

Welcome to St. Edward's CE (C) First School

St. Edward's CE (C) First School is a Church of England Controlled School and as such we endeavour to base our everyday lives on Christian values and principles.

We are very proud of our school and its achievements. We are continually striving to provide a stimulating environment that is fully inclusive, happy and caring, an environment that enables everyone to develop skills, knowledge and attitudes necessary to build fulfilling lives.

We have a hardworking, enthusiastic and committed staff who, supported by dedicated Governors, believe in the benefits of working as a team, which includes parents/carers, the church and the wider community. This team approach optimises learning for all our children enabling them to flourish and be all they can be.

We are very much a community school, which happily welcomes visitors.

Headteacher: Mrs. T. A. Ward



Ethos of the School

At St. Edward's First School we aim to create a caring environment in which each person is valued as an individual and is encouraged to develop his/her full potential in all aspects of their life. We aim to encourage people to be everything they can be. Our school motto supports this

"Learning and Caring Together"

St. Edward's First School is a family of people who care for and respect one another.

Everyone is valued and encouraged to develop their gifts and talents fully.

Together we learn to love and we love to learn.

Our Aims

- We will nurture and encourage the development of a Christian ethos of life, community and society.
- We will provide a stimulating, happy, safe and secure environment.
- We will foster a child's intellectual, physical, cultural, social, moral and spiritual development.
- We will support the development of a child's self-esteem.
- We will strive to develop a meaningful partnership between pupils, parents, staff, Governors and the community.
- We will teach a rich, broad and balanced curriculum.
- We will encourage the development of mutual respect and trust.
- We will enable and empower everybody to achieve his or her God given potential and enjoy learning.

Equalities Statement

At St Edwards, we are committed to ensuring equality of education and opportunity for all pupils, staff, parents and carers receiving services from the school, irrespective of race, gender, disability, faith or religion or socio-economic background. We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and able to participate fully in school life.

St Edwards First School is an inclusive school where we believe that all members of our community are of equal worth. We demonstrate our commitment to this by prioritising the well-being and progress of every child in our school and by striving to ensure that all members of our community are treated fairly in all situations.

We believe that the Equality Act provides a framework to support our commitment to valuing diversity, tackling discrimination, promoting equality and fostering good relationships between people. It also ensures that we continue to tackle issues of disadvantage and underachievement of different groups represented in the school.

The achievement of pupils is monitored by ethnicity, gender and disability and we will use this data to support pupils, raise standards and ensure inclusive teaching. We will tackle discrimination by the positive promotion of equality, challenging bullying and stereotypes and creating an environment which champions respect for all.

At St Edwards, we believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit here.

Our School

St Edward's CE (C) First School is a co-educational day school administered by Staffordshire County Council Education Committee catering for pupils between the ages of three and nine. It is situated in the Moorland village of Cheddleton which is located on the outskirts of Leek. Through the ages the school has undergone numerous transitions, having been built initially in 1968 as an extension to Cheddleton Primary School.



St Edward's enjoyed a period as a Junior School and later a Middle School, before gaining First School status in 1981. The present site offers attractive classroom accommodation and the school has close links with the neighbouring St. Edward's and St. Andrew's churches and the village community centre.

Children start their journey of a full-time education here in the September after their 4th birthday. The route through their primary career runs as follows: Reception, Year 1, Year 2, Year 3 and Year 4. Children are taught in mixed ability classes in the care of their class teacher who is responsible for their welfare and education. At St. Edward's we try wherever possible to support a class with a teaching assistant.

To complement this we are fortunate to have a designated Nursery, which provides excellent early years provision. Children can start their Nursery education on a part-time basis in the September after their 3rd birthday. The nursery offers 15 hours for each child. Parents are able to extend these sessions, if required, through a private provider [Early Stages Limited] running alongside our Nursery. We believe that a child's work is play and with this in mind structured activities are planned, prepared and delivered focusing on the specific needs of our youngest children.

Early Stages Limited also run a **Before & After School Club** which the children affectionately refer to as "Eddies". Eddies are open:

- 7.30am - 9.00am
- 3.15pm - 6.00pm



During term time and run Holiday Clubs during school closure periods.
Contact Natalie Beverley on 01538 361440 [or via school office]

We are also extremely fortunate to have a supportive **PTFA [Parents, Teachers and Friends Association]** who are always happy to welcome new volunteers on board.

We have extensive grounds with panoramic views of the outlying areas. All key stages have their own play areas providing safe, secure environments which support positive social interaction.

School Organisation and Curriculum

The School Day:

Nursery: 08.50am - 3.05 pm

15 hrs per week funded [wrap-around care is available at an additional cost].

Reception: 8:50am - 12:10pm
1:10pm - 3:10pm [can collect from 3.00pm]

Key stage 1: 8:50am - 12.10pm
1.10pm - 3.15pm

Key Stage 2: 8.50am - 12.15pm
1.10pm - 3.20pm

The school aims to provide an exciting, creative curriculum that is broad and balanced.

In the Foundation Stage there are 7 areas of learning:



Phase 1 Nursery Phase 2 Reception

Personal, Social and Emotional Development
Understanding the World
Communication & Language
Literacy
Mathematical Development
Physical Development
Expressive Arts & Design

In Key Stages 1 and 2 the children legally follow the National Curriculum. This curriculum has been developed creatively and is further enhanced with additional opportunities such as Modern Foreign languages and Philosophy.

The National Curriculum covers:

Mathematics	English
Science	Computing
History	Geography
Art	Design & Technology
Music	Religious Education
Personal, Social, Health Education and Citizenship	



These subjects are taught through themes wherever possible.

We are a fully inclusive school where all children have the opportunity to participate in school life and all aspects of the curriculum.

We offer a broad and balanced curriculum, which is differentiated to support specific need, ability, gender, physical ability or ethnic origin.

We warmly welcome all children regardless of any specific need. The school has developed a good level of expertise to support the inclusion of children with learning, physical and medical needs.

We are a Dyslexia Friendly School and we have qualified and experienced Teaching Assistants who can deliver effective support programmes.



We offer facilities for pupils with physical disabilities. There are ramps at two key entrances and within the building, which provide access to all areas for wheelchair users. We also have attractive toilet facilities for people with a physical disability.

Children with specific medical needs e.g. diabetes are included by working closely with parents/carers and external agencies in order to implement personal care plans.

The school continually strives to improve its facilities and competences so that any person of any age can comfortably access both the work and life of the school.

In Key Stage 1 and 2 formal homework is not set but children are encouraged to read, practise maths skills [such as counting/times tables] and practise spellings at home on a weekly basis. School also has an internet learning platform and children are allocated their own personal space and allowed to access this, through use of a personal password, from home. The Learning Platform provides links, discussions and activities that children can access when not in school. Each child has a personal Learning Log which is a focus point for their learning both in and out of school

Our pupils are taught ICT skills each week and learn to use ICT resources through other lessons using laptops and various pieces of ICT equipment. All our classrooms have interactive whiteboards installed.

E-Safety is very important to us and all children are taught how to respect equipment, the Learning Platform and the Internet and how to keep themselves safe. Both the Learning Platform and our Internet service are filtered and monitored by school administrators and centrally via Staffordshire Learning Technologies.

Religious Education

The R.E curriculum is based on the Staffordshire Syllabus and other support materials. Christianity is the main religion taught. The daily Act of Worship is always Christian, in

accordance with our Church foundation. The school frequently has visitors to conduct Collective Worship and values links with other denominations.

Other religions that are taught here at school are Islam and Judaism, which we feel help to develop tolerance, respect and mutual understanding.

Parents have the right to withdraw their child from Religious Education and/or Collective Worship but we do ask that you to come and discuss this first with the Head teacher before making a decision.



Parent/Carer Consultations

We hold three open evenings a year for parent/carers to discuss their child's progress with the class teacher and a written report is produced annually.

Complaints Procedure

From time to time parents, and others connected with the school, will become aware of matters which cause them concern. To encourage resolution of such situations the Governing Body has adopted a School Complaints Procedure devised with the intention that it will:

- Usually be possible to resolve problems by informal means
- Be simple to use and understand
- Be non-adversarial
- Provide confidentiality
- Allow problems to be handled swiftly through the correct procedure
- Address all the points at issue
- Inform future practice so that the problem is unlikely to recur.

Full details of the procedure may be obtained via the school website www.stedwards-first.staffs.sch.uk or from the School Office.

Policy in Respect of Structuring of Classes

In order to adhere to Government legislation in respect of class sizes we cannot guarantee classes of single year groups. When a combined class is required Governors and staff agreed the following criteria would be followed when structuring such classes:

1. Children are not in combined age classes for 2 years running; unless there is an education reason to suggest otherwise.
2. Children will be split equally across the 2 classes for their age range and each class will have a balance of Autumn, Spring and Summer births and of boys/girls ratios.

3. Use of professional knowledge and understanding of the children to ensure that there is a balance of need in each class.
4. Last, but not least, friendship groups. For some children to learn well a 'friend' may be helpful; for others it can be a distraction; this will also be considered.



Behaviour

This school is a very close community with the children being known by a wide audience.

We want all children to achieve their personal best within a positive, safe, secure, happy environment. Therefore we aim to develop self-control and discipline as well as respect, thoughtfulness and courtesy.

We find that positive discipline emphasises achievement and it is most effective when based upon approval, praise and rewards. If on occasion reprimands have to be issued it is done so in line with school policy and practice. Our school Behaviour Policy may be accessed via the school web site: www.stedwards-first.staffs.sch.uk where you will also find a copy of our Anti-Bullying Policy .

Safeguarding (Child Protection)

The safety and welfare of our children is of the utmost importance. We will therefore endeavour to maintain practice and procedure in line with current legislation.

Parents/carers should be aware that the school has a duty to safeguard and to promote the welfare of children. This responsibility can lead to the implementation of the Child Protection Policy and Procedures if there is reasonable cause for concern. Because of day to day contact with children, school are well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents/carers should also be aware that the school may need to share

information and work in partnership with other agencies when there are concerns about a child's welfare.

St. Edward's First School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



Special Educational Needs



In the majority of situations the needs of a child will be catered for by the class teacher within the classroom. On occasion, however, some children may require extra support. When these occasions occur the needs of the child will be addressed within the special educational needs assessment process set up in school. Throughout this process the parent/carer will be consulted to ensure the support given is consistent at home and school. We believe the partnership of parents is vital in supporting their child's education.

Sex Education

The Governors have agreed that Sex Education will not be taught formally at school. Any issues that arise as a result of topic work or questions asked by the children will be dealt with sensitively by the staff.

All aspects of Healthy Living and Health Education are taught as part of the National Curriculum but this does not include the teaching of human reproduction. Year 4 girls are given a talk on the topic of menstruation by the school nurse, usually accompanied by a female member of staff. (Parental consent is sought first.)

Admissions

The current policy for admissions is administered by the County Council Education Services. The school has a pupil admission number of 50 in Reception.

Healthy Schools

We promote healthy eating in our school. Fruit is available, free to all children in the Foundation Stage and Key Stage 1. This fruit is provided through the free fruit for school scheme. Children in Years 3 and 4 are encouraged to bring fruit from home for playtime (no sweets, chocolate bars or crisps, thank you). Healthy snacks are available from the school kitchen, at a reasonable cost, during morning break time.

To ensure that your child has regular drinks during the day chilled water is readily available. Children under 5 receive free milk at



morning break; once 5 it remains available but at a cost of 20p per day [which should be paid for at the beginning of each term/half-term.

Assessment

Teacher assessment is ongoing during the time your child is here and class teachers involve the children when setting personal learning targets. These are discussed with parents at our termly consultation meetings.

Formal assessment:

Foundation stage:	Foundation Stage Profile
Key Stage 1:	Year 1 : Phonics Screening
	Year 2 : Standard Assessment Tasks
Key Stage 2:	Optional Standard Assessment Tasks



Lunchtimes

All children from the nursery upwards can have school meals, which are very good quality and freshly prepared in our kitchen. Alternatively you may wish to supply your own packed lunch. As a Healthy School, we encourage the children to make sensible choices and this includes food and drink. We kindly ask that packed lunches from home support this policy.

At lunchtime the children gather to share meal times in the hall supervised by a team of Supervisory Assistants.

There is a set charge for meals and we ask for payment to be sent in to school on Monday or Friday mornings. You can also pay for dinners using an on line payment service.

Parents claiming some benefits may claim free school meals for any of their children who are registered at a Staffordshire School and who would normally be in school at lunchtime. Even if you don't want your children to have a school meal, claiming them helps the school - the more eligible parents who claim meals, the more funding the school receives to support their child's education. This is called **Pupil Premium Funding**. It not only enhances a child's progress in school, it also covers the cost of school trips/visits and other valuable activities/equipment

School Uniform

School uniform encourages a sense of identity and pride in the school. It helps to foster the sense of belonging to a community and an awareness of personal and collective responsibility.

Uniform specifications are:

Girls: Grey/black trousers/skirt/pinafore
White shirt/polo shirt
Maroon sweatshirt

Red and white checked/striped dress in the summer
Sensible black shoes [no trainers, boots or flip-flops please]

Boys: Grey/black trousers/shorts
White shirt/polo shirt
Maroon school sweatshirt
Sensible black shoes [no trainers or boots please]

P.E. Plain white t-shirt
Black shorts
Pumps or trainers
Pump bag
Track-suit for cold weather
All of the PE kit to be kept in a named PE bag



Swimming: Key Stage 2 only
Costume
Trunks
Swimming hat

For health and safety reasons no jewellery may be worn for either P.E. or swimming.

All items of uniform can be purchased directly from Supersports Limited, Hope Silk Mill, Macclesfield road, Leek. Hats, Reading Folders, P.E. Bags and Rucksacks are available through the school office.

ALL CLOTHING MUST BE MARKED WITH YOUR CHILD'S NAME!

We ask that children only wear a watch to school (no bracelets, necklaces etc.) If earrings are worn then they must be studs - no hoops or dangling varieties for health and safety reasons.

Freedom of Information Act

Under the Freedom of Information Act any information concerning a public body already within the public domain is exempt from rules of request under Section 21 of the Act. Should you therefore wish to access school policy and procedures then please contact the office where further details can be provided.

Absence

If a child is absent from school we ask parents/carers to notify us before 9.30am on each day of absence. A letter of explanation must accompany your child on return to school and be given to the class teacher.

Family holidays during term time will only be authorised by the Headteacher if exceptional circumstances can be proved. Please refer to our **Attendance Policy** which is accessible via the school web site, for further information.

Illness and Medicine

If your child has a common childhood ailment these are the **minimum** periods of absence:

Chickenpox	6 days from onset of rash
German Measles	4 days from onset of rash
Measles	7 days from onset of rash
Mumps	until swelling has subsided
Diarrhoea/vomiting	48 hours from the last episode of either

The above guidance was provided by the Health Protection Agency and further information can be found at www.hpa.org.uk

The school's policy on the administering of medicines states that antibiotics and similar medicines (excluding inhalers) can only be given by staff if prescribed by your GP and appropriate school paperwork is completed. If your child has to have long-term treatment then we will ask you to complete a 'care plan' which gives us full details of the regimen for the medication.

Additional Opportunities



Throughout the school children will be given opportunities to play musical instruments such as the violin, recorder, guitar, piano and keyboard etc.

Physical activities available include sports clubs, football, gymnastics, modern dance, yoga, swimming etc.

Modern foreign languages are taught in Key Stages 1 and 2, with Spanish being the main focus.

During the academic year every Key Stage will perform a concert/play. Christian festivals will also be celebrated in the local church and parents/carers and friends are invited to share these times with us.

Educational visits and visitors are an ongoing part of the curriculum. A voluntary charge is requested for school trips, with the proviso that no child will be excluded for non-payment but that activities can only take place if they are financially viable.

Children registered for Free School Meals will also receive Pupil Premium Funding, which is used to pay for their school trips / activities. [Please contact the office if you need further information]

School Council

Our School Council is democratically elected each new school year. Monthly meetings are held where the children discuss current issues as well as longer term projects. Outcomes are fed back to Senior Management for consideration.

The views of the children are very important to the school and are considered when reviewing school rules and deciding on themed weeks and charity events. Opinions and ideas are also explored in the class with PSHE and circle time activities.

Leek Education Partnership [LEP]

St. Edwards is one of 20 cross-phase schools which form the Leek Education Partnership. The purpose of LEP is for participating schools to work within a spirit of partnership whilst each maintaining their own identity and ethos. Please go to the Links Page of the school website for further information.

School Address

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Headteacher: Mrs Tracy Ward

Chair of Governors: Mrs Julie Wheel

