil their potential as God intended.

Lunchtime Arrangements

School Meals

Our meals are cooked in our school kitchen. There is always a choice and the meals are balanced and nutritious. Dinner money is preferably paid online direct to Whole School Meals at www.wholeschoolmeals.co.uk or collected in the morning and should be sent in an envelope clearly labelled with your child's name, class and amount sent in. Cheques should be made payable to '**Whole School Meals**' and may be paid weekly or half termly. The present cost of a school meal is £2.35 or £11.75 per week. Children in Fledglings, Year 1 & Year 2 are entitled to a Universal Free School Meal.

Forms are available from the office for children whose family circumstances make them eligible for a free school meal even if your child qualifies for the free Universal Free School Meal. We would encourage parents to claim for free school meals if you feel you may be eligible. As well as receiving a nutritious meal your child will receive milk at morning break and would currently be eligible for supermarket vouchers during the school holiday. All enquiries are treated in confidence.

Packed Lunches

Children bringing packed lunches should do so in a named strong packed lunch container. We ask parents to provide a healthy and balanced packed lunch which your child will enjoy eating. Please include some fruit in your child's packed lunch and do not send fizzy drinks, sweets, bars of chocolate or items containing nuts.

Snacks at Playtime



To emphasise good dental hygiene and nutritional habits children are not allowed to bring sweets into school. If they bring their own snack from home then these snacks must be fresh fruit or vegetables. Children in Fledglings and Years 1 and 2 receive free fruit in the afternoon as part of the government initiative.

Water

Children are encouraged to drink water in school. This helps provide oxygen to the brain for better learning and prevents children becoming dehydrated in warmer weather. The school provide the children with a water bottle when they start school. Replacement tops can be purchased costing 50p and replacement water bottles (including lid) cost £2.00, although any bottle may be used.

Arrival and Departure from School

Arrival in School

Children are invited to arrive to school for 8.35am. To encourage independence, please say goodbye on the playground and allow your child to enter the class on their own. This kiss and drop off arrangement will be introduced when the Fledglings are ready. All children should use the pedestrian entrance on the Gun Park. Please do not drive your car into the school or use the main entrance as a turning area as many near misses have occurred. If you bring your child to school by car, please spare a thought for the residents of Cooks Lea. To avoid congestion, we ask you to park away from the school and walk with your child. The bell rings at 8.50am and the pedestrian gate is locked. Children arriving after 8.50am must go to the school office.

Lateness causes problems for your child and the school. Being late means that lessons are disrupted and your child can often miss important instructions, information and explanations.

Early Morning Club

Early Morning Club is booked and paid for in advance. The cost is £1.00 a day (no breakfast is provided). Children should arrive after 8.00am via the hall entrance near the school office.

Going Home

At the end of the day parents are welcome to wait on the playground for their child. Children are brought to the playground by their teacher. Please make sure your child and their teacher knows who will be collecting them at the end of the school day. If your child is allowed to walk home on their own please provide the school with written authority. Please make it a routine of doing a quick check of:

- Coats
- Jumpers
- Lunch boxes
- Home learning
- Reading books
- Reading record

before leaving.



After School Clubs

We run a number of after school clubs including dance, running, curling, football and multi-sports. We do not charge for clubs but there may be a small fee for those clubs that are run by outside agencies. The available clubs change termly.

Our School Building and Grounds



Our school is housed in one building.



The original building dates from the 1960s and contains our Key Stage 2 classrooms (Years 3, 4, 5 and 6), our computer suite, our hall and kitchen and additional teaching areas. We have refurbished all our Key Stage 2 classrooms (Years 3, 4, 5 and 6). All classrooms have interactive whiteboards fitted in them.

The school hall is used for worship, PE, dance and drama, lunchtime meals and social functions.

The school kitchens are adjacent to the hall and our school dinners are cooked on site.



An extension, completed in 2004, houses a purpose built reception classroom (for our Fledglings) and classrooms for Key Stage 1 (Years 1 and 2). All classrooms have their own toilets.



Our newly refurbished library, the school office, head teacher's office, staff room and meeting room are to the right of the main entrance, near our quiet area. Unisex disabled toilets are also situated here.

We have 2 playgrounds, an outdoor chess board, a large field with 2 summerhouses, 3 small adventure playgrounds, a woodland and two Forest School areas. The Fledglings have their own outside covered classroom attached to their main classroom. We have a conservation area and our own vegetable plots and school garden, which the children take an active role in cultivating. We also have a school pond which attracts a range of wildlife for the children to enjoy and learn from.



Forest School



Our carefully selected Forest School provides a happy, safe, sustainable environment that promotes a love and respect for each other and for our natural world. Our two Forest School areas are set within the school grounds and all children have weekly sessions at Forest School led by our specially trained Forest School teachers. Each area has clearly marked boundaries, incorporating numerous varieties of tree and wildlife species. The sites are organised into zones to promote different learning opportunities e.g mud kitchen, fairy garden, tool area, den building and fire circle (to name a few).

Maddie - Our School Dog!

One of the most loved staff members at Eastry is our school dog, Maddie. Every Monday Maddie joins the children in school, sitting in on lessons, hearing readers, being taken for walks and being cuddled. She thinks she has the best job in the world!

Some of the benefits the children gain from having a school dog are; a sense of responsibility, a calming effect, improved behaviour, increased enthusiasm for animals, building confidence, helping children who may be upset, encouraging expression, participation and respect.



Admissions to the School

Children are admitted to the school in accordance with the County Admissions Policy. Should we be over subscribed the following criteria apply:

- Looked after children or previously looked after children
- Current family association (an older brother or sister at the school)
- Health and Social Access Reasons (for which written evidence by a medical practitioner would be required)
- Nearness of the children's home to the school.

For more detailed information concerning the above please refer to the admissions page on our school website or contact the school.

Parents will be informed about their child's place in April.

In line with Kent County Council guidelines, reception aged children usually start school in term 1. They follow a short part time induction programme which ensures they attend school for the required hours per week and this allows them to become accustomed to life at school.

Our School Day - 8.50am to 3.25pm

Gates open and Classrooms open at	8.35am
Gates close, registration is taken and lessons begin	8.50am
Playtime Fledglings, Year 1 & 2	10.15am - 10.35am
Playtime Year 3 to 6	10.35am - 10.55am
Lunch time	12.00noon - 1.00pm
Worship	1.10pm - 1.30pm
(except Friday's when we have Class Worship 9.00am - 9.30am)	
End of the school day	3.25pm

Complaints Procedure

The Governing Body has a complaints procedure in line with KCC recommendations. Though we hardly ever get complaints about the school it is necessary to have such a procedure in place to make it fair for everyone. A copy is available on the school website or, if you would like a paper copy, then please contact the school office.

Eastry School PTFA

The PTFA plays an active part in Eastry School life with many fantastic fundraising events throughout the year that makes a huge difference to all the children in our school.

PTA donations have provided the following:

2017/2018

Fledgling nativity costumes
Crackers for school Christmas lunch
Donation towards school trips
Donation towards year 6 party
Class workshops
New books for the school library

2018/2019

Whole school science day
Eco Club wormery
New books for the school library
Forest School equipment and staff training
Forest School activities
Donation towards school trips
Donation towards year 6 party
Crackers for school Christmas lunch

2019/2020

Donation towards school trips
Crackers for school Christmas lunch
Donation towards Christmas presents for the children
Year 6 Leavers Hoodies
Donations towards Windows10 update

2020/2021

£5000 towards new laptops for the children
Donations for new parasol cover
Donation towards Christmas presents for the children
Parent Kind Membership subscription
Sand pit for the Fledglings
Small Lottery Licence Renewal

In 2018/2019 they raised £6,726.22 in 2019/2020, despite the school closures, they raised £4252.47 and in 2020/2021 they raised £7275.48. This year's current project is to raise funds to improve the sheltered areas in our Forest School.

Many events are run throughout the year, including:

- Summer fete
- Fireworks night
- End of term discos/film nights
- Gift wrapping for Mother's Day, Father's Day and Christmas
- Pamper Night
- Fashion Show
- Quiz Night
- After school tuck shops

Meetings are held most months; some are held during the day and some in the evenings. We would love to have some new members to join our small team. It is a great way to meet new people, so please consider joining the committee or helping out with an event. Any amount of time that you can give, would be really appreciated. There is no commitment to be at every event or meeting.

Teaching and Learning

At Eastry Church of England Primary School, we strive to meet the needs of all our pupils by providing a meaningful, engaging, broad and balanced curriculum.

We want all pupils to be able to reach their individual potential and build upon their strengths and interests, helping them to understand that we believe they can achieve and flourish in their education, thus encouraging their future aspirations as well as learning and developing essential life skills to enable them to be successful individuals.

We use the National Curriculum that is statutory for state schools and we plan inspiring and exciting topics to develop the skills, knowledge and understanding of all subjects across the school. Our aim is to ensure cross curricular opportunities and experiences to spark exciting and creative learning that will encompass the Foundation subjects, alongside the all-important English, Maths, RE and Science.

We promote positive emotional health and well-being to help children develop social and emotional skills throughout all subjects and also through PSHE sessions. As a church school, we support children's spiritual needs in our caring Christian environment that promotes our school ethos and values of joy, welcoming, compassion, respect and perseverance. In our school we live out these values alongside the British Values to enable our pupils to make informed choices and become respectful individuals.

Individual subject areas have been planned by the teachers and Subject Leaders. These are open to interpretation by the teachers, and topics may change depending upon world events and relevance to the children. Within this we find ways to maximise and enrich our learning opportunities by making use of our locality and our outdoor learning space.

Information about the curriculum we follow can be found under each subject title on our school website at www.eastry.kent.sch.uk where you will also find useful links to the plans and schemes we use.



Educational Visits

Educational visits provide first hand and relevant experiences for our children. A number of visits are planned for each class throughout the year. We also offer a residential visit for Year 6, currently at ‘The Swattenden Centre’ near Cranbrook.

Places we have visited include Dover Castle, Dover Museum, Walmer Castle, Canterbury Cathedral, Broadstairs, Wingham Wildlife Park, Kent Police Open Day and The Beaney Museum in Canterbury.

Years 3 and 4 are also linked with a French Primary School in Lille. We visit the French school and they visit us.

Visits to the school by authors, poets, drama groups etc. are also arranged for our children.

There is no compulsory charge for the usual curriculum activities at our school. However, for some activities it is necessary to ask for voluntary financial contributions in order for the activity to take place. Whilst no child will be excluded from these activities, some events may have to be cancelled where there are insufficient voluntary financial contributions.



Supporting Our School

The emphasis at Eastry is always on team work. We have an extremely supportive Governing Body and Parent Teacher Friends Association (PTFA), who take a very active role in all aspects of school life, enhancing the atmosphere of collective responsibilities and a sense of community.

The Governing Body

Governors usually serve a four year term on the governing body. Our governors are organised into 2 sub committees: ‘Resources’ and ‘Teaching , Learning & Inclusion’ .

School Governors

Co-opted Governors:	Mr Stephen Booth (Chair) Mrs Sonia Tomlinson
Parent Governors:	Mr Martin Henderson Mrs Lucy Erasmus Dr Katie Wooldridge
Foundation Governor:	Mr Chris Russell
Local Authority Governor:	Mrs Christine Cork
Headteacher:	Mrs Sarah Moss
Staff Governor:	Mrs Kate Plant
Clerk to the Governing Body:	Mrs Kim Sampson

School Council

The School Council is comprised of 2 children from each class nominated by their peers. The two representatives from Year 6 are voted for by the whole school they then act as Chair and Vice Chair They meet regularly to discuss school issues, fundraising and how the school might be improved. Councillors serve for 1 year. Mrs Tracy Inglis oversees the School Council.