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Earlham is a very happy, caring and supportive school that achieves excellent results. We have high expectations for our pupils; we believe that education is about more than tests, and offer the children a wide range of learning opportunities both in class and beyond to enrich their time at school. We believe that your children deserve the very best education, so that they fulfil their potential and become confident and enthusiastic learners who are well equipped to succeed at secondary school and beyond.

Earlham is a genuine learning community; all staff are continually focused on how to improve teaching and learning even further. It is this commitment that has led to our significant increases in standards in recent years.

I hope this prospectus gives you a flavour of life at Earlham. You are very welcome to visit us to find out more.

LAURA Hewer
HEADTEACHER
At Earlham we believe that all children deserve the very best education. All our pupils have the opportunity to achieve their full potential, so that they can begin to choose their path in life.

**WE AIM TO:**
- Offer a secure and nurturing environment
- Achieve excellence in teaching and learning
- Provide an exciting and relevant curriculum
- Ensure equal opportunities for all
- Develop confident, considerate and respectful members of society

At Earlham Primary School, all children have the right to equal opportunities in all aspects of school life regardless of race, gender, ethnicity, religion or any other factor. We actively oppose discrimination and stereotyping of all kinds and aim for all our children to develop a sense of respect for others.
There are many other ways you can get involved with school life, so let us know if you would like to join our volunteers.

We hold regular parent consultation meetings and keep you informed through our newsletters. You will receive curriculum newsletters too which keep you up to date with what your child is learning in class. In Foundation Stage we have Family Fridays, when you are invited to stay with your child for part of the morning to learn about what they do in school and how you can help them at home.

Your child’s teacher will be happy to make an appointment with you to discuss your child’s progress at any stage of the year, and senior staff are always available to talk to about any other issues.

Parents are partners!

We know that children learn better in school if their parents are involved in their education. A wide range of events are held throughout the year, such as family outings, school fairs and Achievement Evening - we encourage you to come along and join in.
We have designed our curriculum at Earlham so that the topics we study are relevant to and interesting for the children, with a focus on key learning skills. This means that the pupils can apply their learning skills to all subject areas and helps to maximise their progress. The regular curriculum newsletters explain the topics and learning that your child’s class is focussing on, so you can support their learning at home. We make sure that we cover all the subjects required by the National Curriculum.

In Reception and Nursery, pupils follow the Early Years Foundation Stage requirements, which give them a secure base in early learning skills.
Earlham admits all pupils regardless of ability or needs, and we work very hard with all our pupils to make sure they make the best possible progress. Additional support may be provided by school staff and outside agencies, dependent on need. If your child has special needs, you will be invited to regular meetings with the Inclusion Leader to monitor their progress.
Admissions.

Other than the Nursery, all admissions to Newham schools are organised by the Local Authority. To obtain a place at Earlham, parents should apply directly to Newham – our office staff will be pleased to advise you on how to do this.

Please note that pupils who attend the nursery do not automatically receive places in reception, and parents need to apply to Newham. Earlham is very popular and always oversubscribed, so it is best to apply as early as possible.

NURSERY

If you would like to register your child for a place in our nursery, please complete an application form in the school office.

We will contact you as soon as a place becomes available.

RECEPTION, KS1 AND KS2

Other than the Nursery, all admissions to Newham schools are organised by the Local Authority. To obtain a place at Earlham, parents should apply directly to Newham – our office staff will be pleased to advise you on how to do this.

Please note that pupils who attend the nursery do not automatically receive places in reception, and parents need to apply to Newham. Earlham is very popular and always oversubscribed, so it is best to apply as early as possible.

If you would like to register your child for a place in our nursery, please complete an application form in the school office.

We will contact you as soon as a place becomes available.
Our school uniform is as follows:
- Grey Skirt, Pinafore Dress, Shorts or Trousers
- Bottle Green Jumper, Cardigan or Sweatshirt
- White Shirt, T-Shirt or Polo Shirt
- Bottle Green or Grey Shalwar Kameez
- Sensible Black Shoes or Trainers
  (Not open-toed, backless or high heeled)
- Headscarves should be plain white

We do not sell uniforms at school, but these colours are readily available in the shops. Jewellery is not permitted other than stud earrings and items worn for religious purposes.

Mobile phones should not be brought to school routinely; if a pupil needs to bring a phone for exceptional reasons, it should be handed in at the school office and collected at the end of the day.

For safety and comfort, we require all pupils to have a full change of clothes and footwear for PE, as follows:
- T-shirt And Shorts or Leggings, or a Leotard
- Plimsolls or Trainers for Outdoor PE.
- A tracksuit may be worn in winter

Please make sure that all clothing is clearly labelled with your child’s name.

In some year groups pupils will have swimming lessons at the local pool. For this, they will need to bring a swimsuit, towel and swimming cap (this can be purchased from Atherton Leisure Centre.) Girls may choose to wear footless tights and a long-sleeved leotard.
GOVERNORS’ CHARGING POLICY

At Earlham we do not charge for any routine activity, music tuition, extra curricular clubs, or swimming fees. We do ask parents to contribute to trips, residential visits, and events in school such as concerts, but make every effort to keep the cost as low as possible. We may also charge for wilful damage to or loss of school property.

EXTRA-CURRICULAR ACTIVITIES

We offer a wide range of clubs before and after school, provided by school staff and outside agencies. All activities are paid for by the school, as we want all of our pupils to benefit. Please see the noticeboards for our current provision.

BEHAVIOUR

We have high expectations for behaviour at Earlham, and are very proud of our pupils’ attitude to learning and to each other. On the rare occasions when there are problems, pupils are dealt with consistently according to the school’s behaviour policy. We will contact you if your child is involved in an incident, and do expect your full support in resolving any difficulties.

COMPLAINTS

Usually the best way to deal with complaints is to talk to the class teacher or a member of the school leadership team. In cases of difficulty, we have a complaints procedure which has been agreed by Earlham’s governors. A copy of this is available from the school office.
Our meals are based on Newham’s healthy eating menu. Every day there is a choice of food including a vegetarian option, and we cater for religious diets. You need to ensure that the school knows if your child has any specific dietary requirements or allergies. All food served is certified as Halal.

If your child chooses to bring a packed lunch, please support us in teaching your child about healthy living by not including sweets or fizzy drinks.

If you decide to take your child home for lunch, we would ask you to collect them promptly at the end of the morning session and make sure they do not return to school until just before the afternoon session.

In EYFS, children are provided with free fruit and milk. In KS1, they receive free fruit, and in KS2 they can buy fruit from our tuckshop at playtime.

We encourage pupils to bring water to drink at school, and this is allowed in classrooms.
We want your child to achieve their best at school, so it is important that they attend school regularly and on time. We expect pupils to attend every day. We understand that occasionally they are ill and will need to be kept at home, however the expectation is that children attend at least 95% of the time.

By law, parents/carers are responsible for their child’s attendance at school, and poor attendance will be followed up by the Local Authority and may lead to Court action.

If your child is absent or late for school, please let us know the reason as soon as possible either by phone, in person or in writing.

In accordance with national and local government guidelines, we strongly discourage families from taking holidays in term time. Leave may be granted for exceptional reasons - you will need to fill in an application form (available from the office). We cannot authorise any leave for pupils who have poor attendance.

Pupils who are in Years 2 and 6 will not be granted leave between January and June, as they are preparing for national assessments.

Taking your child on an unauthorised holiday may result in them losing their school place.
WE HAVE A HIGH NUMBER OF QUALIFIED FIRST AIDERS AT EARLHAM WHO WILL LOOK AFTER YOUR CHILD AS NEEDED. YOU WILL BE NOTIFIED BY PHONE OR IN WRITING IF YOUR CHILD HAS HAD A MINOR ACCIDENT DURING THE SCHOOL DAY, AND WILL BE CALLED IMMEDIATELY SHOULD ANYTHING MORE SERIOUS HAPPEN.

WE ARE NOT AUTHORISED TO ADMINISTER ANY MEDICATION AND DRUGS AND MEDICATION SHOULD NOT GENERALLY BE BROUGHT TO SCHOOL. IF YOUR CHILD HAS ASTHMA, PLEASE MAKE SURE YOU GIVE US AN INHALER WHICH WILL BE KEPT IN YOUR CHILD’S CLASS FOR EMERGENCIES. EPINEPHINS ARE KEPT IN THE FIRST AID ROOM. ADDITIONAL INFORMATION ON OUR MEDICAL NEEDS POLICY CAN BE OBTAINED FROM THE SCHOOL OFFICE.

HEALTH AND SAFETY

THE SAFETY AND WELL-BEING OF OUR PUPILS IS OUR HIGHEST PRIORITY. FOR THIS REASON, IT IS ESSENTIAL THAT YOU INFORM US IF YOU CHANGE ADDRESS OR PHONE NUMBER. YOU WILL NEED TO SEND WRITTEN PERMISSION IF YOUR CHILD IS TO BE ALLOWED TO WALK HOME ON THEIR OWN. WE WILL NOT ALLOW A CHILD TO LEAVE WITH AN ADULT WE DO NOT KNOW UNLESS WE HAVE YOUR PERMISSION IN ADVANCE, SO PLEASE LET US KNOW IF SOMEBODY DIFFERENT WILL BE COLLECTING YOUR CHILD AT THE END OF THE DAY.

WE HAVE A DESIGNATED CHILD PROTECTION OFFICER WHO WILL CONTACT YOU IF WE HAVE ANY CONCERNS ABOUT YOUR CHILD’S WELFARE.

ILLNESSES AND ACCIDENTS

WE HAVE A HIGH NUMBER OF QUALIFIED FIRST AIDERS AT EARLHAM WHO WILL LOOK AFTER YOUR CHILD AS NEEDED. YOU WILL BE NOTIFIED BY PHONE OR IN WRITING IF YOUR CHILD HAS HAD A MINOR ACCIDENT DURING THE SCHOOL DAY, AND WILL BE CALLED IMMEDIATELY SHOULD ANYTHING MORE SERIOUS HAPPEN.

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