



# FILTON AVENUE

PRIMARY SCHOOL

# WELCOME

# ENJOYING THE JOURNEY

W: [WWW.FILTONAVENUE.COM](http://WWW.FILTONAVENUE.COM)

T: LOCKLEAZE ROAD 0117 903 0302 | ORCHARD CAMPUS 0117 377 2019

FILTON AVENUE PRIMARY SCHOOL LOCKLEAZE ROAD BRISTOL BS7 9RP

# DOWNLOAD

## GET CONNECTED



# TOGETHER ON A JOURNEY TOWARDS SUCCESS



## HELLO

It gives me great pleasure to welcome you and your family to Filton Avenue Primary School. This is the beginning of what I hope will be a rewarding and happy journey for your child. We aim to provide exciting learning opportunities both in school and in the community, inspiring a love of learning. For those of you returning to school we look forward to you coming back in September 2017.

There are several ways you can keep up to date with what is happening at school, the best place is our website [www.filtonavenue.com](http://www.filtonavenue.com) or by downloading the school app which can be found in iTunes or Google Play, links to these can be found on the school website. Our Facebook page is also a fantastic way to see more of what is happening in school every day, such as, finding out what is happening on school trips as they happen, and see short clips of school assemblies. You can sign up now by searching for the Filton Avenue Primary School page on Facebook.

We look forward to developing a successful partnership with you so that your child can work with confidence and experience success. You are welcome to contact us at any time if you have any questions or need help. The main school telephone number is **0117 903 0302** for our Lockleaze Road site or **0117 377 2019** for Orchard Campus, alternatively email [info@filtonavenue.com](mailto:info@filtonavenue.com)



**Anne Rutherford**  
Executive Head Teacher

**Please keep this booklet and share it with your child. It contains useful information which you can refer to over the school year.**

# TERM DATES 2017 - 2018

 Term Time

 Inset Day

 Bank Holiday

 School Holiday

## SEPTEMBER 2017

| Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 |    |

## OCTOBER 2017

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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

## NOVEMBER 2017

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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

## DECEMBER 2017

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

## JANUARY 2018

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## FEBRUARY 2018

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## MARCH 2018

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| 26 | 27 | 28 | 29 | 30 | 31 |    |

## APRIL 2018

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## MAY 2018

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## JUNE 2018

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
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## JULY 2018

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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

## AUGUST 2018

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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

We aim to give you as much notice of term and inset dates as possible. We update any changes on our website, where you may also download a copy of the school calendar.

**W: [WWW.FILTONAVENUE.COM](http://WWW.FILTONAVENUE.COM)**  
**T: 0117 903 0302**

# STARTING ARRANGEMENTS



## RECEPTION

We know that starting school for first time can seem daunting for some pupils and parents/carers, therefore we have a phased starting date for pupils joining our Reception Classes in September. We want children to settle into their new school as quickly as possible therefore Reception Classes will start in two groups. Details of which group your child is in and their start date is contained in the letter accompanying this booklet. A timetable for the first 2 weeks of the term can be found below.

Before your child starts school, we will be offering home visits to our new children and parents/carers. During this visit please ask any questions you have about your child starting school. It is also an opportunity to give us any completed admission forms.

## WEEK COMMENCING 11TH SEPTEMBER 2017

Every Day

### GROUP A

8:45 AM to 11:30 AM

### GROUP B

12:30 PM to 3:15 PM

## WEEK COMMENCING 18TH SEPTEMBER 2017

Monday 18th -  
Wednesday 20th September

### GROUP A

8:45 AM to 11:30 AM

### GROUP B

12:30 PM to 3:15 PM

Thursday 21st &  
Friday 22nd September

8:45 AM to 13:30 PM  
Lunch in School

8:45 AM to 13:30 PM  
Lunch in School

## WEEK COMMENCING 25TH SEPTEMBER 2017

FROM MONDAY 25TH SEPTEMBER ALL RECEPTION CHILDREN WILL  
ATTEND SCHOOL ALL DAY FROM 8:45AM TO 3:15PM

# LOCKLEAZE ROAD

## THE SCHOOL DAY

|                        |                   |
|------------------------|-------------------|
| <b>Breakfast Club</b>  | 8:00am            |
| <b>School Starts</b>   | 8:45am            |
| <b>Morning Break</b>   |                   |
| Reception              | 10.30am – 10:45am |
| Years 1–6              | 10:30am – 10:45am |
| <b>Lunchtime</b>       |                   |
| Reception              | 11.50am – 1:00pm  |
| Years 1–6              | 12:00am – 1:00pm  |
| <b>School Finishes</b> | 3:15pm            |

## IN THE MORNING

### Reception and Year 1 Classes

When your child first starts school please bring them into the classroom where they will be met by their class teacher. When they have settled in, we ask that you leave your child at the entrance doors to come into the school building by themselves. This helps them to develop independence, avoids the corridors becoming too busy and helps ensure a smooth start to the day.

### Year 2 to 6

The playground is supervised from 8.40am for children who aren't attending breakfast club. Children should be ready for registration when the bell sounds at 8.45am. We ask that parents and children enter the school through the main pedestrian gate. Please encourage your child to enter the school building independently.



# MEETING YOUR CHILD AT THE END OF THE DAY

## RECEPTION AND YEAR 1 CLASSES

Please collect your child from the classroom door in the playground. We ask that parents stay in the playground, where we will only hand your child over to you. If you are unable to collect your child, please let us know your alternative arrangements in advance.

## YEAR 2 TO 6

All children will make their way to the playground with their class teacher once the school bell has rung at 3.15pm. We ask that parents meet their children in the playground and not the corridors as these can be busy places at the end of the day. If you would like your child to walk home independently, please contact the school office to discuss or complete a permission form, we will pass this information to your child's class teacher.

## TRAVEL TO SCHOOL

**We encourage all children to walk, scoot or cycle to school whenever possible. For the safety of children and staff, cars are not permitted to enter either of our sites to drop off or pick up children at the start or end of the school day. If you do need to drive your child to school, please park responsibly in the local area. Parents are not permitted to park in the car park.**

Bike sheds and scooter parks are available for use during the school day. At Lockleaze Road there are two bike sheds, one near the main school entrance for our younger children and one near the top playground for older children. The school accepts no responsibility for loss or damage to bikes / scooters that are stored at school.



### **Zig Zag Lines outside the schools**

It is an offence to park on these markings which are enforceable by both the Local Authority Civil Enforcement Officers and the Police. If a Civil Enforcement Officers issues you with a ticket you will be required to pay a £70.00. If the Police issue you with a ticket you will be required to pay a fine and will receive points on your driving licence.

## OTHER INFORMATION

Dogs are not allowed anywhere on the school site, for health and safety reasons.

Smoking is not allowed anywhere on the school site. We also request that you do not smoke directly outside the school gates.

Children should not bring mobile phones into school. Prior arrangements should be made if it is necessary, please contact the school reception for further information.

# ORCHARD CAMPUS

## THE SCHOOL DAY

|                        |                   |
|------------------------|-------------------|
| <b>School Starts</b>   | 8:45am            |
| -----                  |                   |
| <b>Morning Break</b>   |                   |
| Reception & Years 1–5  | 10:30am – 10:45am |
| -----                  |                   |
| <b>Lunchtime</b>       |                   |
| Reception              | 11.50am – 1:00pm  |
| Years 1–5              | 12:00am – 1:00pm  |
| -----                  |                   |
| <b>School Finishes</b> | 3:15pm            |

## IN THE MORNING

The bell rings at 8.45am and all the children line up in their year groups in the playground, where they will be met by their class teacher and/or teaching assistant, who will then take them into their classrooms.

Please do not leave your child unattended in the playground before there are school staff in the playground to supervise them. If you are the parent/carer of a pupil in Reception you will be welcome to come into the classroom in the first couple of weeks to help them settle in. After this time, we ask that you say goodbye either in the line or at the door.

This helps them to develop independence, avoids the classroom becoming too busy, and helps ensure a smooth start to the day.





# MEETING YOUR CHILD AT THE END OF THE DAY

## RECEPTION AND YEAR 1 CLASSES

Reception and Year 1: please collect your children from the classroom door that opens on to the playground. Your child will be allowed to leave once the class teacher/teaching assistant has seen you. If you are unable to collect your child, please let us know your alternative arrangements in advance.

## YEARS 2 TO 5

Your child will be brought out to the playground by the class teacher or teaching assistant and you will be able to collect them from the same place as they line up in the morning. Your child will only be allowed to leave once the class teacher/teaching assistant has seen you.

## TRAVEL TO SCHOOL

**We encourage all children to walk, scoot or cycle to school whenever possible. For the safety of children and staff, cars are not permitted to enter either of our sites to drop off or pick up children at the start or end of the school day. If you do need to drive your child to school, please park responsibly in the local area. Parents are not permitted to park in the car park. Bike sheds and scooter parks are available for use during the school day.**

At Orchard Campus, we have a bike shed near the school entrance. The school accepts no responsibility for loss or damage to bikes / scooters that are stored at school.



### **Zig Zag Lines outside the schools**

It is an offence to park on these markings which are enforceable by both the Local Authority Civil Enforcement Officers and the Police.

If a Civil Enforcement Officers issues you with a ticket you will be required to pay a £70.00. If the Police issue you with a ticket you will be required to pay a fine and will receive points on your driving licence.

## OTHER INFORMATION

Dogs are not allowed anywhere on the school site, for health and safety reasons.

Smoking is not allowed anywhere on the school site. We also request that you do not smoke directly outside the school gates.

Mobile phones should not be brought into school. Prior arrangements should be made if it is necessary, please contact the school reception for further information.

# ATTENDANCE



Good school attendance gives your child the opportunity of success and helps develop skills for life. Your child should attend school every day unless there is an unavoidable cause such as illness.



**Some people might think that missing the odd day at school will not harm learning, but with so much going on it is easy to miss out. Your child might fall behind with their work and struggle to catch up. If there are any gaps in their knowledge it might seriously affect their long-term learning, so pupils should never miss school for reasons such as shopping, birthdays or to wait in for a repair person.**

Children tell us that they find it hard to come back into school when they miss a day or more, they also tell us that not all of them find it easy to fit back in with their friends after missing school.

### **What should I do if my child is off school?**

Telephone the school office by 9.30am on each day of their absence so that we know your child is safe at home.

Please make any medical, dental or other appointments out of school time. However, if it is unavoidable, it is always worth bringing your child into school before and/or after their appointments. Please let the school know in advance of any appointments they need to attend, so that we can update our records.

You may be asked for a medical certificate or appointment card if your child is regularly

absent due to illness or dental/medical appointments.

### **Absence in Term Time**

The government stipulates that the Headteacher may grant permission to take time off during term time only in exceptional circumstances.

A Request for Absence form must be submitted to the school at least 3 weeks before time off is required. Taking time off without permission will be counted as unauthorised and 4 days or more unauthorised absences can lead to a Penalty Notice and a fine being issued.

### **What should I do if I'm having difficulties with attendance?**

It's important you come and speak to us straight away. Remember parents / carers have a legal responsibility to make sure their child attends school. We can offer you support, Fran Mills, our Learning Mentor is available to meet with you or we can point you in the right direction for further support with the Education Welfare Service. If you want to talk to Fran, please ring her on **0117 903 0302** or email her at **fran.mills@filtonavenue.com**

# SCHOOL MEALS

School Meals are prepared at the school daily and offer a balanced and nutritious meal. Halal and vegetarian food are available every day. At Lockleaze Road, our school meals are provided by Eden Catering and at Orchard Campus, they are provided by BAM. We will provide you with a menu which rotates over a 3-week cycle. If your child has any specific meal requirements or allergies, please let us know so that we can inform our catering team.

## RECEPTION AND YEARS 1 & 2

Your child will be provided with a free school meal each day as part of the governments Universal Infant Free School Meal initiative. This is a saving of over £420 per year for a tasty meal provided in school.

## YEARS 3 - 6

School dinners should be paid for in advance. Payments can be made online, please use the link on the school website to set up an account. Alternatively, dinner money for the week must be brought in on a Monday in a named envelope. School dinners currently cost £2.25 per day (£11.25 per week).

Parents receiving qualifying benefits are entitled to free school meals. Please do not feel shy about this; it is your entitlement. You can apply for free school meals on line at [www.bristol.gov.uk/fsm](http://www.bristol.gov.uk/fsm) or by following the link on our website. Even if your child might only have a dinner very occasionally, please apply, as they will then also qualify for the pupil premium grant.



## **PACKED LUNCHES**

We like children to eat healthily. The right kind of food will help the brain to learn and the body to feel energetic. A suggested packed lunch would contain a sandwich/pasta, water/juice, two pieces of fruit and one treat (crisps/biscuit).

## **MILK & WATER**

Free milk is available in school for all children under 5, however when your child reaches 5 years of age there will be a charge. In the term that your child becomes 5, you will be asked to complete a short order form and pay in advance, if you would like your child to continue receiving milk.

It is good for your body and your brain to drink plenty of water during the day. We will provide your child with a water bottle when your child starts school. We keep these in school and the children are encouraged to drink water regularly during the day. It needs to be taken

home every week for washing, so that it stays clean and keeps children healthy. You can buy additional bottles from the office for £1.50 each and extra bottle tops are also available.

## **FRUIT**

All Reception, Year 1 and Year 2 children receive a piece of fruit or vegetable, e.g. apple, orange, banana, carrot or tomato, to eat at break time. This is currently free for every pupil in these year groups.

For Years 3 to 6 we offer 'Fruit Tuck', which is a piece of fresh fruit available daily. It is a good way of getting one of your 5 a day and also helps children to stay alert for learning. Fruit Tuck costs between £4-£6 a term and we will send a letter home to remind you before each term starts. Fruit is also available to buy at break-time or fruit can be brought in from home, but no other snacks are allowed.





# PUPIL PREMIUM

The Pupil Premium provides additional funding on top of the main funding a school receives. It is targeted at students from less advantaged backgrounds to help them benefit from the same opportunities as other students. The school receives £1320 per pupil (2017/2018) and uses this money to fund staff and resources targeted towards the children receiving the funding. You will find information on how we use the pupil premium on our school website.

## WHO IS ELIGIBLE?

You can apply for Pupil Premium if you receive one of the following:

- Income Support
- Income-based Job Seekers Allowance
- Income Related Employment and Support Allowance benefit
- Support under part VI of the Immigration & Asylum Act 1999
- The 'Guaranteed Element' of State Pension Credit
- Child Tax Credit (provided that you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on –paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit

If you think you may be eligible, please apply so the school will receive the pupil premium grant to use to provide extra support for your child.

## HOW DO I APPLY

### Children in Reception, Year 1 and 2

Please provide a parent/carer national insurance number on the school admission form so that the school can check and claim pupil premium on your behalf. We will write to you separately if you are eligible which may entitle you to free school meals in later school years.

### Children in Year 3 and above

Applying online at [www.bristol.gov.uk/fsm](http://www.bristol.gov.uk/fsm) is the easiest way to register. The details in your application will be checked against the database maintained by the Department for Education. If we are able to confirm your eligibility through this system you will not need to provide any further information. In addition to the school receiving the pupil premium grant you will also be eligible for free school meals a saving of £420 a year.

If you do not have a computer at home, or need help completing the application process, you can come and see us any time during the school day. We can also provide you with a computer in the school so that you can apply online.

# BEHAVIOUR

**We believe that all children and adults should feel safe and happy in school and that this in turn promotes a successful learning environment. We encourage our children to develop the personal and social skills required for life and we believe that positive relationships are at the heart of this process.**

We encourage children to be ready to learn through following our values:

- Partnership – teamwork and friendship
- Trust – respect and fairness
- Endeavour – resilience and perseverance
- Aspiration – excellence and creativity

We use a positive behaviour approach and all children are rewarded for good behaviour through a range of strategies. Emphasis is on praise for appropriate behaviour, good manners and respecting others, as well as demonstrating the school values. Praise and rewards are also given as positive recognition of children's achievements. Each Friday, there is a celebration assembly where examples of how children have demonstrated our school

values are shared and celebrated.

We have clear rules about behaviour and we expect children to follow our values. Classes, through discussion with the pupils and teacher, agree and draw up their own class charter, which is referred to regularly. Teachers and children negotiate appropriate ground rules alongside the positive behaviours expected. These class charters are written in child friendly language at different levels across the school; they are displayed in class and are reinforced regularly by the class teacher and other staff.

Negative behaviour choices are dealt with by staff in a calm manner. This looks to build a positive environment whilst recognising consequences. Teachers will deal with negative behaviour in the classroom and on the playground through use of our Behaviour Rainbow. This could involve reminders, warnings, moving space or time out. Children who have difficulty with meeting the school's behavioural expectations, despite the conscientious, consistent and caring application of this behaviour policy, will be further supported by a member of the Leadership Team.



## HOW CAN PARENTS/CARERS HELP?

Please support your child to understand and follow the school values and sanctions; this will enable us to develop a strong partnership and support learning in school. You should do this by encouraging him or her to show respect and courtesy towards others. Whilst we are always willing to discuss our decision with you, we expect parents to support the school's sanctions, where a child has chosen to disregard the school rules as together we can build a safe and happy learning environment.

If you have any concerns about your child's behaviour in school, please contact us.

## KEEPING SAFE

Your child's wellbeing and health and safety are very important to us. You can help keep us informed about your child's needs by making sure that the school always has up to date contact numbers for parents or carers, in case we need to get in touch with you.

We ask that you inform the school of changes to your address as well as changes to your home and mobile phone numbers. Please also provide a number of an alternative adult for contacting in an emergency.

Qualified first aiders in school will treat any

minor accidents. In more serious cases, we will call an ambulance and a member of staff will accompany your child to the hospital. In such situations, we will inform you immediately.

If your child needs to take medication during the day, please contact the school reception to ensure we are able to accept this responsibility.

If you would like us to give your child their medication you will need to complete and return an indemnity form, available from the school office or the website





[www.filtonavenue.com](http://www.filtonavenue.com). We are only able to administer named, prescribed medication, such as antibiotics.

Children who use an asthma inhaler are expected to be able to administer it themselves, with supervision. Inhalers will be kept in class and need to be clearly labelled with the child's name. Parents should make sure that inhalers are in date and still have medication left in them. Please check your child's inhaler regularly.

If your child has any allergies, please make sure that you let the school know. You can

discuss your child's needs by contacting the school office to make an appointment with one of our First Aid Leaders.

We have leaflets available in the school office with information on how to deal with head lice, alternatively see [www.nhs.co.uk/conditions/head-lice](http://www.nhs.co.uk/conditions/head-lice) for further information.

As part of the curriculum we provide supervised access to the internet. Our school internet provider operates a filtering system that restricts access to inappropriate material.

# SCHOOL UNIFORM

We encourage all pupils to wear the school uniform.

The school uniform is navy jumpers/ cardigans. These are worn with black/grey trousers/skirts and pale blue/white polo shirts. During the summer black/grey shorts and blue gingham dresses can be worn.

All items can be purchased online via the school website [www.filtonavenue.com](http://www.filtonavenue.com) or, if you do not have access to the internet,

if you do not have access to the internet,

## LOCKLEAZE & ORCHARD CAMPUS ROAD UNIFORM



**Sweatshirt**  
£9.45



**Cardigan**  
£10.85



**Polo Shirt**  
£8.00

**Book Bag**  
Years R - 2  
£5.50



**Years 3 - 6**  
£6.95



**PE Bag**  
£4.50

**Reversible fleece**  
£16.60



**Fleece Jacket**  
£13.25

please ask in the school reception as we can place an order for you. To help you choose the correct size for your child, school reception holds samples of the uniform in different sizes for children to try on.

**Please remember to order in good time for the new school term**, as our school uniform supplier gets very busy over the summer months and it may take several weeks to supply your order.

**Black Trousers**  
widely available



**Black Skirt**  
widely available



**Black Shoes**  
widely available



**Gingham Dress**  
widely available



**White T-Shirt**  
widely available



**Black Shorts**  
widely available



**Daps / Plimsols**  
widely available





## LEARNING AT HOME

**Your child's learning is a partnership between school and home and you can support them with this from the time they first start school. Encourage your child to talk about themselves and their experiences and set aside time to really listen and respond to them, so that they develop a sense of worth and value. Equally, help them to learn to stop and listen to others.**

Encourage your child to explore and ask questions. Spending time outdoors helps children to relax and also to become more aware of their environment and nature.

It is important to encourage an interest in and enjoyment of books of all kinds. Help your child to learn how to handle books with care and turn the page correctly. It will help your child to spend time looking at and talking about the pictures in the books before you begin to read the story. This should encourage children to want to read for themselves.

Singing nursery rhymes together will also help your child develop the groundwork for learning to read. Pointing out and reading signs, labels and words that we see all around us will also help children to start to recognise words and understand how they are used.

Once new children starting in reception have settled into school, we will start sending home pre-reading books for you to share and enjoy with your child. We do not expect your child to be able to read the words at this stage, although a few children may be able to.



We will explain our approach to reading at our information evening once your child begins school. Encourage your child to do plenty of drawing, tracing, colouring and painting with a range of materials.

Show your child how to hold a pencil correctly and, if they show an interest, demonstrate how to form letters correctly from the start.

When writing names, capital letters are only used at the beginning. Please teach your child to write the rest of their name in lower case letters when they are ready to write. This may not be for some time, so don't worry if they are not interested initially.

Children love numbers! You can help by counting objects, or stairs as you go up. Counting rhymes are really useful at this stage. If they are ready, help them to write numbers. Have a look at shapes and talk about them. Talk about words such as round, square, big, small, straight, curved, tall, short, wide, narrow.

Try sorting objects such as a set of animals into groups of the same item. Play matching games and do jigsaws to help develop problem solving skills.

Creativity helps children learn to express themselves in a variety of ways. Provide opportunities for dressing up, acting out plays, singing, dancing, making things with different media, listening to and making music.

Physical activities help with the development of spatial awareness. Give your child the opportunity to run, cycle, jump around, use climbing frames and so on to build confidence. Play ball games to develop throwing and catching skills.

All children in school will have a home reading book. From Year 1 they will have spellings and other homework which will be given out weekly. Children in reception will have a small homework task once they have settled into school.

# READING

We encourage learners to read as often as they can at home. Your children can't learn to read without your support and they will rely on you to help them to practise their reading regularly.

We want to encourage children to develop a love for reading and this can only be achieved with parental support. If a child enjoys reading they are six times more likely to be reading above the expected level for their age. Not only will their attainment improve, but they also develop a broader vocabulary, increased general knowledge and a better understanding of other cultures.

## HOW CAN YOU HELP?

All primary aged children can benefit from listening to stories. This means that they can hear stories they wouldn't be able to read themselves; they get to see their role models enjoying a book and they get to have a very special moment sharing a book with their loved one.

Make sure you are both sitting comfortably, are not too tired and won't be disturbed.

**When listening to your child read, try to use the ratio of 60:40**

60% of the time they're reading and 40% of the time you are discussing the book and what is happening.

Encourage your child and praise them.

## READING EGSPRESS

From Year 1, your child will be given a Reading Eggspress log in to use on a computer or tablet at home. Reading Eggspress tailors learning to your child and they will be able to complete reading activities to help them with their comprehension and understanding. There are also spelling activities for them to do, as well as e-books in the virtual library.



### WHAT DO I DO IF MY CHILD CAN'T READ A WORD IN THEIR BOOK?

1. Ask your child if they can sound out their word. This is where they will break it up into the sounds they recognise from their phonics. In phonics, they learn different phonemes (the smallest unit of sounds), for example, meat would be m-ea-t rather than m-e-a-t.
2. If your child struggles to do this independently, tell them the word and make a mental note of whether they remember it next time they come to it.

**Reading Hats:** In school, we teach reading through the Reading Hats. The Reading Hats separate different types of questions so that learners know what type of response they need to give when answering. Knowing that they need to give a “Red Hat answer” focuses the learners and helps them to provide more specific answers. Here are the main hats that you could use when questioning at home:

## WHAT QUESTIONS CAN I ASK MY CHILD?



**White Hat questions** – getting your child to retrieve facts (evidence) from the text and proving to you where they found the answer. For example,

**The text:** One sunny Tuesday morning, Tim ran down the road chasing his dog.

**Question:** What day was it? Where was Tim? What was he chasing?

For learners beginning to read they could also use the pictures to prove their answers. Although as soon as they are able it is better for them to be evidencing from the text.

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**Red Hat questions** – this is their gut reaction and opinion on anything relating to the text.

**The text:** One sunny Tuesday morning, Tim ran down the road chasing his dog.

**Question:** How do you think Tim was feeling as he ran down the road?

**Answer:** I think he was feeling worried.



To extend your child further, you could ask them to find white hat (evidence) to back up their opinion and even then expand further on why they think this afterwards. This expansion on their thoughts is the Blue Hat and is something learners in Key Stage Two will be focusing on.

**Answer:** I think he was feeling worried because it says he was chasing his dog. Maybe he was worried because he thought his dog would get run over if he didn't get to his dog quickly enough.







If your child doesn't understand the meaning of a word they should be encouraged to say so. In school, we call these words "Black Hat words" and once these words have been identified we either look them up in the dictionary, try to find the meaning through the context of the word or use prior knowledge to work it out. This is something you can do at home, both when reading with your child and in day to day life. By doing this, their vocabulary will become richer and help them through various aspects of their life.

We believe that reading is the foundation for learning and so we are dedicated to helping your child develop as a reader. To do this we teach phonics in Key Stage One and provide phonics intervention for older learners who need extra help. We teach comprehension skills through reading lessons and guided reading regularly. We know that children need time being listened to reading on a one-to-one basis too, so learners are regularly listened to read and their development closely monitored to ensure they are reading at the right level for them.

To further engage learners with reading, every classroom has a reading area where learners can sit comfortably to read. Our libraries are regularly updated with new fiction and non-fiction books at a range of levels.

Throughout the year, we hold various events to engage learners with reading, such as World Book Day. We also have authors, illustrators and storytellers visit throughout the year to share their stories with the children.



A close-up photograph of a male teacher with glasses and a young girl with blonde hair in a ponytail. They are both looking down at a small yellow card held by the girl. The teacher's hand is pointing at the card. The background is a blurred classroom setting with bookshelves. A dark blue semi-transparent box is overlaid on the bottom left of the image, containing white text.

# WRITING

**We are keen to encourage a passion for writing. One of the ways we do this is through immersion of topics and texts. We have a WOW day to launch a new unit of work – this can vary from a circus day, learning circus skills, a day dressed as a Victorian, learning how Victorians went to school; or spending the day learning African drumming and dancing.**

After this day, learners are often introduced to the text they will be focussing on. Often, by the end of a unit, the learners can perform the story with their class. Learning the story helps the children to then write in a similar style and the work they produce is engaging and focused because they have been engaged from the start.



## WHAT WRITING OPPORTUNITIES CAN I PROVIDE AT HOME?

Encourage your child to write when they feel inspired, if they want to write a story about a fairy then encourage that! Or, if they want to write some facts down that they learned on a family day out, then give them the time and space to do so.

Children are also sent home with spellings and/or spelling rules to learn. In class your child will spend time working on these spelling patterns or rules and so the words they take home will be in response to this. To help you can talk through the meanings of the words (check that there aren't any "Black Hat words") and then help them learn the spellings.

### Some ways to do this:

- Say it as it's spelt, Feb-ru-ary
- Create a mnemonic, SAID – Sally Anne Is Dancing
- Consider ways to remember how the word looks, bike - draw the k like a person on a bike
- Write the word in lots of different ways – biggest you can, smallest you can, upside down, wiggly writing, different colours etc.
- Say, cover, write, check
- Look at the construction of the word, neCeSSary – It is necessary to have 1 Collar and 2 Sleeves on a shirt

Throughout the year there will be various workshops for parents and these will look at different ways you can support your child as well as share different approaches we take to learning.

# MATHS



Maths is a diverse and stimulating subject which allows children to develop their fluency, reasoning and problem solving skills.

We believe that developing our pupils' confidence in using and applying Mathematics is of vital importance. Consequently, all pupils are provided an opportunity to reach their mathematical potential through a broad, rich and engaging curriculum. At all stages of their education we encourage our pupils to apply their mathematical knowledge and understanding to a wide range of situations and contexts, ensuring that they have an opportunity to achieve a mastery of the concepts taught.

It is our firm belief that becoming confident in our understanding and application of mathematics is critical in allowing us to interpret, describe and solve problems in the world around us.

Mathematics is an interesting and broad subject. It encompasses the study of number, calculation, spaces, measurement, analysing data, patterns and relationships. It is both abstract and practical, providing learners with

a unique opportunity to explore, discuss and apply skills to solve problems.

It is our aim to develop a true sense of enquiry and curiosity in our pupils. Through this we will encourage our pupils to become confident, skilled and self-motivated learners, willing and able to solve the problems both practical and theoretical that will benefit them greatly in later life.

## PRACTICE ONLINE

Your child will be given a login to Mathletics [www.mathletics.co.uk](http://www.mathletics.co.uk) and [www.ttrockstars.com](http://www.ttrockstars.com)

These are websites and apps to help your child practice their maths and enjoy testing their times table knowledge against other children around the world. Their teachers can also use these resources to set them homework tasks.



# HELPING YOUR CHILD WITH MATHS

As our curriculum is based on fluency, reasoning and problem solving, it is important that your child practices all of these aspects of maths at home. Fluency can be developed by practicing some of the methods and strategies we use in class. We run several parent workshops during the year at which you can learn more about the methods we use in school and the progression between them. Our school calculation policy also explains these methods and provides practical ideas for how they can be used.

Children will be set weekly homework which reflects the topics they have been studying in class. It is important that they practice and consolidate these skills so that they become more confident and fluent using them.

Learning times tables is a crucial part of your child's mathematical development. Confidence with multiplication is crucial for success with the more complex mathematics taught in upper key stage 2. It is our expectation that, by the end of key stage 1, children will be confident in their 2, 3, 5 and 10 times tables. By the time, they finish Year 6 we expect that children will know all their times tables.

'Hit the button' is a useful resource for developing confidence with times tables:

[www.topmarks.co.uk/maths-games/hit-the-button](http://www.topmarks.co.uk/maths-games/hit-the-button)

Helping your children with maths is more effective when linked to a practical context, particularly when they are learning about time, weight and money. This helps them to view maths as a way of solving problems; it is something that has practical value! Talk about how long activities last or how long it is until

dinner. Using recipes is a great way to discuss a range of mathematical concepts such as weight, ratio and proportion.

Following 'WRMathsHub' on Twitter will allow you to access a free Maths problems to solve every day.

Encouraging children to play and experiment with numbers will enable them to develop a range of mental calculation strategies and increase their number sense and general mathematical confidence. For early learners, experimentation is developing positive attitudes to maths.

When experimenting with number and playing maths games you should encourage your child to talk about what they are doing and why.

This will help them develop their mathematical language and reasoning skills. Ask them how they can prove ideas. How do they know they are correct? Can they spot a pattern? How?

If there are aspects of maths you would like to know more about, talk to your child's teacher or arrange an appointment with the Assistant Head Teacher with responsibility for Maths.

# CURRICULUM ENRICHMENT



**We believe in the development of the individual and are focused on ensuring that our children leave with not only an understanding of academic subjects, but also with a strong set of life skills. One aspect of these 'life skills' that we develop is that of the importance of an active and healthy lifestyle. Throughout the curriculum, we ensure that we cover not only the theory but provide children with lots of practical experience and a love of physical activities too. There are also occasional school day trips to places such as Bristol Zoo, the SS Great Britain and our Summer camp for Year 6 pupils. Each class will be notified about these during the school year.**

In addition to physical education and personal, social and health education lessons we provide a range of sporting activities and clubs throughout the school year that extend the school day and further promote an active and healthy lifestyle. Popular clubs include the football, netball and gardening clubs. We will write to you when clubs are available for each year group.

Music lessons also form part of day to day life at the school, with recorder clubs after school, whole class African drumming and ukulele lessons. We also have music lessons provided by the Bristol Music Service, who also provide many of the musical instruments, we will let you know when lessons start and what they may cost in advance.



# BREAKFAST CLUBS

Our Breakfast Club allow parents to bring their children in before the start of the school day to have breakfast in a safe, friendly environment. Children are encouraged to choose a balanced healthy breakfast from the menu.

After breakfast children, can choose to participate in group / individual games, colouring, reading or festive activities.

Open from 8:00am to 8:45am, Lockleaze Road breakfast club costs £1.50 per day (£7.50 per week) for each child.

At Orchard Campus, we have partnered with The Honeytree Day Nursery to offer a Breakfast Club, children are then escorted into school by nursery staff.

The current cost is £4 per session. An early drop off at 7.30am is also available at an extra cost.

## AFTER SCHOOL CLUBS

Our Lockleaze Road After School Club is open every weekday during term time (except inset days). Children are collected from their classroom at the end of the school day by the afterschool club staff. The club runs until 5:45pm.

Reception and Years 1 & 2 are in the lower school hall and the activity room.

The Years 3–6 after school club takes place in the top school hall.

The children are given a healthy snack and can take part in a variety of activities including art, gardening, games and sports.

The current cost is £8.00 per session. If you are interested in applying for a place, please register with the school office as soon as possible. The school office can be contacted on **0117 903 0302** or check the website [www.filtonavenue.com](http://www.filtonavenue.com)

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Honeytree Day Nursery offers after school care at our Orchard Campus site, until 6.00pm. Children are offered a stimulating environment, with a variety of activities to help with their development. The children are taken to the nursery from their classroom at the end of the school day by teaching staff. They are given a healthy light meal and then take part in a variety of activities.

The current cost is £10 per session.

Anna Fayers is the Manager at The Honeytree Nursery and can be contacted:

**T:** 01179 314650 **E:** [bristol@thehoneytree.co.uk](mailto:bristol@thehoneytree.co.uk) **W:** [www.thehoneytree.co.uk](http://www.thehoneytree.co.uk)

**Help with childcare costs is available through the working tax credit. See the online tax credit calculator at [www.hmrc.gov.uk](http://www.hmrc.gov.uk) for an idea of the help that may be available for you.**

# COMMUNICATIONS



We endeavour to keep parents regularly informed about school events and activities. However, sending paper letters home can be rather 'hit and miss' with letters often going astray along the way.

Our website [www.filtonavenue.com](http://www.filtonavenue.com) remains a great place to find out more about the school and we will continue to send emails and text messages to keep you up to date. All our newsletters are electronic, you can sign up now to our newsletters by providing us with an email address on the admission form, or by following the newsletter sign up link on our website. We also have some other exciting ways for you to stay informed.

## Our School App

**F** Our free school app can be downloaded from iTunes App Store or Google Play, where you will receive updates on events happening in school. This is another way of finding out more information about the school.

## Facebook



We have introduced our Facebook page this year, here we will share more of what is happening in school every day, 'friend' us now by searching for Filton Avenue Primary School on Facebook.

## School Gateway App



You can also download the free School Gateway App which enables you to send and receive text messages directly to and from the school, free of charge.

We will send you information about school events, plus urgent messages when, for example, a school trip has been delayed or the school has closed due to bad weather.

**Please remember if you change your number or email address to notify us, so that we can continue to keep you informed at all times or make contact with you if needed.**

**BOTH APPS ARE AVAILABLE FROM THE  
GOOGLE PLAY STORE AND THE APP STORE**





# HOME / SCHOOL AGREEMENT

Staff and governors aim to make the school a welcoming place, where there is a feeling of purpose and co-operation between children, staff, parents and governors.

We recognise that parents and carers are the prime educators of their child, and that we should work in partnership to make learning more effective. We ask for your co-operation in our efforts to provide all our children with quality teaching and learning.

Our 'Home/School Agreement' has been formally adopted by the local governing body.

## We ask all our children to:

- Work hard in class.
- Allow other children to learn and teachers to teach.
- Act in an orderly way in the school and playgrounds.

## We ask all Parents / Carers to:

- Ensure their child attends school regularly and punctually.
- Support their children in school and value their work.
- Support their child's reading on a regular basis.
- Attend Parent/Teacher consultation sessions.
- Support the school's behaviour policy.

- Ensure their child is appropriately dressed for school.
- Ensure their child arrives at school ready for 8.45am (when the school day starts) and is collected promptly at 3.15pm.

## We ask all staff to:

- Work together to achieve quality teaching and learning to which all children have access.
- Respect each child as an individual.
- Provide a caring environment which allows each child to develop confidence, independence and self-esteem.

## We ask all members of the school community to:

- Support the school's values, which can be found on our website.
- Behave respectfully towards all members of our school community.

Once you have read this page, please sign the Admission Form to say you have read and accepted the Home/School agreement and you are happy for your contact details to be used for communications from the school.



## FREQUENTLY ASKED QUESTIONS

### **What should I do if my child is running late for school?**

Please telephone to let us know before 9.30am. If you arrive after 9am please report in at the office to ensure that your child's attendance is recorded on the register and that a school dinner is ordered for them, if required.

### **If my child has any dietary requirements, who should I tell?**

We can accommodate many dietary requirements, please tell the school office so that arrangements can be made with Eden or BAM Catering Services. Vegetarian and Halal food are available daily.

### **Can I talk to my child's class teacher?**

Yes, this is welcomed. Mornings are generally busy times getting ready for the school day. Class teachers will be available in the playground at the end of the school day. If you would like to meet with a teacher, please arrange a time with them or contact the school office.

### **My child has a serious health problem, how will the school deal with this?**

The school will work closely with you and the school nurse and any health professionals involved with your child to draw up a care plan. The staff will also undertake any necessary training to enable them to care for your child during the school day.

### **What do I need to do if my child is taking prescribed medication?**

You will need to complete a medical indemnity form, which is available from the school office. We can then administer medication for you during the school day. Unfortunately, we are unable to administer any medication that is not prescribed by a medical doctor, but you can arrange to visit the school to give medication yourself.

### **If I am running late to pick up my child what should I do?**

Please telephone to let us know as soon as possible. Children will be looked after in school and you can pick them up from the late room.



### **What will happen if my child is ill at school?**

We have trained first aiders at the school, who will assess your child and contact you if necessary. Please make sure that you update any changes to your contact numbers and emergency contacts.

### **What should I do if I have any concerns about the school or a child?**

Please talk to any member of staff. If you feel you can't talk to a member of staff you can speak to the head teacher at any time, by making an appointment with the school office.

### **What should I do if my child is unwell?**

You should contact us by 9.30am on each day of sickness, to let us know your child is not well.

### **Can my child bring a mobile phone into school?**

We do not allow children to have mobile phones in school. If there are exceptional circumstances that mean your child needs to bring their phone to school, you should write

to the school to explain the reasons and your child will need to hand their phone into the school office every day.

### **How do I make payments to school?**

School dinners are free for Reception and Years 1 & 2. School dinners for Years 3 - 6, school trips, milk and Breakfast and After School Club can be paid through our online payment system, School Gateway. See the link on the school website.

### **Where can I find lost property?**

Lost property is stored in school, please ask your class teacher who will point you in the right direction.

### **If I want somebody else to pick up my child, should I notify the school?**

Yes, please contact the school in advance. Where possible, we prefer to meet the person picking up your child beforehand, to ensure that we are sending your child home with the correct adult.

**TOGETHER ON A JOURNEY  
TOWARDS SUCCESS**

## USEFUL INFORMATION

### FILTON AVENUE PRIMARY SCHOOL

**W:** [www.filtonavenue.com](http://www.filtonavenue.com)    **E:** [info@filtonavenue.com](mailto:info@filtonavenue.com)    **T:** 0117 903 0302  
**A:** Filton Avenue Primary School, Lockleaze Road, Bristol, BS7 9RP

**W:** [www.filtonavenue.com](http://www.filtonavenue.com)    **E:** [info@filtonavenue.com](mailto:info@filtonavenue.com)    **T:** 0117 377 2019  
**A:** Filton Avenue Primary School, Orchard Campus, Filton Road, Bristol, BS7 0XZ



**W:** [www.filtonavenue.org](http://www.filtonavenue.org)    **E:** [filton.avenue.n@bristol.gov.uk](mailto:filton.avenue.n@bristol.gov.uk)    **T:** 0117 377 2680  
**A:** Filton Avenue Children's Centre, Blakeney Road, Horfield, Bristol BS7 0DL



**W:** [www.orchardschoolbristol.co.uk](http://www.orchardschoolbristol.co.uk)    **E:** [info@orchardschoolbristol.co.uk](mailto:info@orchardschoolbristol.co.uk)    **T:** 0117 377 2000  
**A:** Orchard School Bristol, Filton Road, Bristol BS7 0XZ



**W:** [www.thehoneytree.co.uk](http://www.thehoneytree.co.uk)    **E:** [honeytree\\_bristol@hotmail.com](mailto:honeytree_bristol@hotmail.com)    **T:** 0117 931 4650  
**A:** Orchard School, Filton Road, Horfield, Bristol, BS7 0XY

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|----------------------------|-------------------------|--|
| Family Information Service | <b>T:</b> 0117 357 4192 | <b>E:</b> <a href="mailto:askcyps@bristol.gov.uk">askcyps@bristol.gov.uk</a> |
| Education Welfare Service  | <b>T:</b> 0117 352 1438 |  |
| School Nursing Service     | <b>T:</b> 0117 903 0727 |  |
| NHS Non-Emergency Service  | <b>T:</b> 111           |  |