

Bapchild & Tonge CE (aided) Primary School



Compassion
Thankfulness
Forgiveness
Wisdom
Friendship
Trust

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Our School

We are delighted that we are able to welcome you to find out more about Bapchild and Tonge CofE (Aided) Primary School and we are proud to be a Church of England Voluntary Aided Primary School for boys and girls from the ages of 4 – 11. Children who join the school remain with us until they move onto secondary education at 11 years of age.

The school is situated about one and a half miles east of Sittingbourne. It was originally built in 1852 but since that time has been extended and adapted. It has seven classrooms, a library area, a modern hall, cloakroom and fabulous outside areas with trim-trails, secret garden and spacious playing fields and playgrounds. There is an adequate playing field and two playgrounds. The school is well supplied with the equipment required to meet the needs of the National Curriculum in both core and foundation subjects.

Bapchild is an attractive village on the outskirts of Sittingbourne. It is a thriving community with many activities, both charitable and social, arranged to suit everybody's needs. The school hosts events which are organised by the church and our fantastic PTA - The Friends of Bapchild School.

The school offers a wide curriculum with the emphasis being on the education of the whole child. Children are offered a wide range of curricular activities which aim to develop them intellectually, socially, physically, and emotionally, to the highest possible standard according to their needs, aptitudes and abilities. It is the responsibility of the teaching staff to provide for the children in its care, an environment in which the maximum intellectual development can take place; the opportunity for them to discover their particular talents; and an atmosphere of security in which they can achieve personal confidence and fulfilment.

The school, being affiliated to the Church of England, has close links with St Laurence Church, Bapchild, and therefore religious education is an important aspect of school life.



Our Values

Our school's values are inspired by a range of biblical teachings which all children will become familiar with during their life at Bapchild and Tonge such as:

Compassion
Thankfulness
Forgiveness
Wisdom
Friendship
Trust

The Lost Sheep
Jesus heals the Paralysed man
The Prodigal Son
King Solomon
Twelve Special Friends
The Story of Job



Our Vision

Our vision is achieved through creating a learning environment and classroom values which embrace and challenge independent learning. We will create inspirational learning opportunities in order that our children flourish with a desire to achieve their very best.

All teaching will develop to become outstanding through; rigorous monitoring and assessment, sharing and building upon good practice, relevant on-going professional development and robust leadership which inspires trust and creates a supportive environment.

Our Bapchild and Tonge curriculum will be unique to our children and will ensure that all learners achieve their true potential because they are individual and unique. They will be supported to have a good understanding of basic English and Maths skills from which they will develop, working towards achieving their full potential.

Through our shared values we will promote a Christian ethos giving our children the environment and opportunities through which they will grow spiritually. Through an understanding of the impact of inspirational role models children will develop an awareness of the needs of our world ensuring they are ready to embrace the future.



Our School Aims

Our school is a place where children and adults work and play together in an atmosphere of mutual respect and support. We believe that individual qualities and skills should be encouraged and celebrated thus promoting high-esteem and ensuring that all reach their full potential. In keeping with our Christian ethos we regard ourselves as a family in which each of us is valued and where we feel at home.

We aim to:

- Provide an environment which helps to develop an understanding of religions and beliefs and of Christianity in particular.
- Give the school community the opportunity to flourish and grow spiritually. We want to help and guide children to welcome others by showing hospitality, respect and appreciate each other for their similarities and differences. We want our school community to be confident to be independent and contribute as a member of a group, and to provide an environment where they grow spiritually, culturally, morally and socially.
- Develop lively enquiring minds, to promote the ability to question and argue rationally and to encourage pupils to apply themselves to a range of tasks and skills.
- Provide an atmosphere which is caring, happy and purposeful, so that pupils have the opportunity to achieve their highest potential and to acquire the skills and knowledge necessary for adult life.
- Help to foster a love for learning so that they are literate and numerate, foster their unique talents and achieve their true potential
- Help pupils to appreciate human achievements, endeavours and aspirations whilst, at the same time, developing the ability to take a critical view and comment accordingly.
- Help pupils to develop an increasing awareness of their environment, the needs of the local community and the interdependence of individuals, groups and nations.



Our Collective Worship

Worship is very important and our values run through our school. Our act of worship is held in the school every day for all school community, children and adults alike. In this Church of England aided school, worship reflects Anglican beliefs, practices and values in accordance with the requirements of the Trust Deed. Every effort is made to ensure that the content of worship is appropriate to the ages and family backgrounds of the children, time is given for spiritual reflection and that opportunities are given for children to take an active part.

Parents have the right to withdraw their child(ren) from collective worship. It is hoped that parents would discuss any concerns with the headteacher before exercising this right.

We have very close links to St. Laurence Church which is situated nearby. The children are invited to take part in church activities whenever possible. The school attends the church on lots of occasions throughout the year and these visits usually coincide with a church festival. We welcome our youngest children to our school with a Welcome Service where they receive their first bible from the school. When we say farewell to our children there is a Leavers' Service held in the church towards the end of each academic year. At the service children in Year 6, leaving the school, are presented with a Good News Bible which, it is hoped, will remind them of the Christian way of life experienced at the school.

The Governing Body

The school is an 'Aided' Church of England Primary School. In view of this the governing body comprises ten foundation and eight non-foundation governors. A foundation governor is appointed by the Diocese of Canterbury, and a non-foundation governor by the Local Education Authority. The Governing Body is committed to raising standards at the school. It works in close harmony with the headteacher and staff to achieve this goal.



Our Curriculum

We aim to foster a lifelong love of learning through adopting a highly practical and cross-curricular approach. Our unique Bapchild and Tonge curriculum is broad and balanced developing skills and knowledge that our children need for the future. It is adapted so that we recognise the talents and interests of each individual and group of learners.

The National Curriculum comprises of a wide range of subjects three of which are considered to be core – English, Mathematics and Science. Other foundation subjects include Art, Computing, Design and Technology, Geography, History, Languages, Music and Physical Education.

The Curriculum at Bapchild & Tonge CE (Aided) Primary School encompasses all core and foundation subjects and enables us to provide a high standard of teaching and learning.

Religious Education is taught to all pupils as part of the basic curriculum as required by law. In this Church of England aided school, the governors have decided to adopt the Kent Agreed Syllabus for Religious Education, while also including specific Christian teaching appropriate to its status as a Church of England foundation. The syllabus gives priority to teaching about Christianity, while providing opportunities for the study of other principal world religions.

Parents have the right to withdraw their child from religious education. It is hoped that parents would discuss any concerns with the headteacher before exercising this right.

Organisation & Teaching

The school is divided into seven teaching groups. There are no split year groups. The governors limit the number of children in each class to 30. Only in exceptional circumstances will these numbers be exceeded. They cannot be exceeded Key Stage 1 classes.



Homework

The school believes that learning at home is enjoyable for all the family. Bapchild has a 'Homework Policy' which is adhered to by all classes. Class teachers inform parents of the homework activities required of their children. The following table, taken from the policy, gives an indication of what is expected of each child:

Year Group	Time Allocation
Reception	10 minutes per day
Years 1 & 2	10 - 15 minutes per day
Years 3 & 4	15 - 20 minutes per day
Years 5 & 6	30 minutes per day

It is recommended that in Reception and Years 1 & 2, not less than 10 minutes per day, and in Years 3 – 6, not less than 20 minutes, should be spent on reading activities. This may, or may not, exceed the above times and is dependent upon the homework that is set.

Supervision

The children are well-supervised throughout playtimes and lunchtimes. Children eating a school meal, or a packed lunch, are supervised by experienced midday supervisors who ensure that the children are well-behaved.

Registration for the morning is at 8.55 but to aid working parents and ease congestion the school opens its doors at 8.45. We encourage all children in at this time to allow them to take advantage of extra time to respond to marking.



Special Educational Needs

Every child is treated as an individual and regular monitoring of his/her progress, both academically and socially, is maintained.

In the first instance parents are invited to discuss their child's pre-school experiences and intellectual progress. This information, plus an in-school assessment, provides the school with sufficient information about levels of attainment in mathematics, and language, and in personal skills. This assessment is carried out during your child's first six weeks in school.

A regular review of each child's progress is held and anyone deemed to require some extra help will receive it. As well as having a Special Educational Needs Leader, the school is well-equipped to deal with all concerns. Parents are always informed when a child is receiving extra help and asked to assist if it is appropriate.

More often than not most problems are resolved quickly, and it is the school's policy to ensure that this occurs. However, some problems are more deeply rooted and require the help of outside agencies to provide strategies for improvement. Occasionally a child may have to undergo formal assessment to ensure that his/her needs are met in full.

Parents who are concerned about any aspect of their child's progress should arrange to meet the headteacher. He/she should be given enough time to study the child's work and record of achievement before an appointment is made.



Personal Health & Social Education

The children follow a carefully planned scheme which covers a wide variety of topics. Care is taken to introduce these topics at a time when they can understand them, although aspects of cleanliness, caring attitudes towards others, and safety are discussed at an early stage and developed as the children become more mature.

Sex Education

This area is taught to children of all ages by the use of carefully graded material through PSHE. This is introduced to the children at an age when they can understand. Television and other visual aids are used to assist the teaching.

During Year 5 the children discuss puberty and the changes that surround it. Worksheets, reinforced by video recordings, help the children to learn more about their bodies and how they change during this period of their lives. Other aids are used if it is thought to be appropriate. Parents can have access to the material used which has been published by BBC Education. During the summer term the parents of children in Year 5 are informed that their child(ren) will be following the programme outlined above. If they wish to withdraw their child|(ren) from such lessons they may do so.

Drug Education

The school recognises the need to educate all children about the dangers involved in the misuse of drugs and solvent abuse and this is taught according to the Drug Education Policy.



Behaviour

Personal success is encouraged and rewarded through a house-point system. On admission to the school (or when appropriate) each child is placed in one of four houses: 'Bristol' (blue), 'Guildford' (green), 'Rochester' (red), or 'York' (yellow). House points are awarded for achievement and endeavour.

Children are asked to show their work to the headteacher if it shows improvement or is of a high standard. This usually results in the award of an achievement stamp or sticker. Children who show excellence in other ways are also commended by the headteacher.

Children who show significant progress, or produce a consistently high standard of work, are praised during school assembly. Similarly, children who have achieved success in out-of-school activities are acknowledged when the school meets together and are encouraged to display their talents. Golden Time is also awarded for good behaviour.

Children are taught to use self-discipline as early as possible by the use and imposition of simple but necessary rules designed for the safety of the child; consideration for the needs of others; and a caring attitude towards the individual, the school, and the community. Punishments given are always relevant, never degrading and always seen to be just. If it is necessary the children are given an explanation as to why they are being punished and the rule that they have broken. They are always made to see the relevance of the adult's point of view. There is no corporal punishment.

Details of the school's 'Code of Practice' with regard to behaviour can be found on the website.



Online-safety

The digital world is fast overtaking the real one and it is important at Bapchild and Tonge that we work together to ensure that our school community are safe in both the real world and online.

Technology is the basis of all our learning and plays a key role in preparing our children for life beyond school. Online-safety is about focusing on education and raising awareness of the risks and building our resilience so that we can all be confident and safer online.



Sporting Activities

The school takes part in a whole range of sport and aims to provide opportunities to become physically confident in a way which supports their health and fitness.

We take part in a range of competition including football, netball, rugby, athletics, cricket to name but a few. Children are selected and given the opportunity to perform to the best of their ability.

After-school clubs are a great way for children to continue to develop skills and embed values such as fairness and respect. We are fortunate that staff and coaches offer a wide range of opportunities including golf, hockey, yoga, athletics, cricket, to name a handful.

Children are also taken outside of school to experience sports venues. All of our children have the opportunity to have gymnastics coaching in Faversham Gymnastic Centre whilst Year 3 travel to Faversham Swimming Pool. Swimming lessons take place in the summer term and the cost of travel, entry to the pool and tuition will be met by parental voluntary contributions.



School Uniform

The wearing of school uniform is not compulsory although all the children attending the school wear it. If you wish to purchase school sweatshirts, cardigans or polo shirts, book bags and P.E bags, these are available at a Forster's school uniform shop in Sittingbourne.

Girls' trousers must be grey and purchased from any high street retailer or a recognised school outfitter. Grey jeans, joggers, or other such products, will not be permitted.

Winter Wear

Boys

Grey Trousers
White Shirt or
White Polo Shirt
Bottle Green Sweatshirt/Cardigan
Grey or White Socks
Sturdy Shoes (not training shoes)

Girls

Grey Skirt or
Grey Pinafore Dress or
Grey Trousers
White Blouse or
White Polo Shirt
Bottle Green Sweatshirt/Cardigan
White Socks
Sturdy Flat Shoes (not training shoes)

Summer Wear

Grey Trousers or Shorts
White Shirt or
White Polo Shirt
Bottle Green Sweatshirt (Optional)
Grey or White Socks
Light Shoes/Sandals (not training shoes)
Bottle Green Caps/Legionnaires Hats

Green/White Gingham or Striped Dress or
Grey Trousers
White Blouse or
White Polo Shirt
Bottle Green Sweatshirt (Optional)
White Socks
Light Flat Shoes/Sandals (not training shoes)
Bottle Green Caps/Legionnaires Hats

Children should not wear jewellery to school, including any religious jewellery. The only exception to this is the wearing of ear studs and even these have to be removed by the children for physical education. Children are allowed to wear watches. However, the school will not be held responsible if they are lost. Children should not wear nail varnish. If they do parents/carers will be asked to collect the child and remove the nail varnish.

Physical Education

Children do need a change of clothing for physical education. Whilst the school does not have a set uniform for this area of the curriculum it is suggested that each child is supplied with the following:

Indoor Wear

Boys

Plimsolls (with gusset for infants)
Polo Shirt in child's house colour (blue, red, green or yellow)
Green or Black Shorts

Girls

Plimsolls (with gusset for infants)
Polo Shirt in child's house colour (blue, red, green or yellow)
Green or Black Shorts

Outdoor Wear

Plimsolls (with gusset for infants) or
Training Shoes
Polo Shirt in child's house colour
Green or Black Shorts
Track Suit for cold weather for Juniors

Plimsolls (with gusset for infants) or
Training Shoes
Polo Shirt in child's house colour
Bottle Green Netball Skirt for Juniors
Track Suit for cold weather for Juniors



Admission Arrangements

Children are admitted into the reception class in the September of the academic year in which they reach their 5th birthday.

Prior to their child(ren)'s admission, parents are invited to the school to meet the headteacher and the teacher(s) responsible for the reception class. At this meeting details of pre-school visits and admission arrangements are discussed.

Full criteria for admissions to the school are available in our 'Admission Policy'.

School Hours

Morning	8.55am - 12.05pm
Afternoon (Juniors)	1.05pm - 3.15pm
Afternoon (Infants)	1.15pm - 3.15pm

Playtimes for all children are from 10.30 – 10.45am and 2.15 – 2.30pm (Infants)

Health & Welfare

Children who feel unwell, or have an accident whilst at school, are given the best possible care by both the teaching and non-teaching staff. If it is thought that a child needs to be sent home, his/her parents are informed immediately. All accidents, however minor, are recorded. Children sustaining such injuries are carefully monitored and, if it is thought to be necessary, their parents informed.

The school follows its policy for administering medication. Please let us know in writing if your child needs any form of medication. Medicine, prescribed by a doctor, may be left with the school secretary during the day as long as permission has been sought from the headteacher beforehand. The medicine will be administered, as prescribed, by a first aider.



Home School Agreement

The school has a 'Home-School Agreement'. All parents receive a copy of this document. The agreement outlines the responsibilities expected of the school, of the parents, and of the child. It has to be signed by the headteacher on behalf of the school, and by the parents on behalf of themselves and their child(ren).

Good Citizenship is highly valued at Bapchild & Tonge CE (Aided) Primary School and is rewarded by the awarding of the Jackson Award Trophy to the best citizen in each class during regular celebration assemblies.

Getting to school

A number of parents bring their children to school in car we ask parents to park their cars considerately for our neighbours in the Village Hall car park and escort their child(ren) across School Lane. The school is a participant in the Trot on Tuesday (ToT) initiative which encourages children and families to walk to and from school on a Tuesday. Children are issued with a tally card where they can fix special stickers they are given every time they walk to school on a Tuesday. Each class has the chance to win regular school and area competitions for the form with the most number of walkers.



Visits

Bapchild School offers a high standard of educational visits. These usually take place during school hours and are used to stimulate interest, and may relate to current work. All school visits are organised on a voluntary basis and parents are under no obligation to compel their child(ren) to participate. However, it is very rare that a child has ever been excluded on these grounds.

Parents are always informed in advance, and in writing, of details of a proposed visit. The written information includes the overall cost of the visit and invites the parents to contribute towards it. Where there is a situation involving financial hardship, help will be considered by the school.

It must be emphasised that with no additional funding from the local education authority the school can only maintain the standard and frequency of educational visits if parents are prepared to continue the present system of financial contributions which has, and always will, remain voluntary. There is always the possibility that if the cost of educational visits cannot be met by parental contributions the trip may have to be cancelled.



School Meals

Bapchild School is a Healthy School and to this end the school provides a cooked meal at lunchtime. This is cooked at another school. Parents who feel that their child(ren) is/are eligible for free school meals should collect an application form from the school secretary. It is the responsibility of parents to re-apply for free school meals when the provision expires.

Children can also bring a packed lunch to school. To promote the school's Healthy Eating ethos parents are requested not to include sweets or chocolates or fizzy drinks. We encourage parents to include at least one piece of fresh fruit/vegetable to help the children develop an understanding of how this contributes to their five daily portions of fruit and vegetables.



Morning Snacks

Our school aims to promote healthy living to our pupils and to help encourage this infant children are provided with a morning snack of a piece of free fruit or vegetable. This is extremely popular with the children who often ask for a second helping. To encourage a healthier lifestyle for the junior children, parents are able to purchase a piece of fresh fruit or vegetable for morning break. Juniors may bring in a healthy snack and we encourage parents to provide their child with a clearly labelled clear bottle containing water only to drink during the day.

Parents have the option of purchasing milk from the school. Children who are under five years of age receive this provision free of charge.



Voluntary Fund

The school manages its own fund into which all monies donated, or profits raised through the sale of articles, is paid. The money raised is used to purchase minor items of equipment, or to help those parents who are unable to pay for visits because of financial hardship. Unfortunately the fund cannot pay for children whose parents are unwilling to make voluntary contributions towards school functions. This means that if the cost of such a function cannot be met by parental contribution it is possible that it would be cancelled.

Under no circumstances would any child be refused permission to join in a school activity if his/her parents were unwilling to contribute.



Friends of Bapchild School

The FOBS (Friends of Bapchild School) is an active parent teacher association whose sole purpose is to raise money to supplement the school's Voluntary Fund. Several functions are organised by an elected committee.

Should you wish to become involved in the work of the 'Friends' of the school do not hesitate to contact the headteacher.



Complaints

We believe that our school provides the best education for all our children, and that the headteacher and other staff work very hard to build positive relationships with all parents.

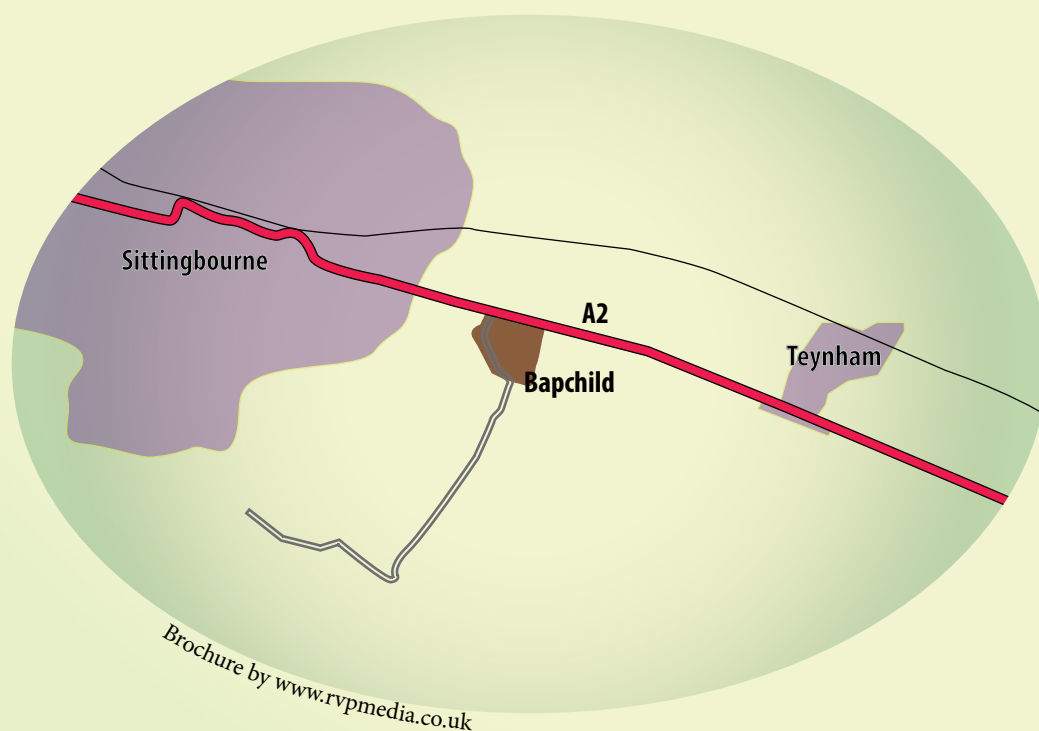
However, the school is obliged to have procedures in place in case there are complaints by parents and the Complaints Policy is available from the school office on request.

If any parent is unhappy with the education that their child is receiving, or has any concern relating to the school, we encourage that person to talk to the child's class teacher immediately. We deal with all complaints in accordance with procedures set out by the Local Authority.



Bapchild & Tonge CE Aided Primary School

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