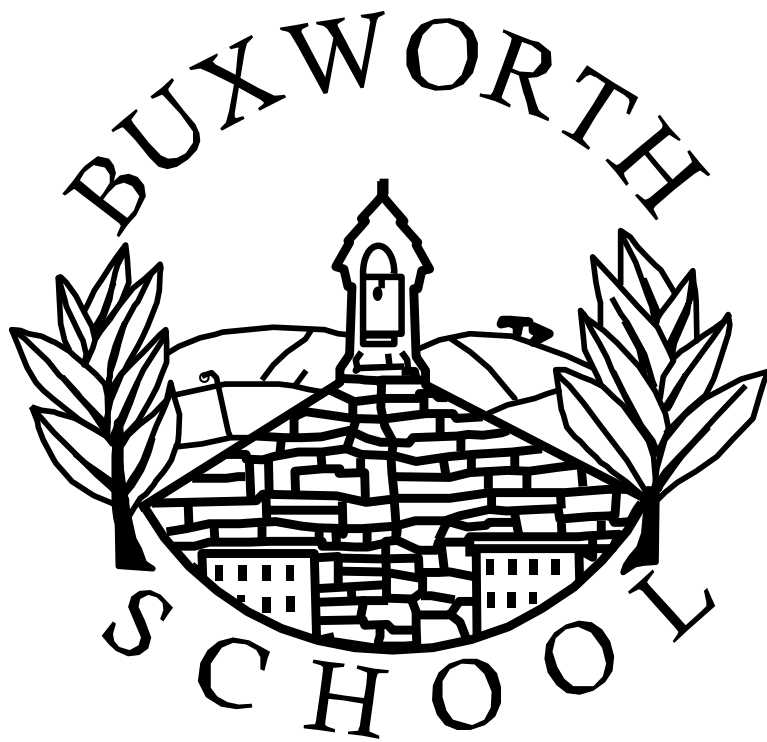


GETTING TO KNOW BUXWORTH PRIMARY SCHOOL



Building tomorrow
together



Dear Parents,

Welcome to our school. We hope that this information makes starting at Buxworth School straightforward and exciting for your child.

We wish our children to have special and happy memories of their time at Buxworth School and value highly the positive relationships we have built between children, parents, staff, governors and our neighbouring community. We offer a wide variety of opportunities and experiences for all the children, and treat each child as a valued individual within the school community.

We have a lot to be proud about at Buxworth School. Our last Ofsted inspection in 2017 recognised the excellent work that is being done in school, and graded the school as Good.

We look forward to meeting you and your child over the next few weeks, and then starting a fantastic journey through school life in September.

Yours sincerely,

Paul Bertram

Headteacher

Phone number 01663 732426

E-mail info@buxworth.derbyshire.sch.uk

Web site www.buxworthprimarschool.org.uk



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Aims of our School

At Buxworth School, we want children to reach their full potential in physical, intellectual, emotional, aesthetic, social and spiritual growth.

These are our aims:

- Create an environment for work which is friendly, happy and secure, and contains bright, lively and stimulating display
- Provide equality of opportunity for everyone in the school community and recognise each child as an individual
- Foster high standards of social behaviour as well as personal and academic achievement
- Promote self-confidence and independence whilst respecting and appreciating the needs and differences of others
- Encourage a spirit of co-operation by working and performing together
- Equip children with skills and knowledge necessary to function within the village community as well as within a fast changing world
- Develop lively enquiring minds together with a sense of fun and good humour
- Establish close links between school, parents and the wider community including our pre-school

How we achieve this

We achieve this by following the project 25 values. After consulting stakeholders, local businesses and community partners, the school look to develop the whole child and set and inbed characteristics that the child can use as lifelong learning. Hence- Project 25 development for when the individual is 25 years old.

These characteristics (Golden Threads) include:

- Compassion
- Friendship
- Trust
- Respect
- Thankfulness
- Resilience
- Entrepreneurial skills
- Keeping themselves safe
- Being environmentally aware
- STEM development

What kind of school is Buxworth Primary School?

Buxworth School is a small, rural, community school in the Peak District of Derbyshire. It is a co-educational school for children aged four to eleven years. It has no religious affiliations.

What are the strengths of Buxworth School?

We value children as individuals and aim to develop fully both the academic and personal aspects of each child in our care. We work hard to maintain a positive ethos to develop confident, independent and out-going children who care for and respect the wider community in which they live. One of the ways we seek to achieve confidence and independence in our young people is through a commitment to performance and sport, music and art activities where everyone can take part. Strong links with the Pre-School, who meet next door in Buxworth Club, ensure a smooth transition into full-time education. Our School is inclusive and has full disabled access.

What facilities does the school have?

We recognise that quality resources and facilities support our aims in School and we endeavour to provide the best resources and facilities we can.

We work in a new building attached to the original Victorian school hall. This purpose-built accommodation has rooms that are bright, warm and colourful, and well-equipped for the teaching and learning requirements of the 21st century. All classrooms are networked with internet access and the children are able to use computers in class and the library. All classrooms have interactive whiteboards installed and the school have recently installed ipads and a 3D printer.

We have a very well-stocked library which is used by individual children, class groups and small working groups. Pupil librarians look after to day to day running of our library.

The main playground boasts a ball pitch, painted games, activity equipment, pergola and quiet seating areas. Artificial grassed areas are a popular play resource.

The ECO area is developed for classes to use; it has received funding from the Lottery which has been used to extend a pathway to the riverside. Several staff have undertaken Forest Schools training and run exciting activities for this area. Forest School work has impacted significantly on the children's learning in class.



School has use of the parish recreation ground which is accessed by our own path. Cycle rails are installed for use by older children, staff, and younger children accompanied by parents. Scooter pods are available by the top door.

The School Day

A normal school day follows this pattern:

8:00–8:45am **BREAKFAST CLUB** (£2 per child per session/part session) is run by two of our staff. The children have cereals, fruit juice, milk and toast or bagels with honey or jam. Booking is not necessary. Turn up on the day and payment is to be made in arrears via parent pay on a weekly basis.

8:45-8.55am **Doors open** and children can go to their classrooms, timings dependant on year groups.

9:00-9.15am **SCHOOL STARTS**
Registration closes

10:15–10:30am **Morning break:** Timings dependant on year groups. All children are offered a fruit snack. Sweets/ crisps should **not** be brought to school.

9.05am **Assembly**

11:45–12:55pm **Lunchtime:** Timings dependant on year Groups.

3pm **School finishes for KS2**

3.10pm **School finishes for KS1**



What meals are provided?

The majority of our children have a cooked school dinner. Dinners are provided in our kitchen by our own cook. A menu for the term is sent home to parents and the current cost of meals is £2.20 a day. Children in Early Years and KS1 have a free school meal through the government's universal free school meals scheme. Parents may provide healthy packed lunches if they wish (no glass bottles or cans). Both types of meal are taken together and our mid-day supervisors are responsible for the children. We insist on good table manners, thus making the children aware of what is socially acceptable, and emphasise the importance of healthy eating. You may choose which lunch your child would like on a daily basis.

The total working week is 23 hours 20 minutes for KS2 excluding breaks and assemblies and 22 hours and 30 minutes for KS1.

Uniform

At Buxworth, our children wear a uniform:

- red sweatshirts or cardigan bearing the school logo
- white polo shirts or school shirts
- grey or black trousers or skirts
- sensible **black** footwear
- hair past shoulder length should be tied back (for health and safety reasons)



Our uniform stockists are 'Headmasters' 11 Union Rd, New Mills, High Peak SK22 3EL.

Jewellery

Jewellery **should not** be worn to school. Exceptions are made for watches and stud earrings but these should be removed for any PE activity. On no account must studs be worn at the swimming baths. In order to avoid problems at school, it is advisable to have ears pierced only during a long holiday.

P.E.

P.E. kit needs to be left at school in a pump bag for daily use.



Red T-shirt, black shorts, pumps or trainers and tracksuit tops/bottoms for outdoor work. (logo clothes such as football shirts are unacceptable.)

If your child represents the school at a sports event, then school kit is provided.

Forest School

All pupils will take part in forest school on a regular basis according to their class timetable.

The forest school kit required:

Wellies

Waterproof trousers

Waterproof coat

Warm clothing (weather dependant)

PLEASE PUT YOUR CHILD'S NAME ON ALL CLOTHING AND BELONGINGS

SWIMMING

For children in Y1, Y2, Y3 and Y4 swimming kit will be required.

- one-piece swimming costume/trunks (no baggy shorts)
- towel
- swimming hat and goggles (optional)

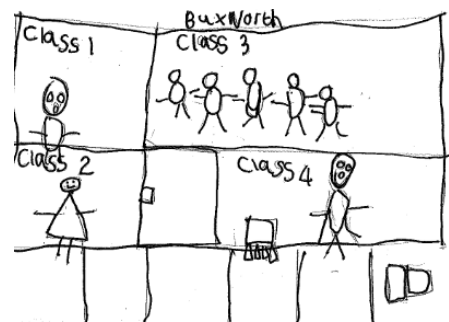
These should be brought to and from school in a waterproof bag.



Class organisation

Currently, the school is divided into 5 classes

Little Conkers
Horse Chestnut
Hawthorn
Sycamore
Redwood



Staffing

Headteacher Mr P. Bertram

Administration Mrs. K. Newman

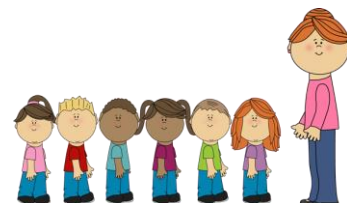
Teaching Staff

Miss L. Crombleholme
Mrs C. Downings
Mrs C. Tamkin
Mrs L. Turegu
Miss R. Kime
Mrs M. Brammer
Mr P. Tupman

Support Staff

Mrs C Somerville (**Higher Level Teaching Assistant**)
Mrs H. Povey (**Higher Level Teaching Assistant**)
Miss A. Hartshorn
Miss A. Quick
Mr S. Swan

Midday supervisors Mrs G. Moore, Mrs L. Ormiston, Mrs B. Livesey
Catering Supervisor Ms Z. Nolan **Kitchen Assistant** Ms L. Mellor



Governors

Chairperson Mr G.Reynolds Local Authority
Vice Chairperson Mrs A. Longdon Co-opted

Parent Governors Mr M Scorer
Staff Governor Mrs C. Somerville
Other Governors Mr P. Bertram Head Teacher
Mrs C. Rofer Community
Mr M.Wood Community
Mrs E. Longden Local Authority
Rev. F Y Kamara Co-opted

Clerk Mrs. K. Newman

Governors meet at least once per term. If you wish to address anything with the Governing Body please contact the Chairperson.

How can I be involved in my child's education?

From day one in lots of ways! We want to develop excellent relationships with all our parents.

Information: You are the people who know your child best and can often inform the School of a concern before it becomes a worry for your child. We believe that interest and participation by parents in their child's education enhances and enriches their learning. Children in EYFS will be given a log-on for Tapestry, which you can use to monitor and help build your child's learning journey.

Homework activities are sent home most weeks. We encourage the children to develop the habit of regularly reading, learning tables and carrying out activities at home. As part of our home-school-pupil agreement, our parents are encouraged to support their children in these activities.

Parent Evenings are held twice a year and an Open Day is held in the summer.

Helping in school Parents are actively encouraged into the School to help with reading, art, craft, clubs, educational visits and any other area where they feel they may be able to support the life and work of the School.

School performances include Harvest, Easter, and concerts at the end of the Christmas and Summer terms. You can help your child prepare - and then applauding their efforts is essential!

School clubs are sometimes run by parents, or parents assist. If you would like to help, please get in touch!

Bike Club



Materials and equipment In the case of art, technology or baking activities, there may be a small contribution asked for if parents indicate their desire to keep the goods produced. Where a child loses school books or causes deliberate damage to school equipment, books or buildings then the policy is that a replacement cost may be charged.

Educational Visits

We are an experiential school and we understand the importance of off site visiting. We have visited many locations such as Robin Wood Activity Centre, Lea Green, White Hall, Derby, Lyme Park, Bridgewater Hall and several locations near to school during the last couple of years. Upper KS2 have the opportunity to take part in a residential trip every year.



Although children are entitled to free transport and admission for all day trips, we ask parents for voluntary contributions to help school recover the costs involved. This, of course, reduces the drain on school monies. We must make it clear that no child will be excluded from a trip should parents decide not to contribute in any way. However, if voluntary contributions are not sufficient to cover most of the cost, the activity may have to be cancelled or not offered in the future. In the case of residential trips the cost of board and lodging is payable by the parents.

**Buxworth Primary School
Behaviour Policy**

Together our behaviour will be:

Together we will:

- 1. Be compassionate
to everyone**
- 2. Be trustworthy in all
that we do**
- 3. Be respectful to
each other**
- 4. Be a good friend**
- 5. Be thankful**

We value everyone's contribution to the life of the school.

All staff, pupils, parents and governors are expected to share and uphold this vision.

A full copy of our behaviour policy can be found on our school website or requested from the school office.

email: info@buxworth.derbyshire.sch.uk

website: www.buxworthprimaryschool.org.uk

Our Curriculum

Project 25 is based on the following 'Golden Threads'

- Compassion
- Friendship
- Trust
- Respect
- Thankfulness
- Resilience
- Entrepreneurial skills
- Keeping themselves safe
- Being environmentally aware
- STEM development

Religious Education

Religious Education at Buxworth School is taught in accordance with the Derbyshire agreed syllabus. This falls into two categories:

1) **Collective Worship** (daily assembly). Our assemblies are themed on the above values, and can include stories that involve British Values and other faiths. Current recommendations state that collective worship should be predominantly Christian with reference to other world religions. Parents have the right to withdraw their child from assembly.

2) **Classroom Instruction** – predominantly Christian, but non-denominational, and also including aspects of other religions. Our Religious Education teaching takes place in Travelling Tuesdays. RE is taught to each year group by one member of staff. Parents have the right to withdraw their child from RE.

Sex and Relationships Education (SRE)

Children are entitled to responsible and relevant relationships and sex education. This is supported by curriculum teaching in Personal, Social and Health Education. Parents are invited to view our video teaching materials during the school year. Parents may withdraw their children from all or part of the sex education provided, except that which is required as part of National Curriculum science. Parents should inform school at the beginning of the school year if they wish to take up this option so that planned alternative provision may be made for the child during this part of the curriculum.

What extra-curricular activities do you offer?

Extra-curricular activities are an important part of the enrichment of a child's education and we try to provide as wide a range of activities as we can. At present, we have the following clubs during lunch breaks and before or after school, run by Teachers, Volunteers and pupils:

chess, cross county, skipping and clapping, football, biking, KS1 and KS2 cookery, multi-sport, tennis, cricket, choir, creative writing, table tennis, chill club, film club, coding club, Harry Potter Club.



Children who wish to learn an orchestral instrument can have weekly lessons. A charge is made for this tuition. Y3 and Y4 access clarinet lessons and violin lessons through the Wider Opportunities initiative.

Sports coaches and fitness coaches visit weekly to do PE sessions with each class and to run our multi-skills and football clubs.

What if my child needs individual attention?

Buxworth School is a fully inclusive school. Our SEND policy is on our website.

We aim to provide equality of opportunity and meet the individual needs of all our learners, whether they require support or extension in their learning. We want all children to benefit from the educational and life experiences we provide, and attain their full potential. All members of staff are committed to these values and to removing as many barriers to learning as possible for all children.



To ensure our pupils with special education needs or learning difficulties or disabilities have full access to learning and other school experiences/events, we work closely with other agencies, ensure staff undertake relevant training and adapt our environment and lessons appropriately.

Should the need arise for children to receive learning support, then we welcome this opportunity to help the child. The Headteacher may recommend discussions with an Advisory Support Teacher or Educational Psychologist concerning a child's academic progress or behaviour.

Benefits of a small school: As a small school, our numbers allow a great deal of individual or small group teaching, with all work matched to the child's capabilities. Children may work with others of a similar ability whatever their age.

Gifted and talented programme: Our school takes part in a Gifted and Talented programme run with our local cluster of schools. Children with talents in different areas of the curriculum have taken part in a variety of workshops – thinking skills, drama, music, environmental education, 3D art, sculpture and writing.

Children with EHCP's: Support for children who receive an Educational Health Care Plan for special educational needs may include help from specialist teachers, education care officers, speech therapists, occupational therapists and/or physiotherapists. A child's progress is assessed and reviewed on a regular basis. Any matters in this area would be discussed with parents.

Daily support: We have a daily programme of support for children in school who need individual help with areas of their learning. This is provided by an SEN trained teacher and our teaching assistants.

What links do we have with the community?

Buxworth children play a large part in the activities of the community. We have helped make the village well dressing and produce our own School well dressing each year. We have Easter, Christmas and Harvest services at the village church, St. James'. We take part in the Whaley Carnival and assisted at the Buxworth Gala Weekend.

Representatives from each class form our School Council, which is proactive in deciding on fund raising initiatives and improvements for School. Pupils represent school at the High Peak Kids' Council meetings held at New Mills Town Hall.

Our school buildings may be used for local lettings. Our school is used regularly as a polling station and most recently as a venue for 'Buxworth Steam Weekend' where steam engines and the Bugsworth Basin Heritage Trust took over the village with displays and mini-events.

As a school, we are part of clusters of schools in Chapel-en-le-Frith and New Mills, sharing events, training and decision making together.

PEGS (Peak Edge Group of Schools) is a federation of schools in the New Mills and surrounding area. We work with these schools to enrich the learning of all the children. This aids in emotional and social development as the pupils work with other children from the area.



Buxworth Pre-School are based in Buxworth Club. We are pleased to say that the links between us are very strong. We support each other in many ways and help to provide part of the happy learning environment for our pre-school children. The Pre-School meets daily and fulfils the criteria necessary to receive Early Years Development Funding for three and four year olds. Buxworth Pre-School's OFSTED inspection report is available on-line and from Pre-School. All enquiries to Sarah Heyes PRE-SCHOOL LEADER 07807329801

Transition to secondary school

Transition from primary to secondary school is an exciting time for Y6 pupils. It is of paramount importance to prepare the children for this important step in their education. Children from Buxworth have Chapel-en-le-Frith High School as their feeder school but have also taken up places at New Mills, St. Thomas More, Buxton Community School, Hope Valley Community College and the Kings School, Macclesfield.

Existing links with local secondary schools are strengthened each year by visits to participate in Maths and Technology Challenges, language taster days and induction days for Y6 pupils. Staff from Chapel-en-le-Frith High School regularly work with our classes. We are actively involved in all the sports cluster events that are organised, and go each year to watch their concert.

Introductory evenings at Chapel and New Mills High Schools are held in the Autumn term and the Headteacher of Chapel School often holds a forum for parents and children each autumn term.

Y6 pupils are encouraged to take responsibility for themselves and for others, to express their needs courteously and fluently, and to recognise the important role of social skills in their integration into a new society. Regular home-school activities help to prepare the Y6 children for the daily routine of homework at their chosen secondary school.

Organisational skills and self-motivation are emphasised in our pupils' final year but, above all, we aim to give them the self-esteem and confidence necessary to approach the transition positively and with pleasurable anticipation.



Medicines and illness

Children requiring medication fall into two groups:

1. Long-term medication (e.g. asthma inhaler)
2. Short-term medication (e.g. finishing off a course of treatment)

If your child requires long-term medication, then the fact should be reported to the school and, in most cases, the children treat themselves. Inhalers should be labelled with the child's name and kept in the classroom. In the case of short-term medication, we supervise the taking of **prescribed medicines only**, provided that you fill in the required **consent form** (available on the website). Doctors can prescribe antibiotics that need only be administered twice a day.

All prescribed medicines and tablets must be handed in at the office.

Most young children are susceptible to coughs, colds and the well-known children's illnesses. If your child is suffering from an illness which is obviously contagious, please inform us but keep your child at home until fully recovered. Persistent coughs, heavy colds, sickness and diarrhoea soon spread in a confined atmosphere. Children should only return to school following 24 hours clear of any sickness or diarrhoea.

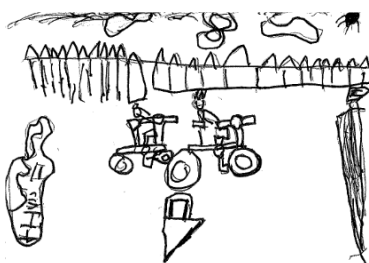
On several occasions during the year, we are visited by the dentist, doctor, nurse, audiologist, speech therapist etc. Where possible we shall inform you of such a visit in case you should wish to attend.

In the past, the school nurse used to make regular checks on the children's hair. **This is no longer the case.** Head lice are an on-going problem so it is advisable to check for them on a weekly basis. If you do find any head lice or eggs do not be embarrassed (for they say they only rest on clean heads); we would be grateful if you informed us.

First aid

First Aid boxes are kept in designated places around school. Any playtime/lunchtime accidents are recorded in the accident log. Parents are notified the same day of any accident involving a bump to the head. All staff have received recent Children's First Aid training. Mrs Cromblehome, and Miss Quick have received extensive first aid training linked with their Forest School qualification. Should your child have an accident in school which requires hospital treatment then you would be informed immediately. This means that it is **vital** that we have at least **two** reliable contact telephone numbers.

Road safety and travel to school



Road Safety education is included in assemblies and class discussion, to which the community police officer is invited. If you do bring your child to school by car, please park with consideration for other road users and please do not block the school drive or park on the pavement by the Memorial Club. Our School Travel Plan encourages parents and children to walk to school, or park in other areas of the village to 'Park and Stride'; we run a cycling training programme for our older juniors. We would encourage walking to school wherever possible but young children must be supervised by an adult. We regularly take part in "Walk To School" weeks. Children riding bicycles may park at school if they are supervised by a parent on their journey to/from school or have completed cycle training. All cyclists should wear helmets. Younger children are welcome to scoot to school – scooter pods are available by the top door.

Admissions

At present, the maximum number of admissions to the Reception group for the academic year is 15.

The Local Authority is required to co-ordinate admissions to all Derbyshire, Primary, Infant and Junior schools for the academic year 2020/2021. Essentially the Authority acts as a 'clearing house' for all admissions and enables parents to express a preference for one, two or three schools and to place these preferences in rank order. Parents must make their application on a common application form, written or online, to be returned directly to the LA.

The Co-ordinated Scheme is an administrative process to make admission to school easier, more transparent and less stressful for parents.

http://www.derbyshire.gov.uk/education/schools_colleges/admissions

Co-ordinated Arrangements – Primary Schools

For more information about applying for a primary school place please look at the website for Derbyshire County Council www.derbyshire.gov.uk/

Common application forms will be available for Derbyshire Primary, Infant and Junior Schools and other public establishments. Further information about the co-ordinated admissions scheme is available in the Authority Parents' Information booklet – 'An Essential Guide to Primary Education'.

- Although many of our children live in Buxworth, we do have pupils on roll from other areas of the High Peak.
- Children are admitted to school on a full-time basis at the beginning of the autumn term.
- Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year;
- Parents can request that their child attends part-time until the child reaches compulsory school age. Admission authorities must accommodate these requests where it appears to be in the best interest of the child



Our small year groups make it possible to offer personalised teaching in an atmosphere of friendly co-operation. Shy children soon overcome any fears whilst the confident ones are encouraged to exercise their skills. Before your child starts school, you and your child are invited to meet the staff and the rest of the children.

We feel that starting school is a natural progression from Pre-School, but everyone will find a warm friendly reception awaiting them. Children who join us at any stage of their school life soon settle and become active members of the school.

Child Protection

It is a DfE requirement that each school nominates a Designated Safeguarding Lead (DSL) on the staff who will have special responsibility for Child Protection. Our DSOL is Mr P Bertram. Staff in school have a duty to report to the DSL any concerns that any child may be suffering harm.

We have a current and up-to-date Child Protection Policy which has been agreed by the Governing Body and is available on our website. As a school, we have close contacts with the School Health Service, local Multi-Agency Team, Social Services and the Police, any or all of whom may become involved if necessary.

The school has a responsibility to collate basic information such as who has parental responsibility for a child, and to pass this information to the relevant agencies if so requested. In the event of an investigation into possible child abuse, the school has a duty to co-operate with the investigating agencies to the best of their ability to promote the welfare of the child. Whilst the school will always attempt to work in partnership with parents, and try to ensure that parents are fully informed of, and participate in, any action concerning their child, if there is a conflict of interest, the welfare of the child must be the paramount consideration.

What do we do if we have a complaint?

We hope that most complaints will be dealt with informally by discussion with the class teacher or a Headteacher. If you wish to bring something to the attention of the Governing Body, please contact the Chair of Governors. Contact details for Governors are on the Governors' noticeboard outside school or from the school office.

There is a statutory procedure to be followed in case of a complaint that is not resolved informally. A document explaining the procedure is available on the school website or on request.

Term Dates 2022-2023

- 1 September 2022 to 21 October 2022
- 31 October 2022 to 22 December 2022
- 9 January 2023 to 17 February 2023
- 27 February 2023 to 31 March 2023
- 17 April 2023 to 26 May 2023
- 5 June 2023 to 21 July 2023

Inset Dates 2022-2023

- Inset Days – 1st & 2nd September 2022, 21st October 2022, 22nd December 2022, 20th & 21st July 2023
- Bank Holidays – 26th & 27th December 2022, 2nd January 2023, 1st May 2023

Dates are also available on our website.

Absences/holidays

We are required by law to monitor attendance and unauthorised absence. If your child does not attend school for any reason, we would prefer you to write a note but otherwise let us know via another adult or by telephone. Our attendance policy is written in line with other schools in the Chapel and New Mills area (please see the attendance leaflet on our website).

No holidays in term time will be authorised unless there are exceptional circumstances. We have an attendance target which we try hard to reach each year. Holidays taken in term time have a serious impact on our attendance figures (which contribute to our Ofsted grading). If you need to apply for an absence during term time, please inform us in the office and we will supply the appropriate form.

Parents should fill in details of late arrival in the office and should also sign out if collecting a child (for a dental appointment for instance).

Attendance

The target for the school year is 97%

General guidelines

- Dinner money – All dinner money is paid via Parent Pay. You will receive log in details for this once your child starts school. It is important you set up your Parent Pay account once your child starts school as the system is also used for school communication, school trips and other school payment items. Parents should ensure that dinner money is paid on time as chasing up arrears takes up a large amount of the School Business Managers time. All children in Reception, Y1 and Y2 are entitled to a free school lunch following new Government funding arrangements.
- You may choose what your child would like for dinner on a daily basis. A dinner register is taken each morning.
- No glass bottles with packed lunches.
- No chewing gum or sweets.
- During the school day, children are not allowed off the school premises unless accompanied by an adult.
- At the request of Derbyshire County Council, **we do not allow dogs** in the playgrounds.
- Buxworth School operates an **open-school policy**. We encourage parents and friends as helpers in the classrooms, supervised by the class teacher. Volunteers need to be DBS checked, just as staff are. We can arrange this.
- All staff are available to discuss any problems if they arise. However, ***the end of the school day or by appointment*** is preferable to mornings (when staff are preparing for the day).
- The school operates a **NO SMOKING** policy both in the buildings and on the grounds.

School Website

Our website has an up-to-date diary as well as all the important documents you may want to read. Each class has a page which gives information and is used to display photographs of the class activities and work. Please do explore our colourful, exciting site.

www.buxworthprimaryschool.org.uk

To finish....

All the details in this booklet were correct at the time of publication but changes may take place during the school year.

Should you require further information about Buxworth School or wish to look round, please do not hesitate to contact the Headteacher.