

Eastry Church of England Primary School *Prospectus*



www.eastry.kent.sch.uk

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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 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.

After School Clubs

We run a number of after school clubs, including cooking, dance, netball, science, art, football, golf and other sports. Most clubs are run by teachers for which there is no charge.

Early Morning Club

We also run an Early Morning Club where children can be dropped to school from 8.00am. There is a small charge of £1.00 per day and places need to be booked in advance (children should be given breakfast before they arrive).

Breakfast, afterschool and holiday clubs are run by a number of local nurseries.

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 please contact us on:

Telephone: 01304 611360

Email: office@eastry.kent.sch.uk

Teaching and Learning

The Curriculum

We aim to meet the needs of every child by providing a broad and balanced curriculum so all children can experience success, build on strengths and come to terms with and improve their weaknesses.

The National Curriculum (2014) provides us with a framework of what is to be taught: Maths, English, Science, Computing, Art, Modern Foreign Languages, Music, Physical Education, History, Geography and Design and Technology. In addition our school curriculum includes Religious Education, Personal, Health and Social Education and Multi-cultural Education. Each area of the curriculum has an agreed school policy. Where possible, teachers plan cross curricular links which encourages links to be made between subjects.

Special Educational Needs

Children with Special Educational Needs (SEN) have access to a broad and balanced curriculum and are fully included in all the activities done at school.

Outstanding Quality First Teaching ensures all children are fully supported with in whole class teaching.

Children with an Educational Health Care Plan are provided with differentiated programmes to meet the objectives of their plan. SEN, with support, provides, if necessary, programmes and differentiation for children with additional and different needs and also access to outside agencies and professionals.

Our SEN policy and provision are monitored and organised by our Special Needs Co-ordinator.

The children's learning needs are supported in class, in groups, and sometimes individually by our teachers and our teaching assistants.

Mrs Kate Plant
SENCO

Introduction

Dear Parents

We are very proud of our school which has been serving the village of Eastry for over 150 years. We have high aspirations for all children and our vision is to provide the very best education and, with your help, develop well rounded young people.

Our school provides a safe, happy and secure environment where we strive for the children to reach their potential; academically, physically, socially and morally.

We foster an ethos of compassion, joy, welcome, perseverance and respect. We endeavour and encourage the children to understand the feelings of others, respect the values of others and to consider their own attitudes, values and beliefs.

We have close links with our village church, St. Mary the Virgin, and we are proud of the links we have with other village organisations.

We are an open school and are committed to the positive partnership between home and school. If you have anything you wish to discuss, then please do not hesitate to contact us.

Yours sincerely

Mrs Kate Espley
Headteacher

Mr Stephen Booth
Chair of Governors

General Information

Eastry Church of England Primary School

Cooks Lea
Eastry
Sandwich
Kent
CT13 0LR

Telephone Number: 01304 611360
Fax Number: 01304 621145
Email: headteacher@eastry.kent.sch.uk
Website: www.eastry.kent.sch.uk
Number on roll: 191 (October 2019)
Headteacher: Mrs Kate Espley
Chair of Governors: Mr Stephen Booth
Status: Voluntary Controlled
Education Authority: Kent County Council
County Hall, Maidstone
Kent
ME14 2LJ
Telephone Number: 03000 414141

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. 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.

Absence from School

Please note that it is your responsibility to 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 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 the School Liaison Officer.

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

2016/2017	3.9%
2017/2018	4.6%
2018/2019	4.1%

Staffing

Headteacher: Mrs Kate Espley

Teachers:

Miss Beth Riggs (starting January)	Fledglings (Reception)
Mrs Kelly Foley	Year 1
Mrs Nicola Mellett	Year 2 & Assistant Headteacher
Mrs Ginny Harvey & Mrs Lucy Gleave	Year 3
Miss Maria Leishman	Year 4
Mrs Tracy Inglis	Year 5
Mrs Clare Williams	Year 6
Mrs Kate Plant	SENCO & Assistant Headteacher
Miss Charlotte Thomas	Teacher Training

Teaching Assistants:

Miss Poppy Campbell	Mr Ben Cockram
Mrs Ros Daniels	Mrs Rosemary Harrison
Mrs Carole Horner	Mrs Marcelle Kemp
Miss Becky Maxwell	Miss Chloe Morris-Hill
Ms Annie Rye	Mrs Jo Sugden
Mrs Sally Watts	Mrs Laura Wilkins
Mrs Tina Williams	Mrs Lisa Wood

Other Staff

Mrs Tracey Thomas	Family Liaison Officer (FLO)
Bursar	Mrs Kim Sampson
Admin Assistant	Miss Karen-Jane Bowers
Site Manager	Mr James Skilling
Cleaners:	Mrs Janet Gibb, Ms Annie Rye, Mrs J Robinson

Our Aims

Our school is a family where children and adults will learn together. We aim to do this by:

- Providing quality teaching and learning resources to support and enrich the curriculum.
- Creating a caring environment where children value learning, experience success and grow in self esteem.
- Developing children's own strategies for learning and improvement.
- Developing lively and enquiring minds.
- Encouraging children to communicate confidently and clearly.
- Maximising achievement through clear expectations and the promotion of high standards.
- Taking into account the children's preferred learning styles.
- Celebrating the children's achievements.
- Delivering a whole school curriculum that ensures continuity, progression, breadth and balance.
- Maintaining and developing a school behaviour policy that is agreed and understood by children, staff, parents and governors.
- Providing a secure environment for our children.
- Making our environment attractive and stimulating to support and celebrate the children's learning.
- Helping develop the children into responsible, independent and confident individuals.
- Providing equal opportunities for all.
- Showing compassion, respect and understanding for others.
- Ensuring the school is a vital part of the local community.
- Encourage children to persevere with all tasks.
- Ensuring children are happy and joyful in school
- Ensuring we are fully inclusive and welcome all into our school.

Behaviour in School

Our core values are mutual respect, self-discipline and social responsibility and these are reflected in 'Our School Values.' Everyone who is part of the school works together to promote these. We have clearly defined boundaries of acceptable behaviour and the teachers respond promptly and firmly to children who test these boundaries. The vast majority of our children are praised and rewarded rather than reprimanded.

Our School Rules are:

- **V**alue, respect and show compassion for each other.
- **A**lways do our best and persevere.
- **L**isten when someone is talking.
- **U**nderstand we have kind hands, feet and thoughts.
- **E**veryone be honest and tell the truth.
- **S**mile, be joyful and welcome everyone into our school.

As a school we will work with parents to encourage in children a positive attitude towards school that embraces:

- Respect for themselves and others
- Positive attitude towards work
- A growing self reliance
- Respect for the property of others
- Politeness/manners suitable for the occasion
- A regard for personal safety and the safety of others.

Toilets

Each class has its own set of toilets. Should your child have an accident in school and soil themselves we do ask the parents to come in and change them.

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 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 £2.30 or £11.50 per week. All meals must be paid for in advance. You can also pay on line at www.wholeschoolmeals.co.uk. 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. 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 or bars of chocolate.

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 healthy and should not be crisps, biscuits etc. Children in Fledglings and Years 1 and 2 receive free fruit as part of the government initiative.

Water

Children are encouraged to drink still bottled 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.

Our Buildings and Grounds

Our school is housed in one modern building. The original building dates from the 1960s and contains our Key Stage 2 classrooms (Years 3, 4, 5 and 6), our library, 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) and these rooms are air conditioned. 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.



Arrival and Departure from School

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



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 and a Fairtrade garden, 3 small adventure playgrounds and a woodland area. 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.



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 drive 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 at 8.55am. Children arriving after 8.55am 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.

The Local Authority provides a taxi service to and from school for those children who live in Tilmanstone and Woodnesborough

Early Morning Club

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

Going Home

At the end of the day parents are welcome to wait on the playground. Children in Fledglings, Years 1 and 2 are brought to the playground by their class teacher. Key Stage 2 children will make their own way to the playground. Please make sure your child and their teacher knows who will be collecting them at the end of the school day.

Please make it a routine of doing a quick check of:

- Coats
- Jumpers
- Lunch boxes
- Homework
- Reading books
- Letters

before leaving. This will save us all time later.

PE and Games Kit (years 1 to 6)

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 and 4)

- One piece swimming costume
- Swimming trunks

PLEASE ENSURE THAT ALL GARMENTS ARE CLEARLY MARKED WITH YOUR CHILD'S NAME. THANK YOU.

Our cloakroom space is very limited so we would appreciate it if sports bags are kept as small as is possible.



School Council

The School Council is comprised of 2 children from each class and 4 for years 5 and 6. They meet regularly to discuss school issues, fundraising and how the school might be improved. Councillors from Fledglings, Year 1 and Year 2 serve for 1 year and Councillors from Years 3, 4, 5 and 6 serve for 2 years. Mrs Tracey Inglis oversees the School Council.



Supporting Our School

The emphasis at Eastry is always on team work. We have an extremely supportive Governing Body and Parent Teacher Association, 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 3 sub committees: 'Resources', 'Teaching & Learning' and 'Inclusion'.

School Governors

Parent Governor (Chair):	Mr Stephen Booth
Headteacher:	Mrs Kate Espley
Authority Governor:	Mrs Hazel King
Parent Governors:	Mr Stephen Booth (Chair) Mrs Shantala Carr Mr Martin Henderson
Staff Governor:	Mrs Kate Plant
Foundation Governor:	Rev. David Ridley Mrs Jane Willis Rev. Sandra Marsh
Co-opted Governors:	Mrs Rita Smith Mr Chris Russell (Vacancy) (Vacancy)
Clerk to the Governing Body:	Mrs Kim Sampson

School Uniform

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

Children in Year 1 to Year 6

Trousers/Skirts/Pinafores/Shorts	Grey or Black
Polo Shirts/Shirts/Blouses	Pale Blue
Dresses	Blue/checked/striped
Sweatshirts/Cardigans	Navy Blue
Sensible shoes (preferably black)	

Sweatshirts, cardigans, fleeces, coats and rucksacks with the School Logo embroidered in colour are available to order termly from the school office. **JEWELLERY AND TRAINERS ARE NOT PERMITTED**

Fledglings Uniform

For our Fledglings the uniform is as follows:

Winter

- Plain navy or black tracksuit bottoms (no logos)
- Grey or black school trousers
- Pale Blue polo shirt
- Navy school sweatshirt with school logo

Summer

- Plain black or grey shorts (no logos)
- Pale Blue polo shirt

PE Kits

Indoor: white t shirt, navy shorts
Outdoor (summer term only) white t shirt, navy shorts, trainers



The reasons for this are quite straight forward:

- The Foundation Stage curriculum requires outdoor play, digging and lots of first hand experience, clothes will get dirty and tracksuits are more robust.
- It is easier for the child to get changed for PE (no buttons to undo) and this is part of the Early Learning Goals.
- Young children learn through being active.
- Large scale movements such as climbing under, through, around and between are required.

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.

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:

- Children in local care.
- Current family association (an older brother or sister at the school)
- Health reasons (for which a medical certificate may be needed); parental health is not a criterion.
- Nearness of the children's home to 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
Registration Starts	8.50am
Gates Closed and Teaching Begins	8.55am
Playtime Fledglings, Year 1 & 2	10.15am - 10.35am
Playtime Year 3 to 6	10.40am - 10.55am
Lunch time	12.00noon - 1.00pm
Worship	3.00pm - 3.25pm
(except Friday's when we have Class Worship 9.00am - 9.30am)	

Parents and Teachers' Association (PTA)

We are a small group of dedicated parents who enjoy organising fun events for children attending the school, as well as for the wider community.

Many fundraising events are organised throughout the year, including:

- Summer Fete
- Fireworks Night
- Christmas Disco
- Easter Egg Hunt
- Gift Wrapping for Mother's Day, Father's Day and Christmas
- Pamper Night
- Fashion Show
- Quiz Night
- Summer Barn Dance



PTA donations have provided the following resources for the school to enhance learning opportunities and to enjoy:

2017/2018

- Fledgling nativity costumes
- Crackers for school Christmas lunch
- Donation towards school trips
- Donation towards year 6 party
- Class workshops provided by external organisations
- 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 associated staff training