

School Prospectus



Welcome!

A very warm welcome is extended to everyone, with an interest in life here at Brindle Gregson Lane Primary School.

I hope that this school prospectus will answer any questions you may have regarding the various aspects of life and work in the school.

I am very proud of our school and am always delighted to show parents and visitors around. Please contact the school office if you would like the opportunity to look around.

Should you require any further information not included in the prospectus please do not hesitate to ask.



Mark Melling

Headteacher



Our School

Brindle Gregson Lane Primary School is a highly regarded, popular school situated in the village of Gregson Lane, which is a pleasant semi-rural area some 4 miles east of Preston and six miles from Blackburn and Chorley.

The building itself is modern with up-to-date equipment. There are 7 classes, a well-stocked library and a large hall which is used for assemblies, P.E and dining.

In addition to this we boast a large practical classroom for cooking, practical Science, DT and Art. There are other rooms available for teaching small groups such as the Rainbow Room and Library.

The school has playgrounds with zones for climbing, playing football and just “chilling” with friends. We have a walled garden where we grow some of our own produce.

At Brindle Gregson Lane Primary we are fortunate to enjoy a spacious field and outdoor classroom which is used for play, P.E, Sports Days. We are also lucky to have a school pond on the perimeter of the field to broaden the children's experience and enhance the school curriculum.

School Vision and Aims

To help children achieve, we endeavour to provide a happy, safe and caring environment where we encourage each child to be the best they can be:

- § Academically
- § Creatively
- § Physically
- § Socially
- § Emotionally
- § Spiritually
- § Morally
- § Culturally

We hope to instil beliefs and values within our children so that they will be caring, responsible and committed members of the school and community.

We will help our children acquire knowledge, skills and attitudes that will be relevant to them in future life.

We hope to enhance our children's self-esteem and their feeling of self-worth so that they will grow in confidence.

We believe in maintaining close links between the school, home and the community.



Staff

Teaching Staff:

Mr M Melling	Headteacher
Mr S Smith	Deputy Headteacher/Year 6 teacher
Miss S Macdonald	Assistant Headteacher KS1/EYFS Leader/Reception teacher
Mrs S Kirkham	Year 1 teacher
Mr S Ritchie	Year 2 teacher
Mrs K Esa	Year 3 teacher/SENCo/Inclusion Manager
Miss S Treadwell	Year 3 teacher
Miss H Craven	Year 4 teacher
Miss K Bamber	Year 5 teacher
Mrs K Lucas	Year 6 teacher (Management cover teacher)
Mr W Hesketh	Teacher (SENCo release/PPA cover)

Support Staff:

Mrs A Harwood	Teaching Assistant
Mrs K Abbott	Teaching Assistant
Mrs S Robinson	Teaching Assistant
Ms K Weall	Teaching Assistant
Ms K Bennett	Teaching Assistant
Miss K Pope	Teaching Assistant
Ms J Simpkins	Teaching Assistant
Mrs N Skuse	Teaching Assistant
Mrs L Riley	Teaching Assistant
Mrs M Reed	Teaching Assistant
Miss R Gough	Teaching Assistant
Mrs L Mitchell	Teaching Assistant/SENCo support

Non-Teaching Staff:

Mrs C Wilkinson	Secretary
Mrs G Taylor	Administrator
Mr I Bonney	ICT Technician
Mr M O'Malley	Site Supervisor
Mrs B White	Cleaner
Mrs A Abbott	Lunchtime Welfare Assistant
Miss D Stoves	Lunchtime Welfare Assistant
Mrs S Dixon	Lunchtime Welfare Assistant
Mrs H Ward	Lunchtime Welfare Assistant
Miss S Swann	Lunchtime Welfare Assistant
Ms J Simpkins	Lunchtime Welfare Assistant
Mrs P Fairhurst	Cook
Miss C Snape	Kitchen Assistant
Mrs M Bhogal	Kitchen Assistant
Mrs J Reed	School Counsellor

School Governors

We have an active, experienced Governing Body who play an important role in the running of our school.

They meet in full at least once a term and specific committees meet more regularly.

Parent governors are represented on the governing body, as well as staff.

The Chair of Governors is Mrs Ann Mills.

Organisation

Our school at present has 195 children on roll; these children are placed in seven classes according to their year group. The maximum class size is 30 children.



The School Day

8.20 - 8.30am	Children arrive
8.30 - 8.40am	Registration and dinners
8.40 - 9.00am	Teaching session
9.00 - 9.15am	Assembly
9.15 - 10.15am	Teaching session
10.15 -10.30am	Infant Playtime
10.30 - 10.45am	Junior Playtime
10.30 -11.40am	Teaching session Infants
10.30 – 11.50am	Teaching session Juniors
Infants 11.40 – 12.50 Juniors 11.50 – 12.50	Lunchtime
12.50 – 12.55pm	Registration
12.55 – 3.00pm	Teaching sessions
3.00pm	Home time

Admissions



How to apply for a school place

Any prospective parents who are interested in gaining a place for their child at Brindle Gregson Lane Primary school are welcome to take a school prospectus from the school office and arrange a time to visit.

Parents are encouraged to apply for a school place on-line, via the school website link. This may be submitted from September of the academic year when the child turns 5. The closing date is mid-January. Offers of places will be issued by the Local Authority in April. The school's admission policy will operate only when the numbers of applicants exceed the standard number of 30. Copies of this are available on the school's website.

Home Visits

During the summer term our Reception class teacher and Teaching Assistant will visit the homes of our new children starting in September. We believe this is important as this provides your child with a chance to get to know your child's teacher. It also provides you with the opportunity to talk about any issues or concerns you may have. It also helps to ensure there is a smooth transition from home to school.

New Parent Information Evening

This will be held in the summer term. Parents are invited to meet and find out more from the Headteacher, Class Teacher, Teaching Assistants, After School Club and the PTFA. There will be opportunities to find out more about school lunches and uniforms.

Pre-School Sessions and Teddy Bears Picnic

During the summer term we hold a number of pre-school sessions where new children who are due to start Reception Class in September visit school so that they can discover what school is all about. Parents will have the opportunity to meet a range of people connected with the school.



School Uniform

At Brindle Gregson Lane Primary we like our children to present a smart and tidy appearance. Our school colours are red and black/grey, and we have a modern school uniform embroidered with our school logo. School uniform can be purchased from the school office.

Girls

Red sweatshirt/cardigan with embroidered school logo
White polo shirt
Black/grey skirt/pinafore or trousers
White socks/grey tights
Black school shoes (no trainers)
Red fleece jacket embroidered with school logo (optional)
Red school coat with school logo (optional)
Red gingham dress (for summer)

Boys

Red sweatshirt with embroidered school logo
White polo shirt
Black/grey trousers or shorts
Grey or black socks
Black school shoes (no trainers)
Red fleece jacket embroidered with school logo (optional)
Red school coat with school logo (optional)

Please label all items of school uniform with your child's name

P.E. Kit

Indoor P.E. lessons will consist of navy blue shorts, white T-shirt and black plimsolls. Outdoor activities will consist of shorts, T-shirt and trainers. A tracksuit may be worn during colder weather, (this is optional).

Children who go swimming will need a costume and a towel. It is the policy of Bamber Bridge Leisure Centre that all children wear a swimming cap

Children are not allowed to wear any jewellery during PE lessons for Health and Safety reasons.

Lunch-time and snacks

School dinners

We are fortunate to have onsite catering facilities, enabling our school cook to prepare meals to a high standard. The meals are designed to offer children a nutritious and balanced diet. The menus are repeated on a three week cycle. Each child in Reception, Year 1 and Year 2 are entitled to a free school meal. If however, your child does not wish to have a school dinner then a healthy packed lunch may be brought from home in a small lunch box. No cans or glass bottles are permitted for safety reasons.



Payment of school dinners is as follows: cheques should be made payable to 'Lancashire County Council' and the cost of a school meal is £2.20 per day. Dinners are ordered in advance and money/cheques should be sent to school together with the order form, in a clearly labelled envelope or container with your child's name and class.



Playtime snacks

Children in the infants are provided with milk and toast during morning playtime for a minimal charge. In addition to this, children in the infants are provided with a piece of fruit free of charge to eat in the afternoon as part of the National School Fruit Scheme. Children in the juniors can also bring fruit/healthy snack for their mid-morning break.

Bottles of water

Children may bring a small plastic drinks container of water for refreshment during lesson times. These are taken home at the end of each day and refilled for the following day.

The School Curriculum

To ensure effective curriculum delivery, your child will be taught in a variety of different ways, using different teaching styles so our children may work on their own, in groups or as part of lesson involving the whole class. Your child will also have the opportunity to learn in various ways. All our children will be encouraged to question, discuss ideas, use research skills, reason, experiment, and solve problems.

Foundation Stage

The Early Years Foundation Stage curriculum is taught in Reception Class. It lays the foundation for the future learning of all children.

There are three prime areas which are:

- § Communication Language and Literacy (Speaking, Listening and Attention, Understanding)
- § Personal, Social, Emotional Development (Making Relationships, Self Confidence and Self Awareness, Managing Feelings and Behaviour)
- § Physical Development (Moving and Handling, Health and Self Care)

There are four specific areas. These are:

- § Literacy(Reading and Writing)
- § Maths(Numbers and Shape, Space and Measure)
- § Understanding the World (People and Communities, The World, Technology)
- § Expressive Arts(Using Media and Materials, Being Imaginative)

All children in the Reception class will work towards achieving the Early Learning Goals, by the end of the Reception year.



Curriculum for Years 1 - Year 6

We aim to provide an interesting coherent curriculum, which provides a clear focus for learning and draws together relevant activities, which contribute, to the development of the whole child. Thus children are able to use and extend what they know, can do and understand within a realistic context.



The curriculum includes:

English

Mathematics

Science

ICT

Religious Education

PE

Music

Geography

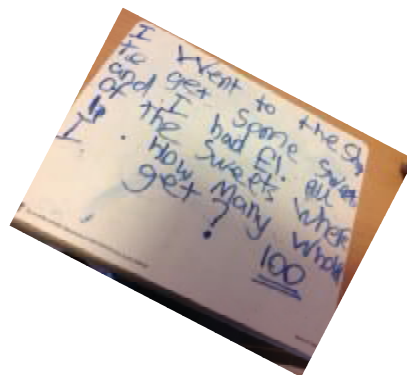
History

Art

Design Technology

Modern Foreign Languages (Spanish)

PHSE and Citizenship





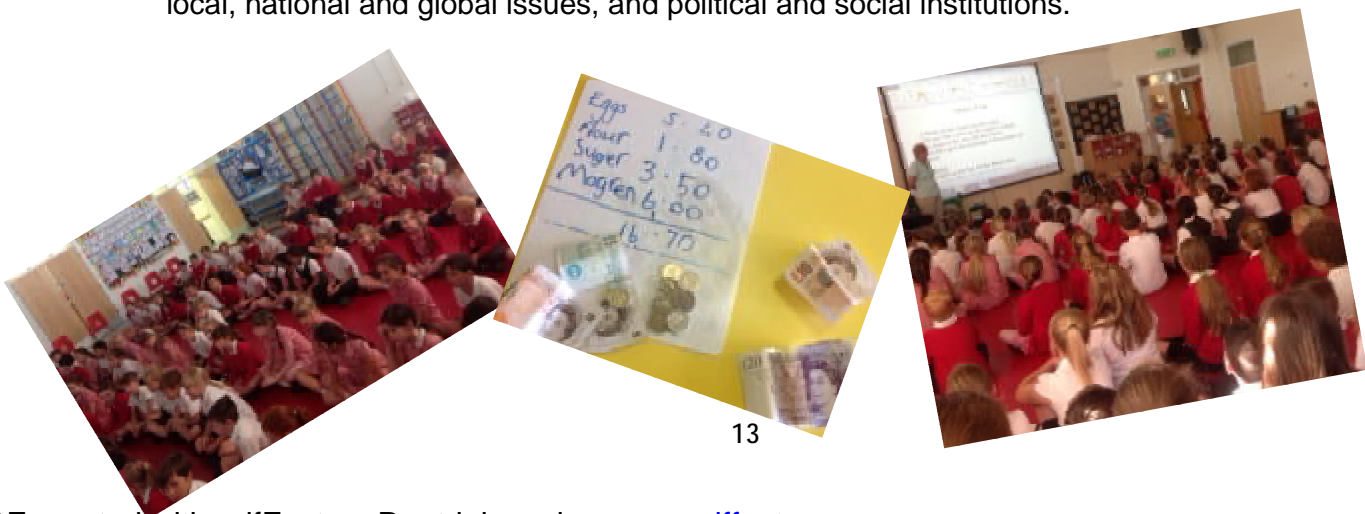
PSHE, Sex and Relationships Education & Citizenship

PSHE is part of our whole school curriculum and addresses issues relating to health education, staying safe, friendship, bullying, inclusion, road safety, drug and alcohol mis-use and financial capability and economic well-being and so on.

Children will learn about themselves as changing individuals with their own experiences and ideas and as members of their communities.

Age appropriate sex and relationships education is taught from Reception through to Year 6 in a sensitive manner, according to the needs of the children. It covers issues relating to life cycles, reproduction, relationships, school and family values, respect for self and others. A summary of our policy is available on our website.

In exploring Citizenship our children will develop a sense of social justice and moral responsibilities and begin to understand that their own choices and behaviour can alter local, national and global issues, and political and social institutions.



Cross-curricular links

At Brindle Gregson Lane Primary school, we encourage our children to make decisions and develop their ability to make informed choices. We encourage our children to work independently and to be able to develop the necessary organisational skills

Our children are taught about road safety, healthy living, the dangers of drugs and how to become good citizens by being involved in a wide range of community projects. Children will learn how to care for their environment, how to be safe and about the importance of belonging to the community

Curriculum Enrichment Days

We aim to broaden our curriculum by giving children as wide as opportunities and experiences as possible. We have held special themed days to give the children an opportunity to work more in-depth in specific areas.



Extra-curricular activities

We have a range of extra-curricular activities which change over the course of the year. These have included:

- § Cooking club
- § Drawing Club
- § Book club
- § Football club
- § Running Club
- § Chess Club
- § Games Club
- § Athletics
- § Film Club
- § Story Club
- § Art Club



The school takes part in competitions and matches against other schools.



Special Needs

Special Needs

All children are special and unique. We recognise that children will progress at different rates throughout their time with us. For some this may mean extra help for reasons such as sensory and physical impairments, speech and language problems, emotional and behavioural difficulties, cognitive difficulties, or

This also includes children considered to be able, gifted or talented.

We feel that working together in partnership with you and your child will prove to be the most effective way of ensuring steady progress at all stages of your child's education.

Pre-School

A child's situation may be noticed before he/she reaches school age and any such relevant information will be useful to us in order to plan the next stage of your child's learning.

School-age child

At Brindle Gregson Lane Primary our Special Educational Needs Co-ordinator (SENCO), is responsible for provision mapping individual programmes of work in consultation with the child's class teacher and parents. These help to ensure that a child will make the expected progress. All our parents are kept fully informed of their child's progress. At the end of each term, meetings are held with parents to review progress.



Health and Safety at School

Entering School

To ensure our school is a safe and secure environment for our children we have guidelines for persons wishing to enter school. During lesson times all school exits are locked from the outside. Access through these doors can only be made from the inside of the building.

All other visitors, including parents, will need to use the school's front entrance. Please ring the bell inside the front entrance where our school office staff will be available.

Official visitors must sign in and are given a 'visitors' sticker for identification and security purposes. Members of staff are encouraged to be vigilant at all times.

Collecting your child

Parents of our children are asked to wait for their child on the playground outside the relevant classroom.

Medicines in school

It is always preferable for parents themselves to administer medication to their child, but in cases where it is impossible to arrange this during the school day, prior arrangements may be made in person with the child's class teacher, school secretary or head teacher.

The relevant paperwork must be completed and signed by the parent, who is responsible for collecting medication at the end of the day, if appropriate.

All medicines brought into school must be current and prescribed by a doctor. The container must have a pharmacy label with clear instructions and the child's name.



Inhalers

Inhalers can be stored in the class room.



Illness at school

If your child becomes unwell during the course of the school day or suffers an accident that requires medical attention, we will contact you or your emergency contact if you

are unavailable. It is therefore important that school is informed of any change in your address, home/work or emergency contact number.

Illness at home

If your child is unwell and unable to attend school then please contact the school by telephone on the first morning of absence. If we do not hear from you on the first day we will contact you to find out the reason for absence. This is one of our standard Child Protection procedures. On your child's return to school, a letter will be required explaining the reasons for your child's absence. The school is obliged to report our school attendance in terms of authorised and unauthorised absences. A letter to the school constitutes an authorised absence.

Valuables

For health and safety reasons, no valuables, e.g. jewellery, watches, mobile phones, and iPods should be worn or brought to school.

Bags

We ask that reading books are carried in reading book bags, lunchboxes be self-contained and PE kits kept in drawstring bags that can be hung on a coat hook or stored in a box.

Fire Safety

Regular fire drills take place at Brindle Gregson Lane Primary once a term. This is to ensure that are pupils are aware of fire exits and procedures.

Parking

Parking on the Staff Car Park is prohibited unless dropping off or collecting from After-School Club. We ask that parents respect the driveways of our local residents and park in a place that will not compromise children's safety.

Visits outside school

The LEA operates strict guidelines for school visits. Pupil to adult ratios is taken into account. where possible teachers make preliminary visits to assess any apparent safety issues.

Behaviour, Rewards and Sanctions

We strongly believe that everyone has the right to be happy, to be safe and to work hard allowing others to do the same. We aim to promote values where we encourage children to respect and be responsible for themselves, others and their environment.

At Brindle Gregson Lane primary we feel it is important to praise children for being good and recognise their achievements with positive reward and encouragement.

We seek to increase the value and self-esteem of our children. This is promoted in various ways such as:

- § Lunch Time Awards where pupils are chosen to sit at the Star Table for a week.
- § A Celebration Assembly is held at the end of the week where a “Star” pupil is chosen from each class, for behaving in accordance with our school values. A “Worker of the Week” is also selected.
- § “Headteacher’s Award” of the week.
- § FAB FRIDAY! Children earn time on a Friday afternoon by working hard, behaving well, having good manners and so on. Staff organise activities and children choose how to spend their time.

We recognise that behaviour can take less positive forms. The child’s class teacher usually deals with minor issues. On the rare occasions of more serious misconduct, we inform the child’s parents. A copy of our Behaviour Policy is available on our website.



Working Together

We welcome our parents as partners in children's learning and look for ways in which to build close links between home and school. We operate an open door policy here at Brindle Gregson lane Primary and encourage our parents to play an active role in the education of their child. We believe that when we are working together in partnership, our children will be able to achieve their true potential. More information can be found on our school website.

Newsletters

In our school every parent will receive a weekly newsletter about what is going on in school. This is also published on our school website. Each term parents will receive a newsletter from your child's class teacher about what topics your child will be covering in class. We hope that you will find this information useful so that you can talk with your child about the work done in school.

Parents' Evenings

We hold a Parents' Evening during the autumn and spring terms. This provides an opportunity to meet with your child's class teacher. You can discuss your child's progress and how well they have settled into their new class.

Reports

At the end of the summer term our children will receive their annual written report. This will highlight a child's progress and achievements throughout the year whilst also suggesting areas for development. Should you have any other concern about your child then it is possible to discuss this with your child's class teacher at a mutually convenient time.



Parent Teacher and Friends Association (PTFA)

Our school is fortunate to have a thriving Parent Teacher Association, which is run by parents. It works for the benefit of the school supporting the education and welfare of all our children so that additional facilities, amenities and equipment can be provided for the school.

A warm welcome will be offered to any new parents who wish to become actively involved in this enjoyable and social aspect of our school. All parents are welcome to attend meetings. Even if you are not able to attend these meetings, you can help by supporting our PTA social and fund raising events.

Some of our events have included:

Summer Fair
Christmas, Mother's Day and Father's Day gift shops
Santa's grotto
School calendars
Comedy evenings
Infant/Junior discos
Movie nights

Charity Fund-raising

Being a caring school, one of our aims is to help our children become more aware of the wider community and the needs of people less fortunate than themselves. We have enjoyed the fact that we have been able to support many charities locally, nationally and internationally. We have achieved this through runs, sponsored walks, donations, etc.



Other things you may like to know...

After-School Club

Discovery Vine Childcare provides on-site, specialised provision for children of school age before/after school and Holiday Clubs, in order to provide much needed 'wrap around' care. The club offers a unique and varied programme of activities which allows children to have fun whilst learning. The club is open from 7.30am until 6pm. For enquiries regarding a place, Discovery Vine can be contacted on 01772 731808. The After-school Club mobile number is 07875 669568.

Attendance

The Education Act states that parents have the primary responsibility for ensuring that their children receive a suitable education. At Brindle Gregson Lane Primary, we ask parents to support in promoting good attendance by avoiding taking holidays in term time. Please see the full policy on the school website.

Child Protection and Safeguarding

A copy of our Child Protection and Safeguarding Policy is available on our website. This provides us with clear direction in dealing with child protection issues.

Using images of children (GDPR)

To comply with the Data Protection Act we now need your permission in order to take photographs or film footage of your child whilst at school. Occasionally we use photographs to record work that might be taken home e.g. art work. We also display photographs of the children around school. Videos may be made of major events and local newspapers sometimes cover our events. At the beginning of the year please complete a consent form that can be obtained the office as soon as possible.

Concerns

If you are at all concerned with any school matter, we invite you to see us as soon as possible so the matter can be resolved.

Obviously we hope this situation will not arise, however, if it does:

- Please arrange to see your child's class teacher at a mutually convenient time.
- If you feel the situation is unresolved then please arrange to see our headteacher.

If you feel you wish to take the matter further then the School has a Complaints Procedure Policy which can be viewed on our website.



Buddies

New Reception children will be paired with a buddy from Year 6. The buddy will look after them in the playground and help them settle into school. They have lunch together every Friday and work together on joint projects throughout the year. Children from other year groups can have a buddy if they wish and children new to the school will also be assigned a buddy to help them find their way around.

Secondary schools

Our children transfer to several different secondary schools such as Walton-Le Dale High School, St Michael's High, Browndedge St Mary's, Penwortham Girls School, Lostock Hall High School as well as Balshaw High School. We liaise closely with our receiver schools to make your child's transfer to secondary school as smooth as possible.

Equal opportunities

At Brindle Gregson Lane Primary we ensure that there are equal opportunities for all, irrespective of race or gender. Every child is treated as an individual worthy of respect.

Lost property

We have two 'lost property areas' in both the infants and junior departments. If your child loses any items of clothing we encourage them to look in these areas as we sometimes find all sorts of things left behind.

Charging for school visits

At Brindle Gregson lane Primary we believe that educational visits enhance the curriculum and provide valuable experiences for our children. In order for these visits take place, we invite our parents to make a voluntary contribution to cover the cost of transport and entrance fee. We are sensitive to the fact that in some cases meeting the cost of an educational visit may cause some difficulty. If this is the case, please contact either your child's class teacher or the head teacher. No child is prevented from going on an educational visit because of non-payment.

Music Tuition

Guitar, keyboard, singing and drumming lessons are taught on a private basis in school. Payment is made directly to the tutor on a half termly basis.