



Welcome to

Eardisley

CE Primary School

Information for parents and carers of children starting with us at Eardisley CE Primary School

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A - OUR SCHOOL

Starting a new school is a major event and it will soon be time to welcome your child to Eardisley CE Primary School as they embark on their school journey with us. There will be lots of new things to learn and of course you will want to ensure that your child is well prepared for this important event. We aim to make it a happy and memorable experience. We hope that this booklet will provide some useful information that will help your child to settle quickly into school.

A message from our headteacher

Throughout children's education at Eardisley CE Primary School there is a focus on academic accomplishment and the development of rich personal skills. We support each child to reach their potential and to discover their unique talents. We hope that every day will be for them a journey of discovery and success.

The school dates back to 1857. The original buildings are still in use and have been adapted to meet the needs of modern education. The school is situated in beautiful grounds at the centre of the picturesque village of Eardisley. It is at the heart of the community and village life. As a church school we have especially strong links with the local church, St Mary Magdalene. The rector, Reverend Marcus Small, leads worship at school each week and the school attends church services termly. The community - and the people in it - are seen as an integral part of our children's education and curriculum work makes full use of local resources.

The children are bubbly and focused; the staff are talented and dedicated; the parents are enthusiastic and supportive. I am so proud of this school. With its natural grounds, exciting curriculum and superb ethos, this is a place where children want to be!

I look forward to meeting you and hope you will come to share my enthusiasm for this exceptional school.

Laura Williams
Headteacher

Our vision & values

Eardisley CE Primary School is a Christian values-based school, and these values underpin all that we do. This approach enables children to discuss, explore and reflect upon those values we live by which make us thoughtful, caring and responsible citizens.

We explore a different Christian each half term during our Worship Times. Through this our children develop an understanding of themselves and their behaviour and are helped to realise how their actions affect others.

Our Christian values-based approach encourages commitment, effort and high standards in all that we do. These virtues are reflected in all that Eardisley CE Primary School stands for. They have been translated by the School Council to form our school values for living and learning.

Parental engagement

At Eardisley CE Primary School we view education as a partnership with parents and the wider community and we celebrate the fact that education is a two-way process between home and school. In this way, we all work together to enhance school life and maintain an environment of enjoyment and achievement.

We operate a welcoming 'open door' policy, positively encouraging the co-operation and close involvement of parents. We want to learn more about your children from you, and to discuss ways in which you can support and encourage your child in all aspects of education.

Before enrolment, parents are invited to bring their children to visit to meet the staff and familiarise themselves with the school. Children are also invited to spend several sessions with us during the half term prior to officially starting school in Year Reception.

We produce a weekly newsletter which is sent out each Friday by email and are also available on the school website. This newsletter contains news, updates and general information which we hope will help you and your child to prepare for the following week at school.

Once your child has enrolled with us, we will set you up with a parent Class Dojo account. This is an app that class teachers use to send occasional photos and messages about what your child has been learning about. It is also used to send reminders about when your child may need to wear or bring something special into school with them, and allows you to send messages back to the teachers.

(As we need to share your name and email address with Class Dojo to generate an invitation to create an account, we need your permission to get this started. You can give your consent using the enclosed form, or by contacting the school office).

Parent's evening meetings to discuss your child's progress and targets are held each term and provide a fantastic opportunity to ask any questions you might have. Your child will also receive an Annual Report in the Summer term for Reception pupils and the Spring term for all other pupils. These are sent prior to parents' evening and gives an overview of progress and next steps in all the curriculum areas.

In addition to this, you are welcome to meet informally with your child's class teacher or the headteacher, either at the beginning or end of the school day, or at other times by prior arrangement.

Phone calls and emails to the school office are most welcome, where Mrs Clark, Mr Harris or Mrs Amos will either assist you with your query, or arrange an appointment with members of staff if requested.

FOES

Friends of Eardisley School (FOES) is the school's parent-teacher and friends association and is open to all parents, carers, staff, and friends of the school. They work hard to support school life through fundraising, community-building, and enriching opportunities for the children.

FOES help to provide extra things that enrich children's learning and experience—equipment, events, resources, trips. They also bring people together, make school events fun, and help foster a strong connection between home, school, and the wider community.

To learn more about FOES you can email friendsofeardisleyschool@gmail.com

School structure

We have four classes at Eardisley, all named after trees which can be found growing on our grounds. These are:

- Rowan Class - Reception
- Willow Class - Year 1 and Year 2
- Beech Class - Year 3 and Year 4
- Oak Class - Year 5 and Year 6

All children also belong to a School House, either Elgar, Garrick, Gwynne or Kilvert. Children are encouraged to contribute to the success of their house through their behaviour, effort and achievement. House points awarded are collated each week with the winning house being celebrated in our Achievement Assembly.

Meet the team

We are justifiably proud of all our staff at Eardisley CE Primary School. Our staff are qualified and dedicated professionals, committed to providing the highest standard of teaching. Here are some key members of the school team who you may find helpful to know as your child gets settled:



Mrs Williams
Headteacher



Mrs Ameghino
SENDCo



Miss Pritchard
Rowan Class Teacher
Reception



Miss Griffiths
Willow Class Teacher
(Year 1 & 2)



Miss Hoskins
Beech Class Teacher
(Year 3 & 4)



Mr McGill
Oak Class Teacher
(Year 5 & 6)



Mrs Amos
Admin Team & School
Business Manager



Mrs Clark
Admin Team



Mr Harris
Admin Team

A full list of all of our staff members can be found on our school website.

B - THE SCHOOL DAY

Routine of the school day

A typical school day at Eardisley generally follows this routine:

- 8:40am** *School gates open, children put their bags away and complete a morning challenge*
- 8:55am** *Morning registration*
- 9:00am** *Morning activities – phonics, maths, handwriting*
- 10:10am** *Snack time*
- 10:20am** *Worship*
- 10:40am** *Break time*
- 11:00am** *Morning activities - literacy*
- 12:00pm** *Lunch time*
- 1:00pm** *Afternoon registration*
- 1:05pm** *Afternoon activities - including science, art, music, PE and more*
- 3:00pm** *Story time*
- 3:20pm** *Home time*

The school gates will be opened each morning by Mrs Williams or another member of our team who will welcome your child into school.

The school gates will be unlocked at 8:40am and are locked again at 8:50am. If for any reason you arrive after 8:50am, please bring your child into school via the main front entrance.

At the end of the day please collect your child from the school playground. If it is not you collecting your child, please inform us in writing or by telephoning the school office with the name of who will be.

Milk, fruit and water

We have partnered with Cool Milk to ensure that all children have the opportunity to receive a daily portion of milk at school. This is free of charge for those who are under 5yrs old or who receive benefits related free school meals, but can also be paid for for any other child wanting milk. For more details and to sign your child up visit www.coolmilk.com

We encourage healthy eating and provide each infant child with a piece of fruit, such as an apple, orange or pear each day as a snack.

We encourage children to bring a water bottle to school each day, preferably filled with water only. This can be refilled throughout the school day as needed.

School meals

Our school lunches are provided by The Royal Oak, Gladestry, and are served in our School Hall where the children are supported by Mid-Day Supervisors. The lunches are freshly prepared daily using local and seasonal ingredients where possible.

Children are able to choose from a meat/fish course or a vegetarian course, followed by a dessert. Bread is available daily.

We encourage children to eat with a knife and fork and to develop their social skills as they talk and eat together.

If parents prefer, packed lunches can be bought in from home and we ask that you ensure that these are suitably healthy. There are lots of helpful articles online providing inspiration for healthy, varied and interesting packed lunches. We have particularly enjoyed the ideas from BBC Goodfood: www.bbcgoodfood.com/howto/guide/school-packed-lunch-inspiration

The cost of a school meal for children who pay for meals is £2.85. All meals will need to be booked and, where relevant, paid for in advance via ParentPay.

All children in Reception, Year 1 and Year 2 are entitled to a free school meal each day. This is known as Universal Infant Free School Meals entitlement (UIFSM). Free school meals are also available to children if their parent/carer is in receipt of Universal Credits or certain other income related benefits. This is known as Free School Meal entitlement (FSM).

For those families in receipt of Universal Credits and who have a household income of £7,400 or less, FSM status also allows a school to receive additional funding known as Pupil Premium. Children from these families will receive support with paying for other things such school trips, residential stays, school uniform and music lessons.

Those families in receipt of Universal Credits with a household income in excess of £7,400 are eligible for free meals only. Eligibility checks are carried out annually ahead of each new school year.

To help us assess whether your child may be eligible for free meals and any other additional funding, we would encourage all families could complete and return the *Application For Free School Meals* form enclosed in the welcome pack.

ParentPay

Like many schools, we use an online payment and communication system called ParentPay. This application allows for effective school communications and makes booking and paying for items such as dinners, clubs and trips much simpler.

When your child starts with us, you will be send an activation letter which will allow you to get started with ParentPay. Each parent can have their own account and this is secured by a password set by themselves. Any payments made on the system are processed directly by ParentPay, meaning the school team do not access your card or other payment details.

Example menu

		Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	<i>Meat Choice</i>	Cottage Pie & seasonal vegetables	Sausage & Mash with seasonal vegetables	Roast Pork, roast potatoes & seasonal vegetables	Home Made Beef Burger in a Bun with potato wedges. Beans or salad	Fish Fingers with oven chips & Garden Peas
	<i>Vegetarian Choice</i>	Tomato & fresh basil Bake (V)	Quorn Chilli with brown rice (V)	Veggie Plant (Vegan) Balls with Tomato Sauce & Spaghetti	Vegan burger (Vegan) in a bun. Wedges, beans or salad	Quorn Sausage (V) with oven chips & Peas
	<i>Dessert</i>	Carrot Cake	Fruit Jelly & Ice Cream	Fruity Flapjack	Lemon Drizzle Cake	Cranberry & Orange shortbread
	<i>Available Daily</i>	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread

		Monday	Tuesday	Wednesday	Thursday	Friday
Week2	<i>Meat Choice</i>	Spaghetti Bolognese	Jacket potato with tuna mayo & salad	Roast Chicken, Roast Potatoes & Seasonal Vegetables	Homemade Pizza Day with Jacket Wedges	Salmon Fish Cakes, Oven Chips & Peas
	<i>Vegetarian Choice</i>	Vegetable curry (V) with basmati rice	Jacket potato with cheese/beans & salad (V)	Filled potato skins (V) Roast Potatoes & Vegetables	Homemade Pizza Day (V) with Jacket Wedges	Cheese & bean wrap with oven chips and peas (V)
	<i>Dessert</i>	Banana cake	Blueberry & lemon muffins	Fruit Flapjack	Apple crumble with Cream	Chocolate Crunch with Raisins
	<i>Available Daily</i>	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread

		Monday	Tuesday	Wednesday	Thursday	Friday
Week3	<i>Meat Choice</i>	Beef lasagne with seasonal vegetables	Hotdog in a bun with herb potatoes & baked beans	Roast Gammon with New Potatoes & Seasonal Vegetables	Chicken Curry (mild) & rice	Battered Cod, Oven Chips & Garden Peas
	<i>Vegetarian Choice</i>	Vegan meatballs in tomato sauce Pasta & veg (Vegan)	Vegan hotdog in a bun with herb potatoes & baked beans(Vegan)	Nutless Nut Roast with New Potatoes & Seasonal Vegetables (V)	Jacket potato with cheese or beans (V)	Veggie nuggets with Oven Chips & Peas (V)
	<i>Dessert</i>	Apricot flapjack	Chocolate Crunch with Raisins	Cranberry Shortbread	Sticky toffee cake	Oat & apricot cookie
	<i>Available Daily</i>	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread	Homemade fresh bread

Wraparound care & after school sports/activity clubs

We understand that for some families a parent's / carer's working hours can make it difficult to drop off or pick up at the normal times. To help with this, the neighbouring Nursery, Bizzie Lizzies, offer a Breakfast Club to which our pupils are invited to attend, and we offer an after school care club called Swallows.

Swallows runs five days a week and children can be booked into any one of three sessions:

3:20pm - 4:15pm - £4.00

3:20pm - 5:00pm - £8.00

3:20pm - 5:30pm - £10.00

These sessions must be pre-booked and paid for by the Saturday of the previous week via ParentPay.

We are also proud to be able to offer a range of extra curricular after school sports and activity clubs. These have previously included gardening club, board games club, football club, cricket club and more! These clubs are free of charge and are run by our teaching team and external sports coaches. Details of available clubs are shared at the start of each half term.

Parking

We encourage those who can to walk to school, but understand that some who live further afield may need to drive. Due to limited space, we ask parents not to bring their cars into the school car park at the start or end of the school day as this is needed for staff and the school bus. Instead, please park elsewhere locally and be respectful to the village residents.

School Transport

Herefordshire Council may be able to provide home to school transport if your child is attending their nearest school and:

- They live over three miles from school (over two miles if they're under eight), or
- They have income-based free school meals and live over two miles from school, or
- Their route to school is less than three miles, but too dangerous to walk even when accompanied

However, please note that this service only runs at the beginning and end of the normal school day and no transport is available for after school or out of hours activities.

If you don't qualify for free transport you may be eligible for the *Vacant Seat Payment Scheme*. This allows a child to 'purchase' an unallocated seat on a bus in return for a termly contribution.

For more information, or to apply for a place on the bus, please contact the School Transport Team at Herefordshire Council. A contact form can be found on the herefordshire.gov.uk website.

C - WHAT TO BRING

School Uniform

Our school uniform is smart, yet practical and we make every effort to keep costs as reasonable as possible. We believe a uniform looks smart, is appropriate for school activities, gives children a sense of belonging and avoids discrimination on the grounds of appearance.

Our school uniform consist of:

- Dark grey school trousers / shorts / skirt / pinafore dress
- Red polo shirt, preferably with the school badge
- Eardisley School red sweatshirt or cardigan with the school badge
- Black or grey socks / tights
- Black school shoes (not trainers and flat heeled)
- Red and white checked gingham dress (optional for summer)

Please ensure that all items of clothing are clearly labelled with your child's name.

For safety reasons, children should not wear jewellery to school, however, children with pierced ears may wear small studs, providing that parents accept full responsibility in the event of any related accident. Pupils should not wear earrings on PE days or provide their own tape to cover earrings. Children will be asked to remove any jewellery that breaches safety requirements.

We offer two providers who will supply items of uniform with the school badge and additional items you may need for your child. We also have a supply of second-hand uniform in good condition available through Friends Of Eardisley School (FOES):

- [ClubSport](http://www.club-sports.shop) is a Hereford company and offers items which can be purchased online or in one of their shops. They also have a free collection point at Clubsport Promotions, Unit 3 The Old Foundry, Victoria Road, Kington, HR5 3DA
(www.club-sports.shop)
- [School Trends](http://www.schooltrends.co.uk), also provides an online system for parents to order our school uniform
(www.schooltrends.co.uk).
- FOES is our parent-teacher and friends association at Eardisley School and they support us in many ways. This includes helping parents and carers with a supply of second hand uniform. For more details and to request particular items, you can email the team on friendsofeardisleyschool@gmail.com

The school makes every effort to keep costs as reasonable as possible, however if you have any financial concerns regarding the cost of uniform, please do contact us in confidence. For children in receipt of benefit-related Free School Meals, assistance to purchase uniform can also be provided. Please contact the school office for further details.

PE kit uniform

Children can wear their PE Kit Uniform to school on their allocated PE days. As such, the PE Kit Uniform should be worn smartly like the School Uniform, as children will be representing the school, helping to develop a sense of belonging and avoiding discrimination on the grounds of appearance.

PE Kit Uniform consists of:

- Eardisley School red PE hoodie or Eardisley School red sweatshirt
- Plain red round neck T shirt
- Plain black shorts / skort / joggers / sports leggings (no logos / stripes)
- Trainers or pumps
- Black or grey socks
- *Long red football socks – for KS2 children*
- *Shin pads – for KS2 children*
- *Football boots – (optional) KS2 children only*

Please ensure that all items of clothing are clearly labelled with your child's name.

PE Kit Uniform does NOT consist of:

- Any other coloured shorts / skort / joggers / leggings (black only)
- Branded team items (e.g. Liverpool Football Club logo shorts)
- Coloured socks
- Earrings (unless taped) or jewellery
- Any logo / stripe larger than the one shown in the picture
- Any large logo / stripe
- Shorts worn over the top of joggers
- Tights



A red 'skins' top may also be worn under the red T-shirt if it is particularly cold

If children require their PE Kit Uniform for after school clubs, they can bring this into school in a small bag each day it is required. For external fixtures, children will require their normal PE Kit Uniform, as above. An alternative sport shirt may be lent to children for certain fixtures but children should always bring their full PE Kit Uniform.

Other things to bring to school

- **Suitable coat** - warm & waterproof in the winter and light & shower-proof in the summer
- **Spare clothes** - particularly for younger children just in case we get wet in water play or have an accident (including spare pants and socks/tights)
- **School bookbag** - this is helpful for younger children to transport books, drawings and letters to and from school. A bookbag will be provided to children joining us in Reception.
- **Small backpack** - it can be helpful to bring a backpack to carry water bottles, spare clothes and other occasional items
- **Seasonal considerations** - warm hat, gloves or sun hat

D - SCHOOL POLICIES

General information on school policies

The school has numerous written policies that outline our approach, responsibilities and procedures relating to a wide range of subjects. All of these, including our Privacy Policy, can be found on our website www.eardisleyschool.co.uk

Attendance

There is a strong correlation between attendance and progress. The more your child attends school, the more likely they are to make good or better progress. It is an issue that the school takes very seriously. All parents need to make sure that their child is in school every day and on time unless they are ill. As with all other schools, only in exceptional circumstances can authorisation be given for a period of absence (family holidays are rarely deemed to be exceptional). If the reason is not exceptional, the absence will be marked as unauthorised and can bring with it a fixed penalty fine for the parents issued by Herefordshire Council.

We understand that there may be times when your child is too ill to attend school. In these circumstances we ask that you phone the school office or send an email before 9:00am to report their absence, provide a brief explanation and, if possible, an expected return date. If your child has been sick, they will need to stay away from school for a full 48hrs after the last time they were sick.

Our full attendance policy and other helpful guidance can be found on our website.

Safeguarding

At Eardisley C Primary School we recognise that Safeguarding is **everyone's** priority. This means we all work together in the best interests of the child. As a values-based, caring school community we pledge to do our utmost to ensure that every child is safe and happy at all times.

If you are worried about a child in our school, please speak to the following members of staff immediately:

Mrs Laura Williams - Designated Safeguarding Lead

Miss Caitlyn Hoskins - Deputy Designated Safeguarding Lead

SEND

Eardisley CE Primary School is a truly inclusive school. All our staff ensure that every child is offered the opportunity to achieve their full potential, including those with Special Educational Needs (SEN). A child has special educational needs if he or she has difficulties or disabilities that make it harder for them to learn than most other children of a similar age in a mainstream school. Some children will need extra help and support from us for some or all of their time at Eardisley CE Primary School and we are always happy to help, both directly and through accessing a wide range of external support and expertise.

The Special Educational Needs Co-ordinator (SENDCo) at Eardisley C E Primary School is Mrs Ameghino. If you have any queries relating to your child or SEN provision, please feel free to contact her on jameghino@eardisley.hereford.sch.uk or phone: 01544 327262.

Trips, visits and financial contributions

Your child's class will go on educational outings during the school year to places of interest linked to the curriculum. These trips are of immense educational value and children build on the experience when they return to school. Children in Year 3 and 4 can also go on a residential trip every other year, whilst Year 5 and 6 goes every year in the Summer term.

It is the policy of the school governors to ask for voluntary contributions to the cost of swimming transport, educational visits and the cost of craft or cooking work when it is taken home. In these instances, we will notify you and enable payments to be made through ParentPay. (If you are unable to access ParentPay contributions can also be made by cash or cheque to the school office).

Charges may be made for certain activities including those detailed below:

- Transport, entrance fees, board and lodging on residential visits. Families in receipt of income related FSM are entitled to reduced fees.
- Costs associated with individual/group tuition in the playing of a musical instrument.
- Optional extras/activities which take place wholly or mainly outside school hours but which are not provided as part of a syllabus and are not required in order to fulfil statutory duties relating to the National Curriculum or Religious Education.
- Breakages: parents may be asked to pay for the cost of repair or replacement for breakages and damage caused by misbehaviour.

If you ever have any financial concerns or worries relating to school activities, please do ensure that you have a conversation with our Headteacher so that we can find the best way to support you. All such conversations are held in confidence. No child will be excluded from activities due to inability to pay.

Medicines

Should your child need to have medicines or inhalers administered during the school day, please call at the office and complete our medicine form, leaving the medicine with the office staff. You will then be able to collect the medicine yourself at the end of the day. Medicines should never be left in the care of a child.

If your child is asthmatic, you will be required to complete our asthma form and may also be asked for a copy of your child's Personal Asthma Action Plan (PAAP).

If your child has any form of medical condition that could affect them in school or could require a particular form of treatment or care, please let us know. Information will be treated as confidential.

We have numerous members of staff who are trained in Paediatric First Aid.

Parents / carers taking photos

In order to safeguard all our children, photographs or videos will not be allowed to be taken by parents/carers of their child, or any other child, whilst on the school site or during a school activity, using a personal device.

This will apply to all school events such as sports' days, nativity plays, productions, school visits etc. It is the school's duty, as data controllers, to do our utmost to safeguard our children and to minimise the potential of photographs of children being freely accessible. It is no longer adequate to request that parents/carers "avoid putting them on social media". As a result of this policy, we will be obliged to ask parents/carers to refrain from using photographic equipment if seen to be doing so.

As a school, we have a number of children whose parents/carers have requested photographs of their child not to be taken and published, in order to avoid them being in the public domain. There are also children whose photographs cannot be put in the public domain for safeguarding and legal reasons. It is our duty to do all we can to support this, for the safety and protection of all our children. It is important that these changes are put in place to avoid a data breach, rather than reacting after a data breach has occurred – it would then be too late.

We continue to acknowledge that photos of children at school events are very important to families (and indeed to the school) and will therefore offer alternative options depending on the circumstances of the event. Such options might include staged photos taken by the school and made available to parents/carers; monitored "zones" where personal photographs could be taken by parents/carers of their child; and, publication of photographs on the school website, school social media pages and in the school newsletters.

We appreciate your understanding and your support with this matter.

E - TERM DATES



EARDISLEY CE PRIMARY SCHOOL **SCHOOL TERM AND HOLIDAY DATES FOR 2026/2027**

Autumn Term 2026

Term Starts Thursday 3rd September 2026
Half Term Monday 26th October - Friday 30th October 2026
Term Ends Friday 18th December 2026

Spring Term 2027

Term Starts Wednesday 6th January 2027
Half Term Monday 15th February - Friday 19th February 2027
Term Ends Thursday 25th March 2027

Summer Term 2027

Term Starts Monday 12th April 2027
Half Term Monday 31st May – Monday 7th June 2027
Term Ends Wednesday 21st July 2027

Good Friday: Friday 26th March 2027

Easter Monday: Monday 29th March 2027

May Day: Monday 3rd May 2027

Spring Bank Holiday: Monday 31st May 2027



EARDISLEY CE PRIMARY SCHOOL **SCHOOL TERM AND HOLIDAY DATES FOR 2027/2028**

Autumn Term 2027

Term Starts Tuesday 7th September 2027
Half Term Monday 25th October - Friday 29th October 2027
Term Ends Friday 17th December 2027

Spring Term 2028

Term Starts Wednesday 5th January 2028
Half Term Monday 14th February - Friday 18th February 2028
Term Ends Friday 7th April 2028

Summer Term 2028

Term Starts Tuesday 25th April 2028
Half Term Monday 29th May – Friday 2nd June 2028
Term Ends Friday 21st July 2028

Good Friday: Friday 14th April 2028

Easter Monday: Monday 17th April 2028

May Day: Monday 1st May 2028

Spring Bank Holiday: Monday 29th May 2028

