

# BLEAK HILL PRIMARY SCHOOL



## PROSPECTUS 2019/20

INFORMATION FOR PARENTS



**ST HELENS**  
AMBASSADORS



# WELCOME TO BLEAK HILL PRIMARY SCHOOL



Dear Parents/Guardians

We thank you for taking the time to look at our Prospectus.

We hope that the information in this Prospectus will help you to work with us to provide the best possible education for your child.

We believe that all contact which you have with the school should be informative, reassuring and supportive. From the earliest possible stage, we endeavour to develop a close relationship with you and your child and to develop a close partnership with you, as parents, in order to bring the best out of your child.

During the years there will be many opportunities for you to be involved in the many facets of your child's education, both in and out of school.

We see you as partners and we look forward to meeting you and your child in the near future and trust that our years together will be happy and successful.








Ian Wellens  
Head Teacher

Diane Ross  
Chair of Governors







## **MISSION STATEMENT**

**Bleak Hill Primary School aims to provide every member of our school community with an environment which enables them to be happy, healthy and safe, in order to be highly motivated lifelong learners.**





We will work together to enable our children to:

-  feel valued and have their strengths recognised
-  achieve success now and in their future lives
-  have high self esteem – respecting themselves, others and the environment
-  set high expectations of themselves
-  work in a cooperative, open and honest way
-  be a proud member of their family, school and community
-  choose to follow a healthy, safe lifestyle.

We believe that each child will succeed through experiencing quality in:

-  a broad, challenging, adaptable and inclusive curriculum which meets the needs of every child
-  an enriching programme of extra – curricular activities and visits
-  a stimulating learning environment
-  innovative teaching and an investigative approach to learning
-  an ethos of support, challenge and encouragement to succeed
-  learning partnerships between school, home and the community

We demonstrate our commitment to working as a learning community by:

-  striving for continuous improvement in all that we do
-  working collaboratively towards common goals
-  providing carefully planned programmes of continued professional development
-  enabling effective and open communication for all stakeholders.

## **BLEAK HILL VALUES**

At Bleak Hill we follow a set of positive values which help to improve confidence and self-esteem and to create a better atmosphere and environment for everyone. The values encourage children to become more aware of their behaviour and are designed to have a positive impact upon it. We teach children to value themselves, each other and their environment. We feel that by teaching and following these values we are supporting the development of the whole child, allowing children to discover the best of themselves and preparing them to become valued citizens in the real world.




Whilst all values are always in our mind, we concentrate upon a couple of values each month, as shown below:

September	Friendship and Appreciation
October	Patience and Thoughtfulness
November	Compassion and Charity
December	Hope and Courage
January	Positivity and Inspired by the success of others
February	Unity and Collaboration
March	Respect and Responsibility
April	Tolerance and Forgiveness
May	Resilience and Perseverance
June	Honesty and Trust
July	Justice and Democracy













1. **A UNIQUE CURRICULUM**

Each pupil will follow a curriculum which is broad, balanced and designed to emphasise the relevance of the knowledge, skills and understanding developed through learning programmes and experiences;

The curriculum we deliver satisfies the requirements of the Education Reform Act relating to the National Curriculum and religious education, ensuring that sufficient time is allowed for all aspects of this basic curriculum; This includes:

-  The Foundation Stage curriculum (for 3-4 year olds)
-  The statutory National Curriculum and religious education (for 5-11 year olds) with cross curricular aspects
-  Key skills (communication, number, information technology, working with others, improving own learning and problem solving); personal, social and health education and citizenship; a climate for learning (ethos) created by school staff, parents and learners; additional learning opportunities taught and provided outside school hours.

The curriculum at Bleak Hill Primary School:

-  provides continuity of coherent learning experiences, as well as progression within, between, and beyond the key stages: Foundation Stage, Key Stage One and Key Stage Two;
-  offers challenge leading to the highest standards of personal achievement through recognition of individual needs according to ability and aptitude;
-  assesses the progress and attainment of each pupil:
-  determines whether individual learning objectives have been achieved;
-  identifies the individual pupil's progress in different aspects of the curriculum;
-  informs the setting of further learning objectives;
-  informs parents, pupils and schools about individual achievement;
-  informs the wider community about the performance of individual schools and groups of schools;
-  enables the study of long-term trends in pupil performance;
-  records the progress, attainment and achievements of each pupil and reports to parents in a way that: demonstrates the outcomes of the National Curriculum and personal attributes;
-  records experience and achievement, where relevant, in core skills such as communication, numeracy, and information technology;
-  includes achievement outside the taught curriculum, such as service in the wider community;

The curriculum we deliver actively prepares for the responsibilities and opportunities that arise throughout life, including those offered by the family and the world of work, within a multicultural and technological society.

### **Creativity, culture and education**

Education is a complex task entailing preparation to live lives with meaning and purpose in a future we can scarcely predict. Creativity needs to be fostered if learners are to be adaptable and flexible in a constantly changing world.

### **Inclusion and individual needs**





The curriculum and its delivery should be flexible to respond to individual needs and to build upon earlier learning for each and every person. This is essential to ensure access and that all are included and motivated by their learning experiences.

### **Breadth and balance**

A broad, balanced, relevant curricular experience is one that fosters learning across all areas and which responds to all areas of a person's development and intelligences. It values different facets of learning, including personal, social, spiritual, practical, physical and cultural development as well as intellectual and academic development.










## **2. HOME SCHOOL AGREEMENTS**

Our Home School Agreement is in four parts:

-  It exemplifies the aims and values of our school in the Mission Statement
-  It spells out the responsibility of the school
-  It outlines the responsibilities of the family
-  It highlights what the school expects of our children in the Code of Conduct

## **3. CODE OF CONDUCT**

We try our best in school and remember the needs of others at all times. In our school:

-  We listen carefully when being spoken to
-  We speak politely to everyone in our school
-  We work co-operatively and quietly
-  We wait patiently until it is our turn to be involved
-  We are respectful to adults and other children
-  We look after the books/equipment in our classroom
-  We tidy up after each activity
-  We come to school on time and ready to learn
-  We show consideration to others and their feelings

## **4. SOCIETIES AND EXTRA-CURRICULAR ACTIVITIES**

These take place at playtime, lunchtime, after school, or in lesson time. At our school, they are many and various, but in any school the more there are, the better the atmosphere within the school. They include:

- a. **Lunchtime clubs**: eg Change for Life
- b. **School Trips/Excursions**: education excursions are arranged during each year to support learning and to provide opportunities to be together and get to know each other better outside of the classroom
- c. **Before and After School Activity Clubs**: eg Football, Netball, Rugby, Judo, Dance, Music, Maths, Art, Hockey, Creative Arts, Gymnastics, Choir, Archery, Fencing, Spanish, Table Tennis.
- d. **Inter-School Activities**: Football, Netball, Rugby, Athletics, Boccia, Table Tennis
- e. **Charities**: As a school we are active supporters of a variety of charities. We regularly support the British Legion Poppy Appeal, Willowbrook Hospice, Comic Relief and Children in Need. In









addition, an annual charity is chosen to receive donations from various events. In 2018 we also supported The PJ Appeal, The Chocolate Orange Appeal, and The St Helens Foodbank.

- f. **Open Days, Sports Days etc:** will be held during the year, to which parents will be invited and warmly welcomed.
- g. **Friends of Bleak Hill:** The school enjoys the support of a strong Parent/Teacher Association. Besides raising money to supplement the school budget, the FOBH organises many social events for families, parents and pupils. This facility strengthens the link between home and school, and every parent is encouraged to support the association. Every parent is a member of the association and will be warmly welcomed at meetings and events.
- h. **Class Assembly/Concerts:** All classes/year groups have the opportunity to lead assemblies or perform in concerts. When your child is involved in a performance, you will be invited to attend.
- i. **Homework:** this is set regularly in accordance with children's ages and development. This is seen as being particularly important in relation to activities undertaken during the school day. Such work may sometimes take the form of project research, additional practice with regard to mathematical problems and investigations and so on. As reading development is considered to be an important aspect of language, children are encouraged to read at home, both for pleasure and for information. This activity is therefore very profitable and class teachers may ask parents to note home reading on the reading record provided.
- j. **Music:** At KS2, tuition is offered in woodwind, brass, strings, keyboards, guitar. This is provided at school by an external company, with whom parents deal direct.
- k. **Breakfast & After School Club Provision:** At Bleak Hill Breakfast Club and After School Club is currently provided by the school. Breakfast Club runs from 7.30 am – 9.00 am; After School Club runs from the end of the school day until 5.55 pm; Prices are on a sliding scale – full details can be found in our terms and conditions document.





## 5. **FAMILIES AS PARTNERS**

The home/school educational partnership aims to develop effective communications with parents/carers together with shared learning opportunities which build on and extend positive learning experiences bringing together the resources of home and school.

This takes place through:

-  Year Ahead Drop-in's
-  Parents' Evenings
-  Open Mornings/Afternoons
-  School Spider App
-  Newsletters
-  Text Messaging
-  Website information, including half termly curriculum overviews, class timetables etc.
-  Open door policy

Through these means we try to build:

-  Understanding of the purpose of the child's learning linked with knowledge of and commitment to the school curriculum
-  Mutual support and shared values
-  A family input into the child's learning process and the process of assessment
-  Opportunities for informal shared experiences









All parents, children and teachers are expected to sign a Home-School Agreement.

## 6. **REPORTING TO PARENTS**

Bleak Hill operates an open-door policy with regard to meeting parents/guardians. In addition, there are opportunities for formal meetings during the school year, during which verbal reports about the child's progress are discussed. A written report is sent home at the end of the summer term.

## 7. **INSPECTION OF DOCUMENTS**

The school provides parents with access to the following documents:

-  The Ofsted Report – please visit [www.ofsted.gov.uk](http://www.ofsted.gov.uk)
-  The School Prospectus
-  Statutory Orders and Circulars about the Curriculum
-  H.M.I. Reports about the School
-  The Complaints Procedure
-  Syllabuses and Schemes of Work in use at the school
-  The L.A.'s Agreed Syllabus for R.E
-  School's Policy on Special Educational Needs

## 8. **SPECIAL CURRICULUM AND ARRANGEMENTS FOR PUPILS WITH SPECIAL EDUCATIONAL NEEDS**

The principle that all pupils should receive a broad and balanced curriculum relevant to their individual needs and within the constraints of class size, is considered very important.

In addition, the school's Special Educational Needs Co-ordinator (SENCO), or the class teacher is willing to give advice, and the school has access to specialist services currently provided by the L.A.

## 9. **ASSESSMENT**

Assessment is the process of forming a judgement based upon information. A large majority of the assessment that goes on in the primary classroom is used to inform the teacher about how to organise the learning. This can help to fashion the approach of the teacher by helping to identify difficulties that a child might have with a piece of work, strategies to develop work and the most effective ways of teaching. Towards the end of the academic year for Reception children this takes the form of EYFSP (Early Years Foundation Stage Profile). In year 1 the children take part in Phonics Screening. At the end of Key Stage 1, Year 2 children take SAT's tests. At the end of Key Stage 2, Year 6 children take SAT's tests in Maths, English, Reading and Spelling, Punctuation & Grammar. In addition, they receive a teacher assessment for Writing.



10. **CONTRIBUTION OF OTHER CULTURES**

Every opportunity is taken throughout the curriculum to indicate the valuable contribution of cultures different in time and place from ours. This will give children the opportunity to view the world from different standpoints, helping them to question prejudice and develop open-mindedness.

11. **EQUALITY OF OPPORTUNITY**

Gender, race, colour or native language does not preclude any child's development. Nationally we are very aware of the failure of boys to match the attainment of girls. Locally we are very aware of the changing population.

12. **PASTORAL CARE**

The class teacher looks after the child's immediate progress and welfare, and if there are any issues that a parent wishes to discuss, contact should be made with the school so that an appointment may be made with either the class teacher, the Head of Department, the Deputy Head Teacher, or the Head Teacher.

13. **SEX & RELATIONSHIPS EDUCATION**

Parental consent is sought before SRE lessons are delivered. Parents are reminded that they can withdraw their children from all or part of the SRE curriculum, except those elements taught as part of National Curriculum Science.

14. **TRANSITION**

We aim to ensure effective transition between year groups and end of key stages. During the Summer Term children are given opportunities to experience the setting they will be in from the following Autumn Term. In addition, they also meet their new class teacher and learning assistant where possible. We arrange a variety of new intake sessions and have close links with the secondary schools that we feed to. Year 6 children visit their chosen secondary school in the Summer Term. During the Autumn Term each class teacher holds a 'Year Ahead Drop-in' for parents/carers.

15. **DATES OF SCHOOL TERMS AND HALF-TERMS**

**AUTUMN TERM 2019**

*Staff In-Service Day*

*Staff In-Service Day*

Re-open after the Summer Holiday on the morning of:

**Half-Term:**

Close for the October Half-Term on the evening of:

*Staff In-Service Day*

Re-open after October Half-Term on the morning of:

Close for the Christmas Holiday on the evening of:

*Monday 2<sup>nd</sup> September 2019*

*Tuesday 3<sup>rd</sup> September 2019*

*Wednesday 4<sup>th</sup> September 2019*

*Friday 25<sup>th</sup> October 2019*

*Monday 4<sup>th</sup> November 2019*

*Tuesday 5<sup>th</sup> November 2019*

*Friday 20<sup>th</sup> December 2019*

## **SPRING TERM 2020**

Re-open after the Christmas Holiday on the morning of: Monday 6<sup>th</sup> January 2020

### **Half-Term:**

Close for the Half-Term Holiday on the evening of: Friday, 14<sup>th</sup> February 2020

Re-open after the Half-Term on the morning of: Monday 24<sup>th</sup> February 2020

Close for the Spring Break on the evening of: Friday 3<sup>rd</sup> April 2020

## **SUMMER TERM 2020**

Re-open after the Spring Break on the morning of: Monday 20<sup>th</sup> April 2020

**Bank Holiday – Spring** Monday 4<sup>th</sup> May 2020

### **Half-Term:**

Close for the Half-Term Holiday on the evening of: Friday 22<sup>nd</sup> May 2020

*Staff In-Service Day* Monday 1<sup>st</sup> June 2020

Re-open after the Half-Term Holiday on the morning of: Tuesday 2<sup>nd</sup> June 2020

**Close for the Summer Holiday on the evening of:** **Friday 17<sup>th</sup> July 2020**

*Staff In-Service Day* Monday 20<sup>th</sup> July 2020

## 16. **SCHOOL UNIFORM**

School uniform is compulsory at Bleak Hill. Governors have expressed a view that the school badge on items is most desirable as it helps to give pupils a sense of belonging. All children being dressed the same looks smart and helps promote high expectations. Items of uniform are listed below:

### **Boys**

Mid-grey trousers (short or long)  
Pale blue shirt OR pale blue polo aertex-type shirt  
Navy blue sweatshirt or pullover  
Sensible shoes - black  
Navy blue fleece (optional)

### **Girls**

Navy pinafore or skirt (knee length) OR  
Standard school mid-grey trousers, full length, straight-legged  
Pale blue shirt/blouse OR pale blue polo aertex-type shirt  
Navy blue sweatshirt, pullover or cardigan  
Sensible shoes - black/navy (flat heeled)  
White or navy socks **or** navy woollen tights  
A blue and white striped or gingham dress may be worn in summer  
Navy blue fleece (optional)

***PLEASE NOTE: Jewellery should not be worn for reasons of health and safety. Earrings are not allowed in school. Children having ears pierced should have this procedure carried out at the beginning of the summer holiday so that earrings can be removed upon return to school in September.***

***Trainers are not allowed as an alternative to school shoes. They are acceptable for outdoor PE/games only.***

***Children should have a coat in school daily. On some days coats must be worn and on other days children are given a choice, depending on the weather. If children don't have coats in school and it is deemed a 'coats must be worn' day, they will not be allowed outside at breaks/lunchtimes***

#### **P.E. AND GAMES KIT**

<u>Indoor P.E./Dance</u>	Pumps only (no trainers) - slip-ons for younger children Simple cotton shorts – navy blue House colour tee shirt (to be advised prior to admission)
<u>Outdoor P.E./Games</u>	Trainers are recommended Shorts – navy blue Sports shirt - house colours (to be advised prior to admission) Track suit/jogging bottoms Football boots when applicable Gloves may be worn on cold days
<u>Swimming</u>	Trunks/swimming costume Swimming cap for girls and boys with 'long' hair

#### **IT IS IMPORTANT THAT ALL CLOTHING IS MARKED WITH YOUR CHILD'S NAME**

PE T-shirts, polo shirts, sweatshirts, cardigans, fleeces, reversible coats and shoe bags may be ordered from Topaz, Lynton Way, Windle. Order forms are available from the school foyer.

Children are encouraged to set high standards in their personal appearance and school uniform is therefore compulsory. Coloured hair, jewellery (including ear-rings) and outlandish clothing are all positively unwelcome. Large and/or colourful hair bows are not permitted. Any hair bow/bobble should be small and either blue or black. All articles of clothing which may be removed during the day e.g. coats, wellingtons, sweatshirts etc. should be marked with the child's name.

#### **17. CHARGING AND REMISSION POLICY**

The Governing Body has decided:

- a. To adopt a policy of charging for the full cost of board and lodging associated with residential trips and to follow the Local Authority's guidelines and delegate responsibility to the Head Teacher for the collection of charges.
- b. To adopt a policy of charging for transport and other costs associated with trips which occur wholly or mainly outside school time and do not relate to a public examination, the National Curriculum or statutory duties relating to R.E. and to follow the Local Authority's guidelines and delegate responsibility to the Head Teacher for the collection of charges.
- c. To adopt a policy of not charging for materials, even where it has been indicated in advance that the finished product is to be owned by the parent/guardian.

- d. To adopt a policy of charging for lost text books and breakages of any school equipment and to follow the Local Authority's guidelines and delegate responsibility to the Head Teacher for the collection of charges.
- e. Where a charge cannot be made, to adopt a policy of seeking voluntary contribution to cover the cost of:
  - a) residential courses/trips
  - b) non-residential courses/tripsand to delegate to the Head Teacher responsibility for seeking voluntary contributions, following the Authority's guidelines.
- f. Where a charge cannot be made for materials and the services of visiting performers the Governing Body delegated to the Head Teacher the power to seek voluntary contributions at his discretion.

*Under the Education Reform Act 1988, parents are asked to make a contribution to help fund these trips and visits. We are required to state that these contributions are voluntary but, if insufficient funds are received, the school reserves the right to cancel the event.*

## 18. **MONEY**

**Weekly/Termly Dinner Money due each Monday (KS2 children only)**. Dinner money may be paid in cash, by cheque (made payable to St. Helens Council) or through the Council's online payment system. Please note that dinner money should be sent with individual children and not with one child on behalf of all family members, as records are kept by each class teacher.

Any other money e.g. trip money, money for after school activity clubs etc. should be sent in separately. Due to the number of clubs organised by school, from a variety of internal and external providers, each club application must be submitted separately with the correct permission slip and payment. A single payment either in cash or by cheque will not be accepted for multiple clubs/children due to the various destinations the payments need to go to. Failure to follow the procedures outlined in individual letters may result in applications to join clubs being returned, risking a child not being allocated a place if the club fills up in the meantime. Cheques will be accepted for trips, photographs, clubs etc for the minimum value of £5.00 and should be made payable to Bleak Hill Primary School, unless otherwise stated in the relevant letter to parents. For any activity costing less than £5.00 we request cash due to the cost of processing cheque payments within our financial regulations.

All money should be clearly labelled with your child's **NAME, CLASS, AMOUNT and IDENTIFICATION OF WHAT THE MONEY IS FOR**. Money must be handed in to the class teacher and not handed in at the Office, as the teacher keeps a record.

*At the time of publication, an online booking/payment system is being sought in order to streamline the process and to provide parents with an easy, accessible interface with school with regard to trips, clubs, Breakfast & After School Club etc.*

## 19. **ATTENDANCE & PUNCTUALITY**

Children are expected to come to school on time and ready to learn. Research shows that children who attend school regularly are likely to be more successful. A child who misses a day of school each

week misses an equivalent of two whole years in their school life. This obviously leads to huge gaps in their knowledge.

The doors open at 8.45 am and school begins at 8.55 am, by which time, children should be in class. Doors close promptly at 9.00 am. Once doors are closed, latecomers must be signed in at the school office by an adult.

**Infant Children** begin school at 8.55 a.m., break from 10.30 to 10.45 a.m., have lunch from 11.45 am to 12.50 p.m. and go home at 3.20 p.m.

**Junior Children** begin school at 8.55 a.m., break from 10.45 to 11.00 a.m., have lunch from 12.05 to 1.00 p.m. and go home at 3.25 p.m.

### **First Response**

As part of safeguarding procedures, school operates a 'First Response' system. This means that if your child is not in school when the register is taken and we have not been notified of the reason, we will contact parents/carers to ascertain the reason for absence. This contact is by way of a text message. If a response is not received either by return text or by telephone, no mark will be given for the day. If a reason is not provided, the absence will be marked as unauthorized. In addition to this, parents will receive a text message about any child arriving late, who is not signed in by an adult. This is part of our measures to ensure the safety of children who come to school unaccompanied.

### **Requests for holiday during term time**

We believe that children need to be in school for all sessions, so that they can make the most progress possible. The Education (Pupil Registration) (England) (Amendment) Regulations 2013, which came into force on 1<sup>st</sup> September 2013 made clear that Head Teachers may not grant any leave of absence during term time unless 'exceptional circumstances' exist. In addition, a pupil's attendance record will be considered before a decision is made. The Governors support this legislation and have indicated that they consider there to be very few circumstances which are truly exceptional.

Any requests for leave of absence must be made in advance, using the Leave of Absence Request Form, which is available from the school office or can be downloaded from the school website.

The Governors have approved the use of Fixed Penalty Notices where it is deemed that absence or punctuality is unacceptable.

The school's Attendance Policy (March 2019 edition) is also available on the school website.

### **What do I do if my child is ill?**

If your child is sick, please contact school on the first day. If you call before the school office is open, please leave a message on the answerphone. If your child is absent for more than one week, please ring school at the start of the second week to let us know the situation.

### **Illness at school - notification of parents**

The normal procedure for notifying parents when a child is ill during the school day is to use the emergency phone numbers provided by parents. Arrangements can be made for the child to be collected by the parent and/or a responsible adult.

It is, therefore, most important that the emergency contact information is kept up to date.











20. **MEDICAL NEEDS/MEDICINE**

In the event of your child needing to be given prescribed medicine during the school day, you must provide written instructions of the dosage and times the medicine is to be administered. A form for this purpose is available in the entrance foyer. If you prefer to administer the medication yourself, you are welcome to come into school to do so.

If your child has complex medical needs we will discuss them with you on an individual basis and agree a care plan with you.

21. **FACILITIES**

**Our facilities include:**

-  A modern well-equipped school
-  A bright, attractive, stimulating learning environment
-  Well equipped classrooms with large touchscreen monitors
-  3 mobile computer suites
-  A mobile tablet suite
-  An excellent hall with stage and projector facilities
-  Attractive school grounds with extensive playing fields
-  Kitchen with healthy meals prepared on site
-  Extensive grounds with a variety of play equipment
-  Gardening and woodland areas, including a poly-tunnel and outdoor classroom

22. **THE GOVERNING BODY**

The Governing Body of the school was reconstituted on 1<sup>st</sup> September 2016, under the School Governance (Constitution) Regulations 2012.

Governors have a strategic role in the management of the school. Their individual category on the Governing Body determines how they are elected and who by. Governors serve a four-year term of office and are volunteers in the role. Some Governors also work in school but many are from outside of the school, bringing a wealth of experience and commitment to the role.

<b>Member</b>	<b>Governor Category</b>	<b>Role</b>
Mr I Wellens	Head Teacher	Head Teacher
Mr R Morley	Staff	
Councillor S Glover	LA	
Mrs M Lawrenson	Parent	
Mr N Ryan	Parent	
Mrs S Swift	Parent	
Mrs K Davison	Co-opted	
Mr P Larsen	Co-opted	
Mr D Martland	Co-opted	Vice Chairperson

Mrs D Ross	Co-opted	Chairperson
Mr D Thorpe	Co-opted	
Mr D Armstrong	Co-opted	
Mrs A Corkill	Co-opted	
Mrs L Moore	Co-opted	





23. **THE FRIENDS OF BLEAK HILL**

We are extremely fortunate to have a very active Friends Association/PTA, who arrange many events throughout the school year both for fundraising and to create a social life for the school.

The Committee of the Friends of Bleak Hill is currently as follows:

Mr. I. Wellens	-	President
Mrs. L. Marsh	-	Chairperson
Mrs K Davison	-	Vice-Chairperson
Mrs Lisa Moore	-	Secretary
Mrs H Harrison	-	Minute Secretary
Mrs L Ashton	-	Treasurer
Mr A Corness	-	Assistant Treasurer

24. **THE STAFF OF THE SCHOOL**

-  School is fully committed to developing its people in order to achieve its aims and objectives
-  The school is clear about its aims and what people need to do to achieve them
-  The school develops its people effectively in order to improve its performance
-  The school understands the impact of its investment in people on its performance

In March 2019, the school is staffed as follows:

<b>Senior Leadership Team</b>	
Mr I Wellens – Head Teacher Mrs K Davison – Deputy Head Teacher Mrs L Hemingway – Assistant Head Teacher & Y6 Teacher Mrs A Corkill – Assistant Head Teacher, Assistant SENCO & Y3 Teacher Mrs J Thow – School Business Manager	
<b>Teachers</b>	<b>Learning Assistants / Additional Support</b>
Mrs C Ashton Mrs E Burrows (Muisic) Mrs K Caisley-Scott (Leader of Learning/Dept Lead) Mrs C Dawson (SENCO) Mrs J Downing Mrs K Griffin Mr A Harrison Mrs A Hughes Miss S Jones Miss A Kerfoot Miss B Malone Mrs L McDowell Mrs J McLaughlin	Mrs J Ashcroft Mrs P Bailey Mrs L Calderbank Miss R Carney Miss L Cathcart Mrs J Gilbert Mrs L Gostelow Miss J Hill Mrs S Jacobson Mrs B Kynastanova Mrs L Johnson Miss F Kaminski Miss E Moorcroft Mrs J Murphy

Mr R Morley Mrs S Rimmer Miss J Sharples Miss G Shone (PE) Mrs K Waine (Phonics) Mrs J Williams	Mrs M Owen Mrs S Ratcliffe Miss J Roberts Mrs N Roberts Mrs H Sephton Mrs K Smith Mrs S Tinsley Mrs A Tyrer Mrs K Webster
<b>School Office Team</b>	<b>Out of School Clubs</b>
Mrs J Makin Mrs H Prescott Mrs H Virton	Mrs R Larsen Mrs H Carter Mr P Larsen
<b>Midday Supervisors</b>	<b>Site Team (Caretaking, Cleaning &amp; Catering)</b>
Mrs C Toole Mrs B Worrall	Mrs C Atherton Mrs M Derbyshire Mr N Finney Mrs J Lyons Mrs J Rhoden Miss S McLoughlin Mrs F Williams Mrs S Cross

25. **RESPECT**

Whilst on our school premises you will be treated with courtesy and respect. We expect you to treat our staff, pupils and other parents and carers in the same way. Abuse (verbal or physical), threats or intimidation towards any member of the school community will not be tolerated. Anyone acting in an unacceptable manner will be asked to leave the premises. Action may then be taken to ensure that they are not able, in future, to enter the school buildings.

26. **WHAT TO DO IF THINGS GO WRONG**

The school Complaints Procedure is the Local Authority's procedure for schools and meets our obligations under Section 29 of the Education Act 2002.










Many complaints or potential complaints can best be resolved swiftly in discussion with the Class Teacher, then the Head of Department, the Deputy Head Teacher and finally the Head Teacher. This is where the process should start and unless there are exceptional circumstances there should be full discussion at the informal stage as a first step. Those with complaints will normally be advised to seek to resolve them through informal discussion before embarking on the formal stage.

If attempts to settle the matter informally have failed, the Head Teacher will provide the complainant with a copy of the Complaints Procedures.

27. **SAFETY**

We take children's safety very seriously. Please help us by being aware of these guidelines:



-  Children who are late for school should come through the main entrance and be signed in by an adult. When a child arrives unaccompanied, a text will be sent to advise parents of late arrival.
-  If you need to visit us during the day, please report to the School Office
-  Please inform school if another adult is collecting your child at home time
-  All doors to the building are secured during school hours and the perimeter gates are locked
-  Dogs are not allowed on school premises at any time
-  Please take care when parking – please do not park on the pavement and drive slowly in the vicinity of the school
-  Please do not drive into the school grounds during the times when children are arriving at and leaving school
-  At other times, when entering the site by car, please park on the car park and not on the driveway or turning bay
-  Please do not park in the disabled parking bays unless you are a blue badge holder

28. **TRANSFER TO SECONDARY EDUCATION**

Most children transfer from Year 6 to Rainford High Technology College but the choice of secondary school is entirely up to the parent. Established arrangements are in place with Rainford for transition to secondary education, however, we do work with any high school at which one of our pupils has been allocated a place.

29. **CHANGES TO BE MADE AFTER START OF SCHOOL YEAR**

The information contained in this booklet relates to the school year 2019/20 and although it is correct in relation to that year as at Spring Term 2019, it may be subject to change.

30. **ABOUT THE SCHOOL**

**Name:** Bleak Hill Primary School  
**Address of School:** Hamilton Road, Windle,  
 St. Helens. WA10 6HG

**School e-mail** bleakhill@sthelens.org.uk  
**School Website:** [www.bleakhill.st-helens.sch.uk](http://www.bleakhill.st-helens.sch.uk)  
**School Tel. No:** 01744 678190

**Head Teacher:** Mr. I. Wellens  
**Chair of Governors:** Mrs. D. Ross

**Classification of the School:** The school is a Primary, co-educational, day school, catering for boys and girls in the 4 - 11 age range.

31. **ARRANGEMENTS FOR VISITING THE SCHOOL**

Parents wishing to visit the school in connection with the possible admission of their child, are invited to do so by telephoning the school for an appointment to meet the Head Teacher and view the school while it is open.

32. **ADMISSIONS**

The admission policy and procedure for the school is part of a co-ordinated admission arrangement managed by St. Helens Council. Details relating to admissions can be found on the Council's website under 'School Admissions' and are also contained in a separate booklet, published annually by the Local Authority. [www.sthelens.gov.uk/admissions](http://www.sthelens.gov.uk/admissions)

60 places were available for September 2018 and these attracted 167 applications with 82 being first choice applications. There are currently 75 places available for September 2019. The school's Published Admission Number has been increased to 75 for the academic year 2019/20 and to 90 for subsequent academic years.

33. **COMMUNITY POLICY**

The school enjoys a flourishing relationship with other schools, neighbours, local Churches and sporting organisations, both Parish Councils and the local Police. The Scout Groups and Church Group use the school facilities for their weekly meetings.

34. **SCHOOL'S SPORTING AIMS**

Since the Government's Sport Funding was introduced, school has employed a specialist sports teacher for some days each week to focus on the quality of sports teaching and the breadth of the sports curriculum.

35. **SCHOOL'S SPORTING ACHIEVEMENTS**

At Bleak Hill we encourage our children to take part in a wide variety of activities in their leisure time and are always pleased to hear of their ventures which range from judo through to horse riding.

In the past few years, our Bleak Hill teams have become champions in St Helens Indoor Athletics Championships, the Woodlands Cup, St. Helens Cricket, St. Helens School Swimming Gala, St Helens Tennis, St Helens Hockey, represented St Helens at the Merseyside Youth Games, Indoor Athletics Championships and the Woodlands Cup.

It is often very difficult to select teams for competitions and staff try to be as fair as possible. The teacher in charge will select the team and his/her decision is final. Staff will not enter into individual discussions with parents in order to justify team selection.

In addition, we are always happy to hear when individual Bleak Hill children have had their talent recognised by others. For example, children were selected for St. Helens Soccer Team, St. Helens Rugby League Team, boys and girls athletics team and St Helens Cricket Team.

We at Bleak Hill hope to build on our Activemark success by continuing to promote the concept of "a healthy mind in a healthy body". Our achievement of Sainsbury's Platinum Award is testament to this commitment. We are one of only two schools in St Helens to have achieved this award.

36. **SCHOOL'S ARTS PROVISION**

Bleak Hill School was delighted to be awarded the Arts Council of England's Artsmark Gold Award in February 2018. This Award celebrates the school's commitment to the arts, both within and outside the school curriculum.

37. **HEALTHY SCHOOLS**

Bleak Hill School is a smoke-free building working towards a smoke-free environment. Healthy eating is encouraged in school – as part of the Healthy Schools initiative children in Key Stage 1 are provided with a piece of fresh fruit or vegetable portion each day. Children are encouraged to bring water to school to drink throughout the day. We are delighted to have been classified as a National Healthy School since December 2007. In 2014 the school was designated as a lead school for Enhanced Health & Well Being.

**Lunches:** children in EYFS and KS1 are currently entitled to a free school meal under the Universal Infant Free School Meals Initiative. Our cook provides a healthy, balanced meal and there are a variety of options each day. The menu is available on the school website. Children in KS2 may also have a school meal, payable at the current rate of £2.35 per day/£11.75 per week. This price may increase slightly in September 2019 and details will be available from the school office.

Whether you take advantage of the school meals service, free or paid, is entirely up to you as parents. You may of course decide to send your child to school with a packed lunch and if you do, we would urge you to provide a healthy, balanced lunch.

38. **DATA PROTECTION AND THE GDPR**

As a school we take data protection very seriously, endeavouring at all times to protect the data we hold relating to children, families and staff. The Governing Body have a number of policies and procedures both in place to ensure that data is collected, stored, processed and shared within the law. The GDPR – General Data Protection Regulation - came into force in May 2018 and the school works hard to comply with all aspects of this legislation. We are analyzing all of our data, whether it be in electronic or paper format to ensure compliance.

**FINALLY**

We would like to express the hope that your child enjoys and benefits from every day spent at Bleak Hill, so that when they too become adults, they may look back with fond memories of their time at our school.

*Notes:*

*The information contained in this Prospectus is correct at the date of approval by the Governing Body in March 2019 but is subject to change at any time.*

*Many of the school's policy documents are available on our website for you to read and download if necessary. Alternatively, a paper copy can be provided by contacting the school office.*