



St. Nicholas Church of England Primary School



Prospectus



Welcome to St. Nicholas Church of England Primary School!

I consider it a privilege to be the Headteacher of this outstanding school, and we are proud to be part of the Diocese of Blackburn Family of Schools. We are a Blackpool school, serving the needs of families in the South of the town, as part of the community of schools in the town.

At St Nicholas we offer a friendly, child-centred provision in modern facilities, with talented, passionate and skilled staff who relentlessly strive to meet the individual needs of all children.

Inspections from both the Diocese of Blackburn and Ofsted class us as an improving and ambitious Church School and we are constantly looking at ways in which we can improve our offer, working in partnership with parents.

Should you decide to send your child to St Nicholas, we look forward to working with you in partnership to develop the full potential of your child within our family community.

The relationship between parents and school is vital to the success and wellbeing of your child and we welcome the opportunity to discuss any concerns or questions that you may have. Please don't hesitate to contact me at school.



Yours sincerely

Miss C Taylor
Headteacher

How to Contact School:

St. Nicholas Church of England Primary School
School Road, Marton Moss, Blackpool, FY4 5DS
Telephone: 01253 966150

Email: admin@st-nicholas.blackpool.sch.uk

Website: www.st-nicholas-blackpool.org.uk

Twitter: @stnicholas14

Guiding Principles

As a Christian school community, with a mission to educate our pupils and develop relationships within the teachings and mission of the greatest teacher, Jesus Christ.

We believe that...

- Christ is central and pivotal to the life and success of our school.
- All within our Christian family have God given gifts and that it is our Christian responsibility to find and use these gifts to their full potential.
- All within our school family should be treated with honesty, dignity and respect.
- Teamwork is crucial to the success of our school and improved outcomes for our pupils.
- Our school should be an enjoyable and rewarding place to work and learn.
- Risk taking is a vital component of learning and as such should be embraced without fear of failure or blame.

We value...

- Our own culture and belief in the saving grace of Jesus Christ whilst respecting the beliefs of others.
- The opinions and rights of others whilst accepting our responsibilities within our Christian community.
- The role of parents as co-educators in supporting our children to achieve.
- The roles played by all within our school family in helping to equip our pupils to become productive and responsible citizens of the future.
- Every individual within our family and encourage them to contribute fully to the success of the school.

We will use these principles to....

- Treat everyone fairly and with equity.
- Evaluate the success of our school.
- Help decide upon priorities for action.

The School and its Community

A Brief Descriptive History

There has been a long tradition of quality schooling on Marton Moss since the 1830s, with the original schoolhouse still just about in one piece on Division Lane (see black and white photo).

The present building on School Road was established in 1873. For many years, the church and school used the same building for worship, social events and education. However, in 1936 the church moved to a building on Common Edge Road. The building was semi-permanent and the church was replaced by another building in 1965. That building was demolished in 2007 and the site vacated.



An extension to the school, providing modern classrooms for the Infants, was completed in 1973. There then followed the building of two new classrooms and smaller scale building work. The photograph to the left shows the school pre-October 2007.

In 2008, the school was given permission and funding for a major new re-development of the site, with 12 new classrooms in use from September 2008 and further facilities including a new hall. The work carried out gives the children a bespoke school created for learning for the 21st century.

St. Nicholas School has a high reputation in the area, based on a history of quality educational provision and an intimate and welcoming ethos, and has proved a popular school with parents choosing a first school for their child. The most recent Diocesan report (March 2016) stated, "The Christian character of this exciting primary school is evident in the warmth of the relationships apparent as you walk through the door." In April 2023, the school will celebrate its 150th anniversary.



Type of School

St Nicholas is a Voluntary Aided Church of England Primary School, provided by Church trustees, governed by its Governing Body (a majority of whose members are appointed by the Church and are Foundation Governors) and maintained by Blackpool Council.

At St Nicholas School, we work to promote a close relationship between school, church and home, to the benefit of all. Children from school regularly take part in services held in church; local clergy come into school to lead school worship. Daily Acts of Worship have a vital role in influencing a Christian ethos of caring throughout the school. We are proud that the school community as a

whole contributes to the spiritual and moral growth of individuals, as well as to their intellectual and physical development.

Relationships are key at our school and we foster respectful and productive working relationships through our 6 Christian values.

These are: Service, Reverence, Friendship, Trust, Thankfulness and Wisdom.

Pastoral Care and Discipline

The Headteacher and staff in school are responsible for the wellbeing of the children. As part of the wider society, the school attempts to create a well-ordered, self-disciplined environment where manners count and the development of personal life skills is valued. Our Governors, Teachers, Support Staff, Parents and Children all make valuable contributions to the community life of the school.

Positive behaviour and hard work is rewarded in lots of ways. You will hear of dojo points being awarded for good and improving work, helpful and sensible attitudes, and other positive efforts. Each half-term, certificates are awarded in sharing assemblies held in recognition of the children's achievements. Certificates are awarded for outstanding effort in school work and behaviour, as well as recognition of citizenship.

We also have a "Full Marks Club" for attendance and punctuality at school, with certificates being awarded half-termly. To remain in the club, children must ensure full attendance in each half-term. At the end of the academic year, certificates and prizes are presented for full attendance.

Communication and consultation between staff and parents is an essential part of our discipline procedures, and it cannot be stressed too highly that this is a two-way system. Our behaviour policy is built upon the quality of relationships between adults and adults, pupils and adults and pupils and pupils, within our school community. The policy outlines how you can expect the school to deal with issues as they arise.

We expect children to exercise restraint with each other when relationships do break down, and staff are on hand to help the children re-build broken relationships. It is important that we distinguish between children falling out with each other and then making up, which is part and parcel of growing up, and bullying which, due to the ethos of the school and the quality of the children's values, is thankfully exceptionally rare.

Rules in the school are the normal rules of society plus some special ones which relate to our specific situation. They reflect the necessity for safety, consideration for others, and practicability, and are brought to the attention of the children either at collective school gatherings or in class. On admission to St Nicholas, we ask all parents to sign a home-school agreement, which sets out our expectations of the pupil, the parent and the school. This is an important document and underpins the above relationships.

We are most fortunate at St. Nicholas School that anti-social behaviour (including bullying) is very rare and procedures for dealing with such behaviour, should it occur, are outlined in our Behaviour & School Discipline and Anti-Bullying Policies.

Safeguarding & Child Protection Policy

Because of day-to-day contact with children, school staff are particularly well placed to observe outward signs of abuse. Parents should be aware, therefore, that where it appears to a member of school staff that a child may have been abused, or may be at risk of abuse, staff are legally required, as part of the child protection procedures, to report their concern to the Children's Services Department immediately (schools have no choice in this matter and this is common practice in all maintained settings). All our newly appointed staff undergo a full Disclosure & Barring Service check before they are allowed to start work in school.

The school's Designated Safeguarding Lead is the Deputy Headteacher, Miss Harper.
The Governor with responsibility for Safeguarding is Mr Dunstan.

School Organisation

The school is a popular and frequently over-subscribed 2 form entry primary school and is organised into 7 year groups according to the chronological age of the children.

Generally, the work of the school is undertaken in these class units with a mixture of class, group and individual teaching. Occasionally, small groups may be withdrawn to receive specialist teaching and support.

Special Educational Needs

At St. Nicholas School, we have due regard for the Department for Education's Special Educational Needs and Disability Code of Practice, and pupils will be assessed and their progress monitored in line with this Code.

Whilst the Headteacher has ultimate responsibility for the day-to-day management and co-ordination of the school, Mrs Kitchen, our SENDCo, will oversee the special educational needs arrangements. The Headteacher reports on the arrangements for special educational needs to the Governing Body each term.

The named Governors for special educational needs are Mrs Sargeant and Mr Greene. The school's full Special Educational Needs Policy is available to all parents on request or available for download from the school website.

At St. Nicholas School, we recognise the full spectrum of special educational needs, which includes catering for both more able and less able pupils. We meet the needs of special educational needs pupils through curriculum strategies, targeted intervention by teaching assistants and intervention strategies such as additional literacy support; and differentiating work in class, through close liaison with outside agencies, including speech and language therapists and Blackpool Local Authority services. The Governors ensure accessibility for disabled pupils within and around the building by carefully thought through plans and accessibility arrangements.

Assessment, Recording and Reporting

The children's progress is continually assessed through formal testing, informal teacher observations and day-to-day assessment. These assessments help the teachers to plan more effectively for the next stage of learning.

Children in Reception and Year 1 are assessed on their learning journey throughout the school year and in Year 1, children undertake a statutory national phonics screening check.

Year 2 are formally assessed through statutory tests in June, whilst Year 6 take the statutory end of Key Stage SATs in May.

Results of end of Key Stage assessments are reported to Year 6 parents with the annual written report. All pupils have their individual progress monitored, which helps us to ensure that each child makes appropriate progress. Should your child not be making the progress that we expect, we will meet with you to plan a way forward so that progress can be maintained.

Parents are encouraged to take an active role in the education of their children by making an appointment with individual class teachers when they have concerns and also at Parent Consultation Evenings and Review Meetings. A written report is sent home at the end of the academic year. We also hold two parents' evenings during the year where we will be letting you know how you can support your child's learning. An open door policy exists, whereby staff are available at the end of the day to discuss any concerns, which means that we can deal with any concerns that you or your child may have quickly and without increasing this concern. Meeting with the class teacher after 8:45am compromises the ability of the class teacher to care for the children and therefore we avoid meetings at this time.

Pupil Premium

Parents may have heard of Pupil Premium funding which schools receive. This funding is designed to allow schools to create programmes of support for specifically targeted groups of children to achieve their full potential. This funding is specifically for children who:

- a) Have been eligible for free school meals at any point in the last six years,
- b) Are looked after by the Local Authority,
- c) Have been adopted from care or are under a special guardianship order after being in care.

This funding is designed to help and support these children, and whilst each child has their needs met, and their progress is carefully monitored, the funding is not sufficient or intended to provide a separate one to one education.

In addition, schools receive Service Premium funding for children who have a parent or parents who have been in the armed forces at any point in the last six years.

If you think your child is eligible for Pupil Premium or Service Premium and wish to discuss it then please contact our school office.

Concerns and Complaints

Should parents have concerns regarding aspects of their child's school life or education, they should in the first instance discuss them with their child's class teacher. However if concerns are not resolved, parents are welcome to make an appointment to discuss matters further with the Headteacher. If this fails to resolve the situation then parents can make representation in writing according to the school's Complaints Policy (available on the school website).

Parental Engagement

“Parents are a child’s first and most enduring educators.”

Research has shown that the more support a child gets at home, the more they are likely to make progress, do well at school and have the very best start in life.

As a school we do all that we can to try to equip parents with the knowledge, skills and confidence to help their child to learn outside school. We often run workshops for parents to help with some of the Mathematics and English work that we carry out at school, but the very best support for your children is purely hearing them read, praising their efforts and making sure that learning is fun. If your child feels that their mum or dad feel that learning is important, they are more likely to make the extra effort which leads to greater progress.

Each class creates an online classroom on [ClassDojo](#) which parents can view to help them and their children understand the curriculum; it is also used as a communication tool between class teachers and parents. Our school office sends regular communications to parents through our school app, ParentApps. We also have a school Twitter and Facebook account so that parents can follow our activities in school and contribute to their child’s learning.

We also ask parents to become actively involved in the school. Offers of help with craft groups, reading and other activities are always welcome and it also gives parents a useful insight as to how schools run on a day-to-day basis. Offers of help with these activities, as well as on occasions such as educational visits, are always welcome. As mentioned previously, we know that those parents that spend time at home working with their children, are the parents whose children make most progress in school. Please come in and ask your child’s class teacher how you can help your child at home.

The school has a P.T.F.A. (Parents, Teachers and Friends Association) and we need parents to join with us in social and fundraising events. All parents of children in school are automatically members and we usually have a fun and busy time raising additional funds and providing extra activities for the children. For further details please contact and leave your details with the school office.

Without the support of parents and friends of the school the P.T.F.A. cannot survive, therefore, we would ask you to join with us in helping to provide your children with extra resources and treats whilst joining in with our school community.

Curriculum

The School Curriculum encompasses the National Curriculum and Religious Education, together with a range of wider learning opportunities for the pupils in lessons and extra-curricular activities.

The Core subjects are English, Mathematics and Science, and Religious Education. The Foundation Subjects are History, Geography, Art and Design, Design and Technology, Music, Computing, PSHE and Physical Education which are taught in accordance with the new National Curriculum requirements. The children in Key Stage 2 are also taught French as part of our Foreign Languages curriculum. We teach units of work each half term which are planned to develop discrete skills and knowledge.



Religious Education is, for us as a Church School, a core subject and is taught in accordance with the Blackburn Diocesan Syllabus and is a foundation for the whole Christian ethos of the school. The

school complies with the statutory right of parents to withdraw pupils from R.E. teaching and Collective Worship, but reminds parents of the ethos of our Church of England school. Any requests concerning withdrawal from Religious Education and Collective Worship should be passed to the Headteacher in writing.

A rich, varied and stimulating curriculum covers, and often integrates, many subject areas. Additionally, our wider curriculum encompasses cross-curricular elements including personal, social, health education, environmental studies and industrial awareness. All children learn in different ways, therefore every effort is made by the teachers to personalise the curriculum to meet the learning needs of the children.

We have specific themed weeks such as cultural diversity week and writing weeks. These weeks allow us to immerse the children in broader learning which contributes to their overall development.

Any queries regarding curriculum provision can be made to the Headteacher.

Spiritual, Personal, Moral, Social and Cultural Education

Spiritual, personal, moral, social and cultural guidance are integrated into the curriculum as part of our broader curricular programmes, and are designed to give the children information which will help them develop a healthy attitude toward themselves and others.

In line with government requirements we teach the children traditional British values such as respect, tolerance for different faiths and cultures, respect for the rule of law, democracy and individual liberty. This work is woven into our curriculum alongside bespoke events.

This work is a constituent part of the government's [Prevent strategy](#).

Homework

Homework is set by the class teacher at the level appropriate to your child's age and ability and is designed to reinforce learning carried out at school. Clearly homework is an important part of your child's school work and will be only truly successful if time is spent doing homework with your child. Homework activities are online so that they are available without the need for hard copies and allow for creative methods for more interesting and wide ranging homework.

Collective Worship

An act of collective worship is held each day and is a very important feature of our school life. They take the form of whole school, key stage, or in-class assemblies. In line with our school ethos and vision statement, on one day per week visiting clergy lead our collective worship.

Individual parents may withdraw their children from acts of worship following discussion with the Headteacher. Parents are reminded that we are a Church of England Primary School, and the school's Vision Statement and ethos should be taken into account when applying for a place at our school.

The Diocesan inspection of 2016 described collective worship as being "highly valued by all members of the school family" and one child commented that, "worship makes me happy because I learn how God wants me to be."

Forest School



We have recently been able to develop a Forest School area within our school grounds.

Forest School offers all learners regular opportunities to develop confidence, self-esteem and teamwork skills through hands-on learning experiences in a local woodland or natural environment with trees.

All of our pupils take part in Forest School at some point during the school year, as part of our curriculum. They take part in activities such as den building, making clay trolls, and building

and lighting campfires safely, which increase physical strength and dexterity. Using and playing with objects that naturally occur in the environment helps to develop gross and fine motor skills, alongside a general development of physical stamina.

Relationships and Sex Education (RSE) and Health Education

The new curriculum will be compulsory from September 2020. Schools should start teaching from that date if they meet the statutory requirements. If they are not ready, or are unable to meet the requirements, they should begin teaching by at least the start of the summer term 2021.

As well as consulting parents more generally about the school's overall policy, primary schools should consult parents before the final year of primary school about the detailed content of what will be taught. This process should include offering parents support in talking to their children about sex education and how to link this with what is being taught in school. Meeting these objectives will require a graduated, age-appropriate programme of sex education. Teaching will take account of the developmental differences of children.

This area of work used to be known as "Sex Education." It falls within the general framework of a dedicated Health Education programme which aims to help the children to develop the ability to respect themselves and their bodies and provide a basis for making informed choices in later life. The curriculum content for Year 6 pupils includes a specific teaching programme from the school nurse. Parents will be given prior notice about any specific sex and relationships education topic and have the right to request that their child be withdrawn from some or all of sex education delivered as part of statutory RSE.

Library and Computing Resources

The school has a library and children are encouraged to take "Home Loan" reading and library books, and it is anticipated that parents will encourage their children to take a full part in the activity.

The school has desktop computers in every class as well as mobile sets of iPads and laptops. They are used to support the children's learning across the curriculum. All classrooms are fitted with an interactive whiteboard/TV.

Swimming

As part of the P.E. curriculum, children in Year 5 attend swimming lessons at Palatine pool. All staff accompanying the children are required to undertake poolside safety training and fully qualified swimming instructors teach the lessons.

Educational Visits

Visits and visitors to school are planned within the school programme, to enrich and broaden our very distinctive curriculum. Younger children embark on day visits to places such as Blackpool Zoo, Brockholes and Windmill Farm, whilst we offer a residential visit for Year 5 where they take part in outdoor adventure activities such as kayaking and abseiling. We have also run visits to France or London for Year 6 after their SATs tests.

More recently the school has bought a minibus which allows us to take advantage of the local environment beyond the school more easily.



Charging & Remissions Policy

No compulsory charges are made for activities which are part of the whole school curriculum, however there are opportunities for tuition in other areas which we charge parents for if they choose to take them up, e.g. guitar lessons.

In terms of visits out of school we do ask parents to pay an amount towards the full cost as a voluntary contribution as school has no funding for these types of enrichment visits. The arrangements for any proposed activities therefore depend entirely on the co-operation of our parents in providing voluntary contributions.

Extra-Curricular Activities

There are a number of before school / lunchtime / after school activities in which all children are encouraged to participate at the appropriate age level, and which give children with abilities outside the formal curriculum a chance to shine or just experience something different.

These include: Netball, Football, Dance, Tennis, Choir, Chess, Drama, Karate, and leadership training. Increasingly the older children are also running supervised clubs for the younger children to enjoy which develops leadership skills in the older children.

The school takes part in a number of inter-primary school competitions such as Football, Netball, Athletics, Swimming and other events. We are often very successful in these events, playing to win but always enjoying the opportunity to participate.

Extended Care Club

We understand that getting your child to school at 8.45am or picking them up at 3.30pm isn't always convenient with every parent's work commitments. We therefore run a breakfast club from 7.30am each morning and an after school care club from 3.30pm until 5.30pm.

The breakfast club allows you to leave your child with us and means that we will give them breakfast and make sure they arrive in class for the start of the school day.

The after school care club collects registered children from their classes and takes them over into Rainbow Lodge where they are given a snack and there are staff on hand to carry out after school activities and help with homework if necessary.

Payment is required in advance and places are in short supply. If you require a place at either facility please contact Mrs Potts in the school office.

School Routines and Information

School Staff (for the academic year 2020-2021)

Headteacher: Miss C Taylor

Deputy Headteacher: Miss J Harper

Class Teachers:	Miss G Ramsden	Reception
	Miss R McGuinness	Reception
	Miss S Jordin	Class 1SJ
	Miss N Ford	Class 1SM
	Miss S Bamber	Class 2SB
	Miss L Turner	Class 2LT
	Mr M Galazka	Class 3MG
	Miss L Dootson	Class 3LD
	Mrs D Edmonds	Class 4DE
	Mr J Guillot	Class 4JG
	Miss S Barlow	Class 5SB
	Mrs S Wheeler	Class 5SW
	Miss S Coe	Class 6SC
	Miss L Fletcher	Class 6LF



Support Teachers:	Mrs N DuQuesnay	Mrs R Horsfield
	Mrs K Jones	Mrs L Roffey

SENCo: Mrs G Kitchen

Business Manager: Miss R Younger

Administrator: Mrs K Ridge

Admin Assistant: Mrs T Potts

Teaching School Administrator: Mrs C Cole

Family Support Worker: Mrs J Parker

Forest School Leader: Mrs H Bartlett

Teaching Assistants:	Mrs D Akroyd	Mrs R Bates	Mrs J Beardsworth
	Mrs S Crozier	Mrs L Derome	Mrs L Eddleston
	Mrs L Evans	Ms L Gardner	Mrs S Greer
	Mrs S Knight	Mrs L Knowles	Mrs A Macrorie
	Mrs P Marquis-Smith	Miss R Marsh	Mrs J Mitchell
	Mrs S Penswick	Miss N Spencer	Mrs K Williams

Site Supervisor: Mr I Wrightson

Cleaners:	Mrs L Atha	Mrs S Hull	Mrs P Norris	Mr Z Zak
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Midday Supervisor: Mrs L Knowles

Welfare Assistants:	Mrs C Walsh	Mrs K Surtees	Miss A Rostron
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Play Workers:	Miss R Martin	Mrs E Spadaccini
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Extended Care Club Supervisor: Mrs C Walsh

Extended Care Club Assistants:	Mrs N Alladice	Miss E Beesley	
	Miss D Henshaw	Mrs G Ledger	Miss R Martin
	Mrs E Spadaccini	Miss L Stoyles	Mrs J Wilson

Governors

Mr S Dunstan (Chair)	Local Authority
Mr D Barnes (Vice Chair)	Foundation Governor
Fr M Daniels	Foundation Governor (Ex-officio)
Mr B Greene	Foundation Governor
Mrs S Hauff	Foundation Governor
Mrs C Sargeant	Foundation Governor
Mrs K Tyler-Arrowsmith	Foundation Governor
Mrs E Wearden	Foundation Governor
Mrs L Paramel	Parent Governor
Mrs C van Deurs Goss	Parent Governor
Miss C Taylor	Headteacher (Ex-officio)
Mrs R Horsfield	Staff Governor
Miss J Harper	Observer
Miss R Younger	Observer

Pupil Executive

Head Girl: Miss F Ruscitti (Year 6)

Head Boy: Mr N Ivanov (Year 6)

Deputy Head Girls: Miss L Richmond & Miss N Daruzzaman (Year 6)

Deputy Head Boys: Mr T Hulme & Mr B Hare (Year 6)

Our Day

School Hours

Doors open at	8.45am	
	KS1	KS2
Morning School	9.00am – 12.15pm	9.00am – 12.30pm
Morning Break	10.30am – 10.45am	10.45am – 11.00am
Afternoon School	1.15pm – 3.30pm	1.30pm – 3.30pm
Afternoon Break	2.15pm – 2.30pm	

Children arrive between 8.45am and 9.00am for the morning session. All children should be in class by 9.00am ready for registration. We find that the children settle much better at school if you can bring them to mix with their peers in the playground prior to the start of the school day. We cannot accept responsibility for your child before 8.45am, so please do not send him/her too early, especially if they are not accompanied by an adult. For reasons of security and congestion, parents are asked not to enter school with their children in a morning or to escort their child to the classroom door.

Those children who stay at school for the lunch break are supervised at all times, and are not allowed to leave the premises without the express permission of their parent / guardian.

Except when the weather is very bad, the children are expected to play outside during playtimes so adequate outdoor clothing and a warm waterproof coat are essential.

If you are concerned about your child becoming sunburnt, we would strongly recommend that you send your child to school with a broad brimmed hat, long sleeves and sunscreen which they are able

to apply themselves. We do have shaded areas and would ask you to encourage your child to use these areas.

Children may bring pens, pencils, crayons and other educational equipment for use in school but they must be in a suitable container such as a pencil case. The owner is responsible for any loss or damage. New entrants may like to bring a familiar toy to bridge the gap between home and school. Please only send a SMALL school bag if one is required.

Lunchtime Arrangements

School meals, which are balanced, varied and nutritious, and are cooked on the premises, must be booked and paid for in advance. The cost of a school meal is currently £2.10 per day. Dinner money is paid via ParentPay, our online payment system, the web address for this is www.parentpay.com There is also a link on our school website. You can also find out what is being served on each day as the menu is published on our school website. Our school meals comply fully with current legislation on school food. If you wish to read more about this go to www.schoolfoodplan.com

Parents who believe that they may be eligible for free meals should contact the Local Authority in which they live, and inform them that their child is attending this school. The council will inform the school when a new child has been added the free meals list. Blackpool Council Benefits Department, tel. 01253 478940 or www.blackpool.gov.uk
Lancashire County Council free school meals department, tel. 01524 581207 or www.lancashire.gov.uk

From September 2014, we have been implementing the new government-funded 'Universal Infant Free School Meals' scheme, which entitles every child in Reception, Year 1 and Year 2 to free lunches. This offer does not depend on your household income or whether you receive any benefits – every child in these classes is eligible to take up the offer.

However, **PLEASE NOTE** – if you are eligible, or become eligible in the future, for free school meals under the existing income-based scheme, we still need you to apply for this through the Local Authority. This is because some of the school's funding is based on the number of children who are entitled to free school meals, and the school may lose money if parents don't register their entitlement.

One week's notice must be given if you would like your child to change to or from school dinners.

For those parents who prefer their child to bring a packed lunch, these should be brought by the child to school in the morning in a suitable container, clearly marked with their name, and your child should be familiar with its contents. **Sweets and fizzy drinks are not allowed.**

At lunchtime, the children are supervised by our Midday Supervisor, Welfare Assistants and Teaching Assistants, and no child is allowed to leave the premises without permission from the Headteacher who needs to know, from the parent, the reason for the request to leave. We also have Play Workers who play games with the children at lunchtime.

Children who go home for lunch should not return until 5 minutes before afternoon registration, unless there is a pre-arranged specific reason and **must** report to the school office on their return.

Free Breakfasts & Milk

Under a Blackpool Council initiative, all primary school pupils in Blackpool are entitled to a free piece of fruit and carton of milk each day.

At St. Nicholas, the breakfast is available in each classroom from 8.45-9.00am, as the children are arriving: this consists of a selection of fruit. Parents are sent a milk order form to complete when their child joins the school and can choose either fluoridated or non-fluoridated milk. The milk is given to the children later in the morning.

Snacks

Children may bring a healthy snack, e.g. fresh fruit, cheese or a fruit drink for morning break. Any other health snacks contain sugar which eats away at your child's teeth. If your child brings grapes, please ensure that they are cut in half before bringing them into school, as these can be a choking hazard.

Pupils in Reception and KS1 receive free fruit at morning break under a national government health initiative.

Water

Research indicates that our brains function more effectively when properly hydrated, therefore water is provided for all pupils. We ask that children bring a suitable bottle to fill from one of the water coolers in school.



We **do not** allow any other drinks to be brought into school, e.g. flavoured water or juice drinks, so please ensure that only water is put in your child's bottle.

Home Time

At the end of the day, it is our policy in the Infants to ensure that the children are passed directly to waiting parents. Please stand well clear from the exit doors to allow our teachers to carry out this important task. Parents are welcome to come into school to see the teacher after the children have been dismissed. Brothers and sisters of children taking part in extra-curricular activities should not wait for these activities to finish, as there is no supervision available beyond that which is necessary for the activity only.

We remind children to return to their teacher if parents usually collect them but no-one arrives to take them home.

Parking



We are very fortunate in having the use of a 56 space car park to the west of school and another car park on Jepson Way. These facilities work well when used properly but if they are not used well they become a real danger to the safety of pedestrians. Please only park in designated parking spaces and not on the pavement.

Please note that the car park to the east of the school is for staff and deliveries only.

Please do not park or stop on the zigzag areas at the school drive entrance or along the public footpath that runs down the side of the school.

We would also ask that you respect the driveways of local residents, who are our neighbours and need access to and from their properties at all times.

Safety and Security

The children are regularly spoken to by teachers and visiting experts about safety. Children are reminded to cross the main road at school times using the school crossing patrol and the zebra crossing in front of school.

We have very good security around school to ensure the safety of your children. We have a modern CCTV system with cameras all around the school. There are locks on all rear external doors, which means that access to school via this route is not possible after 9.00am. All children, parents and visitors who wish to enter during the school day must do so via the front door and report to the school office.

We recognise that some children come to school on bicycles. If your child does travel to school this way we ask that you ensure that they have a strong lock to chain their bicycles to the bike shelter. The school cannot in any way be responsible for the safety of your child or their bicycle if this method of travel to school is chosen by you and your child.

Illness

Please telephone / send a message on the 'app' to the school as soon as possible to tell us that your child is not well. As a matter of safeguarding policy, the school will chase up any unexplained "no shows" and if we cannot make contact, we have a duty to contact the Pupil Welfare Officer in order to fulfil our child protection obligations. If we are not informed about the absence we must mark it as unauthorised and will have to chase up any reasons that have not been given. **This is a statutory duty for the school under safeguarding regulations.**

All non-medical absences are recorded as unauthorised.

We have access to help and advice from a wide range of medical and social workers. Children's sight and hearing may be tested in school and special cases brought to the attention of the school doctor/nurse after discussion with parents.

Help is available for children whose behaviour, educational progress or physical development gives cause for concern. If you have concerns about your child and his/her development, please see your child's class teacher in the first instance. Our Inclusion Manager is Miss Taylor.

Our Pupil Welfare Officer is available for concerns about attendance or general welfare. See notices for dates/times or contact Miss Harper, the Deputy Headteacher.

It is important that the school is able to contact at least one parent at any time of the school day should a child become ill while he/she is at school. Therefore, any changes to emergency contact

details, especially telephone numbers, should be notified immediately. **The importance of this cannot be underestimated.**

More Serious Medical Conditions

Please advise us of any potentially serious medical conditions or allergies that your child may have e.g. epilepsy, diabetes. It may be that we need to produce a health care plan so that we can inform all of our staff of what to do in the unlikely event of an emergency.

Medicine

Wherever practical, medicines, tablets, etc. **should not** be sent to school. Only in exceptional circumstances should medical administration take place in school; the school will only administer medicines that have been prescribed by a medical practitioner. In every case the parent must inform the school office, complete the necessary form and provide medication clearly labelled with the child's name and dosage, in accordance with our Medicines in School Policy (available on the school website).

The school should be notified immediately of any specific medical problems. Arrangements for dealing with conditions such as asthma can be implemented easily. Inhalers are kept in an easily accessible location in each class and children are expected to know how to take their own inhalers.

Accidents

Bumps and grazes go hand-in-hand with children at play. We deal with them just as you would at home and many of our staff have a first aid qualification.

Injuries of a more serious nature are thankfully rare occurrences. If your child did suffer a serious injury at school, we would make every effort to get in touch with you. If the injury required emergency treatment, then we would take appropriate action to contact you immediately and call for an ambulance if necessary. We think it is better to be safe and contact you with our concern so that you are in a position to make a parental decision whether or not to seek further medical advice.



If your child bangs his or her head at school, we will send you a 'bumped head' message on the school app, which advises you of the circumstances and the need to keep an eye on him/her to check for dizziness, etc. If your child bangs his/her head and reports feeling unwell, we will contact you immediately.

Children in school with head lice: this is not only uncomfortable for the child with head lice but also presents a risk to other children of becoming infested. We surveyed parents about sending children with head lice home to be treated as soon as possible and 134 parents agreed with 9 against. We therefore now send children home to be treated and, once treated, they are free to return to school, preferably on the same day.

Appointments

When possible, we ask that parents book appointments, such as ones to the dentist or doctor, at times that do not disrupt the school day. If this is not possible, parents should inform us of any

appointments which will take children out of school during the day. It is important that you give us notice of these occasions so that we can prepare your child to leave.

We expect all children to be collected by parents on these occasions. Parents should report to the school office when collecting and returning children.

School holidays during term-time are actively discouraged and it is hoped that parents will not disrupt their child's education. The Headteacher will **not** authorise holidays in term-time. This means that if a holiday is taken which, when added to other absences, causes concern, the school will have no alternative but to report this to the local authority. There is no automatic right to 10 days holiday in term-time each year.

Like many other schools in the country, we will issue penalty notices under certain circumstances for non-attendance at school. More information on this can be found in our Pupil Attendance Policy.

Home – School Contact

We find greatest pupil success and achievement is attained when the school has full parental support and co-operation. This is backed up by extensive research.

Parents who have any queries about school life are asked to contact the class teacher, Headteacher or Deputy Headteacher, at the beginning or end of the school day.

Frequent newsletters, which are sent to parents via the school app, keep you up-to-date and well informed, and school events foster communication and assist the family life of the school.

Our website is updated regularly and contains a host of resources for parents to help them in continuing the education of their child at home, as well as up-to-date news and calendar dates.

Parental Dispute and Custody

In situations such as parental relationship breakdown, we ask for clear guidance from parents so that school is not inadvertently contravening the decisions of the courts. It also enables us to care for your children with patience and understanding as parental relationship breakdowns can affect a child's health, wellbeing and attainment. We therefore ask you to supply the Headteacher with any court order which affects access or parental rights. Obviously these are confidential documents which will be kept as such.

School Uniform

We believe that children should develop a pride in their appearance and identification with their school. School uniform is therefore encouraged, and all pupils are requested to wear the same, as set out below, not only during the school day but also for school events such as educational visits and church services. As in all our aims, we expect our pupils to set themselves high standards. Long hair should be tied back whether the child is male or female. Parents should ensure that all uniform items are clearly marked with their child's name. School colours are **royal blue and gold**. Please be aware that our school logo is registered as a trademark and only authorised suppliers are able to reproduce it.



School sweatshirts, cardigans, ties, P.E. t-shirts, tracksuits and book bags are available from our uniform suppliers:

Price & Buckland, at

<https://www.pbuniform-online.co.uk/stnicholasprimary>

or from 1st Class Kids on Highfield Road.

Other items of uniform, which don't bear the school logo, can be purchased at a range of high street shops.

Our school uniform is as follows:

School V-neck sweatshirt or school cardigan – with school badge

Blue shirt or blouse

Blue & gold striped tie

Grey skirt / pinafore / smart school trousers

Blue and white checked dress (summer)

Sensible flat shoes, black, navy or brown (not fashion wear)

P.E.

School tracksuit

Navy blue shorts

School PE T-shirt

Slip-on or lace-up trainers.

Children come to school dressed for PE on their designated day. That means children do not get changed for the lesson – they are ready for quality PE for the entirety of the lesson.

School tracksuits are available to buy from 1st Class Kids on Highfield Road.

Please be aware that not having kit will potentially lead to your child not receiving their full legal entitlement under the National Curriculum. If this situation persists it will be referred to Pupil Welfare who may take action with parents.

Emphasis is placed on being smart, clean and tidy. Please bear in mind that, during the course of the week, your child may come into contact with paint, glue and a number of other messy materials.

Parents are asked to ensure that haircuts are smart and tidy. If a child arrives at school with a haircut which attracts attention and marks them out as different, they can be more prone to teasing.

Jewellery

The school has a 'No Jewellery' policy. Earrings are a particular health and safety hazard, and we strongly discourage even the use of studs. If your child is wearing earrings they may not be able to take part in P.E. lessons and so this too could lead to them not receiving their full National Curriculum entitlement. School staff are not permitted to remove children's jewellery, so they should not wear it at all.

IT IS ADVISABLE TO LEAVE EXPENSIVE JEWELLERY / WATCHES AT HOME. THE SCHOOL CANNOT BE HELD RESPONSIBLE FOR ANY ACCIDENT OR INJURY CAUSED BY THE WEARING OF JEWELLERY OR THE LOSS / DAMAGE TO THESE ITEMS.

Mobile Phones

There is no need for children to bring mobile phones to school. If you decide that you do want your child to bring a mobile phone with them, this is at your own risk. The phone should be given to the class teacher at the beginning of the day, to try to minimise the risk of loss or damage, and to stop unauthorised use during the day. It will be returned to your child at home time.

Dogs

Parents are reminded that, for reasons of health and safety, dogs should not be brought onto the premises, whether walking or carried, however cute!



No Smoking

In line with national legislation, the school is a no smoking area. This includes all areas within the school perimeter.

Bikes and Scooters

Whilst we encourage children to cycle to school, for safety reasons we ask that bikes and scooters are dismounted at the school gate and walked onto the premises.

The Most Valuable Thing You Can Give Your Child Is Your Time

Try to spend some time every day with your child doing each of the following things:

Talking to him / her

Listening to him / her

Reading to him / her

Singing to him / her

Playing with him / her

Showing him / her things of interest

Letting him / her show YOU things of interest

Do all these things with:

Patience • Tolerance • Praise • Approval • Encouragement

Spiritual, Moral, Social and Cultural Development

If a child lives with criticism he learns to condemn.

If a child lives with hostility he learns to fight.

If a child lives with ridicule he learns to be shy.

If a child lives with shame he learns to feel guilty.

BUT

If a child lives with tolerance he learns to be patient.

If a child lives with encouragement he learns to be confident.

If a child lives with praise he learns to appreciate.

If a child lives with fairness he learns to be just.

If a child lives with security he learns to have faith.

If a child lives with approval he learns to like himself.

**If a child lives with acceptance he learns to find love and friendship
in the world.**

Blackpool Education Committee – School ED24 – DfE Number 890 3620

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Note

All the information in this booklet relates to the school year 2020-2021 unless otherwise specifically stated.

However, situations may change, either before or during this academic year, and it is subject to modification without notice.