School Prospectus
Welcome to Rawmarsh Sandhill Primary School, Part of Wickersley Partnership Trust.

Rawmarsh Sandhill Primary School is a warm and friendly school with a family atmosphere. Our children are at the very heart of everything we do and are valued as individuals. Our caring and dedicated team are committed to supporting every child to become the very best that they can be.

We strive to create a learning environment where all children can thrive, feel safe, happy and confident in their learning and therefore achieve their full potential. Our curriculum is based around exciting, stimulating and relevant ‘learning journeys’, enhanced by real life learning experiences. At the core of these ‘learning journeys’ lies the commitment to children mastering the core skills of the curriculum, allowing them to make progress year on year.

We strongly value the role of parents and families in the lives of Sandhill children and are proud to be a part of the wider community. Developing, growing and nurturing children is a privilege – something that is not taken lightly – and is at its best when it is done in partnership.

Mrs N Ainsworth
Head Teacher
Welcome

Developing, growing and nurturing children is a privilege – something that is not taken lightly – and is at its best when it is done in partnership.
At Rawmarsh Sandhill Primary School, our ultimate aim is to develop independent lifelong learners who are well equipped to deal with life in a modern world.

In order for this to happen, we foster in our children respect, resilience, pride, aspiration and independence with a real focus on each individual developing themselves to be “the best that they can be”.

This ethos creates a mutually supportive atmosphere where children are able to take risks in their learning without a fear of failure and therefore are able to grow into confident, independent learners.

Alongside academic skills, Rawmarsh Sandhill strongly promote high standards of behaviour. We aim to nurture the whole child mentally, physically, emotionally and spiritually to enable them to become well-rounded citizens.

Every child is valued at Sandhill, regardless of gender, race, physical or mental disability or academic ability, and we celebrate the achievements of all.
# Teaching Staff

<table>
<thead>
<tr>
<th>Class</th>
<th>Year Group</th>
<th>Teacher/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unicorns</td>
<td>EYFS</td>
<td>Miss Charles <em>(EYFS Leader)</em></td>
</tr>
<tr>
<td>Dragons</td>
<td>EYFS</td>
<td>Mrs Hartley and Miss Donnelly</td>
</tr>
<tr>
<td>Class 1</td>
<td>Year 1</td>
<td>Miss Hollingworth</td>
</tr>
<tr>
<td>Class 2</td>
<td>Year 1 and 2</td>
<td>Mrs Lee <em>(Inclusion Manager / KS1 Leader)</em></td>
</tr>
<tr>
<td>Class 3</td>
<td>Year 2</td>
<td>Mrs May and Mrs Lambert</td>
</tr>
<tr>
<td>Class 4</td>
<td>Year 3 and 4</td>
<td>Mr Cairns</td>
</tr>
<tr>
<td>Class 5</td>
<td>Year 3 and 4</td>
<td>Mr Nicholson <em>(Lower KS2 Leader)</em></td>
</tr>
<tr>
<td>Class 6</td>
<td>Year 3 and 4</td>
<td>Mr Steeple</td>
</tr>
<tr>
<td>Class 7</td>
<td>Year 5</td>
<td>Mr Lee-Green</td>
</tr>
</tbody>
</table>
| Class 8  | Year 6       | Miss Burton *(Deputy Head / Upper KS2 Leader)*   | and Mr Lowry (Trainee)
<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miss Rhodes</td>
<td>Higher Level Teaching Assistant</td>
</tr>
<tr>
<td>Miss Smith</td>
<td>Cover Supervisor</td>
</tr>
<tr>
<td>Mrs Gillott</td>
<td>Cover Supervisor</td>
</tr>
<tr>
<td>Mrs Bray</td>
<td>Cover Supervisor</td>
</tr>
<tr>
<td>Mrs Bailey</td>
<td>Teaching Assistant</td>
</tr>
<tr>
<td>Mrs Wragg</td>
<td>Teaching Assistant</td>
</tr>
<tr>
<td>Mrs Kirk</td>
<td>Teaching Assistant</td>
</tr>
<tr>
<td>Mrs Bryan</td>
<td>Teaching Assistant</td>
</tr>
<tr>
<td>Mrs Halliwell</td>
<td>Teaching Assistant</td>
</tr>
<tr>
<td>Mrs Purseglove</td>
<td>Teaching Assistant and SMSA</td>
</tr>
<tr>
<td>Mrs Elvidge</td>
<td>Teaching Assistant and SMSA</td>
</tr>
<tr>
<td>Miss Haith</td>
<td>Teaching Assistant and SMSA</td>
</tr>
<tr>
<td>Mrs Harrison</td>
<td>Teaching Assistant and SMSA</td>
</tr>
<tr>
<td>Mrs Dudill</td>
<td>Teaching Assistant and SMSA</td>
</tr>
<tr>
<td>Mrs Braisby</td>
<td>Teaching Assistant and SMSA</td>
</tr>
<tr>
<td>Mrs Wray</td>
<td>SMSA</td>
</tr>
<tr>
<td>Mrs Baldwin</td>
<td>SMSA</td>
</tr>
<tr>
<td>Mrs Pilgrim</td>
<td>SMSA</td>
</tr>
<tr>
<td>Mr Brookes</td>
<td>Site Manager</td>
</tr>
<tr>
<td>Mrs Crummack</td>
<td>Learning Mentor</td>
</tr>
<tr>
<td>Mrs Simpson</td>
<td>Office Manager</td>
</tr>
</tbody>
</table>
Regular attendance is of the highest importance at Rawmarsh Sandhill Primary School. It is directly linked to pupil achievement and helps develop skills for life.
Uniform

Our uniform is a white shirt or polo shirt, a burgundy sweatshirt/cardigan and dark coloured trousers or skirt. Uniform can be worn with or without a school logo.

**Footwear**
Children need to come to school wearing appropriate shoes or trainers. Heels and open-toe shoes are not permitted. A pair of pumps (not slippers) are required for indoor use.

**PE Kit**
Our PE kit is dark shorts and a white T-Shirt which again can be with or without a school logo. Trainers are needed for outdoor PE. During colder months, children can wear a tracksuit and warm top for outdoor PE.

**Jewellery**
Children may wear one pair of stud earrings and a watch.

**Piercings**
If the children have pierced ears, earrings must be removed for PE either by the child in school or by someone at home on the morning of the PE lesson.

**Make-up**
Make-up and false nails are not permitted at school.
Please note that all admissions are processed by RMBC. Links to their applications and more information can be found under the admissions tab on the school website.

If you would like to contact the school regarding any admission queries please email: contactus@rawmarshsandhill.org.

**Admissions Forms**

All parents have the right under law to express a preference for a particular school for their child. A Local Education Authority Preference Form will need to be completed in order to be admitted to Rawmarsh Sandhill.

The LA has a one term entry policy into Foundation Two (F2) in September.

Completed forms need to be returned to:

School Admissions Team  
Riverside House  
Main Street  
Rotherham  
S60 1AE

**Joining School Later On**

Sometimes children join school when the term has started or later in their school life. We make every effort to make sure they are welcomed, looked after and monitored so that they quickly make friends and can find their way around school. Teachers give pupils time to settle in before making an assessment of their academic ability. The assessment, together with records from their previous school will enable your child to have the best start at our school. Parents are asked to contact school if their child has a problem settling.
Regular attendance is of the highest importance at Rawmarsh Sandhill Primary School. It is directly linked to pupil achievement and helps develop skills for life.

Please support the school in its aim to raise the standards of achievement for your child by ensuring that they attend school regularly and arrive on time. Whilst we would like all children to have 100% attendance, we realise that this is not always possible. Children are rewarded in a range of exciting ways to encourage good attendance.

What the school expects of the pupils:
- To attend regularly.
- To arrive on time and appropriately prepared for the day.
- To report to reception/attendance office when late.

What the school expects of the parents/carers:
- To fulfil their responsibility by ensuring their children attend school regularly and on time.
- To ensure that they contact school on the first day their child is unable to attend giving a valid reason for absence and also each day the child is absent from school.
- To ensure their child arrives on time and is well prepared for the school day.
- To contact the school in confidence whenever any problem occurs that may keep their child away from school.
- To contact school on each day of absence due to illness to update school on the current situation
- Work in partnership with school and other agencies as and when appropriate to resolve issues relating to non attendance/punctuality.
- To inform school of any forthcoming appointments, giving copies of letters and appointment cards to school and where possible, arrange appointments outside of the school day.
Attendance & Absence

- Where appointments are booked for after registration time pupils must attend school first.
- The pupil needs to return to school as soon as possible after the appointment, where this is possible.

If a pupil leaves the school premises for any reason during the school day, staff will ensure that this is recorded, to comply with Health & Safety Regulations.

When school and home work in partnership, we can achieve the best possible outcomes for your child.
The full Charges and Remissions Policy can be downloaded from the school website or a copy can be requested from the school office.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition, for which we reserve the right to charge.

Visits in School Time
Charges will not be made for educational visits, but cost incurred will be explained to parents/carers on all trip correspondence and voluntary contributions will be invited. When organising educational visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. The Local Governing Body will ask for Voluntary Parental Contributions for all educational visits taking place in school time to cover the full cost of the visit, which will include all fees payable, transport and insurance cover. Unless the Voluntary Parental Contribution meets the full cost of the visit, the visit may need to be cancelled. The Local Governing Body reserve the right to ask for Voluntary Parental Contributions in relation to visits to school by drama and music groups and other visitors where a charge is incurred to the school.

After School Activities
Where a cost is incurred from outside companies/sports coaches, charges for after school sport may be passed on to parents/carers.

Residential Visits
When 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 endeavour to subside charges for educational experiences and make a charge to cover costs incurred including food, lodgings, travel expenses and for education where the teachers of the school are not the providers. 50% remission will be available for free school meal and Pupil Premium children where appropriate.
Lunchtimes

Our school meals are provided by Mellors catering services and meet the nutritional guidelines set out by the government.

On offer everyday are three hot meal choices a meat option, a vegetarian option and a jacket potato choice. In addition to this children can chose a picnic lunch of a ham, tuna or cheese sandwich with fruit and a sweet treat.

Children also have the option of bringing sandwiches from home if they prefer.

Children can decide day to day which meal they would like and they order their meal during morning registration.

All school meals should be paid for using parent pay and must be paid for in advance. Where an account is in debit of more than £20, parents must send their child with a packed lunch until the debt is cleared.

Free School Meals
Your child is eligible for Free School Meals if you get one of the following benefits:
- Income Support
- Income based Job Seekers Allowance
- Income related Employment and support allowance
- Support under part IV of the Immigration and Asylum Act
- The Guaranteed element of State Pension Credit
- Child Tax Credit provided you are not also entitled to Working Tax Credit, and have an annual gross income of no more than £16,190 as assessed by Her Majesty’s Revenue and Customs
- Working Tax Credit run-on paid for four weeks after you stop qualifying for Working Tax Credit

For more information, please ask at the school office.
Everyone in our school has a right to learn and teach in safety and for that right to be respected at all times by others around them.
Accidents

Parents will be contacted as soon as possible if children are unwell or have an accident which may need professional help. We therefore require at least two emergency contact telephone numbers and responsible contacts for these occasions. If we are unable to contact parents, children may have to be taken to the hospital emergency department accompanied by a staff member.

Head bumps will be reported to parents either by telephone or when the child is collected at the end of the day.
At Rawmarsh Sandhill Primary School our policy and procedures follow the most recent guidance available from:

- NHS Choices (17th May 2016) ([http://www.nhs.uk/conditions/Head-lice](http://www.nhs.uk/conditions/Head-lice))

Headlouse infection is not primarily a problem of schools but one of the wider community. It cannot be solved by school, but the school can help the local community to deal with it. Headlice are transmitted by direct, still, prolonged head-to-head contact. Transmission of lice within a classroom is relatively rare. When it does occur, it is usually from a ‘best friend’. At any one time, most schools will have a few children who have active infection with headlice. This is often between 0% and 5%, rarely more.

**Parents’/Carers Responsibilities**
As the carer of a child you should:

- Undertake regular weekly and where appropriate daily checks to ensure that your child/family is not affected. This should be done with a detector comb as noted in the advice in the school’s parent leaflet on headlice and in this policy. All family members should be checked.
- Hair should be checked on the same day if a letter or text from school saying that there is a case of headlice in your child’s class is received.
- If live headlice are found, prompt treatment should be given.

**School will undertake to:**

- Provide information about Headlice on an annual basis and more regularly if many cases arise.
- Encourage parents to seek advice from the professionals if they find headlice to be a persistent problem.
- Maintain a visual check on pupils.
Headlice

• Alert parents (class/year group) via a text or letter if an outbreak is noted or school is notified by a parent that a pupil has headlice.
• Encourage parents to return their child to school immediately after treatment – there is no need to keep a child off school for the day.

The school by law cannot:
• Carry out physical checks on pupils for head lice.
• Tell parents to keep children away from school because of head lice.
• Exclude a child from school because of head lice.

The full Head Lice Policy can be viewed on the school website.
Infection Control:
Hand washing remains one of the most important ways of preventing the spread of infections, especially those that cause diarrhoea and vomiting, and respiratory disease. The recommended method is the use of liquid soap, warm water and paper towels.

Coughing and sneezing easily spread infections. Children and adults are encouraged to cover their mouth and nose with a tissue and wash hands after using or disposing of tissues.

Personal protective equipment - disposable gloves and aprons are worn where there is a risk of splashing or contamination with blood/body fluids. Cleaning of the environment is frequent, thorough and follows national guidance.

Vulnerable Children:
Some medical conditions make children more vulnerable to infections that would rarely be serious in most children. These children may be particularly vulnerable to chickenpox and measles and in this case parents will be informed promptly.

Pregnant Women:
Chickenpox, German measles, slapped cheek disease and measles may all affect pregnant women and their unborn babies. If your child has any of these conditions, please let school know straight away.

For the most up to date immunisation advice visit [www.immunisation.nhs.uk](http://www.immunisation.nhs.uk) or the school health service can advise on the latest immunisation schedule.
## Guidance on Common Infections

<table>
<thead>
<tr>
<th>Disease</th>
<th>Recommended period to be kept away from school, nursery or childminders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox</td>
<td>Five days from the onset of the rash.</td>
</tr>
<tr>
<td>German Measles*</td>
<td>Six days from the onset of the rash.</td>
</tr>
<tr>
<td>Impetigo</td>
<td>Until lesions are crusted and healed, or 48 hours after commencing antibiotic treatment.</td>
</tr>
<tr>
<td>Measles*</td>
<td>Four days from the onset of the rash.</td>
</tr>
<tr>
<td>Scarlet Fever*</td>
<td>Children can return 24 hours after commencing appropriate antibiotic treatment.</td>
</tr>
<tr>
<td>Slapped cheek/fifth disease. Parvovirus B19.</td>
<td>None</td>
</tr>
<tr>
<td>Diarrhoea and/or vomiting</td>
<td>48 hours from last episode of diarrhoea or vomiting.</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>None</td>
</tr>
<tr>
<td>Mumps*</td>
<td>Five days after the onset of swelling.</td>
</tr>
<tr>
<td>Tonsillitis</td>
<td>None</td>
</tr>
<tr>
<td>Threadworms</td>
<td>None</td>
</tr>
</tbody>
</table>

* Denotes a notifiable disease.

Further guidance is available from [www.hpa.org.uk](http://www.hpa.org.uk).
Medicines

A medical form must be completed and signed in order for school to administer any medication to the children. These can be found in the main office of the school. Antibiotics must have a label attached showing the name and prescription for the child.

In addition, the school can usually administer medication required for the relief or prevention of asthma, providing a form has been completed. For regular asthma relief you may be asked to provide school with an asthma plan which can be given to you by your GP.

Any child with specific medical needs will be met with medical professionals and a care plan shall be put in place.
We aim to raise aspirations and develop respect, responsibility, resilience, pride, perseverance, commitment, and creativity with a real focus on each individual developing themselves to be “the best that they can be”.

Curriculum
At Rawmarsh Sandhill, the aim of our curriculum is to develop independent lifelong learners who are well equipped to deal with life in a modern world. While preparing our children academically for the next phase, through our curriculum, we aim to raise their aspirations and develop; respect, responsibility, resilience, pride, perseverance, commitment, and creativity with a real focus on each individual developing themselves to be "the best that they can be".

The curriculum, which is National Curriculum based, is carefully designed into learning journeys which span a full term. These Journeys are infused with real life experiences and hands on learning in order to fire the children’s imaginations and make learning vivid and real for them. Strong, cross curricular links strengthen the relevance of learning and provide opportunities for the children to apply their knowledge and skills in a range of meaningful contexts. The flexibility within the national curriculum guidelines allows us to organise learning into topics where the programmes of study are covered at different depths according to the different stages of development of the children. A two-year rolling cycle of topics encourages team work between classes and makes learning exciting, engaging and fun.

While incorporating a progression in the acquisition of skills and knowledge, the curriculum provides frequent opportunities for the children to reinforce and apply their learning, therefore increasing understanding across the curriculum. The use of new technologies, visits, visitors and first hand experiences aid understanding. We want children to be inquisitive and passionate about their learning therefore different approaches are used to explore and deliver topics to ensure all our children are challenged and develop the skills they need to be confident and successful lifelong learners.

All lessons follow a similar model where the “Teach and Do” approach is applied in all classes. The ‘teach and do’ approach increases the pace of work and breaks up learning activities into smaller, more manageable chunks. As the lesson progresses ‘assessments of learning’ are made and misunderstandings are dealt with immediately. We also give the children regular opportunities to ask and answer questions to consolidate their learning. Lessons are fun and interactive, with lots of demonstration, modelling and explanation. Paired or group work features regularly. As a result of this our children are able to articulate their learning in different situations and are confident to attempt new tasks positively.
Our aim is to provide a caring and stimulating environment where children can feel secure, valued and confident. Within this environment children are encouraged to participate in a wide range of activities, both inside and outdoors, enabling them to develop their physical, intellectual, emotional and social skills.

The Early Years Foundation Stage Curriculum is developed through the following areas:

**Prime Areas**
1. Personal, Social and Emotional Development (Making relationships, Self-confidence and self-awareness and Managing feelings and behaviour)
2. Physical Development (Moving and handling and Health and Self-care)
3. Communication and Language (Listening and attention, Understanding and Speaking)

**Specific Areas**
1. Literacy (Reading and Writing)
2. Mathematics (Number and Shape, space and measure)
3. Understanding the world (People and communities, The World and Technology)
4. Expressive Arts and Design (Exploring and using media and materials and Being imaginative)

There are also the three characteristics of effective learning which are also reported on;

1. Playing and exploring
2. Active Learning
3. Creating and Thinking Critically
Throughout your child’s time at Sandhill, there will be many opportunities for them to experience a wide range of extra-curricular activities.

There is a small charge for our breakfast club, which currently runs every Tuesday and Thursday.

At present we offer the following activities:

- Hockey
- Football club
- Knitting Club
- Cooking Club

We also run a lunchtime homework club for all children in Year 1 to Year 6.
Children will be given the following homework:

- Reading which is rewarded with a dojo for every 5 reads. This can either be reading to an adult or being read to by an adult.
- Spellings – the child’s class teacher will give out spellings, which will be dependent upon your child’s age group.
- Topic based projects/research – children will be given a half termly list of project based tasks to choose from.
- Maths homework will be completed using ‘My Maths’ or Abacus
- Year 6 pupils may be asked to do an increased level of homework in preparation for the demands of secondary school

We expect children to maintain the same standards of presentation of homework as we set in school.

A homework group is in place for those children who do not have access to the Internet at home.
All children study music as part of the normal school curriculum. We do not charge for this. The Local Governing Body does reserve the right to charge for the delivery of individual or group music tuition by the peripatetic music teachers, as well as for music, strings, instruments (if the lesson is optional and in addition to curriculum lessons) and repairs to instruments etc.

We give parents detailed information about the additional music tuition at the start of each academic year relating to cost, timings and size of groups e.g. charges will be made on a termly basis, for music tuition given by peripatetic music teachers. This should be paid in advance via parentpay.

No charges will be made for music tuition provided by school staff.
We pride ourselves on the range of residential visits we offer at Rawmarsh Sandhill starting with an overnight visit in Year 4 building to a full week by the time the children reach year 6.

All visits are carefully planned and fully risk assessed. For the children, residential visits offer a wonderful opportunity to experience a host of learning experiences, building upon a whole range of skills.

A residential visit to Sherwood takes place during the academic year for Year 4 children. This involves an overnight stay and focuses on team building and the development of social skills.

A four day residential visit to Crowden takes place during the academic year for Year 5 children. During the Crowden residential, children experience a wide range of outdoor adventurous activities.

A five day visit to Bridlington also takes place in the summer term with the Year 6 children.
Rawmarsh Sandhill Primary School is an inclusive school and will endeavour to meet the needs of all children. This includes pupils with Special Educational Needs and Disability, whatever ability, disability or social, emotional or mental health need they may have.
“Everyone in our school has a right to learn and teach in safety and for that right to be respected at all times by others around them.”

The ethos at Rawmarsh Sandhill Primary is built on mutual trust and respect for all therefore this policy promotes an environment where everyone feels happy, safe and secure.

School follows the ‘Sandhill Way’ which is concerned with promoting good behaviour and safety.

The Sandhill Way

The Sandhill Way applies to everyone who comes into school.

The Sandhill Way is displayed in key points in school and in every classroom. It is regularly referred to in assemblies and are used to reinforce and promote positive behaviours by all adults who work in school. Each class develops a class charter to meet the needs of the individuals within the classroom base on how the pupils will behave.
We encourage good behaviour through our reward system. We praise and reward children for good behaviour in a range of ways such as Dojos, Star of the Week and a good work assembly.

Children will receive sanctions for examples of poor behaviour. Examples of unacceptable behaviour can be seen in our behaviour policy on our school website. Sanctions focus at all times on the fact that the behaviour is undesirable not the child. For instances of poor behaviour, a series of sanctions will apply from a verbal warning through to being sent to the head teacher and a phone call home to parents.

In case of a serious incident, including swearing, spitting, threatening language, racist or homophobic comments and instances of physical aggression towards children or adults will result in immediate referral to a senior member of staff. The Head Teacher keeps records of all reported serious incidents of misbehaviour.

School does not tolerate bullying of any kind. If we discover that an act of bullying or intimidation has taken place, we act immediately to stop any further occurrences of such behaviour. We do everything in our power to ensure that all children and staff attend school free from fear. For further information see the School’s Anti-Bullying Policy.

School collaborates actively with parents, so that children receive consistent messages about how to behave at home and at school. We regularly explain The Sandhill Way, which is displayed prominently in school. The school expects parents to support school in promoting The Sandhill Way.
Inclusion & Child Protection

Rawmarsh Sandhill Primary School is an inclusive school and will endeavour to meet the needs of all children. This includes pupils with Special Educational Needs and Disability, whatever ability, disability or social, emotional or mental health need they may have. There are times, however, when a teacher or a parent is concerned that a child has learning difficulties and is not fulfilling their full potential. In such circumstances parents and teacher need to discuss the situation. This would trigger specific procedures in order to monitor and maximise a child’s learning. The school will always respond to parental concerns about the progress their child is making.

School maintains an up to date inclusion register of all pupils with additional needs.

Further details of the SEND and Disability Policy are available from the school website.

Child Protection & Safeguarding

The child’s welfare is of paramount importance. Our school will establish and maintain an ethos where pupils feel secure, are encouraged to talk, are listened to and are safe. Children at our school will be able to talk freely to any member of staff at our school if they are worried or concerned about something.

Everyone who comes into contact with children and their families has a role to play in safeguarding children. We recognise that all staff at our school plays a particularly important role as they are in a position to identify concerns early and provide help for children to prevent concerns from escalating. All staff are advised to maintain an attitude of ‘it could happen here’ where safeguarding is concerned.

Rawmarsh Sandhill Primary School adheres to child protection procedures that have been agreed locally through the Rotherham LSCB.
Every member of staff including volunteers working with children at our school is advised to maintain an attitude of ‘it could happen here’ where safeguarding is concerned. When concerned about the welfare of a child, staff members should always act in the interests of the child and have a responsibility to take action as outlined in the policy.

It is not the responsibility of school staff to investigate welfare concerns or determine the truth of any disclosure or allegation. All staff, however, has a duty to recognise concerns and pass the information on in accordance with the procedures outlined in the school’s policy.

Staff receive regular training updates to keep them abreast with current practices in safeguarding.

The full child protection and safeguarding policy is available on the school website.
Any concerns expressed by parents and others about the school curriculum and related matters can be dealt with in an informal manner by discussions with firstly, the appropriate teacher, or secondly, with the Headteacher if the complainant is not satisfied.

For complaints of a more formal nature then an appropriate form can be downloaded from the school website in the complaints policy or can be requested from the school office. The form can then be sent to the Chair of the Governing Body. Please refer to the policy on the school website for more detailed information.
The information in this prospectus was correct at the time of publication. All major changes will be taken to the Governing Body and approval sought before any changes are implemented.

Please contact the Head of School if further information is required.

If you require any further information regarding any subjects titled in this prospectus please visit the school website at rawmarshsandhill.org