

Parson Street Primary School

Pupil Welcome Pack



Important Information	
Pupil Information	
First Name (s):	
Surname:	
Preferred name for books: Eg. Matt rather than Matthew	
Gender:	
DOB:	
Home Address:	
Birth Certificate seen:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Parent/Carer/Guardian Information	
Adult 1 Full Name:	
Relationship to Child:	
DOB:	
National Insurance No:	
Mobile:	
Work Phone:	
Home Address:	
Email Address:	
Legal guardian of the child:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Adult 2 Full Name:	
Relationship to Child:	
DOB:	
National Insurance No:	
Mobile:	
Work Phone:	
Home Address:	
Email Address:	
Legal guardian of the child:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Additional Information	
First point of contact in case of illness:	
Other important adults in your child's life: Eg. grandparents, siblings, partner	
Who has permission to collect your child from school:	
An additional emergency contact if you are unavailable: Inc.. name and telephone	

Medical Information	
GP name/surgery:	
GP Address:	
Telephone number:	
Allergies:	
Any known medical conditions:	
Any significant health issues:	
Any other relevant information:	

Help us get to know your family	
How would you describe your ethnic origin?	
What are your religions/beliefs?	
Nationality:	
Language(s) spoken at home:	
Child's first language:	
Parents'/Carers' first language:	
Are there things about your family that are important for us to know?	
Is there anything that would make school more accessible to you and your children? Eg. Assistance with reading/ larger fonts etc.	
Are there currently any services supporting your family?	Families in Focus <input type="checkbox"/> Social Worker <input type="checkbox"/> Nurse <input type="checkbox"/> Paediatrician <input type="checkbox"/>
Are you new to the community?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Would you like to be paired with a parent buddy?	Yes <input type="checkbox"/> No <input type="checkbox"/>

School Lunches

Our school catering suppliers are AiP – Children have have a hot meal or Jacket Potato option at lunch time. We also offer the option of children bringing in their own packed lunches.

Menus are sent to parents termly and all food is paid for through Arbor.

If you would like to see a copy of the latest menu, or find instructions on how to pay for school lunches through Arbor, please ask the office or look on our school website.

<https://www.allianceinpartnership.co.uk/about-us/>

Free School meals

It is really important that you claim free school meals if you are eligible, even if your child is in Reception or key stage 1. That's because as well as a nutritionally balanced meal for your child, **you will bring in up to £1300 of extra funding for school.**

You can apply for free school meals if you receive one of the following:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the Guarantee element of State Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit

YES – I give my permission for the school to use my information to find out whether my child is eligible for Free School Meals. I am happy for this process to be repeated annually.

☐

NO – I would like to assess the eligibility of my child myself. School do not have permission to assess the eligibility of my child.

☐

Name:

Signature:

Date:

GDPR Form

We highly appreciate capturing moments through photographs and videos of our students to showcase the vibrant activities at Parson Street Primary. Occasionally, we may photograph your child at school for various purposes, such as internal displays, classroom materials, the school prospectus, newsletters, printed publications, our website, and social media. We may also create video recordings during noteworthy school events like concerts or plays, with the intention of sharing them on our website.

With the introduction of the General Data Protection Regulations we need to have your consent to process some data. Without your consent we are unable to allow your child to participate in or access some activities. It is essential that you return this form completed as soon as possible.

Trust in Learning (Academies) and Parson Street Primary School sometimes take photographs of pupils. We use these images in the Trust and the School's prospectus, on the Trust and the School's website/social media (Twitter) and on display boards around school (including the site). We would like your consent to take images of your child, and use them in the ways described above.

If you're not happy for us to do this, that's no problem – we will accommodate your preferences. Please tick the relevant boxes below and return this form to school:

- ☐ I am happy for the school to take photographs of my child (for learning journals etc).
- ☐ I am happy for images of my child to be used on the school website.
- ☐ I am happy for images of my child to be used in the school prospectus.
- ☐ I am happy for images of my child to be used in internal (within the building) displays.
- ☐ I am happy for images of my child to be used in external (beyond the building) displays.
- ☐ I am happy for images of my child to be used on Social Media directly linked to the school
- ☐ I am happy for images of my child to be used in the school's newsletter and its distribution
- ☐ I am happy for images of my child to be used in press releases issued by the school
- ☐ I am happy for images of my child to be used within media work (TV) the school is involved in.
- ☐ I am happy for my child to be filmed/photographed during school productions or assemblies e.g. other parents/carers filming or taking photographs
- ☐ I am NOT happy for the school to take or use images of my child

Name of child:

Name of parent/carer:

Signed:

Date:

Use of Internet and Classroom Apps

As part of the curriculum the Trust and the School frequently uses the internet and specific web based learning tools. In order for your child to access these the Trust and the school has to have your permission to set up user profiles and share some information to enable full working. A complete list of all of the web based apps can be obtained from the Data Protection Lead for the school. The Trust and the School takes great care to ensure only absolutely necessary information is shared and that those receiving it are fully compliant with the General Data Protection Regulations. The Trust and the school takes all reasonable precautions to ensure that children only access appropriate material but neither the Trust nor the school can accept responsibility for inappropriate material accessed.

Please tick the relevant boxes

- ☐ I consent for my child to be given access to web based in classroom applications
- ☐ I give permission for my child to use the internet under the above conditions

By signing below you are consenting to all the above ticked boxes for the duration of your child's time at Parson Street Primary School.

Name of child:

Signed:

Name of parent/carer:

Date:

Acceptable Use Agreement

Appendix 1 is a copy of our school Acceptable Use Policy. Please read it thoroughly before signing the below agreement.

Name of pupil:	
<p>I will read and follow the rules in the acceptable use agreement policy.</p> <p>When I use the school's ICT systems (like computers) and get onto the internet in school I will:</p> <ul style="list-style-type: none">• Always use the school's ICT systems and the internet responsibly and for educational purposes only• Only use them when a teacher is present, or with a teacher's permission• Keep my usernames and passwords safe and not share these with others• Keep my private information safe at all times and not give my name, address or telephone number to anyone without the permission of my teacher or parent/carer• Tell a teacher (or sensible adult) immediately if I find any material which makes me or anyone around me feel uncomfortable or upset• Always log off or shut down a computer when I've finished working on it <p>I will not:</p> <ul style="list-style-type: none">• Access any inappropriate websites including: social networking sites, chat rooms and gaming sites unless my teacher has allowed this as part of a learning activity• Open any attachments in emails, or follow any links in emails, without first checking with a teacher• Use any inappropriate language when communicating online, including in emails• Create, link to or post any material that is rude, disrespectful, offensive or otherwise inappropriate• Log in to the school's network using someone else's details• Arrange to meet anyone offline without first talking to my parent/carer <p>If I bring a personal mobile phone or other personal electronic device into school:</p> <ul style="list-style-type: none">• I will hand it in to the school office when I arrive at school• I will not use it at all within the school day <p>I agree that the school will monitor the websites I visit and that there will be consequences if I don't follow the rules.</p>	
Signed (pupil):	Date:
<p>Parent/carer's agreement: I agree that my child can use the school's ICT systems and internet when appropriately supervised by a member of school staff. I agree to the conditions set out above for pupils using the school's ICT systems and internet, and for using personal electronic devices in school, and will make sure my child understands these.</p>	
Signed (parent/carer):	Date:

Useful Information

School Times

- Flexible Opening from 8.50am
- Start of the day/registration 9.00am
- End of the day 3.30pm (Nursery and Reception flexi-collection time from 3.20pm)

Contact Details

☎ 0117 90 30226

✉ office@parsonstreet.com

📍 Primary School, Bedminster Road, Bedminster, Bristol, BS3 5NR

Behaviour

Parson Street Primary promotes the highest standards of behaviour and an atmosphere where all members of the school are valued as individuals. The school believes in the development of self-esteem, respect for others, self-discipline and personal responsibility based on our meta-cognition approach of Gem Powers.

Children are expected to be polite and to show respect for other people and property. They are expected to behave in ways which keep themselves and others safe at all times. In class, we expect children to join in lessons to the best of their ability by listening carefully, answering and asking questions and by taking part fully in activities and taking personal responsibility for their learning. Further information is available in the behaviour policy.



Empowering all to create opportunities for life-long learners in our communities

Attendance

Parents and carers must ensure that their child attends school regularly, punctually, fully equipped and ready to learn. If your child is unable to attend school for any reason, or is likely to be late, parents and carers should notify the school by 9.30am on the first day (by telephone 0117 903 0226 and press option 1).

We will contact parents and carers if a child is not present at morning or afternoon registration to ensure that the child is safe. Parents and carers are responsible for responding to calls and for ensuring school has up to date contact details. A pupil's absence from school will be considered unauthorised until a satisfactory explanation is received.

All school staff will work with pupils and their families to ensure that each pupil attends school regularly.

SEND

At Parson Street Primary School, we strive to support all our children and enable them to reach their full potential. In order to do this, many steps are taken to support them through their learning journey. High Quality Teaching is vital; however, for some children there are occasions when further additional support may be needed to help them achieve their targets.

How does Parson Street Primary School know if children need extra help?

We know when children need additional help if:

- concerns are raised by parents or carers, teachers or the child's previous school or pre-school
- the child's progress and/or attainment is significantly below age related expectations
- there is a significant or prolonged change in the child's behaviour
- a child asks for help

If your child is not making expected progress or if there is another indicator of concern the school will discuss with you:

- any concerns you may have
- any further interventions or referrals to outside professionals to support your child's learning
- how we can work together, to support your child at home and at school

Following a graduated approach, each child is assessed individually and where required an intervention is put into place to accelerate progress. An end of intervention assessment is completed, and a decision may be made to record the child as receiving SEND support. The child will be added to the SEND record.

All parents are encouraged to contribute to their child's education. All provision is with the agreement of parents and carers and consent is sought for all additional provision from outside agencies. Liaison can be through:

- informal conversations

- parent/teacher consultations
- discussions with the class teacher – formally at SEND planning meetings

Parents and carers are encouraged to contact the school to discuss any concerns they have about their child's provision and progress at any time.

School Uniform

We encourage all pupils to wear the school uniform.

Currently our school uniform for Reception through to Year 6 is red sweatshirts/cardigans worn with black/grey trousers/skirts and red polo shirts. During the summer black/grey shorts and red gingham dresses can be worn.

Our uniform is changing and children and our current school uniform will start to be phased out next academic year (2024-2025). We have included some photos below of these changes. This uniform will be navy sweatshirts/cardigans worn with black/grey trousers/skirts and pale blue polo shirts. During the summer black/grey shorts and blue gingham dresses can be worn.

Please make sure that all uniform is labelled with your child's name. Write your child's name on their PE kit and book bag. A book bag is useful as it is important that children can easily carry their books, homelearning and any letters to and from school. All long hair must be tied back with a sensible band. Jewellery is not allowed other than small stud earrings.

What will the uniform look like?



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Home Learning

Please find below a list of some of the websites offering free or trial periods of their resources. They have been broken down into different subjects, but often websites do in fact cover the whole curriculum. None of these websites require payment to access, so some of the obvious platforms haven't been included. Some do, however, require you to log in or create a free account to access.

General

<https://www.doorwayonline.org.uk/> – interactive activities covering a whole range of subjects and year groups

<https://www.topmarks.co.uk/> – huge treasure trove of activities that cover a whole range of subjects. Also holds links to games etc that are hosted by other sites.

<http://www.pobble365.com/> – a new picture is shared each day to provoke discussion, debate or writing ideas.

<https://www.twinkl.co.uk/> – a huge range of different subjects and focuses, arguably the best host of any resource you could need. Have offered a free account in the result of school closures.

<https://www.weareteachers.com/free-online-learning-resources/> – lots of specific links to different sites that offer free resources or learning platforms.

<https://www.bbc.co.uk/bitesize> – huge range of different resources and information broken down into Key Stages and year groups.

<https://tpet.co.uk/> – free online resource packs.

English

<https://spellingframe.co.uk/> – spelling activities with specialist resources for each year group.

<https://subscribe.firstnews.co.uk/free-downloadable-issue/> – free online digital download of a specialist children's newspaper.

<http://myths.e2bn.org/mythsandlegends/> – vast online store of animated comic strips tracking legends and myths from across the world.

<https://www.oxfordowl.co.uk/for-home/find-a-book/library-page/> – free online books – brilliant if you can't get to the library

Maths

<https://mathsticks.com/my/> – online resources and print offs with specifically broken down key stage focuses.

<https://www.topmarks.co.uk/maths-games/hit-the-button> – times tables and number bond practise

<https://ttrockstars.com/> – our children have their own log in for this

<https://login.mathletics.com/> – our children have their own log in for this

<https://play.numbots.com/#/intro> – our children have their own log in for this

<https://www.mathswithparents.com/KWeb?startTime=1584546769622#menu467767> – our children have their own log in for this

<https://whiterosemaths.com/homelearning/> – White Rose is the foundation of our maths curriculum and they are giving free access to their premium content

Safeguarding

At Parson Street Primary School, we regard the safeguarding of all pupils as our main priority. Safeguarding is at the very centre of our practice and policies. We believe that all pupils have the right to be happy, to be safe and to learn and thrive in partnership with all members of the school community. We know that it is the responsibility of everyone who comes into contact with children to keep them safe. Parson Street Primary School is committed to the highest standards in protecting and safeguarding the children entrusted to our care. Our school will support all children by:

- o Promoting a caring, safe and positive environment within the school
- o Encouraging self-esteem and self-assertiveness
- o Effectively tackling bullying and harassment

o Promoting all aspects of the Equality Act 2010 We have an expectation that all staff and visitors to our school will behave in a way which ensures our children are safeguarded at all times. This expectation involves a duty for any safeguarding concerns to be reported.



Gemma James
Deputy
Head
DSL



Karen
Cousins
Deputy DSL



Laurie
Munro
Head Teacher

If you are concerned about the welfare of any child or vulnerable adult then please discuss this with the DESIGNATED SAFEGUARDING LEAD (DSL):

Gemma James (Deputy Headteacher) or Claire Pringle (Interim Deputy Headteacher)
0117 903 0226

or the Deputy DSLs:

Laurie Munroe (Head Teacher) Karen Cousins (Deputy DSL)

If you think a child is in immediate danger then you should contact the police 999
or Bristol City Council First Response Team:
0117 903 6444 or Out of Hours 01454 615 165

If children are unhappy they can speak to Childline 0800 1111

Policies

All of our school policies (including Safeguarding, Medical Care, Acceptable Use, Health and Safety and Attendance) are on our school website.

<https://parsonstreet.com/key-information/key-policies-and-procedures/>

<https://parsonstreet.com/about/trust-in-learning-academies/>

