

# Bonneygrove Primary School

Information booklet for parents



***'BROADENING HORIZONS'***

# School Mission Statement and Aims

The school mission statement and aims are very important at Bonneygrove and should underpin everything that we do. All staff should be able to articulate the mission and aims of the school and to reflect these in practice at all times.

Our school aims were designed and decided in consultation with all members of the school community. Our school council spent time talking to children and parents. They wanted to generate simple words that are accessible to all but words that have a powerful message

## *'Broadening Horizons'*

'Broadening Horizons' represents our school's passion for providing all our children with the experiences, skills and attitudes they need to make informed choices, both for the immediate future and for the rest of their lives.

We believe that a school should encourage children's natural curiosity, a curiosity that leads to questioning, debate and a greater understanding of the world and their place in it.

We encourage each one of our children to be the best that they can be; we put no limits on their learning or their aspirations.

### **What this Looks Like**

In our everyday interactions within school we seek to extend children's thinking, broaden their horizons, challenge and inspire them.

We orchestrate a variety of experiences to build confidence and expose children to new things; including language skills, technology and scientific enquiry.

We have classical music that children will become familiar with as well as selected visits and activities to provide new experiences knowledge and skills. We believe passionately that a broad education is every child's right.

We are committed to Bonneygrove children participating in our Passport to Broader Horizons enriching and inspiring experiences before they leave to continue their educational journey. In this way, they will be prepared for the challenges which lie ahead and ready to meet them. Our broad curriculum reflects the high aspirations we have for our children;

- by creating opportunities to extend and enhance our children's learning;
- to demonstrate always a positive attitude to learning;
- to encourage and support high expectations.

We have three clear rules for our children; we want them to be safe, to be kind, to be brilliant!

Our core values are perseverance, respect, independence, diversity and effort for excellence.

## Our Location

Bonneygrove Primary School is situated on a large, spacious site on the west side of Dark Lane.



## School Resources and Facilities

Our school is housed in three separate buildings on one large site: Nursery, Reception and Key Stage 1, and Key Stage 2 buildings. We admit 60 children into each year (2 Form intake) and 30 children per session (morning and afternoon) into our Nursery.

We provide before and after school child care - Kool Kidz, which is managed by the school.

The school office is located within the KS2 building near the front entrance.

Our address details are :  
Bonneygrove Primary School  
Dark Lane  
Cheshunt  
Hertfordshire  
EN7 5ED

Tel : 01992 307900

Email : [admin@bonneygrove.herts.sch.uk](mailto:admin@bonneygrove.herts.sch.uk)

Website : [www.bonneygrove.herts.sch.uk](http://www.bonneygrove.herts.sch.uk)

## Safety, Security and Safeguarding

The school buildings are protected by secure access gates and therefore cannot be entered by unauthorized persons.

If parents/carers are visiting school during the school day, please enter via the main gate, ring the buzzer and then report to the School Office.

Parents/carers are not permitted to make contact with the children when they are outside, on the school field or playground for security reasons. Please ask a member of staff to help if you need to get a message to your child.

The school vehicle access point is fenced off from the pedestrian area to ensure pupil safety.

## Anti-Bullying

We do not tolerate bullying in our school and have an anti-bullying policy. If any parent suspects that their child may be subject to bullying, it is essential that you speak to the class teacher immediately.

## Child Protection



All adults who work in the school receive regular child protection training. It is the responsibility of each one of them to report any concerns to the designated senior person who is responsible for ensuring any concerns are addressed. Whatever decisions are taken, the well-being of the child must come first.

## Respect for All

We have high expectations of behaviour in the school. These are based on the principles of respect for people, their property and their right to feel safe and cared for.



## Complaints

We always do our very best to address complaints and it is usually possible to resolve any problems quite easily. If parents/carers have a complaint, they should bring it to the attention of the class teacher, in the first instance. There is a Complaints Policy available on our website.

## Parent Volunteers

Parent/carers volunteers are welcome in the school. Please contact the School Office for further information.

# The School Day

## Reception, Years 1 and 2 (Key Stage 1)

Doors Open	8.40 a.m. - 8.50 a.m.
Break	10.40 a.m. - 11.00 a.m.
Lunch	11.50 a.m. - 12.50 p.m.
Break	2.00 p.m. - 2.20 p.m. (Years 1 and 2 only)



The school day finishes at 3.15 p.m.

## Years 3 - 6 (Key Stage 2)

Doors Open	8.40 a.m. - 8.50 a.m.
Break	10.40 a.m. - 11.00 a.m.
Lunch	12.40 p.m. - 1.40 p.m. (Years 3-5)
	12.50 p.m. - 1.40 p.m. (Year 6)

The school day finishes at 3.15 p.m.

We operate an 'open door' policy at Bonneygrove in the mornings and afternoons. Please note that teachers are very busy first thing in the morning so you may need to book in a more convenient time to meet with your child's teacher.

## **Assemblies**

Assemblies take place every school day. There is a whole school assembly on a Monday - with separate Key Stage assemblies for the rest of the week. The theme of the week links to our social and emotional aspects of learning topics related to our personal, social, health and citizenship education scheme of work.

## **Health and Safety**

Smoking/vaping is not permitted in any part of Bonneygrove, including all outdoor areas.

Pets are not allowed on school premises and must not be left tied up at the school gate.

Jewellery is not allowed in school, except for small stud earrings in the ears and must be covered up or removed for PE lessons.

Parents should ensure children are with an adult at all times before and after school, and not using the playground or field areas.

Children should be careful that no computer viruses are introduced into the school computer network.

## Illnesses and Medicines

If your child has sickness or diarrhoea, they should stay off school for 24 hours after the last occurrence.

It is very important that you call the school office before 9.00 a.m. if your child is not attending school.

If your child is absent through illness, we would expect that they did not attend or take part in any extra-curricular or after school events.

If your child is prescribed medication that needs to be given during the school day, please speak to the school office.



## Mobile phones and Electronic Games

Mobile phones and electronic games are not allowed in school.

However, children in Year 6 may bring a mobile phone to school, provided the appropriate form is completed and returned to the School Office. Any phones brought into school must be handed into the Office at the start of the day and then collected at the end of the day.

The School do not take any responsibility for mobile phones brought into school.

## Food and Drink

When providing a packed lunch for your child, it should be healthy and not contain crisps, chocolate or junk food.

Hot drinks and fizzy drinks should not be sent into school.

**Please be aware that we have a number of children in school with nut allergies, and any food provided from home should not contain nuts or nut products.**

As part of the Government's Fruit and Vegetable Scheme, children in the Foundation Stage and Key Stage 1 are entitled to a free piece of fruit or vegetable for their mid-morning snack each day. Children in Key Stage 2 can bring a piece of fruit or vegetable from home each day for their mid-morning snack.





## School Dinners

Hertfordshire Catering provide both hot and cold meals for children using quality ingredients, to create modern menus which offer a variety of choices (prepared and cooked on site).

Every child in Reception, Year 1 and Year 2 will receive a free school meal. This is called Universal Free School Meals.

If your child is currently in **Year2**, the Universal Free School Meals entitlement, which is available to every child in KS1, will cease at the end of the academic year.

Use the following link to find out whether you may be eligible for Free School Meals. - <https://www.hertfordshire.gov.uk/services/schools-and-education/at-school/free-school-meals/free-school-meals.aspx>

If your child has a special medical dietary requirement (as confirmed by a GP) parents must apply on the Herts Catering Limited (HCL) website, [www.hertscatering.co.uk/allergy-menu-application](http://www.hertscatering.co.uk/allergy-menu-application), before they will be able to have a meal in the school canteen. If you require a special menu for cultural or religious reasons and require a special menu, please also apply on the HCL website.

## Milk

Children under the age of 5 receive free milk each day. Children older than this can pre-order milk, on a termly basis, at a subsidised cost.



## Healthy Lifestyles

We encourage children to learn about healthy lifestyles during their time at Bonneygrove Primary School. There is a wide and varied menu of activities included in our school curriculum. Examples include: opportunities to make or taste different foods, learning about different sports both in school time and after school and developing skills to solve dilemmas that occur whilst growing up.

We have held the Healthy Schools Award and continue to promote healthy lifestyles in our curriculum, constantly seeking to work with parents and other partners to improve the well-being of children, including their nutrition and fitness.

We organize events which vary each year to encourage healthy lifestyles. This school year we are taking part in a project run by 'Living Streets' to encourage more children to walk, cycle or ride their scooters to school.

## Sports Clubs / After School Clubs

Children are able to participate in a number of after school clubs such as football, netball, inter-schools sport competitions. We also offer, Cheering Leading, Street Dance, Basketball, Tennis as fee paying after school clubs. These are available to different year groups across the academic year.

## Attendance

In order for our children to get the most out of their education it is essential that they attend regularly and punctually. There is a legal requirement for parents to ensure that their children attend school fully.

The Headteacher will have overall responsibility for attendance at Bonneygrove. However, improving attendance is the responsibility of everyone in the school community, parents/carers, pupils and all staff.

There is a clear link between good attendance and high achievement. There is also a clear link between poor attendance and low achievement. The school is obliged, by Law, to take action when poor attendance or frequent lateness is causing concern. Usually this is to offer support and to help families work through any problems. However, in extreme cases parents can be taken to Court.

Sometimes children need to be off for valid reasons. It is expected that these will be kept to a minimum such as medical/dental appointments during school time that cannot be at the end of a school day or during the school holidays.

Parents are strongly urged not to take holidays with their children during term time and do NOT have the right to take children out of school for a holiday. These absences will always be unauthorised and may incur a fine from Hertfordshire County Council.

It is very important that you call the school office before 9.00 a.m. if your child is not attending school. Failure for parents to contact the school where a child is missing in education may result in a referral to the Local Authority for further investigation.

Our Attendance Policy is available on the school website.



## Good attendance means...

- being in school for at least 96% of the time.
- this means a maximum of 8 days off a year.

<b>175 non-school days a year!</b> <b>All this time for holidays and appointments!</b>							
<b>365 days in the calendar year</b>	<b>90 days in a school year</b>	0 days absence	8 days absence	19 days Absence	19 days Absence	38 days Absence	38 days Absence
		190 days of education a year	182 days of education a year	161 days of education a year	161 days of education a year	152 days of education a year	152 days of education a year
		100% attendance	96% attendance	90% Attendance	90% Attendance	80% Attendance	80% Attendance
		<u>Good</u> A child has the best start to their school and has the best chance of reaching their potential and having success. Good progress made.	<u>Worrying</u> Below 90% is considered persistent absenteeism and the local authority may become involved and take action. Absence is greatly affecting progress and attainment. Less chance of success.		<u>Serious Concern</u> A serious impact on education, a child will find it extremely difficult to keep up and achieve their best. Results in referral to Attendance improvement officer and the local authority will take action against parents and carers.		

**ATTENDANCE MATTERS - 'DON'T LET YOUR CHILD LOSE OUT'**

# How can I help my child?



There are many ways to support your child's progress at Bonneygrove. Here are a few ideas of how we can work together.

<b>Communication</b>	The school operates an open-door policy. You are always welcome to speak with Class Teachers about your child.
<b>Expectations</b>	We have extremely high expectations of behaviour within the school and do not tolerate bullying. We appreciate your support on this matter. Please ensure that you read and sign the Home School Agreement form.
<b>Attendance</b>	Excellent attendance is crucial for your child's education and we are expected to meet the government targets of 96%. If your child is unwell please ensure you contact the school office by 9.00 a.m. on every day your child is absent.
<b>Parent Consultations</b>	Parent Consultations are held twice a year during the Autumn and Spring terms, where you will be allocated an individual appointment with your child's Class Teacher. These sessions will give you an idea of what we do in class and how to help your child progress to the next level.
<b>Home Learning</b>	It is important for your child's development that you spend time reading with them as frequently as possible. This focused time with you is invaluable! Tasks related to in-class learning are also given by the Class Teacher. The amount and frequency varies according to the year group. Please encourage your child to complete their home learning tasks as independently as possible.

## Inclusion

We are an inclusive school. As such we work with children who have a range of needs; this includes autism, physical disabilities, visual and hearing impairments and emotional/behavioral difficulties. Teachers have continual professional development to support a range of needs and we liaise with external professionals to get the best advice and support.

All our teachers take time to plan lessons carefully and deliver fun and exciting lessons which cater for all learning styles. We map out all the provision available in each year group and offer a variety of group work and one-to-one opportunities. An individual Education Plan may be drawn up for your child if they have additional or different needs.

Please refer to our SEND Policy on our website for further information.

