



Information for parents of children joining our school. 2025/2026

Vision and Values of Christ Church CE Primary School

‘Let your light shine’

Matthew 5:16

A big welcome to our new Christ Church families! We are pleased that you have chosen to come to our school.

At Christ Church we pride ourselves in being a community of learners. It is a school where we make time for children, listen to their needs, hopes and fears and support them in becoming effective, ambitious and successful adults. We believe that learning is a life-long process and that belief informs all that we do. Ours is a school where relationships are strong, and this enables children to have a safe platform from which to explore their ideas, take risks and develop their understanding of the world.

We hope that this handbook is helpful to you. You can also visit our website <https://www.christchurchprimaryschool.org/>. If you have any questions or queries, please do not hesitate to get in touch at office@christchurchprimaryschool.org or telephone 01934 620738.



Mr James

Headteacher

Who's who?

	 Mrs R Clarke <i>Deputy Headteacher</i>	 Miss L Bryant <i>Teacher/SENDCo</i>	 Aaron Rogers <i>KS2 Lead</i>	 Clare Gooden <i>Chair of Governors</i>
Kerry James <i>Headteacher</i>	Rachael Clarke <i>Deputy Headteacher</i>	Leanne Bryant <i>SENDCo</i>	Aaron Rogers <i>Key Stage 2 Lead</i>	Clare Laver <i>Chair of Governors</i>

Christ Church's School Values:

Faith

Achievement

Teamwork

Fairness

Kindness

Current staff List for 2024-2025

(2025-2026 has not yet been finalised.)

SENIOR LEADERSHIP TEAM

HEADTEACHER	Mr. K. James
DEPUTY HEADTEACHER	Mrs. R. Clarke
KEY STAGE TWO LEAD	Mr. A. Rogers
SEND CO	Miss. L. Bryant

TEACHING STAFF

EYFS

Miss. L. Bryant	Mrs. S. Foxen
-----------------	---------------

YEAR 1

Mrs. D. Sommers-Burrows

YEAR 2

Miss. M. Forster

YEAR 3

Mr. D. Hiscox

YEAR 4

Mrs. S. Rogers	Mrs. A. Palmer
----------------	----------------

YEAR 5

Mrs. R. Clarke	Mrs. M. Coomber
----------------	-----------------

YEAR 6

Mr. A. Rogers

LEARNING MENTOR

Mrs. C. Bagnall

TEACHING ASSISTANTS AND LEARNING SUPPORT STAFF

Mrs. C. Ball	Mrs. H. Gregory	Mrs. C. Jasper	Mrs. A. Knowles
Mrs. B. Tozer	Mrs. B. Tudor	Miss. E. Spear	Mrs. S. Burley
Miss. I. Grzebyk	Mrs. K. Poulding	Mrs. A. Thorne	Mr. M. Bazell
Mrs. A. Share	Mrs. G. Spear	Mrs. A. Tattersall	Mr. R. Ealden

ADMINISTRATIVE AND SUPPORT STAFF OFFICE

Mrs. J. Baxter

SITE CARETAKER

Mr. T. O'Brien

SCHOOL MEALS SUPERVISORY ASSISTANTS

Mrs. C. Poole	Mrs. P. King	Mrs. D. Neale	Mrs. H. Nicholls
---------------	--------------	---------------	------------------

SCHOOL GOVERNING BODY

CHAIR

Mrs. C. Laver

PARENT REPRESENTATIVES

Mrs. A. Knowles

Mr. K. Moorcraft

STAFF REPRESENTATIVES

Mrs. R. Clarke

HEADTEACHER

Mr. K. James

CHURCH REPRESENTATIVES

Rev. T. Webber

Mrs. L. Edmonds

Mrs. N. Harper

Mrs. E. Kimsey

CLERK TO GOVERNORS

Mrs. J. Baxter

Our local governing board are made up of school staff, parents and the community who volunteer their time. Governors ensure that the school has a clear vision and ethos and holds the headteacher to account for the educational performance of the school and the well-being of its pupils. They also oversee the school's finances and ensure resources are used effectively to provide a high standard of education. Our Foundation Governors are Church representatives who ensure that school's Christian ethos is upheld, and the religious identity of the school is preserved.

SCHOOL INFORMATION

Maximum Number of Children	210
Planned Admission Number	30

The academic year is from 1st September to 31st August the following year. We are a single form entry school which means we have seven year groups with one class for each year.

The School Day

Year Group	School Starts	Break	Lunch	PM Session Ends
EYFS	08:35	10:15-10:30	12:00-13:00	15:10
Year 1	08:35	10:15-10:30	12:00-13:00	15:10
Year 2	08:35	10:15-10:30	12:00-13:00	15:10
Year 3	08:35	10:30-10:45	12:15-13:15	15:10
Year 4	08:35	10:30-10:45	12:15-13:15	15:10
Year 5	08:35	10:30-10:45	12:15-13:15	15:10
Year 6	08:35	10:30-10:45	12:15-13:15	15:10

The gate opens at 08:35 and closes at 08:45. Children need to be walked to the gate by an adult unless they are a Year Six pupil with consent from a parent or carer. Parents must not stop in the road to let children come in unattended for safety and safeguarding reasons. This also helps manage traffic.

The school gate opens at 15:00 and this is when parents and carers can come into the school and wait for their children in their designated playgrounds.

Once children finish school at 15:10, it is the parents' responsibility to ensure children are collected on time and are supervised out of the school. Only Year Six pupils are allowed to walk home alone with the consent from their parent or carer.

School Dinners

At Christ Church our kitchen is run by Aspens, who specialise in providing catering to schools and colleges across the country. All our meals are nutritionally balanced and comply with the national standards for school meals.

The cost of each school meal is £2.45; orders must be made in advance via the Aspens Select Website: <https://select.aspens-services.com/>

All orders whether your child receives Free School Meals or has paid for meals must be booked in advance via the above website, school will not be able to order meals for children. Please ensure your child is registered on the Aspens website.

All children in Reception, Year 1 and Year 2 will receive their school meals free of charge.

Children may bring a packed lunch if parents prefer. Please make sure these are provided in appropriate containers and clearly marked with your child's name. We actively encourage a healthy packed lunch (either every day or on school trips).

A typical balanced lunch box should contain:

- A drink of water
- A piece of fresh fruit
- A sandwich/wrap or pasta (carbohydrate)
- A protein/dairy element

No more than 2 small 'treat' items, such as flavoured yoghurt, fun size bar, cereal bar, cheese strings, crisps etc.



We ask that parents do not send their child into school with any nut or nut-based products as snacks or in their lunches. We have children with severe nut allergies; therefore, this is a simple way that we can keep each other safe.

SCHOOL FRUIT AND VEGET SCHEME

Fruit is provided by the governmental scheme for children in EYFS, Year 1 and Year 2.

MILK

Free milk is available to all children under the age of 5. This cease's on their 5th birthday. Parents are able to continue with milk if they wish by registering their child with the dairy.

NATIONAL SCHOOL BREAKFAST PROGRAMME

The National School Breakfast Programme (NSBP), funded by the Department for Education and delivered by Family Action, supports schools in England to provide children with a healthy breakfast at the start of the school day.

Children at Christ Church are offered bagels each morning to help kick start their day.

OPAL PLAY

Opal stands for Outdoor Play and Learning and is a programme endorsed and supported by Sport England. It is a program and type of play that focuses on using both natural and man-made resources to encourage children to be creative and inspired during playtime.

We are delighted to share with you that we have been awarded OPAL (Outdoor Play and Learning) Gold status! It is great to see that our play provision has been externally recognised in this way. It is a tremendous achievement and is reward for a lot of hard work and dedication.

We aim to:

- improve well being
- develop self-regulation
- increase physical activity
- aid social and emotional development
- learn to manage risk
- Have lots and lots of FUN!

For more information, visit <https://outdoorplayandlearning.org.uk/>

SAFEGUARDING

Safeguarding is everybody's responsibility

Christ Church CE Primary School takes our Safeguarding and Prevent responsibilities very seriously.

In line with our safeguarding policy and statutory guidance we have clear procedures in school for responding to any concerns about a child's safety or wellbeing.

This means that we continue to ensure that everyone working in the school has successfully completed the necessary clearances to enable them to work with our children. All our staff have completed the appropriate safeguarding training and every member of staff is Prevent trained. We also have a specifically trained team as the nominated Safeguarding and Prevent Leads within our school.

Safeguarding means:

Protecting children from abuse and maltreatment

Preventing harm to children's health or development

Ensuring children grow up with the provision of safe and effective care

Taking action to enable all children and young people to have the best outcomes.

	 Mrs R Clarke Deputy Headteacher	 Miss L Bryant Teacher/SENDCo	 Aaron Rogers KS2 Lead
Kerry James <i>Safeguarding Lead</i>	Rachael Clarke <i>Deputy Safeguarding Lead</i>	Leanne Bryant <i>Safeguarding Team</i>	Aaron Rogers <i>Safeguarding Team</i>

If you have any concerns about the safety or welfare of any child or adult, please contact any of the named people above. Our telephone number is 01934 620738. If you have any concerns over the summer holidays our email address safeguarding@christchurchprimaryschool.org.

Alternatively, contact Single Point of Access/Front Door to Children's Services: 01275 888808 or out of hours social care Emergency Duty team: 01454 615165. You can also report concerns to Avon and Somerset Police on www.avonandsomersetpolice.uk. For more information, visit <https://www.christchurchprimaryschool.org/safeguarding/>

All policies & procedures are available on <https://www.christchurchprimaryschool.org/>

UNIFORM

At Christ Church Primary School, we feel it is important that children wear a uniform to feel that they are a part of our school team. Providing children with a clean, well-presented uniform enables children to take pride in their appearance and boosts self-esteem.

We support the DFE philosophy that school uniforms and dress codes play a valuable role in contributing to the ethos of the school and in setting an appropriate school identity. The school uniform can:

- Instil a sense of pride
- Support positive behaviour
- Encourage identity with, and support for, school ethos
- Ensure pupils of all backgrounds feel welcome
- Protect pupils from social pressure to dress in a particular way
- Nurture cohesion and promote good relations between different groups of pupils

The school's preference is for items which have the school logo and these are available via our uniform suppliers of Concept Wear: <http://conceptwear.co.uk/schools/>

Alternatively, non-branded options may be purchased from other retailers, but we request that they are as close to the branded version in colour and style as possible.

If you require support for sourcing the school uniform then please speak to the school as we have some re-gifted items from ex-families that we can provide upon request.

School Uniform

- White polo shirt (with or without school logo)
- Navy blue sweatshirt or cardigan (with or without school logo)
- Grey plain trousers, shorts or skirt (no leggings)
- *Optional* blue and white checked dresses



Shoes:

- Black, flat and polishable shoes only.
- Shoes must enclose and protect toes and heels.



PE Kit: to remain in school at all times

- Black shorts - cycling shorts are acceptable
- White, plain t-shirt with no logos
- Black daps for Key Stage 1 (EYFS, Year 1 & Year 2)
- Supportive trainers for Key Stage 2 (Year 3, Year 4, Year 5 & Year 6)



In cold weather, pupils may also wear:

- Navy blue sweatshirt (with or without school logo)

- Black, plain jogging bottoms with no logos

Safety

In order to keep our children as safe as possible, the Expectations regarding our PE kits are taken from the 2016 edition of *Safe Practice: in Physical Education, School Sport and Physical Activity* (The Association of Physical Education).

- **No hoodies:** Hoodies reduce visibility and hearing ability. This increases risk of injury to children. Hoodies present the risk of being caught during the lesson resulting in potential harm to a child's neck.
- **No zip tops:** Zip tops, when opened fully, can move and blow around which can hit children in the eyes or other areas of the face causing harm.
- **No trainers, plimsolls or footwear of any type are allowed on the apparatus or when using mats:** This is because gymnastics is performed safely in bare feet. When using the apparatus, children may lose their footwear or laces may become tangled when climbing and therefore lose their grip.
- **No leggings:** These can cause friction burns when worn on mats and on apparatus. They reduce grip on apparatus and increase the risk of injury through slipping and falling.

Presentation

- **Hair:** Hair, which is longer than shoulder length or restricts vision, must be tied back using understated hair bands in neutral or school colours.
- **Nail varnish and make-up:** Nail varnish and make-up is not permitted under any circumstances. Children found to be wearing make-up or nail varnish will be asked to remove it before coming into the classroom.
- **Jewellery:** Children are permitted to wear one watch (not internet enabled) and one pair of stud earrings. The use of a watch is at the school's discretion, so if it is proving to be a distraction, then we may ask for the child not to wear it. If jewellery needs to be worn for religious or health reasons, please speak to the Headteacher. This decision is at the Headteacher's discretion.

Labelling

Please ensure that all items that come into school are clearly named so we can return them easily. We often find that children have very similar items.

ATTENDANCE

If your child is unable to attend school because of illness, please inform the school by telephone on 01934 620738 or by email at office@christchurchprimaryschool.org. If you are unable to speak to a member of staff please leave a message stating your child's name and reason for absence along with their symptoms and when they will come back to school.

Please note that you are expected to contact the school every day your child is absent.

If the school do not receive any notification regarding your child's absence, it will go on the register as an 'unauthorised absence.' Children who arrive more than 30 minutes late (after 09:05) will also be registered as 'unauthorised' for that morning's session. 10 unauthorised sessions will result in a fine.

Unauthorised absences are recorded to comply with legislation. These are reported to parents on their child's annual school report. Children with poor attendance are referred to the EWO (Education Welfare Officer.)

Getting your child to school on time really matters		
If in a school year your child is late everyday	Your child would have lost approximately	Or they would have missed approximately
5 Minutes	3 days from school	16 lessons lost
10 Minutes	5 days from school	32 lessons lost
15 Minutes	8 days from school	48 lessons lost
20 Minutes	11 days from school	63 lessons lost
30 Minutes	16 days from school	95 lessons lost

REQUESTING FOR A LEAVE OF ABSENCE

Christ Church has adopted the national guidelines on parents requested leave of absence for their children. Only exceptional circumstances are authorised.

ROARY THE LION

Every week, during achievement service, the class with the highest attendance is awarded Roary. He stays in their class all week to celebrate!

SICKNESS AND DIARRHOEA

As instructed by the Medical Officer of Health we request parents/carers ensure the following:

- A child's bowel action should have been normal for 48 hours before being sent back to school after an attack of diarrhoea.
- A child has been free from vomiting for 48 hours before being returned to school.
- A child has been free from fever, without use of medication, for 24 hours before returning to school.

POLICIES

All of our main policies are available on our school website at <https://www.christchurchprimaryschool.org/policies/> and on our MAT website at <https://www.kaleidoscopemat.co.uk/list-of-mat-policies.html> .
For more information or to request a paper copy, please see the school office.

BEHAVIOUR

Christ Church promotes excellent behaviour through the 4 school rules. We are:

- Kind
- Respectful
- Safe
- Focused

The school ethos, culture and values promote this behaviour and adults and children use this common language to ensure expectations are clear. Everyone is expected to treat each other in this way so pupils and adults can thrive in a safe environment, physically and emotionally. Expected behaviours are explicitly taught and reinforced through key habits and routines. Our whole school policy is consistently and fairly implemented. Positive behaviour is acknowledged and pupils are supported through a restorative approach to improve behaviour when necessary. Some pupils will need additional support to meet the school behaviour expectations.

Pupils are expected to:

- Behave in an orderly and self-controlled way
- Show respect to members of staff and each other
- In class, make it possible for all pupils to learn
- Move quietly around the school
- Treat the school buildings and school property with respect
- Wear the correct uniform at all times
- Accept sanctions when given
- Refrain from behaving in a way that brings the school into disrepute, including when outside school or online

Staff will respond to misbehaviour promptly and fairly to ensure the safety of pupils and restore a calm environment. Where appropriate and reasonable, adjustments may be made to routines within the curriculum to ensure all pupils can meet behavioural expectations in the curriculum.

COMMUNICATION BETWEEN HOME AND SCHOOL

I HAVE A QUESTION ABOUT...	WHO YOU NEED TO TALK TO
My child's learning/class activities/lessons/homework	Your child's class teacher
My child's wellbeing/pastoral support	The Family Support Worker/Learning Mentor
Payments	School office
School trips	Class teacher in the first instance.
Uniform/lost and found	School office
Attendance and absence requests	If you need to report your child's absence, call your school's absence line. If you want to request approval for term-time absence, contact the school office for an absence request form.
Bullying and behaviour	Your child's class teacher in the first instance.
School events/the school calendar	School office
Special educational needs (SEN)	Class teacher in the first instance. SENDCo if further meeting is required.
Before and after-school clubs	School office
Governing Board	Chair of Governors
Catering/meals	School office

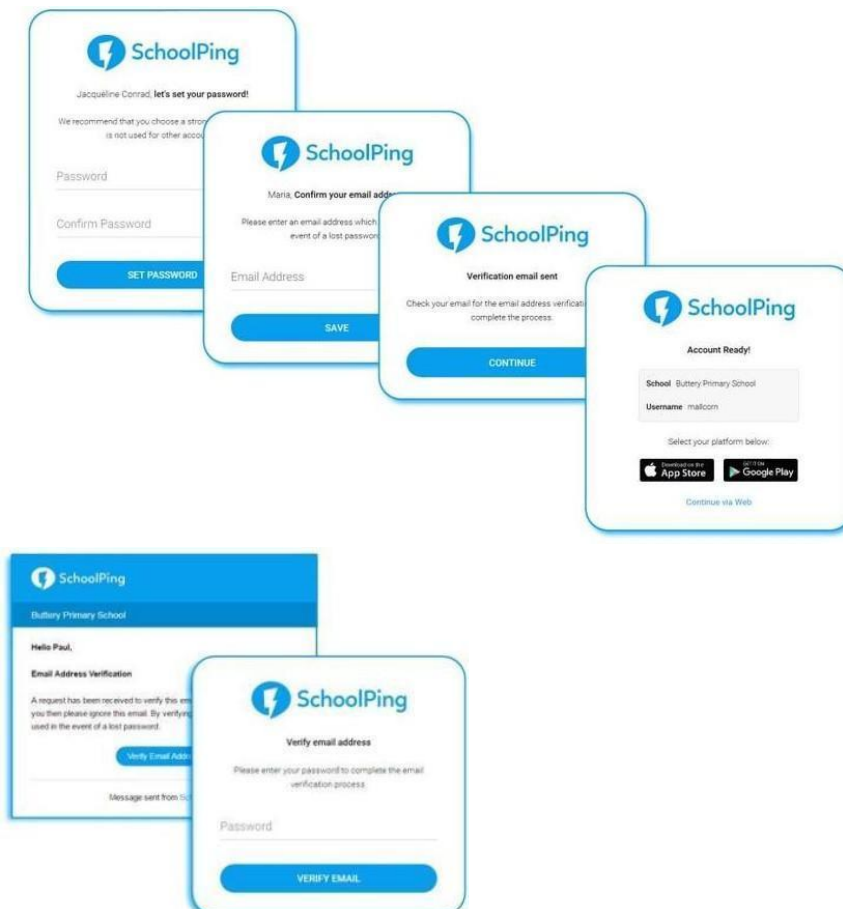
SCHOOL PING



School Ping is the main method that the school will use to communicate with you, we will use it for:

- Letters
- Parents evening
- General Information
- Events and Activities
- School closures
- Alerts and much more

1. Download School Ping in the app store (Search SchoolPing)
2. Once it has downloaded choose our school name from the list
3. Your username and password will be provided to you in the form of an email
4. Type in your username and password and click on “log in”. You will then be taken through the set up steps.
5. The final step is to verify your email address. This can be done by clicking the link which will be emailed to you. You will be asked to enter your password and then click “verify email”.



CHANGES OF CONTACT DETAILS

When your child starts school, you are asked to complete an admission form with emergency telephone numbers and other essential information. If your child is ill in school, we need to contact you quickly. Therefore, if you change address, your telephone number or email address, please notify us as soon as possible.

NO SMOKING

Smoking is not allowed within the school grounds. Please note, this also includes vaping.

NO MOBILE PHONES

As part of our Safeguarding policy we do not allow the use of mobile phones on site apart from inside the school office. Only Year sixes are allowed to bring mobile phones into school and this must be handed into the office.

SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

ENGLISH AS AN ADDITIONAL LANGUAGE

At Christ Church we aim to embrace diversity and celebrate all of the wonderful cultures, traditions and languages from around the world. The school has begun its journey into becoming a multilingual school where children can be encouraged to express their own language as well as supporting their learning of English. Working with families to ensure that the introduction to English Education is seamless and a positive inclusive experience building a strong sense of belonging including a termly Global Café. We are building a new multilingual element of the library filled with books in various languages with the aim of children taking books home to read with families in both their home language and English. Our website has its dedicated EAL page where information and advice can be sought.



All members of our school community should be treated with respect and, therefore, we must set a good example in our own speech and behaviour. Know that we work really hard for your child and we are human too!

- RESPECT STAFF AND EACH OTHER
- BE KIND, COURTEOUS AND AVOID MALICIOUS GOSSIP
- RESPECT THE BUILDING AND ENVIRONMENT
- DO NOT SMOKE OR USE MOBILE PHONES ON SITE
- USE APPROPRIATE LANGUAGE-NO SWEARING, RACISM OR SHOUTING
- PHYSICAL AND VERBAL AGGRESSION WILL NOT BE TOLERATED

TERM DATES FOR 2025-2026

TERM 1

Starts: Tuesday 2nd September 2025

Ends: Friday 24 October 2025

TERM 2

Starts: Monday 3 November 2025

Ends: Friday 19 December 2025

TERM 3

Starts: Monday 5 January 2026

Ends: Friday 13 February 2026

TERM 4

Starts: Monday 23 February 2026

Ends: Thursday 2 April 2026

TERM 5

Starts: Monday 20 April 2026

Ends: Friday 22 May 2026

TERM 6

Starts: Monday 1 June 2026

Ends: Wednesday 22 July 2026



PLEASE NOTE THAT THE SCHOOL WILL BE CLOSED ON:

Friday 3 April 2026 – Good Friday

Monday 6 April 2026 – Easter Monday

Monday 4 May 2026 - May Bank Holiday

INSERVICE DAYS – THE SCHOOL WILL ALSO BE CLOSED TO CHILDREN ON:

Tuesday 2nd September 2025

Friday 24th October 2025

Friday 19th December 2025

Monday 5th January 2026

We have two more dates left to be confirmed