

St Andrew's Church of England Primary School

Parents' Handbook

2016 -2017



Introduction

Dear Parent,

Welcome to St Andrew's Church of England Primary School. To help keep you informed we have produced this "Parents' Handbook", the purpose of which is to give you a head start before your child starts at St Andrew's.

I have tried to include everything you may need to know and hope you find this useful. You can find lots of further information on our school website. The address is <http://www.st-andrews-weston.staffs.sch.uk/>

If you are still not sure about something then just ask!

Following a successful OFSTED inspection, as a school, we intend to develop further. We want every child to reach their full potential and believe we can only achieve this through a productive relationship with parents and families.

We look forward to sharing your child's learning journey with you.

Yours sincerely,

Mr Hayward.

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1. School Motto, Values and Aims

Believe and Achieve

This motto was written by the children. It sums up our five core values. They are:

FAMILY ACHIEVEMENT HAPPINESS RESPECT CONFIDENCE

We believe that through these values we can achieve the following aims.

Aims of the school.

- To provide a rich, exciting and creative curriculum.
- To be inclusive and accessible.
- To challenge children to achieve the highest possible standards and fulfil their potential.
- To ensure the children make the best progress they can in all areas of learning.
- To promote and encourage intellectual, physical, emotional, social and creative development within a Christian ethos.
- To cultivate positive attitudes towards learning and the desire to inquire and the skills to investigate.
- Pupils will develop responsibility, confidence and a caring attitude to everyone at St Andrew's School.
- To value and foster meaningful relationships with families and the wider community.
- To communicate clearly and openly.

Mid-Trent Multi Academy Trust

At the beginning of February 2016 St Andrew's formally formed a Multi Academy Trust with two local Church of England Primary Schools: Colwich CE Primary School (Colwich) and St Peter's CE Primary School (Hixon). The Mid-Trent MAT was formed to combine the expertise and resources of three primary schools for the benefit of the children and families in their care.

2. Staff list

Teaching Staff	
Mr Hayward	Head Teacher
Mrs Beardmore	Deputy Head Teacher and Class 6 Teacher
Mrs Collins	Class 6 Teacher
Miss Lukat	Class 5 Teacher
Miss Barnacle	Class 4 Teacher
Mrs Edgecombe	Class 3 Teacher
Miss Cawley	Class 2 Teacher
Mrs Yewdell	Class 1 Teacher
Mrs White	Reception Class Teacher

Teaching and Learning Support Staff	
Mrs Titley	Senior Teaching Assistant
Mrs Godridge	Teaching Assistant
Mrs Hart	Teaching Assistant
Mrs Kirby	Teaching Assistant
Mrs McCoskry	Teaching Assistant
Mrs Burge	Teaching Assistant
Mr Short	P E Specialist

Office Staff	
Mr Nield	Finance Support Manager
Mrs Palmer	Office Manager
Mrs Hughes	Clerical Assistant

Lunchtime Supervisors	
Mrs Wetton	Senior Lunchtime Supervisor
Mrs Thompson	Lunchtime Supervisor
Mrs Lucas	Lunchtime Supervisor
Miss Follows	Lunchtime Supervisor
Mrs De-Wet	Lunchtime Supervisor
Mrs Jackson	Lunchtime Supervisor

CHILL Staff (Before and After School Club)	
Mrs McCoskry	CHILL Manager
Mrs Dowson	Play Leader
Mrs Ward	Play Leader

Mrs Burge	Play Leader
Mrs Wetton	Play Leader
Mrs Titley	Play Leader
Mrs Crittenden	Play Leader

Cleaning and Caretaking Staff	
Miss Follows	Cleaner
Miss Follows	Cleaner
Mr Vitsileos	Caretaker

3. School Times

8.40 am	The school gates are opened – children and parents gather on the playground
8.50 am	The school bell is rung – children line up and enter school with their class teacher
8.55 am	Registration
10.30 am – 10.45 am	Morning Break
11.45 am – 1.00 pm	Reception and Key Stage 1 Lunch time
12.00 pm – 1.00 pm	Key Stage 2 Lunch time
3.20 pm	School day ends

School begins at 8.55am. Parents are asked not to send their children before 8.40am.

In the Autumn and Spring term Reception children may come into the school at 8:45am, remaining with their parents until the staff receive them.

Classes 1, 2, 3, 4, 5 and 6 must remain on the playground where supervision (normally a teacher) will be provided. A bell will be rung at 8:50 and children will line up in their classes to be collected by their teachers. This allows a prompt registration for all.

We operate a one-way system around the school grounds. Please enter the playground through the gate to the right of the school office and exit from the KS1 playground by the kitchen. Thank you.

The school gates will be locked at around 9.00am. Children arriving late will need to enter the school through the main doors and sign in at the school office. A record of late children is kept.

4. CHILL – Before and After School Club (Wrap around care)

St. Andrew's has a before and after school care club.

CHILL operates from 07.45 - 08.45 in the morning and 15.20 — 16.30 or 15.20 — 18.00 in the evening during term time only.

CHILL staff will offer a cereal breakfast during morning sessions and a snack and drink during the afternoon session, all included in the session price.

Children are invited to do homework if they so wish. A varied range of supervised activities, each session, are set up for the children to choose from. The emphasis is fun and relaxation.

Fees

Current fees are as follows:

Morning session	07.45 – 8.45	£3.00
First afternoon session	15.20 – 16.30	£4.00
Full Afternoon session	15.20 – 18.00	£7.50

Siblings qualify for 10% discount if more than one child attends a session.

Chill registration and booking forms are available from the school reception. **Cheques** should be made payable to **St. Andrew's Primary School**. Child care vouchers can also be used.

The CHILL emergency telephone number is 07814 630634.

CHILL Staff

Mrs Sue McCoskry	Care Club Supervisor
Mrs Rilma Dowson	Senior Play Worker
Mrs Carol Ward	Senior Play Worker
Mrs Rosemary Burge	Senior Play Worker
Mrs Gill Titley	Senior Play Worker
Mrs Sharon Wetton	Senior Play Worker
Mrs Charlotte Crittenden	Senior Play Worker

5. School Meals and Snacks

Ordering a school meal

Meals at lunch time are ordered through a pre-booking form, available from the school main entrance. Simply indicate the number of meals you would like your child to have each week. Meals cost £2.15 each*.

*Children in Reception Class and Classes 1 and 2 are eligible for universal free school meals. Simply fill in a form, no payment will be required.

For children in Classes 3, 4, 5 and 6 we ask that meals are paid for in advance on a Monday morning. Please make cheques payable to 'St. Andrew's Primary School'.

Snacks

We are proud to be recognised as a 'healthy school' and encourage the children to eat and live healthily.

In Reception Class the children are offered a drink of fresh milk, each day, free of charge.

Children in Reception Class and KS1 are offered a piece of fruit each day – free of charge.

Children in KS2 can bring in a healthy fruit snack to eat at morning play or they can purchase a snack from the kitchen. Snacks from the kitchen can also be purchased by children in KS1.

On a Friday children in Reception Class have the opportunity to purchase a morning snack from the kitchen if they wish to.

Children in Reception Class can bring an additional healthy snack to eat each afternoon.

6 . School Uniform



Reception Class and Key Stage 1 Uniform

Boys

Winter Uniform

Our boys wear **navy** trousers along with a light blue polo shirt and a navy jumper (St Andrew's polo shirts and jumpers are available)

Summer Uniform

Some of our boys choose to wear **navy** shorts during the summer months.

Girls

Winter uniform

Our girls wear either **navy** skirts with tights / socks or **navy** trousers, depending on personal choice. In addition they wear a light blue polo shirt, along with a navy cardigan or jumper (St Andrew's polo shirts, jumpers and cardigans are available).

Summer Uniform

Many of our girls choose to wear a light blue checked summer dress during the summer months, along with a **navy** cardigan.

Key Stage 2 Uniform

Boys Winter Uniform

Our boys wear **navy** trousers along with a light blue shirt, a St Andrew's tie and a navy jumper (St Andrew's jumpers available)

Summer Uniform

Some of our boys choose to wear tailored **navy** shorts during the summer months instead of trousers.

Girls Winter Uniform

Our girls wear either **navy** skirts with tights or **navy** trousers, depending on personal choice. In addition they wear a light blue shirt with a St Andrew's tie, along with a navy cardigan or jumper (St Andrew's jumpers and cardigans available). Girls may also wear a **navy** pinafore dress with a light blue shirt and a St Andrew's tie.

Summer Uniform

Many of our girls choose to wear a light blue checked summer dress during the summer months, along with a **navy** cardigan.

Please note there is no grey or black in the St Andrew's uniform.

Shoes

We prefer sturdy 'school shoes'. Trainers are not permitted. We strongly discourage heeled footwear or sandals which do not fasten securely on the foot.

Where to buy St Andrew's ties and jumpers

Crested School Wear

5, 6 St Mary's Mews

Stafford

ST16 2AP

Phone:

01785 748481

Website: www.crestedschoolwear.co.uk

7. P.E. Kits and Swimming



PE, Dance and Gym Kit

Many of our children wear a St Andrew's light blue T-shirt and St Andrew's navy shorts. Alternatively you may wish your child to wear a light blue T-shirt and navy blue shorts. All children need a pair of black pumps.

If a child forgets to bring any part of their PE kit so that they cannot take part in a lesson then parents will be notified.

We suggest that PE kits remain in school and are washed each half term.

Games Kit

This is required by all children during Games lessons (especially during the winter months) and should consist of a track suit / jogging bottoms and jumper and a pair of trainers, in addition to their St Andrew's PE Kit.

*** NO FORM OF JEWELLERY IS PERMITTED DURING PE AND GAMES LESSONS AND LONG HAIR MUST BE TIED BACK ***

Swimming Lessons

Year 4 children attend swimming lessons at St Andrew's. They will attend thirty, 45 minute, swimming lessons over the year. The aim is to ensure every child can swim 50 metres confidently.

Swimming lessons will take place on a Wednesday morning. Girls must wear a swimming costume (no bikinis allowed) and boys must wear either trunks or swimming shorts (not the long Bermuda style). All children with long hair must wear a swimming hat. Swimming hats can be bought at the swimming baths.

8. Attendance

We encourage regular attendance and praise excellent attendees. Punctuality is also important.

We ask parents not to take children out of school during term time for holidays. Holidays will not be authorised and could lead to a fine being issued.

In exceptional circumstances, the Head teacher will only **authorise 5 days absence** if good reasons are given by parents in advance on an absence form. These are available from the school office.

We have a good relationship with the Education Welfare Officer (EWO) who monitors attendance regularly. Parents will be contacted by the local authority if a child's attendance falls below a certain percentage.

Certificates are presented for 100 % attendance each term.

95% - 100%
WELL DONE! THIS IS EXCELLENT
If you are in the green group you have been absent for less than two weeks in the whole year or you may have attended school every day.

92% - 94%
BE CAREFUL
If you are in the yellow group you could be missing up to 2 weeks of learning in the whole year.

85% - 91%
IMPROVEMENT NEEDED!
If you are in the grey group you could be missing at least 4 weeks of learning in the school year.

Less than 85%
PERSISTENT ABSENCE PUPIL
You are now a Persistent Absence Pupil and are missing more than 6 weeks of learning in the school year. You may receive a visit from the Education Welfare Officer.

9. What to do if your child is ill

If your child is unwell, especially having sickness or diarrhoea, keep him/her at home for 48 hours. **Please contact the school office as soon as possible if your child is not attending school.**

We will contact you on your contact numbers if your child is ill at school. **Please keep us regularly updated with your numbers.**

Occasionally children may need to take prescribed medicines during the school day. We would prefer these to be administered by parents. Under exceptional circumstances an authorisation slip, available from the school office, must be signed for medicines prescribed by a doctor. These should be given to the office for secure storage and the child must be responsible for reporting to the office so that the medicines may be safely given.

We will not administer eye drops.

Inhalers (clearly named) may be retained in the school office or if appropriate by the child.

If your child has an unavoidable dental or hospital appointment – please advise your child's teacher in writing and in advance. We politely ask that routine check-ups etc be arranged out of school hours.

You will be supported by our school nurse - Claire Farley - particularly during your child's first year in main school. She will be pleased to discuss any problems with you. She can be contacted on 01785 619816. She will give help and advice with difficulties like diet, bedwetting and head lice. She also comes into school to check for example, all children's eye sight and hearing.

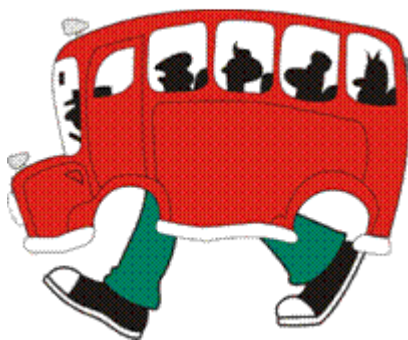
10. Walking Bus

We are delighted to be able to offer a Walking Bus service every morning from Weston Village Hall. We meet outside the village hall at 8:30am and, provided there are two “drivers” present, children can be left any time between 8:30-8:40am. The bus leaves at 8:40am. The children walk across the village green to school, arriving in time for the older children to have a play and for us to settle the Reception class children before the bell rings. The children are supervised on the playground until a teacher is present.

In order for your child/children to walk with the bus please complete a form which can be collected from the school office. Once we receive your completed form your child can walk with us any morning. They will be issued with a hi vis jacket which they can then keep and use every time they walk with the bus. We ask that you put your child’s name in the hi vis jacket.

If you would like to support the walking bus, we are always looking for additional drivers, you only need to commit to one day a week and the training is completed in half an hour. Please contact school if you are interested in helping us.

*All our drivers are fully trained, have undergone a DBS check (CRB) and ratios are always adhered to.



11. Getting to School

Walking

All children who live in Weston are asked to walk to school to ease morning and evening traffic congestion in Ferrers Road.

By Car

Strictly no parking on the yellow zigzags, in the staff car park or in front of the gates at any time please. This is to safe guard emergency access.

We ask parents to use a voluntary one way system entering Ferrers Road from the Woolpack end. (The school will be on your left as you drive past.)

The Walking Bus

Parents are also encouraged to park on the Village Hall car park and walk across to school. A Walking Bus (See Section 11) is now offered to parents - please contact the School Office for details.

The School Bus

A private bus is provided to transport children to school from the villages of Sandon, Enson, Burston, Salt and Hopton. This is an unsupervised bus.

The bus picks up and drops off children from “The back gate” of the MOD base. This is primarily children who live in the officers’ housing because they are in St Andrew’s catchment.

Bus passes are issued annually by the LA and distributed by our school office.

In the morning the bus normally arrives at school by 8:45 a.m. In the evenings children are registered, by a member of staff, onto the bus but, as with the morning journey, they are not accompanied by staff and are the responsibility of their parents once dropped off.

12. The Weekly School Newsletter

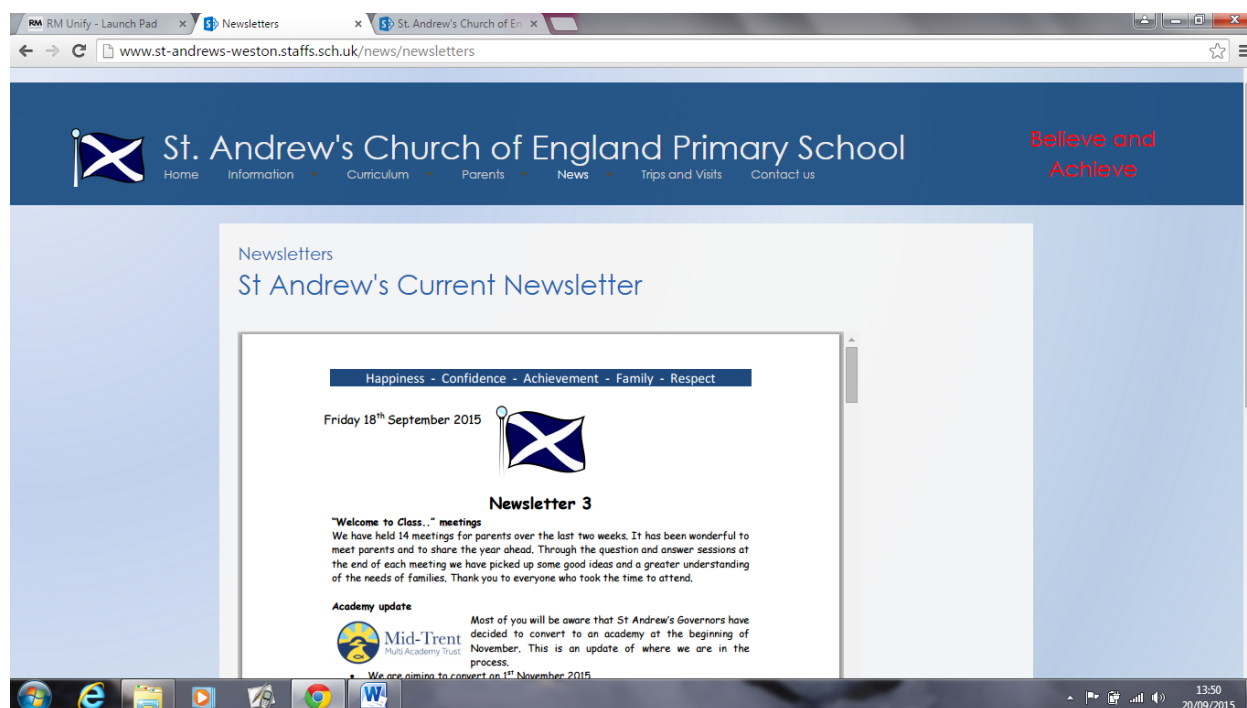
As a school we work very hard to communicate with parents. Each week we issue a School Newsletter. The majority are digital copies which are emailed to parents and posted on the school website.

These newsletters contain a lot of information, including:

- Forthcoming events
- Key dates for your diary e.g INSET days, Parents' evenings
- Information about school visits
- Planned changes to the normal school day
- Messages from the Governors and STAA
- General information that parents could find useful

If you provide the school with an email address you would like to receive the school newsletters by, then we will add it to our newsletter database.

The School Website is also another useful source of information. Each newsletter is posted onto the website. Older issues of the newsletter are also available from the website.



13. Governors

The Governing Body is the organisation responsible for ensuring that the children receive a safe, happy and fulfilling education. The Governors are all volunteers who work with the school.

The Chair of Governors is Mrs Viv Starkie.

The Vice Chair is Angela Martin.

The Full Governing Body meet at least three times a year, usually once a term.

The Full Governing Body is divided into sub committees which also meet once a term. The sub committees are:

- Curriculum Strategy
- Chill / Finance and Personnel
- Safeguarding, Health and Safety
- Head teacher's Performance Management

This year's Governors are:

Viv Starkie

Angela Martin

Gareth Lloyd

Jon Mayne (Major)

Graham Tague

Adam Pickford

Philip Daniel (Reverend)

Allison White

14. STAA – The School PTFA

STAA would like to welcome you and your child to St Andrew's School.

STAA (St Andrew's Association) is the Parent, Teacher and Friends Association of the school.

STAA is actively involved with the school to raise money in order to fund additional equipment, activities and social events for our children which, otherwise could not necessarily be funded within the school's normal budget. STAA also provides an opportunity for parents to be more involved in supporting their child's education, and to meet other parents.

As parents or guardians you are automatically members of STAA and you are invited to participate in STAA meetings, and our AGM held in September each year. STAA regularly publishes details of forthcoming events and fundraising objectives.

The STAA committee of dedicated Parents, Teachers and Friends of the school is always looking for new members, ideas and help at events. Please come along to support us and help to promote your child's education.

For more information please contact any STAA committee member. Details are available from the school office.



15. Complaints

St Andrew's Church of England (C) Primary School is committed to continuous improvement and we listen to people who tell us how we can improve further. All concerns/complaints are acted upon urgently and logged as appropriate. The Head teacher and all of the staff work very hard to build positive relationships with parents and we wish to provide the following guidance to encourage and assist you when you wish to talk to us.

Our school aims to be fair, open and honest when dealing with any complaint. We give careful consideration to all complaints and deal with them as swiftly as possible. We aim to resolve any complaint through dialogue and mutual understanding and, in all cases, we put the interests of the child above all other issues. We provide sufficient opportunity for any complaint to be fully discussed, and then resolved.

What do I do if...?

I have a general query about the daily routine of the school.

- Please speak in person or by telephone to Mrs Palmer or Mrs Berwick in the office, they will be happy to help you. Telephone 01889 256555 .

I have a message to give to the class teacher at the beginning of the day and feel the need to do so in person.

- You will be able to do so. All teachers are usually available on the playground at the start of the day. If what you have to say is more than a quick comment then you may need to make an appointment.

How do I go about this?

- Please see (or telephone) Mrs Palmer or Mrs Hughes. They will let the class teacher know you wish to speak to them.

I have a worry, a concern or feel unhappy about an issue relating to my child's school life or the education my child is receiving.

- Please do speak to your child's class teacher immediately. The class teacher works hard to ensure that your child is happy at school and is making good progress. They always want to know if there is a problem in order that they can take action before the problem seriously affects your child's progress.
-

How do I arrange this?

- You can either telephone or speak in person to Mrs Palmer or Mrs Hughes in the office. They will liaise with the class teacher and arrange a mutually agreeable time for you to meet.

I have spoken to my child's class teacher; however I would like further reassurance, or, I feel the matter is of a sufficiently serious nature.

- In either case you may request an appointment, via the office, to see the Head teacher who will ensure that all matters are taken very seriously and investigated thoroughly. Most parents' concerns are resolved at this stage.

What can I do if I am unhappy after speaking to the Head teacher?

- You must make an informal approach to one of the members of the Governing Body who is obliged to investigate the issue. The governor involved will do their utmost to resolve the issue through dialogue with the school.

How can I contact a governor?

- The office holds a list of all members of the Governing Body with their addresses and telephone numbers and will be happy to provide you with this list.

I am still not satisfied.

- Your next step is to make a formal complaint. This must be made in writing to the Governing Body, stating the nature of the complaint and how the school has handled it so far. The written complaint should then be sent to the Chair of Governors.

16. OFSTED – June 2014

School report



St Andrew's CofE (C) Primary School

Ferrers Road, Weston, Stafford, ST18 0JN

Inspection dates 11–12 June 2014

Overall effectiveness	Previous inspection:	Requires improvement	3
	This inspection:	Good	2
Achievement of pupils		Good	2
Quality of teaching		Good	2
Behaviour and safety of pupils		Good	2
Leadership and management		Good	2

Summary of key findings for parents and pupils

This is a good school.

- Attainment in Year 6 is above average and is rising steadily across the school.
- Pupils make good progress from Reception onwards and most groups achieve well in reading, writing and mathematics.
- Key Stage 2 pupils make especially good progress in reading.
- Most teaching supports pupils well. The methods and resources teachers select, together with the interesting topics pupils study, ensure that pupils enjoy their learning.
- Teachers guide pupils' learning well, especially in the older year groups. Pupils know how they can improve their work.
- Pupils behave well. They demonstrate positive and mature attitudes. They work well together with minimal supervision. Their pride in their school and warm relationships with staff ensure that activities run smoothly.
- Pupils and all parents who provided their opinions about the school on Parent View report that the school keeps pupils safe.
- Attendance has risen sharply in the last year.
- Leaders, especially the headteacher, managers and governors, have taken swift and successful actions to improve teaching and to raise pupils' achievement. They have used external consultants and training to help in this.

It is not yet an outstanding school because

- The most-able pupils sometimes do not make the progress they are capable of when the work they are set is too easy.
- Teachers' questioning is sometimes too brief or too lacking in depth to enable pupils to review and extend their learning effectively.
- Boys, especially in the younger year groups, do not attain as highly in writing as they do in reading and in mathematics.

17. Key Dates

Autumn Term 2016:

Wednesday 21 September	Year 2 Scootability
Friday 23 September	Tempest Photographers in school Individual/ family photos
Friday 23 September	1st Gymnastics Club starts 3.30 – 4.30pm
Wednesday 5 October	Year 5/6 High 5 Netball tournament 3.30 – 5.30pm TBC
Wednesday 12 October	Year 5/6 Tag Rugby Tournament 3.45 – 6.00pm TBC

Monday 24 October – Friday 28 October – Half Term Break

Monday 31 October	INSET Day – staff training
Tuesday 1 November	School opens as normal
Wednesday 2nd November	Girls Football 12.45 – 3.00pm
Monday 14 November	Sports hall athletics 3.45 – 6.00pm
Tuesday 29 November	Book Fair arrives
Tuesday 6 December	Book Fair leaves
Tuesday 6 December	Reception and KS1 Christmas performances 1.15pm and 6.00pm
Thursday 15 December	Key Stage 2 carol service in St Andrew's Church
Friday 16 December	School closes at 2.30pm
Friday 16 December	Weston Village Hall Christmas Dinner Dance.

Monday 19 December – Monday 2 January – Christmas Break

Spring Term 2017:

Monday 2 January	Bank Holiday
Tuesday 3 January	School Opens
Friday 17 February	Last day of half term
Tuesday 7 February	Y5/6 Cross Country Shugborough 4.30pm TBC
Wednesday 8 February	Y3/4 Cross Country – Stafford Prep 4.30 – 6.00pm
Tuesday 14 February	Y5/6 Cross Country Pringle Slade 4.30 pm

Monday 20 February – Friday 24 February – Half Term Break

Monday 27 February	School opens
Thursday 2 March	Book Fair arrives
Saturday 4 March	District 6-a-side football – Leasowes
Thursday 9 March	Book Fair leaves
Saturday 11 March	District 6-a-side football – Leasowes
Wednesday 15 March	Year 3/4 Tag Rugby Tournament 3.45 – 6.00pm
Saturday 18 March	District 6-a-side football – Leasowes
Wednesday 22 March	Tri-Golf 1.00 – 3.00pm
Monday 3 April	District swimming gala Y3/4
Thursday 6 April	Reception Class and KS1 Easter Bonnet service - St Andrew's Church
Friday 7 April	School closes at 2.30pm

Monday 10 April – Friday 21 April - Easter Break

Summer Term 2017:

Monday 24 April	School opens
Monday 1 May	May Day – School Closed
Monday 8 May	Key Stage 2 SATs week
Friday 26 May	Last day of half term

Monday 29 May – Friday 2 June – Half Term Break

Monday 5 June	School opens
Wednesday 7 June	Artist John Denaro to work with Year 6 pupils
Monday 12 June	Year 6 pupils leave for the Isle of Man
Friday 16 June	Year 6 pupils return from the Isle of Man
Friday 21 July	Last day - school closes at 2.30pm
Monday 24 July	INSET Day – staff training
Tuesday 25 July	INSET Day – staff training

Wednesday 26 July – Friday 1 September – Summer Break – 2017

18. Pre School Facilities

St Andrew's does not have a dedicated nursery on site but does have close links with a pre-school group in the village.

Weston Wombats

The Village Hall, The Green, Weston, Stafford, Staffordshire, ST18 0JH

Opening times for two year olds

Tuesday 9.15 – 12.15

Wednesday 9.15 – 12.15

Thursday 9.15 – 1.15

Opening times for three and four year olds

Tuesday 9.15 – 2.45

Wednesday 9.15 – 2.45

Thursday 9.15 – 1.15

Sessions cost £3.00 per hour. Work vouchers are accepted.

Call Tina on 07958 591277 for more information.

On a Friday there is a Mums N Babes baby and toddler group at the village hall. For more information call Claire on 07786 264943 or Eve on 07805 411327

19.Going on to High School

Our closest high school is **Weston Road Academy**. We have an excellent relationship with the school. Most children from St Andrew's go on to Weston Road Academy after Year 6.

St Andrew's and Weston Road Academy work hard to ensure that your child has a smooth transition from Year 6 into Year 7. Meetings are held at St Andrew's with Weston Road Academy staff to discuss every child – your child's academic ability, their personality and talents that shape their character.

To contact Weston Road Academy for more information go to their website which is:

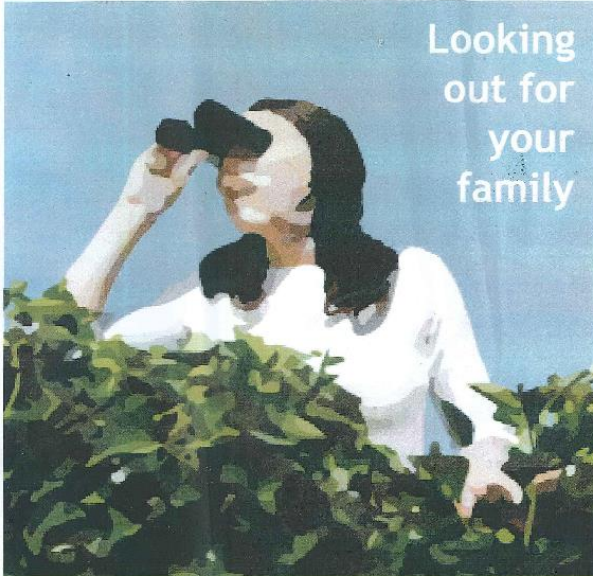
<http://www.westonroad.staffs.sch.uk/>

Alternatively, we also have a small number of children that go to Sir Graham Balfour High School, Walton High School or Stafford Grammar (Entrance exam and fee paying).

20 Army Families Federation Information

aff army families federation

Looking out for your family



West Midlands Co-ordinator
Naomie Brown
07557 977290
westmids@aff.org.uk
www.aff.org.uk

THE FUTURE	HOUSING	EMPLOYMENT	EDUCATION	REDUNDANCY
<h1>What's <i>affecting</i> you?</h1> <h2>Talk to our AFF Specialists</h2>				
<div><div>Housing housing@aff.org.uk 07789 551158</div></div>				
<div><div>Health & Additional Needs additionalneeds@aff.org.uk 07552 861983</div></div>				
<div><div>Education & Childcare ec@aff.org.uk 07527 492869</div></div>				
<div><div>Employment, Training, Allowances & Money etam@aff.org.uk 07799 045955</div></div>				
<div><div><div>Foreign & Commonwealth www.aff.org.uk/fc F&C Assistant 07785 939626 fcassist@aff.org.uk</div></div></div>				
<p>army families federation</p> <p>www.aff.org.uk</p>				

21 Admissions

As an academy we are our own admissions authority. Staffordshire County Council administer our admission arrangements for parents requesting a place for their child first starting school. If you wish your child to join St Andrew's Reception Class in September 2017 then please apply online at:

<https://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/primary/home.aspx>

The online applications are open between 1st November 2016 and 15th January 2017.

All other in year admission applications are made directly to the school. Please contact the school office to arrange an appointment to view.

22. Worship and Religious Education

As a Church of England school the Christian Faith is important to us. Everything we do at St Andrew's is underpinned by Christian values. We have acts of daily worship, regularly visit St Andrew's church and deliver a broad and balanced religious education curriculum.

By choosing to come to St Andrew's parents are accepting our values and ethos. Parents do, however, have the right to withdraw their child from acts of worship and religious education. Please make an appointment with Mr Hayward if you intend to exercise this right.

23. Contact Information

Head Teacher: Paul Hayward

Email: headteacher@st-andrews-weston.staffs.sch.uk

Chair of Governors: Mrs Viv Starkie

Email: v.starkie@st-andrews-weston.staffs.sch.uk

Office Manager: Mrs Dawn Palmer

Email: office@st-andrews-weston.staffs.sch.uk

Office Admin: Mrs Lesley Hughes

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School Website Address: <http://www.st-andrews-weston.staffs.sch.uk/>

Mid-Trent Multi Academy Trust Registered Address:

Colwich Primary School, Main Road, Colwich, Stafford, Staffordshire, ST17 0XD.

St. Andrew's Church of England Primary School is an academy within Mid-Trent Multi Academy Trust. Mid-Trent Multi Academy Trust is a private company, limited by guarantee, with charitable status.

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