



Leaders say that pupils 'deserve the best' and this approach is evident in all that the school does.

OFSTED MAY 2017

Welcome

Welcome to Kinraig Primary School

where the children are at the heart of everything we do. We pride ourselves on our warm, friendly and family orientated atmosphere.

At Kinraig we recognise that every child is unique and all our staff work extremely hard to ensure that every child is given the opportunity to achieve to their full potential.

Children learn what they live... So it is vital we give them a wide range of experiences and create stimulating learning environments to ensure every child can develop a love for learning and enjoy being in school.

We have the highest possible standards for behaviour at Kinraig and we value the partnerships we have developed with parents, carers and the local community.

Ultimately we endeavour to develop the whole child and prepare each one academically, emotionally and socially to live and succeed in an ever changing world.

I am proud to be the Headteacher of Kinraig and to know I am leading an exceptional team of staff to provide the very best possible education for all the children in our care.

It is important to us all at Kinraig that parents feel part of our school too and always feel welcome. If you have not visited the school and would like to, do not hesitate to contact us and we will arrange an appointment.

Karen Appleby
Headteacher





Our school uniform

Girls

In winter

White polo shirt

Grey skirt/pinafore/trousers
Red school sweatshirt
White socks/grey tights
Sensible black or brown shoes

In summer

As above or red and white gingham dress

Boys

In winter

Grey trousers
White polo shirt
Red school sweatshirt
Sensible black or brown shoes

In summer

As above but can wear grey shorts

PE kit

Red shorts
White school T-shirt
Black pumps



Appearance

Jewellery should not be worn for school and **MUST NOT** be worn for PE, as it is a threat to the safety of both the wearer and others. If your child must wear earrings then studs rather than sleepers please and they must be able to remove them independently for PE lessons. If your child is going to have their ears pierced please do this at the start of the Summer holidays to allow them time to settle before returning to school.

Please remember to ensure that all clothing is clearly labelled with your child's name. Uniform can be bought from Bispham Clothing, situated in Bispham village.

Hair

Hair must be worn in a smart style for school. It must not be spiked, dyed with colours, have designs shaved into it or worn in a manner deemed unsuitable by the Headteacher

The school day

Gates and doors open at	8.45 – 8.55
Registration	8.55
Period 1	8.55 – 10.15
Break	10.15 – 10.30

Period 2	10.30 – 12.15
Lunch	12.15 – 1.15
Period 3	1.15 – 2.15
Period 4	2.15 – 3.15

School finishes at 3.15pm

It is very important that children arrive and are collected from school at the appropriate times. Children who are late for school often miss vital information at the start of lessons which can affect their progress. By being keen to ensure your child arrives at school on time you are developing good attitudes in your child which will stand them in good stead throughout their life.

Although school does not start until 8.55am children can come into school from 8.45am. The gate to the main playground will be opened at 8.30 am. Please note the children are not supervised at this time and remain the responsibility of their parents/guardians until the door opens at 8.45 am.

Absences

If your child is absent it is important you let us know immediately, preferably on the first day of absence by either calling in at the office or by telephoning. If we do not have any reason for the absence, then it will be marked up in the register as unauthorised absence. This may be followed up by the Pupil Welfare Team who screen our registers regularly. Attendance is closely monitored in school and you will be informed if your child's absence falls below 90%.

Admissions Policy for September 2019

Applications for admission to the school for September 2019 should be made on the application form enclosed with the Local Authority's brochure. The Local Authority is responsible for the selection procedure. Parents may appeal to an independent tribunal if refused a place.

The maximum number of places available for admission to the Reception class in the year 2019 will be 30.

Nursery

Children can enter Nursery from 3 months old. Please enquire in school for further details of the admissions policy.

School lunches

Your child can ...

- Have a Hot School Dinner, which is cooked on site and is healthy and well balanced.
- Bring a packed lunch from home in a named lunch box. We would be grateful if you could consider the healthiness and nutrition of your child's packed lunch.

Currently children in Reception, Year 1 and Year 2 are entitled to a free school dinner.

In KS2 (Y3, 4, 5 & 6) you will need to pay for school dinners.

If you are eligible for free school meals, please get an application form from the school office.

If you pay for school dinners, please send in the correct money on the Monday of each week. Please put the money in an envelope clearly marked with your child's name, class and marked 'dinner money'.

Breakfasts

All children are provided with a free breakfast. This consists of:

- A piece of fruit
- A drink – milk, yoghurt drink, water or juice
- A bread product – bagel, brioche, scotch pancake, teacake, malt loaf

Medicine and illness

Staff can only administer medicine to children in specific circumstances. If your child needs to take medicine occasionally you, or a person you authorise, can come to school during the day to administer it.

If children need medicine on a long-term basis then we can draw up a medical protocol. Parents of children who need to take asthma preventatives or relievers need to complete full details on the appropriate school form.

Children in summer are allowed to bring in a labelled sun cream, which they can apply at lunchtimes.

Pastoral care & child protection

We wish to ensure our children are safe. Schools have an important role to play in safeguarding children. As in all schools, with the day to day contact we have with our children, means that we are well placed to observe the outward signs of abuse, changes in behaviour, or failure to develop. Parents should therefore be aware that where it appears to a member of staff that a child may have been abused, the school is required as part of the local Child Protection Procedures to report their concerns to the Social Services Department immediately. At Kincaig Primary School, Mrs Appleby (Headteacher) and Miss Cross (Deputy Headteacher) are the senior designated people for safeguarding but on a day to day basis Mrs Pacey (Pastoral Support Co-Ordinator) is responsible for safeguarding in school. Mr Lewis is the named governor for Child Protection.

School Policies

We have lots of policies, which help staff, parents and visitors to understand how our school is run. The main policies are on our website but if you are interested in reading any of the other policies please ask Mrs Appleby or Miss Cross for further details.

Complaints

If you are concerned about anything in school, please come to discuss the matter with the Mrs Appleby (Headteacher) or Miss Cross (Deputy Headteacher). If we cannot resolve your concern you should write to the Chair of Governors, Mr Roy Lewis or Mr Steve Smith, via the school.



Our EYFS results

81% achieved a good level of development achieving all 17 Early Learning Goals

Our KS1 results

PHONICS SCREENING CHECK

89% Working at the Expected Standard

READING

76% Working at the Expected Standard **24%** Working at Greater Depth

WRITING

71% Working at the Expected Standard **24%** Working at Greater Depth

MATHS

71% Working at the Expected Standard **24%** Working at Greater Depth

R.W.M.

71% Working at the Expected Standard

Our KS2 SATS results

READING

94% Working at the Expected Standard

WRITING

94% Working at the Expected Standard **50%** Working at Greater Depth

MATHS

94% Working at the Expected Standard

R.W.M.

94% Working at the Expected Standard

These are amazing results.

The children and staff have worked extremely hard.

please fill in the form (both sides) and detach from the booklet then hand into the school office, thank you

Dear Parents From time to time photographs are taken, in controlled circumstances of children in school. These tend to be long shots of children in Nativity Groups, sporting or musical events. The photographs may be used on the school website, in publicity shots in the press or within the school. There may also be moving images taken within school of events and activities.

On other occasions named photographs of individuals or groups of children may be taken. This might be if they have won a prize, received an award or won a competition. These could be published on the school website or in a newspaper.

For most this is a source of pride but we would not wish to publish any photographs-against parents' wishes.

Similarly it is possible the school may be visited by radio and television and again we are seeking your permission to feature your child, if appropriate.

Please complete the slip below, letting us know your wishes. If circumstances change at any time please let us know in writing.

Yours sincerely

Karen Appleby **Headteacher**



Kincaig Primary School

PLEASE RETURN THIS FORM TO THE SCHOOL OFFICE AS SOON AS POSSIBLE

Child's Name

None of the above

****Please tick appropriate boxes**

I am happy to give permission for my child's photograph to be taken in the following circumstances.

- In school
- Website
- Newspaper/ Media
- Moving images
-

please fill in the form (both sides) and detach from the booklet then hand into the school office, thank you

Class

Date

Signed by Parent
/Carer.....

PRIVACY NOTICE – How we use your information.

Data Protection Act 1998

KINCRAIG PRIMARY SCHOOL is a Data Controller for the purposes of the Data Protection Act. We collect information about our pupils and may receive information about them from their previous school and the Learning Records Service. We hold this personal data and use it to:

- Support the teaching and learning of our pupils;
- Monitor and report on their progress;
- Provide appropriate pastoral care, and
- Assess how well the school is doing.

This information includes your contact details, national curriculum assessment results, attendance information and personal characteristics such as ethnic group, any special educational needs and relevant medical information.

We will not give information about our pupils to anyone outside the school without your consent unless the law and our rules allow us to.

We are required by law to pass some pupil information to the Local Authority and the Department for Education (DfE).

Pupils, as data subjects, have certain rights under the Data Protection Act, including a general right to be given access to personal data held about them by any data controller. The presumption is that by the age of 12 a child has sufficient maturity to understand their

rights and to make an access request themselves if they wish. A parent would normally be expected to make a request on a child's behalf if the child is younger. If you want to see a copy of the information we hold and share about you/your child, then please contact Mrs K Appleby - Headteacher.

If you require more information about how the Local Authority (LA) and/or DfE store and use pupil information, then please go to the following websites:

<http://www.blackpool.gov.uk/Services/M-R/PrivacyNotice/> and
<http://www.education.gov.uk/schools/adminandfinance/schooladmin/ims>

If you are unable to access these websites, please contact the LA or DfE as follows:

Blackpool Council
Customer First Centre
Municipal Building,
Corporation Street
Blackpool
FY1 1NF

Tel: 01253 477477

Website: www.blackpool.gov.uk
email: customer.first@blackpool.gov.uk

Ethnic Background

Please tick one box only.

White

- British
- Irish
- Traveller of Irish Heritage
- Gypsy/Roma
- Any other White background

Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other mixed background
- Chinese
-

Other ethnic background

This information was provided by: Parent Pupil

Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Any other Asian background

Black or Black British

- Caribbean
- African
- Any other Black background

I do not wish an ethnic background to be recorded

ETHNIC BACKGROUND

As part of the admission process, the school is required to collect information about each pupil's ethnic background.

Our ethnic background describes how we think of ourselves. This may be based on many things, including, for example, our skin colour, language, culture, ancestry or family history. Ethnic background is not the same as nationality or country of birth.

The Information Commissioner (formerly the Data Protection Registrar) recommends that young people aged over 11 years old have the opportunity to decide their own ethnic identity. Parents or those with parental responsibility are asked to support or advise those children aged over 11 in making this decision, wherever necessary. Pupils aged 16 or over can make this decision for themselves.

Any information that is provided will be used solely to compile statistics on the school careers and experiences of pupils from different ethnic backgrounds,

Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT

Website: www.education.gov.uk

Contact: www.education.gov.uk/help/contactus Tel: 0370 000 2288

please fill in the form (both sides) and detach from the booklet then hand into the school office, thank you

to help ensure that all pupils have the opportunity to fulfil their potential. These statistics will not allow individual pupils to be identified. From time to time the information will be passed on to the Local Education Authority and the Department for Education and Skills (DfES) to contribute to local and national statistics. The information will also be passed on to future schools, to save it having to be asked for again.

I confirm I have given correct details to the best of my knowledge and that I have read and understood the attached Fair Processing Notice and notes on Ethnic Background.

As parent/guardian of

.....
.....

Signed.....

.....

Date

please fill in the form (both sides) and detach from the booklet then hand into the school office, thank you



Kinraig Primary School ADMISSIONS FORM

IMPORTANT You must present your child's birth certificate, when admitting your child to our school.

Child's Legal Surname Child's Preferred Surname (if different)

Child's Legal Forename Child's Legal Preferred Forename (if different)

Middle Names Male Female

Date of Birth Class / Year Group

Address at which the child resides

Post Code

Details of who has parental responsibility

Mr/Mrs/Miss/Ms/Other Parent/Guardian DOB

Parent/Guardian Surname Parent/Guardian Forename

Telephone Number 1 Telephone Number 2

Relationship to Child Email

Mr/ Mrs/Miss/Ms/Other Parent/Guardian DOB

Parent/Guardian Surname Parent/Guardian Forename

Telephone Number 1 Telephone Number 2

Relationship to Child Email

Address if Different from Above

Post Code

Emergency contact details Emergency Contact Name

Lunch Time Arrangements

Please select one of the following lunch provision options:

School Meal Free School Meal Packed Lunch Home (Nursery Only)

Is your child eligible for a free school meal? Yes No

Have you applied for free school meals? Yes No

(For more information please ask at the school office)

If your child has any special dietary requirements please give details below:

Medical

In an emergency, do you agree to a member of staff administering basic first aid and if necessary obtaining emergency medical treatment (i.e. ambulance/hospital) for your child in the event of us not being able to contact you.

Signature..... Date.....

Please give details of any existing medical conditions

Name of child's Doctor Tel:

Address

Name of Health Visitor Tel:

Name of Social Worker Tel:

Relationship to Child Telephone Number:

please fill in the form (both sides) and detach from the booklet then hand into the school office, thank you



Kinraig Primary School **ADMISSIONS FORM**

Getting In Right

Have you or your family ever been part of a Continuous Assessment Process?

Yes No

Special Educational Needs

Does your child have a special educational need?

Yes No

Please give information regarding any support your child may need in school

Previous School Details

Name of School

Address

Tel:

Ethnicity / Culture

Ethnicity (e.g. white / British)	
National Identity (e.g. English/Polish/Indian)	
First Language (e.g. first language learnt and spoken)	
English as an additional Language (Yes/No)	
Home Language (if different from first language)	
Religion (e.g. Christian/Islam)	

Date of arrival in the UK

Passport Number

Asylum Status Refugee Asylum Seeker

Sibling Details

Please list any brothers or sisters aged 0 - 16

Name	D.O.B	Current School / Nursery

Please use this space to tell us any further information you might like us to know.

Signature

Date



Kincraig Primary School

**'Where the children are at the heart of
everything we do'**

www.kincraig.blackpool.sch.uk

Tel: 01253 354059