

## **Letter from HT**

Dear Parents and Carers,

Welcome to Brant Broughton Church of England and Methodist Primary School.

We are a small, friendly school with lots of big and exciting ideas! We have around 100 pupils arranged in four classes with a highly dedicated teaching staff, supported by our fantastic teaching assistants.

The school prides itself on its outstanding learning environments that can't fail to wow you as you enter. Teachers plan a project-based curriculum where children are at the heart of learning. This means that every opportunity is taken to engage and interest children in the world around them. It ensures that all of our pupils make outstanding progress and love to be here!

We are a fantastic team of pupils, teachers, parents and governors who work hard to engage with all of our community here in the village and beyond.

We are proud of our outstanding school and work hard to ensure we demonstrate our Christian values throughout our learning and actions.

I am proud to say that I am the Headteacher here at Brant Broughton – it really is a special place.

Elaine Bedford



## **Letter from the Chair of Governors**

Brant Broughton Church of England and Methodist Primary School is an innovative, forward thinking school, aspiring towards academic achievement.

The children experience being taught in a creative, happy, exciting and secure environment in which every child is encouraged to achieve their potential academically, while also developing spiritually, socially and physically. This is further helped by a dedicated, enthusiastic, friendly teaching staff.

School has a special relationship with both St. Helen's church in the village, the Methodist Church and the wider community. The religious ethos plays an important part of pupil's development.

The Governing Body comprises members of the local community and surrounding villages, together with teaching staff, and the head teacher.

Further information is contained in the school prospectus. Any enquiries, or visits to school are always warmly extended to children and parents:

We welcome you.

Judith Burnett



## **Our School**

### **Our Mission Statement and Educational Aims**

Brant Broughton is one of just five primary schools in Lincolnshire which are joint Church of England and Methodist Voluntary Controlled primary schools. This means that it has strong links with the local Anglican and Methodist organisations and is greatly supported by the Diocese of Lincoln.

Our mission statement aims to reflect both our religious foundation and educational aims for all our learners.

#### **Brant Broughton School Aims to:**

Develop reflective learners with distinctive Christian Values.

Create a happy, healthy, safe environment where learners are encouraged to care for everyone.

Involve parents, carers, teachers, governors, pupils and other partners in making a positive contribution to the local and wider community.

Provide an exciting, stimulating and purposeful curriculum with extra-curricular opportunities where inspiring learning experiences enable children to exceed their own expectations through excellence and enjoyment.

Cultivate creative, resilient, self-aware, independent and active learners prepared for the wider world.

Nurture a culture of high expectations that enable each self-motivated learner to reach their full potential.

### **Christian Values**

Following discussion with pupils, staff, governors and parents in September, we have selected our Christian Values as:

**Friendship**

**Thankfulness**

**Endurance**

**Respect**

**Responsibility**

**Honesty**

These will be used as a focus for our termly Collective Worship themes.

Our motto is:

*All achieve, All create, All believe, All a family*

This was chosen by the children to reflect the '4 Alls' of Methodism and to reflect our emphasis on including everyone.

## Organisation

Brant Broughton CE and Methodist Primary School is currently organised into four vertically grouped classes. Classes this year are Polar Bears (Foundation and Year 1, taught by Mrs Curtis), Leopards (Year 1 and 2, taught by Miss Maclachlan), White Tigers (Years 3 and 4, taught by Mrs Simeoli) and Pandas (Years 4,5 and 6, taught by Mrs Botham). Classes are named after endangered species demonstrating our continued awareness of the world around us! Our Published Admission Number is 15 per year group although the number of children in each year group varies from year to year. Classes are structured according to the pupils on role in each year group but are generally mixed age



throughout in most years. Each class has a teacher and teaching assistant to support the maximum learning potential of each pupil. Class numbers vary from 19 to 29 across the school. Although school does not have its own pre-school, we have strong links with the Brant Broughton Pre-School which is on our school site.

## Admissions

We admit children full time in September of the academic year in which they are five. The school follows the Lincolnshire County Council admission policy procedures and parents must go through the council's application process. Each year a booklet entitled 'Starting School in Lincolnshire' is published with all the necessary information for parents to make their application.

Alternatively parents can read the LCC admission policy in full at:

<http://www.lincolnshire.gov.uk/schooladmissions>

### School Admissions

Tel: 01522 782030 (open 8am to 6pm Monday to Friday)

Fax: 01522 516708

Email: [schooladmissions@lincolnshire.gov.uk](mailto:schooladmissions@lincolnshire.gov.uk)

## **Mid-year Admissions**

The Lincolnshire School Admissions Team are responsible for co-ordinating the mid-year admissions for all Lincolnshire state schools. If you would like to apply for a mid-year place, please contact the team via the website:

<https://www.lincolnshire.gov.uk/parents/schools/school-admissions/find-a-school-place/midyear-admissions/>

## **Starting School**

Once places have been offered, we will arrange a meeting for new parents and children in the summer term to introduce you to your child's teacher and begin to feel part of our school. We will also offer you all the information you need to get ready for September. New children will be invited to spend three introductory afternoons in our school during the latter part of the summer term. One of these visits will include an invitation for new pupils and a parent to join us for lunch. We will also try to visit each new pupil in their pre-school setting before starting in September.

## **School Times**

Foundation and Key Stage 1: 8.45 – 11.45; 1.00 – 3.10pm.

Key Stage 2: 8.45 – 12.00; 1.00 – 3.10pm.

Children can arrive from 8.35am, where they will be supervised by a member of staff in the main playground. Before this time, members of staff are not responsible for the safety of children on school premises.

Registration takes place at 8.45am; children arriving after this time will be marked as late.

Please park safely when dropping or collecting your child by car. Please avoid the yellow zigzag lines outside school when parking.

Foundation and Key Stage 1 children are dismissed from their classrooms at the end of the day. Your children will be brought out to you. Key Stage 2 parents are asked to wait by the Key Stage 2 entrance where children will meet you.

Children from the surrounding villages may be entitled to free transport to and from school. Parents can apply for this through Lincolnshire County Council. Children using the school bus will be collected from and escorted to the bus each morning and afternoon by a member of staff.

## **School Lunch**

Lunchtimes take place in the main hall. The younger children eat from 11.45 and the older ones from 12.30. Children begin by saying or singing grace together. School dinners are cooked daily and delivered to school by a local caterer. All our meals meet the new Government standards and are nutritionally analysed. They

can be ordered in advance on a daily or weekly basis. Those children requiring a school dinner may pay weekly, however, termly payments can be made in advance and are preferred. School dinners cost £2.40 per day, although are free for all Foundation and Key Stage 1 pupils in line with government policy. Menus for school lunches are published on the school website.

Packed lunches may also be brought – please do not include glass bottles, fizzy drinks or sweets.

## School Uniform



We are proud of our identity and encourage our children to keep their uniform neat and tidy. Our uniform comprises: grey trousers, shorts, pinafore or skirt; white or pale blue polo shirt; navy jumper, cardigan or sweatshirt. White, grey or navy socks or tights with black school shoes. In summer, girls may wear a blue school summer dress.

PE kit consists of a white t-shirt and navy shorts with trainers or plimsolls. In winter, all pupils will need outside PE kit consisting of navy tracksuit or jogging bottoms. It is useful have a spare pair of socks for PE especially in winter. All uniform and PE kit should be labelled with the child's name.

Sweatshirts, cardigans, polo shirts and PE t-shirts embroidered with the school logo can be ordered from the school office. We also have embroidered PE bags and school rucksacks if required.

## **Our Team**

**Headteacher:** Mrs Elaine Bedford

**Teaching Staff:** Mrs Rachael Simeoli  
Mrs Naomi Botham  
Mrs Ellie Curtis  
Miss Heidi Maclachlan

**Forest Schools Tutor:** Mr Mark Clarke

**Special Educational Needs Co-ordinator:** Mrs Rachael Simeoli

**Teaching Assistants:** Mrs Claire Hewkin  
Mrs Sue Dunne  
Mrs Margaret Hutchinson  
Mrs Mags Smart  
Mrs Debbie Harrison  
Mrs Vandra Jackson  
Mrs Leonie Gooch  
Miss Polly Carter

**Senior Administrator/Clerk to Governors:** Mrs Sarah-Jayne Botterill

**Admin Assistant:** Mrs Nicola Turner

**Midday Supervisors:** Mrs Amanda Milne  
Mrs Ann Munford-Gibbs  
Mrs Margaret Hutchinson  
Mr Sean Ward (Relief)

**Breakfast Club Supervisors:** Mrs Beth Kevill-Byrne, Miss Tracy Wintin

**AfterSchool Club playworkers:** Mrs Michelle O'Reilly (Leader playworker)  
Miss Emily Harper  
Miss Tracy Wintin  
Mrs Margaret Hutchinson

**Chair of Governors:** Mrs Judith Burnett (Co-opted)

**Parent Governors:** Mr Chris Fisher  
Mr Matthew Connor

**Foundation Governor:** Mrs Jennifer Harvey

**Staff Governor:** Mrs Rachael Simeoli

**Co-opted Governors:** Mrs Judith Burnett

**Local Authority Governor:** Mrs Muriel George

## **Curriculum**

### Introduction

We aim to instil enthusiasm and curiosity in the world around us in all pupils. In order to do this, we plan our learning around a topic for the term in which we ensure that there is a 'driving question' such as: *What was it like to be a prehistoric child? What impact has the Roman Empire had on Britain today? Could Dinosaurs Survive Now? Or Who is Your Hero?* We link our projects to the United Nations 17 Goals of Sustainability to ensure that our learning is rooted in the real world.

Over the school year, we ensure that there is a balance of the different curriculum subjects. We work together as a teaching team to utilise expertise from different teachers, always ensuring that the learning is as inspiring and exciting as we can make it. We plan our classroom environments to link to the topic area, for example, hanging inflatable dinghies from the ceiling to show that we are truly 'under the sea' or having a real Roman bath in the middle of the classroom!

All our classrooms are exciting places to be but the main focus is always on the learning. Each class has a dedicated teaching assistant to support groups or individuals where necessary. Classes often plan activities together where this will enhance the learning.



Every child in school is assigned a team: Sapphire, Emerald, Ruby or Topaz. The children work in their teams from Year 1s to Year 6s on a Wednesday afternoon to develop leadership skills

among the older children and to enhance the relationships between pupils across the school. Every Two teams take part in Games or PE with a dedicated Sports Coach and Mrs Botham who is PE Co-ordinator, the other two teams work with our Forest Schools Tutor, Mark Clarke or myself on a team challenge. The emphasis is for the children to take the lead with these projects with a bit of guidance. Projects in the past year have included, planning and presenting a Coffee Morning for older people in the community linked to the work of charity Dementia Friends; planning the renovation of the outdoor play equipment which led to the installation of an outdoor stage; planning and delivering a Sports Relief charity event.



We have strong links with our local community and took part in the Village Open Day this September. As part of this, we created over 35 entries in the Village Craft and Produce Show.



Previously we have taken part in a project called Destination Imagination, this aims to develop STEM (science, technology, engineering and maths) as well as team work and problem solving. We took our winning teams to the international finals in London.

## **Special Educational Needs**

All of our pupils are special in different ways. They are all valued, respected and welcomed to the school whatever their additional educational need. We will support their learning and ensure they are fully included in all school activities, making full use of externally provided facilities where appropriate.

All members of staff are concerned that the children in our school receive the best possible education to suit their individual needs. Within the school we have considerable expertise and resources for supporting children with special needs.

Our Special Educational Needs Co-ordinator (SENCO) is Rachael Simeoli, all teachers consult with the SENCO to identify any difficulties as early as possible. Parents are contacted, consulted and kept informed at all stages. Progress is monitored and reviewed regularly and if necessary, special programmes are implemented to support the child's development.

Specialist advice is available and accessed to help children with learning, physical, sensory, emotional or behavioural needs. More information about Special Educational support at our school can be found on the website including a link to Lincolnshire's Local Offer.

## **Gifted and Talented**

We recognise that we have some highly talented pupils who possess advanced skills in academic, artistic, musical and creative areas, as well as physical skills and leaderships qualities. We are able to promote and develop children's individual talents and areas of excellence within our mixed ability setting. We also have access to a number of special programmes and workshops promoted by the local authority and through local secondary schools.

## **My Child's Progress**

Each term, we hold parent consultation evenings where you can meet your child's teacher and hear about their progress over the term. Parents are informed about the outcomes of assessments and can discover what their new targets are for the coming term so that they can support their child's learning.

In the Summer Term, parents receive a full written report detailing achievements in all areas of the curriculum.

However, we are always happy to discuss any concerns over your child's progress or any other issues during the term. Teachers are available at the end of each school day. I am available most days and am happy for you to drop in for a chat.

Statutory assessments take place at the end of Key Stage 1 in Year 2 and again at the end of Key Stage 2 in Year 6. There is also a Phonics Screen Check in Year 1. The results of all of these are reported to parents as part of the Summer Term report.

## English

We aim to ensure each child can communicate ideas and opinions effectively and confidently through developing their speaking, listening, reading and writing skills. English is taught based on the National Curriculum which teachers use as a guide for their planning. The majority of English work is linked to the project for the term that the class is using to drive most of their learning, for example when learning about dinosaurs, the children will read about them and write information texts about them too. However, there are some skills which are taught separately such as the elements of grammar, punctuation and spelling.

Phonics is taught daily in the Foundation and Key Stage 1 classes with children split into smaller ability groups to support their learning as necessary. Teachers use a range of resources and schemes in their teaching including ReadWriteInc, Jolly Phonics and their own resources. From Year 2 onwards, we use the 'No Nonsense' Spelling Programme.



Children are encouraged to read for pleasure. All children have a reading diary in which they are asked to record any time they read out of school. We request that

parents sign this so that school can reward children who read at least three times a week at home. They can read their school book or any other text that interests them. In the earlier stages of reading, children will need the support of their parents to practise reading skills at home. All teachers, and myself, can help with this if parents require it. When children are able to read more independently, the support of parents is still vital in discussing what they have read, predicting what might come next, researching other titles the author might have written etc. Research from the National Literacy Trust shows that the single most important reading role models for children are their parents.

Children in Years 3-6 use the Accelerated Reader programme to develop their reading skills. This assesses their progress in reading each term and supports their learning by allowing the children to take part in online quizzes when they have finished a book. The children love the scheme and are always keen to read more!

## Maths

We aim to provide children with a love of number and mathematics throughout their time here. The development of number and problem solving skills in real life situations is a key element of our numeracy lessons.



Daily numeracy lessons are planned according to the National Curriculum for Maths and include the teaching of number; fractions, decimals and percentages; measurement and geometry.

Pupils explore all four number operations and are encouraged to try different strategies and to explore their learning in a range of practical

and real life situations. They are given opportunities to discuss their methods and encouraged to use appropriate mathematical vocabulary. We ensure that our maths teaching focuses on the Mastery elements of teaching fluency, reasoning and problem solving.

In Maths and English, teaching is adapted to suit the needs of individuals and groups of children. The teacher and teaching assistant work with pupils to ensure that their progress is as rapid as possible, identifying and supporting pupils who need extra support or those who are ready for an extra challenge.

## Information and Communication Technology

We view the development of ICT skills as an essential part of a child's education. We aspire for our children to confidently and independently use and apply information technology skills to support and extend their learning. We hope to develop a culture where the use of ICT becomes second nature to our pupils, thus ensuring they are ready and able to embrace the technological advances in their futures. ICT is taught as a separate subject as well as being an integral part of all our cross curricular work in other subjects. We have a central networked computer suite which enables children to work individually and in groups to access the internet and other educational software. All our classrooms and the hall have Interactive Whiteboards and their own classroom computer and we are now building a collection of mini laptops for use by children all around the school.

## Science

We link our science learning to the topic being studied in the class to ensure that learning experiences are relevant to the children. We pride ourselves on the range of practical learning in this curriculum area. In 2014, school achieved the Primary Science Quality Mark Gold Award which recognised this as an area of strength. We have wonderful school grounds which we use for exploring habitats and growing plants and vegetables. Classes extend their science learning by visiting local attractions such as the Space Centre in Leicester. Where possible,

we try to ensure that children have first-hand experiences to develop their scientific knowledge.

### **Sex and Relationships Education**

The school policy, agreed with governors, covers both sex and relationships; changing and growing as part of the Personal, Social and Health Education curriculum and aspects of reproduction and physical processes within the science curriculum. These are introduced as appropriate throughout the year groups, but the main sex education sessions are covered in Years 5 and 6.



### **History and Geography**

We are lucky enough to be surrounded by an exciting local area rich in opportunities to learn about the history and geography through first-hand experiences. As with most other curriculum subjects, we ensure that these are covered in relation to the topic being studied in class, this gives us opportunities to learn more about our area of interest in English or Science lessons so that

we can develop deeper learning. We are also very aware, that there is a much bigger world out there and pride ourselves on ensuring that children are aware that there are many different countries and cultures both now and in the past from which we can learn useful lessons.

### **Music**

We encourage the appreciation and enjoyment of different types of music. Music is integrated into the curriculum and have many opportunities to enjoy music making during their school life. There are many opportunities for pupils to perform as individuals, groups and as a whole school through end of term productions, assemblies, concerts and arts festivals outside school. School accesses high quality musical opportunities through the Lincolnshire Music Service which allows one whole class instrument tuition and also opportunities to participate in wider musical events such as a World Record Breaking attempt to create the largest Samba event ever!

## Art and Design



Through a range of creative activities, we encourage children to develop their skills as artists through drawing, painting and model making. They are able to explore colour, texture, form, pattern and different materials. Our school is a very creative and colourful place which we hope will inspire our pupils to be the same. Children's creative work is given high priority in developing their skills and also is used as part of

our immersive environments so that they can see that their work is highly valued. In the past, we have worked on exciting projects with artists in residence and we have been awarded the Gold Artsmark for our high quality work in this area from 2012-15.

## Physical Education

We are rightly proud of our achievements in sport and our large playing field, all



weather pitch and large hall enable our children to take part in PE throughout the year. Last year, school gained the Gold Sports Mark due to the large number of children who took part in a wide range of sports. Children are taught skills of dance, athletics and gymnastics as well as team games such as football, netball, hockey, rounders and cricket. We take part in the local leagues for football and netball and enter district sports competitions. We have won trophies for football, cricket and athletics. Years 3 and 4 took part mini-Olympics last summer. School also participated in swimming galas and cross country against local schools last year. Children from Year 1 upwards take part in swimming lessons during the year at Cranwell swimming pool.

We have an annual Sports Day to which parents, carers and friends are invited.

## Forest Schools

School employs a Forest School Tutor for one afternoon a week to work with pupils. We value the experience of being outside whatever the weather and enjoying learning in our grounds. Children are encouraged to pursue their areas of interest outside with some investigating creatures and habitats and others choosing to grow plants and vegetables.

## Extra-Curricular Activities



We have a very dedicated teaching team who despite working exceptionally hard during the day to provide the best quality learning experiences, also voluntarily run extra activities after school. The range of clubs on offer varies according to the time of year however, Netball Club runs on a Thursday;

Football/MultiSkills Club runs on a Wednesday; Judo Club on a Monday and an Art Ventures Club on a Thursday. There is also an excellent and well-supported choir of around thirty members who we are very proud of. They have previously taken part in 'Young Voices', a huge festival involving school choirs from all over the country at Sheffield Motorpoint Arena.

Children can learn to play a variety of instruments through the Lincolnshire Peripatetic Music Service from Year 1 onwards and we have a school orchestra catering for all abilities on a Friday lunchtime.



## Homework

We place great importance on seeing your child's development as a partnership between home and school. Homework is set as appropriate to the needs, age and ability of the children. Homework for

everyone is always to read – the expectation is at least three times a week at home (please sign your child's reading diary to show that they have read and can be awarded a team point). Other activities may be spelling practice, research projects related to the class topic or completing a piece of work started in class.

## **Religious Education and Collective Worship**

School has strong links with the Lincoln diocese and uses the Lincolnshire Agreed Syllabus to plan RE lessons in school. Christianity is studied and also other world religions. We aim to develop an understanding and knowledge of religion and also a respect for different faiths. Although these sometimes link with the topic being studied, they are often a separate area of study as this is usually more appropriate. Parents have a right to withdraw their children from any, or all aspects of collective worship and religious education. Please come and discuss this with us if you feel it is appropriate.

We hold a daily act of collective worship led by staff, children and visitors. As an Anglican and Methodist school, we have regular visits from Rev Tony Tucker (representing St Helen's Church, Brant Broughton), Rev David Lawton (Methodist Circuit) and representatives from The Joy Foundation, a Christian Charity. We regularly visit St Helen's Church in Brant Broughton for Easter, Christmas and end of term services, as well as at other times. We also take part in the Diocese of Lincoln activities such as the Church Schools Festival at Lincoln Cathedral. When pupils join our school, we have a 'welcome service' at the start of the year when each new child receives a blessing from Rev Alison. At the end of the school year, the departing Year 6s also receive a blessing as they leave us. Parents are usually invited to join us during Church Services.

Although we have strong Christian foundations, we welcome children from all faith backgrounds and none. We promote tolerance, respect and understanding for the beliefs of others.

## **Parents and Community**

### **Contact with School**

The home-school partnership is regarded as one of the most important factors in ensuring your child's experience of school is a happy and productive one. We have an 'open door' policy which means that parents may see the Headteacher at any time, but for your convenience, it is helpful to phone in advance to check availability. Parents may also see their child's teacher before or after school with prior arrangements.

The school office is open every day with either Mrs Botterill or Mrs Turner available to answer any queries.

We keep in contact with parents in a number of ways. There is a weekly newsletter which goes out to parents every Monday. Individual letters or other notices are given out when needed. Newsletters and other communication is emailed to parents unless paper copies are requested. Please ensure school is kept informed of any email address changes. We use the ParentMail email system to alert you of other notices or short notice changes as necessary. Class teachers also use Class Dojo as a means of communicating messages electronically. You can also leave messages for the teacher if you are unable to see them personally. Most parents find this extremely useful.

Parents and carers are invited to join us in our Celebration Assembly each Friday from 2.25pm. Each class shows an element of their learning for the week and awards are given to individuals who have excelled during that week. Parents of children who are to receive an award are contacted in advance (usually via Class Dojo) so that they can attend. However, we also have a 'Star Award' which can be given out for something exceptional that may have been achieved that day. Please come and join us if you can.

The school website contains most of the information essential for parents. All newsletters are uploaded to the site weekly.

For our school records, we ask that you provide at least two telephone numbers in case we need to contact you during the day. Please inform us of any changes as soon as possible.

### **Absence and Attendance**

In the event of your child being unable to attend school, please let the office know as soon as possible by phoning on the first day of absence. The answerphone is always on so messages can be left at any time. Alternatively, please email the office on: [enquiries@brant-broughton.lincs.sch.uk](mailto:enquiries@brant-broughton.lincs.sch.uk)

If your child has been vomiting or had diarrhoea in the last 48 hours, we ask that they are not sent to school to avoid infecting other children or adults. If they have been prescribed medication by a doctor that needs administering in school, please contact the school office.

Parents are asked to avoid taking holidays during term time as these will normally be recorded as an unauthorised absence. Holiday requests will be considered on an individual basis by the Headteacher and need to be submitted in writing or by email.

### **Parent Teacher Association (PTA)**

We have a very hard working and dedicated PTA who raise funds for us to use within school. They also provide many extra treats such as: Easter Eggs, Christmas Lunch, ice creams on Sports Day etc. They have also provided the outdoor stage on the Key Stage 2 playground that the children requested this year. They are now raising funds for the next stage of our school ground upgrade which is to provide a tunnel!

The PTA are always looking for extra volunteers to support them with their work, please contact the office if you are able to help in any way.

### **Parent Help in School**

Please let your child's classteacher know if you would like to help in school. We are always grateful to those parents who are willing to do this. Please let us know if you have any particular skills or interests that we could utilise! This can be a one-off visit or a regular time each week as convenient.

## **Before/After School Care**

Breakfast Club is open from Monday to Friday mornings from 7.45am. It costs £3.50 per session per child (discount for 2<sup>nd</sup> child). Children are supervised and provided with a healthy breakfast.

After School Club runs from 3.10 – 5.30pm from Monday to Friday. Children are collected from their classes and supervised until 5.30pm. They are given a healthy snack and appropriate activities are planned to keep them engaged. This costs £7.50 per session per child (discount for siblings).

## **General Information**

### **Health and Safety**

The Health and Safety of your children is of paramount importance and we ensure that the school does as much as possible to keep everybody safe.

Key Stage 1 and Foundation children are dismissed from their classrooms once a recognised adult is visible to the member of staff. Please let us know if someone new is picking up your child or if they are going home with a different parent or adult. Key Stage 2 children are dismissed from the main door by a member of staff and reminded to come back to the staff member if they are expecting to be picked up and cannot find their adult.

All visitors need to report to the school office first during the school day. Please do not park on the yellow zigzag lines in front of the school so that children can cross the road safely.

Children are able to use the bicycle shelter in the school grounds – all bikes are left at their owners risk.

Dogs are not allowed on the school premises.

Photos or videos taken inside school premises should not be published on social media. There may be Child Protection risks for other children.

### **Healthy Schools**

Brant Broughton is proud of our Healthy School status and continues to provide a healthy lifestyle.

Children are provided with a water bottle on entry to school which means that they can have access to water at any time in the classroom. New replacement lids and/or bottles are provided as necessary, although if they are deliberately damaged then there may be a small charge for the replacement.

We offer free fruit for children in Foundation and Key Stage 1. Parents can continue to order fruit for children when they enter Key Stage 2. Parents can also order daily milk for their child through the Cool Milk scheme. We ask that packed lunches and snacks provided contain healthy food. Children should not bring chocolate or sweets into school.

## **Cash, Valuables and Personal Belongings**

In general children should not bring cash, valuables or other personal belongings to school. If requested money for trips etc. should be sent in a sealed envelope marked with the child's name and class and handed straight to the teacher, assistant or school secretary.

Lockers, hooks and trays are provided for children's school clothing and book bags and pupils are responsible for the security of their personal possessions. Toys, sports equipment, mobile phones and other gadgets should not be brought into school. The school cannot take responsibility for items lost or damaged.

## **Child Protection and Safeguarding**

The Governors and staff take seriously their responsibility to safeguard the welfare of all the children entrusted to our care. The Designated Person with responsibility for safeguarding is the Headteacher. Our Child Protection and Safeguarding Policies are available on our school website.

As part of the ethos of the school, and with regard to the Every Child Matters Children's Act 2004, we are committed to:

- providing an environment in which children feel safe, secure, valued and respected, confident to talk openly and sure of being listened to.
- providing suitable support and guidance so that children feel confident to approach appropriate adults.
- using the curriculum to provide opportunities for increasing self-awareness, self-esteem, assertiveness and decision making.
- working with parents to ensure the welfare of all children which may involve other agencies.
- ensuring all staff are able to recognise the signs and symptoms of abuse and are
- aware of the school's procedures and lines of communication. Our Safeguarding Policy is available to parents on request.

## **Charging and Contributions**

Although the school is funded through its delegated budget and other Government grants we do operate a charging policy in respect of certain activities, for example, individual music tuition from the Lincolnshire peripatetic music service.

We also ask parents for regular contributions towards swimming, school trips, special occasions and activities such as cooking in class. No child will be precluded from joining any activity if the Parent /Carer is unable to contribute. However, if enough contributions are not received for a particular trip or activity it may be necessary to withdraw the activity due to lack of funds.

Parents /Carers will be asked to reimburse the school for lost or damaged items such as reading books, pens or exercise books.

## **Behaviour and Discipline**

Good behaviour is actively encouraged in school and rewarded by all staff. We use 'smileys' to reward positive behaviour and reinforce our expectations daily and in a positive manner. Headteacher Reward Certificates are given out weekly in Celebration Assemblies on a Friday afternoon, where behaviour and attitude is rewarded as well as academic achievements and progress. 'Golden Rules' are regularly reinforced and highlighted with all pupils:

*Golden Rules*

*We are kind, helpful and gentle.*

*We listen to others.*

*We are honest.*

*We look after property and each other.*

*We make the most of our learning time.*

As expectations are very high, there are times when occasionally children may need to be sanctioned. This is initially done by the class teacher or if necessary by the Headteacher. Parents are contacted if this is a persistent problem and a meeting arranged to discuss the behaviour and work together to find a positive outcome.

## **Complaints Procedure**

Should a problem or difficulty arise concerning your child, in the first instance, you should contact the school through the class teacher or Headteacher. We will always listen and attempt to resolve any problem for the benefit of your child and almost all concerns can be resolved quickly and effectively by parents and school working together. In the unlikely event that the situation is not resolved, parents should follow our complaints procedure and send details of the complaint in writing to the Chair of the Governing Body. The Governors Complaints Committee will then consider the matter and issue a response. If parents are still unsatisfied the matter can then be referred to the Local Education Authority.

## **Transition**

Children from Brant Broughton transfer to a number of Lincolnshire secondary schools including Sir William Robertson High School, Robert Pattinson School, Lincoln The Priory LSST, Carre's Grammar and Kesteven & Sleaford High School. From September each year the secondary schools hold open days and taster days so that parents and children can visit prospective schools and make an informed decision about their secondary education. We distribute application packs to our Year 6 pupils and parents then apply directly through the Lincolnshire County Council admissions office.

Parents can find more information on the admissions procedures for secondary schools by contacting the admissions office on:

T: 01522 782030

F: 01522 553257

E: [schooladmissions@lincolnshire.gov.uk](mailto:schooladmissions@lincolnshire.gov.uk)

W: [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions)

## **11+ Selection Test**

Before leaving Brant Broughton, at the end of Key Stage 2, children are able to sit the selective test, should they wish, to enable transfer to one of Lincolnshire's Grammar Schools. Parents need to make the decision whether their child should sit these tests and speak with the school for assessment information before making this decision. Teaching staff are able to provide an informed opinion to support parents and give their opinion on the likelihood of a successful outcome – however, the final decision lies with parents.

The school will provide parents with updated information concerning 11+ testing and has agreed to administer the tests each year on behalf of the county council.

We would strongly recommend that parents should visit any secondary school being considered to help them make an informed decision.

## **School Enquiries**

Mill Lane,  
Brant Broughton,  
Lincoln,  
LN5 0RP  
United Kingdom

[enquiries@brant-broughton.lincs.sch.uk](mailto:enquiries@brant-broughton.lincs.sch.uk)

01400 272035

[www.brant-broughton.lincs.sch.uk](http://www.brant-broughton.lincs.sch.uk)

## **Term Dates 2019 / 2020**

### **Term 1**

**STARTS: Wednesday 4<sup>th</sup> September 2019**

**ENDS: Friday 18<sup>th</sup> October 2019**

### **Term 2**

**STARTS: Monday 28<sup>th</sup> October 2019**

**ENDS: Thursday 19<sup>th</sup> December 2019**

### **Term 3**

**STARTS: Monday 6<sup>th</sup> January 2020**

**ENDS: Thursday 13<sup>th</sup> February 2020**

### **Term 4**

**STARTS: Monday 25<sup>th</sup> February 2020**

**ENDS: Thursday 2<sup>nd</sup> April 2020**

### **Term 5**

**STARTS: Monday 20<sup>th</sup> April 2020**

**Bank Holiday Monday 4<sup>th</sup> May 2020**

**ENDS: Friday 22<sup>nd</sup> May 2020**

### **Term 6**

**STARTS: Monday 1<sup>st</sup> June 2020**

**ENDS: Tuesday 21<sup>st</sup> July 2020**

Summary of the National Curriculum Assessment Results of pupils in the school and nationally at the end of Key Stages 1 and 2, please refer to:

<http://education.gov.uk/schools/performance>