

# **BEACONSFIELD PRIMARY SCHOOL**



## **ADDITIONAL RESOURCE PROVISION CLASSES (ARP) PROSPECTUS 2011**

# WELCOME TO BEACONSFIELD ARP CLASSES

Welcome to the ARP class within Beaconsfield Primary School. We hope that your child will settle quickly into their class and begin to make great strides with their learning.

The ARP classes are a new addition to our school. There are two (2) classes catering for up to eight (8) children at a time. Each class is staffed with a teacher and two support staff. During the lunch break, each class also has a dedicated member of the playground supervision team to assist with eating and playing activities.

bienvenidos  
欢迎 **bienvenue**  
**benvenuto**  
يف لكب اب حرم  
willkommen *salve*

## What is an ARP?

ARP stands for 'Additional Resource Provision'. The ARP classes are set up to provide small group teaching for pupils who have a statement of special educational needs.

Many of the pupils within our ARP classes will have a diagnosis on the autistic spectrum. Some pupils will have specific speech, language and communication difficulties and the vast majority of our pupils will have adaptations to the curriculum to include visual timetables and specialist communication languages.

## Admission criteria for Beaconsfield ARP

- ◆ Children aged 5-11 with a Statement of SEN
- ◆ A primary need that is one of the following:
  - Autistic spectrum disorder
  - Pervasive developmental disorder
  - Social communication difficulties
  - Moderate learning difficulties



And/or

- Possible additional difficulties from the above list and/or social, emotional or behaviour difficulties.

And/or

- Higher levels of anxiety, stress or social isolation than mainstream peers.
- ◆ A learning profile that enables them to learn in a mainstream classroom for at least part of each week with support.
- ◆ Evidence that needs that are not met over time in a mainstream or special school placement, despite support from outside professionals and the interventions made by the school.

## Hours

9:00 am - 3:10 pm

## Morning Break

10:30 - 10:45 am

## Lunch

12:00 - 1:00 pm



It is very important that children arrive on time each day. We will be open for children to arrive from 8:50 am each morning to enable children to settle at the start of the day.

## Attendance and Punctuality



At Beaconsfield Primary we expect all pupils to maintain attendance levels above 95%. Attendance and punctuality levels are tightly monitored by our Parent Support Advisor (PSA) and the Education Social Worker (ESW).

No term-time leave is authorised and fines are issued for unauthorised leave.



## SCHOOL DINNERS



Our school meals are provided by Harrisons Catering with all food cooked on the premises. We aim to encourage as many children as possible to take a cooked meal at lunchtime. Meat dishes are served from Monday to Thursday. On Monday and Wednesday the meat is not halal. On Tuesday and Thursday only halal meat is served. A vegetarian option is available on every day of the week.

Salad and fruit are always available. If you are receiving Income Support you are entitled to free school meals. Please ask at the school office for an application form, as this can save almost £400 per year for families.

If you pay for school meals the current (May 2011) price is £2.00 per day (£10.00 weekly). Payments can be made by cash using the dinner money envelopes (available from the office) or using a debit/credit card by phoning 020 8280 0318 or through the online payment system at [www.ealingmeals.com](http://www.ealingmeals.com) (meal prices are likely to increase from September 2011 to £2.20 per day).

## HEALTH AND SAFETY



We try to ensure that the school is as safe as possible but with a lot of children playing and working together, accidents do happen. We have qualified First Aiders in school to deal with minor accidents.

If your child falls ill or has a more serious accident, we will contact you. If it is an emergency, we will ensure that the child is taken to hospital immediately and you are contacted as soon as possible.

If your child is absent through illness, please let the school know by telephone or a note upon their return to school.

# INFORMATION TO PARENTS

Each child has a home/school contact book which parents/carers are asked to read and write in regularly.



Letters and other information are sent home via your child so please check your child's book bag regularly for information coming from school. Please ensure that you read fully the half-termly newsletter as it has the most up-to-date information on school activities.

Our school website [www.beaconsfieldprimary.org.uk](http://www.beaconsfieldprimary.org.uk) is being developed further. This will also provide you with a variety of school information.

## OUR CURRICULUM AIMS:

To provide a broad and balanced curriculum that incorporates all aspects of the National Curriculum and is concerned with the development, progress and achievement of the individual child.

We aim to teach the children of Beaconsfield Primary:

- To have respect for themselves and others
- To respect and care for their environment
- To apply themselves to their learning to maximise achievement
- To prepare for the opportunities, responsibilities and experiences of life within modern British society

## Teaching and Learning



The curriculum within the ARP classes is based on the National Curriculum. Beaconsfield Primary uses the International Primary Curriculum (IPC) as a key starting point for subject teaching.

The curriculum within the ARP classes will be adapted and modified to meet the individual education targets and plans for each pupil within the ARP classes.

Pupils from the ARP classes will spend varying periods of time working in the mainstream classes of the school (specific to their needs) as part of a shared curriculum.



## SNACKS/COOKING MONEY



As cooking and sharing snacks is an important activity for supporting the development of speech and language, parents are asked to pay some money each week. This is used to provide a healthy snack on some days and to buy ingredients to do cooking activities with the children regularly.

The amount is **50p per child per week**.

Please give this money to your child's teacher each week and ensure you are ticked on the list that you have paid.

## SCHOOL TRIPS



School trips are a very important part of the school curriculum and we hope that all children will be able to go on them and we rely on our partnership with parents to help us provide the best learning opportunities for the children in our care. We ask for contributions towards the cost of trips. It is very unfortunate that if we do not receive enough contributions for a particular trip it may have to be cancelled.

Parental permission is always sought before taking children on educational visits. However, the school reserves the right to leave behind any child whose behaviour is a danger to him/herself or others.

## Senior Leadership Team

Mr Dave Woods	-	Head Teacher
Mrs Mitra Poonai	-	Deputy Head Teacher
Ms Sumen Starr	-	Assistant Head Teacher
Ms Lyrese Rodgers	-	ARP Leader



# COMPLAINTS PROCEDURE



We want your child to be happy and safe at Beaconsfield. Most issues can be solved quickly and easily, when and if, they arise and we ask you to follow four steps.

## **Step 1 - Talk to the Teacher**

The first thing to do is to talk to the teacher involved. You will need to make an appointment at the School Office to do this, especially if the complaint is complicated or likely to take a while to resolve. Please do not try to see the teacher during the school day as they will be teaching at the time.

## **Step 2 - Meet the ARP Leader**

This should only happen if step 1 has been completed, unless the issue is particularly serious or urgent. The School Office will arrange for you to see the ARP Leader.

## **Step 3 - Meet the Head Teacher or Deputy Head Teacher**

This should only happen if steps 1 and 2 have been completed, unless the issue is particularly serious or urgent. The School Office will arrange for you to see the Head Teacher or the Deputy Head Teacher. Afterwards the school will write to you saying what it has decided. We hope that the decision will satisfy you, but if not you can go to step 4.

## **Step 4 - Go to the Governors**

The complaint can then go to the School's Governors. This can only happen if you have gone through steps 1, 2 and 3. You can ask the School Office to arrange a meeting with the Governors, or you can write to them care of the school. A meeting with at least two of the Governors will follow. They will write back telling you their conclusions.



## And finally .....

We want your child's time at our school to be happy, exciting and educational.

We believe that learning should be fun and that by encouraging respect for each other and valuing the opportunities available, we all grow and learn together.



**Mr Dave Woods**  
**Head Teacher**

### HOW TO CONTACT US

**Beaconsfield Primary School**  
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