



Frimley Church of England Junior School

Parent Handbook 2023/24

Learning Together We Grow

Revised: July 2023

Welcome to Frimley!

Thank you for choosing to send your child to Frimley. We hope that your involvement in our community will be a rewarding one and that both you and your child enjoy your time with us.

We decided to put together this handbook to guide our new parents through the process of starting life in our school and arm you all with a better understanding of how it all works. We hope that it provides you with all you need to settle in as a parent or carer at Frimley. Please let us know if you have any questions or suggestions.

At Frimley we are very keen to involve you in your child's learning and we work hard at making sure parents know what is happening in class and supporting you to help your child. We see our relationship as a 'triad': parents, children and staff. By developing and nurturing positive relationships between all three, all opportunities can be maximised. We look forward to you becoming part of the Frimley family in the new academic year.

Our vision statement:

'Love your neighbour as you love yourself.' Luke 10: 27

Our vision is to give everybody the opportunity to be confident and caring citizens and to flourish in an inclusive and nurturing environment. We walk together to follow Jesus' example by valuing and cherishing all, giving everyone the skills and knowledge to make good and courageous life choices to help ourselves, others and our world.

Our motto is: **Learning Together We Grow**

Our aims:

Children are at the heart of everything we do. We live by our Christian values (love, honesty and forgiveness), not our rules. As a learning community we aim for all our children to

- Feel safe and valued as part of a caring community
- Be confident, polite and courteous
- Develop a sense of self-esteem: be well balanced and healthy individuals
- Take responsibility for their learning
- Be independent thinkers who ask questions and are prepared to take risks
- Make a positive contribution to the community
- Understand and respect others

Our rationale:

At Frimley it is our goal to foster in our students a love of learning, strong morals and character and a genuine respect for others, prepared in every way – intellectually, morally and socially – for the world that awaits them. To this end, our school is a large family where children are happy, confident and caring. Our highly dedicated team works hard to ensure that everyone is valued... and enjoys learning! Our motto, 'Learning Together We Grow,' sums up our belief that learning:

- is the responsibility of the whole school
- should be fun
- is for life

Frimley Learner:

We have developed an aspirational vision of how we would like all our children to approach their learning at Frimley – we call this The Frimley Learner. Both you and your children will learn more about the Frimley Learner throughout your time with us and every child will have the opportunity to become the ‘Ultimate Frimley Learner’ through completing a series of tasks and challenges in their Learner Passport linked to the following themes: Respect, Self, Belonging, Mindset, Progression.

We look forward to working in partnership with you to achieve our vision. Your support is crucial to your child’s progress at school, particularly in developing positive attitudes towards work and behaviour, so as to achieve the high standards that we expect in both.

Staff at Frimley Church of England School

Clare	Wright	Head Teacher, Designated Safeguarding Lead (DSL)
Rachel	Farage	Curriculum Deputy Head Teacher, DSL
Sally	Williams	Pastoral Deputy Head Teacher, DSL
Lindsey	Carter	Office Manager
Ginette	Darley	Receptionist
Claire	Simmonds	Receptionist
Richard	Young	Caretaker

Teachers

Ben	Callow
Amy	Chappelow
Abi	Cronin
Laila	Dackombe
Holly	Djeneralovic
Shane	Fitzgibbon
Chloe	Howard
Jessica	Mills
Suzanne	Mustill
Zoe	Pearce
Nathan	Phillips
Sarah	Phillips
Ailsa	Reehal
Balraj	Ryves
Anna	Stroud

Support Team

Vicki	Conway	Bethan	Nile
Ginette	Darley	Karen	Payne
Natalie	Davidson	Sarah	Romp
Nicola	Doe	Olivia	Rye
Julie	Elson	Claire	Simmonds
Kelly	Griffiths	Simone	Sykes
Arianne	Hill	Sarah	Taylor
Tracy	Howard	Kimm	Way
Carley	Lambert-Gough	Gillian	Williams
Penny	McCourt	Sandra	Whiting
Jules	Mizen	Heather	Wonders

AQCs

First Name	Last Name	Position	Type	AQC Role
Suzanne	Bullen	Chair	Parent	
Natalie	Stoker	Vice Chair	Parent	Safeguarding CP/ CIC
Clare	Wright		Head Teacher	N/A
Anna	Stroud		Staff	N/A
Patricia	Davies		Co-opted	SEND
Geoff	Silk		Co-opted	
Vanessa	Land		Co-opted	
Kirsty	Bolter		Parent	

The School Day:

- 08:30** **Pupils arrive** free flow via 2 designated entrances.
- Year 3: pupils arrive through the pedestrian gate at the side entrance and proceed to the Year 3 block.
- 4C and 4P as per Year 3
- 4M as per Year 5 and Year 6
- Year 5 and 6: pupils arrive through the main pedestrian gate by the front entrance.
- 08:40** **Registration** Lunches ordered on computer system by the teacher and learning begins. If children arrive after this time they are recorded as late.
- 10.15-10.30** **Morning Break 1** – Year 3 and 4
- 10.30-10.45** **Morning Break 2** – Year 5 and 6
- 12:00 - 13:00** **Lunch Break 1** – Year 3 and 4
- 12:30 - 13:30** **Lunch Break 2** – Year 5 and 6

Children have their break on the playground and astro but during good weather may be allowed on the field.

Afternoon Register will be taken on return to classrooms

- 15:25 **End of School Day** Children are escorted out of school by their teachers to be collected by their parents at the designated meeting point. Children who are not met should be brought back to the school office. **If a parent requires a child to leave the school premises on their own, please let the class teacher know.**
- 15:25 A range of after-school clubs begin
- 16:15/16.30 After-school clubs finish

Academic Quality Council:

Our AQC Body at Frimley is very involved in the life of our school and highly supportive. Half termly meetings are held when a review of all matters concerning the school are discussed in the presence of the Headteacher and other members of the Senior Leadership Team. Elections for parent Councillors are held from time to time when nominees are called for and a secret ballot held if necessary.

Attendance and Punctuality:

The school will continue to give a high priority to good attendance. Attendance below 90% is a cause for concern. At primary level, good attendance often depends on a positive attitude towards school by parents. At this young age children depend on their parents to get them to school regularly and on time. We are supported by the local Inclusion Officer in monitoring attendance and punctuality. We thank you in advance for your support in this.

School Hours

Doors open at 8.30am when teachers go out on duty.

- 8.30-8.40 Pupils Arrive: each year group has been allocated a separate entrance (please see Page 3 - 'The School Day').

A member of staff will come to the designated gate/door to greet the children. Please do not arrive early as the car parks are being used by staff until 8.25. No parents should park in any of the car parks. If you require disabled parking, please contact the office and we can advise you on where to park/timings etc.

- 15.25 All children will finish at 3.25 and will be brought out by their teacher.
Gates will be open to parents at 3.15.

We do offer Child care provision from 7.50 – 18.00 for those parents who need it – please see details under 'Child Care '.

Lateness

If your child arrives after 8.40 am when the gate/door is closed they will need to go to the school office to be registered by the office staff and provide a reason for their lateness. If your child brings a bike/scooter to school and arrives after 8.40 am, parents might like to consider providing their child with a lock. Children may then secure their bike/scooter against the outside fence, near the main

reception, during the school day as they will be unable to access the bike/scooter stands. Please note if pupils arrive after the time registers close without prior agreement, this will be marked as an unauthorised absence for the session.

Absence

If your child is going to be absent from school, please phone the school office before 9.00 am on the first day of absence. If you do not contact the school we will aim to ring home by 10.00 am to check you are aware of your child's absence. Please try wherever possible to arrange medical and dental appointments outside of the school day.

Requests for absence during term time

Children are not normally allowed authorised absence during term time. If however you need to take your child out of school for exceptional circumstances please complete the form available from the school office or on the school's website explaining the reasons for the absence. The form will be submitted to the Headteacher for authorisation. The school does not authorise holidays in term time. Fixed Penalty Notices are issued – please see the school's Attendance Policy.

Collection of children at 3.25 pm

Children will be dismissed at 3.25 pm and will make their way out of the school as explained previously: 'School Hours'. Teachers will be available at the end of the day if you need to talk to your child's teacher.

To ensure the safety of pupils at the end of the day, we regularly remind them of the importance of returning immediately to the front office if an adult does not arrive to collect them or if the adult is not at the agreed meeting place. Please remind them of this at home too.

If an adult does not arrive, we will then take them to the After School Club and a charge may be incurred.

Behaviour:

At Frimley, every teacher has the right to teach and every child has the right to learn and play in a safe environment. Staff and pupils work together to create a happy and safe environment for all.

The school has an expectation that all children will behave appropriately in school and that all adults respond to children and other adults appropriately. Adults must demonstrate and model this expectation to all children.

We believe that positive reinforcement of children's achievement in work and behaviour is a way of reaching this expectation.

The ethos of the school is based on mutual respect, encouragement, trust, praise and care and consideration for others. From the beginning we aim to develop a moral code of conduct and a sense of conscience in each child. The children and the teachers draw up a class charter to promote and reinforce this – this is reviewed termly.

Good relationships throughout the school are promoted in an atmosphere of harmony and co-operation where each child's point of view is valued. It is the school's aim to create a positive climate placing the greatest emphasis on praise and reward with less on sanctions.

We look at parents for their maximum support in helping us establish a calm and orderly environment in which children and staff can work happily together.

Behaviour System:

We are committed to encouraging and celebrating the success of the children. It is important that all receive praise and encouragement in some form on numerous occasions in their school life. Our recognition of their efforts may simply be a 'well done' or a positive comment on a piece of work resulting in sharing success with others and often to the Year leader or member of Senior Leadership Team for a special word of praise. We always aim to link praise and rewards to our school values: Love, Honesty and Forgiveness.

Positive reinforcement of our expectations will be consistently given and children whose behaviour meets these requirements will be rewarded in a variety of ways. All staff and children are aware of the nature of these rewards. They include 'Star of the Week': one child from each class is chosen as the 'star' linked to the theme of the week. This is celebrated at an assembly at the end of the week. The children can also earn Praise Points for their house team, relating to an exceptional piece of work or action/attitude. The number of Praise Points per team is totalled each week, with an ongoing result. Values vouchers are also awarded for children who demonstrate the values at lunchtimes.

Children also collect these same Praise Points on an individual basis on their own 'Praise Point Tracker'. Once they have collected 50 Praise Points a special postcard is awarded and sent home.

We operate a positive behaviour system whereby children are rewarded for good behaviour as well as being provided with the opportunity to reflect upon and correct any poor choices they may display at any time during the day. This approach is centred on the school's Christian values.

Very occasionally individual children may need a more personalised approach to managing their feelings, emotions and behaviour. In these situations the parents, class teacher and pupil will all work together to develop a personalised plan.

Full details of all matters concerning discipline can be found in our Behaviour Policy available on our website – School Information – Policies.

Boom Reader:

To promote reading for pleasure both in and out of school, we use an online reading record called 'Boom Reader'. This allows teachers to record reading that takes place in school, and parents and children to log reading at home. All children will have their own account. We encourage children to read at least 5 times a week at home.

Breaktime Snacks:

As we are a Healthy School, children should only have fresh fruit or vegetables as their snack for breaktime.

Child Care:

After School Club - An After School Club (Complete Kidz) is offered for children from 15.25 to 18.00. Full details can be found on our website under Parents – Childcare Provision - After School Club/Complete Kidz.

Morning Club - We offer, from 7.50am until 8.30am, an early morning club for parents who wish to drop their children off early at the start of the day. Please note that breakfast is not provided. Full details are on our website – Parents – Childcare Provision - Morning Club.

Child Protection:

The staff and AQC at Frimley have the safety and well-being of the children in our care at the centre of all we do. The school has thorough and robust child protection procedures that ensure we provide an environment where children are safe and feel safe at all times. We carry out full vetting procedures on all staff, and all volunteers who have regular access to our children are checked against the government's Disclosure and Barring Service (DBS). Our AQC's are also DBS checked.

Designated Safeguarding Lead (DSL) – Clare Wright, (Headteacher). We have 4 Deputy DSLs: Rachel Farage (Deputy Head), Sally Williams (Deputy Head), Anna Stroud (Year Leader) and Vicki Conway (Family Link Worker).

The DSL/DDSL is responsible for investigating safeguarding concerns and referring a child if there are concerns to the Multi Agency Safeguarding Hub and acting as a focal point for staff to discuss concerns. The DSL/DDSL will liaise with other agencies and professionals as appropriate, and ensure that all school staff receives child protection induction and annual update training. Any pupil currently with a child protection plan who is absent in the educational setting without explanation for two days is referred to their key worker's Social Care Team. The DSL is responsible for completing the "Audit of Statutory Duties and Associated Responsibilities" to be submitted to the Education Safeguarding Team at Surrey County Council annually.

Any child protection concerns should be referred to any one of our five DSL/DDSL's: Mrs Wright, Mrs Farage, Mrs Williams, Mrs Stroud or Mrs Conway. Parents can email a concern to DSL@frimley.surrey.sch.uk directly.

Full details of all aspects of safeguarding can be found in our Child Protection and Safeguarding Policy on our website – School Information – Policies.

Closure:

The school will only be closed in exceptional circumstances, such as extreme weather conditions or other emergency situation. If this happens you will be advised by email and information will be posted on our school website.

Clubs:

Frimley runs a wide range of lunchtime and after school clubs. Some of these are run by our staff at no additional cost, while some are run by outside agencies for a small charge. A new clubs list is issued each term. Full details of clubs currently available are on our website – Parents – Clubs.

Collective Worship:

We hold an act of worship everyday. This is an important part of our school life, a time for sharing and reflection. Themes are broadly of a Christian nature as well as acknowledging the major festivals of others. Parents who are considering withdrawing their children from collective worship should discuss this matter first with the Headteacher.

Communication:

The school office is open from 8.15 am to 4.30 pm daily during term times for any general enquiries.

Tel: 01252 835440

Email: info@frimley.surrey.sch.uk

Website: www.frimley.surrey.sch.uk

Telephone calls – normally the phone will be attended throughout the school day. Occasionally your call may be transferred to our voicemail service. Please do leave a message and we will get back to you as soon as we can. The phone line is often very busy at the beginning of the school day, so if your call can wait please phone us later.

Email – please email the office email address (info@frimley.surrey.sch.uk) with any general enquiries or if you would like to reach your class teacher by email. Please also email if your child is not able to participate in a PE/swim lesson. All messages will be forwarded to the appropriate person by the office staff. On receipt of an email the staff member concerned will aim to reply within 48 hours. We regularly use a parent messaging system to email information to parents and encourage all parents to provide us with an email address. If you do not have access to email we can provide you with a hard copy.

Letters – on receipt of a letter the staff member concerned will aim to reply within 48 hours by phone or note delivered home by your child. If the request is of a more complex nature your note will be acknowledged and a time scale of response given.

If you have reply slips, letters etc for the office – please use the post box to the right of the front door.

In person – your child's teacher or a teacher from your child's year group will usually be able to talk to you before and after school. Please understand that if you wish to talk to your class teacher before school they will need to end the conversation by 8.40 am in order to begin teaching. If you require a longer discussion please phone the office to arrange a convenient time. If you wish to speak to the Headteacher or the Deputy Head teachers please call the office to make an appointment.

Newsletters – the school newsletter is published once a fortnight and provides you with news of events that have happened in school as well as dates and information about forthcoming events. This will be sent out via Tucasi (SCO Pay), posted on the website and a hard copy displayed in the reception area by the school office.

We aim to send the majority of communications out on a Thursday, however there may be odd occasions where it will be necessary to send them out on an alternative day.

Weekly reminders sheet – this is a brief overview of reminders for the following week – sent out every Friday.

Computing – online safety:

Given the rate of technological advances and ever increasing use of mobile/hand-held technologies, online safety has become a prime concern to parents and schools alike. At Frimley we take online safety very seriously. Furthermore, the children are embarking on a new curriculum of Computing which teaches children to use and understand programming skills, debug code, explore algorithms and eventually design their own applications and games.

Central to all these exciting prospects and rich learning experiences is the theme of online safety. Every year group will be taught discrete modules of online safety and have weekly Tech Thursday assemblies to explore online safety. These modules are tailored to the age and understanding of the children and broaden in depth and scope as they ascend through the school. Topics covered will include safely accessing the internet, staying safe when using email, reliability of sites and how to assess this reliability, digital footprints, reporting procedures for unsafe content. The learning does not stop there! Online safety elements will continually be referred to throughout other computing lessons and when using technology in class.

Parents: Parents play a vital part in helping their child to stay safe online. We have a number of resources on our website to help parents keep their children safe online – Learning – Online Safety.

We ask you to discuss the issues of online safety with your child. We have a special Online Safety Form, which is in two parts; parents are required to complete the first section, and your child completes the second section. Social Media use for both pupils and parents is also covered in the Home School Agreement.

Concerns and complaints:

Raising concerns – if you have any concerns about the education of your child or about the school in general please let us know. In the first instance please write or phone to speak with the class teacher. The class teacher will inform the Headteacher of any concerns that parents voice. If the problem cannot be resolved easily you will be invited to join the class teacher and appropriate others for a meeting at school to discuss the matter further.

Complaints – from time to time parents and others connected to the school may become aware of matters which cause them to consider a complaint. To encourage resolution of such situations the Prospect Trust has adopted a complaints procedure which sets out the school's approach to dealing with concerns and complaints. If you need to raise an issue in the first instance, please do so with the relevant member of staff who will be happy to talk to you and seek to establish a solution. If you are not satisfied with this response and believe the issue has not been resolved, please use the formal procedure. Frimley operates a three stage formal complaints procedure. For more details about the formal complaints procedure, please see the Frimley Church of England School Complaints Procedure document on request from the school office.

Curriculum:

At Frimley we deliver a curriculum in order to develop all children into life-long learners giving them the skills and tools to equip them for the real world. Children understand what it is to be an artist, a geographer, a mathematician etc and through memorable experiences and excellent quality delivery, children are encouraged to develop inquisitive minds and a love of learning. By considering each subject separately and the skills within it which need developing, we are able to ensure we have a broad and balanced curriculum.

We liaise closely with both Key Stage 1 and Key Stage 3, and within Key Stage 2, to develop a flexible curriculum which both meets the needs of the community and reduces 'cliff-edges' making children ready for their next stage of learning and more confident to approach learning challenges ahead.

Our intent is to give children life skills, learning skills and knowledge so that they are able to resiliently express themselves and approach life as all-rounded citizens. At Frimley we believe in promoting a growth mindset in all learners. If you have a growth mindset you become more

resilient and are more able to have a positive attitude to challenges. We teach children strategies and ideas to become more resilient and to see the benefit in finding learning challenging.

Educational visits – charging for school activities:

Frimley supports a wide range of additional activities and recognises the valuable contribution that they make towards the educational, personal and social development of children. These activities include educational visits and residential trips which we will offer but recognise that they will incur costs. The AQC Body will consider giving financial assistance to families who are experiencing hardship. Please contact the Headteacher for more information. Full details of our Charging and Remissions Policy is on the website – School Information – Policies – Charging and Remissions Policy.

Family Link Worker (FLW):

The school is fortunate enough to have our own Family Link Worker who can provide support to our families. An explanatory flyer and Vicki Conway's contact details can be found on our website - School information-Early Help Offer – Support for Parents.

Home and school contact:

Meet the teacher sessions are held at the beginning of September to give parents the opportunity to get to know their child's teacher at the start of the year.

Parent consultation evenings – parent evenings give parents the opportunity to discuss their child's progress on an individual basis in the Autumn and Spring terms. Parents will be able to book an appointment online – full details will be sent out in advance. Children are encouraged to attend with their parents.

Reports – parents will receive a written report about their child's progress in all areas of the curriculum towards the end of the Summer term. This will also include areas for future improvement and a general comment about your child's behaviour and attitude during the school year.

Home School Agreement – All parents and children sign this agreement when they start at our school. During the Autumn term a copy of the Home School Agreement will be sent out to all parents in Year 4, 5 and 6, as a reminder of the partnership between the school, child and parents.

Questionnaires/Surveys – each year we ask parents for their opinions about many different aspects of school life and we encourage as many parents as possible to respond. The feedback provided is vital as it indicates areas of strength and formulates ideas for areas of improvement so please look out for these and give your point of view.

Parent Forums – These can be for generic discussion or as a means of gaining parental feedback about a specific aspect of school life.

Home learning:

At Frimley we see home learning as part of our partnership with parents in helping children reach their potential.

How can I help my child with home learning?

Parents and carers should:

- Provide a reasonably peaceful, suitable place in which children can do their home learning – alone or, more often for younger children, together with an adult. There should be no unnecessary distractions e.g. TV or music
- Make it clear to your child that you value home learning, and support the school in explaining how it can help their learning
- Encourage your child and praise them when they have completed home learning to a satisfactory standard
- Try to ensure that the standard of work is on par with that which you have seen in school

Home learning will always have been explained to your child. Parents may also wish to support the work children are doing in class. An outline plan of the term's work will be available at start of each term on the website – Learning – relevant year group.

Houses:

When your child arrives in Year 3 they will have been allocated a house. Throughout their time at Frimley, your child will be awarded Praise Points and take part in House events. Your child will need a plain t-shirt, in their house colour, for the termly House Enrichment Days and for the Frimley Fun Day in the Summer term. Also to feel a sense of belonging, a tie in house colours should be purchased from Brenda's. The houses and colours are:

Einstein - Blue	Curie - Yellow
Newton - Red	Galileo - Green

Lost property:

We ask that all items of clothing, stationery and any personal possessions are clearly marked with your child's name. Any lost items will be returned to the office and given back to the child. Any unclaimed items will be disposed of each half term.

L.R.C.:

We are fortunate to have an amazing library space here at Frimley for our children and families to enjoy. Please visit our fantastic library stocked with non-fiction, fiction, magazines, and picture books. Share a book with your child or exchange after-school Monday, Wednesday, and Friday until 4:30pm

Lunchtime arrangements:

School meals are cooked on the premises and are available for all pupils. Dinner money should be paid in advance online via SCOpay (link on the home page of our website). You do not have to order a meal for the whole week. Your child can choose to have a school lunch on one day and a packed lunch another. Meal selection is made each morning in the classroom – there are 3 options available. Your child will not be able to change their mind once they have ordered. The weekly menu is posted on our website and available in the classroom and school office. Lunches are cooked to order and placed with the catering team by 10.00 am. If your child is taken ill and goes home after 10.30 am

our catering team will not be able to provide a refund for the lunch not taken. Free meals are provided for children who are entitled. If you believe you are entitled to this benefit please contact the school office. We can assure you of full confidentiality on this matter. Children who are prescribed a special diet by their doctor can be accommodated by our catering staff. Please ask the office staff for further information.

Medical matters, accidents and illness:

All staff at the school are trained to administer basic first aid. If your child has an accident whilst at school we will contact you as appropriate. It is very important that your emergency contact details are kept up to date. We will ask you to check your contact details each year – please remember to tell us if you change your mobile phone number.

Should your child be taken ill at school we will contact you to come and collect them. We will contact the first name on the emergency contact list, and if we cannot make contact, we will work our way down the list of numbers provided leaving messages if necessary. It is imperative that we have at least 2 emergency contact numbers.

Should your child have a bump to the head we will contact you to make you aware.

We are not able to administer medicines unless you fill in a form first, available on the website or from the office. All medicines should be clearly labelled with the name and address of the child, the dose and the times of administration of the dose. Medicines should be delivered and collected by a parent or other responsible adult. If your child has been prescribed an epipen/s and/or inhaler, it is your responsibility to make sure they are in date and in school at all times.

If your child develops an infectious illness of any sort and you are unsure whether they should come in to school, please phone or call in to the office first. We have guidelines and information about infectious periods of most common childhood illnesses.

Head lice (nits) can present a problem from time to time. If your child becomes infected please treat as soon as possible and let us know so that we can send out a general note to all parents to be extra vigilant.

If your child has diarrhoea and sickness they should not return to school for 48 hours after the last episode and they will not be able to swim for 10 days.

If you have to make a medical or dental appointment for your child we would like you to try to do this outside school hours. If you do need to take your child out of school for a medical or dental appointment please complete an absence request form. These can be found on our website -Parents - Letters and Forms.

Mobile Phones:

Children are not allowed to have or use mobile phones on school property. If, as a parent, you insist on your child bringing a mobile phone to school, it must be turned off and given in to the teachers at the front gate as soon as they arrive at school. School do not take responsibility for the phones while they are in school.

Nut Allergies

Please note that because of the increased incidence of nut allergies and the obvious concerns associated with these, the catering team has a policy that no nuts or nut products are used in food preparation on site (school kitchen).

May we ask that you bear in mind children who have a nut allergy when preparing packed lunches and avoid nuts and nut products in school i.e. Nutella. Some children only have to be near someone eating nuts to have a reaction.

Parent helpers:

We are delighted to welcome parents who come in to school on a voluntary basis for various purposes – we are always grateful for help in school. Assistance varies from a regular commitment such as coming in once a week to help with reading, sewing etc., to helping on school visits, walking the children to church and other specific occasions. We really do value the help parents give us in school and many aspects of school life depend on volunteers. Any volunteer will be given full information and guidelines to ensure full use is made of extra help in school. If you would like to help in any way we would be pleased to hear from you. In line with our Child Protection procedures, all volunteers who will be helping in school on a regular basis will be asked to undergo a DBS check and provide two character references.

The Frimley Parent Teacher Association – the FPTA – consists of friends, parents and staff. They raise funds for the school to spend on extra equipment and resources not covered by the normal school budgets. The FPTA always welcomes new members to their group so please contact them if you feel you could spare some time to help them with their fund raising efforts. Email fpta@frimley.surrey.sch.uk. They also have a Facebook page which you are welcome to join. For further information please see the FPTA page on our website – Parents – FPTA.

We require parental support with transporting your child to events where they represent the school e.g. sports/choir. We are unable to organise lifts with other parents and recommend that you use the FPTA Facebook page to contact other parents who may be able to help with transporting your child to and from school.

Pupil Premium:

Parents that are in receipt of certain benefits may be entitled to free school meals. These benefits include; income support, universal credit, Income based Jobseeker's allowance and others. Please contact the office if you think you may be eligible.

Road safety outside school gates:

Children crossing Frimley Green Road should do so at the pedestrian lights outside the school. As parents, please model the safe crossing of the road by also using the crossing. Please make sure your child knows to wait for the green man and check that the traffic has stopped before crossing. We have had a few occasions when cars have failed to stop at the crossing over which we have no control. Bikes and scooters brought into school remain the responsibility of the children whilst in school. Children should dismount at the school gates and walk with their bike or scooter through the school grounds to the bike shed at the front of the school or alternatively to the scooter park by the entrance to Year 3.

We appeal to all our parents to park with due care and consideration on the roads surrounding the school – this is for the safety of all concerned, in particular the safety of our children and also in respect for our neighbours. Please do not park on the pavements opposite the school, in entrances to any of the car parks or in the Bus Stop outside the school.

Social Media:

As part of our online safety teaching, we teach our children about appropriate use of social media. Parents play a vital part in this learning by acting as role models and this is also included in the Home School Agreement.

We have a school Twitter account (@frimleyjunior) and a Facebook page (@frimleyjunior) so please do follow us to keep up to date with what is happening on a day-to-day basis at Frimley.

Photos and updates from our residential trips are also shared on our Twitter page.

The PTA do have a separate Facebook page but this is not a school-led page so will not be used for communication from school staff or between parents and staff.

Special Educational Needs and Disability – SEND:

At Frimley we provide an inclusive education for all. We aim to ensure all children have the best opportunity they can to succeed. Every child is different and we recognise that children learn and progress at different rates.

It is important that you, as parents, know what we do for every child, how we assess them, identify the children who need extra help and then how we meet their needs. The ‘SEN Information Report’ on the website will show you how we do this at Frimley – school information – SEND.

If you ever have concerns that your child is experiencing difficulties with any aspect of school life please let us know. We have had experience of a wide range of different Special Educational Needs and as a result we have built up systems, resources and skills to support them. Our Pastoral Deputy, who is also our SENCO, Sally Williams, can be contacted via the school office.

Special events:

During the year a number of special events are held in the school. These are some of the things we have done in the past, but they are subject to change every year.

Harvest Festival service at the church
Year 3 production
Easter service at the church
Frimley Fun Day

Carols round the tree
Years 4 and 6 residential visits
Year 6 production

Full details of all events will be given in the newsletter well in advance. The website is another source of information for up-coming events.

Sport:

Teachers at Frimley recognise the importance of sport for every child regardless of their abilities. Children will be given opportunities to experience work in gymnastics, games, dance, run-a-mile,

swimming, and athletics to name but a few. The wide range of activities undertaken within the curriculum is supplemented by a range of lunchtime and after-school clubs, some of which are run by external agencies. For full details of what is currently available please see the website – parents – clubs. Children should come to school in the appropriate PE kit on their designated day. They will be informed about this by their class teacher. Please see the note on page 17 in the jewellery section for the latest school policy on jewellery during sport and physical activity.

Swimming:

We are very fortunate to have our own swimming pool which means that every child learns to swim at Frimley. We have blocks of lessons on a half-termly basis with our own qualified swimming instructors.

Parents/pupils should be aware of the following guidelines:

Children are not permitted to use the pool in the following circumstances:

- If they have an open wound
- If they are wearing a plaster
- If they have or have had a stomach upset they will not be allowed to swim for up to **10 days afterwards**, in the interest of **all** children using the pool
- If they are taking a course of antibiotics
- If a child has a problem with a verruca, we advise that they wear an old ankle sock poolside and for swimming
- No talcum powder, aerosols, hair products are allowed in the changing rooms

Please make sure you provide your child with the correct swimming kit on their designated day. Full details of the kit required are on the website – Parents – Uniform, and follow the links. The wearing of goggles may be permitted if a letter is sent to the swimming instructor in the first instance.

Please email the office if your child is unable to participate in a swimming lesson explaining the reason why. This will then be passed to the relevant members of staff.

Testing and assessment:

Effective assessment is essential so that schools can match teaching and learning to children's ability and level of development. Teachers assess pupils in many different ways throughout their time at Frimley. More formal tests are given at various points through the year that provide us with detailed information about their attainment and progress. The results of these tests are shared with parents when appropriate. Year 6 children undergo national assessment in English and maths at the end of Key Stage 2. These tests are commonly referred to as SATS. Year 4 children undergo a national 'Multiplication Tables Check' in June of Year 4.

Uniform:

The school's uniform policy is intended to standardise appropriate dress for school, promoting the school and its high expectations, giving pupils a pride in their appearance and identity with the school. Full details of the uniform policy and uniform list are available on the website – Parents – Uniform, and follow the links. Uniform can be purchased from Brenda's in Camberley – www.brendas.co.uk. The FPTA has stock of good quality nearly new uniform for sale. Please contact the FPTA for further details. Please see page 17 for further details.

Water:

We encourage the children to bring water in to school for use throughout the day. It is important that they have the chance to re-hydrate themselves as often as they want. Water bottles can be refilled

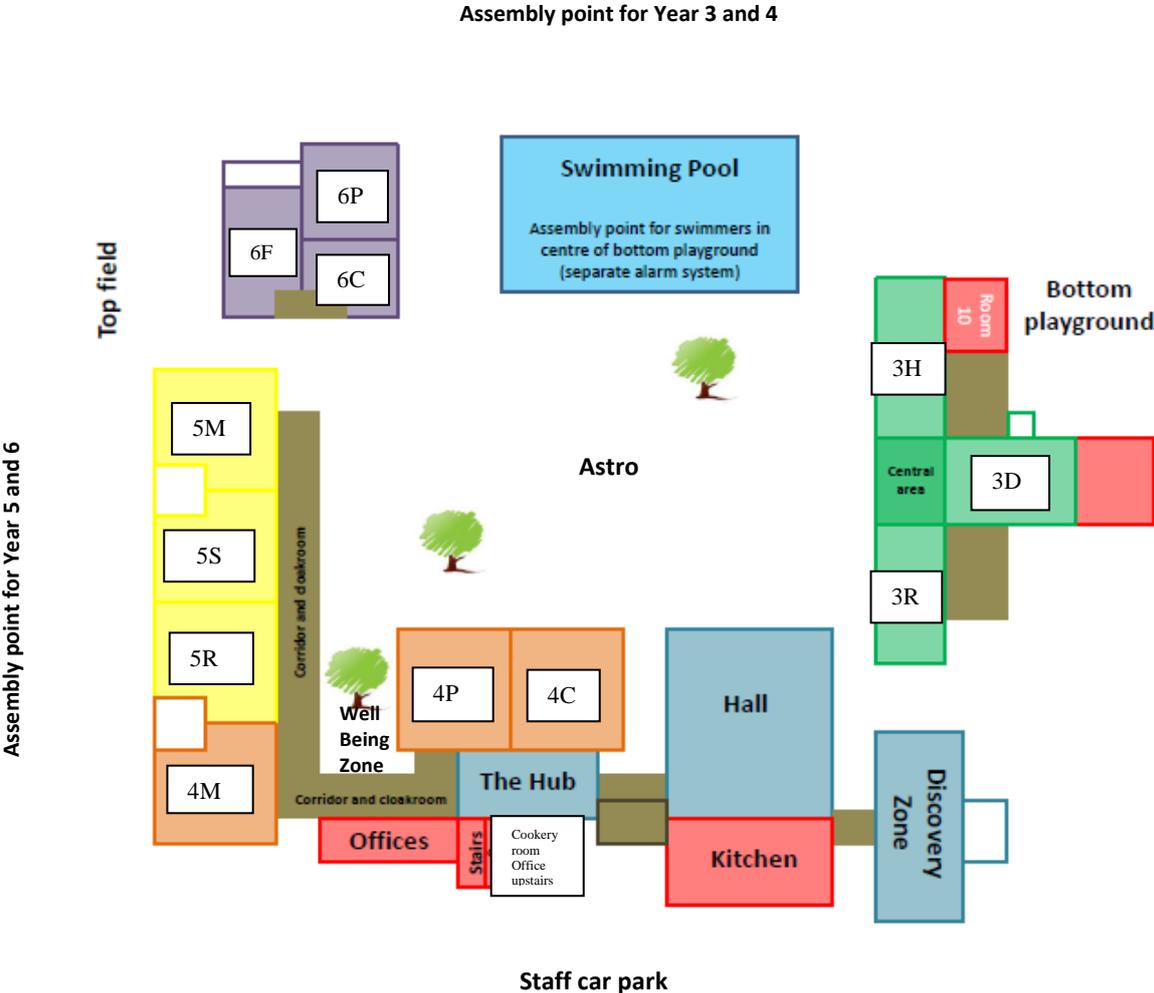
from water stations around the school and this should be done during normal break times. Please make sure bottles are named.

Website:

Our school website contains a whole range of useful information including policies, curriculum information, letters, forms and dates etc.

On the website you will also find 'Year Group Pages'. On these pages there is lots of information and links about the areas your child will be studying as well as subject specific glossaries, progression ladders and spelling lists.

Please do visit the website as your initial point of contact. www.frimley.surrey.sch.uk



UNIFORM

Our school uniform consists of:

Shirt - white shirt (not polo T-shirt)

Ties – with House colour stripe (can be clip on)

Top – school logo sweatshirt/cardigan

Trousers/skirt/shorts - charcoal grey

Socks/tights – plain charcoal grey

Shoes - plain, black, school shoes. No trainers, 'trainer like' footwear, boots or open toed sandals

Summer term (optional alternative):

Dress - blue/white checks (white socks should be worn with a summer dress)

PE Kit:

Plain royal blue shorts

Blue school t-shirt with logo

Tracksuit (optional) navy blue or black, or PE hoodie (hoodies are available in store and online from July – check website for updates)

Suitable footwear – Trainers

Swimming:

Girls must wear a one piece swimming costume

Boys must wear close fitting trunks

All children must wear a swimming hat

Storage:

Swimming kits should be stored in an appropriate named bag (such as a drawstring bag) that can be hung up in the cloakroom area. Each item should be named.

Jewellery:

For Health and Safety reasons jewellery should not be worn. If ears are pierced, earrings should be a small stud with no raised stones - plain gold or white coloured stones only. A watch may be worn. In the interest of safety to all children, all items of jewellery should be removed for PE. The class teacher will not take responsibility for the safe keeping of valuables. Children should not wear jewellery on their PE days. This includes the wearing of earrings. If earrings must be kept in (due to children just having their ears pierced), the pupil should tape over the piercing, front and back if the activity is deemed safe enough for them to participate with this precaution. This is in line with school and county regulations. Watches should be removed to prevent them causing injury.

Hair:

Hairstyles should be reasonable and appropriate for being in a learning environment at school. If hair is longer than collar length it should be tied back with a suitable, small tie/band in a neutral colour, blue or white. Coloured braids and beaded hair are not permitted. Extreme hairstyles which include shaved patterns in the scalp, Mohicans and unnaturally coloured dyes are not acceptable at school.

Make-up:

Make-up is not acceptable under any circumstances, including nail varnish.
Fake tattoos are not appropriate at school and must be removed without trace.

At Frimley Church of England Junior School all children are expected to wear the school uniform which is both practical and smart. All uniform/PE & swimming kit are to be named.

All uniform is available from: **Brenda's**, 130 Frimley Road, Camberley, GU15 2QN
Telephone number: 01276 469697 www.brendas.co.uk