Benjamin Hargreaves Church of England Primary School



















LEARNING TOGETHER TRUST

Welcome

Dear Parent / Carer,

We hope you will enjoy looking through our school's prospectus and that it gives you a flavour of school life at Accrington Benjamin Hargreaves Church of England Primary School, however, the only way to get the complete picture is to come and visit us. We would love to show you around our school and answer any questions you may have. Please telephone to make an appointment.

Accrington Benjamin Hargreaves Church of England Primary School aims to provide the highest standards of education and care, where we all work by our vision:

'Together, in God's love, we aspire to shine and succeed in all that we do.'

Our Christian vision is rooted in the following bible verse:

'Let all that you do be done in love.' 1 Corinthians 16:14

Our Christian vision leads all of our work at school. We welcome all children and families. I am honoured to have become the new headteacher of Benjamin Hargreaves from January 2025.

Benjamin Hargreaves is a small school with five classes across the school, which means some of our classes are mixed-aged. The positive is that it only emphasises our 'family feel'. At Benjamin Hargreaves, we work together to ensure that our children attain excellent academic standards and become the best versions of themselves.

Benjamin Hargreaves is proud to be part of the Learning Together Trust family of schools. We are one of six schools within a Trust, which gives us excellent collaboration opportunities, support, and challenge to ensure that Benjamin Hargreaves is the best it can be for its community.

At Benjamin Hargreaves, we are on a mission to ensure that we provide an excellent standard of education for each child.

If you have any questions about Benjamin Hargreaves, please do not hesitate to contact us. We would love to answer your questions and get to know you.

We look forward to welcoming you and your family to Accrington Benjamin Hargreaves Church of England Primary School.

Yours faithfully,
Mr James Kewley
Headteacher



School Contact Details:

Address: Barnfield Street, Accrington, BB5 2AQ
Telephone: 01254 232130
Email: bursar@benjaminhargreaves.lancs.sch.uk
Website: www.benjamin.lancsngfl.ac.uk/
@BenjaminHargreavesCEPrimary

Our Vision

Our Vision

Together, in God's love, we aspire to shine and succeed in all that we do.

Our vision is rooted in the bible verse from 1 Corinthians 16:14:

'Let all that you do be done in love.'

See below our 'Vision Jigsaw' that shows what we place our importance on - what we do in order to meet our vision.



Our vision is at the core of everything we do. It underpins our teaching and learning, interactions and environment.





Our School

Our school is a Church of England Voluntary Aided school with strong links with the local church and community. Benjamin Hargreave's is part of the Learning Together Trust and within the Blackburn Diocese.

The school is distinguished by its strong Christian distinctiveness, our close relationship with JohnPaul Parish Church and our values, attitudes and sense of pride shared by the staff, pupils and parents/carers.

Learning Together Trust

Benjamin Hargreaves is part of the Learning Together Trust (LTT). The Trust has a central team, who lead the Trust schools and support Benjamin Hargreaves. The Trust also gives great opportunities to our staff and our children.
Staff are able to benefit from a wealth of experience and expertise across our Trust schools, which support our staff to be the best they can be for our children.
Children benefit from Trust wide initiatives and the Trust experiences for each year group, which can be seen below.

Reception children: A country walk with outdoor entertainment
Year 1 children: A visit to a contemporary circus
Year 2 children: A visit to a live music event
Year 3 children: A visit to an art gallery
Year 4 children: An experience of watersports
Year 5 children: An experience of a winter sport
Year 6 children: A university visit



Learning Together Trust's website: https://www.learningtogethertrust.org/





Mr S. Colothan is the CEO of the Learning Together Trust.

R.E. & Collective Worship

The school follows the Blackburn Diocesan Religious Education Syllabus, which embraces several world religions and recognises the multiracial and multifaith nature of our society and our school.

Collective Worship takes place every day. They can sometimes be in individual classes or as a whole school. Collective Worship provides a shared experience in which to think about moral, social and religious issues. We look at how we can use biblical stories to impact children's behaviours and attitudes today.

Section 25 of the 1944 Education Act gives all parents the right to withdraw their children from R.E. and for the Act of Worship. If parents wish to exercise their right of withdrawal, they should contact the headteacher.



Here at Benjamin Hargreaves, we have a group of Worship Warriors made up of a small team of children from across the school.
As well as being ambassadors for the school's six Core Christian Values, they play an important role in collecting feedback and suggestions from the other children in school regarding collective worship. They take an active part in the school's daily acts of worship by preparing the song choice, the worship table and on-screen presentations and participating in the worship delivery.

Our School Prayer

Together, in God's love, we aspire to shine and succeed in all that we do.





Our School Prayer

Dear God,

Bless our school community and fill our hearts with love.

Help us to make the right choices as we shine and succeed together.

Amen

'Let all that you do be done in love.' 1 Corinthians 16:14

Our Curriculum

Our curriculum has been constructed with the families of Benjamin Hargreaves, the local area context and effective teaching and learning research at the forefront.

A significant amount of time has been spent using the phrase '**less is more**', listing what it is we want our children to learn about during their 7 years from EYFS to Year 6. We have ensured that the learning is **progressive** and **sequenced** so that children **build upon existing knowledge** so that the children have the best chance to store new learning in the correct part of their brain.

You will have noted that your child may be in a mixed-aged class, and therefore, complete two academic years in the same class. Please be assured that the curriculum remains progressive for your child. They will not learn the same content for two years. The maximum amount of time your child will remain in a class is two academic years. When a class is split, we look at a number of factors - gender split, ability, ability grouping, level of need, friendship groupings and balance of numbers.

Our Christian vision and values influence everything we do. We have some curriculum drivers linking to our curriculum intent. We have placed significant importance on the areas of **Personal Development**, **Language and Vocabulary** and **Metacognition**. These elements are featured within all lessons to maximise children's learning.

Our next priority area is **Reading**. We believe the quicker children can become skilled readers, they can then use their reading skills to access all other elements of the curriculum with greater ease. Please help us in our mission by reading with your child and listening to them read regularly.

EYFS follow the statutory EYFS curriculum; however, we apply our curriculum model to this, and our subject leaders consider how learning in all subjects commences from EYFS so learning can be layered on top into Year 1 and onwards.

To find out more information about our curriculum and to view our curriculum page on our website.





Reading

We have placed **reading** as a very high priority in school as we believe great readers make great learners. We want our children to quickly learn the basics of reading, and this starts with their learning of phonics right from the start in EYFS. We follow the 'Red Rose' systematic synthetic phonics programme, and this is where children learn the different sounds (phonemes) and letters (graphemes) so they can start to read words.

More information about phonics teaching and learning can be found at:
https://www.benjamin.lancsngfl.ac.uk/page/phonics/149151
More information about reading teaching and learning can be found at:
https://www.benjamin.lancsngfl.ac.uk/page/english/149150



Writing

We follow the Literacy Tree scheme of work. We have specifically chosen this scheme to help us meet our curriculum intent. This scheme is a book-based approach to the teaching of writing. Children become immersed within a rich diet of literature in order to influence and develop their skills as an author. Writing is so difficult as it requires a child to orchestrate many skills all at once. Separate handwriting, spelling and grammar lessons are also completed.
More information about writing teaching and learning can be found at:
https://www.benjamin.lancsngfl.ac.uk/page/english/149150

Maths

We use a mastery approach to teaching and learning mathematics. We use a scheme called White Rose Maths. This scheme sets out the learning in each year group, and we use concrete, pictorial, and abstract systems to support learning. Even our Year 6 children use concrete resources to support their maths learning!
More information about maths teaching and learning can be found at:
https://www.benjamin.lancsngfl.ac.uk/page/maths/149152



Foundation Subjects

All subjects listed within the National Curriculum are taught across all year groups. Children receive an ambitious, broad, balanced and rich curriculum, ensuring they have the opportunity to shine and succeed outside of core subjects. The afternoons at Benjamin Hargreaves are generally the time of the day in which the foundation subjects are taught. These subjects will focus on specific vocabulary and precise knowledge that the children learn. Learning is enhanced by the teacher's planning, which includes visits, visitors and experiences. Teachers may well start a unit of learning with a 'hook' in order to really inspire the children.

Relationship & Health Education



The Government have laid out what children should know by the time they leave Year 6 within Relationships and Physical and Mental Health. Primary schools, including Benjamin Hargreaves does not teach sex education.
We follow the KAPOW scheme of work for our Personal, Social, Health and Emotional lessons.

The school operates a two year rolling PSHE curriculum, which can be viewed on our school's website.

Please view the link below to view what the Government's expectations are for primary schools:
Government document relating to statutory Relationship and Health Education.

Homework

Children are given a homework journal. For each week, children are given spellings, mathematical knowledge to learn, handwriting and reading. Children should use the pages in the journal to evidence their homework. The school website, under the curriculum section, explains what children are learning within each subject in more detail, and therefore, if families wish to complete additional homework, please refer to the curriculum Knowledge Organisers.



Personal Development

We truly want our children to be the best versions of themselves - to shine and succeed, and therefore, our curriculum offer takes into account the following:



- Off-site visits
- Visitors in school
- Planned experiences
- Charities
- Career aspirations
- Spiritual moments

More information about our Personal Development offer can be found on our website: xx



Children's Leadership

As part of our Personal Development offer, we also offer a range of children's leadership roles within the school, which include:

- Pupil Parliment
- Worship Warriors
- Play Leaders

Some roles are through election. Some are adult selected.



Fun at Play!

We love playtimes!
We see children's play as part of our Personal Development offer and we think it is important that children love their playtime
We value unstructured free play. During playtime, children can access various resources and natural landscapes.
We are in the process of developing a vision and strategy to further enhance the beautiful grounds that we have. We will hold regular play assemblies, which include teaching about the Risk/Benefit model. Children learn to talk about possible risks within play and how they can mitigate them to ensure the play is 'safe enough'. The children develop their sense of safety and what risks they are comfortable with, including ways to make their play safer.







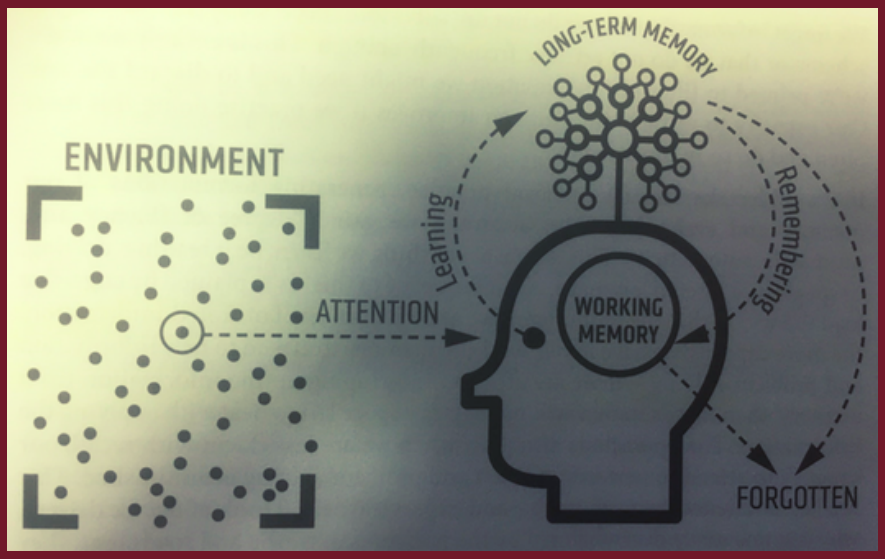




Teaching

There is a significant amount of time and importance placed upon staff development. This is because our most valuable resource is our staff team. It is through their talent and craft as educational practitioners, alongside good parent/carer partnership, that your child will flourish.

Our teaching and learning policy is built around the knowledge of how children learn. Research tells us that learning is what children remember. This means that a significant amount of our work in the classroom is spent managing the information presented to children. This is so the critical information can transfer to the child's long-term memory. Teachers will re-visit previous learning so new learning can be connected and stored correctly in the child's brain. Research tells us that the more practice children have at storing and retrieving information from their long-term memory, the more effective they are at learning. Learning that is revisited becomes less vulnerable to being forgotten. The following model is the basis of our teaching and learning policy. It is taken from Tom Sherrington's book about Principles of Instruction.



"The concept of understanding is really 'memory in disguise'."

Willingham, D. (2009) cited in Sherrington, T. (2019) *Rosenshine's Principles in Action* John Catt Educational Limited

Our curriculum has been crafted around this notion, meaning that learning is re-visited for children to remember their learning.

We use the latest research to inform our teaching routines within the classrooms. Our teaching routines are consistent, meaning children do not experience wasted learning time as they move through the school classes.





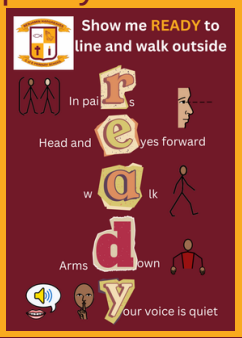
Behaviour

Ensuring that our environment is a safe and happy place for our children to be is crucial to ensuring we have the correct pupil culture. Micro-routines through the day and expected standards of behaviour, coupled with our 'family feel', lead to excellent pupil culture, including great standards of behaviour.
Our children know the school behaviour rules and can discuss how they implement them. We focus on the positive and ensure that we narrate the positive. Staff all work towards our vision, ensuring they have a good rapport with the children they work with. Anything can be achieved based on a solid relationship of respect, warmth, compassion and understanding! Our children use appropriate greetings and manners in their interactions. This is modelled and encouraged by members of staff.

There is a strong focus on ensuring our Pupil Culture is excellent so that teachers can teach and children can learn, and for our children to develop their social and emotional skills. This leads to children being mentally well.
We use a shared and common language to support our pupil culture. One of these is our READY system.
Please see the school's behaviour policy for more information.







Our behaviour rules weave alongside our vision, values and British values.

School Rules



British Values

The fundamental British values are woven into all that we do. They feature within conversations in our learning, link to our Picture News each week, and are central to our pupil culture - a part of our vision and behaviour rules.
The British values are:

- Democracy
- The rule of law
- Individual liberty
- Mutual respect for and tolerance of those with different faiths and beliefs and those without faith.

Here at Benjamin Hargreaves, we do not like the word 'tolerance'. We teach our children to grow in understanding and to accept those of different faiths and without faith.





School Values

The school values have already been mentioned, however, they are an essential part of our Pupil Culture. Children are celebrated for showing values within their interactions and outward behaviours.
We talk a lot about #ValuesInAction!

Outward Facing

As part of our Christian distinctiveness and Pupil Culture, we ensure our children understand our local, national and global community. We take part in Charity events throughout the year. One of our most recent events was taking our Trust dog for a walk for Derian House. The Trust raised over £1200! We use a digital platform called Lyfta, which enables us to view different people across the globe and learn about different cultures.

Anti-bullying

Due to our strong Pupil Culture, incidents of bullying are very rare. We support our children to know what bullying is and to ensure it is reported. Bullying is not tolerated and is dealt with using our anti-bullying policy.



Inclusion

We are an inclusive school. We have several children with a variety of additional needs and medical conditions.

The school's SENDCo is Mr Kewley, our headteacher.

If you want to contact the SENDCo, please telephone the main office or email bursar@benjaminhargreaves.lancs.sch.uk.

If your child has additional needs and you wish to view the school, please ask to speak to the SENDCo. When your child attends, your primary contact will be your child's class teacher.

Regular meetings are arranged for children with specific additional needs or they are in receipt of an EHCP.

We have several resources in school to support children with various additional needs. Staff have regular training relating to different areas of need. Our teaching staff use inclusive quality first teaching strategies to help children within lessons. Children with additional needs are supported by our teaching and learning policy.

We are ambitious, and where children can reach curriculum expectations with adaptations, this will be put in place. Regular sensory breaks will be offered to children who need support to regulate their sensory and/or emotional needs. In a small amount of cases, learning is matched to the level of need rather than following a prescriptive curriculum relating to chronological age.

For more information go to:
https://www.benjamin.lancsngfl.ac.uk/page/send/149082

Medical Needs

The school have 'Care Plans' for any child with a medical need. These must be completed. These will be entered into our system, and the relevant information will be shared with staff. If your child has medication, please get in touch with the school office.





Communication

Communication is vital to our work and close partnership with parents and carers. All admin conversations and questions can be discussed on the telephone or by email by contacting the school office. Please note that emails may not be checked every day.
At Benjamin Hargreaves, we use a communication system linked with our 'School Spider' website. School Spider helps life to be more accessible as information is sent directly to your account. Many of our Parents / Carers use the School Spider App on smartphones.

Download on the App Store

ANDROID APP ON Google play

School Spider



We use School Spider for the following:

- Sending emails
- School newsletter
- Booking Parents' Evening appointments
- Messages to inform of cancelled clubs
- Messages to inform of emergency closures
- Sending out forms, for example, signing up to clubs and giving consent.

ParentPay



ParentPay

We are a cashless school. We request that all payments be made via Parent Pay. You will receive information about ParentPay from the school office. Parents/Carers tell us how useful and easy it is to use! You must have our account activation codes before signing up for this system.

Discussions with Staff

Our staff are always happy to chat with you about your child's learning, development, and well-being. You can speak with a staff member at the pick-up point or arrange a meeting by emailing or telephoning to make an appointment that works best for everyone.





Safeguarding

Happy and safe children learn effectively and develop well!
Firstly, we have robust policies and procedures, including a staff code of conduct, to ensure all children are safe at Benjamin Hargreaves.

All staff receive annual training related to safeguarding. Then, within weekly staff meetings, we discuss various aspects of safeguarding and child protection to ensure excellent staff awareness, understanding and knowledge and, most importantly, that staff know what to do when they are worried about a child.

Safeguarding is our duty of care and is set out in law regarding what we must do. We take safeguarding seriously. We recognise that families want to do their best for their children. We recognise that parenting is one of the most challenging jobs, if not the hardest. We recognise that all families will need support at times.

We encourage families to contact the school and speak with one of the safeguarding leads if they are struggling or need some support. Our safeguarding leads are Mr Kewley and Mrs Barker. Our Attendance Officer is Mrs Parkinson.

All staff will communicate with the safeguarding leads if they are worried about a child. A safeguarding lead may contact you to discuss the concerns and the impacts we are seeing. Support will be offered, and appropriate Early Help service referrals will be discussed.

Sometimes, we offer and open up a 'Family Plan' meeting. This starts by identifying strengths and areas for development. Early Help services are identified to help with the identified areas for development, and then six weekly meetings occur. The 'Family Plan' meeting will close when all areas for development have been met.

Our school takes part in Operation Encompass. This means that if there is a domestic disturbance, we will be contacted by the Police to inform us. We will use this information to support your child in school and communicate with the parent/carer to offer support.

If a child is at risk of serious harm or has suffered significant harm, we will contact Children's Social Care for advice. We would tell you we would do this first unless we felt it would increase the risk to the child.

Safeguarding, including online safety, is a strong focus within our curriculum, particularly PSHE.



Attendance

We believe bringing your child to school on time is vital. If they are late, they miss important learning and learn bad habits for later life, and many children are embarrassed.
Children must come to school daily to make the best of the educational opportunities. We do realise that there are times when your child may be ill. Please telephone the school office before 8:45 a.m. if your child is going to be absent from school. If your child has frequent unexplained absences, the Attendance Officer may contact you to discuss the problems. The safeguarding team regularly review attendance percentages and patterns and will contact families if support is required.

Attendance should be no less than 96%

Leave of Absence

There is a concern nationally that children are being taken out of school to go on family holidays in term-time. The Government believes that children's absence from school disrupts learning and undermines educational attainment and achievement. Changes in Government regulations mean that from 1st September 2013, headteachers will no longer be able to grant any leave of absence during term time unless there are specific exceptional circumstances.

Taking a child on holiday without permission is now considered an unauthorised absence. Parents/Carers who do so may lose their child's school place and may be issued a Penalty Notice by the local authority. Retrospective approval for holidays booked can no longer be given.

1. Holidays in term time are no longer allowed by law.
2. Leave of absence form must be completed before booking a holiday. This is available at the school office.
4. If an application for leave is refused and you take your child on holiday, they may lose their place at school, and a Penalty Notice will be issued.
5. The Attendance Officer will investigate if children are absent without good cause.
6. Appointments - Whilst we encourage you to make medical appointments outside of school hours, we appreciate that this is only sometimes possible. Please telephone the school office if you need to take your child out of school for a health appointment.

Please look at the school website for more details regarding our Attendance Policy.

MINUTES LATE EACH DAY	NUMBER OF SCHOOL DAYS/WEEKS MISSED IN A YEAR
If you are late by the number of minutes below each and every day...	... this is how much learning time you will have missed, by the end of the year.
5 minutes	3 school days
10 minutes	6.5 days
15 minutes	10 days
20 minutes	13 days
30 minutes	19 days





The School Day

Children should arrive at school ready for the school gates to open at 8:45 am. All children must be through the gates by 8:50 am. Children coming after this time are classed as late. The school day starts at 8:45 a.m. and ends at 3:20 p.m.

Collective Worship takes place daily.
Each class has a reading lesson, a writing lesson and a maths lesson.
Years 2 to 6 have three spelling sessions following a scheme of work.
Handwriting is taught separately and then developed through other lessons.
EYFS, Year 1 and Year 2 have daily phonics sessions based on 'Red Rose' phonics.
All classes have an hour of RE a week.
All classes are timetabled for two PE slots, totalling 2 hours a week.
Foundation subjects are predominantly taught in the afternoon.

Wrap Around Care

PALS
Wrap Around Club
for children aged 4-11

We accept childcare vouchers and Tax Free Childcare!

PALS wrap around care club is at:
BENJAMIN HARGREAVES PRIMARY SCHOOL.

Before School
7:30am - 8:45am = £7.00
INCLUDES BREAKFAST

Ofsted Registered

After School
3:30pm - 5:30pm = £11.00
3:30pm - 4:30pm = £7.00
4:30pm - 5:30pm = £7.00
INCLUDES SNACK

ACTIVITIES INCLUDE: FUN MULTI-SPORTS ACTIVITIES, LEGO WORKSHOPS, CRAZY STEM ACTIVITIES, ERUPTING VOLCANOES, ARTS AND CRAFTS, BAKING, PLUS MUCH MORE!

COMPETITION worth £100!
Register your child's details below and we will pick one lucky winner to receive £100 worth of PALS vouchers.

How to book;
Click or visit;
https://pals.ipalbookings.com
Click or scan here

Need help with your booking or have a question? Please contact us;
support@playandlearnscheme.com
07930 924993

Play and Learn Scheme
Wrap Around Care
for children aged 4-11
Ofsted

How to book:
1. Visit the link or scan the QR code below
2. Click 'Parents Log in'
3. Create a parent account
4. Add your child/ children to the account
5. Click 'Book a Course'
6. Click 'Make a booking'
7. Click on Before and After School Clubs
8. Select the venue/ School
9. Select the dates needed
10. Proceed to payment

To Book Visit:
https://pals.schoolipal.co.uk/
Scan the QR code

Telephone: 07930924993
Email: support@playandlearnscheme.com



Lunchtimes



Benjamin Hargreaves' range of food is excellent, nutritional and healthy. We have a variety of special-themed days each year.
We aim to provide good value for money. This currently costs £3 a day.
So that you know, ALL children in the infant class are entitled to free dinners as part of the Universal Infant Free School Meals national policy.

We use ParentPay to take payment for school dinners. Please alert the office if you wish your child to have a school dinner. Children are able to choose there lunch option at the kitchen serving area. We can provide for most special dietary requirements and offer a vegetarian option.
Below is an example week that the children can choose from. The menus work on a three-week cycle.

Week One	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Main Meal 1	Pork Meatballs with Pasta in Tomato Sauce, Garden Peas & Sweetcorn	Roast Beef Dinner with Roast Potatoes & Vegetables	Chicken Tikka Masala with Mixed Vegetable Rice	Roast Chicken Dinner with Creamed Potatoes, Carrots & Green Beans	Fish Goujons with Chips or New Potatoes & Garden Peas
Main Meal 2	Fish Fingers with Baked Potato Wedges & Baked Beans	Macaroni Cheese Bake with Fresh Bread & Salad	Tomato & Mascarpone Pasta with Garlic Dough Balls & Salad	Homemade Soup & Filled Rolls with Coleslaw & Salad	Pizza Margherita with Chips or New Potatoes & Side Salad
Just Desserts	Lemon Muffin	Fruity Flapjack	Apple Crumble & Custard	Cheese & Biscuits	Cooks Choice of Cookie
Fresh Salad, Fresh Fruit, Bread Basket, Yoghurt, Milk and Water	Available Each Day	Available Each Day	Available Each Day	Available Each Day	Available Each Day





The School Food Standards

The school aims to meet the school food standards and is currently in contact with 'Active Lancashire' to work towards accreditation of the DfE 'Healthy Schools Rating Scheme'.

Packed Lunches



Parents/Carers are asked to ensure that their child(ren)'s packed lunches offer a variety of foods and are in line with government guidance. Packed lunches should follow the healthy eating plate guidance.



School Uniform

The school's uniform is unisex; either gender can wear any item.

Main Uniform:

- Plain grey trousers, skirt/pinafore or shorts/skort (please note, shorts/skorts and skirts need to be knee length.
- Red and white check dress (Summer term only)
- Plain white polo shirt (can be with or without the school badge)
- Burgundy jumper or cardigan with school badge
- Dark grey or black tights
- Plain dark grey, black or white socks
- Plain black school shoes (high-heeled shoes, boots, trainers or open-toed sandals are not permitted)



Note: Plain means no logos/branding, e.g. Nike ticks or Adidas stripes

P.E. Uniform

- Plain white t-shirt
- Plain black jumper or hoodie (no logos)
- Plain black shorts or black joggers/leggings
- Plain black/dark blue trainers



Children are not to wear acrylic nails for school.

Other information

- Jewellery: Plain silver or gold studs only. They are not to be worn on P.E. days, including swimming. Replace with plastic retainers. No other forms of jewellery, for example, necklaces, bracelets or rings.
- Hair: Long hair needs to be tied up with a hair band or bobble matching school colours. Please ensure it is an appropriate size.
- Make-up: Make up and cosmetics, including nail varnish or false nails, are not permitted.
- Watches: Children are allowed to wear a standard watch, however, no smartwatches are permitted.







Please name your child's school uniform!





Information

School Tests Results

There are Standardised Tasks and Tests for children at the end of Year 1, 4 and 6. Year 1 children take the Phonics Screening Check. This is repeated in Year 2 if it is not passed first time round. Year 4 children take a Multiplication Timestable Check. Year 6 children sit Key Stage SATs papers. All of these take place during Summer Term.

Medical Needs, including Medications

The school's 'Supporting Children with Medical Needs' policy can be found on our school website. This policy details our procedures regarding care plans and medication in school. Children with long-term health needs will require a long-term care plan. This will be completed by a staff member and a parent together. If your child develops a medical condition in which medication is required to be given in school, parents/carers are required to complete a short-term care plan. No medication can be administered in school without a care plan. In rare circumstances, we do have a process of verbal consent to adminster pain relief if required.

Emergencies

We need at least two telephone numbers for contact in case of emergencies. Hospitals are not always willing to give treatment if a parent is not present. Please remember to let us know immediately if you change your telephone number.

Disability Discrimination Act

At Benjamin Hargreaves, we are committed to providing an accessible environment that values and includes all pupils, staff, parents/carers and visitors, regardless of their needs. We have facilities to meet the needs of people with disabilities. Prospective parents/carers are welcome to visit and view our facilities. The school has an accessibility plan which covers plans for children with disabilities.

Equality Opportunities

We aim to promote positive attitudes in pupils, staff, governors and parents/carers. The school follows the Equality Act 2010. We know the nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy, race, religion or belief, sex and sexual orientation. The school has an equality policy and has set itself equality objectives. These can be found on the school's website.





Information

Reporting to Parents

Parents/Carers receive a report at the end of each academic year. Parents/Carers are invited to parent/carer meetings in the Autumn and Spring term. Parents/Carers of children in Years EYFS, 1, 4 and 6 will receive information about assessment against national tests.

Policy on Charging

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. The headteacher, in consultation with the Governing Board, will endeavour to seek funding to subsidise the actual costs of all additional activities. Any communications inviting parents/carers to contribute financially to any visit or activity will remind them that the contribution is voluntary. The headteacher has the authorisation to cancel activities where the number of contributions is too low to meet the cost of the activity. Please note, if you sign your child up to music tuition with Lancashire Music Service, this is a payable fee to them.

Access to Children's Records

Parents/Carers are granted access to their children's records under the Education Reform Act provision unless disclosing this information is deemed likely to be detrimental to the child.

Freedom of Information

The school complies fully with the Freedom of Information Act. Please take a look at the school website to view the policy.

Parking and Road Safety

There is only on street road parking in order to access the school.
The roads surrounding our school can become very busy. The yellow zig-zag lines mean drivers are not allowed to stop or park on them. This is the law.
We suggest parking further away and walking to school. Please be careful about parking, making sure you are not blocking any driveways. We want to have good relationships with our neighbours!
We work with Police and the Local Authority to support us in this matter.





Information

Free School Meals

All children in Reception, Year 1 and Year 2 receive '**Universal Infant** Free School Meals', meaning parents/carers are not required to pay for school dinners if their child has a school dinner.

'**Universal Infant** Free School Meals' is **different** to 'Free School Meals'

Free School Meals

You MUST apply if you are eligible for 'Free School Meals'. The criteria and information on how to apply are below. If you are awarded this, you will not be required to pay for school dinners whilst you are entitled, and the school may receive a small amount of money that can be used to support your child's provision.

Are you eligible for Free School Meals?

****PLEASE APPLY EVEN IF YOU SEND YOUR CHILD WITH A PACKED LUNCH OR YOUR CHILD GETS UNIVERSAL INFANT-FREE SCHOOL MEALS, AS THE SCHOOL MAY RECEIVE A SMALL AMOUNT OF MONEY THAT CAN BE USED TO SUPPORT YOUR CHILD. ****

Children whose parents receive the following support payments are entitled to receive free school meals:

Expanded Free School Meals

- Families receiving Universal Credit with earnings above £7,400.

(ACTION: Apply for Free School Meals no matter what year group your child is in)

Targeted Free School Meals

- Your child may be able to get free school meals if you get any of the following:
  - Universal Credit with yearly household earnings of £7,400 or less.
  - Support under Part VI of the Immigration and Asylum Act 1999
  - Income-related Employment and Support Allowance
  - The guarantee element of Pension Credit

(ACTION: Apply for Free School Meals no matter what year group your child is in)

Please go to: https://my.apps.lancashire.gov.uk/w/webpage/request?form=apply_for_free_school_meals_and_pupil_premium to apply for 'Free School Meals'.

Families who access Targeted Free School Meals will be sent a code to access the 'Holiday and Food' programmes during school holidays.

If you have any questions or difficulties, please get in touch with the school office on 01254 232130 or email bursar@benjaminhargreaves.lancs.sch.uk



Governors

We have a Local Governing Boad, who oversee the smooth running of Benjamin Hargreaves. The Governors meet three times a year to discuss all aspects of school life, including Quality of Education, Leadership and Management, Behaviour and Attitudes, Personal Development, Safeguarding, Attendance and Health and Safety.
Chair of Governors: Kerry Pickup
Vice Chair of Governors: Laura Smith
For more information, please visit our Governor webpage, here.









School Contact Details:
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