

(A member of Canterbury Cross Education Trust)

Canterbury Cross Primary School

Where bright futures begin ...



School Prospectus

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Welcome to Canterbury Cross Primary School



We are pleased that you have chosen Canterbury Cross as your child's primary school and look forward to many years of working together.

Canterbury Cross is an academy. We have over 400 boys and girls aged 4-11 years in school plus another 60 part time in our Nursery.

This prospectus has been written to give you a flavour of what school life is like at Canterbury Cross. We hope you enjoy reading through it and find it both useful and informative.

We value highly our good relationships with parents and welcome your support, help and comments.

Our Vision Statement...

Safety

We all work together to ensure everyone feels secure and cared for, and to be able to share feelings, events, worries and concerns, in order that support can be given.

Health and Happiness

We encourage active and healthy lifestyles through our curriculum, which we believe will ensure a future of health and happiness.

Achievement

It is our fundamental belief that everyone can achieve their best potential through our commitment to every child in our school to provide the best education.

Respect

We respect ourselves, others and our environment by taking care of each other and our school.

Equality

We believe in everyone being treated with equality through our commitment to the protected characteristics of the Equality Act. Every child is special so it is their right to be treated with equity.

Starting at Canterbury Cross

To find out about a place for your child at our school, please contact the school office to find out about the current admission arrangements. If places are available, you will be invited to make an appointment to look around the school.

Nursery Admissions: Please contact the school office for admissions to our nursery class.

Parents should note that a place in the Nursery **does not** guarantee a place in the Reception class.

Reception Admissions:

Use the following website as a useful reference for parents :
www.birmingham.gov.uk/admissions

Once you have been allocated a place, we will invite you to an information and settling-in session in the Summer Term. This is a chance for you to:

- Meet your child's teacher
- Find out when your child will be starting school in September
- Ask us any questions you may have about your child starting school
- Help your child settle into school.

CHILDREN MOVING FROM ANOTHER SCHOOL

Children moving from another school need to register with the school office. If classes for their group are already full, we will put their name on our waiting list, and inform you as soon as a place becomes available.



Home– School Agreement



Parents, children and a representative of the school will be asked to sign and adhere to the Home-School Agreement.

As a school, we will...

- Provide a safe, caring and stimulating environment that is inclusive and protects against all forms of discrimination and rejects extremism.
- Provide an inclusive, value driven education, that ensures equality of access for all.
- Uphold the fundamental British values of democracy, the rule of law, freedom of speech, freedom of thought and freedom of association.
- Encourage the highest expectations of our pupils (we expect your child to attend school on time everyday, ready to learn and keen to achieve).
- Deliver a high powered, knowledge –based academic curriculum and set challenging academic targets that are appropriate to your child's ability and aspirations.
- Inform you on a regular basis about your child's progress (parents' evening, reports, informal discussions/ meetings).
- Ensure lessons are well-planned out and structured to meet the needs of your child.
- Ensure that work is assessed regularly, giving feedback on progress and how your child can develop further.
- Organise and deliver intervention programmes to ensure your child meets their potential.
- Support your child to use the internet safely and sensibly so that it does not bring harm to him/her or others.
- Support your child to overcome any problems that hinder their learning and their personal development.
- Make arrangements to meet with you within a reasonable time, if you wish to come into school to discuss any matter.

As a parent/carer, I will...

- Respect the ethos of the school.
- Promote fundamental British values and reject all forms of discrimination and extremism.
- Support the school's efforts by encouraging the best possible standards in my child's studies.
- Ensure my child attends school everyday, and arrives on time.
- Arrange all medical and dentist appointment after school or during holiday time, ensuring my child does not miss any learning.
- Support the school in their Attendance Policy, by not taking my child on an unauthorised extended holiday
- Support the school's Homework policy, by providing a quiet working area at home for my child to study.
- Ensure my child arrives at school appropriately dressed and with correct equipment every day.
- Ensure my child uses the internet safely and sensibly so that it does not bring harm to him/her or others.
- Attend all parents' meetings, including workshops.
- Contact the school if I have any concerns about my child's progress or welfare.
- Ensure the school is informed of any changes to circumstances at home contact details.
- Inform the school if my child is absent.
- Ensure I provide my child with a healthy snack/ lunch box.

As a pupil, I will ...

- Respect the ethos of the school.
- Demonstrate at all times: teamwork, ambition and respect.
- Promote Fundamental British Values (including democracy, the rule of law, freedom of speech, freedom of thought and freedom of association) and reject all forms of discrimination and extremism.
- Aim for the best possible standards in my learning, both at home and in school.
- Attend school everyday, and arrive on time.
- Dress correctly for school, including trips and bring the necessary equipment each day.
- Care for the school environment and the environment around the school.
- Ensure I use the internet safely and sensibly so that it does not bring harm to me or others.
- Work to my full potential in all subjects.
- Complete homework on time, to the best of my ability.

Working with parents and the wider community

Working with parents and the wider community is very important to us.

We have:

- Parent workshops
- Half termly news letters/termly information about what children have been doing
- Activity days

We place a high value on developing an open relationship between school and home, so that we are all working together for the benefit of your child.

We have links with local secondary schools. Sometimes children and staff take part in activities at the secondary school, and on occasions, children and staff from the secondary school visit us.



School Organisation

We have 15 classes with up to 30 children in each class. Our Nursery has 78 part-time places.

The school is organised into the following phases:

Early Years Foundation Stage: Nursery and Reception

Key Stage 1: Years 1 and 2

Key Stage 2: Years 3, 4, 5 and 6

Teaching Arrangements

All our classes are mixed ability, in order to get the best from all our children, we use different teaching methods at different times. Your child will be taught in a variety of ways.

- Sometimes in a whole class
- Sometimes in a small group in the class
- Sometimes on their own or in a small group outside the class
- Sometimes in an ability group or set.

Special Educational Needs

At Canterbury Cross, we aim to support all our children, including those who have special educational needs at anytime during their school lives. If we feel that your child would benefit from additional support, we will talk to you about what that support will be, and how you can help at home.

Class teachers provide a variety of work to enable each child to make progress, but sometimes we feel that children would benefit from working in smaller groups, or on a one to one basis for a period of time. Children who require additional support may be referred to outside agencies for further assessment. We will always inform you and ask for your consent, if we feel that your child would benefit from this.

Our aim is to ensure that children with SEND can access the curriculum, build on their achievements and develop a positive self image through implementing the Code of Practice for SEND.

Curriculum Information



Literacy

Every class from years 1-6 will have a daily Literacy lesson, where children will be taught skills of reading, writing, handwriting, spelling, grammar and punctuation. There will be whole class reading or writing activities followed up with group work. ICT is also used to support learning in literacy. Guided Understanding is taught four times a week from the summer term in year 1 upwards. The focus is on understanding vocabulary, retrieval and inference, and a whole school focus lesson.

Numeracy

Children in years 1-6 will have a daily Numeracy lesson. The children are taught maths concepts and then these are mastered. We use practise, apply and reason approach to teaching maths to ensure mastery. Children then work independently or in groups for part of the lesson. Children are taught to use written and mental strategies explaining their methods using mathematical language.

Science

Science is taught weekly in Years 1-6. Children learn to carry out investigations and conduct fair tests—making predictions and writing conclusions using scientific vocabulary. The topics they will study include: living things, materials, movement, forces, electricity, plants, habitats, light and sound, the earth, sun and moon, and life cycles.

Information and Communication Technology (ICT)

ICT includes the use of computers and other machines that store and retrieve information such as video and digital cameras and tablets. We have class sets of iPad's and laptops, and all classrooms have computers with Internet access to use in other lessons. We also have interactive white boards in all of our classes. Children will learn keyboard skills, how to save and retrieve their work, data-bases and spread sheets, word-processing, using programming, handling information and supervised access to the Internet. ICT is used across all subjects and a wide variety of skills will be taught. All pupils are required to follow the school E-safety policy.

RE

We follow a scheme called Discovery RE, which is designed to educate children about the world's major religions. At school, we are also required to conduct a daily act of collective worship, which we complete daily by reading stories and having a quiet time for thought and reflection. We cover lots of different themes, including: respect; learning from mistakes; co-operation; friends; and moving on. The themes change each week. Our aim is to give children the opportunity to reflect on how we can work and live together, and respect each other's faiths and beliefs. The law does entitle parents to withdraw their children from some lessons under Section 71 of the School Standards and Framework Act. This includes Religious Education lessons. Requests for withdrawal from collective worship can also be made from Festival assemblies, however children are withdrawn from all the festival assemblies. However, for all other plays and activities such as, parties and songs which are integrated with other National Curriculum subjects then parents do not have the right of withdrawal.

Design and Technology (D&T)

In D&T, children learn about designing, making and evaluating a variety of products including food technology.

Art

In art, children learn about drawing, painting, ceramics, textiles, printing, collage and 3D work.

Geography

Children learn about the area around the school, places in the UK, Europe and the rest of the world. Where possible, we support learning through visits to support the content in the curriculum.

History

Children learn about life long ago and how life has changed through studying toys and the Great Fire of London, as well as periods in History including: The Romans; The Greeks; The Vikings, The Anglo Saxons, Ancient Islam and the Industrial Revolution. We take part in visits and have visitors in school to support learning in History.

Curriculum Information



PE

Children do all sorts of different activities to develop their skills in athletics, dance, games, gym, outdoor adventure activities and swimming. We also host specialist coaches in PE, who with teachers, ensure children's skill development across a range of sports.

Music

The children are involved in composing and listening to music, learning musical vocabulary and playing tuned and un-tuned instruments. Music appreciation is fostered through lessons. We have recorders for every child in class in KS1 and KS2.

PSHE (Personal, Social and Health Education)

Our scheme of work helps to give the children the knowledge skills and understanding they need to lead confident, healthy and independent lives. This supports the Schools Equality Policy "Every child is special". Children also take part in activities/learning associated with UNICEF's 'Rights Respecting Award' (RRSA)

RRSA/SMSC (Social, Moral, Spiritual and Cultural Education)

RRSA is designed to help children become aware of their place in Britain today and in global communities. We have a school council, which enables the children to have their say in the running of the school, as well as a RRSA steering group.

Personal Health Social and Relationship Education

RSE is part of the PSHE curriculum. You have the right to withdraw your child from RSE and we always welcome dialogue with parents about this area. Children will find out about and discuss: themselves; growing up; personal hygiene; the working of the human body; physical changes at puberty; reproduction and making decisions.

Homework-Reception to Year 6

All children receive weekly homework which they are expected to complete and return to their class teacher. We hope that you will encourage your child to complete work to a high standard. All children receive homework; the content and amount depends on the year they are in. If you have any issues regarding Homework, speak to your child's class teacher in the first instance.

Foundation Stage Nursery and Reception



At Canterbury Cross, we believe that early childhood represents a crucial stage of life in terms of children's physical, intellectual, emotional and social development and of their well being. The Foundation Stage covers the years your child spends from the beginning of Nursery to the end of Reception. We use the Early Years Foundation Stage curriculum to help us plan learning opportunities. This underpins all future learning by supporting, fostering, promoting and developing children's knowledge skills and understanding in prime and specific areas of learning. We believe that play both indoors and outdoors is a key way in which young children learn.

Personal, Social and Emotional Development

Your child will learn to be self confident, take an interest in things, know what their own needs are, tell the difference between right and wrong and form relationships with other adults and children.

Communication and Language

Your child will learn to talk confidently and clearly, ask questions, hold conversations, give explanations and express ideas and their feelings.

Mathematics

Children will be encouraged to understand numbers to 10, recall number bonds to 5/10, count beyond 20, compare quantities and explore and represent patterns with numbers to 10.

Understanding the World

Your child will learn about the past and present through the lives of those around them, people, culture and communities and the natural world.

Literacy

There is a focus on skills of phonics to develop reading and understand how to link sounds to their reading, to understand what they have read and to develop writing for different purposes writing simple phrases and sentences.

Physical Development

Your child will learn to move confidently, controlling their body and handling equipment. This includes development of key skills to support writing and balance in PE.

Expressive Art and Design

Children will create with materials through safely using them and experimenting with them. They will be imaginative and expressive through song, rhyme and performance.

Organisation

Reception - There are four members of staff working in our Reception classes. The EYFS curriculum is taught with teacher input and independent learning.

Nursery - There are three members of staff working in our Nursery Unit and Nursery is organised across family groups. Each child has a key worker. We have two sessions—one in the morning and one in the afternoon.

Educational Visits and Activities

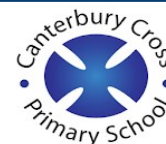
To enrich the curriculum for our children, we also organise a range of educational visits and activities. These usually take place during the school day. You will be asked to give written permission for any activity that takes place off the school site. Children in year 6 also have the opportunity to take part in a residential visit. Sometimes we have to make a charge for these activities.

After School Activities

Throughout the year we put on a range of after school activities that your child can choose to attend. In the past these included : badminton, craft club, multi-skills, football, cricket and basketball. You will be asked to sign a consent form if you wish your child to attend an after school activity. For ALL after-school activities children must be picked up from Reception by a responsible adult.



Attendance and Absence



At Canterbury Cross, we expect all our children to arrive at school on time. When children arrive late for school, they disrupt the rest of their class who have already started work, as well as it affecting their learning. A record is kept of late arrivals and we will contact you if we feel that your child is late too often.

It is very important that your child attends school every day. We keep a record of attendance and will contact you if your child fails to attend regularly. If we do not know the reason for your child's absence, then this will be recorded as unauthorised. We follow the Government's agreed attendance plan which can result in prosecutions and fines for parents of children who have an unacceptable number of unauthorised absences. Our school operates a Fast Track approach to attendance. Where attendance drops below the school threshold of 95% due to illness, we may ask for medical evidence.

Family holidays should ONLY be taken during the school holidays. The school does not authorise any leave for a family holiday during school time. This is in line with Government guidelines. Any holidays taken will be unauthorised and may result in a fine or your child losing their place at our school. We are required to contact the "Child Missing in Education" team if a pupil fails to attend regularly or has been absent for a continuous period of 5 days without a valid reason.

Please contact school either by telephone or letter, if your child is absent for any reason. It is helpful if you let us know on the first day of absence. If your child is absent, and you have not let us know, we will call you via the school automated phone system, Truancy Call. If your child has a medical appointment, you should bring in a letter or card as evidence of this appointment. If no letter or card is brought in, the absence will be recorded as unauthorised.

Medical Information

We ask you to fill in a medical information form for your child when your child starts at Canterbury Cross. Please let us know of any changes to your child's medical needs so we can update our records and provide appropriate supervision. Over the course of your child's time at Canterbury Cross, he or she may have: height and weight checks; a hearing test and an eye test.

Medicines

Prescription medication can be administered by school staff, if they need it more than three times a day. Any medicines that need to be taken by children must be left with the school secretary by an adult. They should be clearly labelled with the child's name and correct dosage. Parents need to sign a consent form. If your child is asthmatic, please make sure that we have an inhaler in school. If your child has an epi-pen, make sure we have one in school.

Keep us informed

Please keep us up to date with any changes in circumstances that may affect your child...

- Change of address, telephone number or emergency contact number
- Changes in lunch time arrangements
- If your child is being collected by a different person (as you will be given a password to collect them)
- If your child is being taken out of school during the school day

If you need to take your child out of school during the school day, you need to contact the school office. Please keep us informed about things that are affecting your child in school. Happy and settled children have the best chance of success.

Behaviour

At Canterbury Cross, we place great emphasis on achieving high standards of behaviour. Our behaviour policy is designed to support the way in which all members of the school can live, work and learn together in a supportive way in an environment where everyone feels happy, safe and secure. The primary aim of our policy is to develop desirable behaviour, self discipline and to promote the aims of the school. A copy of the full policy and all other school policies are available should parents wish to see these on the school website.

Child Protection

Canterbury Cross is a safe school. If we have any concerns about a child's safety or well-being, we have a legal duty to report this to the relevant agencies. The Deputy Head Teacher is the Designated Senior Safeguarding Lead in school for Child Protection. The Head Teacher and the other Deputy Head Teachers, and the other members of the School Leadership Team are Deputy Designated Safeguarding Heads.

Canterbury Cross is a no smoking school, which we would ask you to respect when on the school site or in the school building.



School Meals and Break Time Snacks

Snacks

In Key Stage 1, all children will be given a piece of fruit each day.
In Key stage 2, children may bring a healthy snack for break time.

Drinks

We encourage all our children to drink plenty of water throughout the day. Your child may bring a water bottle to school each day. Juice is not permitted.

School Meals

At lunch time, children have the choice of having a cooked school meal, bringing a healthy packed lunch or going home for lunch. School meals are Halal and HMC certified.

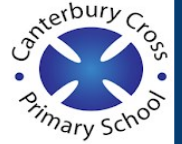
Parents/carers with entitlement to Income Support and Job Seekers Allowance will receive a letter from the Department of Work and Pensions, granting or stating that your child is entitled to free school meals.

Dinner Money

Dinner money and school trips are to be paid electronically via Parent Pay. This can be done by logging into your child/children's account on the parent pay website or by a barcoded letter, which can be paid at any PP pay point store. Your Parent Pay login details will be issues upon start date.



School Uniform



We expect all our children to wear our school uniform when attending school or when participating in school organised events (see school uniform list). We also ask for parental support in ensuring that pupils' hairstyles are appropriate for school. We request that no motifs are shaved into children's hair and long hair should always be tied back.

Jewellery

On Health and Safety grounds, we do not allow children to wear jewellery. The exceptions to this rule are small studs for children with pierced ears and small objects of religious significance. However, children will need to tape these down when doing P.E and follow safety guidance for swimming.

Personal Belongings

Please make sure that all your child's personal belongings are clearly named.

Nursery

White polo shirts

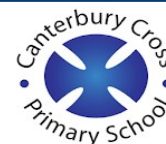
Grey jogging bottoms

Blue school sweatshirt or cardigan

Trainers—with Velcro fastenings



School Uniform



Reception – Year 4

Boys

- Royal blue sweatshirt with school logo
- Mid grey trousers—tailored
- White shirt—long sleeves
- School tie
- Black shoes (no trainers)
- Head coverings must be white



Girls

- Royal blue sweatshirt with school logo
- Royal blue cardigans
- White shirt—long sleeves
- Grey skirt—flared or pleated; grey pinafore; grey trousers
- Head coverings must be white
- White socks or tights
- Black shoes with flat heels (no trainers)



Year 5 – 6

Boys

- Grey Blazer
- Blue Jumper
- White Shirt
- House tie
- Grey Trousers
- Head coverings must be white
- Black shoes (no trainers)



Girls

- Grey Blazer
- Blue Jumper
- White Shirt
- House Tie
- Grey Trousers/skirt
- Head coverings must be white
- White socks or tights
- Black shoes with flat heels (no trainers)

PE Kit

We will tell you in September on which day your child has PE, but we sometimes have to change the day at short notice because of other things going on in school. Children will need to wear PE kit in their allocated PE days.

PE Lessons

Plain white T-shirt

Blue school jumper

Shorts

Jogging bottoms in the winter

Pumps or trainers suitable to the sport

If your child is going swimming, they may wear their PE kit and bring in their swimming kit and towel in a bag.

Complaints

If you are concerned about anything to do with the education, we are providing at Canterbury Cross, you should contact your child's class teacher in the first instance. Most matters of concern can be dealt with in this way.

If you feel that the matter has not been resolved or that your concern is of a serious nature, we would ask you to make an appointment to see the Deputy Head Teachers, or the Head Teacher. Most complaints are normally resolved at this stage.

If, at this stage, you feel that your concerns have not been dealt with satisfactorily, please contact the Chair of Trustees through the school.

Copies of all our policies are available for you to read at any time. Please contact the School Office.

We take any complaints very seriously and will do our very best to resolve them.



Thank you for taking time to read our prospectus. We hope it has explained the way our school works.

Please ask us if you wish to know anything else about our school.

Physical Contact and Physical Intervention

When staff become aware of or feel the need to become involved in situations where there is a risk of children being involved in the following:

- Self-harming
- Causing injury to other children, staff, parents and visitors
- Causing damage to property

They will make dynamic or planned risk assessments to help keep all children safe. The children Act 1989 makes it clear that in any decision involving a child 'the paramount consideration must be the child's welfare.'