Newton St. Cyres School
New Parent Handbook

Exe Valley Federation
CHALLENGE DISCOVER SUCCEED

A warm welcome to our school

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We believe that education should be a partnership between children, parents and teachers. We want you and your child to feel welcome as part of our school community and know that together we can help your son or daughter to reach his or her full potential. We provide a secure and purposeful atmosphere to learn in and we value and respect all children, ensuring that they have a positive experience at our school.

We are part of the Exe Valley Federation which comprises of:

Brampford Speke C of E Primary School, Cheriton Fitzpaine Primary School, Newton St Cyres Primary School, Sandford School, Silverton C of E School & Thorverton C of E Primary School

Full information can be found on our website http://www.exevalleyfederation.co.uk

Dear New Parents

Welcome to Newton St. Cyres School. Positivity, happiness and inclusion can be found at the heart of our school, one in which we are all proud to be part of. Through working in partnership with pupils, parents /carers and the other schools in the Exe Valley Federation, we aim to provide a supportive and stimulating learning environment where every child can succeed.

Our brand new school building (built in 2018) is set in the heart of the village and offers first class facilities, fit for a modern education. Our talented and dedicated team provide the children with challenging and memorable learning experiences where individual wellbeing is at the heart of what we do. Our continued strive for excellence academically and pastorally means we foster a love of learning whilst shaping well-rounded individuals with a real sense of community.

Our popular wraparound care is open to all nursery and school aged children. Breakfast club is open every day from 7.45am and after school club runs until 5pm Mon-Thurs. Children thrive in our before/after school care, taking part in a variety of activities, eating healthy meals and enjoying each other's company.

James Durward-Akhurst
Deputy Executive Headteacher and Head of School

Information for parents – new starters:

The School Day

The school day begins at 9.00 am and finishes at 3.20 pm. Children arrive by 8.45 ready to line up on the playground (through the large green gate) and enter the class rooms at 8.50. The governors and staff are unable to accept responsibility for children left at school before 8.45 or after 3.30. The entry system will be reviewed on Monday 6th September 2021 and any amendments will be communicated to you.
We have a car park for dropping off children and also a Village Hall car park which is a short walk away.
Children in Years 5 and 6 are able to walk home alone with prior permission from parents.

Break Times

All children in the FSU, KS1 and KS2 have a break at 10:30 to 10:50. The children have their lunch from 11:45 (FSU), while KS1 and KS2 take their lunch at 12:15. Whilst not in the hall eating, children will be playing in the playground or MUGA (multi usage games area) or on the field (weather dependent). They have access to a wide range of resources, such as sports equipment as well as building bricks and fancy dress. The children can also use the play equipment.

The children in the FSU, Year 1 and Year 2 have a fruit or vegetable snack at morning break, this is provided by the Government Free Fruit & Veg Scheme. In addition, if your child is under 5 they are also entitled to a free drink of milk every day. When they reach the age of 5 you have the option of purchasing milk from https://www.coolmilk.com/ . We have a few children in school with nut allergies, so we would ask you please not to provide your children with any snacks or packed lunch items containing nuts of any sort.

Snack suggestions: rice cakes, crackers, cereal bars, fruit, vegetables. No crisps, chocolate or sweets please. Children have access to water throughout the day and they should bring their own named bottle (sports bottle type) for break times and lunchtime.
https://www.exevalleyfederation.co.uk/docs/policies/Healthy_Eating_Policy.pdf

School Council

The school council has child representatives from each year group from year 2 onwards. The council meets with a member of staff to discuss issues that are important to them and the children in their classes. They raise a small amount of finance through non-uniform days, and make decisions on how this should be spent. They are also responsible for leading celebration assemblies, fundraising days and showing visitors around the school. The councillors change termly.

Meals

We are fortunate in having a school kitchen on the premises where meals are freshly prepared for the children. If your child has any dietary requirements please let us know.
Packed lunches may be brought to school and eaten under supervision in the hall. Drinks should be brought in screw top plastic containers - no glass bottles please.

All pupils in Reception, Year 1 and Year 2 in state-funded schools in England are eligible for Universal Infant Free School Meals. However, it is advantageous to register for free school meals even if these are not taken

on a regular basis as other related benefits may then become available, such as free school trips, free milk and music tuition. Apply through the Citizen Portal:
https://oneonline.devon.gov.uk/CCSCitizenPortal_LIVE/Account/Login.
This is the quickest and easiest way to apply and will result in you getting an instant decision. Alternatively, call the Education Helpline on 0345 155 1019.

To qualify you will need to be in receipt any of the following:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods).
- Income Support (IS).
- Income-based Jobseekers Allowance (IBSJA).
- Income-related Employment and Support Allowance (IRESA).
- The guaranteed element of State Pension Credit.
- Support under Part VI of the Immigration and Asylum Act 1999.
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income as assessed by Her Majesty's Revenue and Customs that does not exceed £16,190).
- Working Tax Credit run-on (the payment you get for a further 4 weeks after you stop qualifying for Working Tax Credit).

Children who receive a qualifying benefit in their own right can also get free school meals.

Absence

Illness: If, for example, your child is ill and unable to attend school, please phone school or send a message via newtonadmin@exevalleyfederation.org.uk. If we do not hear from you by 9.30 the school will telephone you to find out why your child is not in school. I am sure you will understand there are safety reasons for this precaution. If your child has suffered from vomiting or diarrhoea please do not send them to school for 48hours after the last bout.

Holidays: Attendance is a key factor in your child's development and progress. You should be aware that legally parents do not have an automatic right to take their child out of school for holidays during term-time. Authorisation can only be considered in exceptional circumstances; full details can be found on the Absence Request Form available from the main reception.

Medical Appointment: If you need to collect your child for an unavoidable medical appointment, please sign them in and out at the main reception.

Accidents

In the event of an accident, a teacher or teaching assistant will render first aid. If it is felt that further treatment is necessary, parents will be informed immediately. If you are not available an ambulance will be called. In the event of a more minor accident, an email will be sent to you plus a letter informing you that an accident has taken place will be sent, via your child, on the same day, indicating the nature of the injury.

Medication

If your child is taking medication, please inform the school office and complete the medical consent form (available from Reception). Medicines should be handed over in their original containers so that the prescribed dosage is clear. These are kept in a locked room and at the end of each day, they will be returned only to the parent and not the child.

Communication

Please visit our website at http://www.exevalleyfederation.co.uk. The site gives up to date information about life at our school, and celebrates our activities and achievements.
Letters go home regularly via email as well as a weekly Newsletter to inform parents about events and activities.

Bullying

If your child reports to you that he/she is being bullied please let us know – we will look into it straight away. The school takes all reported cases of bullying very seriously. The Federation has adopted Devon's Anti-Bullying Policy. Further information can be found on our website:
http://www.exevalleyfederation.co.uk/Key-Information/Policies/

Information about Learning

There is a range of ways in which you will be informed about what your child is currently learning. There is a half termly letter/topic web from the class teacher indicating what areas of learning are to be covered. This will enable you to converse with your child about what has been going on in school. We also hold termly open afternoons where you can spend time in your child's class and see their learning.

Information about Progress

Twice a year there is an opportunity for parents, child and teacher to meet together to set and review targets for your child. The child's annual report is produced in the summer term and children in the Reception Year receive the completed Foundation Stage Profile at the end of the summer term. Children in EYFS will also share learning and progress via our learning journals which track learning and progress throughout the year. End of year test results are reported to parents for all children in Year 2 and Year 6 in the summer term along with their end of year school report.

Special Educational Needs

Children have special educational needs if they have a learning difficulty, which calls for special educational provision to be made for them. We welcome information from parents of children who may have special educational needs. This helps us provide information to staff and support early on where it is most needed. The school has a special educational needs coordinator (Mrs Sue Wilkinson). Their role is to co-ordinate the teaching provided for children with special educational needs, liaise with class teachers and learning support assistants, keep in touch with parents and work with external agencies if this is necessary.

Uniform

The recommended uniform is listed below and most items can be purchased from the school office. All clothing should be clearly marked with your child's name. For hygiene reasons, it is required that all children have a full change of clothes for PE/Games activities and this should be kept in a named bag.

Children should not wear jewellery to school (except for ear studs) and no child is allowed to wear a watch for PE and swimming lessons for safety reasons. Please do not allow your child to bring unnecessary valuables to school. Our PTA (FANS) have a stock of good condition used school uniform for sale too. Please see a member of staff or the PTA for more information.

School Uniform

- Green school sweatshirt or green cardigan (preferably with school logo)
- White polo shirt or a white shirt (with or without Logo)
- Black/grey trousers or black/grey tailored shorts
- Black/grey dress or skirt
- Green and white checked dress (optional for summer)
- White, grey, black or navy socks or tights
- Black shoes (no sandals, crocs or flip flops please)

PE Kit

- Plain white t-shirt (with logo if desired, available from the office)
- Green/Black/navy shorts (needed all year)
- Trainers
- Change of socks
- Tracksuit or school sweatshirt, leggings or jogging bottoms for cooler weather (all either black or navy)

Optional items also available from our office

- School cap with logo

Nursery

Children in Nursery require an all in one waterproof suit and a pair of wellingtons
The children in Nursery are not required to wear school uniform but can if they wish.

Children wearing laces in shoes or trainers need to be able to secure them independently please.

Please make sure that all uniform is clearly marked with your child's name.

Admissions Policy

http://www.exevalleyfederation.co.uk/Admissions/

Breakfast Club

This is currently run from 07:45 – 08:45. There is a charge for this service, which currently is £5.00 per session per child. An application form and more fee details and how to pay are available from the school office.

After School Activities

Please see our weekly newsletter for further details. We run a variety of staff-led after school clubs as well as paid after school provision via Premier Education. This changes termly.

Lost Property

It is really helpful if all clothing worn to school is clearly named. This helps us to return items to the correct class on a daily basis.

PTA - FANS

Our PTA organise social events for both parents and children and fund-raising events. All parents are welcome. If you would like to become involved, please let a member of staff know and we will put you in touch.

Payments

We encourage parents to pay for meals, clubs, trips etc. via our online payment system: https://login.schoolgateway.com/0/auth/login

- You will be able to book school meals and see your current balances
- Breakfast Club balance
- Pre-School balances
- Attendance (your child's current attendance information and any unexplained absences)
- Your current contact details – address, telephone contacts and email
- Pupil Premium eligibility checker

Alternatively, cheques and cash in a sealed envelope can be handed to the school office.

Volunteering

We are grateful to the parents that volunteer in school, their help with listening to children read and helping out on school trips etc. is invaluable. If you feel you would like to become a volunteer please let us know.

Governors

Governors act rather like a board of directors, and make decisions about how the school is run. They meet twice a term as a full governing body, and also work within committees. The minutes of these meetings and other information is posted on the website.

Complaints

We hope that you will never need to complain and that any concern is easily resolved informally by discussion with staff or the Headteacher at school. For further information please contact the school office or view our policy on the website http://www.exevalleyfederation.co.uk/Key-Information/Policies/

If you require any further information please do not hesitate to contact the school office.

Contact Details:

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01392 851 267
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