



Newton on Trent Church of England Primary School Prospectus

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Welcome

Newton on Trent Church of England Primary School is a small, rural primary school that is situated in the heart of the village of Newton on Trent.

Our key priorities are to provide our pupils with a diverse, relevant and enjoyable curriculum within a safe and stimulating learning environment and to maximise the achievement of each child during their learning journey in the primary years. This embodies our tag line, 'Aiming High, Enjoying the Journey'. We pride ourselves on the level of care and support we offer and believe we help each child flourish during their time with us.

The school is lucky to have a very close connection with the adjacent St. Peter's Church, where we hold our Collective Worship/Assemblies, some lessons and have our midday meal. We also enjoy working with other organisations, including our active 'Friends' group - FONTS, Cheerios Breakfast and After School Club, the Parish Council, Parochial Church Council, families, and individuals in the wider Newton on Trent community.

We hope you find all the information you need in our prospectus to give you a flavour of what our school has to offer. However, we believe that a visit to the school will give you a much better understanding of what it means to be part of the Newton on Trent Church of England Primary School family. We are happy to arrange a time for you to come and see us in action if you contact the school office.

History of the School

Newton on Trent School is unique in that the village owns the school buildings. George Clarke, a Sheffield steel magnate, presented the school to the village in 1922 so that 'the parish should not be without a school'. George Clarke was a farm boy from Newton on Trent, who by sheer hard work achieved great prominence in his chosen profession.

The original school building dates back to 1857 and was extensively modernised and refurbished in 1983. In 2002/3 two brand new purpose built classrooms were added to replace the temporary classrooms. Then in 2007, the school expanded into the old school house and gained the land that had previously been the garden for the school house.

In recent years the adjacent St Peter's Church was refurbished by the Local Authority. At this time new heating, lighting and flooring were installed and the pews removed to create a large space that the school now has use of during the school day. In addition to this space, the school also has access to the village playing field within two minutes walk of the school.

In 2012, adaptations were made to the rear part of the school building Initially to house a preschool and after school club, but this is now our Early Years classroom. And then in 2016, to accommodate our growing number of pupils, an extension was added to the front

of the school to create an additional classroom, now home to Birch Class and Cheerios Breakfast and After School Club, as well as a new school office and Reception area.

During 2020 we revamped the breakfast and afterschool clubs and Birch Class area to add a fully equipped kitchen for child and school club use. This also meant resiting our library to a more central location in the school, fully refitting it and adding a myriad of new texts. During this renovation the main cloakroom and toilet areas were also renovated.

Our Vision

A Christian vision for the future is full of hope. It envisages a society in which all people live well together and understand each other as valued and valuable in the eyes of God. At Newton on Trent C of E Primary School, all members of our school community will be given every opportunity to flourish – to aim high, to have high expectations of themselves and each other, to enjoy the journey together and be inspired to achieve the highest level of personal and academic excellence in order to become a valued and valuable member of society.

Please send them on their way in a manner that honours God. 3 John 1:6

Our Values

Our values are our method of transport to help us reach our vision of the future. They underpin every element of the life of our school community: our policies, our curriculum, the relationships we build with each other, the decisions we make about our budget, and so on. We understand our values to be important human values and, as a Church of England school, we articulate them first and foremost through the narratives and teachings of Christianity.

After collaboration with all stakeholders, six core values were established at Newton on Trent Church of England Primary School. Our values are as following:

Aiming High

Respect, Honesty and Courage

Enjoying the Journey

Kindness, Love and Peace

The Staff at Newton on Trent

The staff at Newton on Trent Church of England Primary School from September 2020 are:

Mrs Aimee Riley - Headteacher

Mrs Catherine Robinson – Senior Leader and Class Teacher of Oak Class with The Little Acorns - EYFS

Mr Josh Macdonald – Ash Class Teacher- Years 3 and 4

Miss Alice Grewcock – Birch Class Teacher – Years 1 and 2

Miss Verity Heath – Holly Class Teacher – Year 5 and 6

Mrs Janice Catchpole –Teaching assistant in EYFS and KS1 – Communication and language specialist, Cheerios Supervisor.

Mrs Tracey Eden – Teaching Assistant in KS2 – Social and Emotioanl Specialist

Mrs Emma Thompson – Teaching Assitant in KS2 – Maths specialist

Mrs Alison Hemsely – Senior Administrator

Mrs Michelle Nicholds – Administrative Assistant

Mrs Mandy Kyme – Caretaker, Cleaner and Lunchtime Supervisor

Miss Martha O'Brian – Breakfast and After School Club Assistant

Mrs Layla Wentworth – After School Club Assistant and EYFS Teahing Assistant

Miss Leanne Chancellor - Clerk to Governors

The Governing Body

The Instruments of Government states that there should be a total of ten Governors at the school.

For 2020 – 2021 the Governors are:

Chair of Governors	Mr Charles Nicholds
Foundation Governor	Mrs Catherine Lee
Foundation Governor	Vacancy
Staff Governor	Mrs Aimee Riley (Headteacher)
Staff Governor	Mrs Catherine Robinson
Parent Governor	Mr Leigh Bentley
Parent Governor	Mrs Emma Thompson
Co-opt Governor	Mr Charles Nicholds (Chair)
Co-opt Governor	Mr Alex Chilvers (Vice-Chair)
Co-opt Governor	Vacancy
Local Authority Governor	Dr Johnathan Wainwright
Clerk to Governors	Miss Leanne Chancellor

The Role and Responsibility of the Governing Body

The governing body has a range of duties and powers and a general responsibility for the conduct of the school with a view to promoting high standards of educational achievement.

Its responsibilities include but are not limited to:

- setting targets for pupil achievement
- managing the school's finances
- making sure the curriculum is balanced and broadly based
- appointing staff
- reviewing staff performance and pay.

The governing body has considerable discretion as to how to discharge its responsibilities but is required to constitute itself in line with the regulations and to appoint a chair and vice chair. The governing body may delegate certain of its responsibilities to certain governors or committees of governors, although in general, it is not compelled to do so.

The School Curriculum

Our curriculum has been planned to fulfil the statutory requirements of the National Curriculum 2014 and to provide a broad and well-balanced curriculum for each child within our unique setting. Children in Reception follow the Early Years Foundation Stage curriculum, the most recent update being in December 2017 and will follow the revised Statutory Framework for EYFS from September 2021. Whilst we indeed do follow the National Curriculum, the curriculum at Newton has been tailored to match the uniqueness of our school setting, and therefore community. The Curriculum, as in everything we do, is underpinned by our vision and Christian ethos. However, as our tag line states, 'Aiming High and Enjoying the Journey', the fact that children enjoy their time in education with us is as very large part of how we designed our curriculum. We have ensured that key experiences and enrichments are built in, not only to ensure all children get an equal experience with us, but also that those key experiences are not over looked. The topics and framework that we have built around the curriculum are also rooted in our Christian ethos, as they have a strong Christian message, which is drawn out through Collective Worships, classroom work and through the work of the Church School Council. More information can be found on the website.



Community

The size and distinctiveness of our school means we have the generous support of our local community to enable our children to achieve their potential and feel a sense of belonging. Our community (church, parents and the village) regularly offer support by volunteering their time, sharing their expertise and by providing various donations.

Our commitment to nurturing this relationship with our community is fed into the opportunities we provide our children across the curriculum. Opportunities to give back to the community are explicitly planned for. For example; Harvest, big litter pick up and our JPCSO scheme. We also continue to look out towards our wider community beyond our village to offer children a broad range of learning experiences.

Diversity

Due to the nature, location and size of our school, we are aware that there are some limitations in the breath of diversity we can offer our children on a day to day basis.

As a result, we ensure we provide a wide range of learning opportunities to promote diversity in the widest sense. As an active member of the Centurion Partnership, we are able to take part in sports competitions, joint musical events and a variety of educational visits in collaboration with children from a number of schools.

We offer our children the chance to be involved in a range of activities that promote a thorough understanding of religious, cultural and social differences to help them find their place in the world.

Possibilities

Very much linked to our additional drivers, this element of our curriculum focuses on aspirations, enrichment and ensuring that a broad and balanced curriculum is rigorously and relentlessly planned for each individual.

Our planning process allows us to proactively seek a diverse range of experiences that meet the needs of individual interests and talents.

We understand the importance high standards in all areas of the National Curriculum but we also know that the life choices and chances offered to children as they move into adulthood are vast. We therefore ensure we expose children to a wide range of employment, further educational and personal interests to promote the endless possibilities in their lives ahead.

Individuality

Underpinning all of our drivers is the element of individuality. Our small school means we have the privilege of being able to know our children exceptionally well as individuals.

We are constantly looking for opportunities to offer a tailored learning experience for all our children that may not be able to be offered elsewhere.

We pride ourselves in the pastoral support we can offer our children and families and strive to help nurture our children to be the best they can be.

Learning is provided to encourage children to take pride in their own uniqueness and to fully understand their individual strengths and the positive impact they can have on our whole school community.

Experience

Our curriculum ensures that all children have the same key experiences regardless of their background. These key experiences are discreetly planned for to provide children with the foundations of vocabulary, knowledge and skills they need to engage with the curriculum. These experiences are not left to chance, they are progressive and designed to ensure all children approach learning on a level playing field.

Enrichment

The enrichment strand of our curriculum provides children with opportunities to explore who they are, the world around them and who they want to become. Children are encouraged to consider the possibilities of what life could hold for them whilst at school and in their future journey.

Enjoyment

Enjoyment is at the heart of our curriculum. Decisions are made to ensure that all children enjoy their time with us regardless of their ability or individual needs. We are conscious that enjoyment varies from individual to individual and it is hard to measure. Therefore we ensure our pastoral care is designed to make children feel safe and secure, promote healthy lifestyles and general wellbeing, so they can enjoy their journey personal journey.

	Autumn	Spring	Summer
Cycle 1	Traditional Tales, Myths and Legends	Other Worlds	Environment
Cycle 2	Belonging	Hope, Triumph and Heroes	Change

Enjoyment, Enrichment and Experiences Passport

At Newton, we do not want to leave anything to chance when it comes to a child's opportunities and experiences. In line with our vision, we want to ensure all children have the same opportunities to flourish, live well and be valued and valuable. Therefore, we have created an Enjoyment, Enrichment and Experiences Passport to ensure that a range of activities are built into a child's time at Newton to ensure they have had key experiences whilst in our care. They range from making daily chains, to making bread, visiting a sports event, climbing a tree, sleeping away from home to going to a theme park! We understand that in order to flourish academically, children need to have experiences to draw upon, be open to what there is in the world to aspire to and enjoy and how they can make their own and each others' lives richer.

Educational visits

Educational visits are organised to support the study of our topics wherever possible. Such trips are invaluable in promoting greater understanding of the areas and topics being studied as well as providing enriching experiences for the children. The school is committed to providing these 'off site' experiences, however there are times when the school will not be able to bear the whole cost and will request voluntary contributions from parents/carers to ensure the activities can go ahead. In the event that insufficient funds are forthcoming, events may not take place and parents will be advised accordingly. We also like to have in school experiences, where we use artefact boxes and interactive experiences to help children learn and enrich their lives. Below is the outline of what we have planned for when to fit with our bespoke curriculum. However, as COVID-19 has taught us, these things are subjects to change.

	Trips and Experiences				
	Whole School Text Topic	EYFS	KS1	LKS2	UKS2
CYCLE 1 (2019 / 2020)	Traditional Tales, Myths and Legends	.	Animal experience – Loan Box – changes in living memory Normanby Hall	Trip to the Record Office in Gainsborough	Artefact box from the Museum PGL
	Other Worlds			Young Voices	Young voices Spanish Day Art gallery - Lincoln
				Trip to the theatre to see a Shakespearean play	
	Environment	Whisby	Skegness Aquarium and seaside Sleep over	Trip to Creswell Craggs – ‘On the Hunt’ Day Mexico day Walesby	Farm trip (linked to Geography and D &T).
CYCLE 2 (2020 / 2021)	Belonging	Walk around Newton	Trip to Gainsborough Old Hall	London Trip	London Trip
	Hope Triumph and Heroes		Trip to Lincoln Castle	Artefact box from the museum Go to the Cinema	Artefact box from museum. Sports stadium
	Change	Whisby	Camp Newton	Trip to Theme park	WWII Evacuee loan box from museum Trip to Bomber Command

Early Years Foundation Stage (EYFS)

Children in Reception follow the Statutory framework for Early Years Foundation Stage (EYFS). The areas of learning and development consist of three 'Prime Areas' that underpin all future learning and helps to develop the skills needed for developing future skills. The Prime Areas are:

- Personal, Social and Emotional Development
- Physical Development
- Communication and Language

The 'Specific' areas include essential skills and knowledge for children to participate successfully in society. These are:

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

The Early Learning Goals (ELG) set out what is expected for most children by the end of the Foundation Stage and teachers judge if each child is meeting, exceeding or is below expected levels. Reception staff record and report on the children's work and development via the online Tapestry site. This can be accessed by parents so that they can keep up to date with their own child's experiences in school and see how their learning is progressing. Staff report on pupil performance to parents, and to Key Stage One staff, at the end of the year. Children entering Reception will undertake a statutory baseline assessment.

Characteristics of Effective Learning

'The Unique Child' reaches out to relate to people and things through Characteristics of Effective Learning which move through all areas of learning:

- playing and exploring
- active learning
- creating and thinking critically

(Statutory Framework for the Early Years Foundation Stage – DfE 2014)

Parents wishing to find out more about the Foundation Stage can follow this link

<https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2>

Please note that there will be a new EYFS Framework brought in for 2021-22 that children will be following. The statutory baseline Assessment will also be introduced in 2021-22.

Sex and Relationships Education

This aspect of the curriculum is delivered during Science lessons and as part of the PSHE programme. Where specific aspects of sex education are taught in Year 5 and 6, parents are informed in advance and invited to come into school to view materials that will be used and to ask questions about precisely what is covered and approaches that are taken. Parents may choose to withdraw their children from sex education if they wish. Please see the website for our policy and further information.

Home Learning

Our Home Learning Policy sets out the expectations for what we believe helps the children most in terms of what they do out of school. Reception children should practise their phonics, and share books regularly at home. Key Stage 1 onwards are also expected to read daily, practise spelling, punctuation and grammar tasks, and complete a task which could be English, Mathematics or topic based. It may sometimes be necessary for pupils to complete additional work at home and we would appreciate your co-operation in this in ensuring that the work is completed thoroughly, presented neatly and returned to school on time. In KS2, children should also be reading independently, as well as with adults, practise spellings and other work set by the class teacher.

Church School Council

The Church School Council is elected each September following their speeches, election campaigns and voting. There are representatives from each year group from Year 1 upwards. Members of the School Council meet to discuss fundraising events and matters that affect everyday life in school. Children consider how they can be agents for change and courageous advocates in our local and wider community.

Collective Worship

As a Church school, Collective Worship is a very important part of our day, when we come together 'to take time to breathe' and reflect. In our school, we have whole school Collective Worship and also Class Collective Worship to ensure children can explore the themes discussed at different levels. Worship usually takes place in the church and is led by different members of staff and sometimes by a visitor as well as children. We encourage children to lead worship themselves, ranging from leading prayer, to performing a bible story. Children will explore the current school topics and understand the Bible verse associated with them and also explore the values of the school through this time, learning how they can apply them to their own lives, and live our vision. Parents have the right to withdraw their children from the daily act of worship by putting their request in writing.

On a Friday we have Aiming High Assembly where we celebrate the children who have Aimed High – they are awarded one of our values certificates for going above and beyond our standard high expectations and have really stood out to impress the adults at school. We also celebrate how children have enjoyed the journey, showcasing their achievements in extracurricular pursuits. This could take the form of a swimming badge, Beavers/Cubs/Scouts

awards, Rainbows/Brownies/Guides awards, gymnastics, football, rugby, cricket, etc or any other interests children have outside of school. As our Aiming High Assembly does not take the form of Collective Worship, we set aside a time on a Friday in classes for Collective Worship.

Church Links

The school is a church school and has Voluntary Controlled status. We have one Diocese appointed Foundation Governors on our Governing Body.

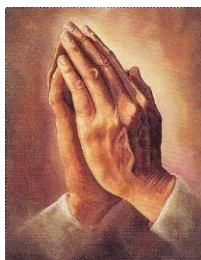
‘Weddings’ and ‘Christenings’ have been conducted in school to support our RE teaching with the children acting out the key roles to give them the experience of these Christian ceremonies.

We have close links with the Church Warden and Bishop’s Visitor within school, having activities and visits from and with them too.

The school and church support each other at specific events throughout the year. The Summer Fair is an annual event held on the school and the church premises. Harvest Festivals are held by both school and the church, and harvest contributions from the children and members of the community are combined, and we distribute them to the senior citizens in the village. Every December, we host a Christingle service which takes place in the church during the school day. Children from school have also attended ‘Soup and a Roll’ lunches in church to provide entertainments.

Newton and Kettlethorpe churches are running regular ‘The JAM Gang’ mini Messy Church sessions for school aged children.

The School Prayer



Lord, we thank you for all the chances we have
for learning new things.

Bless our school

Let peace dwell here; let love abide here
Love of God, love of one another
and love of life itself.

Let us remember that just as many hands make a house,
so many hearts make a school.

Amen

Other prayers are said in school at lunchtime and at the end of the day. The children also learn the Lord's Prayer. As part of our Collective Worship, children also learn to think of their own prayers and how to pray silently.

Food in School

Morning Snack: Children in EYFS and KS1 are provided with a free piece of fruit for snack and children under 5 years old are entitled to free milk, after 5 years old, parents can choose to pay for milk through Cool Milk <https://www.coolmilk.com/>. Children in KS2 can bring in their own piece of fruit.

Lunch: We use the company Good Lookin Cookin for our hot meal provider. They are a local family company, who fit with our ethos at school well. More can be found out here:

<https://www.goodlookincookin.co.uk/>. Meals are currently charged at £2.30 each day for Newton on Trent Church of England Primary School has been awarded Healthy Schools Status, which means we play an important role in supporting the health and wellbeing of our children. Using this as guidance we ask that if your child is not having a hot school meal, please ensure that the packed lunch you send with your child is as healthy as possible, with a good balance of sandwiches or similar starchy carbohydrate foods, protein, fruit and vegetables, and dairy products. Water or milk or low sugar drinks (not fizzy) should be provided in a carton or plastic bottle. Please try to avoid salty snacks such as crisps, or excessive cake items. We do not allow children to eat confectionary, sweets, chocolate or chewing gum at school, for lunch or snacks.



Cheerios: we have recently changed our menus at Cheerios to ensure that the meals we provide are healthy, nutritious and compliment the hot meals provided by Good Lookin Cookin. Children can choose from a snack, cold meal option or hot meal option each evening.

Pre School: Children in pre-school are entitled to free snack and milk in a morning and are able to choose to bring a pack up or order and pay for a hot meal from Good Lookin Cookin. They will eat in church with the other children to develop independence and table manners. Please see our Food Policy on the website for further details.

Extra Curricular provision

Clubs and activities are planned after school, and will vary throughout the year. Current and previous clubs have included:

Dance, including Street dance, Musical Theatre, Bollywood and Bangra

Sports, including Tennis, Fencing, Hockey, Cricket, Basketball, Running

Interests, including Lego, Technology, Chess, Gardening, Cookery, Yoga, Art, Colouring, Kapla, Puzzles, Sewing, Harry Potter Club,

Curriculum related, including Maths R Us, Book 'n' Biccy, Mad Science

We welcome ideas from the children about clubs they would be interested in having after school.

Music tuition

All the children receive music lessons every week in school time, including singing, rhythm, and music appreciation. Previously, class instrumental tuition has included clarinets, trumpets, Taiko drums and violins.

Many of our children also take up the option of individual guitar, drumming or piano lessons which a private tutor in school time.

Please let us know if your child has an interest in learning a musical instrument so we are aware of demand.

Every other year, our Year 3, 4, 5 and 6 pupils take part in 'Young Voices', an amazing opportunity where they learn and rehearse bespoke vocals, and then take part in a joint schools concert at Sheffield Arena. Our singers are also in demand for performing at local events, such as the Loughterton Christmas Tree Light Switch on.

Cheerios

Our wrap around Provision is called Cheerios. Children can attend from 7.30 am until 8.20 am for breakfast, charged at £4 and from 2.45pm until 6.0pm for an evening session, charged at £9.25. For an additional £2 children can choose from either a hot or cold meal option.

Cheerios provides children with adult lead and child initiated activities, theme nights, outdoor play and a family atmosphere within the context of our 'Aiming High, Enjoying the Journey' tag line and overall school vision.

Special Educational Needs

The revised Code of Practice for September 2014 places important responsibilities on Governing Bodies for making special educational provision for all their pupils who have special education needs. It is estimated that 20% of pupils will have some special educational need either before or during their school years.

The class teacher meets the needs of the children by delivering Quality First Teaching. When concerns are raised by the class teacher, they will discuss the nature of the need with the Headteacher and Special Educational Needs and Disability Co-ordinator (SENDCo) and the parents. Outside agencies may need to be contacted and offer specialist support as appropriate. The specific needs of each child identified, as well as the support he/she will need to make progress, are set out in a Passport. These plans are devised and reviewed on a regular basis, taking into consideration the progress being made at each stage. The TLC (Teaching and Learning Centre) who offer emotional and behavioural support, the EP (Educational Psychologist), and the STT (Specialist Teaching Team) are available to assess how a child's special needs can be met, and give help and support if it is necessary. Support can also be given in school from the Speech and Language Service, Physiotherapy Departments, and the Working Together Team (TWTT).

Children with special needs and learning difficulties are catered for within the framework of the National Curriculum. Parents will be informed and involved at all stages and will be offered the opportunity to discuss the situation with the class teacher, SENDCo and Headteacher. Regular reviews will take place to ensure that the best possible provision is made for all children with special educational needs.

There is always one of our school governors who is a SEND link Governor, who monitors the delivery and provision of SEND support in school. This Governor is currently Mr Leigh Bentley.

Pre- School

At Newton on Trent C of E Primary School, we understand that the years before children start Reception are crucial to their development. As part of our commitment to serving our community, we want to ensure that we can provide children from three years of age the opportunities that being part of a primary school can offer them. This takes the form of the 'Little Acorns' at Newton, as part of Oak Class, our EYFS unit. The myriad benefits range from easing transition into Reception as children already know the routines, expectations, and wider school community as well as forming friendships with their cohort. They also benefit from a wide range of enjoyment, enrichment and rich experiences built into the provision and curriculum, large natural outdoor spaces, and the high expectations that our tag line 'Aiming High and Enjoying the Journey' embody.

Preschool Hours:

We offer three hour sessions: mornings will be 8.30am - 11.30am and afternoons will be 11.45am – 2.45pm. If your child accesses a morning funded session and you would like your child to stay for lunch (11.30am – 12.30pm) there will be a cost of £4.00. A hot lunch can be ordered through our catering company. You can also use any spare funded hours (if eligible) you have towards the lunch hour and simply pay for the meal through the catering company. Afternoon sessions will include lunchtime. Children can bring a pack-up or again order a hot dinner through our catering company.

If you have a 30-hour entitlement code, you can send your child 8.30am until 2.45pm. Again, children can bring a pack-up or order a hot meal through our catering company.

During the morning your child will be given a fruit snack and milk or water.

Funding:

We will only be offering pre-school provision during term time. There are three options available to parents regarding funding and paying for hours when attending our pre-school.

Universal: For our model, children can access up to 15 free hours a week. These funded hours start the term AFTER your child turns three. As this is universal funding, you won't need a code but will simply need to register with us as a provider. You can take these hours in mornings or afternoons. You can also take these hours over two and a half days.

Extended:

For our model, children who are eligible can access up to 30 free hours a week. For this option you would need to apply for an eligibility code via <https://www.gov.uk/apply-30-hours-free-childcare>. If you want your child to access funded hours over the universal 15 hours you will need to apply even if you don't use the full 30 hours allocation. You can access this funding the term AFTER your child turns three. For this option, you must renew this code every three months. If you do not, the hours your child then accesses will be charged at our hourly rate.

Funded/Fee paying: If your child accesses 15 hours universal and is not eligible for the 30 hours funding, you can still access additional hours within the school day but you will need to pay fees. We will be charging £4.00 an hour for any additional hours taken.

In order to staff pre-school, any changes to your child's hours will need to be given with four weeks' notice. Our pay policy and terms and conditions are available on the website.

Preparing to Start School

In the Summer Term there is a meeting for the parents of all children who will join us in Reception in September. This meeting will tell you a little about our school, suggest ways of preparing your child for school and give you the opportunity to ask questions. Children will be provided with a school book bag at this meeting that contains some useful information about the start of the school year. Many of our children will now have attended pre-school before starting the Reception year, so their transition will be greatly eased, ensuring they can start the school year feeling secure and safe from day one, ready to start building on their skills.

There are additional opportunities for children and parents to visit the school throughout the year during Shared Golden Time, which is a morning where you can come and see us during a normal day.

Applications to start at the school in September should be made online between November and mid January. If you have missed this deadline please feel free to come and talk to us about your requirements, and we can help you with the late application process.

Admissions during term time

Sometimes children need to join our school during the school year, rather than in September. If you would like to visit our school, please ring us to arrange. We will be happy to show you round our school and answer any questions you may have. We will also guide you through the mid-year application process.

School Organisation

Oak Class with The Little Acorns – EYFS – Pre-school and Reception

Birch Class – KS1 -Years 1 and 2

Ash Class – LKS2 - Years 3 and 4

Holly Class – UKS2 – Years 5 and 6

Children sometimes work across key stage groups when tackling specific skills, during theme days and events, and to help focus work for children with similar ability levels.

School times/dates

Please note that children should arrive in time for the start of the school day but not before 8.20am. No responsibility is accepted for children who arrive before this time. However, Cheerios Breakfast Club is open from 7.30am, so if you need to leave your child before the start of the school day, then this makes it possible for you.

Oak and Birch	8.20am	Doors open
	8.30am	Registration
	9.00am – 11.45am	Morning session (including break)
	11.45am – 12.45pm	Lunch
	12.45pm – 2.45pm	Afternoon session
	2.45pm	Home

After school activity clubs usually run for 45 – 60 minutes at the end of the school day.

Cheerios After School Club is open until 6pm every evening. Please contact the office if you need to make a booking.

Please see the website for our calendar of events and term dates.

Attendance

In order for children's learning to be maximised, they should attend school regularly. 95% is the minimum target for each child. If a child is unwell and unable to attend school, parents are requested to call the school before 8.30am. Any absence should be supported by a note from a parent or carer to enable school to monitor attendance and reasons for absence. If a child has an appointment during the school day, again parents are asked to provide a note in advance to inform the school of the forthcoming absence.

With regard to time off during term time, the law changed in September 2013 to say 'there are no circumstances under which the school can approve time off (other than illness) during term time'. If you wish to make an application for your child to be absent from school in exceptional circumstances, please apply to the Headteacher well in advance of the proposed absence :

- ❖ Set out the special reasons for the need to take time off
- ❖ Please understand that each application is considered on the individual merits of the case insofar as the school is able to assess them. The judgement will include the pupil's absence record and the dates within the term structure.
- ❖ An application, under the new regulations, does not alter the fact that permission is unlikely to be given.

Where poor attendance is identified, the school will contact parents to establish what can be done to support them in increasing attendance for their child.

Please note that our very small number of pupils in the school means that just one child having an extended period of illness can significantly affect the overall percentage.

Illness and medicines

Please do not send your child to school if they are ill and cannot cope with a normal school day or if they have had a bout of vomiting or diarrhoea in the previous 48 hours.

Some children who have particular medical conditions, e.g. asthma, may need to have medicines administered in school. Inhalers need to be provided for children with asthma. These need to be clearly labelled with the child's name and must not have exceeded their 'use before' date. Explicit instructions regarding dosage and frequency of use must be provided by parents or carers before the inhaler can be administered in school.

If a child needs any other medicine in school time, parents are welcome to come in to administer this. If this cannot be arranged, school will only administer medicines where there is written permission given by the parent or carer and specific instructions given by the parent to the Headteacher about timing of administration and dosage. All medicines must be taken to the office and form completed. **DO NOT SEND CHILDREN TO SCHOOL WITH MEDICINES.**

All members of staff in school are trained in administering First Aid. We will make every effort to contact you if your child needs further medical attention so we ask that you make sure the contact details we have for you are kept up to date.

Emergency contact details

At the beginning of each school year we will ask you to complete a form giving us contact details for parents or carers who should be contacted if a child is involved in an accident or becomes ill at school. We ask that more than one contact person be identified and that the school is informed of any changes to these contact details during the course of the year.

School Uniform

Our school uniform is as follows:

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|--------|--------------------------------------|
| Boys: | Grey trousers |
| | Navy sweater or sweatshirt |
| | White polo shirt / shirt |
| | Black shoes |
| | Red book bag |
| Girls: | Grey skirt/pinafore or trousers |
| | Navy cardigan, sweater or sweatshirt |
| | White polo shirt / blouse |
| | Black shoes |
| | Red book bag |

In warm weather, blue & white checked dresses, or grey shorts, may be worn.

We ask that parents provide their children with sensible footwear throughout the year - waterproof black shoes for the winter months, and no 'sling back' or 'flip flop' style shoes in the summer as these can cause problems for children when they are playing outside. Parents / carers have the responsibility for providing their children with footwear and clothing that is 'fit for purpose' and will stand up to the rigours of normal childhood play and activity while at school, including use of the Trim Trail.

P.E. Kit	Navy shorts, red T-Shirt with the school logo (not football shirt), warm navy tracksuit or joggers/hoody, plimsolls (for indoor P.E.) and trainers (for outdoor P.E.)
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Please ensure your child has a pair of trainers specifically to be worn for games. We do not allow everyday school shoes to be worn for outdoor P.E. and outdoor P.E. trainers are not allowed to be worn during other school lessons.

Long hair will need to be tied back during P.E. lessons and in other lessons where it is considered to be necessary to ensure safety.

Games kit should be available in school all week and taken home on a Friday to be washed. Because of limited cloakroom space we ask that sports bags of a reasonable size are used. Red drawstring P.E. bags are available from Tesco as detailed below.

Please label all school clothing/P.E. kit clearly with your child's name.

Children may wear a watch to school and one pair of stud earrings only. In the interests of health and safety, no other jewellery should be worn to school. Children with pierced ears will be expected to remove earrings before participating in P.E. lessons and we politely request that parents avoid having ears pierced during term time. If a child has earrings which cannot be removed (i.e. they have only just been pierced), the child will have to have tape put on them or they will not be able to participate in P.E. lessons.

Our school uniform (with or without the school logo embroidered on it) is supplied by My Clothing (previously Tesco). Have a look online to see the range of uniform available to purchase <https://myclothing.com/newton-on-trent-cofe-primary-school/6521.school>

My Clothing will donate 5% of sales to school on all products bought from the school's web page.

School book bags are available from the school office, currently at the cost of £5 each. A free book bag is issued to every child who first starts at our school.

If your child is in receipt of Free School Meals, and you require help towards the cost of school uniform for your child, please contact the school office for a confidential discussion.

Behaviour

It is our expectation that all the children will behave well in school. While we accept that ill health or personal circumstances can sometimes contribute to children being 'under the weather', we will address behaviour that disturbs the learning of others or which could be judged to put the safety and enjoyment of others at risk. When we find this necessary, parents will be informed and by working together to ensure the child understands how their behaviour impacts on others, we expect that such incidents will be rare and quickly resolved.

We have a restorative practise approach to behaviour in school. However, as children are still learning about behaviour and its consequences, they may, especially younger children, be guided to think about how they can put a situation right and show remorse. More details can be found in the behaviour policy.



Children are expected to follow the Golden Responsibilities at all times and strive to show the school values. Those children who go beyond this standard may be awarded dojo points, receive praise from the adults and their peers and may even be awarded the Aiming High Values certificate in a Friday Aiming High Assembly.

Child Protection/Safeguarding

Child Protection training is organised on a regular basis and staff members are aware of the procedures that need to be followed where behaviour or disclosures indicate a need for further action, and will report any issues of concern to the designated Child Protection staff member. The Safeguarding and Child Protection policies, along with many other policies that the school have in place are available to view on the school website at www.newtonontrentcofeprimary.co.uk.

Transfer to Secondary School

When the children are in Year 6, parents will be asked to select the secondary school they would like their child to attend when they leave Newton. Visits to all the schools being considered are recommended as this can often provide you with far more insight about the school than a brochure alone can do. Secondary schools often hold Open Evenings for Year 5/6 pupils and their parents in the Autumn Term to give parents and pupils an opportunity to see what is on offer. Once a place has been confirmed (this usually happens in March), the staff from the secondary schools will be in touch with us to find out about the pupils they will be receiving in September. Visits are usually arranged for induction that involves pupils attending the secondary school for a day (or more) in the Summer Term. Additional visits are often arranged for children who are identified as needing extra support at the point of transition.

Schools that children from Newton on Trent transfer to aged 11 have included: Tuxford Academy,

Lincoln Christ's Hospital School, Lincoln Castle Academy, Queen Elizabeth's Grammar School (Gainsborough), Gainsborough Academy, William Farr C of E Academy, Priory LSST Academy, Priory City of Lincoln Academy and North Kesteven School.

Communication

The main way we communicate with parents about events in school is through the IRIS Mail App. This allows us to send information and collect forms. This has been a new system from 2020 and has proven to be a great tool to send information out quickly to parents, especially during lockdown. We have also been able to take a step towards being paper less and show a commitment to being environmentally friendly.

Charging

Occasionally the school will need to charge for some activities that take place during the school day. No child will be excluded from taking part in such an activity if their parents are unable to make a voluntary contribution due to financial challenge, but as in the case of educational visits, activities will not proceed if there are insufficient funds to cover the costs incurred. Any charges made will only be sufficient to cover the cost of the activity organised.

Personal Accident Insurance

Lincolnshire County Council does not routinely take out personal accident insurance for its pupils. You are advised to contact your usual insurance provider if you wish to consider such cover for your child.

Parents as Partners

Positive relationships between the school, pupils and parents are vital to maximise the learning and enjoyment the children's experience at school. Regular contact on the playground each day, at informal meetings and more focused parent meetings, which are held at least twice each year, contribute to these positive relationships. We also provide regular newsletters and text messages as well as written reports to parents at the end of each academic year. We aim to make parents feel confident that they can discuss any matters of concern, or share any information they feel to be useful with their child's teacher or other staff in the school.

FONTS

The Friends of Newton on Trent School (FONTS) is an active group that has been very successful in raising funds for the school. They raise money by holding a variety of events including Summer Fairs, Discos and Bags 2 School collections. This money is used to pay for the children to see a pantomime at Christmas and to purchase extras for the school, such as the Trim Trail at the front of the school and many new titles for the newly refurbished library. The FONTS can be contacted via the school and welcome any support offered by either attending events and activities planned or by being involved in their planning and organisation.

Let us know

If there is any aspect of school life that you have been particularly pleased with, we would love to hear about it. Similarly, if there is anything that is causing you concern, we would encourage you to come and talk to us about it. In the first instance, please talk to the member of staff who is most closely involved. If you are not satisfied with the response you receive, please let the Headteacher know of your concern. If she is not able to sort out the matter to your satisfaction, you may wish to refer to the school's Complaints Policy which advises you of how to proceed at this point.

If you require any information, including policies, please ask us for what you need and we will do our utmost to see you get the information you require as soon as possible. You may wish to visit our website in the first instance as many of our policies and other information can be found there.

Contact us

Newton on Trent Church of England Primary School
High Street
Newton on Trent
Lincolnshire LN1 2JS
Telephone: 01777 228365

E-mail: enquiries@newton-on-trent.lincs.sch.uk Website:
www.newtonontrentcofeprimary.co.uk

The address for the Local Authority is:

Lincolnshire County Council
County Offices
Newland
Lincoln LN1 1YQ
Telephone : 01522 552222

We look forward to meeting you and showing you what Newton onTrent C of E Primary School can offer to you and your family.