



Eastern Primary School

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Headteacher: Louise Jefford

Deputy Headteacher: Mr Steve Manley

Chair of Governors: Mr Des Clarke

Local education authority maintained community school



Hello parents, carers, families, and friends.

Welcome to Eastern Primary School!

This prospectus will provide you with general information about our school. Choosing the right school for your child is vitally important. We all want our children to be first and foremost, happy and safe, and we must ensure that they are provided with a good education. Here at Eastern, we have a dedicated, hardworking team who share the vision for the school and its pupils.

Vision

Eastern Primary is a caring, safe, happy and inclusive school where children learn through inspiring and meaningful experiences. A school that opens its doors to a community, in partnership, that supports children to become independent, responsible, respectful citizens of the future.

Friends together learn forever

We are very proud of the way in which we work together to meet the needs of all our pupils, regardless of ability, race, gender or disability. We are sure your child will be happy at Eastern and when your child starts at the school you enter a successful partnership between school and home. We value the opportunity to work alongside you in educating your child. Please do not hesitate to contact us if you need any further information or would like to visit the school. Let's work together to benefit your child.

Yours truly,

Louise Jefford

Headteacher

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1. Admission and Induction Policy

We are an inclusive school that welcomes children from all backgrounds and abilities and we follow the LEA admission regulations. This can be found on the Neath Port Talbot council website:



<https://www.npt.gov.uk/media/11671/nptcbc-community-school-admission-arrangements-2020-2021.pdf>

At Eastern, children can start nursery school the day after their third birthday, space permitting. It is the school's policy to admit nursery age children after preliminary visits which will be arranged by the nursery teacher. It is important that the arrangements remain flexible to cater for the needs of the individual child. **It should be noted that gaining a place in nursery does not automatically guarantee a place in the full time Reception class.**

In the autumn term before the child is due to start full time school parents receive a copy the admissions regulations and an application pack from the LEA as admissions are dealt with centrally. The application for entry into the main school should be sent directly to the LEA. After accepting a place at any age, children and their parents will be invited into school to meet the staff and find out about school procedures.

Here are some links for admissions.

Parents guide to admissions -

https://www.npt.gov.uk/media/5104/online_application_guidance_for_parents.pdf

Nursery school admissions - <https://www.npt.gov.uk/2255>

Primary school admissions - <https://www.npt.gov.uk/6573>

In year admissions - <https://www.npt.gov.uk/7177>

After the child has been admitted to school, parents will be invited to parents' meetings where they will have the opportunity to speak to staff about their child's development. On entry at nursery there is regular communication between school and parents to ensure children settle well and are happy in school. Sometimes children come to Eastern due to a change of home address or change of circumstances. This is called an in year transfer and pupils are introduced

to the school sensitively to ensure they settle into the school routines. The school has an induction procedure for new pupils, to help answer any questions they may have.

We are committed to establishing a partnership with parents and for this reason we ask that all parents enter into a home – school agreement. This will be shared with you when your child starts school. A copy of this home school agreement can be found in the parents’ section of this prospectus.

2. Who works at Eastern Primary?



Teaching Assistants

Vicky Jenkins
Ellen Davies
Nicholas Houten
Jane Cole
Jackie Baker
Karen Garlic
Julie Davies

Breakfast Club

Claire Lane
Irene Bissett
Vicky Jenkins

Kitchen Staff

Irene Bissett
(cook)
Claire Lane
Katerina Lewis

Cleaning Staff

Paula James
Katerina Lewis

Teaching Staff

Louise Jefford
(Headteacher)
Steve Manley
(Deputy Headteacher)
Lisa Jones
(senior teacher)
Rhian Thomas
(senior teacher)
Luke Cross
Stacey Fry
Rebecca Wall
Sophie Davies
Natasha DeClaire

Governing Body

Community governors -	Des Clarke (Chair) Alan Prosser Margaret Potter
LEA governors -	Anthony Taylor (Vice chair) Rachel Taylor Ken Tucker
Parent governors -	Rhian Waters Christine Pinchess Alison Thomas Vacancy at time of print
Teacher governor -	Steve Manley
Staff governor -	vacancy at time of print
Headteacher -	Louise Jefford

Administration Officer

Christine John

School Bursar

Gail Smith

Caretaker

Katerina Lewis

3. Attendance



Regular attendance at school is very important for all the pupils. Good attendance is encouraged from day one at nursery as this is where the foundations are laid for learning. Pupils should only miss school if they are unwell or for a recognised religious holiday. If your child is absent for any reason please you will need to inform school as soon as possible. This can be done by telephone or email. If we do not hear from you a text message is sent to ensure that you are aware that your child is not present when the register is taken.

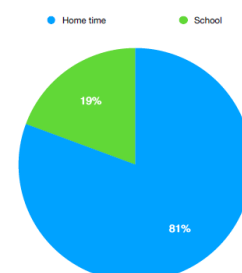
If your child has an infectious illness you will need to inform the school so that we can act accordingly to keep others well. Some illnesses also have to be reported to the local health board which we will do when the information is provided by the parent.

Attendance figures over the last three years			
	2016-17	2017-18	2018-19
Eastern Primary	93%	93.2%	93.5%
Neath Port Talbot	94.7%	94.1%	94%

Punctuality

It is important that your child comes into school for the start of the day at 8.50am. It is not good for the children to be starting late as they get upset, they miss out on the greetings with friends and they also miss out on early morning learning time. It also develops good habits for later life. Children can miss a lot of learning time if they are late regularly.

Your child only spends 19% (green section) of the weekly hours in school. 81% is at home. So, if your child is late every day their education time is even less! One day absent and your child only has 15% of the week in school.



4. Our School Day

Breakfast Club



Your child can have breakfast with us in school if they wish. The doors open at 8.10am and last entry is 8.20am. Toast, cereal, fruit, milk and water are available for the pupils,

all free of charge. It is a great time for the children to socialise with their friends before the start of the school day.



Nursery – part time

Morning Nursery session begins at 8.50 a.m. and ends at 11.20 a.m.

Afternoon Nursery session begins at 1 p.m. and ends at 3.20 p.m.

Full time school – Reception year and years 1 to 6

- | | |
|---------|-----------------------------------|
| 8.50am | The school day begins |
| 10.30am | Playtime |
| 11:40pm | Infant children begin dinner time |
| 12.00pm | Junior children begin dinner time |
| 1.00pm | Afternoon session starts |
| 3.20pm | The school day ends |



The end of the school day

It is important to ensure that all the children are collected safely so it

is crucial that parents/carers do not take their child without the teacher's knowledge. **We need to ensure pupils are safe.** You must inform the school who is allocated as a safe person to collect your child from school. Forms provided by school are completed by parents/carers for this purpose.

5. The Learning Environment

Teachers continually strive to create stimulating learning environments in school. The curriculum is taught in a variety of ways. It is usually taught through a topic but some subjects are taught individually.

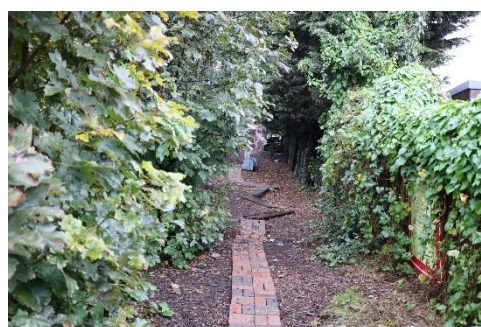


A variety of teaching styles will also be used. These include individual, group and class based work, depending on what is most appropriate at the time. Teachers also strive to deliver the curriculum in a way that takes account of children's learning styles.

The essential skills of literacy, numeracy and ICT will be taught across the curriculum and pupils are encouraged to become creative thinkers and independent learners.



Play is a valuable means of learning for young children. Play



based and activity based learning will be evident throughout Foundation Phase (Nursery, reception class and years 1 and 2). Pupils across the

school may well be taught curriculum subjects through the use of the outdoors and in Foundation Phase pupils are asked to provide wellington boots and waterproof coats so that pupils are able to take full advantage of our outdoor environment. Key



stage 2 children (years 3, 4, 5 and 6) will also work outdoors sometimes so a waterproof coat would be useful for them as well.



Our Curriculum

Children in Foundation Phase will be working on a curriculum which includes the development of numeracy, literacy, Welsh and social skills. In Key Stage 2 children will be following the National Curriculum with an emphasis on developing their key skills and thinking skills. All children are encouraged to become independent socially, developmentally and in their learning. This can be supported at home also to give your child a better start.



years

The National Curriculum is divided into Key Stages.



Foundation Phase: ages 3 – 7 years

Key Stage 2: ages 7 – 11

The National Curriculum subjects are:

English, Mathematics, Science, Information and Communication Technology, Welsh, History, Geography, Physical Education, Art, Music and Design Technology.

Religious Education and Personal and Social Education are also taught.



to be covered over the term.

Pupils follow a topic-based approach to learning and at the beginning of each term teachers send home a letter outlining the work

Sex Education

From an early age children are taught about their bodies through the personal, social and science curriculum. As children progress through the school they have access to more detailed information, if it is appropriate to their stage of learning. The school health nurses give an informative talk to pupils during Years 5 and 6 about puberty and personal hygiene. If any parent has any concerns regarding sex education they are welcome to speak to the Headteacher to discuss it further. If parents/carers do not wish their child to take part in these sessions they would need to inform the school in writing.

Welsh

Use of Welsh language

At school Welsh is taught as a second language throughout Foundation Phase and KS2. We endeavour to promote our language and culture by creating an appropriate atmosphere with the use of displays, signs and pupils' work. The children will be encouraged to use the Welsh they learn around the school and they will learn to read and write in Welsh. Parents can request that their child be exempt from the teaching of Welsh in special circumstances. It is the local authority who will authorise any change to the child's education plan.

P.E. / Sport



We place every emphasis on the P.E. curriculum with games, gymnastics, dance and swimming. Skills are taught progressively throughout the school and team games are promoted. These include rugby, football, cricket and netball. The school takes part in as many local competitions as possible and representing the

school is recognised as a privilege equal to academic and artistic achievement. We are fortunate to have use of playing fields at Wood Street and after school sports clubs are provided as much as possible.



Homework

We believe that when learning is most successful, children are actively engaged and enjoy what they are doing. We encourage all

children to undertake learning at home. We encourage parents and carers to read ‘to’ their child and also ‘with’ their child every day. We listen to parents’ views about homework and our policy is one which suits the needs of all. The school subscribes to “Sumdog” which can be accessed at home. You will be provided with a log-in and password for your child. On this website children can practice maths, reading and writing at the appropriate level for their learning. Teachers have access to the site to monitor how well the children are doing at learning at home also. On occasions your child’s teacher may provide additional homework to help with a specific need your child may have, but if you are in any way concerned we do encourage you to come into school to speak with the class teacher.

6. Assessments

Teachers continuously assess the progress of each child and records are kept. These records are available at any time if parents wish to see them.

On entry to the Nursery and Reception Class children will be assessed using a Base-line Assessment. National tests are taken yearly from Years 2 to 6 and individual children’s progress is tracked.

National Curriculum Assessments take place at the end of the Foundation Phase and Key Stage 2 and this is based on teacher assessment. The most recent school results can be found at the back of this booklet, together with the latest available national results.

Pupils are also encouraged to assess their own progress and learning. Individual targets for improvement are given to pupils from Year 3 upwards.

Parents will always be informed of their children's progress and achievements. Any parent wanting more information about any aspect of the curriculum is welcome to see the class teacher or Headteacher.

End of Key Stage Results 2018/19

Pupil Numbers/Gender	2018/19			
	Boy	Girl	All	Each Pupil
All School (Plasc)	110	80	190	
Year 2 (May)	17	8	25	4.00%
Year 6 (May)	19	5	24	4.17%

Foundation phase teacher assessment results	2018/19
FPI (Foundation Phase Indicator)	68.00%
LCE 5+ Language & communication English outcome 5+	68.00%
LCE 6+ Language & communication English outcome 6+	12.00%
MD 5+ Mathematical development outcome 5+	80.00%
MD 6+ Mathematical development outcome 6+	16.00%
PSD 5+ Personal & social development outcome 5+	80.00%
PSD 6+ Personal & social development outcome 6+	28.00%

Expected level for end of foundation phase is outcome 5.

Key stage 2 teacher assessment results	2018/19
CSI (Core subject indicator) Level 4+ in all 3 core subjects	79.17%
English Level 4+	79.17%
English Level 5+	20.83%
Maths Level 4+	83.33%
Maths Level 5+	33.33%
Science Level 4+	83.33%
Science Level 5+	20.83%

Expected level for the end of key stage 2 is level 4.

National test results	2018/19	
Standardised scores	Greater than 84	Greater than 115
English Reading	75.00%	5.00%
Maths Procedure	n/a *	n/a *
Maths Reasoning	70.00%	4.17%

*results not yet published at time of print

Expected score is above 84. Those with a score of over 115 are identified as more able and talented.

Need comparison table for national against school – teacher assessment

7. Transition Arrangements

We have good links with Ysgol Cwm Brombil, which is the secondary school that our pupils attend when they leave at year 6. This includes open days and events for pupils and their parents to attend, visits to the school for Y5 and Y6 pupils and visits from Ysgol Cwm Brombil staff to Eastern Primary. This ensures continuity and makes the transition between schools as smooth as possible.

8. Behaviour

We believe that pupils should be taught the importance of self-discipline and of recognising the consequences of their actions. Everyone in school must be aware of their responsibilities, to themselves, to others and the community.



At school we manage behaviour positively. Children are rewarded for good behaviour, positive attitudes, effort and achievement through the use of praise, whole class reward systems which leads to class rewards and our weekly 'Celebration'

assembly. We also teach children to be proud of their own achievements. If children do misbehave they are encouraged to reflect on their behaviour and record their actions in writing. Where problems continue parents will be consulted. Our behaviour policies can be found on the school website and a copy can be made available upon request. We find that partnership between school and home allows us to find reasons for any underlying problems the child may

be experiencing in school. Any child experiencing continual behavioural difficulties will be helped by consultation parents, and, if necessary, other support services.

9. Pupils with Disabilities

The ethos of the school is firmly based on fair play. Pupils are taught that those within the school are a family and that we take care of each other, whether adult or child. They are also made aware that each of us is different and that we should respect differences in people. Whatever the need; physical, learning or emotional, it is regarded with respect and help given as and when required.

We have a fully equipped disabled toilet installed in school, we have ramp access and will strive to meet the needs of all of our pupils whatever they may be. The school has a Disability Access Plan that sets out proposed future improvements. This plan is reviewed regularly and a copy is available on request. We also have a teacher who coordinates provision for pupils with additional needs. This teacher meets regularly with parents and the school offers as much support as possible for parents and carers.

If your child has any type of disability, and you believe they will need extra support in school, please contact us. We will arrange a meeting between yourselves, staff in school and any other relevant professionals to ensure that strategies are put in place to meet your child's needs.



10. Additional Learning Needs

We believe that all children have an entitlement to the school curriculum and that every child should be able to attain the highest possible level of achievement for them as individuals. Every aspect of their development will be catered for – social, emotional, physical, intellectual and moral.

The school follows the 'Code of Practice' on the identification and assessment of special needs. The Governing Body has, in co-operation with the Headteacher, determined a policy and approach which recognises the provision required for pupils with Additional Learning Needs (A.L.N) ensuring that appropriate staffing, training and additional funding are made available. The school's Additional Learning Needs Co-ordinator (A.L.N.Co), works closely with the Headteacher and all class teachers. Children who are identified as having A.L.N by class teachers are placed on the A.L.N register. The school's policy for Additional Learning Needs follows the national guidelines.

The procedure is as follows:

- a) The class teacher identifies a child's special needs, consults with the A.L.N.Co and the Head teacher.
- b) The A.L.N.Co gathers information and co-ordinates with class teacher in preparing an Individual Education Plan. (I.E.P) with parents / carers and the pupils themselves as much as possible.
- c) The teachers and A.L.N.Co may require support by specialists from outside the school, provided by the L.E.A.
- d) The Headteacher may invite parents to school for discussion, which would include providing information on procedure.
- e) Regular reviews of each child's progress are made by staff and are discussed during parents' meetings.

A range of catch up programmes are run by well qualified support staff.

Further information about special needs in school is available from the Headteacher or the
A.L.N.Co

11. Playtimes and Lunchtimes



Playtimes are supervised by members of staff. Children are encouraged to play games and equipment is available for their use. The dinner time is supervised by school support staff.



Children up to the age of 7 years receive free milk daily.



of staff. Children play equipment is period is The Headteacher

or a senior member of staff is always available when required, if problems arise.

Fruit is available for children to buy during the morning break and water is freely available. Pupils are asked to provide a named water bottle for use in

School dinners are cooked on the premises. There is a choice of menu and vegetarians and children with other specific dietary needs are catered for. The school lunch menu is available on the Neath Port Talbot schools' website and paper copies are also available at the school. Dinner money is collected on Monday mornings. Please send the correct money or a cheque in an envelope with your child's name on it. This will keep it safe. Some children will be entitled to free meals. School will be informed of this after you have completed the correct form.

If you prefer, your child may bring a packed lunch. Please make sure they have a suitable food container. We encourage children to bring their leftovers home in order that you are aware of how much they eat. We also encourage parents to pack healthy lunches for their children.

Fizzy drinks and sweets are not allowed.

12. School Assembly and Religious Teaching



We run an assembly / collective gathering for worship, every day in school. This may be whole school assemblies, foundation phase, key stage 2 or class assemblies. Friday is a celebration assembly, where we give special mention to some children who have made a significant improvement in their school life. We often have visitors from the community in to speak to the children during assembly and their achievements and birthdays are celebrated.

Assemblies are usually non-denominational, but broadly Christian in character. We are, however, committed to the principles of respect and tolerance for all religions and a range of cultural and religious beliefs may be studied as part of topic work. If



any parent wishes their child to be withdrawn from assembly or Religious Education teaching please see the Headteacher.

13. Road Safety

Children are instructed in all major aspects of road safety in school. The police and road safety officers visit school regularly.

The school will actively support the development of positive attitudes towards road use. This will be achieved through the teaching of appropriate road safety themes and topics.



Parking

In the interest of all children attending school parents are asked to take care when driving around the school and to respect the road markings outside the school. Parking is not permitted on the yellow zig zag lines.

14. Child Protection

Child protection is taken very seriously in school. It is the responsibility of all adults to consider children's welfare and safety at all times, especially those working with children. We have a Child Protection Policy in operation in school, which follows the local authority guidance. The Child Protection Policy is reviewed annually by staff and governors. Staff receive annual child protection training and all visitors who work at the school receive a briefing on child protection procedures. The designated teacher for Child Protection is the head teacher supported by the deputy head teacher. The Child Protection Policy is available on the school website.

15. Looked After Children

The Headteacher is the designated teacher for Child Protection and also has the responsibility for children who are looked after by the authority. If any person has a concern for any child within the school, their concerns are reported to the Headteacher or the Deputy Headteacher.

16. School Uniform

We consulted with parents and carers regarding school uniform. It was agreed that school uniform is important and brings many benefits for both school and parents / carers so it is very much encouraged on a day to day basis. The school jumpers with the logo can be bought from “Images” in Port Talbot shopping centre. The school uniform is as follows:

- Grey or black trousers / shorts / skirt / pinafore dress
- Red jumper / sweatshirt / cardigan (preferably with school logo)
- White / red polo shirt
- Black shoes
- Red and white check gingham dress is suitable for the warm summer days.

In the interests of safety jewellery should not be worn for school with the exception of watches, **stud** earrings and religious items for those practising their faith. All items will need to be removed before P.E. lessons.

Children will need trainers, shorts and T shirts for P.E. If young children do not have kit they will be required to take part to borrow kit from school. All pupils work barefoot for gymnastics and dance activities. Older pupils are expected to take responsibility for remembering kit. All pupils will need a bag to keep their kit in, which can be left in school.

All uniform and P.E. kit including trainers should be named.



17. Parents

We are committed to fostering good parental relationships. We hope that the first day of your child's schooling will begin a positive partnership as we hope to encourage parents and teachers to work together for the benefit of the children. Children will be happier at school and achieve more highly if we work in an effective partnership.



Children may bring home reading books, book bags and/or homework. Reading to your child and listening to your child read, daily if possible, is part of our home/school partnership. We also ask for your co-operation in ensuring that any book and homework is returned on time. Please talk to your child's teacher if you want some ideas on how best to help your child.

Any parent willing to help in school should contact the Headteacher or any member of staff. We encourage adult helpers as the more people working together can only benefit all our children. Those parents who have helped in school, in whatever role, find it a rewarding experience.

We operate an open door policy and parents are welcome to contact school at any time, although we do ask that you do not disturb teachers whilst they are teaching or before school in the morning. Any private matters which affect the education and wellbeing of the children will be treated with respect and understanding. The Headteacher is available to meet with parents pending any diary commitments or urgent ongoing matters at that given time. If the headteacher is unable to see you straight away then you may book an appointment for the next available time. The appointment can be made with the school secretary.

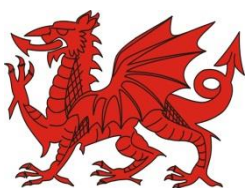
Regular times for parents/carers to meet teachers will be arranged throughout the year. Parents/carers are given information on their child's progress and this will give you an opportunity to discuss any other matters that affect your child's learning. In addition to this

teacher will provide parents with information about the topics being taught at the beginning of each term.

At the end of each school year every child will get a written report which will provide information on all the subjects taught and targets which will help your child to develop their skills and knowledge further.

The school also operates a Home/School Agreement, a copy of which is signed by parents of pupils on admission. This agreement sets out the aims of the school and what you can expect the school to provide for your child. It also provides guidance on what the school can expect from both you, as parents, and your child whilst they are in school.

Newsletters will be sent regularly to keep you informed of what is happening in school and they will also include a diary of planned events. Our website is another source of information about the school, the curriculum and other events.



18.

Eastern Primary School

HOME/ SCHOOL AGREEMENT

Eastern Primary School, School Prospectus

The school will agree to:

- Ensure that children are taught in a safe and stimulating environment
- Value children as individuals and work to develop their self esteem and sense of responsibility
- Encourage pupils to behave positively towards themselves and other members of the school community
- Teach a broad, balanced and exciting curriculum to all our pupils
- Encourage children to become independent and enthusiastic learners
- Provide a range of experiences both inside and outside the classroom that develop children morally, academically, spiritually and socially
- Keep parents/ carers informed about the topics to be taught in each term and about their children's progress through regular meetings
- Be welcoming to parents/ carers and offer you opportunities to become involved in the life of the school
- Work closely with parents and, if necessary, the local authority to resolve problems and concerns.
- Create a culture of positivity to promote a school of happiness.

The Parents'/ Carers' Agreement

I/We will agree to:

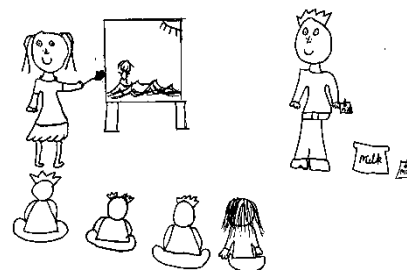
- Ensure that my child comes to school regularly and on time, ready to learn
- Inform the school of the reason for my child's absence on the first day
- Ensure that the school has up to date emergency contact numbers
- Let the school know about any issues that may affect my child's progress or wellbeing
- Send my child to school in school uniform and provide PE kit on specified days
- Provide my child with any equipment needed for school
- Attend parents' evenings to discuss my child's progress
- Support my child with homework, reading and learning multiplication tables
- Turn to the school to resolve any issue / problem / concern and not social media
- Recognise that social media and approaching other parents and children will not resolve my problem.
- Follow the complaints policy if I am not satisfied with the school's response.
- Support the school's policies including behaviour, equal opportunities and trips



The Pupil's Agreement

I will agree to:

- Treat others in the way I wish to be treated
- Turn to adults to help me resolve any upset that I cannot resolve myself
- Behave sensibly and safely at all times
- Work hard and let other children get on with their work
- Take good care of the school environment and equipment
- Complete my work in class and if I don't, I must complete it in my own time
- Take pride in school by wearing my school uniform



Teacher's signature:..... Parent/ Carers signature:

Child's signature:..... Date:

If children
live with
criticism,
they learn
to condemn.

If children
live with
hostility,
they learn
to fight.

If children
live with
ridicule,
they learn
to be shy.

If children
live with
shame,
they learn
to feel guilty.

If children
live with
tolerance,
they learn
to be patient.

If children
live with
encouragement,
they learn
confidence.

If children
live with
praise,
they learn to
appreciate.

If children
live with
fairness,
they learn
justice.

If children
live with
security,
they learn to
have faith.

If children
live with
approval,
they learn to
like themselves.

If children
live with
acceptance
and friendship,
they learn to
find love
in the world.

Children Learn
What They Live

Dorothy Law Nolte



www.instituteforsafefamilies.org



19. Educational Visits and Charges.

The education we provide for children is free. We do not charge for any visits and activities that enrich the curriculum. However, when we arrange educational visits to complement and enhance the curriculum in school we may ask for a voluntary contribution. These trips are an integral part of the work in school and are recommended for all children regardless of financial concerns. Any parent struggling to meet any costs should see the Headteacher.

The following is a list of additional activities organised by the school which may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- **visits to museums;**
- **sporting activities which require transport expenses;**
- **outdoor adventure activities;**
- **visits to the theatre;**
- **theatre/music groups in school**
- **musical events**
- **after school clubs that are run by paid coaches.**

During Year 6 children are often offered the opportunity to go on residential visits. This can develop children's confidence and provide opportunities for curriculum enrichment. If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging. Parents who receive state benefits are usually exempt from payment.

We need permission to take your child out of school so consent slips will have to be signed and returned to school before any child can be taken on a visit.



We use Margam Park and Margam Mountain regularly to learn about plants, animals, history and living outdoors

20. Clubs

We sometimes run extra-curricular activities for pupils. Our clubs enable children to develop a range of skills while playing and having fun together. These clubs have included; rugby, football, cricket, fun club, arts and crafts, netball, have your say, running. Parents are informed about what clubs are available on a term to term basis.

21. Equal Opportunities

At our school we believe very strongly that all are equal, irrelevant of race or sex. We do not accept any negative stereotyping and positive attitudes are promoted through PSE and during assemblies. The school has a policy in place which is available for any parent on request. The school also has a comprehensive Strategic Equality Plan, which includes clear targets to ensure the development of a school community with a continued and developing emphasis on equality. This is available to view on the school website or, on request, from the school office.

22. Security

The security of our pupils is our priority. A responsible adult supervises pupils at all times and every effort is made to ensure that the building is as secure as is possible while the pupils are inside. This involves the locking of all exterior doors during lesson time, unless outdoor activities are being supervised.

At school children are encouraged to use computers from an early age. Part of their learning involves using the internet. Our computer systems are managed by the LEA technical service, which ensure that safety checks are put in place. However, children are always supervised by an adult when using the 'world wide web' and the school policy is available on request. As access to the internet is now part of pupils learning in school parental consent will be assumed unless the headteacher is notified otherwise.

23. Complaints Procedure

We are sure that your child will be happy at Eastern Primary School. However, we would ask any parent who has a problem about school to tell us and we will try our best to resolve any difficulty. If, together, we can't solve the problem, the Headteacher will explain the complaints procedure to you. This is also available on the school website. At any time, you are welcome to contact Mr Des Clarke, Chairperson of our Governing Body. He can be contacted through the school.

The information in this prospectus has been compiled in accordance with National Assembly for Wales Circular 14/01 – School Prospectuses, Guidance for Headteachers and Governing Bodies 2001

The information is correct at the time of printing – Summer term 2019

This Prospectus will be reviewed and updated - by the end of the Summer Term 2020.

24. Term Dates

2019-2020

Term	Term Begins	Mid Term Holiday		Term Ends	Days
		Begins	Ends		
Autumn 2019	Monday 2nd September	Monday 28th October	Friday 1st November	Friday 20th December	75
Spring 2020	Monday 6th January	Monday 17th February	Friday 21st February	Friday 3rd April	60
Summer 2020	Monday 20th April	Monday 25th May	Friday 29th May	Monday 20th July	60
Total:					195

Schools will be closed to pupils for INSET/Staff Preparation for 5 days between Monday 2nd September 2019 and Monday 20th July 2020.

2020-2021

Term	Term Begins	Mid Term Holiday		Term Ends	Days
		Begins	Ends		
Autumn 2020	Tuesday 1st September	Monday 26th October	Friday 30th October	Tuesday 22nd December	76
Spring 2021	Monday 4th January	Monday 15th February	Friday 19th February	Friday 26th March	55
Summer 2021	Monday 12th April	Monday 31st May	Friday 4th June	Friday 16th July	64
Total:					195

Schools will be closed to pupils for INSET/Staff Preparation on five days between Tuesday 1st September 2020 and Friday 16th July 2021.

