



## Beacon Primary School Prospectus

**ONE TEAM.  
ONE MISSION.  
ONE FAMILY.**

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# POLICIES

A list of all statutory school policies can also be found on our school website:

- [www.beacon.bolton.sch.uk](http://www.beacon.bolton.sch.uk)
- -Safeguarding
- Proud to be Curriculum
- Attendance
- SEND and Inclusion
- Reading
- Maths
- Calculations
- Confidentiality
- Health and Safety
- Marking
- Charging and remissions policy
- PSHE
- Read, Write Inc.
- Behaviour
- Equality
- Anti-bullying
- Data Protection
- SRE
- Remote Learning
- Educational visits & trips
- Digital Strategy
- Whistle Blowing Policy
- Complaints
- Medical



# EXPECTATIONS AND STANDARDS



## CHILDREN

**In the Beacon classroom, I, as one of the pupils will...**

**At the start of the lesson: -**

1. Ensure I enter the classroom in a focused manner.
2. Ensure I am ready to learn immediately.
3. Ensure I listen to any instructions given so I am clear on what I need to do.

**Throughout the lesson: -**

4. Ensure I give 100% in every lesson.
5. Work collaboratively when required.
6. Work independently when required.
7. Ensure there is no lost learning.
8. Not disturb other children in their learning.

**At the end of the lesson:**

9. Be willing to share my learning and next steps.
10. Leave my work are tidy.
11. Leave the classroom in a calm and sensible manner.

**Whilst in the school building pupils must: -**

12. Walk at all times.
13. Greet people politely.
14. Hold doors open for adults and their peers.
15. Keep their own cloakrooms tidy.
16. Use quiet voices.

**Whilst in the school playground pupils must: -**

17. Play safely.
18. Follow the class playground games' timetable
19. If you see someone on their own ask them if they would like join in with your game.
20. No wrestling or fighting games.
21. Respect all adults.

**BE READY    BE RESPECTFUL    BE SAFE**

**BE PROUD TO BE PART OF OUR SCHOOL COMMUNITY**



## SAFEGUARDING

Keeping your children safe and free from harm is the single most important aspect of our job. If you have any concerns, no matter how minor it may seem, please come into school and speak to a member of staff. At Beacon Primary School, we aim to provide a safe, supportive and inclusive environment, which secures the well-being and very best outcomes for the children in our care. We have a duty of care to safeguard and promote the wellbeing of all children. We take this responsibility seriously and as such, we have clear systems and procedures in place to ensure that no child should suffer from harm, at home or at school. ALL STAFF have a statutory responsibility to safeguard and promote the welfare of the children. If you are worried about the safety or welfare of any young person, at home or at school, please ensure you report your concerns Ms Meekings or Mrs Broxton (our school designated safeguarding leads). The designated member of staff for child protection may refer the matter to social care, the police or any other agencies. All adults who come into contact with children at Beacon Primary School have a duty of care to safeguard the children and promote their welfare.

Please also refer to our Safeguarding , Child Protection and Encompass policy.

# CURRICULUM

All staff are responsible for raising the standards of children's attainment and achievement within each subject area and are expected to monitor and support pupil progress across the key stages. Subject leaders ensure the provision of an appropriately broad, balanced and rich curriculum which excites the children and nurtures a thirst for learning.

## READ WRITE INC.

The Read Write Inc. programmes are designed to stimulate and challenge children's thinking and create enthusiastic life-long readers and writers.

PHONICS	LITERACY & LANGUAGE
Systematic and dynamic literacy programme rooted in phonics <b>Ages 4-8</b>	A dynamic, effective way to teach all your literacy <b>Ages 6-11</b>
SPELLING	FRESH START
Just ten minutes a day for spelling success <b>Ages 7-11</b>	Proven intervention for struggling readers <b>Ages 9-13</b>

### Five key principles underpin the teaching in all Read Write Inc. Programmes:

**Participation** - our teaching strategies ensure that all children participate fully in the whole lesson – there is

no chance for children to lose concentration and miss and how it leads into the next key elements of the teaching

**Praise** – children work together, as partners, taking their teaching because they see their children make such turns to teach and praise one another and they are rapid progress. motivated by the focused praise they receive from teachers and teaching assistants

**Pace** - a lively pace keeps all the children fully engaged

**Purpose** - teachers know the purpose of every activity

**Passion** - it is easy for teachers to be passionate about

## MATHS

At Beacon, we use Power Maths to deliver the maths curriculum. This is based on the Singapore approach to mastering maths.

Power Maths is a transformational, whole-school primary maths programme based on the leading Singapore Maths series My Pals are Here, used in 100% of Singapore's state primary schools.

- Accessible pupil textbooks introduce concepts in a highly scaffolded way, enabling all children to develop critical thinking skills, make mathematical connections and become confident mathematicians.
- Built on a concrete-pictorial-abstract approach ensuring secure foundations and deep understanding of mathematical concepts.
- Uses a spiral progression to develop fluency, reasoning and problem solving and conceptual understanding for 6 mastery.

Our calculation progression documents detail how each concept is developed from Year 1-6.

# Beacon's Be Proud Curriculum - proud to be part of a learning community

## Beacon's Curriculum Intent, Implementation and Impact

At Beacon Primary School we encourage active and co-operative learning. Learning is central to all we do. We believe it is our core responsibility to ensure that our children learn, develop and are given a curriculum that is highly engaging, relevant and promotes deep thinking and the desire and passion to be a life-long learner. Our proud to be curriculum encourages children to develop a secure knowledge and learn the skills to become a scientist ... a geographer ... a historian ... an artist ... a performer ... a musician. Children are encouraged to be proud of their achievements and our curriculum design promotes many opportunities for children to develop the confidence and a positive attitude towards their learning. Each unit of study is carefully selected to ensure children have the opportunity to deepen their knowledge and remember more. There is a clear continuum of learning which builds upon prior knowledge, ensures National Curriculum coverage, is ambitious and designed to give all learners; particularly the most disadvantaged and those with special educational needs and/or disabilities or high needs, the knowledge and cultural capital they need to succeed in life. Our Proud to be curriculum is coherently planned and sequenced towards cumulatively sufficient knowledge and skills to prepare children very well for their next stage in learning. Parents play a significant part in this learning journey. Parents are informed about what their children will be learning and are offered support and suggested ways in which they can play an active role in their child's development. Work is celebrated and shared throughout the year with parents and the school community. At Beacon, our Proud to be values are explicitly linked to all that we learn and all that we do.

School Day					
Little Explorers , Nursery and Reception		Year 1, 2 and 3		Year 4, 5 and 6	
8:45am	Doors open	8:45am	Doors open	8:45am	Doors open
8.45-11.45	Morning session	8.50-9.50	Teaching session	8.50-10.00	Teaching session
		9.50-10	Break	10.00-10.10	Break
		10-11	Teaching session	10.10-11.10	Teaching session
11.45-12.30	Lunchtime	11-11.10	Break	11.10-11.30	Assembly
12.30-3.30	Little Explorers and Nursery Afternoon session	11.10-11.30	Assembly	11.30-11.40	Break
		11.30-12.15	Teaching Session	11.40-12.30	Teaching Session
		12.15-1.00	LUNCH	12.30-1.15	LUNCH
3.15	RECEPTION Home time	1-2.00	Teaching Session	1.15-3.15	Teaching Session
3.30	Little Explorers/ Nursery Home time	2-2.15	Break		
		2.15-3.15	Teaching Session		

**REGISTERS** – Class registers are a legal document and as such **MUST** be completed on time. School registers open at 8.45 (Nursery)/8.50 am (School) and close at 9.15. Afternoon session registers open at 12.30 (Nursery) 1.00 (KS1) and 1.15 (KS2). Any child arriving late after registration closure will be marked with U as per attendance policy guidance.

## **EDUCATIONAL TRIPS & VISITS**

At Beacon we plan a variety of educational experiences for children throughout the academic year. As well as educational visits linked to curriculum areas, the children also have the opportunity to participate in trips which reward outstanding effort during each term. We do not arrange trips for children which are not linked to the curriculum.

When planning educational visits and trips:

- Produce a costed plan to ensure affordability
- Complete a risk assessment.
- Parental consent forms received from parents/carers.
- Emergency contact details available for all children on the trip/visit.
- Any family in receipt of Pupil Premium may request support for payment from this additional funding.

Children who are new to Beacon need to sign the consent form for trips within walking distance of the school. These can be found in the new starters induction pack which is distributed to all new children/families.

**Our Educational Visits Co-ordinator is Mr Cowburn**

## **COMMUNICATION WITH PARENTS**

All our notices for parents, letters, newsletters etc. are sent out via Arbor and new parents and staff will be sent a link via email, inviting them to register for the service.



# SICKNESS AND ABSENCE

Please contact the school office by phone (01204 333545) or email ([office@beacon.bolton.sch.uk](mailto:office@beacon.bolton.sch.uk)) if your child is unwell and will be absent from school. We have a dedicated member of staff, Mrs Broxton who works closely with our families and monitors attendance and punctuality. Mrs Broxton is also available to offer extended support to families who may require additional help with attendance and punctuality.

## INCIDENTS/ACCIDENTS

Any incidents and accidents should be recorded and parents will be informed by text message of any administration of first aid via Arbor and /or verbally on pick up.

All staff have been trained in Paediatric first aid and all children will be given the opportunity to complete first aid training as part of the Greater Manchester local initiative. School always ensures that a registered and qualified first aider is on site and available at all times. Beacon Primary School first aiders are Mr Leaf and Mrs Turnbull.



# ROLES AND RESPONSIBILITIES



Headteacher- Ms D Meekings

Assistant Principal – Mr P Cowburn

Assistant Principal – Mrs C Thomas

SENDCo – Mrs K Topping

Year 6 – Mr P Cowburn (Support Mrs J Turnbull)

Year 5 – Miss J Martin (Support Mrs H Smith)

Year 4- Mrs E Crawford

(Support Miss R Greenfield, Mr A Monks, Mrs J Franklin and Miss H Crump)

Year 3 – Miss E Naylor (Support Mrs L Murray)

Year 2 – Miss G Lever (Support Mrs V Donaghy)

Year 1 – Mrs C Thomas (Support Mrs Broxton)

Reception – Mr P Dunn (Support Miss Foulkes, Miss Meekings)

Nursery – Miss J Smith (Support Miss McGrillen and Miss Bradburn)

Little Explorers–Miss A Daly (Support and Mrs Neath)

PPA Support Teacher – Mrs J Turnbull

Children's Champion – Mrs R Broxton

School Midday Supervisors

Miss E Taylor

Mrs M Neath

Office Assistant- Miss S Howcroft

Caretaker – Mr R Leach

Premises Staff

Mrs J Leader

Mr A Smith

## **HOMEWORK AT BEACON**

We encourage children to complete weekly homework – This should be provided on Friday and returned by Wednesday. We have a creative approach to homework activities, building on our Rainbow Challenges. Children benefit from reading frequently (EYFS/KS1 – 10-15 minutes per day and KS2 15-30 minutes per day). We also support children to access our remote education offer by providing weekly work on Microsoft Teams. All children will be given password to log on to Oxford owl, Sumdog, TT Rockstars, Purple Mash and Accelerated reader.



## **COLLECTIVE WORSHIP**

Each day children come together for assembly time to reflect and join together as a family. This is a time when the whole school or groups within the school meet together to engage in relevant, meaningful experiences, providing opportunities for the children's spiritual, moral, social and cultural development.

Monday – Headteacher Assembly

Tuesday – Theme and Singing

Wednesday – Class Assembly

Thursday – Key Stage Assembly

Friday – Proud Assembly

## **BEACON GUIDING LIGHTS**

We have carefully coached a number of children alongside our wellbeing teacher to become guiding lights – these children showcase and lead mindfulness and meditation sessions to other classes throughout the school week.

## **ONLINE LEARNING**

As part of the Forward As One Digital Strategy we encourage our pupils to access online learning tools such as Purple Mash, LBQ, Sum Dog, Oxford Owl, Read Write Inc, Active Learning Power Maths, Microsoft Teams, and TT Rockstars. We also have access to Britannica and Historical and Geographical Association.

These sites provide a secure platform for pupils to develop their reading, writing, and maths skills.

**PARENTS' MEETINGS** – Each term school hold Parent Consultation meetings to update and share key learning and termly reports. Our RAG (RED, AMBER, GREEN) mentoring system clearly communicates how well each child is progressing both academically and attitudinally.

**SEND** pupils receive additional pupil passport meetings arranged each term with parents to ensure we work together on individual targets.

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## ENRICHMENT

The extra-curricular life of Beacon Primary School is rich and varied. A wide range of activities are offered to the children, either at lunch time or after school, providing children with the opportunity to meet, teach and learn from each other in a relaxed and perhaps less academic atmosphere.

Children can pursue their interests in:

Art, sport, science, music, mindfulness, and their local environment.

We are also proud of the opportunities for children to participate in a wide range of sporting, dramatic and musical performances throughout the year.

## ARBOR

At Beacon we use Arbor for the school MIS system . This records all attendance, pupil data and assessment information. We also use Arbor to record all key SEND provision and information. Arbor is also used as a primary tool to communicate with parents via text or email and to share school reports.

All payments for school breakfast club, uniform, trips or fees are also authorised and paid through the **cashless** system on Arbor.

## COMMUNICATION STRATEGY

As a member of Forward As One Trust we actively use MS Teams as our communication strategy and every member of staff has a work email address assigned to them. At Beacon we regularly collaborate across the Trust in a variety of learning communities and these are set up in channels as follows:

