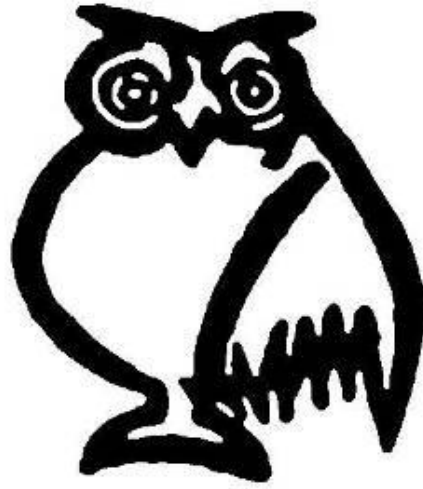


Danbury Park Community Primary School



Welcome Booklet

Be wise, be happy, belong!

April 2024



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Danbury Park's Vision and Aims

Be wise, be happy, belong

School Vision

At Danbury Park Community Primary School, we all share a common vision for every child.

We want to enable every child to become:

- | | |
|---|-----------------|
| Curious, self-motivated, independent and resilient learners | Be wise |
| Aspirational, confident and happy individuals | Be happy |
| Honest, respectful and responsible members of our community | Belong |

School Aims

We endeavour to:

- Provide each pupil with the best possible education, to the highest standards in all areas, tailored to their individual needs.
- Create a welcoming environment where children are accepting of others, develop positive relationships and see the school as part of an expanding, wider community, and ultimately, a bigger world in which they can play a part.
- Provide every child with the opportunity to gain recognised achievement, celebrating their successes, however small and in whatever area.
- Be an open, friendly and accessible school in which each individual has equal value.

These are our guiding principles

We do this through enacting the Danbury Park School code in everything we do.

The following code has been agreed by the children and adults at the school and we expect everyone to uphold it:

At our school everyone tries to:

- Ask questions, solve problems and keep trying, not being afraid to fail;
- Take pride in their work and the work of others;
- Be polite and well mannered, respecting the views and feelings of others;
- Look after our property and that of others, the school and its grounds;
- Contribute to our community, playing an active and positive part in school life;
- Do their best.



Safeguarding Children

Danbury Park Community Primary School takes the safeguarding of children extremely seriously and has no higher priority.

Over many years procedures have been developed that enshrine the safeguarding of all children at our school. However, our school is ever vigilant about the welfare of all children: individuals, small groups, classes, year groups and the school as a whole. The school holds current policies on all aspects of safeguarding children.

Should you have any concerns about the safeguarding of children at our school, no matter how apparently trivial, please inform the Headteacher.

We provide regular updates and information to support parents, particularly regarding keeping children safe in the digital world. We do this through the school newsletter and on our website and we hope that parents find these useful. Together we can ensure the safety of our pupils.

The school's full Child Protection Policy and associated suite of policies are available on the school website or from the school office.

Keeping Informed

We produce a weekly newsletter with reports on class and school activities and with information and reminders about events. This is uploaded to the school website and sent out by Parentmail on Fridays. We expect parents and carers to read the newsletter regularly so that you are well-informed about school life.

The school website also contains useful documents and links e.g. class information, curriculum maps and term dates.

The address is: www.danburypark.essex.sch.uk



School Uniform

We encourage and expect every child to wear our school uniform with pride. The school colours are maroon and sky blue:

<p>Girls Grey skirt, pinafore or trousers, Blue blouse or polo shirt*, Maroon cardigan* or sweatshirt*, White Socks (long or short), Grey tights, Black shoes, Blue gingham-checked summer dress or grey formal shorts.</p>	<p>Boys Grey trousers, Blue shirt or polo shirt*, Maroon pullover or sweatshirt*, Grey socks, Black shoes, Grey formal shorts.</p>
<p>P.E. Kit (in a clearly named PE bag) T- shirt in blue (with logo in maroon), Nylon maroon elasticated short, Black or white plain trainers, Navy blue tracksuit* or jogging bottoms and sweatshirt to be worn for outdoor P.E. when the weather turns chilly, A school book bag in the school colours (with the school logo), An optional baseball cap in school colours.</p> <p style="text-align: right;">* available with school logo</p>	

Uniform is available from the One Stop Schoolgear shop at Unit 1 Beehive Business Centre, Beehive Lane, Chelmsford, CM2 9TE and online at www.onestopschoolgear.com , and also from My Clothing (previously supplier to Tesco) at <https://myclothing.com/danbury-park-community-primary-school/5625.school> . Uniform in school colours but without the school logo is acceptable and is readily available from most local supermarkets at reasonable prices.

The DPASA (school’s parent association) also runs a nearly new uniform shop where good quality second hand uniform is sold for a small donation for the benefit of school funds. Dates of the sales are posted in the school newsletter.

Jewellery, specifically necklaces and bracelets should not be worn to school. However, children are permitted to wear small stud earrings and a watch in class. We would ask that hair is kept tidy and where long, is tied back. Hair accessories should complement the school uniform in colour.



P.E. Uniform



P.E. kit needs to be brought into school at the beginning of each half term and remains in your child's classroom until the end of the half term when we send it home for washing and return. Although our P.E. lessons are timetabled, occasionally teachers may swap sessions or add in an extra lesson.

Essex County Council has instructed schools that no jewellery, including earrings, may be worn in any P.E. lesson. This includes earrings that are covered in tape.

Please ensure that on days when P.E. or sports-based clubs takes place, your child removes their earring(s) before school. Alternatively, if your child is able, they can remove the earrings themselves at school. We regret that the teachers are unable to replace any child's earrings after the P.E. lesson/sports club.

As with all personal property, the school cannot and does not accept any responsibility for any lost earrings or other jewellery brought into school.

Essex County Council advises that it is safer for a child who normally wears glasses to continue to do so for any P.E. activity. If your child wears glasses, please discuss this with their class teacher. In planning P.E. lessons, teachers will take all reasonable steps to minimise the risk of an accident by considering the activity involved and the child's role. Parents are encouraged to consider their responsibilities by providing glasses which are softer-edged with shatterproof glass and secured firmly to the head.

Lost Property

All items of clothing should be clearly labelled.

This helps children identify their own clothes and assists with reuniting lost property. The lost property is kept in a box in the front foyer but it is often the case that items of clothing have been left in the classroom. It is always worth checking with your child's teacher if you are missing any items.



The School Day

Beginning and End of the Day

Teaching and learning start sharply at 8.55am in the morning and end at 3.25pm. The school gates are opened and supervised from 8.45am. The children go straight into their classrooms where they are met by their teachers. Please do not drop your child off at school before this time, as we cannot accept responsibility for their safety. The front gate is locked and the register is taken promptly at 8.55am. This is when teaching and learning begin, so please ensure that your child arrives so that they have time to hang up their coat and sort out their book bag. Arriving at school punctually is important as it allows the child to make a calm and positive start to the day.



If your child arrives late at school for any reason, you **MUST** report to the school office to sign your child in and hand them over to our care.

School ends at 3.25pm. The gates are opened at 3.20pm and parents and carers are invited to come into the playgrounds. Children in the younger classes (Jay, Hummingbird, Goldfinch and Flamingo) are collected from outside their classrooms, whilst the older children make their own way to their parents at the front of the school. Children in Years 5 and Year 6 may walk home unsupervised if permission has been given by their parent or carer, in writing, to the school office.

Please ensure that you collect your child promptly at the end of the day.

It is important that the class teachers know if your child is going home with a friend or other family member; a note in your child's book bag is the best way to let us know. Should you have made a last-minute arrangement for someone else to collect your child on your behalf or if you are unavoidably delayed, please telephone the school office.



Car park

The car park at the front of the school is the responsibility of Danbury Outdoors Centre who allow it to be used by parents and carers when dropping off and collecting children. However, it does get very busy, particularly on wet days.

You will see that a one-way system is in operation in the car park. This should be used without exception for the safety of other users. Please do not block the access to Danbury Outdoor Centre as this may be needed for emergency vehicles and do not park on the roadway down from Well Lane, as this causes congestion in Main Road and affects the safety of the zebra crossing. Please park with consideration for others, allowing the traffic to continue flowing.



For the safety of the children, please avoid blocking access to the staff carpark, using the entrance as a turning area, and drive cautiously.

The local residential roads also get very congested, so please park with consideration for our neighbours. Wherever possible we would suggest that you consider walking to and from school.

The School Timetable

School Starts	8.55am
Morning Play	10.25am – 10.40am
Infant Lunch	11.55am – 12.55pm
Junior Lunch	12.20pm – 1.20pm
Early Years and Key Stage 1 Afternoon Play	2.00pm – 2.15pm
School Ends	3.25pm

Assemblies and Collective Worship

School assemblies are held every day and this is when the school can come together as a community. The assemblies are led by the Headteacher, Deputy Headteacher or one of the teaching staff with visitors invited when relevant. By law our assemblies must be of 'a Christian nature' and are, in fact, called 'collective worship'. Invited into the school are the members of our local community including representatives from Danbury Mission and other local churches and the Parish Council.

Parents and carers have a right to withdraw their child from collective worship and the teaching of R.E. but we would ask that you discuss this with the Headteacher before making a final decision.

Class Assemblies

Twice a year each class holds an assembly for the rest of the school. The focus is to share their class work and the presentation will have been carefully planned by the teacher, learning support assistant and the children. Parents, carers and families are very welcome to come and join the assembly.

Throughout the year the children also participate in larger presentations and performances with either their year group or their key stage. Please read the weekly newsletters for the dates and details of all events held in the school.



Celebration Assemblies

These are assemblies when the Headteacher makes special presentations, such as reading challenge awards, music examination certificates and sporting accolades. We know that many children often excel in activities outside school and where possible we want to acknowledge extraordinary achievements and celebrate with them. If your child receives a special award, please let the class teacher know or e-mail the school office, as this could be included in the next celebration assembly and the school newsletter.

Special Events

At **Christmas**, each class usually participates in a musical production for parents and carers. Because of the limitations of the hall, these performances are run on two days: one for Early Years Foundation Stage and Key Stage 1, and a second for Key Stage 2. These are ticket-only events and details of the allocation of tickets are made a couple of weeks before the productions.

Each year the school holds a **sports day** involving traditional running races and events. We hold two separate events: one for Early Years Foundation Stage together with Key Stage 1 and a second for Key Stage 2. These are followed by races on the running track involving the whole school and finally the presentation of trophies and medals. We invite parents, carers and families to join us for the events and to bring with them a picnic lunch to share with their child. Of course, this event is weather permitting.

Toward the end of the summer term, the school holds an **open afternoon**. This is an opportunity for parents and carers to come into their child's class and view all the work undertaken during the year as well as to visit their child's next class and meet the new teacher. Families and other relatives, such as grandparents, are very welcome to come along. In the past we have combined this with our sports day to make one enjoyable family day.

The school participates in nationally organised **charity days**, such as Children in Need, Sports Relief and Comic Relief, where possible. Details of these days are given on the weekly newsletters.



Taking of Photographs and Image Recording

We understand that recording key events throughout your children's lives and sharing these memories with family and friends are important and we have endeavoured to develop a policy to make this possible whilst having due regard for the children's safety. For the vast majority of events, you will be able to take photographs but should this not be possible, you will be given advance warning and we will endeavour to overcome this through staff taking photos, which will be made available to you, or through engaging the services of a reputable professional. An example of this would be the Year 2 Infant Music Festival when we perform alongside children from neighbouring schools.



Permission for your child to be photographed

We use photographs and images as part of our teaching and learning and these are used in displays around the school. Children are sometimes named but these are limited to first names only. We also like to promote our school through the school newsletter, the website as well as local newspapers. Occasionally reporters are invited to school. We normally avoid naming individual pupils where their pictures appear in a publication, though there are clearly instances where the pupils, parents and the school would wish to celebrate achievement and include the details of the contributing individuals. These will be limited to first name and age only unless prior permission is obtained from parents/carers. With this booklet you will find a Parent Consent Form that we ask you to sign.

Parents and Carers taking photographs

We would additionally ask that families give an undertaking that photographic images taken are solely for private use and will not be shared publicly. Unfortunately, as technology has become more sophisticated, we have to be aware of ways in which it can be abused and we would urge you to ensure that if you have *Facebook* or similar social media accounts that you check your security settings.

If you have any concerns about the agreement, please do not hesitate to contact the Headteacher.

Additionally in the Early Years we use *Tapestry*, which is an online learning journey to record your child's first year at school. Parents can view their child's page and add to it. A guide and permission form are included in the welcome pack and teachers will explain in more detail at our welcome meeting.



Absence from School

We operate a first day contact system whereby parents and carers are required to telephone the school by 9.20am on the first morning of any unplanned absence. This ensures that the whereabouts of each child is known and that we can be certain they are safe.

The current healthcare guidelines state that where a child has vomited or has had diarrhoea, the child is kept away from school for 48 hours following the last attack. Illnesses of this kind tend to spread very easily and quickly and this procedure helps to minimise the number of children infected. On your child's return to school, please send in a letter confirming the reason for the absence.

Requests for leave of absence for holidays during term time will not be authorised. The requirements to meet the Early Years Foundation Stage and the National Curriculum have made it even more important that the loss of school days is minimised. The programmes of work and assessment are continuous and therefore just a few days' absence may cause the loss of vital learning for children. Should it be absolutely essential to request a leave of absence during term time for an event outside parents' control, for example a wedding or family bereavement, a request form is available from the school office or on the school website. The Headteacher checks all class registers regularly and any long periods of absence or regular occasional days' absence are referred to the Local Authority Education Welfare Service. A child with less than 90% attendance is classified by the Department for Education as "persistently absent" and schools are charged with working with parents to remedy this.

Wellbeing and Welfare

Illness at School

Pupils who are unwell should not be sent to school. If during the school day, your child becomes unwell, the school will contact you so that you can collect them to take them home or to seek medical advice. It is essential that the school has current telephone numbers for home, parents' and carers' places of work, mobiles and other contact details in case of emergency.



If we cannot contact you when your child becomes unwell, then every effort will be made to care for them, making them as comfortable as possible. If necessary, medical advice would be sought. In the case of an injury or accident, the emergency services would be used and parents notified as soon as possible.

Head Lice

Unfortunately, most families at some time or other suffer with head lice. It is a whole community problem, rather than just a school one. The school nurse no longer carries out head checks, so we suggest that you check your child's hair regularly. If you find that your child has head lice, then treatments are available from the pharmacist.

Don't worry – it is not a sign of neglect or dirtiness. Head lice like nice clean hair.



Medical Conditions and the Administration of Medicines

Teachers have a professional duty to safeguard the health and safety of pupils. However, they cannot be required to administer medicines to pupils.

When your child starts school, you will be asked to complete a medical questionnaire. This gives us vital information for your child's welfare. An increasing number of children with medical conditions are now attending school and we want to ensure that any necessary medication and support is available for them. If your child has a specific medical need, this can be discussed with the Headteacher and the school nurse and then the appropriate arrangements and care plan can be put in place. We aim to work in partnership with parents and carers for the good of your children. Similarly, if your child develops a condition during their time at school, please ensure that you inform us.

The administering of non-prescribed medicines (e.g. Calpol) to primary school children is only permitted in exceptional circumstances, for instance if they suffer regularly from acute pain, such as migraine. On such occasions the parents must authorise and supply the medication with written instructions on when it should be administered. Under no circumstances are the children permitted to keep such medicines in their possession whilst at school and to administer the medication themselves.

Prescribed medication should be prescribed in dose frequencies which enable it to be taken outside school hours. If this is unavoidable parents and carers need to complete a request form with details of the medication to be taken by a child whilst on school premises (available from the school office). Pharmacists should be asked to provide medication in separate containers (i.e. one for school use only) or it may be necessary to request a separate prescription from the doctor for medicines to be used in school.

Medication for the management of asthma is kept in the office and is readily available to the child. During P.E. lessons, inhalers may be taken out onto the school field in case of need.

If you would like to discuss your child's specific medical needs, please contact the office.

Accident book and injuries at school



Wherever an injury has been sustained, reported to, or observed by an adult and first aid treatment has been given, an entry will be made in the accident book for the school. We have trained first aiders on site at all times and our teachers and teaching assistants who work in the Early Years classes also have Paediatric First Aid certification. There is a first aid station by the Early Years classrooms and minor injuries occurring during the day are dealt with here. More serious injuries are referred to the staff in the front office.



In the case of a more serious injury, where the first aider on duty judges that the parent or carer should be aware of the injury e.g. a head injury, an entry will be made in the accident book and an accident letter sent home with the child in their book bag that day. This will include details of the nature of the injury, how it occurred and what treatment (if any) has been given. Parents and carers of Early Years and Year 1 children will also be informed by the class teacher at the end of the school day. For older children, parents are requested to check their children's book bags on a daily basis so that, if necessary, they can observe their child in the knowledge of what has taken place during the day.

Should the Headteacher or Deputy Headteacher decide that the child is too ill or injured to return to the classroom, we will contact you and request that you collect your child.

Sun protection

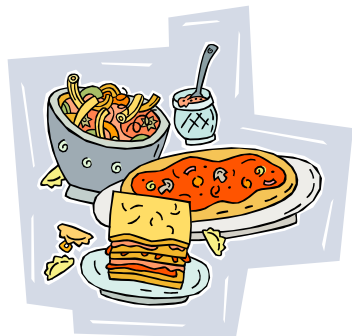
On sunny days, please apply sun protection to your child in the morning as they will be playing outside during their break times and at lunch time. The children in the Early Years classes also have the opportunity to work outside in their designated area as they wish. High factor, long lasting creams are now available and we would ask that you use these so that there is no need for sunscreen to be brought into school. School staff are not able to apply sunscreen to children. Your child should also bring a sun hat to wear outside. The school has a cap in the school colours available from our uniform suppliers, which you could buy if you wish.



Food in School

In school we have children and staff with life-threatening nut and food allergies. Please ensure that your child does not bring any product containing nuts into school at any time.

Meals and packed lunches



At Danbury Park we run our own on-site kitchen. We employ cooks and kitchen assistants who prepare the meals each day using fresh, locally produced ingredients. The majority of children stay for a hot school meal and each day there is a choice of a meat, a vegetarian option and a jacket potato (available twice a week for the younger children).

Since September 2014 the government has provided universal **free** school meals for all children in the Early Years Foundation Stage and Key Stage 1. Junior meals cost £2.70 per day. Parents make payments online using

SchoolGateway and where possible we ask that parents pay for the whole half-term in advance. A register is kept of all money paid for meals and, if your child is absent for any reason, you will receive a credit towards the following week.

Your child may prefer to bring in their own packed lunch. Please ensure that your child's lunch box is very clearly labelled so that they can find it easily on the racks in the school hall.

We have a strong team of Midday Assistants on duty in the school hall to supervise the children having their lunch and to provide assistance where necessary. The children in the younger classes always go into the hall for the first sitting. Further up the school a weekly rota system ensures that the same class is not always last for dinner. On special occasions throughout the year the Year 6 children join their younger reading partners for lunch and in the summer term parents and carers are also invited to sample the meals.

Free school meals

Your junior child may qualify for free school meals. Please enquire at the school office for details.

Snacks and water bottles

All Early Years and Key Stage 1 children are provided with fruit or vegetables at break time as part of the *Free Fruit in School* Scheme. We encourage the children to try the different varieties on offer according to the seasons and you would be amazed at how the children, whose parents and carers say that they do not eat fruit, join in with their friends. For this reason, children in the infants do not bring in a snack for break times.





The School Council run a Tuck Shop before school each morning so that the junior children may purchase fresh fruit and vegetables. A few children in the juniors bring a healthy snack from home to eat during morning break time. The children who formed the School Council decided that from Monday to Thursday this should be a piece of fruit or vegetables; on Friday the rules are relaxed slightly and junior children may bring in a small cereal bar or biscuit. These are also sold from the Tuck Shop.

We encourage the children to have a water bottle with them in the classroom. This can be refilled by the children as necessary during the day. Please ensure that this is clearly labelled with your child's name. This bottle should be for water only and not for squash or fizzy drink.

We would ask that you support the school's healthy eating policy when planning packed lunch boxes and snacks. Sweets, particularly hard-boiled ones, should not be included as these present a choking hazard and bars of chocolate can melt and become very sticky. As part of our teaching, we promote the view that we need a balanced diet with plenty of variety and that sweets and chocolate are occasional treats.

Because of the risk of allergies, we ask that you do not send in sweets or cakes to share with classmates as part of birthday celebrations. These are best saved for your own parties and celebrations.

Similarly, if you bring food for your child to eat at the end of the school day, please wait until you have left the school's premises to give it to them.





The Curriculum in Foundation Stage

Children in the Reception year group follow schemes of work based on the Early Years Foundation Stage which lead towards the National Curriculum. It is at this stage of the child's development that the foundations for future learning are laid. Much of the work is experienced through practical activities and children communicate their ideas both orally and on paper. Full details are available on the school website.

The Early Years Curriculum caters for a wide range of initial experiences and ability both socially and academically, but first we aim to give security and a sense of belonging to the school community. In these early years the children learn to work individually and in groups, to listen attentively, to ask and answer questions, to respond to instructions and to describe events in their experience.



We are proud of our large outdoor area which the children use on a daily basis in all weathers and in all aspects of their learning. We have a covered area, a trail around the hill and a variety of outdoor equipment.

This means that the children have plenty of room for physical activities as well as easy access to lots of fresh air. Work stations are set up every day, each with clear learning intentions and the children are free to make their own decisions and follow their own interests. Through play and practical activities, the children are encouraged to become independent learners whilst developing their social skills.

We post specific information about the curriculum being taught each term on the class pages of the school website. These give details of the main areas of study for the term and will indicate where parents', grandparents' and family members' help may be particularly useful.

Educational Visits

Wherever possible the school tries to arrange appropriate class educational visits for the children during the year. These can either be within the local area utilising the varied resources of the neighbouring country park or further afield which will require transport by coach.

In the Early Years the ratio of children to adults on a school outing will never be above eight children to one adult and the groups are often significantly smaller than this. All outings have the appropriate support of the teacher and the learning support assistant as well as parent-helpers.

Whilst we ask parents and carers to pay a contribution to the cost of the visit, we would not exclude a child on financial grounds; however, if we receive insufficient contributions the visit may not go ahead.

Help in the classroom

In addition to the class teacher, each class has a learning support assistant (LSA). In our Early Years classrooms, we have full-time LSA support so that there are always two adults to work with the children.



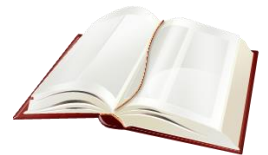
In the older classes the LSAs work in the class until lunchtime each day. We welcome additional help from volunteers, so should you be willing to assist in the class either with reading, or with craft activities for example, please speak to the class teacher. Volunteers who help on a regular basis are required to complete an application process and enhanced DBS check in accordance with our safeguarding children procedures.

All visitors to the school must enter by the front door and report to the school office. If a visitor has an appointment with the school, they will be given a specific 'official visitor' badge. They will also be asked to sign the register. This system also includes parent-helpers.

There is a bell and a request for it to be rung, if the office is not staffed. It will be responded to by the first person available. However, children being attended to in First Aid will always have priority over this bell. The CCTV cameras will record any action taken by a visitor at the Reception window.

Home-school liaison

Each child has a home-school reading diary. This is used by the class teacher and LSA each time your child reads in class whether individually or in a group. A brief record will be made about the child's reading progress on that occasion. You may also see comments in there from any volunteer-helpers who may assist with reading in the classroom. The diary is set out with the date, title of the book (underlined with a ruler), followed by the comments and finished with the initials of the person who is hearing the reader and which page has been reached. Each time your child reads at home, you are asked to record your observations in this way in the diary. We would ask you to hear your child read for 5 to 10 minutes each day. These entries in the diary need not be extensive but a comment about your child's ability to recognise or decode words, fluency and expression are welcome. The comment may be as short or as long as you wish but please write something.



Please help your child to cover the diary with wallpaper or strong paper so that it is easily recognisable. Please do not use stickers or pictures of footballers or celebrities. Each book will be given a smart label for the cover.

Your child may wish to draw an illustration about their reading book in their diary. Please encourage them to use coloured pencils and not felt tips and wax crayons as they can spoil the next page.

The teacher may also write a note to you in this diary e.g. confirming the time of a consultation meeting. Should you wish to send a message to your child's teacher, which is not connected to reading, it would be helpful if you could write separately or add a note to *Tapestry* to ensure that the teacher gets this message as quickly as possible.

Consultation meetings with the teachers

There is the opportunity for parents to come into school and meet with their child's teacher and to view their child's work. These consultation meetings are organised as follows:



Autumn & Spring Terms – a 10 minute progress report and feedback meeting with your child’s teacher during one of two parents’ consultation sessions. A form will come to you via your child and will invite you to state your interest in attending on the relevant afternoon/early evening. You will then be notified of the time of your meeting.

We would encourage all parents to take the opportunity to meet their child’s teacher and discuss their work and progress.

Of course, other things may arise during the term that you may need to speak about with your child’s teacher. Please be aware that the staff are busy preparing for their lessons before the start of school each day and their time is very restricted. If you need to see the teacher for anything other than a simple exchange of information or request, then please contact the teacher to ask to see them at a mutually convenient time. The Headteacher is also available to discuss any issue. Please make an appointment at the school office.

Summer Term - At the end of the school year, your child’s teacher will prepare a detailed written report on your child’s progress and achievements during the year. This will come home to you via your child towards the end of the summer term. You have the opportunity to discuss this and comment on this report should you so wish.

Going Above and Beyond

Exemplary behaviour, effort and achievement are acknowledged by staff awarding colourful stickers. These may be issued by the class teacher, the learning support assistant, one of the subject leaders or by the Deputy Head. Teachers often send children to the Headteacher for special recognition where a child has made a special effort or achieved highly.

Extra-curricular Music Lessons

In addition to the school’s curriculum music lessons your child may have an interest in learning a musical instrument. In conjunction with private tutors and Essex Music Services the following instruments can be learned:

-  Piano,
-  Guitar,
-  Flute,
-  Clarinet,
-  Recorder.



The lessons last for 15 minutes each week and your child will either be called out of their class lesson or from playtime to have their individual lesson. We regret that these lessons cannot be funded by the school and need to be paid for by parents. You will also need to provide the relevant music books. Whilst the children use the school piano, children learning other instruments will also need to provide their own. These may be hired from Essex Music Services and arrangements can be made with them to do this. Please enquire at the school office for more information.



Pupil Premium

In certain circumstances schools are entitled to additional funding, called the Pupil Premium. The use of this additional funding could increase the support we are able to give to those children not making expected progress as well as to pay for after school clubs and additional music lessons and to purchase new resources for the school.

In order for the school to qualify for this additional funding we need to ask you to provide us with your name, date of birth and National Insurance Number or asylum seeker reference. This will enable the Local Authority to make an assessment to confirm if the school qualifies to receive this funding. It is important to note that no other parent or pupil will know you have been assessed and it will not affect any other benefits you are claiming.

If you think you are eligible, please ask to speak with the Office Manager or the Headteacher and we will arrange a time and place to do this in utmost discretion.



Links with the Community and Extended Schools

Danbury Park School Association (DPSA)

The school parents' association works very hard arranging fund-raising activities during the year. These events include a termly disco for the children, Christmas and Summer Fayres, quiz evenings and an Easter egg hunt. The money raised from these activities goes towards enhancing the provision for the children and providing resources that we could not otherwise afford.

For details of these events and how you can become involved, please see the parent information booklet produced by the association, which is available from the school office, and read the school newsletter.

Clubs

We organise a variety of after school clubs for the children and details of these are sent out each term. Whilst we are aware that these are predominantly for the older children, we do try to provide some for the younger ones.

During the first year at school, you will find that your child is very tired and we have found from experience that by the end of the school day, they are more than ready to enjoy some quiet time!

Childcare

We are pleased that in the community we have three local organisations that run before and after school childcare. Many families use these groups and school has procedures for their key workers to drop off children in the morning and for collecting them at the end of the day.

Please contact the organisations directly for more information:

Woodland Montessori

<https://www.facebook.com/Woodland-Montessori-Danbury-347367902477540/>

The School Bungalow, Well Lane, Danbury, Chelmsford CM3 4AB

Phone: 07432 424625

Little Owls known as Eagles

<https://www.littleowlsnursery.co.uk/out-of-school-provision>

Century House, Well Lane, Danbury, Chelmsford, CM3 4AB

Email: enquiries@littleowlsnursery.co.uk

Telephone: 01245 221 333

Jesters

<https://jesterskids.org/>

Horseshoe Farm, Main Rd, Bicknacre, Chelmsford CM3 4EX

Phone: 01245 222384



If you are looking for before and after school childcare provision, you may also want to check out the Family Information Service (FIS) in Essex at www.childcarelink.gov.uk or the National Childminding Association on 01245 440001 and www.ncma.org.uk.



Danbury Park Community Primary School Term Dates - Academic Year 2024-2025

September 2024							October 2024							November 2024							December 2024						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
					1			1	2	3	4	5	6					1	2	3							1
X	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	X	26	27	18	19	20	21	22	23	24	16	17	18	19	X	21	22
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
30																					30	31					
January 2025							February 2025							March 2025							April 2025						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
		1	2	3	4	5						1	2						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	X	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				
														31													
May 2025							June 2025							July 2025							August 2025						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
			1	2	3	4							1		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	X	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			25	26	27	28	29	30	31	
							30																				

- = Schooldays
- = School holidays
- = Bank holidays
- = Weekends

In addition, schools allocate five non-pupil days out of the school days indicated as **X**, or the equivalent in disaggregated twilight sessions.

Autumn Term:	Monday 2 September 2024 – Friday 20 December 2024 <i>Half Term 28 October – 1 November</i>	75 days
Spring Term:	Monday 6 January 2025 – Friday 4 April 2025 <i>Half Term 17 February - 21 February</i>	60 days
Summer Term:	Tuesday 22 April 2025 – Tuesday 22 July 2025 <i>Half Term 26 May – 30 May, and May Bank Holiday - 5 May</i>	60 days
		195 days



Evaluation of the Welcome Booklet

Name (optional)

Date

Please let us know if you have found this booklet helpful. We would also like to know if there is any other information that you would find useful or think parents and carers in the future might want to know.

1 I have found this booklet: (please circle a number)

1	2	3	4
not useful at all	of some help	quite useful	very useful

Comments:

2 I would like to see the following information included in this booklet:

Thank you for taking the time to help us improve communications.

Please return to the school office.