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**Head of School: Mrs D Petersen**

Dear Parent

Thank you for considering Boasley Cross as the school to educate your child.

Our curriculum aims to help pupils to develop lively, enquiring minds and positive attitudes, to be creative, to respect the beliefs and traditions of others, to begin to understand the world in which they live and to develop self-respect and self-discipline.

Your child has already started to learn and grow in these ways before arrival at school. We assess the needs of each individual child and aim to provide a curriculum to satisfy those needs.

Boasley Cross is a small school and we feel we are able to provide an environment where children very quickly become involved in the many different aspects of school life, make new friends in our happy community and take on new responsibilities with ease.

We aim to provide an environment at Boasley Cross in which your child can live and grow emotionally, physically, spiritually, intellectually and socially and begin to learn to cope with the ever-changing demands life will make on them.

If you wish to come and see the staff about any aspect of your child's academic or personal development, please do not hesitate to get in touch. A phone call to school can usually secure an appointment within 24 hours.

There will of course be opportunities for you to visit the school and discuss your child's work with staff on a more formal basis each term, as well as a written annual report, which is sent out near to the end of the Summer Term. We would much prefer you to come and talk to us directly, rather than spend time worrying.

This booklet has been prepared to help further the close links between home and school, which are so important in promoting the good progress of your child. We hope you will find the contents useful and that you will decide that Boasley Cross is where you would like your child to start school life.

Yours sincerely

Mrs Deirdre Petersen  
**Head of School**





# **Boasley Cross School**



## **School Prospectus**

**Information for Parents**

## **SCHOOL STAFF**

### **Teaching Staff**

<b>Mrs Petersen</b>	Head of School, Child Protection Officer and Yr 5/6 Teacher
<b>Miss Anastasiou</b>	Foundation Stage and Yr 1/2 Teacher
<b>Miss Cox</b>	Yr 3/4 Teacher

### **Classroom Support Staff**

<b>Mrs Simmons</b>	Higher Learning Teaching Assistant and Child Protection Officer
<b>Miss Ogborne</b>	Higher Learning Teaching Assistant
<b>Miss Furneaux</b>	Teaching Assistant
<b>Mrs Knight</b>	Teaching Assistant

### **Administration**

<b>Mrs Davey</b>	Administrative Assistant
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### **Ancillary Staff**

<b>Nurse Catering and Cleaning Staff</b>	Cleaning and Catering
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# Boasley Cross Primary School

A pathway to success

## Aims to:

- ☺ Encourage children to become confident, happy, caring and healthy.
- ☺ Motivate children to acquire skills and knowledge across the whole primary curriculum and develop a positive attitude to learning
- ☺ Begin to develop an awareness of and respect for cultures, beliefs and opinions, including their own
- ☺ Help children form friendships and co-operate with their peers and adults
- ☺ Guide children to make good decisions and take responsible actions - a sense of 'knowing right from wrong'
- ☺ Encourage each child to achieve their best academically, socially and spiritually

## CURRICULUM

The curriculum content at Boasley Cross Primary School follows the requirements of the National Curriculum in the context of the Devon Curriculum Policy Statement and School Policy Documents. Curriculum policies and long- and medium-term planning are available for English, Mathematics, Science, Design & Technology, ICT, History, Geography, Music, Art, PE, RE and PSHE. There are a number of policies available to view on our website.

The school endeavours to provide a wide range of visits and out of school activities as well as regular themed events in school, which often involve mixed key stage groups of children working co-operatively together. Such activities, as well as special visitors to the school, provide a great deal of added enrichment to the curriculum, which we believe is so important in creating happy, motivated children. A snapshot of these activities can be viewed on the photo section on our website.

We are fortunate in having IMS for private music tuition teaching.



## OUTDOOR ENVIRONMENT



The school grounds are extensive and there is a large grassy area with two 5-a-side football pitches for winter use and areas for athletics and Kwik Cricket, as well as Rounders in summer. The hard playground area has a netball court and a range of other permanent playground markings, including short tennis, to enhance the opportunities for playtime and PE activities. There is also a Heart Line Circuit for children to use during class and playtime activities.



There is an outdoor adventure play area consisting of high- and low-level equipment and a willow dome and tunnel. The dome and tunnel, which were made by all the children, act as wonderful shady areas for quiet playtime activities. The dome also acts as an outdoor classroom.



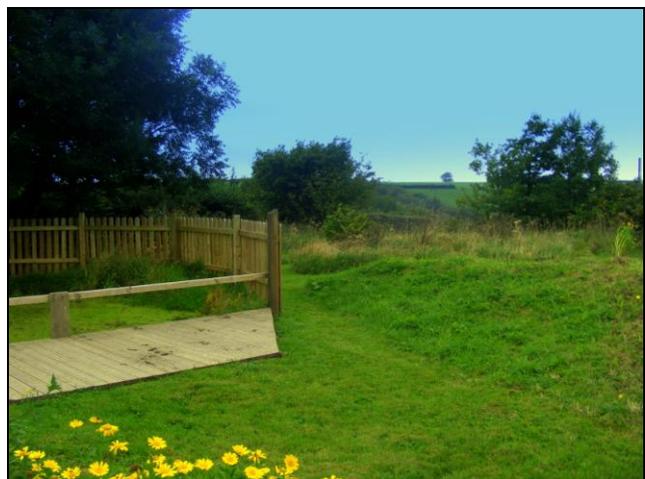
There is a tarmac play area specifically for the youngest children which houses a playhouse and space for ride on toys and other outdoor activities..

We use a cross-country course on a farm next to the school, where we hold an inter-schools team competition each Spring.



The environmental studies area and wild garden are continually being developed. New trees, grown from seed by our children, have been planted each winter to make a new woodland walk for the future.

We are lucky enough to have been given an area of about 0.3 of a hectare very close to the school grounds. The children have planted this area with more than 500 tiny trees. It will become a haven for wildlife and is certainly a wonderful asset to the work of the school.





## INDOOR ENVIRONMENT



The main building houses Bodmin Class (Years 5 & 6) and Dartmoor Class (Years 2, 3 & 4) as well as the cloakroom and toilet areas, the general administrative area, Staff Room and Office.

At the rear of the school is a wonderful Library, quiet reading area and a group work room (Sourton). The whole of the main school has been double-glazed, which makes it much more weather-proof and cosy.



Our Library

The Early Years Class - Littlemoor (Foundation and Year 1) is situated in a mobile classroom adjacent to the main building. There is a covered, decked area and garden area for outdoor activities.

The Hall is primarily used by children as a teaching area for Dartmoor Class, Dance and Drama sessions, some Art and Craft activities, school lunches and assemblies and a wide variety of school events during the year.



## **SCHOOL SESSIONS**



### **The Teaching Day**

Morning session:	8.45 am - 12 pm
Afternoon session:	12.55 pm - 3.00 pm
Morning Playtime:	10.15 am - 10.30 am

Total weekly teaching sessions -  $23 \frac{3}{4}$  hours  
(This excludes playtimes and assembly times)

Parents are asked to ensure that children arrive at **8.35am** from which time they will be supervised until the start of the school day. Children enter the school at the kitchen gate. All visitors are required to sign in at the front office.

We would ask parents to make every endeavour to collect children promptly from school and the end of the school day. The teaching day finishes at 3.00 pm and children will come out of school shortly after this (usually between 3.05 pm and 3.10 pm). If for any reason you are unavoidably delayed, do please try to **contact the school, so that we can warn the children before home-time**, to avoid them being unnecessarily upset or confused. We require parents to send in "permission going home" slips if anyone other than a parent is to collect their child - this is a necessary safeguarding procedure.

We ask parents, for the children's safety, to wait inside the school gates for their children at **home time**. Children travelling home by car will remain inside the main gates until collected by their parent (or other responsible adult, as planned).

In the interests of safety, it is also **essential** that parents inform staff beforehand if there are **any changes** to the **normal** way a child travels home.

#### **OFFICE HOURS**

Monday/Wednesday/Friday 8.30 am to 3 pm  
Tuesday/Thursday 8.30 am to 12 pm

## **SPECIAL EDUCATIONAL NEEDS (SEN)**

Boasley Cross Primary School has an 'Accessibility for All' policy which reflects our aim to be a fully inclusive school where all within our school community can be fully involved in the life of the school, and feel supported and valued. We have achieved the Devon Inclusion Award which recognises the school's inclusive practise. This award aims "to identify and celebrate good practice in Devon's classrooms that promotes the literacy development of all children".

Within the school there are children with a range of needs. Some children may have a specific learning difficulty, others may, for various reasons, be underachieving and require additional short-term help to achieve their full potential. Some children may have sensory or physical disabilities. Children may be experiencing emotional and/or behavioural problems, or may be gifted or talented.

We believe that all children are individuals and we try to support each child sensitively and in a caring way to help them reach their own potential.

Children who need support will be identified as early as possible and with the help of staff and with parental co-operation, programmes will be planned for them, within the structure of the curriculum, to meet their needs and to encourage positive self-esteem and self-confidence.

Parents are kept fully informed about their children's progress and are encouraged to contact the school to discuss any questions or concerns they may have over their child's progress. We are also able to call on the services of outside agencies who can offer support and advice if it is felt that specialist help is necessary and if the parents are in agreement.

The school is accessible to disabled persons and we have a dedicated toilet for the disabled. The school also has an Accessibility Action Plan, which describes areas we aim to develop in order to make the building and facilities even more accessible to disabled people.

## SAFEGUARDING

Our school community has a duty to safeguard and promote the welfare of children who are our pupils. This means that we have a Child Protection Policy and Procedures in place.

All staff including our volunteers and supply staff must ensure that they are aware of our procedures. Parents and carers are welcome to read these on request.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will always ensure that our concerns about our pupils are discussed with their parents/carers first unless we have reason to believe that this is not in the child's best interests.

Our Designated Child Protection Staff Members are Deirdre Petersen and Lorraine Simmons.

## RELIGIOUS EDUCATION & COLLECTIVE WORSHIP

Assemblies are held daily for the whole school together. Children also have Religious Education (RE) studies. Parents have the right to withdraw their children from these activities. Any such request should be made to the Head of School.

Religious Education is given in accordance with the agreed county syllabus, which is recommended by the Standing Advisory and Syllabus Council, which includes representatives from the various denominations of the Christian Church in Devon and the teaching profession.

## RESIDENTIALS

All the children in **Years 4-6** have the opportunity to go away on a **School Residential Trip**. In 2015/16 our Year 6 children enjoyed a trip to London and in Autumn 2016/17 our Year 5 & Year 6 pupils had an Outdoor Adventure week in Bude with other Federation Schools.



## **OKEHAMPTON LEARNING COMMUNITY**

Boasley Cross Primary School is a member of the Okehampton Learning Community (OLC), which exists to support the work of all the schools in the Okehampton area. To this end, we organise joint activities for children, set up many in-service courses for the staff of the 11 Primary Schools which are members, share resources and pool expertise, as well as fostering close links with the Okehampton Community College, to which many of the children will go when they leave Primary School. The teacher representatives of all primary schools and Okehampton College meet regularly to co-operate and plan together to enhance the opportunities for our children.

## **SECONDARY SCHOOL TRANSFER**

There is a set procedure for admission to Secondary School. Parents receive a brochure showing details of all Secondary schools in Devon. All schools hold open sessions designed to give parents as much information as possible, to help them make their choice.

The majority of children transfer to Okehampton College at the end of Year 6. Boasley Cross is one of the eleven feeder schools for the college. The School and College liaise

closely and staff from Okehampton College come out to the school to visit transferring children on various occasions during the school year. Children in Year 6 also have opportunities to visit the College during their final year, and as many occasions as possible are created for them to meet children from the other feeder schools, particularly the small schools.

Children from Boasley Cross have however also transferred to other state and independent schools in the area. These include Holsworthy Community College, Mount Kelly and Exeter College, Stover School, West Buckland School, Blundell's and Shebbear College, as well as Plymouth High Schools and Grammar Schools (both boys and girls schools).

## **PARENTAL HELP IN SCHOOL AND AT HOME**

We welcome parental help in the school, as many parents have talents which can considerably enhance the curriculum.



If you feel you would like to help in any way, please do not hesitate to contact us.

All volunteers, including those transporting children, are required to complete the DBS process.

## **SUPPORT AT HOME**

We hope that parents will be able to hear their children read regularly, which we feel is a most important aspect of the development of their reading skills.

A *'Reading Record Book'* provides an opportunity for parents and teachers to communicate on a regular basis about a child's progress.

We also hope that parents will enthusiastically support their children in practising to reach their targets, and with other activities that they will be asked to complete at home

during the year, which will be connected to a variety of aspects of work being undertaken in school.

In Dartmoor and Bodmin classes children are asked to complete weekly spelling, mental arithmetic, Mathematics and English work. There are then suggested tasks that link to topic work that the children can complete if they wish. All homework is shared and celebrated.

## **BEHAVIOUR POLICY**

The school has devised systems which aim to promote positive attitudes and reward and recognise effort and achievement across all areas of learning, and attitudes to learning.

All the children belong to a house team and are awarded team points for adhering to and exemplifying the golden rules. These team points are counted up and announced each week. In addition, each class displays a sunshine around which all the children have name pegs. If the golden rules are not being followed a name peg may be moved down to the grey or storm cloud which will result in a loss of playtime.

### ***The Golden Rules of Boasley School***

We are kind and helpful.

We listen to the adults and each other.

We work hard and try our best.

We are honest.

We respect our school and each other.

## **CELEBRATION ASSEMBLY**

Every Thursday, pupils are encouraged to share with the school what they have enjoyed, are proud of, and have learned during the week. Personal Award Certificates are presented and include achievements outside of school such as music, drama and sporting events.

## **SCHOOL UNIFORM**

The School Uniform consists of **navy blue sweatshirt, white polo shirt and red baseball cap, (with fleece jacket in cold weather)** (all with Boasley Primary School logo), for all the children. Girls should wear **black or grey skirts or trousers** and boys wear **black or grey trousers**. During the summer, girls may wear blue and white checked or striped dresses as an alternative to skirts or trousers. Navy/grey dress shorts (not sports shorts) may also be worn in summer instead of trousers for boys, or skirts for girls. Navy zipped fleece jackets are also available for colder weather.

Children should wear sensible flat-heeled black/navy shoes, not open-toed, to ensure good protection for feet and to avoid accidents whilst playing.

The wind can blow very strongly here in the winter and parents will naturally want to send their children to school with warm outdoor clothes, waterproof coats preferably with a hood, hats, scarves and gloves. We also encourage the girls to wear thick tights with skirts, or navy blue or grey trousers when it is cold.

**Please ensure coats have a loop to hang them up, so they do not get damaged or dirty on the floor.**

Children joining our Reception class should bring in a pair of wellington boots at the start of term in September to be kept at school over the winter months.

We ask that parents do not send their children to school in football kit, jeans, tracksuits, Bermuda/cycling shorts or leggings without a skirt.



Boasley sweatshirts, polo shirts and fleeces with the school logo are now available to purchase direct from an online supplier, [www.schoolwearmadeeasy.com](http://www.schoolwearmadeeasy.com).

School caps (£3), PE bags (£3) and red school book bags (£5) which children use to carry reading books, homework, newsletters etc. home, on a daily basis, are also available from the school office.

## PE KIT

A complete change of clothing (including footwear) is required for PE, games and gymnastics i.e. a white tee-shirt and navy shorts, with trainers for outdoor work. For football, hockey & tag rugby a pair of football boots and shin-pads will be required.

**These items should be named and kept in school in a named PE bag at all times, only to be taken home for washing at weekends and holidays. (Red PE bags with school logo are available from the office, priced £3)**

It may also be helpful for children to bring tracksuits to wear for outdoor lessons on **cold, fine days in winter.**

### **IT IS ESSENTIAL THAT ALL ITEMS OF CLOTHING ARE CLEARLY LABELLED**

We now have a full Boasley sports kit for our children to wear when participating in events representing our school.



## JEWELLERY/VALUABLES/PERSONAL BELONGINGS

If you are considering allowing your child to have their ears pierced please do so at the beginning of a summer holiday. Jewellery often causes problems in school and can indeed be dangerous, particularly in PE and craft lessons. We ask that children with pierced ears should wear studs (or sleepers) in each ear **which they must be able to remove themselves** for PE. All other jewellery should be left at home please. They may, of course, wear a watch.

We also ask that children do not bring into school personal items to play with at playtimes (this includes mobile phones and handheld computer games). These can be damaged all too easily and may cause unnecessary problems and upset. We cannot guarantee their safety.

## **✚ MEDICAL CARE ✚**

The School Health Nurse visits the school to carry out Health Interviews (which have now replaced general school medicals) of some new entrants and children transferring from other schools. These involve an interview with child and parent to identify health problems, including vision testing, sweep hearing test, weight and height checks and health advice, as appropriate.

If either the School Nurse or parents feel that it is necessary to see the School Doctor then an appointment can be made to see the Doctor at school. For further advice, including retests of hearing and vision, children will be referred to the appropriate service. If you wish to consult the School Nurses they can be contacted on 01837 658027. Alternatively, our Administrative Assistants will be happy to inform you of dates when she will be in school.

The School Nurse is also an important contributor to our health education work, e.g. eating well, care of teeth, exercise, the importance of not smoking, etc.

The school carries out Drugs Education throughout the school with appropriate input according to age.

## **TRANSPORT TO SCHOOL**

If your child is starting school in September and is entitled to free school transport, you should receive a letter or an email from Devon County Council during May. A transport application form and a code of conduct leaflet will be enclosed with this letter or a link to these documents will be included in the email. If you require transport for your child it is essential that you return the signed application form by 15 June.

If you have not been contacted by the end of June, and you feel your child is entitled to free school transport, please complete the application form available at: <https://new.devon.gov.uk/educationandfamilies/guide/primary-school-transport/applications> or call 0345 155 1019 to request a copy.



The Authority will provide free school transport in accordance with its policy, to pupils who lie beyond the statutory distance from the school serving the home address. The statutory distance is defined as 2 miles for children up to 8 years and 3 miles for those 8 years and over. To qualify, the statutory distance is measured by using the shortest available route between home and the school. There are exceptions to this policy. See the Devon County Council website for further details.

Where spare seats on the County Council's school transport vehicles, or contractor's vehicles are available, these may be occupied by children not entitled to free school transport on the purchase of a concessionary ticket. Adequate warning will be given to parents should the concession need to be withdrawn.

All buses used for school transport are fitted with seatbelts.

It is a parental responsibility to arrange for children to travel in safety between the home and picking-up and setting-down points.

In other cases it is the parents' responsibility to make arrangements for and meet the costs of travel between home and school.

## **SCHOOL MEALS**

School meals are provided by Norse Catering. A new seasonal menu is circulated each term and fresh fruit, salad, bread, yoghurt and water are available each day along with a vegetarian option. Since September 2014, all children in Reception class, Year 1 and Year 2 receive a free school lunch. See information below about entitlement to free school meals.

Some children prefer to bring a packed lunch instead of having a school meal. We encourage these to be of a healthy nature and children are not permitted to bring fizzy drinks to school.

The children are supervised during the lunch-hour by a mealtime assistant. Children eat all together on tables of generally mixed ages. There are clear rules of behaviour and procedures to follow to ensure that mealtimes are pleasant and orderly.

## **Playtime Snacks and the Fruit for Schools Scheme**

All children at Foundation Stage and Key Stage 1 receive a free piece of fruit to eat at morning playtime, and children at Key Stage 2 can also take advantage of this scheme. We aim to promote healthy eating in our school and this scheme is part of that initiative.



## **Milk**

Free milk is available for all children aged under five in school, funded by the UK government. In our school, this milk is provided by Cool Milk, the UK's leading school milk supplier. We will register your child for their free school milk on your behalf by providing Cool Milk with your child's name and date of birth. Shortly before your child turns five, you will be offered the opportunity to pay a subsidised rate for your child to continue to receive milk. All information handled by the Cool Milk group is processed in accordance with the Data Protection Act 1998. All personal information is securely stored on Cool Milk's UK servers, and is never passed on to third parties without your permission. Please let me know if you would prefer us not to register your child for free school milk.

## **FREE SCHOOL MEALS**

All children in reception, Year 1 and Year 2 at state schools in England automatically get free school meals. However, parents and guardians are encouraged to apply for free school meals when they enrol their child in school, as this can help their child's school to attract additional 'pupil premium', funding to support learning.

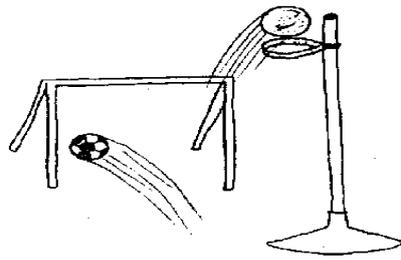
From Year 3 onwards, children whose parents are in receipt of the following are entitled to free school meals:

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

Children who receive any of the above benefits in their own right (i.e. they get benefits payments directly, instead of through a parent or guardian) can also get free school meals.

To apply, use the online application form on the Devon County Council website: <https://new.devon.gov.uk/educationandfamilies/school-information/school-meals> which you can email to [freeschoolmeals@devon.gov.uk](mailto:freeschoolmeals@devon.gov.uk) or print out and post to: FSM Team, Room L102, County Hall, Exeter EX2 4QD. Parents and carers can also ring the Education Helpline on 0345 155 1019.

## **SPORTS AIMS & PROVISION**



### **PE makes a unique contribution to children's education**

Learning in PE will involve children in a broad and balanced range of opportunities and experiences, which will all play an important part in personal development.

Our programme of activities includes: Games, Athletic activities, Gymnastics, Dance, Swimming and outdoor and adventurous activities. After-school activities can include football, netball, climbing, kayaking and caving.

Our programme is available to all pupils regardless of race, sex, culture or ability and aims to provide quality experiences, which challenge children.

There is a balance between personal activity and self-improvement and competition. This includes team, group and individual work. Additional opportunities in a range of competitive and additional activities are provided whenever possible through work in other aspects of the curriculum and extra-curricular clubs, and through taking part in tournaments against other schools.

