

ESH

CHURCH OF ENGLAND
(AIDED)

PRIMARY SCHOOL



SCHOOL BROCHURE

Thank you for wanting to find out more about Esh Church of England (Aided) Primary School, I hope this brochure gives you the information you need. We take great pride in providing a safe, happy school offering a high quality education. The staff and governors of our school work together to enable this to happen. We aim to do our very best for all our pupils, developing their talents and abilities to allow each one to reach their full potential.

If you have any questions you would like to ask, or would like any further information, please do not hesitate to contact the school. We will do all that we can to help you and your child feel welcome here.

Mr A Park
Head Teacher



Esh Church of England (Aided) Primary School

Bishop's Preface.

It has been my privilege over many years to visit schools in many different places. This has been across England but also in some of the very poorest countries in the world, like Rwanda, Burundi and Uganda. It does not matter where I see schools at work, I am always impressed by the dedication of teachers and the longing of parents to want the very best for their children. As a parent I know you want the very best for your child. The Church of England is engaged in schools because it too wants the very best for every child.

Every child matters because every child is special. Naturally they are special to you, their parent or carer, and to grandparents. They are also very special to the school. This is particularly true for us in church schools because of what we believe about the value God places on every child.

Jesus' friends were arguing one day about who was the greatest in God's kingdom. Jesus took a small child, stood him or her amongst the group and told all the adults that unless they became like this child they could never enter God's kingdom. I often wonder just how very special that child felt that day. We want that sense of being loved, accepted and valued to be at the very heart of our schools, and of your child's education.

Education matters because it provides building blocks for life now and into the future. We seek to offer the very best education we can in every school. This is not simply about the important matters of reading, writing, numbers and the like. It is also about the values by which we behave, and the kind of people we want to be. We believe our church schools offer great all round education for every child.

I love being able to visit schools and meet children. They are always enthusiastic, welcoming and brilliant at asking tough questions. Their zeal for learning is inspiring.

So welcome to one of our wonderful church schools. I trust your child will find they grow and develop well throughout their time here.

+ Paul Butler
Bishop of Durham.

ESH CHURCH OF ENGLAND (AIDED) PRIMARY SCHOOL
MISSION STATEMENT

Esh Church of England (Aided) Primary School is a church foundation and its purposes are:-

- to present pupils with the experience of a living Christian faith in an educational setting;
- to promote Christian values and to show concern and care for the well being of all members of the school community and those associated with it;
- to provide a Christian environment in which pupils can gain appropriate skills, knowledge, understanding and values;
- to work with parents in meeting the needs of their children and to enable those children to reach their full potential;
- to promote the highest standards of learning especially in the Basic Skills.

The school values its involvement with the local community and its links with the Parish Church of St. Michael and All Angels and the wider Christian community.

'Fidei coticula crux'
(The Cross is the touchstone of faith)

Although a Church of England Aided School, conducted in accordance with a Trust Deed, we welcome children of all denominations into our School family; here, in a Christian atmosphere, we provide them with the best possible education.

Our School testifies to over one hundred and eighty unbroken years of community service. In 1835, Temple Chevallier, Perpetual Curate of St. Michael and All Angels and, later, Professor of Maths and Astronomy in the University of Durham, began teaching the village children in his home. The next year, he opened and helped to maintain our School in a building which we use to this day.

Our school is for children between the ages of four and eleven. Parents who are considering sending their children here are welcome to visit the Head Teacher and will be shown around the school and be given the opportunity to see how we work. It is the policy of our school to encourage and develop parental co-operation and participation in every way.

Our school holds open evenings when parents have the opportunity to meet and talk with the Head Teacher and Class Teachers. In addition, family and friends are invited to school productions, church services, sports events and other social occasions during the year. Parents are informed as to what is happening in the school by means of regular letters, e-mail and mobile text messaging.

NAMES AND ADDRESSES FOR INFORMATION:

Esh Church of England (Aided) Primary School
Front Street,
Esh Village,
Co. Durham.
DH7 9QR
Tel. 0191 3731324

Email : eshce@durhamlearning.net

Head Teacher:	Mr. A Park
Deputy Head Teacher:	Mrs. A James
Chair of Governing Body:	Mr. G Ayre
Vice-Chair of Governing Body:	Rev. M Peers

Head of Education and Skills:	Mr. R Crane County Hall, Durham City. DH1 5UJ
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Director of Education - Durham Diocesan Board of Education:	Mr. P Rickeard Church House St John's Terrace, Percy Main, North Shields. NE29 6HS
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Members of Governing Body:

Appointed by the Authority:	Mrs. A Hiles
Parents Representative:	Mrs. H. Watkins Ms. R. Hiles
Head Teacher:	Mr. A Park
Foundation Governors:	Rev. M Peers Mr. S Bradley Mrs. J Coxon Mrs. J Farrey Mr. G. Ayre Miss. N Coia Mr. C Noon
Teacher Representative:	
Co-Opted Governor:	Mrs. K. Seed



TEACHING STAFF AND ORGANISATION

Head Teacher

Mr. A Park

Responsible for over-all Management and Development of the School. Finance, Staffing and Administration; Curriculum Development and Planning; Monitoring, Assessment, Evaluation, Reporting and Recording; Health and Safety; Behaviour and Discipline; Business and Community Links; Child Protection; Co-ordinator for Professional Development, English, Educational Visits M.F.L., and Student Training. Staff Induction.

Point of contact for SEND queries in school.

Deputy Head Teacher

Mrs. A James

Teachers

Miss. G Dismore Class 4 Teacher (Y6)

Co-ordinator for Mathematics, Key Stage 2, and Key Stage 2/3 transition, Art & DT, Computing and NQT Mentor.

Mr. A Musgrove Class 3 Teacher (Y4 & 5) Science, P.E.

Miss. R House Class 2 (Cross-Phase) Teacher (Y2 & 3)

Mrs. A James Class 1 Teachers (R & Y1) Monday, Tuesday, Wednesday & Thursday. Early Years Foundation Stage Leader. Co-ordinator for Music, R.E., Collective Worship, Spiritual, Moral, Social and Cultural Welfare, Assistant SENCO.

Mrs. K Wilson Class 1 Teacher (R & Y1) Friday

Co-ordinator for PSHCE, Sex & Relationships Education (SRE), History, Geography, and School Council Facilitator.

Mrs. L Marshall Monday, Tuesday morning.

Co-ordinator for P.E., Learning support teacher.

Miss. A lowes MAT SENCO.

Teaching Assistants

Miss. J Hunter

Mrs. B Yuill

Miss. A Young

Mrs. K Wilson

Administration Manager

Admin Assistant

Caretaker

Head Cook

Cook 1

Breakfast Club Supervisors

Tea Club Supervisors

Lunchtime Supervisory Assistants

Mrs. K Seed

Miss. B Ford-Senior

Miss. R Whitton

Mrs. D Rowland

Miss. K Thornton

Mrs. D Rowland & Mrs. L Witherspoon

Miss. A Young & Mrs. W Peers

Mrs. P Hewitt, Miss. J Hunter, Mrs. W Peers & Miss. A Young



OUR PARTNERSHIP

We aim to provide a smooth transition from home to school; to provide a welcoming environment and meaningful context for each child's learning; to help parents/carers to share the knowledge of their child. This communication is a two-way process of sharing information, knowledge and skills, leading to a highly effective home-school partnership.

We believe that each child is an integral part of the family and that parents are the primary educators of their children. As the child's world broadens, he/she needs the security of the family, especially when encountering a variety of new experiences. Each child's need for the support and understanding of parents is never more paramount than when changes are being made and transitions are taking place during the early stages of education and in joining a new school. Our partnership at this stage is essential.

Safeguarding in School

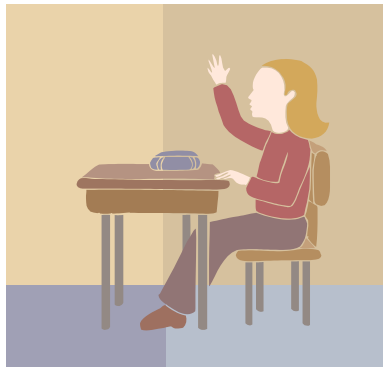
If you have any concerns about a child or member of staff in school, please contact our Designated Safeguarding Leads immediately:

Mr A Park – Head Teacher or Mrs A James – Deputy Head Teacher.

If you have any concerns about our Head Teacher, please contact:

Chair of Governors, Mr G Ayre or Local Safeguarding Children's Board, 03000265700

Further information can be obtained from our 'Keeping Children Safe in Schools' policy which is available on the school website www.esh.durham.sch.uk



THE CURRICULUM

All children study the National Curriculum subjects of English, Mathematics, Science, Computing, D.T., History, Geography, P.E., Art, Music and R.E. We use a wide range of teaching techniques. Many are taught as discrete subjects whilst others are taught as cross-curricular or topic-based. Wherever possible, additional literacy and numeracy work is integrated into all other curriculum areas. All work is differentiated to suit the needs of each child where appropriate. The progress of each child is monitored and recorded and is then reported to parents in a formative and summative way at open evenings and through written reports.

We are a Rights Respecting School - we aim to instill a love of learning in our children: to teach them to care for the school, each other, resources and the outside world. We stimulate a love of books and reading for pleasure, and teach children how to research and interpret information found in books.

We have a fantastic library in school that pupils can access in curriculum time and at lunchtime. We

ask for parents' assistance in reading to children at home, returning borrowed books on time and hearing children read in a comfortable, loving, quiet, family atmosphere.

Achievement

SATs Results 2019

Esh C.E.(Aided) Primary Results		% achieving expected standard	% achieving a higher standard
Key Stage 2 2019	Reading	90%	30%
	Writing	80%	30% working at greater depth within the expected standard
	Mathematics	90%	20%
	Grammar, Punctuation and Spelling	100%	30%

Reading, Writing and Mathematics combined % of pupils achieving the expected standard	70%
Reading, Writing and Mathematics combined % of pupils achieving a high score	10%

Average scaled score per pupil	
Reading	106.1
Grammar, Punctuation and Spelling	106.7
Mathematics	105.9

RELIGIOUS EDUCATION We aim to establish in the children's lives the significance of our faith, to create in them an awareness of membership of the wider church family through communion with clergy and laity, to assist children from homes uncommitted to our Belief to find a faith by which to live and to tolerate other creeds. We base our religious teaching from the Newcastle and Durham Diocese, and we invite ministers and members of other denominations to take part in our daily Act of Worship. Parents have the right to withdraw their child/children should they so wish.

SEX AND RELATIONSHIPS EDUCATION It is the school's policy to integrate sex education into the curriculum as opportunities arise. The topic does not appear as a separate item on the timetable. Section 241 of the Education Act 1993 gives parents the right to withdraw their children from any or all parts of a school's programme of sex education, other than those elements which are required by the National Curriculum Science Order.

EDUCATE AND CELEBRATE

We believe that all should feel welcomed, valued and nurtured as part of our community. This inclusion is essential as preparation for our children so they can make a positive contribution to life in the multi-cultural, multi-faceted world in which we live. We aim to provide an environment where all feel valued and free from discrimination, reflecting the world in all its rich diversity. We are actively involved in the Educate and Celebrate programme. Educate and Celebrate are an organisation to support schools to be LGBT+ friendly. The aim is to teach pupils about LGBT+ people and their experiences in ways that make it part of everyday experience, therefore reducing bullying because LGBT+ people no longer seem unusual.

Our Code of Conduct

We respect each other's: age, disability, gender, gender identity, marriage or civil partnership, pregnancy, race

and nationality, religion or belief and sexual orientation.

COMPUTING We have a range of state of the art ICT equipment including laptops, desktops, iPads, interactive whiteboards and a range of audio visual technology. Children are encouraged to use ICT in a cross curricular approach.

MUSIC As part of our music provision, all children will have the opportunity to learn to play the ukulele during their time in school. In addition to class music lessons, we are fortunate in being able to offer individual musical tuition through Music Works. Certain tuition and instrument costs must be met by parents and further details may be obtained from the Head Teacher.



SPORTS In October 2013 we were awarded 'County Durham's Leading School for Primary School Contribution to P.E. and School Sport'. The majority of inter-school sporting activities are co-ordinated through Durham Schools Sports Partnership. Our pupils participate in sporting activities such as netball, cricket, hockey, athletics, football and basketball as well as many others. Children require royal blue shorts, plain white t-shirt, track-suit (or similar) for colder weather and suitable footwear.

At some stage in a child's time in school your child will have swimming lessons at Brandon Primary School's swimming baths. Children require a swimming costume, swimming cap and towel.

SPECIAL CURRICULAR PROVISION AND ARRANGEMENTS FOR PUPILS WITH SPECIAL EDUCATIONAL NEEDS OR LEARNING DIFFICULTIES.

We aim to create a positive environment for learning and we provide for individual differences in the classroom, adapting our teaching methods through careful selection of a wide range of teaching materials. Consultation with parents is arranged if children do not progress as expected. Specific advice is offered so that parents may help at home and additional support is given at school. If a child experiences persistent learning difficulties, the Head Teacher may, after consulting with parents and staff, call upon the expertise of an Educational Psychologist from the Education Psychology Service or personnel from the Learning Support Service.

BEHAVIOUR

We provide a caring and purposeful atmosphere in school, and encourage children to be honest, polite, self-disciplined, considerate and reliable. We operate a 'Buddy' system in school so pupils are given the responsibility to ensure the safety and welfare of their fellow pupils. Great emphasis is placed on developing our children to become responsible independent learners. However, if a child should overstep the bounds of acceptable behaviour this would be brought to his/her attention and, if the behaviour was to continue, the steps outlined in the school's Policy on Behaviour will be followed.

On occasions, a child's work or behaviour changes due to some family trauma, such as the death of a near relative or loss of a parent. It would be appreciated if parents/carers would inform the school in such an event so that teachers can give the child the understanding and support he/she needs. All such matters are treated in the strictest confidence.

CARE OF PROPERTY

Children are encouraged to take care of their own property and of school property too. Although the school does not accept responsibility for any loss of or damage to private property, there is a

much better chance of named belongings being found. Please ask at the office about any mislaid items.

Please ensure that all items of clothing and personal possessions are clearly named.

EDUCATIONAL VISITS AND CHARGING POLICY

In order to enhance the children's learning experience, we arrange occasional educational visits. We also invite theatrical and musical groups into school. If visits or school activities incur fees or travelling expenses, we invite voluntary contributions from parents to help to cover our costs. Where possible school aims to subsidise visits through the private school fund. We also offer an annual residential visit for our Y5/6 children.

TRANSFER TO COMPREHENSIVE SCHOOL

We endeavour to ease our children's transition to secondary education and to achieve curricular continuity by close liaison with, and visits to and from, our local comprehensive schools. The parents of Year 6 children will receive prospectuses from, and be invited to visit, these schools.



HOMEWORK

Homework is now a part of the school curriculum. We welcome parental co-operation in fostering each child's intellectual development outside school hours. We only ask that children take care of books and equipment used at home. The time allocated for homework varies according to the age and ability of each child.

Breakfast Club

We offer Breakfast club facilities to all pupils in school. It takes place in the Parish Hall from 7.40 am until the start of school and costs £3 per pupil including breakfast, or £1.50 for children arriving from 8.10 am onwards without breakfast. For parents with more than 1 child attending the 1st & 2nd child are full price and half price for any additional child. The club is supervised by members of staff from our school who are all fully DBS checked. At the end of each session pupils are supervised to class. Parents can access this at any time, on any day, as long as a consent form has been completed.

Tea Club

Tea Club takes place in our school every evening, Monday to Friday, from 3.10 pm – 5.45 pm. Children have access to a variety of activities and they receive a drink and a small snack. Parents have the flexibility to use the service on any day but must sign a consent form in advance. The cost will be £3 for the 1st hour for each child and then £1 for each half hour after this. For parents with more than 1 child attending the 1st & 2nd child are full price and half price for any additional child. If your child attends an after school club, they may attend Tea Club afterwards and will only be charged for Tea Club from the time the after school club finishes.

After School Club

Every half term, we aim to offer a variety of After School Clubs for each year group. These range from sporting experiences, creative activities and clubs to enhance the curriculum. Due to increased demands upon school budgets we are asking for £1 for each session attended to cover the costs of resources, coaching and materials. Sporting activities using external coaches are partially funded by our Sports Premium grant. Payments can be made weekly or half termly by using ParentPay. In the event of a club being cancelled, refunds or credit will be given.

SCHOOL HOURS

School commences at 8.50 am. We request that children do not arrive in school before 8.40 am as we cannot provide supervision before that time. Please could you ensure pupils arrive promptly.

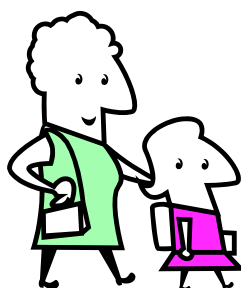
We have a mid-morning break at 10.30 am for 15 minutes. Lunch commences at 11.50 am for Key Stage 2 and 12.05 pm for Key Stage 1 and Reception. Children in Key Stage 2 re-start lessons at 12.50 pm, whilst our Key Stage 1 and Reception pupils commence at 1.15 pm School ends each day at 3.10 pm when children are to be collected from the gate.

Whole school Collective Worship takes place every day. Visiting speakers or Clergy are often invited to school. In addition, classes, groups of pupils and School Council representatives also lead worship.

WEEKLY TAUGHT TIME (excluding collective worship, breaks and registration) is

22 hrs. 00 mins. at Key Stage 1 and Reception

23 hrs. 45 mins. at Key Stage 2



ARRIVAL AND DEPARTURE FROM SCHOOL

Children should arrive at school before the registration time but no earlier than 8.40 am. We do not provide supervision in school before this time in school, but do offer a breakfast club in our Parish Hall from 7.40 am. Parents and children are welcomed in the school foyer by the Head Teacher and other members of staff.

Most children travel to school by private car, taxi or walk. We do encourage people to car share where possible as parking is extremely difficult outside school.

At the end of the school day, children are escorted by staff to the external gate (next to the post box) and handed over to parents/carers.

If arrangements for collection are altered in any way, the school must be informed.

* The area around school is residential and the roads are narrow and potentially dangerous. Please park carefully; particularly avoiding parking across residents' driveways or on the yellow lines. Please avoid parking in Hall Road as this is a private driveway where access is required at all times.

WINTER WEATHER: In the case of extreme weather conditions and unavoidable school closure, parents/carers will be notified by text or email as soon as we can. Updates will be posted on the school website and on Durham County Council's Temporary School Closures website: www.durham.gov.uk/schoolclosures.

SCHOOL ATTENDANCE

Our attendance recorded for the academic year 2018/19 are:
96.87% Attended, 2.61% Authorised Absence and 0.52% Unauthorised Absence.

ABSENCE

In case of illness, please inform school as soon as possible before 9.00 am. We are obliged to contact parents if we have received no explanation for absences.

DENTAL/MEDICAL APPOINTMENTS - please notify the school in advance of the absence. Please say who will be collecting the child from school. We cannot release a child during school hours without a parent's written consent.

As all lessons are compulsory, if your child cannot take part in lessons over a long period, then a note from a doctor is required.

FAMILY HOLIDAYS - time away from school may adversely affect a pupil's performance and for this reason we request that children are not taken away during term-time. Head Teachers are no longer able to authorise absences for holidays taken in term time and it may result in parent's having to pay a fine.

HEALTH

There are close links between the Health and Child Welfare authorities and school, and the school nurse visits on a regular basis. If there are any problems parents will be contacted.

We request parents to provide home, work and relatives' telephone numbers or addresses in case any matter concerning a child's health or welfare arises during school hours.

Parents will be notified of major medical examinations. Please let us know if your child has any medical or dietary requirements. Pupils with specific dietary needs must have an explanatory letter from a consultant before our catering company, Taylor Shaw, can produce an adapted menu. For school staff to administer prescribed medicines, parents are requested to complete the relevant form for administering medication in school and the medication must be delivered by an adult to a member of staff at the beginning of each day (or when required).



All staff in school hold First Aid Qualifications. We administer first aid for minor accidents in school and inform parents by letter. If a child is ill or has a serious accident in school, professional medical assistance will be sought and the parent contacted.

Please be assured that we will always act with the best interests of the child at heart.

UNIFORM

School uniform is encouraged and consists of the following:-

Royal blue or white polo shirt*, grey skirt, grey pinafore, or grey trousers, blue and white checked dress (summer), royal blue cardigan* or royal blue sweatshirt*.

Shoes should be black flat and practical with no logos visible. Trainers should only be worn for P.E.

Trainers are not permitted to be worn as school shoes.

All items marked may be purchased through school and bear the school's embroidered emblem.*

P.E. Kit:-Plain white t-shirt, royal blue shorts, trainers or plimsolls. A plain blue tracksuit may be worn in cold weather.*

We offer the option of 2 companies to supply our school uniform. Emblematic have the facility of online ordering and clothing delivered direct to your home. There will be some sample clothing in school so that parents can view items and check sizing before ordering. To order from this company, please log on at: studentuniform.co.uk/eshps022.

For parents who wish to use a local company, 'Moette' also provide our school uniforms. They are based in The Old Chapel, Quebec Street, Langley Park. Parents can order either online at: www.moette.co.uk or directly from their shop where children can try the clothing on for sizing. The shop is open Monday to Friday from

9am-5pm. Please note orders need to be placed by the 1st of August to guarantee delivery in time for the new school term.

JEWELLERY

At school we have a no jewellery policy. Parents wishing to have their child's ears pierced should have them done at the beginning of summer holidays so as to avoid earrings being worn. No jewellery is allowed during P.E. or swimming lessons and members of staff are prohibited from removing earrings from the pierced ears of pupils. 'Smart' watches are not permitted.

Hairbands should be plain and in school colours. Hair bows are not permitted.

SCHOOL MEALS

Lunch breaks are supervised by Supervisory Assistants.

School meals are provided on the premises by our own cooks. At least two choices are available, one of which is vegetarian and a drink of water is included in the price of £2.05 per day. Special dietary needs, for medical or religious reasons, can be catered for. To facilitate administration arrangements, we would greatly appreciate it if the correct dinner money for the week is paid each Monday or at the beginning of each half-term. We offer an online payment system through ParentPay. Cheques are accepted and are to be made payable to Durham County Council (or D.C.C.) Please ensure your full home address is completed on the reverse of all cheques, otherwise a charge may be made by the County Council on any returned cheques without this. Some children may qualify for free meals; further information can be obtained from the school office. Provision is made for children who bring packed lunches. A Packed Lunch Policy is available from the Head Teacher.

Children in classes 1 and 2 are offered a piece of fruit at the morning break, through the 'Free Fruit' scheme. Any remaining fruit is offered to our older pupils. We do not allow sweets, crisps etc. in school. We ask children to bring in a water bottle to school each day and it is returned at the end of the day.

The School Council operates a weekly tuck shop.

ACCESS TO DOCUMENTS AND INFORMATION ABOUT THE SCHOOL

The L.A. have published various statements on curriculum matters as well as other issues related to school. We also have curriculum policy statements formulated by staff and governors especially for our school.

Arrangements to see these documents can be made by appointment with the Head Teacher or policies may be viewed on our school website at: www.esh.durham.sch.uk.

COMPLAINTS PROCEDURE

The school follows the L.A. guidance for complaints. However, in the event of any query, please do not hesitate to contact the Head Teacher. Our complaints policy and procedure is on our website. We are, and wish to continue to be, a very happy school. It is our wish to deal with any difficulties as soon as they arise so that we can continue to claim :-

Everyone

Smiles

Here

School Admission Policy

The Governing Body of Esh Church of England (Aided) Primary School is the Admissions Authority for the school. We follow the Statutory Guidelines published in the School Admissions Code (2014).

We intend to admit up to 15 pupils to the reception year group in September 2020. This arrangement follows consultation between the governing body, the Local Authority, all other schools in the area and all other Admission Authorities in the area. It included the statutory requirements of the code not requiring consultation.

Admissions criteria

The school is open to receive applications for admissions from the parents of all children. Applications must be made on the Local Authority Common Application Form. This form must be returned to the Local Authority. Applications received after the closing date will only be considered after all those received by the closing date.

Children with a Statement of Special Educational Need or with an Education, Health and Care Plan (EHCP) naming Esh C.E. (Aided) Primary School will always be offered places.

Oversubscription criteria

If the numbers of applications exceed the number of places available, children will be admitted in the following order:

- 1. Children who are 'looked after' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order.**

Looked after children and children who were previously looked after, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements or special guardianship order.

Notes:

By a 'looked after child' we mean one in the care of a Local Authority or being provided with accommodation by a Local Authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46).

A 'child arrangements order' is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14).

A 'special guardianship order' is one appointing one or more individuals to be a child's special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).

- 2. Children whose parents are resident in the parish of Esh.**

A map showing the boundaries of the parish is available from Land Registry

3. Children who at the time of admission will have siblings attending the school.

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.

4. Faith criteria: Church of England.

Children and/or one or more parents who are at the heart of the church, attached to the church or are known to the church (in that order), in the parishes of Esh, Quebec, Langley Park, Hamsteels and Satley.

5. Faith Criteria : Other churches or Faith communities

Children and/or one or more parent who are at the heart of the church or faith community, attached to the church or faith community or known to the church or faith community, (in that order), and are living in the parishes of Esh, Quebec, Langley Park, Hamsteels and Satley.

'At the heart of the church': a regular worshipper. We suggest that this might normally mean one who worships usually twice a month.

Attached to the church': a regular but not frequent worshipper, by which is meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship

'Known to the church': not a frequent but probably an occasional worshipper, someone who is perhaps known through a family connection, or one or more of whose family would be involved in some church activity, such as a uniformed or other church organisation.

Applications for faith places must be supported by a letter from an authorised minister or two office holders of the church or faith community.

6. Medical or social criteria: Pupils with very exceptional medical or social factors directly related to school placement. Applications must be supported by written evidence from a doctor or other professional practitioner, setting out the particular reasons why our school is the most suitable school, and will be considered on a case by case basis, as assessed using the Local Authority criteria.

7. Other Children.

Tie breaker

Where there are places for some, but not all, applicants within a particular criterion, distance from the front door of the home address (the front door of a block of flats) to the main entrance of the school will be the deciding factor. The home address is the child's permanent address where he or she generally resides. If a place is offered on the basis of false information, or if parents do not respond within the stated timescale to the offer of a place, the Governing Body reserves the right to withdraw their offer.

In assessing home to school distance the LA measures by the shortest walking route. Routes are measured from the centre point of the child's house, or in the case of a flat from the centre point* of the building, to the nearest school site entrance. A Geographical Information System*

(GIS) is used to identify and measure the shortest walking route. The GIS identifies routes on the Ordnance Survey Integrated Transport Network (ITN) and Urban Paths Network (UPN), which are national recognised datasets. The LA will not include any other routes. In all cases the GIS identifies the route to be measured by connecting in a straight line the centre point of the child's house to the closest point on the nearest route on the ITN/UPN.*

**In accordance with the co-ordinates of the Basic Land and Property Unit on the National Land and Property Gazetteer.*

Other information

If you wish your child to attend Esh Church of England (Aided) Primary School, you must fill in an application form, even if you live in the admission zone for the school.

The child's home address is the address of the parent/carer receiving the child benefit. The addresses of childminders or family members sharing in the care of children must not be used.

The School as the Admissions Authority will provide parents with the Co-ordinated Admissions Scheme booklet and attached Preference Form: this informs parents of the admissions procedure and criteria to be used for the allocation of places. This form must then be forwarded to the Local Authority.

Parents who wish their child to attend Esh Church of England (Aided) Primary School are welcome to visit the school for a tour and an initial discussion with the Head Teacher.

Admission of children below compulsory school age and deferred entry to school

The School Admissions Code requires school admission authorities to provide for the admission of all children in the September following their fourth birthday. However, a child is not required to start school until they have reached compulsory school age following their fifth birthday. For summer born children (those born after 1 April) this can sometimes be almost a full school year after the point at which they could first be admitted.

Some parents may feel that their child is not ready to start school in the September following their fourth birthday. Parents are entitled to request in writing that:-

- their child attends part-time until they reach compulsory school age, or
- that the date their child is admitted to school is deferred until later in the same academic year or until the term in which the child reaches compulsory school age

The school will hold any deferred place for the child, although, in the majority of cases, we find that children benefit from starting at the beginning of the school year, rather than part way through it.

- that the date their child is admitted to school is deferred until the term after the child reaches compulsory school age.

The child must, however, start school full-time in the term after their fifth birthday.

If parents of summer born children wish to defer entry as outlined above and wish them to be admitted to the Reception Year in the term following their fifth birthday, rather than year 1, then parents should apply at the usual time for a place in September of the current academic year together with a written request that the child is admitted outside of his or her normal age group to the Reception Year in September the following year providing supporting reasons for seeking a place outside of the normal age group.

This should be discussed with the Head Teacher as soon as possible. If their request is agreed, and this should be clear before the national offer day, their application for the normal age group may be withdrawn before any place is offered and they should reapply in the normal way for a Reception place in the following year.

If their request is refused, the parents must decide whether to wait for any offer of a place in the current academic year (NB it will still be subject to the over-subscription criteria in this policy) or to withdraw their application and apply for a Year 1 place the following year. Parents should be aware that the Year 1 group may have no vacancies as it could be full with children transferring from the previous Reception Year group.

Further information and advice on the admission of summer born children is available from Durham County Council or refer to DFE School Admissions Code at www.gov.uk/

The admissions process for casual vacancies

A casual vacancy occurs when the number on roll in a class falls below the school's standard number, published in the school's *Prospectus*.

Casual Vacancies will be allocated in accordance with the Primary In Year Co-ordinated Admissions Scheme. Parents will be required to name up to three schools of their choice in order of preference. The scheme will be operated by the Admissions Team within Children and Young Peoples Services at Durham County Council. The team will provide advice on places, send out application forms and confirm the offer of a place to parents.

Waiting Lists

Where no casual vacancies exist, a waiting list will be kept of all applicants for such a place in each year group. After the decision regarding admissions to Reception Class has been made by the Governors those unsuccessful applicants will be included on a waiting list throughout the academic year of proposed entry. This waiting list will be produced in rank order as a consequence of the application of the published admission's criteria to each child. Waiting lists for each year group will be maintained for the remainder of the school year. In July, at the end of the school year, those parents who applied for a casual vacancy and were unsuccessful will be circulated to ascertain whether they wish their child's name to remain on the list. It will be the responsibility of parents to update or provide information regarding any change of circumstance.

Procedure for appeals against decisions to turn down an application for admission or a deferred entry request

Parents have the right to appeal if they are not satisfied with the Governors' response to their expressed preference. Parents who wish to appeal should inform the school in writing. Further guidance is available on the school website: www.esh.durham.sch.uk/

Requests from parents for places outside a normal age group will be considered carefully on its own merits and circumstances (e.g. for those who have missed education due to ill health). However, such admissions will not normally be agreed without a consensus that to do so would be in the pupil's interests. It is recommended that parents discuss their wishes with the head teacher in advance of applying for a place. The governors may ask relevant professionals for their opinion on the case. It should be noted that if a place in the requested age group is refused, but one in the normal age group is offered then there is no right of appeal.

Further details are available from:-

**Mr A Park
Headteacher
Esh CofE (Aided) Primary School
Front Street
Esh
Durham
DH7 9QR**



Everyone Smiles Here.
 Esh Church of England (Aided) Primary School.

Holiday	Closing date	Date re-opens
Summer 2019	Friday 17 July 2020	Thursday 3 September 2020
Autumn half-term 2019	Friday 23 October 2020	Monday 2 November 2020
Christmas 2019	Friday 18 December 2020	Monday 4 January 2021
Spring half-term 2020	Friday 12 February 2021	Monday 22 February 2021
Easter 2020	Friday 26 March 2021	Monday 12 April 2021
May Day 2020	Friday 30 April 2021	Tuesday 4 May 2021
Summer half-term 2020	Friday 28 May 2021	Tuesday 8 June 2021
Summer 2020	Friday 16 July 2021	tbc