



Bentham Community Primary School

PROSPECTUS

School Vision and Values

Vision Statement

A nurturing family, learning together.

School Values

Be Proud

Put your heart and soul into everything, never giving up and then be proud of what you achieve.

Be Yourself

You've got to believe to achieve. Have the self-belief and confidence to succeed and reach your personal best.

Be Together

Treat everyone equally and support each other. Work together to have fun and achieve. Celebrate each other's success and be a positive part of the school family.

Be Friendly

Show respect for others, yourself and the school. Treat others politely and with understanding, have the courage to be honest and know what is right.

Be Strong

Keep going no matter what. Be determined to push yourself and achieve your dreams, always giving 100%.

Be Bentham!

Introduction

Bentham Community Primary School is a purpose built and modern school. It promotes a calm, healthy learning atmosphere. The school is situated in the picturesque Yorkshire Dales countryside and serves the villages of High Bentham, Low Bentham, Burton in Lonsdale and Mewith together with the surrounding farms, villages, rural communities and hamlets.

In this prospectus, the school hopes to provide information that prospective parents/carers would initially like to know about the school.

At Bentham Community Primary School the care and concern of the children is paramount and always at the heart of our educational philosophy and practice at all times.

The school prides itself on how closely it works alongside parents/carers, offering excellent support, communication and working relationships.

Children are set high standards in mixed age classes, which are extremely well staffed with talented, experienced and highly skilled teachers and teaching assistants. Classes are taught through a mix of individual, group and whole class teaching, with carefully differentiated activities which cater for children identified with special educational needs inclusive to those who are gifted and talented.

Bentham Community Primary School provides a successful Breakfast Club, which is led by experienced school staff, in our Community Room. This provision provides early childcare, accessible by all ages, from 8.00am Monday to Friday.

All children are regularly given the opportunity to take part in a full range of extra-curricular activities, which take place at lunch-time and at the end of the school day.

The school aims to create an environment where children feel secure, are helped to grow towards physical, emotional, spiritual and intellectual maturity. Children are encouraged to learn how to reach their full potential. Most importantly the school strives to ensure that children are both comfortable and happy in their learning.

Admissions Policy

Nursery

Nursery children are usually admitted on roll at the beginning of each term. Children must be three years of age during the term prior to their joining the Nursery provision. There are three terms during an academic year, these are Autumn, Spring and Summer.

Children can attend up to five nursery sessions per week (15 hours universal funded childcare). Sessions run each weekday morning from 9.00am until 12.00 noon. As from

January 2018 the school started to offer the 30 hour Nursery provision, enabling children to stay for an afternoon session from 12.00 noon until 3.00pm. There is an option to pay for an additional 30 minutes per day, allowing children to stay until 3.30pm – the end of the school day.

Children who attend Nursery all day, will be able to have a freshly prepared school lunch or bring their own packed lunch on a daily basis. Children eat in our dining area of the School Hall, known as 'The Lunch Box' at 12.00 midday. Nursery meals are currently priced at £2.010 per child per day and offer excellent value for money (please note this price is subject to change).

If parents would like to visit the school's Nursery, then please contact the School Office on 015242 61412 in order that a mutually convenient appointment can be arranged for a visit with our Nursery teacher. If you would like to apply for a place at our Nursery, then please contact the School Office on the aforementioned number.

Main School

Children enter mainstream education in the September of the academic year in which they are five years of age. New entrants and their parents/carers are invited to attend transition sessions during the final half of the Summer term. These sessions support a smooth transition into school together with reassuring both parents/carers and children about the process.

Our Early Years Foundation Stage/Key Stage One Leader, alongside our Nursery teacher liaise closely with prospective parents/carers to ensure that entry arrangements and procedures are clear. It is a requirement of the school that all parents/carers sign a Home-School Agreement.

If you would like to apply for a place at Bentham Community Primary School you will need to contact North Yorkshire County Council's Admissions Team on 01609 533679 or visit www.northyorks.gov.uk/school-admissions. In addition there will be a requirement to complete the school's Enrolment Form. This is available, by request, from the school office, contact number 015242 61412 or e-mail admin@bentham.n-yorks.sch.uk, **alternatively a copy can be downloaded from the school's website www.benthamcpschool.org.uk.**

Bentham C P School welcomes 'in-year' admissions when spaces are available. Further we would encourage prospective parents to visit the school and meet, by prior arrangement, with the school's Headteacher, Mrs Claire Pearson.

Accessibility Plan

Our school building has disabled access from the school gate and throughout its modern building. In addition there are disabled resources throughout the school which both support and cater for those with a disability.

Accommodation and Organisation

Bentham Community Primary School has a total of seven classrooms, an administrative area, Library, Nursery, Community Room, Medical Room and School Hall. There is also a large playground together with a substantially sized school field. In addition, the school has a separate outdoor play area for Early Years children and an outdoor learning 'School Garden' area for all to access.

The Leadership and Management Team of the school, together with all members of staff, believe it is essential to provide a caring, supportive and happy environment, particularly during the early years and primary stages of a child's schooling. The school strives to ensure that all children feel secure, happy and settled within their learning environment.

Our school has a proactive 'School Council' which is made up exclusively of children from across the school years. The pupils' voice is always valued in all aspects of school life. Children are actively involved in both planning and choosing games and activities during playtimes and lunch-times. The school has a wide variety of fixed playground equipment, together with numerous outdoor games that children are encouraged to play with during break-times.

At the present time, there are five classes, these are made up of mixed year groups, and are staffed, as follows:-

Headteacher : Mrs C Pearson

<u>Class</u>	<u>Year Groups</u>	<u>Teacher</u>
Class 1	Reception/N2/N1	Mrs E Chapman
Class 2	Years 1 and 2	Miss S Richardson
Class 3	Years 2 and 3	Mrs L Hodgson/Mrs H Harrison (Year 3 taught by Mrs Hunter on a morning)
Class 4	Years 4 and 5	Miss E Hayward/Mrs A McGregor
Class 5	Years 5 and 6	Mrs Cadman

We provide mixed age classes with high staffing levels made up of talented, highly experienced teachers and teaching assistants. As a result children receive personalised learning that meets their individual needs and provides an effective learning environment, ensuring that all children develop to their full potential academically, personally and

socially.

In each class, children are taught by a range of methods; individual, group and whole class. Each child is allowed to progress at their own individual rate through carefully planned and tailored work.

The school day is made up as follows:-

School Doors Open	9.00am	Afternoon Registration	1.00pm
Registration	9.05am	Afternoon Playtime	2.15pm
Morning Playtime	10.30am	End of School Day	3.30pm
Lunchtime	12.00 noon until 1.00pm		

Children are taught for a total of 24 hours per week; this does not include time spent during play-times and lunch-times. There are a wide range of extra-curricular activities which take place both at lunch-times and after the end of the school day.

Excellent school meals are freshly prepared on site daily using only locally sourced ingredients. The school is part of the Universal Free School Meal Programme. This means that at the current time all meals for children in Reception, Year 1 and Year 2 are provided FREE of charge. Meals for children in years 3,4 and 5 are priced at £2.55 per child per day. Our school have recently formed a School Nutrition Action Group (SNAG), who are the driving force behind the Soil Association's Food for Life project at the school. Bentham Community Primary School have recently achieved a Bronze Award in this scheme and are now actively working towards Silver award status. Packed lunches are permitted, however, we do expect parents to provide a balanced nutritious lunch which supports our ethos of 'We Eat, Cook and Grow Fresh, Healthy Food'. Due to the ordering of provisions, children should either have a school meal or packed lunch for an entire half-term. If parents wish their child to 'change' at any point, then they should inform the School Office.

Curriculum

Our curriculum endeavours to provide each child with fertile growing conditions where, with care and patience, the growth of learning and thought flourish.

We provide a broad balanced curriculum which caters for the needs and development of the 'whole' child. Children are encouraged to think and develop an imaginative understanding of the world around them. The school curriculum is designed to sustain children through all aspects of life and as a result a variety of enrichment activities are provided. All children are encouraged to take responsibility for healthy lifestyles and safety. Children are prepared for life in a culturally diverse society and the school promotes equality of access regardless of race, gender, religion, discipline, disability, economic and social background. Bentham Community Primary School endorses global education and has, historically, forged many

international links. As a result, the school has hosted visitors from abroad throughout the academic years. This has a significant impact on a child's global awareness.

Our children in Nursery and Reception begin to develop their thinking through planned structured play and child-initiated learning. Language is at the heart of our curriculum, and is central to the development of the thought processes. Children's thinking and self-expression are encouraged through listening, speaking, reading and writing activities, together with stimuli which are used, particularly literature and poetry.

As children progress through school their learning develops with clarity and expressions of feeling together with imagination.

The Oxford Reading Tree scheme is used to supplement the teaching of initial reading skills. A wide range of fiction and non-fictional materials are also available in the well-stocked school library and in each classroom. During the initial stages of reading, phonic and whole word recognition, skills are developed to provide a variety of reading strategies in order to assist children become independent readers. Emphasis is also placed on reading aloud with children. This is one of the most valuable strategies for teaching reading skills and fosters an early enjoyment of books. The school places great emphasis on encouraging all children to develop a love for literature in its many varied forms.

Bentham Community Primary School have developed a reading support scheme which enables children in Early Years and KS1 to enjoy shared reading experiences with their parents by utilising visual stimuli in correlation with story books.

Older children are encouraged to become fluent and confident readers. We use the highly accredited Accelerated Reader scheme in Key Stage 2. This scheme improves children's comprehension skills.

The school has a structured approach towards the development of spelling and handwriting, and provides a homework programme with materials that support and encourage parental support.

Children in Years 3 to 6 inclusive are all provided with a School Planner at the beginning of each academic year. Parents should check and sign their child's planner on a weekly basis.

Topic Work

Each term or half-term children's work focuses on a particular topic. This enables and encourages children to develop their knowledge and understanding in a wide range of areas. Parents with specialist knowledge or skills specifically related to a topic are encouraged to share these with their child's class teacher.

Many of the topics utilise a child's own experiences as starting points, particularly in Early Years. Gradually children extend and deepen their work beyond their own experiences with increasing application of concepts and ideas. Structured planning ensures that balanced programmes of topics have been covered during each key stage. This ultimately ensures that children have covered a broad range of themes from science and the humanities.

The importance of the 'pupils' voice', questioning and dialogic methods are central threads to our approach of teaching creative topics.

Music

Children are encouraged to listen and respond to a wide range of musical activities. Children develop the skills needed to create musical compositions and gain confidence in groups or class performances.

All children at the school have an opportunity to extend their school-based music experience by taking part in instrumental tuition provided by either North Yorkshire County Council's Music Service, or private tuition.

The school also utilises the North Yorkshire County Council's Music Service to provide specialist music teaching to classes during each academic year.

ICT

Each classroom is equipped with Clevertouch screens and PCs, including broadband Internet facilities. Scanners, digital cameras and camcorders are used to enhance pupils learning. There are also laptops and notebooks.

Children are encouraged to incorporate their ICT skills across the curriculum, by the use of word processing, data collection, control technology, e-mailing and internet, where appropriate. On occasion children's work is displayed on the school's website. If parents/carers do not wish for their child's work to be displayed in this manner, they are requested to put this in writing, and give this to the School Office.

PE and Movement

Children take part in PE by way of games, gymnastics, swimming and dance. During the Summer term the school holds its annual Sports Day and, throughout the year, children are encouraged to take part in cluster school sporting events. Sport based clubs are held at the end of the school day throughout the year, for example, multi-skills, dance, football and netball, and on occasion at lunchtime.

In some instances, class PE lessons are delivered by specialist sports coaches, thus enhancing the school's PE provision. KS2 children are also provided with regular swimming lessons at Settle Swimming Pool. Bentham Community Primary School strives to meet the current criteria stipulated by the government, in that all children in Key Stage 2 are able to swim a minimum of 25 metres.

PSHE

Personal Social Health Education is a vital element of our children's learning. It enables children to make independent decisions about their lives. Our PSHE programme of learning ensures children develop the knowledge, skills and attributes they need to keep themselves healthy and safe, and to prepare for life and work in modern Britain.

RE

All children come together for assemblies. At times the school assembly is the focal point of religious experiences. The provision brings children together in an act of worship that is tailored to be acceptable to all denominations. On occasion, assemblies are Christian based in character, but as previously stated the beliefs and festivals of other faiths are also promoted during assemblies. Religious services are sometimes held in nearby churches, at appropriate times, during the school year, for example Christmas and Easter. In addition, the school welcomes regular visits from representatives of community churches to take part in, or deliver, school assemblies.

RE teaching focuses on the Christian faith, but children also study the major world faiths. Children are encouraged to develop a sensitive understanding of our multi-cultural society. Each class visits Bentham Methodist Chapel for lessons this takes place in the church's Godly Play room. Children's personal growth is fostered by stories which make sense of life and explore feelings.

Parents are entitled, by law, to withdraw their child from assembly and RE teaching. Children will be accommodated in alternative classes should they be withdrawn from this provision. Please contact the Headteacher if you have any concerns about this matter.

Special Educational Needs (SEND)

Our school policy has been designed to identify children with Special Educational Needs and Disabilities as early as is possible. In the first instance, additional provision for those individuals identified with SEND will be made as far as is possible within the school. The school has a dedicated and experienced SENCO, Mrs Alison McGregor. In some cases and, where identified as appropriate, a child will be put on the school's 'Special Educational Needs and Disabilities Record'. Progress of a child with additional needs will be reviewed regularly and supplementary learning needs and support identified and provided. It is felt that a child requires further or, indeed, a more specialised provision, pupil support services

and other external agencies will be invited to get involved. This may result in a formal Educational Healthcare Plan. Parents of pupils identified with special needs are fully consulted and are entitled to have access to the school's Special Educational Needs and Disabilities Policy. External support services are provided by the Local Authority. The school is committed to inclusion and strives for excellence for every child.

Gifted and Talented

Our Gifted and Talented Policy ensures children with special skills and talents are also given the opportunity to achieve their full potential. The Policy is in accordance with the Special Educational Needs and Disabilities Code of Practice.

Sex and Relationships Education (SRE)

Under the National Curriculum, the basics of sex education fall within the science curriculum, and children are taught about human development, including puberty and reproduction. The School's SRE programme is tailored to the age and maturity of children. Relationships education focuses on friendships, bullying and self-esteem. An emphasis is placed on teaching children about safe and healthy relationships. Parents have the right to withdraw their child from these lessons if they wish.

Homework

We have a School Homework Policy which provides a balanced programme of activities which enhance a child's learning; parents receive appropriate information, support and advice sheets. In addition, the school provides homework meetings for parents with a view to helping them further support their child's learning. The school has a Brainbuilders Club which is held on a lunch-time each week. This provision supports any child with their homework if needed.

Extra-Curricular Activities

Bentham Community Primary School believes in a varied provision of extra-curricular activities; these are an essential part of school life. Listed below are a sample of the activities which have been provided previously during a school year :-

school plays, music groups, art clubs, dance, football, multi-skills, netball, code club, rounders, multi-sports, cross country and cricket.

In addition, teams of children representing the school regularly take part in North Craven Cluster sporting events.

Residential Visits

Children in years 2,3,4,5 and 6 are usually given the opportunity to take part in a residential trip. Children in years 2 and 3 take part in a short residential visit to either Malham, Nell Bank or Halton Gill, whilst children in years 4 and 5 have, in the past, participated in an action packed residential to North Yorkshire County Council's Bewerley Park centre. Year 6 children are given the opportunity to experience either a 'City Break' or 'Coastal Break' usually based in Edinburgh, York or Whitby.

Pastoral Care

Responsibility for the pastoral care of each child rests firstly with the child's class teacher. If the class teacher cannot help, the problem should be referred to the Headteacher, Mrs C Pearson.

If your child has any worries, concerns or problems which could affect school life or work, then parents should notify class teachers immediately.

Home School Link Worker

The school has an appointed Home School Link Worker whose role it is to support families with any worries or concerns they may have about their child(ren), either at home or at school.

During term-time the Home School Link Worker works in partnership with parents/carers and other agencies aiming to reduce barriers to learning and prevent future difficulties. Before the Home School Link Worker works with a child the parent/carer will be required to give consent. It is the aim of the school to support families and encourage all children to enjoy school, feel happy and secure.

Parental Contributions for Educational Visits

The Educational Reform Act 1988 has made educational visits taking place during school hours free of charge. As a school we feel that such visits are a valuable part of school life, but the school does not have the necessary funds to cover the cost of such visits. As a consequence, the school will ask parents to make voluntary contributions towards the cost of any visit. If a parent is unwilling to contribute, their child will still be eligible to take part in a visit, however, if not enough voluntary contributions are received, it may result in a trip being cancelled.

Transfer to Secondary School

Our children transfer to secondary school at eleven years of age. Parents are able to express a preference for places at Settle College or the Queen Elizabeth School (QES) at Kirkby Lonsdale, Cumbria.

Both Settle College and QES hold prospective parents' evenings. Liaison meetings are held with both secondary schools in order to facilitate the smooth transition of children.

Bentham Community Primary School also supports those parents who take an interest in their child attending Lancaster Grammar School/Giggleswick School. However transition to this school is dependent on entry requirements stipulated by Lancaster Grammar School. Parents are advised to contact the school independently for more information.

Holiday Requests

As per legislation, as from September 2013 absences due to holidays will only be authorised in exceptional circumstances during term-time. For further information, please see guidance notes provided on the application form for leave of absence during term-time, [a copy of which is available on the school's website www.benthamcpschool.org.uk](http://www.benthamcpschool.org.uk).

Children's Progress and Parents' Evening

Parents are invited to attend parents' evenings during the Autumn and Spring terms to discuss their child's progress. Progress and Effort Grade Reports are provided at the beginning of each term. A written annual Report is sent home to parents during the Summer term.

Please note, that parents are always welcome to speak to their child's class teacher, or the Headteacher, if they have any questions or concerns.

Behaviour and Discipline

To enable us to create a pleasant, safe and civilised environment we have school rules. These are principally based on safety, security and consideration for others. These 'rules' are discussed and promoted with children.

Unacceptable behaviour will be challenged and serious misbehaviour will result in children losing privileges such as playtimes. Parents of children who regularly present unacceptable behaviour will be invited into the school to discuss the matter with the school's Headteacher, Mrs C Pearson. In the event of extreme anti-social, racist or violent behaviour then exclusion from the school be endorsed and the incident reported to North Yorkshire County Council together with the school's Board of Governors.

The school adheres to a 'traffic light' system of behaviour management.

Medicine in School

As a result of recommendations made by North Yorkshire County Council, the school's policy on the administering of medicines to children during school hours is, as follows:-

'Children who are ill should remain at home to recover and avoid the further spread of germs. A telephone message informing the school of a child's absence should be made on the first day of the absence'.

The school adheres to a strict policy of a 48 hour period of absence following any incident of sickness and or diarrhoea. This is to ensure that any potential outbreak is prevented.

The School cannot take responsibility for keeping and administering medicine to children during school hours.

However, in the case of a doctor insisting that a child must have medicine during school time, or in the case of a child suffering a long-term medical condition such as asthma, it is recognised that there is a necessity for medication to be available at school. In these cases parents should contact the School Office with a view to completing a 'Request to Administer Medication' form.

Friends of Bentham School (FOBs)

The school has a thriving 'Friends of Bentham School' group which actively supports the school for the benefit of all children, parents and teachers. The FOBs are also responsible for additional and promotional fundraising, including financial support towards special activities. The Friends of Bentham School provide major support towards school visits, learning resources, playground equipment, class topics, concerns, visits, transport etc. Any parent of any child in the school is welcome to join the Friends of Bentham School group.

Insurance

Please note, the County Council DOES NOT provide personal accident insurance for children.

School Uniform

Children are strongly encouraged to wear school uniform, amongst other ideals this supports a feeling of 'belonging' and 'security'.

Boy's Uniform

Grey or Black shorts/trousers
Bottle Green sweatshirt with School Logo
White or Green Polo shirt
Black or Dark Brown shoes
White or Dark Socks

Girl's Uniform

Grey or Black skirts/trousers/shorts/pinafores
Green Gingham Summer Dress
Green Tartan Pleated Skirt (available from uniform supplier)
Bottle Green sweatshirt/cardigan with School Logo
White or Green Polo Shirt
Black or Dark Brown Shoes
Black or Grey tights
White or Dark Socks

Books bags, polo shirts, sweatshirts and cardigans are all available embroidered with the school logo. These can be ordered from 'My Clothing' online by using the following link:-

www.myclothingdirect.co.uk

Children should only wear dark coloured flat shoes. Sandals can be worn during the appropriate seasons but only if they have enclosed toes and heels. Under no circumstances should fashionable footwear be worn to school, for example, Crocs.

Parents are asked to provide their child with a suitable PE kit, including; dark shorts, white t-shirt, pumps or trainers and a plain jumper and jogging bottoms. Parents are requested to avoid providing fashion and leisure wear. The school promotes the name labelling of all items of clothing.

Jewellery (rings, earrings and necklaces) constitute a dangerous hazard in a school environment. Serious injuries have been sustained by children wearing jewellery, particularly in PE. Parents are asked to ensure that children do not wear items of jewellery to school. In the case of pierced ears, small studs may be worn, but must be removed (by the child) for PE. Children may bring watches to school but this is at their own risk. Money, sweets, toys and valuables are not allowed in school without prior permission being given from class teachers.

Parents are asked to consider the implications of having their child's ears pierced during

term-time, particularly when the child is taking part in PE and/or swimming lessons. It is the policy that no ear-rings can be worn at any time during swimming sessions or PE lessons. Earrings cannot be covered up with tape or removed by an adult in school.

Documents

Under the terms of the Educational Reform Act 1988, parents are entitled to have access to a number of documents; LA curriculum statements, DFS circulars and statutory orders, schemes of work, LA agreed syllabus for RE, published OFSTED report (specifically related to the school), together with documents outlining arrangements for considering complaints about the school curriculum. These can be accessed by request.

Complaints Policy

The school Complaint's Policy is available via the school's website www.benthamcpschool.org.uk. In the case of an individual having any grievance with the school, it is encouraged that the complainant contact the Headteacher in the first instance with a view to resolving any issue. Failure to reach any resolution will result in the complainant being referred to the School's Complaint's Policy.

Governors

The Board of Governors is made up as follows:-

Headteacher

1 Local Authority Governor

1 Staff Governor

2 Parent Governors

5 Co-Opted Governors

The current Chair of Governors is Mrs Claire Procter, the current Vice-Chair of Governors is Rev Anne Russell.

Details of all members of the school's Governing Body are available in the Reception Area of the school.

Copies of Minutes from any Governors' Meeting are available for public inspection, by request. Copies can be requested from Sally Johnson, Clerk to the Governors in the School Office.

Finally.....

Thank you for taking the time to read our School Prospectus. We are a small rural school, who we are very proud to be part of. If you would like to know further information about our school and its community, then please do not hesitate to contact the Headteacher, Mrs C Pearson. Individuals are very welcome to visit our school and see teaching and learning in action.

Bentham Community Primary School is committed to ensuring the welfare and safety of all children in school. All North Yorkshire Schools, including Bentham Community Primary School, follow the North Yorkshire Safeguarding Children Board's procedures. The school will, in most circumstances, endeavour to discuss all concerns with parents about their child/ren. However, there may be exceptional circumstances when the school will discuss concerns with Social Care and/or the Police without parental knowledge (this in accordance with Child Protection procedures). The school will, of course, always aim to maintain a positive relationship with all parents. The schools Child Protection Policy is available publicly on the school's website, (www.benthamcpschool.org.uk) or hard copies are available from the School Office.

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