



Jacobstow Primary School & Preschool

CARES about preparing our children for their place in the world of the future

THINGS YOU SHOULD KNOW ABOUT US

PARENTAL ENGAGEMENT

As most of our children are entitled to free school transport, we understand that many parents don't attend school each day to drop off or collect their children.

Therefore, it is difficult to engage parents in their children's education, however, we do use a range of strategies to keep you informed. The curriculum plan for all children is published on the school website, as are the curriculum outlines for each subject. For the 2 younger classes the homework topics reflect the topic and general learning in the classes and are shared ½ termly.

There is weekly newsletter, published on the website, on the class dojos and on the 'ourschool' app or a paper copy is available upon request.

The website contains all policies and information about the school as well as updates about activities and events held.

Each child has a reading record book and we encourage all children to read for a minimum of 10 mins each day and they are rewarded if they do so.

Daily communication is via the class dojo, which all parents are invited to join. This gives private and group messages and photos and updates about learning events and activities. There is also a home school diary in which parents are invited to comment on their children's progress, celebrate events and share useful information, if they prefer not to use the dojo – both are checked daily for messages by staff.

We have regular celebration assemblies, class assemblies and end of term events to which parents are invited.

We have an open school policy and hope that you will take as many opportunities as possible to visit the school and enjoy being part of its work and life.

Your child's progress at school is shared through the dojo and also through a termly parent meeting, with the class teacher. There is a full school report at the end of the school year. Parents can contact their child's class teacher at any time to make an appointment to see them for progress reports or if they have any concerns.

If you have any concerns about your child's education or their experiences at school, we encourage you to please make an appointment to see the class teacher or the Head teacher. It is important to us to keep you informed and make sure that we have a positive dialogue.

PASTORAL CARE

We take the welfare of our children very seriously; they are very precious, not only to you as parents, but also to us. All staff take responsibility for the safety and wellbeing of all the children.

If any problems arise at home or school, which are likely to affect your child we ask you to let the class teacher or Head teacher know so that we can respond appropriately. All personal information is treated in the strictest confidence. We will inform parents of any incident at school, which might affect their child. We have staff who are trained in giving children 1 to 1 support if they are experiencing trauma of any sort in their lives.

It is sometimes necessary to contact parents urgently. For that reason we ask you to provide telephone numbers which we can use in an emergency. Please remember to update the numbers as necessary. It is very helpful to provide the school with your mobile number if you have one.

Each classroom is provided with a first-aid kit. There are qualified paediatric first-aiders in each area of the school. An accident book is kept and incidents recorded and when appropriate reported to parents. We always make every effort to contact the parents should a medical emergency arise but expert medical assistance is sought without delay when necessary.

Blue inhalers for asthma should be sent in to school where they can be kept in the classrooms; support can be given to administer the inhalers if necessary.

Children receiving medication for short-term illness should not attend school. Some medicines may be administered at school by arrangement, when the child is fit to be in school. We are very happy to discuss with you any problems you may have regarding the long-term administration of medicines so please contact the school.

It is essential that you keep us informed of any medical needs that your child might have so that we are able to support or respond to their needs in an informed manner.

The designated teacher for safeguarding is Mrs Russell and the deputy Mrs Maudsley. Any safeguarding concerns raised are treated as a priority. Multi Agency Referral – 03001231116

EDUCATIONAL VISITS

The children regularly take part in educational visits to enhance the teaching and learning in many aspect of the curriculum. These have included the Eden Project, Valency

Valley, Bodmin Moor, the toy and bicycle museums at Slaughter Bridge and Delabole. We also love the RHS gardens at Rosemoor!

We are involved in lots of sporting events with our partner schools in the Bude area and have a very effective transition programme of out of school events for the Y6 children.

We encourage the Y6/5 children to take part in a residential trip, visiting either a city or an adventure centre.

ADMISSION TO SCHOOL

Please see our Admissions Policy published on the website.

Parents must apply to Cornwall Council for a place at Jacobstow School. The admissions team at Cornwall County will inform you of whether a place is available to you.

You may, of course, come to view the school prior to making an application, so that you are sure that this is the best place for your child.

Those parents wishing to apply for a place in the foundation stage must do so before the January of the year their child starts school. They need either to complete an online application or get a form from school. Late applications will not be informed whether they have place until the summer before their child is due to start school, others should know by Easter. The school can only take 15 children in each year group and therefore a place cannot be guaranteed.

Children aged 5 between September 1st and August 31st, of their school entry year are offered school places from the Autumn Term. However, parents may choose to send their children part time or defer entry until the term after their child is 5. Once the child is 5 they must attend school full time unless parents choose to educate at home.

TRANSITION TO JACOBSTOW SCHOOL

Once the school is informed of the names of the children allocated places at school we contact the

families and invite them to join our transition programme. The children are invited into school to work with their Foundation Stage teacher and teaching assistant on Wednesday afternoons from April to July. There are then 2 full transition days when the children spend the days in school as if they were already in school. This process seems to be very successful in settling children quickly and confidently. There are also 2 induction meetings for parents, one to answer questions and deal with the expectations of school and its daily life. And, one to go through the Early Years Foundation Stage curriculum.

TRANSITION TO SECONDARY SCHOOL

Most of the children at Jacobstow will transfer, at the end of year six, to Budehaven Community College.

Throughout the children's time at Jacobstow they will have opportunities to be involved in sporting and outdoor activities linked to Budehaven and with the other feeder primary schools. This means that by the time the children are in year six most will have met children from the other schools and are familiar with Budehaven. During the children's final year with us we aim to further prepare them for the next phase of their education at secondary school.

A number of sporting and other group activities are arranged and we strongly encourage all of the children to take advantage of the opportunity to get to know their new school. In addition, for those transferring to Budehaven Community School, the head of Year 7 and the pastoral lead will come to meet them at our school prior to the induction days.

Each of the secondary schools in our locality offer induction days in the Summer Term to prospective Year 7 pupils, and we support these transition processes if we know that children are going to a different secondary school.

PUNCTUALITY AND ATTENDANCE

A bell is rung 2 minutes before the start of each session to allow time for pupils to come into school quietly and safely, and

to be ready to begin their lessons on time. The recommendations of DfEE Circular 7/90 'The Management of the School Day' are met. The times of school sessions are as follows:

Session 1: 09.00 – 10:45

Session 2: 11:00 – 12:00

Session 3: 13:00 – 15:15

Registration takes place at the start of Sessions 1 and 3.

If your child is too ill to attend school, please let us know as soon as possible. When your child returns to school we ask you to send a short letter explaining the reason for absence. Current legislation means that absences, which have not been explained, have to be reported as 'Unauthorised'.

We would ask all parents to consider very carefully whether it is in their child's best interests to be withdrawn from school for a family holiday. There is no statutory right for parents to take children out of school for family holidays, and the school does not authorise holiday during school time. There are exceptional circumstances when children can be taken out of school during school time, these are outlined in our Admissions and Attendance Policy, see the website for details.

TRANSPORT ARRANGEMENTS

Most of our pupils travel to school by bus. Those children living more than 2 miles (3 miles for those 8+) from their local school are

entitled to free travel. For those living closer it is sometimes possible for the children to travel by bus, if the route to school is designated as unsafe (the council makes this judgement based upon a strict criteria). If you would like your child to travel by bus, please contact the school office for details of current regulations and information on how to apply, or apply online to Cornwall County.



If you choose to use the buses please don't be a stranger to school, it is very important that home and school maintain close links even if you don't come to school every day with your child.

SEVERE WEATHER



In the case of severe weather conditions, which may mean the closure of the school, please listen to local radio and television for information or if the school day has begun, contact the school. Should the school be

closed during the course of the day we liaise with the transport operators and the Local Authority when making a decision and always contact a parent or relative before sending children home. We have to consider the safety of the children at all times and if the bus operator is unhappy to transport the children it would be our usual practice to close the school. Our catchment area is very hilly and there are time when it is not safe for the buses to travel, in these circumstances we make the assumption that it is, therefore, not safe to travel by car either.

SCHOOL UNIFORM

We believe that learning to take care of their appearance plays an important role in developing children's self-esteem and fostering future positive

attitudes to work. For that reason we ask that children be sent to school tidily dressed in appropriate clothing and suitable footwear. Our school uniform consists of a red sweatshirt, jumper or cardigan, white or red shirt, blouse or polo, grey or black trousers (long or short) or skirt/pinafore dress; in the summer girls may wear a red and white gingham dress. Shoes should be black flat healed in winter and light weight closed toe sandals in summer. Boots are not really suitable for school as they are hot and also when sitting on the floor they are uncomfortable and bulky. If you want your child to wear boots that is fine but they will be asked to change into indoor shoes, i.e. plimsols, so please ensure that your child has these in school too. Socks should be either, grey, black, red or white. The girls may wear red sandals in the summer.

Children should have a warm waterproof coat during the winter and light weight water proof coat and a sun-hat for break times during the summer.

School uniform is available from most major retailers depending upon your purse. It can be bought on line at My Clothing (<https://myclothing.com/>)

For health and safety reasons children should not wear opened toed sandals, piercings or jewellery (other than studs for pierced ears, these should be removed or taped over for PE). There should be no nail varnish or coloured or excessively decorated, including shaved patterns, hair. Long hair should be tied back as it is dangerous and unhygienic when left loose. A watch is permissible providing it does not make any sound and it is removed during PE lessons. However, children must take responsibility for their own watches.

For PE lessons children will need a plain white or school red T-shirt and black shorts. For outdoor games children will also need trainers and, in cold weather, dark jog bottoms and sweatshirt or tracksuit. As clothing will be changed for PE, games and swimming it is essential that all items of clothing worn to school are clearly labelled with your child's name. For school team games the school provides school tops, which we ask you to wash and return to school after a game.

PLEASE ENSURE THAT ALL CLOTHING AND EQUIPMENT IS LABELLED CLEARLY WITH YOUR CHILD'S FULL NAME

SCHOOL MEALS

Meals are cooked and provided on the premises at lunchtimes. We have a commitment to healthy eating and all our meals use free range ingredients and comply with government standards for school meals.

Please contact the school office for current costs. Dinners may be ordered daily and must be paid for when ordered or half-termly in advance. You will be advised of the amount in the School Newsletter. Dinner money must be sent in a sealed envelope clearly marked with your child's name and class. Cheques should be made payable to Cornwall County Council. Menus are sent home so that choices can be made.

Facilities are also available for pupils who wish to bring their own packed lunches. As part of our commitment to healthy living we ask that children do not bring chocolate, sweets or fizzy drinks as part of their packed lunch, and that consideration be made to providing a healthy lunch, too much fat and sugar is not only unhealthy but doesn't help children to focus on learning in the afternoons.

Free school meals are available to all children in the 1st 3 years of school. Free school meals for older children may be applied for and a form can be obtained on line for more information contact the school office. The decision about eligibility is not made by the school. If your entitlement runs out, you will be liable for the cost of any meal provided and your free school meal entitlement can not be backdated. The school is not allowed to provide more than 1 emergency meal per child. Outstanding debts for meals are pursued by Chartwells the meal provider and not the school, although we do try to support parents who get into debt by helping with staged payments.

SCHOOL PAYMENTS

We have an online school payment system, which helps to reduce the amount of cash handled by the school office and by children bringing it to school. All school payments can be made online at teachers2parents.com For more details

contact the school office. Payments can, still be made by cash and cheque if parents prefer.

COMMUNITY LINKS/ COHESION

Our pupils come mainly from the parishes of Jacobstow, Poundstock (including Widemouth Bay), St Gennys and Week St Mary. We are proud of the strong links that exist between Jacobstow School and its widespread community. Weekly newsletters are sent to parents and the school makes regular

contributions to the local parish magazines so that parents and friends of the school are kept informed of events and activities.

The school is annually invited to give a report at the Annual General Meetings of Jacobstow, Poundstock, St Gennys and Week St Mary Parish Councils; the head teacher tries to attend these meetings in person.

In Cornwall, small primary schools are often grouped together as a 'cluster' so that they can undertake some jointly funded activities or projects. Our cluster partners are Whitstone, Marhamchurch, Kilkhampton and Morwenstow Primary Schools, and we also have close links with the Bude primary and secondary schools. We are also part of the Bude Communities' Schools' Trust which is a cooperative trust of local schools.

We promote awareness of the local environment and respect and enjoy the local area and culture.

We are very aware that our children, whilst living in a very beautiful part of the world also live a very isolated part of the world. As a result, for many, their experience of the wider community with its mixed diversity of culture, religion and ethnicity is very limited and so we try to promote awareness through a range of activities and actions:

- School trips
- Links with national and international schools
- Displays
- Direct teaching through RE, PHSE and topic work
- Invitations to visiting artists / musicians

We want our children to be aware, accepting, tolerant and respectful of all.

Our '**Friends of Jacobstow Primary School**' (FOJPS) organises events designed to bring school and community together to raise funds for the school. As a parent you will be part of the 'FOJPS' and your help, ideas and support are always welcomed and appreciated by both the committee and the school. Recent donations have bought a climbing frame, play house, book stands, sports kit, and bus trips for outings. Their fund raising helps the children to have those things, which are the extras that the budget can not buy.

AND FINALLY...

We hope that you have found this prospectus interesting and informative. More information can be found on our school website at www.jacobstow.cornwall.sch.uk or by talking to the school direct.

We are pleased to welcome parents and children to look around the school or visit for a 'taster' day.

JACOBSTOW COMMUNITY PRIMARY SCHOOL & PRESCHOOL

Challenges

Adventure

Respect

Enjoyment

Security

about preparing our children for their place in the world of the future.