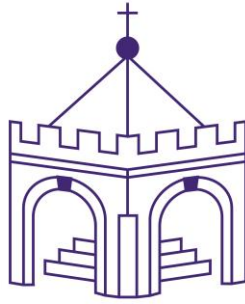
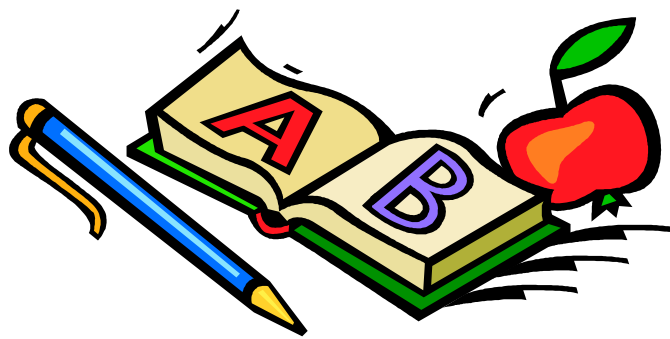


KING INA



CHURCH OF ENGLAND ACADEMY



Guide for parents 2019 - 2020

*King Ina Church of England Academy
aims to:*

*Develop happy, hardworking learners to achieve their full potential
in a secure Christian environment.*

Infants:

Etsome Terrace,
Somerton,
TA11 6LY
Telephone: 01458 272537
kinginainfants@educ.somerset.gov.uk

Juniors:

School Lane, Kirkham Street,
Somerton,
TA11 7NL
Telephone: 01458 272587
kinginajunior@educ.somerset.gov.uk

Headteacher: Mrs Suzie Svenson

Chair of Directors: Mr David Speed

www.kingina.somerset.sch.uk

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Welcome

Welcome to our new school guide for parents for the academic year starting in September 2019. We hope this prospectus will provide you with all the essential information you might need about our Academy, as well as offer a brief insight to what life is like here at King Ina Church of England Academy.



Country Dancing on Wells Cathedral Green

King Ina Church of England Academy is for four to eleven year olds, with the additional provision of our Owlets pre-school for children from two years old.

Within our secure Christian environment, our vision is to develop healthy, happy, motivated learners who aspire to achieve their full potential and who look to the future with confidence.

Our creative curriculum enables children to learn through hands on, practical experiences, encouraging enquiring minds and a thirst for learning. We provide a range of enrichment opportunities including themed days, charity fundraisers, sporting and artistic events and we work closely with members of the local community to enhance the children's learning.

We have selected 6 school values that we want the children to learn about during their time at King Ina Church of England Academy:

- Believe - We **hope** for a better world where everyone is kind and respectful of each other and we believe in a bright future.
- Determination - We use **endurance** to be the best we can be and never give up.
- Friendship - We are friendly, caring honest and supportive to all in our community.
- Calm - We are **peaceful** and have healthy minds and bodies that help develop our well-being.
- Eco-friendly - We respect, love and care for the world God **created** for us to live in.
- Community - We work together as a team in all that we do in our school and wider community.

We provide high quality nurture and guidance, to support every child's needs across the academy and we work in partnership with parents for the very best outcomes for the children.

If you would like to visit our academy, please contact the office staff who will arrange a suitable time for you.

Suzie Svenson

Headteacher

School Times, Terms and Holidays

The School Day

Children should arrive at school at 8:40 am when the school is opened and, unless engaged in an after-school activity, the children are expected to be off the premises by ten minutes after the end of school.



KS 1 children at work

School Times:

SESSION	INFANTS	JUNIORS
Morning	8:50 am – 12 noon	8:50 am – 12:15 pm
Break	10:30 – 10:45 am	11:00 – 11:15 am
Lunch	12 noon - 1:00 pm	12:15 – 1:15 pm
Afternoon	1:00 – 3:00 pm	1:15 – 3:15 pm

The School Year -2019/2020

Term 1

2nd September to 25th October 2019

Term 2

4th November to 20th December 2019

Term 3

6th January to 14th February 2020

Term 4

24th February to 3rd April 2020

Term 5

20th April to 22nd May (May Day 08/05) 2020

Term 6

1st June to 20th July 2020

There will be no school on In-Service Training Days, (INSET days) of which there are five in a school year. If a Bank Holiday occurs on a day that would otherwise be a normal school day, there will be no school.

INSET Days for 2019/20:

2nd September 2019

25th October 2019

14th February 2020

29th June 2020

20th July 2020

Attendance

Here at King Ina Church of England Academy, we encourage our children to attend school every day in order to fulfil their potential as long as they are fit and healthy. Parents have a legal responsibility to ensure that children attend school regularly and arrive on time, properly equipped and ready to learn.

Illness and Medical Absence

If your child is absent from school if they are unwell or for a medical reason, parents must phone the office first thing in the morning.

Absence and Leave in term time

Parents should be aware that holidays during term time will only be authorised in exceptional circumstances. All requests should be made to the Headteacher in the form of a letter, clearly stating the exceptional circumstances. The decision whether or not to authorise the absence, will be at the discretion of the Headteacher. Please note that unauthorised absences for holidays taken during term time **may** result in a Penalty Notice being issued by the Local Authority. This equates to £60 per parent, per child.

For full details please see Appendix 'Attendance Policy'.



KS1 children at work



KS1 and KS2 children working together

Safeguarding Children

We at King Ina Church of England Academy take our Safeguarding responsibilities very seriously. This means that we ensure that everyone working in the school has successfully completed the necessary clearances to enable them to work with your children. All our Academy staff receive safeguarding training and our Designated Safeguarding Lead is Mrs Suzie Svenson and Deputy Safeguarding Leads are Miss Hedda Walker, Miss Ruth White and Mrs Alison Peasey (Owlets).

We would always hope to share any concerns we may have about your child with you at the first opportunity. We hope you will also share any concerns with us about your child, or any other child. Part of our legal duty to safeguard your children, may also include us needing to consult with and take advice from other agencies such as the Police or Children's Social Care, should the need arise.

By working closely together with you and our partner agencies, we firmly believe that we will continue to offer a safe learning environment for all our children.

Religious Education

Collective Worship is held daily and includes Praise Assemblies, Hymn Practice and Class Worship.



KS2 trip to Wells Cathedral studying Art

Some assemblies are held in the Parish Church on certain Festival days (e.g. Harvest, Christmas and Easter). The Infant Nativity and Junior Christmas Carol Services are held in the church so that as many parents as possible are able to attend.

Although we are a Church of England Foundation, the school fully acknowledges and accepts the responsibility for pupils of other denominations. In accordance with the terms of the Education Act 1944, parents have the right to withdraw their children from receiving Religious Education at school if they so wish. Any parent who wishes to do so must write to the Headteacher.

Since September 2001 the school has followed the agreed County Syllabus for Religious Education.

Relationships and Sex Education

Parents are sometimes concerned about Sex Education. We believe that the role of the primary school is to ensure that questions are honestly answered at the right level of the child's understanding and without emotional overtones. Our curriculum includes an element of health education. In this sphere of education, the school has no intention of usurping the parent's role or duty.

Equally important is the whole ethos of the school and its emphasis on caring relationships and the acknowledgement of other people as individuals. We are always happy to give parents more details of the programme.

Homework

The Children will be asked to complete some homework tasks to support the work that is being undertaken in class or to help with the current class topic.

Children are also encouraged to learn basic Maths (e.g. times tables) and new words, practise their handwriting, spellings and read at home.



KS1 World Book Day



KS2 Roman Day

School Excursions

Classes are sometimes taken on excursions during the school day. On each occasion, a letter giving full details of the excursion, including a parental consent form, is sent home to parents.

The Academy has a policy for charging for school activities. A copy of this policy is available on our website for any parent who may wish to consult it.

All trips 'mainly in school time' will be supported by voluntary contributions from parents. The school may cancel trips, even those of an educational nature, where sufficient contributions are not forthcoming.



Kestrels Class visiting Stonehenge for an Art project

Throughout the year we also invite theatre companies to visit the school and the children may also have the opportunity to experience talks by visiting speakers.

Residential Trips

Every year all KS2 children will be offered the chance to take part in a residential trip. In the last year our Years 3 and 4 children have spent two nights away at the Kilve Court Residential Centre, the Year 5 children have spent two nights in the PGL centre at Osmington Bay and the Year 6 children have spent 4 nights in London seeing the sights and exploring some incredible places. Details of residential trips are circulated at the beginning of the school year.



Years 3 & 4 residential trip to Kilve Court



*Year 5
residential
trip to
Osmington
Bay*



Year 6 residential trip to London

Special Educational Needs and Disabilities (SEND)

The education of children with special needs and disabilities is a key challenge for any school, and important to the creation of a fully inclusive society. Where appropriate, King Ina aims to give special help to children with specific or general learning difficulties **and** to very able children. Pupils are mainly supported within the classroom by their class teacher and teaching assistants. All children have access to the National Curriculum and the work set will match individual pupils' needs and abilities.

Children with particularly severe learning and/or behavioural difficulties may, with their parents' consent, be referred to the Educational Psychologist.

Disabled pupils are given equal access to the school and curriculum as their more able-bodied peers. King Ina Church of England Academy is proud of its ability to integrate such pupils and to provide them with a valuable educational experience in a mainstream environment.

Pupils with special needs are supported with appropriate care funded from the Education Funding Agency, Somerset County Council and the school's delegated budget for special needs and disabilities.

Health Matters

Illness

In the event of a child being taken ill at school, the parent will be informed immediately. The school has a medical room on both sites but no resident nurse and therefore parents may be requested to collect sick children as soon as possible. Staff will administer prescribed medicines but only after consultation with parents and following completion of a consent form.

Accidents during School Time

Children who sustain minor injuries such as small cuts, grazes and bruises will be given first aid by a qualified member of staff. In the event of a child sustaining a more serious injury, first aid will be given by a qualified member of staff and parents will be immediately informed. In the event of parents being uncontactable, medical help may be sought from the local GP's surgery or the emergency services.

All accidents will be recorded in our Accident Book.

Head Bumps

All head bumps will be recorded in our Accident Book and the child will come home wearing a dated 'Head bump wrist band'. Serious head bumps will be followed up with a phone call to parents who should follow usual concussion advice being alert to dizziness and sickness.

Head lice

Head lice is an ongoing problem which affects practically all schools. We do request that parents are vigilant in respect of checking their child's hair for lice and eggs regularly. Any incident of head lice should be treated immediately and the school informed. If head lice are discovered in your child's hair during the school day, parents will be contacted and asked to collect their child, treat their hair and bring them back to school. Information about treatment is available from the school office.

School Uniform, Clothing and Personal Property

The school is justly proud of its pupils and their achievements and our school uniform reflects this. Please select from the following list.

Blouse/Shirt*	White short-sleeved polo shirt or white blouse or white shirt
Jumper/Cardigan*	Royal blue V-necked jumper or cardigan
Skirts/Pinafore Dresses	Royal blue tartan kilt, pleated skirt and pinafore dress available from Schoolwear and More in Yeovil, or plain grey
Trousers/Shorts	Grey
Socks	White, dark grey or black
Tights	Grey or black
Shoes	Sensible, in black, or Sandals, sensible, in brown or white
Dresses	Royal blue gingham check
School Tie (Optional)*	Available from the school office or Schoolwear and More
P.E kit	Navy blue shorts, white 'T' Shirts, plimsolls ('daps')/trainers, optional royal blue Hoody*

*Uniform with the Academy logo is available from Schoolwear and More (from 12th July), in store at: 10 Wine Street, Yeovil, BA20 1PW or via: www.schoolwearandmore.co.uk and Tesco via: www.myclothing.co.uk

Please ensure that all clothing is clearly marked with a name label.

Hair Accessories – small clips or bands for practical purposes, no over-sized, large bows or other accessories.

Pupils should not wear nail varnish to school or use coloured hair dye.

Jewellery

As it is impossible for staff to be responsible for any jewellery worn by individuals, we request that children do not wear any to school.

For reasons of health and safety children with pierced ears must wear 'studs' only during school time, and must remove their earrings during P.E. lessons.



Owlets at Play

Lost property

All items should be clearly marked with the name of the child. This applies to lunch boxes as well as clothing. Please check **each term** that the name is still clear.

No responsibility can be accepted for lost items in school such as watches and other personal possessions. Unmarked items will be retained at school for one term only.

Money

King Ina Church of England Academy is a cashless and chequeless academy. On joining our Academy, all parents are given log on details to enable them to use our on-line payment system, ParentPay, accessed via www.parentpay.com for all payments including lunches, trips and clubs.

Your child may need to bring cash in to school for fundraising activities. The academy does not accept any responsibility for monies lost.

School Lunches:

The children on each site eat lunch with their friends in the school hall, with those having hot meals and packed lunches sitting together.

Hot lunches are produced on the Junior site every day. These are provided free for Infant children under the Universal Infants Free School Meals scheme, and cost £2.55 per day for Junior children. Families in receipt of Income Support may be entitled to free school meals. To check for eligibility please apply either using the 'Free School Meals in Somerset' form, available from the school office, or online at: www.somerset.gov.uk/freeschoolmeals.

Menus are published on our website and ParentPay every half term and must be ordered by the Wednesday the week before they are required via www.parentpay.com.

Pupils may prefer to bring in a packed lunch, which should be healthy. For healthy packed lunch ideas please go to www.nhs.uk/change4life/recipes/healthier-lunchboxes

Children are only allowed to remain in classrooms at break or lunchtimes if supervised.

Other Activities & Facilities

House System

All children will be assigned to a house when joining the Academy. House points are awarded for work, conduct, social behaviour and effort. There are a variety of inter-house competitions held throughout the year covering all aspects of the sports curriculum.



*KS1 children attending the
Wells Cathedral Country Dancing Festival*

Club Activities

King Ina Church of England Academy offers some after-school clubs on both sites and the Junior site runs a Breakfast Club on Mondays, Wednesdays and Thursdays and some lunchtime clubs. Details of each lunchtime and afterschool club and any cost involved together with a parental consent slip are sent home with the children at the end of each term ready for the club to start at the beginning of the next term.

Places for **Breakfast Club** are limited. All Bookings are made via ParentPay and must be placed by the Wednesday the week before they are required.

Music Tuition

Individual musical instrument tuition can be arranged on the Junior site with Mrs. Faulkner.

Lessons can be provided for a range of musical instruments, however, parents are required to pay for these lessons.

Details are available from the school office.



KS1 children at work

Accelerated Reader Scheme

Year 2 children on the Infant site and all children on the Junior site operate the Accelerated Reader Scheme, which can be accessed at home and school. Further information about this scheme will be sent out at the beginning of each school year.

Sports Fixtures – on and off site

Our Junior children regularly take part in home and away sports fixtures, these fixtures are usually against other schools in the Huish Community Learning Partnership (CLP). Details of these events are sent home to parents whose children are invited to participate, with a parental consent return slip. No pupil is allowed to take part without the permission of his or her parents.

Often parents will need to make their own transport arrangements to away fixtures, by sharing lifts with other parents or transporting their own children. A list of those children taking part will be included on the letter sent home so that parents can make arrangements.



Year 3/4 Girls Football Champions



Year 3/4 Boys Football Finalists

Charity Fundraising

We encourage the children to think about events in the wider world and throughout the year the Academy will take part in a variety of charity fundraising days.

We encourage all the children to take part in these events but there is no obligation. Most of these events involve a mufti day with a payment which goes direct to the charity. In recent years we have supported Children in Need, British Legion Poppy Appeal, Christmas Jumper Day, Dementia UK, St Margaret's Hospice, the Shoe Box Appeal and held a charity 'Bake Off' event with money going to five charities chosen by the children.



KS1 children meeting a guide dog after a fundraising event

Parents, Teachers & Friends Association

The school is fortunate to have a very active PTFA, providing a link between the Academy, the parents and the wider community.

The PTFA has an important role within the life of the school, as well as organising invaluable fund raising activities and social activities for the whole school community. The funds raised enable the academy to provide extra resources and activities to enrich the curriculum of the school.



Owlets at play

Elections to the committee are held at the Annual General Meeting at the beginning of each academic year. The committee is supported by a group of helpers who help at events throughout the year. All parents are members of the Association and we hope that you will be able to support the Committee and the events organised. All the monies raised are used for the benefit of the pupils.

Complaints

We sincerely hope that your child will be very happy at King Ina Church of England Academy and that day to day problems can be sorted out quickly by contacting the school.

Nevertheless, there is a formal complaints procedure to deal with complaints from parents in relation to the curriculum, religious worship in schools, or indeed other school matters. The Academy's Complaints Procedures Policy is available on our website.

Staff Information for 2019/20:

Headteacher:	Mrs Suzie Svenson
Deputy Headteacher:	Miss Hedda Walker
Class Teachers:	Mrs Nicole Billenness
	Mrs Sarah Haigh- EYFS
	Miss Tiffany Chandler
	Miss Lisa Cardwell
	Miss Abigail Dare
	Mr Oliver Feltham
	Mrs Jo Gay
	Mrs Laura Ruddie (SENCo)
	Mrs Jackie Slade
	Mr Brian Smith
	Miss Louise Smith
	Mrs Jodie Stock
	Mr Chris Tune
	Miss Ruth White
Business Manager	Mrs Lisa Watts
Junior Administration Officers	Mrs Michelle Goode Mrs Susan Harrison
Infant Office Manager	Miss Kate Pettemerides
Finance Officer	Mrs Lucinda Langdon
Caretaker	Mrs Vanessa Raybould
Catering Manager	Mrs Gosia Ostroga
Designated Safeguarding Lead	Mrs Suzie Svenson
Deputy Designated Safeguarding Leads:	Miss Hedda Walker
	Miss Ruth White
	Mrs Alison Peasey (Owlets)
Chair of Directors	Mr David Speed