



2017/2018



Bellingham First School

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INTRODUCTION

Welcome to Bellingham First School. We hope that you find the information in this booklet useful as an introduction to our school. It is not possible to provide all the information that you may require, so if you feel that there are any areas that you wish to know about, do not hesitate to come in and talk to us.

The staff of Bellingham First School are working together to provide your child with the best possible education. We want you as the parent to feel confident that you have made the right choice in sending your child/ren to us.

Everyone at Bellingham First School is committed to safeguarding your children and all of our stakeholders. We follow Northumberland safeguarding procedures and policies.

Our school was inspected in March 2013 by Ofsted and it was reported that, *'This is a good school.... A stimulating and caring classroom enables children to make a good start to their time in school. They make good progress due to creative teaching that inspires them to settle into learning well.'*

We look forward to getting to know you and your child, and working together to ensure the success of our school.

Wendy Goddard

Head teacher

STAFF

Headteacher Mrs Wendy Goddard

Teachers

Mrs Sarah O'Connor
Miss Amy Mundy
Miss Amy Newman
Mr Adam Bewick

Higher Level Teaching Assistant Mrs Suzanne Loughhead

Classroom Assistant

Mrs Pamela Roberts

Secretary

Mrs Denise Piggford

Finance

Mrs Berni Thompson

Caretaker

Mr Paul Whalley

Cook

Mrs Sylvia Lawson

**Lunchtime Supervisory
Assistants**

Mrs Pamela Roberts
Mrs Suzanne Loughhead

GOVERNORS

The main aim of all Governors of the Bellingham Partnership of Schools is to support the school, staff and pupils to ensure maximum well being of all its pupils.

The Governors are elected for a four year term. They hold regular meetings to discuss all aspects of the school including staffing, curriculum, finance, buildings, health and safety, pupil performance and welfare and other topics that may arise. Governors share responsibility for both schools on the Bellingham site (First & Middle) ensuring continuity and progression for children throughout their school career here.

Termly visits, which are carried out once a term by two governors, focus on aspects linked directly to the school development plan. A report is given to all governors at the termly meeting with discussions taking place where appropriate. This enables the governors to be well informed about school activities, governors are also invited to take on specific roles.

The Governors, as part of their statutory duties are responsible (should the need arise) for dealing with any formal complaints. Details of the procedures are held in school.

Chair of Governors Trish Taylor

ETHOS and VALUES of the SCHOOL

At Bellingham First School we aim to create a secure, stable, happy environment where children successfully acquire skills and knowledge in their development as individuals and as members of the community.

We often have visits to other schools, sharing curriculum days and staff training.

We provide a broad and balanced curriculum across the age ranges to ensure a continuum of learning that is matched to differing educational needs of all our children and highly value the importance of literacy and numeracy skills.

Our Healthy School Award demonstrates our commitment to promoting healthy lifestyles amongst the whole school.



Children are encouraged to participate in all activities to learn and make progress, to have greater understanding of themselves, other people and the world in which we live.

We encourage children to become caring and considerate, to have respect for other races, cultures and religions, and to be responsible for their own behaviour.

SCHOOL ORGANISATION

Head Teacher

Mrs Wendy Goddard

Teaching Staff

Miss Amy Mundy

Mrs Sarah O'Connor

Miss Amy Newman

Mr Adam Bewick

Classes

Reception Class

Class 1 is composed of **Year 1 and 2**

Class 2 is composed of **Year 3 and 4 children**

All classes are of a mixed ability, composed of both boys and girls. There may be two or more age groups in one class, or, a large group may be split between two classes if this enables us to provide better education for our children. The pattern may vary from year to year.



We have regular open mornings in school giving parents and carers the opportunity to visit us and be shown their children's work.

On Fridays we have a shared provision day working with Kielder First School. The children work in their individual year groups on music, PE and French projects as well as English and Maths.

ADMISSIONS

Parents wishing their child to attend Bellingham First School are requested to complete a School Preference Form, copies of which are available from school or the Director of Education, County Hall, Morpeth.

Alternatively you can apply on-line at www.northumberland.gov.uk

Transfer Procedures

Children from the school, which serves the area of Bellingham, usually transfer at the age of 9+ to Bellingham Middle School and then at the age of 13+ to Haydon Bridge High School.

School Hours

Morning session: 9.00 - 11.55am

Afternoon session: 1.00 - 3.15pm

All children have a fifteen minute break during the morning and younger children may also have a short playtime during the afternoon, at the teacher's discretion.

If there is a change to your child's usual hometime arrangements then please contact the school office. We will be able to pass a message to your child's teacher and will arrange for the new actions to take place.

Should you be late in collecting for child from school we will ensure their safety. They will be kept in the school library area until we can contact you.

CURRICULUM

'The school's curriculum provides a range of activities that promotes pupils' learning. A wide range of activities with good links across a range of subjects motivates them to learn well.'

Ofsted 2013.

The children at Bellingham First School receive a relevant, stimulating, balanced curriculum, which is carefully differentiated by outcome to meet the individual child's needs.

In all cases parents will be consulted and kept fully informed where additional support is required for their child.

Extension work is provided for children of high ability.

Liaison meetings with Pre-school and Middle School staff ensure mutual knowledge of the children's educational progress and give opportunities for planning for the continuity of learning.

LITERACY. The skills of reading and communication, both verbal and written, are fundamental to children's learning. This work is encouraged from the earliest days in school following the Read Write Inc approach to phonics. It is supported by a wide range of materials e.g. books and interactive materials.

Story telling, non-fiction and poetry, both traditional and modern and from a variety of sources, encourage a love of literature and provide language models.

The presentation of clear written work is aided by handwriting and spelling practice and the teaching of basic English grammar.

NUMERACY. Through a daily Numeracy lesson and other Mathematical activities, children achieve a secure foundation in the Mathematical skills of number, algebra, shape and data-handling.

The development of divergent thinking and mental agility is pursued, together with competence in handling computer software and appropriate mathematical tools.

SCIENCE. The teaching of science is approached in such a way as to encourage the interest and curiosity of children in the world around them. Through an investigative approach children can develop skills and competencies to apply ideas to a problem or situation, test their usefulness and then reflect critically on their achievements and amend their findings in order to improve efficiency and /or effectiveness.

I.C.T.

Information Communication Technology acts as a stimulus, support and consolidatory tool. Flexible use is made of the computers in classrooms and outdoors. A wide range of software, promoting investigation, divergent thinking and co-operation, is used on a cross curricular basis. Children are able to develop their use of digital camera equipment, making photo-stories and short videos as a record of their work. Lap tops. PCs and ipads are used with all children.

DESIGN AND TECHNOLOGY. Every child is helped to become more aware of the role of design and technology through a range of curriculum activities, which encourage use of a range of suitable tools and material.

The children are made aware of the impact of modern technology on the environment.

PE.

We encourage every pupil to find enjoyment in physical activity and offer a varied PE curriculum including - dance, gymnastics, athletics, games skills and swimming. We have excellent facilities for PE which include a large hall and extensive playing fields.

We develop the children's awareness for the need of safe practice in physical activities and offer after school clubs in running and athletics.



Every year we take part in the Children's Cancer Run.

MUSIC

Our aim is to provide a sound foundation for music literacy, to meet the needs of the individual child and develop the appropriate skills necessary to participate in musical activities.

Children are encouraged to join in all musical activities in singing, making and playing instruments; to become aware of the many different types of music in their own world as well as music from different periods in history and from other cultures.

We take part in collaborative music activities during the year sharing our musical experiences with children from neighbouring schools.

HISTORY. The children will be given the opportunity to develop an awareness of past and present times. We aim to help the children to gain knowledge of our cultural heritage and to introduce children to the particular skills of historical enquiry.

We teach history both as part of wider cross-curricular projects and as subject focused lessons.

Where possible we provide the children with opportunities to work with artefacts and archives and arrange visits to historic sites and museums.

GEOGRAPHY. Through Geography the children will be encouraged to explore and investigate their local environment as well as discovering the world we live in today. At each stage, comparisons and links are made between our area and other places.

Through our teaching of Geography we aim to develop in our children an interest in and an understanding of our world and its people.



RELIGIOUS EDUCATION. The school follows a Christian non-denominational agreed policy in the subject. It is concerned with teaching the religious and moral values of the Christian religion through its festivals, traditions, beliefs and history.

Acceptance of and respect for the beliefs of others are encouraged through activities, stories, music etc., promoting an understanding of different life styles and customs.

Parents have the right to withdraw their child from this subject. Those parents who wish to do so, should contact the Headteacher and an alternative can be discussed.

**PERSONAL, SOCIAL AND HEALTH EDUCATION AND CITIZENSHIP
including SEX AND RELATIONSHIP EDUCATION**

Through a varied programme, children are able to discuss personal, social and cultural issues. Topics covered are stranger danger, drugs awareness, personal hygiene and safety, sex education.

It is our aim to develop the 'whole' child in a secure environment. Through class discussions our children are able to explore responsible behaviour, respect and co-operation with others.

The school has achieved its 'Healthy School Status' awarded by Northumberland County Council.

CREATIVE ACTIVITIES. These activities include all forms of drawing, painting, printing and collage, modelling in clay and willow and craft work such as sewing, puppet making etc.

Skills of observation, manipulation, use of materials and choice of media are developed and aesthetic awareness raised. Through these activities the children enjoy a visual, creative way of expressing themselves.

PLAY. Play provides children with further opportunities to learn and develop. It enables children to practise skills learnt, to socialise with other children and to express emotional feelings. During their early years in school a variety of play situations are organised to extend children's experience e.g. home play, shopping, construction toys and modelling, dramatic and imaginative play, sand and water play, situation drama such as hospitals, fire stations etc.

ASSESSMENT

Assessment at Bellingham First School is continuous and is used to monitor the child's progress, to plan future work and to inform parents. At the end of the school year written progress reports are sent to parents informing them of the progress and attitude of their child.

We hold more formal parent/teacher discussion evenings termly but always have an 'open door' approach should you need to talk to a teacher.

We have open mornings in school where children are able to show parents their work, displays etc. These offer a valuable insight into your child's learning experience.

Early Years scores are now completed within school following on from Pre School, working closely with North Tynies to ensure a smooth transition.

A phonics screening test is carried out in Year 1.

At the end of Year 2, Key Stage 1 pupils' work is given a 'judgement' using teacher assessments and may be verified with Standard Assessment Tests (SATs) Year 2 teachers meet together to moderate work and ensure standardisation across schools.

Additional tests are undertaken in Years 3 and 4 which along with teacher assessment provide a judgement for pupil work.

Children at our school, '*make good progress across the school to leave year 4 with attainment that is typically above what you would expect for their age.*' (Ofsted 2013.)

SPECIAL EDUCATIONAL NEEDS

Bellingham First School has well established procedures for identifying children with learning difficulties. We support such children through small group work and in-class assistance. Provision is reviewed regularly. Our SEND team at the local authority can provide support and advice on planning some individual programmes.

As a parent your permission is always sought prior to any intervention work. You may request a referral to specialised services should you wish and would need to discuss this with the class/headteacher.

HOMEWORK

Each week children will be asked to do some work at home. This may include reading, spelling and numeracy work. Your co-operation in supporting these home tasks is very important. Please encourage your child whenever possible.

EXTRA ACTIVITIES

Depending on interest and enthusiasm groups can be formed to explore in depth any activity. Music lessons, football teams, running clubs all have taken place over the years along with out of hours theatre visits.

Parental interest is most welcome and if you have any interests to share with us we would be most grateful.

EDUCATIONAL VISITS

These form an important part of the children's work and normally take place within school hours. Whenever children are out of school, safety is of paramount importance.

Bellingham First School follows County Visits Procedures and all visits are approved before being allowed to go ahead. With each visit parental permission is required, full details of the visit are provided to parents and correct levels of adult supervision are ensured.

Children in Year 4 are invited to take part in a residential visit with other children from the mini partnership.



PUPIL BEHAVIOUR

Good behaviour is encouraged and children are praised for such.

They are advised to behave towards others as they would like others to behave towards them i.e. with courtesy and kindness.

Children who do misbehave are reprimanded and may have the temporary withdrawal of some privileges.

Serious or persistent misbehaviour is recorded and is discussed with parents.

SCHOOL RULES

These are kept to a minimum and are enforced in the interest and safety of all children. Your support in the keeping of these rules is important to school discipline. Discipline is firm and friendly and is in accordance with the regulations laid down by the LA.

Our overall school rule is **to consider others at all times and to keep our school a safe and happy place to be.**

Home/School Agreement

At the start of each academic year, children and parents are invited to read and sign our home/school agreement encouraging positive links between home and school.

PARENTAL INVOLVEMENT

Your interest and concern are vital to the success and confidence your child gains at school.

This can be shown in many ways and we hope you will become involved with the school wherever possible.

1. We hope you will always feel welcome in school to discuss any matter. An appointment can be arranged after school with the head or class teacher.
2. Offer to help with activities both in and out of school showing your interest and support to your child. To do this you will be required to complete the

necessary Disclosure Barring Service forms - available from the school office.

Parents regularly help with swimming supervisions, craft and baking activities, demonstrations of skills or interests, educational visits etc.

3. Attend events in and out of school, come to progress nights, concerts etc. Informal meetings allow us to get to know you as well as your child.



SCHOOL MEALS

All pupils in Reception, Year 1 and Year 2 are entitled to Universal Free School Meals. Children may either have a meal which is prepared and cooked on the premises or they may bring in a packed lunch. Packed lunches should be brought to school in a suitable container. Breakable, liquid containers are not allowed as they create problems with safety. We do not allow sweets or fizzy drinks as part of our Healthy School commitment and value your support in this matter.

Dinner money is collected on the first working day of the week and the correct amount should be put in a named envelope separate from any other money. Parents have the option to pay termly/ half termly for school meals.

Parents who feel they are eligible for free meals for their children may obtain the relevant forms by applying on line via the Northumberland County website. Alternatively, call into school and we can help you find the information required.



FRUIT AT PLAYTIME

Children in Class 1 receive free fruit on a daily basis through the National School Fruit Scheme. Older children are encouraged to bring a piece of fruit to have at morning break.

MILK

Milk can be provided at a small extra cost. Arrangements are made to collect the milk money in advance on a termly basis.

SCHOOL CLOTHING

We have an unofficial school uniform which is very well supported.

GIRLS. Grey/black/navy skirt or trousers, white blouse/polo shirt, jumper or sweatshirt (navy), blue checked dress in summer, sensible school shoes.

BOYS. Grey/black trousers, white shirt/polo shirt, jumper or sweatshirt(navy), sensible school shoes.

ALL CHILDREN. T-shirt and shorts for P.E. (T-shirts provided by school)
Sandshoes (indoor P.E.), trainers (outdoor P.E.)
Swimming kit - no bikinis or board shorts please.

School sweatshirts, fleeces and polo shirts, all displaying the school logo, are available to order through school or at [Tesco.com](https://www.tesco.com)

We hope you will encourage children to cope with their own clothes, so that they learn to fasten buttons, toggles, zips and shoe laces.

It is helpful if all items of clothing can be clearly marked with your child's name or a symbol that the child recognises.

We encourage children to have long hair tied back and discourage the wearing of jewellery. Ear-rings **must** be removed for all P.E. activities.

ARRANGEMENTS IN CASE OF ACCIDENT OR ILLNESS

In the event of a child becoming ill or having an accident in school, parents will need to be contacted quickly. Parents are asked therefore, to provide a telephone number or address, through which they may be contacted.

In exceptional circumstances staff are allowed to administer prescribed medicines. Forms for this are available in school.

The Headteacher should be informed of any problems, medical or social, which are likely to affect your child at school.

ATTENDANCE

Regular attendance is one of the most important factors affecting the rate of pupil progress. It is essential that parents inform the school of the reason for their child's absence in a brief note or by telephone on the first day of absence. Pupils are not allowed to take time off school for any reason other than illness, treatment, external examinations or in cases of emergency.

In very exceptional circumstances an extended absence may be authorised with prior discussion with the head teacher.

SCHOOL HEALTH SERVICE

The school nurse keeps in regular contact with school to monitor any concerns. Vision screening and hearing tests are carried out in Reception as well as height/weight measurements. Letters will always be sent home informing you of the date of these.

If you wish to consult the school nurse please contact her via school or directly at the address below:

Oaklands Health Centre
Front Street
Prudhoe
Tel: 01661 834596

Please note that pupil names, addresses and dates of birth will be forwarded to the School Health and Dental Services for database and screening purposes. This information will be shared unless you advise the Headteacher in writing otherwise.

VOLUNTARY CONTRIBUTIONS

There are occasions where parents are invited to make 'voluntary contributions' of money towards activities within the curriculum during school hours. These may include museum visits, swimming or visits in connection with a particular topic.

Additional notice is given for certain visits which ask for a more substantial amount eg. the year 4 residential visit, and this can be paid for in instalments.



CHILD PROTECTION

The school follows the Northumberland LA guidance on child protection issues. All adults working in school are police checked and we ask parent volunteers to complete a DBS form before working regularly in school with us. Where we have concerns about pupil welfare we will talk to parents and work with you to resolve problems. In keeping with the Child protection guidelines the school may, in exceptional circumstances, contact Children's Services if there are serious and specific concerns about a child.

COMPLAINTS and QUERIES

If you are unhappy or unsure about anything that is happening in school related to your child you should speak to their teacher. If you still need further information or support you should ask to speak to the Headteacher to discuss your concerns.

If you feel that your concerns have not been addressed to your satisfaction you should contact the Chair of Governors. You can contact Dr. T. Taylor by telephone, email or letter. The school will ensure that you have the appropriate addresses/phone numbers.

The details contained in this prospectus are correct at time of printing. There may be changes affecting existing information arising, for example from variations in Government Legislation or Governors' Policies.