



Rossall

JUNIOR SCHOOL AND INFANTS

Handbook | 2018-19

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1. A BRIEF HISTORY OF ROSSALL

Rossall is one of the UK's top co-educational boarding and day schools located on the picturesque coastland of North West England in Fleetwood, Lancashire. Rossall was founded in 1844 in the former Rossall Hall as an Anglican boarding school through the exertions of the Rev. St. Vincent Beechey. It was founded "with the object of giving to the sons of clergymen and others an education similar to that of the great public schools, but without the great cost of Eton or Harrow, and embracing also a more general course of instruction in modern literature and science."

The new school prospered and by the end of the 1860s, some fine buildings, including two chapels and an imposing Archway complex, provided accommodation for 350 boys. Academic results were excellent and Rossall also established the first school Volunteer Corps in 1860. 1,617 Old Rossallians fought in the war of 1914 - 1918 and during the 1920s the School enjoyed a period of great prosperity, building for itself one of the most impressive of school Dining Halls. The number of pupils climbed to well over 500 but fell during the 1930s when a serious economic depression affected the whole of Britain, and especially Lancashire. The Second World War of 1939 - 1945 enforced a whole school evacuation to Cumberland in 1939 - 1940.

Although girls had occasionally been admitted to the Rossall Sixth Form since 1971 and to the Junior School since 1976, Rossall effectively became a co-educational school in the September term of 1977 when eleven day girls joined the Senior School.

The 1990s saw Rossall adopting a more global perspective with the opening of a dedicated International Study Centre in 1995 followed by the introduction of the International Baccalaureate Diploma at Sixth Form in 1998.

The School's original ivy-clad historic buildings remain clustered around a collegiate-style quadrangle with the Sumner Library at its centre. Accommodation has been sensitively modernised in recent years and the extensive campus now includes an impressive range of facilities within a safe yet stimulating environment. Our most recent investments include the full refurbishment of our senior and junior boarding houses, the pedestrianisation of the campus and a Multi-Use Games Area (MUGA) for sports including tennis and netball.

The modern, purpose-built Nursery and Infant premises are situated in a quiet spot on the main Rossall campus with plenty of space - both inside and out - for our children to play, learn and grow. The Junior School is situated in the heart of the campus in James House, with a purpose built enclosed play ground. From September 2009 Rossall Junior, Infants and Nursery School became fully authorised to teach the IB Primary Years Programme.

2. MISSION AND AIMS

Mission

Rossall exists to provide an all-round education to a range of boys and girls (day and boarding, home and international) who learn how to enjoy each other's company and to develop a range of skills which will not only enrich their lives now but also equip them for life beyond school.

Aims

- To ensure that the diverse components of Rossall – Nursery, Junior, ISC, and Senior Schools – present a coherent and integrated message for potential investors.
- To achieve and to maintain excellence in all teaching departments by recruitment and retention of the best teachers in order to deliver the appropriate curriculum.
- To offer to all pupils a rich and diverse experience of school, which they will enjoy and find satisfying at the time and find valuable after leaving school.
- To deliver a complete programme of major and minor games, whilst offering excellence in coaching facilities.
- To be competent, professional, and up to date in our use of Information Technology.
- To take action to integrate the wide ethnic range of pupils and to present this multiculturalism as a strength of the school.
- To sustain a position of recognised excellence in one of our extra-curricular activities.
- To train, nurture, and develop our academic and support staff so that they are enabled to do their jobs, enhance their skills, and take forward their careers.
- To maintain through the organisation and support of our tutorial and boarding arrangements, a deserved reputation for high quality pastoral care.
- To identify the wants and needs of existing and potential parents, and to meet them within the financial constraints of the school, and within the context of the school's educational objectives.
- To maintain a surplus of income over expenditure by sound and productive financial management.
- To ensure that numbers in any part of the school support the infrastructure and costs of that section.
- To provide a safe, suitable, and cost-effective environment for the school by managing, maintaining, and developing the school estate.
- To encourage all members of the school community to feel they belong to a dynamic and caring society based on Christian values, which inform the educational and economic activities of the school.
- To ensure that in its operation, within the school as well as in the world outside, the school meets appropriately any government test of public benefit.

Objectives

- Academic** – To provide a broad and varied curriculum through the PYP in which every child, regardless of ability, can encounter all aspects of learning and working to the extent of his/her ability. To allow the pursuit of excellence, the developing of self-motivation and the desire for knowledge.
- Pastoral** – To provide an effective, well-structured House and class system, run by teachers who see the need to provide a safe, caring and supportive environment for every child.
- Physical** – To develop, in our pupils, a respect for their own, and others' physical well-being, and to introduce a programme which extends their knowledge of, and ability in, as wide a range of individual and team games as possible.
- Cultural** – To introduce children to a wide experience of cultural activities, including music, drama, art and theatre.
- Social** – To provide the skills required to live and work in a close community; respecting others, building friendships, assuming responsibilities and working towards the well-being of the group as well as the individual.
- Spiritual** – To enable growth in spiritual development through reflection of feelings and relationships and through developing a sense of awe, wonder and mystery.

3. CONTACT DETAILS

Please note the country and area code for the school is 00 44 1253

Head

Mr J Quartermain 774247
email: head@rossall.org.uk

Bursar

Mrs E Sanderson 774299
email: bursar@rossall.org.uk

Headmistress of Juniors, Infants & Nursery

Mrs K M Lee 774222
email: k.lee@rossall.org.uk

Secretary to Headmistress

Mrs J A Morris 774222
email: j.morris@rossall.org.uk

Main School Reception

774201

Anchor (AN) Boarding

Mr & Mrs Gair 774212
email: h.gair@rossall.org.uk
email: l.gair@rossall.org.uk

Accounts

Miss L Catterall 774233
email: l.catterall@rossall.org.uk

Chaplain

Revd E van Blerk Mobile: 07795985942
email: e.vanblerk@rossall.org.uk

Medical Centre

Sister Kane 774287
email: medical@rossall.org.uk

Director of Marketing & Registry

Ms L Barnwell 774321
email: l.barnwell@rossall.org.uk

Mrs J Barkhuizen 774273
email: j.barkhuizen@rossall.org.uk

RosShop

Miss J Oldfield 774252
email: rosshop@rossall.org.uk

School Uniform Suppliers

www.schoolblazer.com

School Address

Rossall School
Broadway
Fleetwood
FY7 8JW

4. TERM DATES

Michaelmas 2018

	Staff Inset	Mon/Tues	3 & 4 Sep	9.00am
Term begins	Boarders	Tues	4 Sep	8.00pm
	Day pupils	Wed	5 Sep	8.25am
Half-term begins:		Fri	19 Oct	4.00pm
Half-term ends:	Boarders	Sun	4 Nov	8.00pm
	Day pupils	Mon	5 Nov	8.25am
End of term:		Fri	14 Dec	12.30pm

Lent 2019

	Staff Inset	Mon	7 Jan	9.00am
Term begins	Boarders	Mon	7 Jan	8.00pm
	Day pupils	Tues	8 Jan	8.25am
Half-term begins:		Fri	15 Feb	4.00pm
Half-term ends:	Boarders	Sun	24 Feb	8.00pm
	Day pupils	Mon	25 Feb	8.25am
End of term:		Fri	05 Apr	12.30pm

Summer 2019

	Staff Inset	Wed	24 Apr	9.00am
Term begins:	Boarders	Wed	24 Apr	8.00pm
	Day pupils	Thur	25 Apr	8.25am
Half-term begins		Fri	24 May	4.00pm
Half-term ends:	Boarders	Sun	2 June	8.00pm
	Day pupils	Mon	3 June	8.25am
End of term:		Fri	5 July	12.30pm

Michaelmas 2019

	Staff Inset	Mon/Tues	2 & 3 Sep	9.00am
Term begins	Boarders	Tues	3 Sep	8.00pm
	Day pupils	Wed	4 Sep	8.25am
Half-term begins:		Fri	18 Oct	4.00pm
Half-term ends:	Boarders	Sun	3 Nov	8.00pm
	Day pupils	Mon	4 Nov	8.25am
End of term:		Fri	13 Dec	12.30pm

Please note there is no travel window for EU boarders - all EU boarders are expected to remain at school until the end of term. NON EU boarders can only travel on the final 2 days of term.

5. WEEKLY ROUTINE

JUNIOR ROUTINE

Monday	8.30am	Registration in Classrooms
	9.00am	School Assembly in Museum Theatre
	12.25pm	Lunch
	1.00pm	Student Council (when required)
	1.30pm	Registration in Classrooms and Reading time
	2.50pm	Games afternoon/Outdoor Education Y3 & Y4 half term
	4.00pm	End of School day
	5.30pm	Final Pick-up
Tuesday	8.30am	Registration in Classrooms
	12.25pm	Lunch
	1.00pm	Band
	1.30pm	Registration in Classrooms and Reading time
	4.00pm	End of School day
	5.30pm	Final Pick-up
Wednesday	8.30am	Registration in Classrooms
	8.45am	Form / House Assembly
	12.25pm	Lunch
	1.30pm	Registration in Classrooms and Reading time
	1.35pm	Games afternoon/Sports Fixtures
	4.00pm	End of School day
	5.30pm	Final Pick-up
Thursday	8.30am	Registration in Classrooms
	8.45am	School Assembly in Museum Theatre
	12.25pm	Lunch
	1.00pm	Chapel Choir
	1.30pm	Registration in Classrooms and Reading time
	4.00pm	End of School day
	5.30pm	Final Pick-up
	Friday	8.30am
8.45am		Hymn Practice
12.25pm		Lunch
1.30pm		Registration in Classrooms and Reading time
1.30pm		Chapel
2.15pm		Reading
2.30pm		Games afternoon/Outdoor Education Y5 & Y6 half term
4.00pm		End of School day
5.30pm		Final Pick-up

After School Clubs will change each term

INFANT WEEKLY ROUTINE

Monday	8.30am	Registration in Classrooms
	9.00am	School Assembly in Museum Theatre
	10.00am	Infant PE
	12.15pm	Lunch
	1.30pm	Registration in Classrooms
	3.15pm	End of School day
	3.20pm	Clubs
	4 - 5.00pm	Reception Playtime with snack
	4 - 5.00pm	Year 1 & 2 Preppington Club with snack
	5 - 6.00pm	Stay 'n' Play - Unstructured, free play supervised by a teacher
	Tuesday	8.30am
8.45am		Year 2 Form Time / Year 1 Wake & Shake
8.45am		Reception swim
10.00am		Hymn Practice in Infant Hall
12.15pm		Lunch
1.30pm		Registration in Classrooms
1.35pm		PE
3.15pm		End of School day
3.20pm		Clubs
4 - 5.00pm		Reception Playtime with snack
4 - 5.00pm		Year 1 & 2 Preppington Club with snack
5 - 6.00pm	Stay 'n' Play - Unstructured, free play supervised by a teacher	
Wednesday	8.30am	Registration in Classrooms
	8.45am	Year 1 - Year 6 Buddy Time
	10.00am	Infant Games
	12.15pm	Lunch
	1.30pm	Registration in Classrooms
	2.45pm	Hymn Practice
	3.15pm	End of School day
	3.20pm	Clubs
	4 - 5.00pm	Reception Playtime with snack
	4 - 5.00pm	Year 1 & 2 Preppington Club with snack
	5 - 6.00pm	Stay 'n' Play - Unstructured, free play supervised by a teacher
Thursday	8.30am	Registration in Classrooms
	8.45am	Year 2 Form Time
	8.45am	Year 1 swim
	11.00am	Show and Tell in Infant Hall
	12.15pm	Lunch
	1.30pm	Registration in Classrooms
	1.35pm	Games
	2.45pm	Hymn Practice
	3.15pm	End of School day
	3.20pm	Clubs
	4 - 5.00pm	Reception Playtime with snack
4 - 5.00pm	Year 1 & 2 Preppington Club with snack	
5 - 6.00pm	Stay 'n' Play - Unstructured, free play supervised by a teacher	
Friday	8.30am	Registration in Classrooms
	8.45am	Year 1 Wake & Shake
	8.45am	Year 2 swim
	12.15pm	Lunch
	1.30pm	Chapel
	3.15pm	End of School day
	3.20pm	Clubs
	4 - 5.00pm	Reception Playtime with snack
	4 - 5.00pm	Year 1 & 2 Preppington Club with snack
	5 - 6.00pm	Stay 'n' Play - Unstructured, free play supervised by a teacher

WRAP AROUND CARE

Early drop off for breakfast and later pick up are available on request. For more information, please email Mrs Lee at k.lee@rossall.org.uk

After School Clubs will change each term

6. CURRICULUM

THE PRIMARY YEARS PROGRAMME

The PYP is an international curriculum framework designed for young learners aged 3 – 11 years old. Over 450 schools world wide are currently authorised to teach this programme, which is developed and regulated by the International Baccalaureate Organisation (IBO).

The PYP is an education-for-life programme designed to foster the development of the whole child, not just in the classroom but also through all means of learning. The programme focuses not only on academic development but also on social, physical, emotional and cultural needs.

Your son or daughter is taught through an inquiry based curriculum, carefully planned in accordance with the IBO's guidelines. The PYP requires teachers to collaboratively plan Units of Inquiry for each age group around six important themes.

These transdisciplinary themes are: -

- i. Who we are.
- ii. Where we are in place and time
- iii. How we express ourselves.
- iv. How the world works
- v. How we organise ourselves.
- vi. Sharing the planet.

The role of subject based skills and knowledge is recognised as being an important part of the curriculum. Science, History, Geography, Religious Studies (RS) and Personal, Social and Health Education PSHE work is carefully integrated into Units of Inquiry.

In addition, whenever there is an authentic and purposeful reason for including other subject areas such as English, Maths, Art or Music into the Units of Inquiry, this will be carefully divided between the different aspects of the curriculum. If there is no authentic connection between the subject areas and the unit of inquiry, then those subjects will be taught as “stand alone” subjects. Specialist teaching areas are available for Art and Technology, Music and ICT and the well stocked libraries are a treasure trove of inspiration for readers at all ages and stages.

Mandarin is taught from Year 1 through to Year 6 as the continuous foreign language provision.

SEESAW APP

SEESAW helps capture the learning process not just the end result. To enhance the PYP learning journey, each child will create a digital portfolio where photographs, videos, drawings and examples of childrens work can be stored and built on year by year. At the start of the academic year, parents will be given log-in details to view their own childs portfolio, which will enable them to reflect and comment on any new entries.

PREP (HOMEWORK)

Great importance is attached to the value of prep, both as a learning aid and for diagnostic purposes. Regular prep encourages self-discipline and develops sound study techniques. The amount of prep increases as the child gets older.

INFANT PREP

Work will start at a very basic level and will normally involve reading with extra tasks such as spelling. Maths work will be added on as they progress through the infants.

JUNIOR PREP

Year 3	2 preps in Maths, English and Unit of Inquiry per week
Years 4, 5 and 6	2 preps in Maths and English, plus work relevant to the Unit of Inquiry.

Prep can be done at home or, alternatively, at school during supervised prep.

Also regular reading, spellings and times tables should be done. Parents are asked to check and sign their prep diary each evening.

Teachers will always aim to set preps which either reinforce or consolidate work that has been undertaken in class or are designed to help to prepare for future lessons.

They will always consider the time limits imposed, but it is not always easy to set an appropriate length of prep for every child, bearing in mind the mixed ability nature of most of the groups. We are, however, trying to get the pupils to focus their minds for a limited period. We do not want them to be taking all evening over the work, as this can simply build up unnecessary tension.

Children should not spend more than 30 minutes on prep. We also expect them to do 10-15 minutes of reading each night.

Pupils should aim to remain within the time limits, even if it means not completing an exercise.

If there are any problems or queries concerning prep then parents should contact the school either by writing in the prep diary or alternatively speak to their class teacher.

HOLIDAY WORK

Pupils are encouraged to spend some time during the holidays reading and doing spellings and puzzles.

LEARNING SUPPORT

Specialist Learning Support, tailored to individual needs, is available to all pupils. Staff provide support in the curriculum and work on boosting language, memory and study skills. Help may be available for pupils with dyslexic-related and dyscalculic (mathematical) difficulties. The aim is to enable the individual to cope as effectively as possible with the normal curriculum.

If necessary, pupils may be offered for one, two or more tailored sessions per week, depending upon individual needs. Support is given within normal curriculum time.

If your child already has an Educational Psychologist's report, please pass on a copy immediately to Mrs Lee, to enable the School to gauge the level of support required. If the staff have concerns about a pupil's progress an Educational Psychologist's report may be requested.

The School's philosophy is that individual learning support should be complemented by participation in timetabled lessons so that the individual pupil does not feel detached from the School community.

7. EXTRA-CURRICULAR ACTIVITIES

In addition to the academic curriculum, the Junior and Infant School offer a wide selection of extra-curricular opportunities that the pupils are encouraged to take a full part in. These activities give the pupils new interests and skills and often serve as the basis for the enjoyment of leisure time in later life. They bring the opportunity to mix with a different group of pupils and with members of the teaching staff under very different circumstances from the classroom which helps classroom relationships significantly. The extra-curricular activities are best considered within the following categories:-

SPORT

As part of the Physical Education curriculum, boys and girls receive skills and coaching in a variety of games. All pupils have one lesson PE each week and three games sessions each week. Every pupil is expected to take part in physical activity. There are team practices both within these times and after school.

The school possesses a 25 metre indoor swimming pool. Swimming is taught in the P.E. curriculum for half a term in the Michaelmas and Lent Term. Swimming squad is available to all junior pupils on two evenings a week.

School matches are generally played on a games afternoon. Any pupils selected to represent the School are expected to be available. Other matches may occur on occasions in the afternoon, after school and occasionally at the weekend.

Games against other schools can begin in Year 3 and children can expect to have opportunities from Year 4 onwards as there is a strong fixture list in a number of team games.

As a member of AJIS (Association of Junior Independent Schools), we compete in a number of tournaments during the Lent term. Rossall hosts the AJIS Cross Country and co-ordinates the AJIS Athletics competition with over 500 athletes.

In 2015, Rossall rejoined the Independent Association of Prep Schools (IAPS), which is one of the world's most prestigious associations. As a member, there are many benefits, one of which is being able to participate in a wide range of sports.

The annual Rossall Invitational Sevens Tournament is held in March in Rugby and Hockey.

Parents are always welcome to support the teams both at home and away fixtures. It means a great deal to the pupils to have wholesome and constructive support; it also means a great deal to the staff.

ARTISTIC AND CULTURAL

Music is an important part of the timetable right the way through the School and it is possible for boys and girls to begin to learn an instrument in Year 1. In the Infants they are able to learn piano, violin and recorder. Individual tuition continues as they move into the Junior School where tuition in a wider range of specific instruments are available, including clarinet, cello, double bass, flute, guitar, keyboard, percussion, piano, saxophone, singing, trombone, trumpet and violin.

Lessons largely take place during normal School hours and pupils are expected to catch up on any work missed. There are regular opportunities for pupils to gain important experience playing in front of an audience during assemblies and concerts. Musicians are encouraged to take Associated Board of the Royal School of Music examinations.

Junior Concert Choir is open to all. During the weekly practice after school, the children will learn a variety of songs for school assemblies and concerts. In addition, they will prepare for performing the Young Voices at the Manchester Arena in March.

Junior Chapel Choir: auditions are held each September for Years 5 & 6 and, if successful, pupils are invited to join the choir. They learn a range of popular and religious songs, and perform together regularly in Chapel services and concerts.

Infant Chapel Choir sing each week during the Chapel service. Generally, all children in Years 1 and 2 sing in the Choir.

Speech and Drama lessons are available to pupils from Year 2 onwards. Our professional Speech and Drama teacher, Mrs Mistry, prepares pupils for LAMDA examinations as well as for local festivals in Fleetwood and Lytham.

In Infants, pupils will only be able to select one peripatetic lesson during the school day, whilst in Juniors a maximum of two peripatetic sessions in music and/or Speech & Drama

CLUBS AND ACTIVITIES

A wide range of lunchtime and evening activities are available for pupils to opt into on a recreational basis, including chess, art attack, zumba, newshound, board games and many more. The list will change on a termly basis and is published in the calendar. Most are free of charge.

8. THE SCHOOL RULES

We encourage all pupils to be proud of Rossall and to respect all who are a part of it. Over 30 different countries are represented and share one common goal; to achieve success! We expect all pupils to treat everyone they encounter courteously, work hard, value fair play on the sports field and promote artistic endeavour.

Rossall bases its code of behaviour on four general principles. It expects all its pupils and staff to share these.

- We believe in giving our best effort in all things at all times and fulfilling our commitments.
- We believe in trying to be a positive influence in all we do and encouraging others to do the same.
- We believe in being courteous, considerate and respectful to others.
- We believe in taking pride in ourselves, in our ideals and our environment.

However, the following rules have to be made explicit for junior pupils:

- i. Full school uniform should be worn at all times; this includes games kit as stipulated. Exceptions are made in the summer when specific rules are announced.
- ii. Hair should be clean, neat and tidy, without artificial colouring or extremes of style. Boys' hair should not come below the collar or fall across the eyes. Girls' hair should be clipped or tied back whenever school uniform is worn.
- iii. No jewellery may be worn, with the exception of: one pair of gold sleepers or stud earrings (girls)
- iv. School shoes should be black with a sensible heel.
- v. Pupils must not buy or sell goods, or borrow without permission.
- vi. Pupils should respect all Fire and Health and Safety precautions and be familiar with the routines designed to promote their own safety.

9. BEHAVIOUR AND EXPECTATIONS

Good discipline is important for the growth, welfare and development of our pupils. In this regard our pupils are given clear expectations, effective pastoral support and opportunities to build good social relationships. High standards of behaviour, manners and discipline are expected of all pupils at all times. Pupils are expected to behave in such a way as to be a credit to themselves and to the School.

It is important to reward, praise and role-model good behaviour at all times, rather than merely deterring anti-social behaviour. This is the most effective way to help children to grow in a safe and secure environment and to become positive, responsible and increasingly independent members of the school community.

Promoting Positive Behaviour

Praising and rewarding children for good behaviour can be achieved in a variety of ways:

- Verbal praise and encouragement individually and in front of peers
- Stickers for good work/achievement, particularly in the Infants and Nursery
- House Point system (Infants)
- Excellence system (Juniors)
- Individual classes may have their own 'class reward schemes'
- Good work / achievement shared with the Headmistress
- Success display board
- Distinction cards of exceptional work, performance or act.

All staff can recommend the award of stickers / house points/ excellents to children by reporting to their Class Teacher.

DEALING WITH NEGATIVE BEHAVIOUR

High standards of behaviour are expected from all children irrespective of their age which is reinforced by regular reminders as to what is right and wrong.

A Code of Conduct has been drawn up in the Junior School and those who misbehave can receive one of several sanctions:-

- The basic is a 'Caution' which counts against the child.
- Three cautions in any one half-term equal a 'Minus'.
- Three 'minuses' in one half term results in a detention.

A Junior pupil failing in some respect may be asked to complete a SATIS form for a week - requiring him/her to earn approval from teachers in all lessons and break activities.

We believe that our Code of Conduct and the standards set are fair and clearly defined. It is hoped and expected that pupils maintain the same degree of courtesy and thought outside School.

CODE OF CONDUCT

- i. Be thoughtful towards each other, especially towards those younger than you.
- ii. Show politeness and warmth towards all adults, especially parents and visitors.
- iii. Make sure that your behaviour as a member of your school is something of which you can be proud.

10. SCHOOL LIFE AND EXPECTATIONS

PUNCTUALITY

We expect a prompt start each day, with children arriving by 8:30 am

Bus children are, of course, dependent on the journey made each morning and delays will inevitably occur from time to time.

Each pupil must attend academic lessons on time.

Those involved in music lessons must know when these begin, excuse themselves and be with the teachers on time.

Games lessons can be shortened because of the few not ready on time. Prompt changing is expected both before and after. On occasions pupils will be expected to change either during the morning break or at lunchtime.

EQUIPMENT

Pupils are expected to attend lessons with the appropriate equipment.

The following items are necessary for academic lessons:-

- i. Pen
- ii. Pencil
- iii. Ruler
- iv. Rubber
- v. Pencil Sharpener
- vi. Coloured Pencils

Additional items such as protractors and calculators will be needed from time to time and the school provides such equipment.

PREP EFFORT

- i. Each Prep must be copied down in Homework diaries.
- ii. Pupils must ensure that they have the correct equipment to do Prep – whether at home or school.
- iii. Prep must be treated seriously. Teachers will always try to set appropriate amounts so the time must be used profitably.

PRESENTATION OF WORK

- i. All work should have a title and a date – both underlined with a ruler.
- ii. Work should not be cramped. Every effort should be made to ensure that pieces are properly spaced out.
- iii. Completed work should be ruled off.
- iv. Pencil should be used in Mathematics. The use of pen in other subjects will be at the teacher's discretion.
- v. "Tippex" is not permitted. Mistakes should be ruled through once.
- vi. Every piece of work should be completed with the utmost care.

PUPILS' APPEARANCE

All pupils should be aware that the School expects high standards of appearance at all times. Every pupil must be aware of the need to look presentable. Ties should be fastened properly, shirt tucked in and socks pulled up.

IN SCHOOL

- i. In school, children will always move round at walking pace.
- ii. They must be thoughtful to those around them e.g. holding doors open.
- iii. We will not tolerate loud behaviour within school.
- iv. Pupils are expected to stand up when an adult enters the classroom.

DINING HALL

- i. All must line up quietly for lunch.
- ii. We expect good behaviour and table manners from all in the dining room.

PLAYGROUND

Behave responsibly with thought for others. We will not tolerate aggressive behaviour. Bad language must not be used at any time.

11. GENERAL INFORMATION

ABSENCE FROM SCHOOL

If a pupil is unable to attend school because of illness his/her parents/guardians are asked to inform the school on 01253 774222.

Outside normal office hours an answer phone is available for message to be left.

Reception may contact a parent to ascertain the whereabouts of a pupil who is absent after 9:30am as part of our duty of care.

On your child's return to school after he/she has been absent, a letter explaining his/her absence is required for their records.

Any request for a planned absence from school should be made in writing beforehand to the Headmistress, who may refer the matter to the Head. A month's notice of prolonged absence is requested.

Pupils are expected to make up the academic work they have missed during their absences and will be given help by staff to do so. If an absence is prolonged, class teachers will send work for pupils to complete at home.

Pupils must be present in term time except in exceptional circumstances. Early departure and late arrival at the beginning and end of terms causes considerable damage to pupils' academic progress.

ACADEMIC REPORTS AND GRADE CARDS

A full academic report will be produced at the end of the Michaelmas and Summer term, complimented by a summary Grade Card at the end of the Lent term. During the term written work will be set and marked to produce meaningful subject assessments.

SCHEDULE FOR 2018 – 19

Michaelmas	Full report	Friday 7th December 2018
Lent	Grade Card	Friday 29th March 2019
Summer	Full report	Friday 28th June 2019

The primary objective of the reporting system is to inform parents about how their son or daughter is progressing academically but it is hoped that the report will also be shared and read by the pupils.

ASSEMBLY/CHAPEL/CONGREGATIONAL SINGING PRACTICE

After Registration, the school gathers at 9.00 am for Assembly and Congregational singing practice. The weekly Chapel Service is held on Friday at 1.30pm.

On occasions throughout the year family services are held: Harvest and Carol Services being examples.

BOARDING

Boarding is a key element in the life of Rossall. The School was founded as a boys' boarding school in the 19th Century and the values of a boarding ethos remain high.

Boarders make up 40% of our community, along with many staff and their residence throughout term time provides much of the framework for all school activity.

The School would be happy to discuss the possibility of flexi boarding by day pupils if desired or if parental commitments necessitate. This is particularly popular amongst the younger age groups and can avoid unnecessary breaks in a pupil's education.

CALENDAR

At the beginning of every term each pupil is issued with a Calendar. The Calendar not only gives a day-to-day diary of School events for the term but also contains other important information; School Rules, Weekly

Routine, Members of the Common Room (teaching staff), Useful Telephone Numbers, and Term Dates. The calendar is printed in advance and therefore cannot be regarded as definitive and times are subject to change. Changes will be communicated on the school website, Rossall Reporter, by e-mail or by Teachers2Parents messaging. We will try to keep changes to a minimum but pupils should always check the notice boards for any amendments to the calendar.

CARS AND PARKING – DROPPING OFF/PICKING UP

For Health and Safety reasons, cars should be parked in the designated parking areas. Be aware, there is a speed restriction of 5mph on the School campus.

Parking on campus will be permitted for Blue Badge holders on request. If you need access through the barrier at North Gate, please contact Reception during normal school hours on 01253 774201 (Mon – Fri, 8.15am – 5pm or Saturday, 9am – 12.30pm). Evening and weekend requests need to be pre-arranged by contacting Reception during school hours.

THE SCHOOL CHAPLAINCY

The Chaplaincy at Rossall School welcomes all students, staff and visitors and offers its support on their journey of life and faith by caring about their well-being and happiness.

A programme of activities ranging from formal worship services to informal gatherings and events are presented to facilitate, encourage and inspire all those who participate or attend. The Chaplaincy programme also includes seasonal and festival services and special services such as baptisms, confirmations, weddings and funerals.

The Chaplain can be contacted via e-mail e.vanblerk@rossall.org.uk or mobile phone +44(0)7795985942.

COMMUNICATION WITH PARENTS

Brief messages and reminders will, from time to time, be sent via a text messaging service. It is vital that parents keep Mrs Morris, Junior School Secretary notified of one main mobile phone number to which messages can be sent and advise of any number changes immediately.

COMPLAINTS PROCEDURE (PARENTS)

We welcome comments and suggestions from parents, and take seriously complaints and concerns may they arise.

Your first port of call for any academic or pastoral matter should be with your child's class teacher. More serious matters should be addressed to the Headmistress, Mrs Lee.

Serious complaints or those not dealt with satisfactorily by the above persons should be addressed to the Head, Mr Quatermaine.

Please contact Reception on 01253 774201, should the need arise, and full details of the complaints procedure will be sent to you by email or post.

The School recognises and acknowledges your entitlement to complain and we hope to work with you in the best interests of the young people in our care.

COMPUTERS AND IPADS

Desktops and iPads are commissioned to run the software appropriate to the School's network. There is an array of software and hardware devices in the system to prevent misuse. All activity on the network is monitored however, for the security of the pupils and of the network itself.

CONTACTING JUNIOR, INFANT AND NURSERY SCHOOL

The main point of contact for parents and guardians is the Junior Reception where the secretary, Mrs Morris, will pass on messages and make appointments. Regular contact with the class teacher on an informal basis is encouraged through letters or notes in your child's diary. When raising general matters during the day, parents

should be aware of the main break (11.00am – 11.25am) and lunchtimes (12.30pm – 1.30pm), when it is easier to make contact with teachers.

Any particular issues or concerns can be discussed with Mrs Lee either by arranging an appointment or telephone call via Mrs Morris.

COUNCIL

The Council is the name Rossall gives to its governing body.

The School Council is the ultimate controlling body for Rossall and has legal responsibility for the following areas:

- Finance and general purposes
- Curriculum and pastoral care
- Human resources
- Policy, quality and marketing
- Property and estates
- Disciplinary appeals
- Nominations if applicable

DISCLOSURE AND BARRING SERVICE (DBS)

All school employees receive an Enhanced Disclosure and Barring Service certificate before taking up their posts.

DAY PUPILS

As many as 60% of our pupils are from the Fylde. They add enormously to the school and benefit in turn from the large number of staff who remain at school after hours to arrange games, activities and academic studies.

DRESS

Pupils at Rossall should be immaculate in their dress. This means full uniform or Rossall sports kit as directed, is to be worn throughout the school day, dependant upon the activity involved. Full Clothing Lists are available from the Registrar, RosShop and our suppliers the Schoolblazer website (www.schoolblazer.com).

FINANCIAL MATTERS

i. Fees

The fees are set by the Council one academic year at a time. They are payable on the first day of each term.

ii Scholarships and Bursaries

Any scholarship or bursary awarded to any pupil may be withdrawn or varied if, in the opinion of the Head, the aims and objectives of that scholarship are not being met. The right is reserved to require the payment of full fees for that pupil in the event of the pupil being withdrawn or removed without notice. Bursaries are reviewed annually. Scholarships are normally awarded for a phase of education and reviewed annually within that context.

iii. Notice or Fees in Lieu

One full term's written notice is required, otherwise a term's fees are payable in lieu of notice. Please refer to the School's terms and conditions for full details. Notice must be received by the Headmistress.

FIRE PRACTICES

The School recognises the seriousness of fire protection measures. In conjunction with advice from the Fire Service, an extensive/comprehensive Fire Risk Assessment has been carried out. Fire Practices are held on a regular basis and clear procedures adopted and adhered to. Fire safety instructions are posted in every department. The fire control panel is situated outside Junior School Reception. The Health and Safety Co-ordinator is responsible for all aspects of fire safety. The assembly point for the Nursery, Infant and Junior School is the Junior School playground.

GAMES

If a pupil is to be excused from any Games or PE lesson, a written letter from the parents should be brought by the pupil to the lesson. If pupils are taken ill during the school day, the pupil must visit the School Medical Centre. Pupils are expected to observe the lesson, unless they are too ill and are waiting for their parents to collect them from the Medical Centre. The correct 'kit' is to be worn for each sporting activity and activities held after school. No jewellery should be worn (including any earrings). If a girl wishes to have her ears pierced this should be done at the beginning of the Summer holidays so that the studs can be removed during games.

We encourage and recommend the use of mouth guards however they are compulsory for Rugby and Hockey. Opro, the specialist sports dentist, visits in early September in preparation for the winter games programme. In line with guidance from the National Cricket Board, we recommend that all cricketers buy their own protective helmets. The School will ensure that helmets are available to any pupil who needs one.

Games clothing, PE kit and Swimming kit should be brought to school on a Monday and taken home for washing on a Friday.

ILLNESS OR INJURY

A pupil who becomes ill or injured during the School day will be sent to the School Medical Centre where there is a qualified Nursing Sister on duty. She will assess the seriousness of the incident and will either send the pupil back to class, or ring their parents to have their child collected. Please do not send your child to school if he or she is ill and has a temperature. Pupils who have vomited should remain off school for 48 hours once the symptoms have ceased. For boarders, serious cases are sent to the A & E Department at Blackpool Victoria Hospital, otherwise in less serious cases, advice is given by the School's medical team, comprising of a visiting doctor and two full-time nurses.

INSPECTION AND REGULATION

Rossall School is subject to statutory regulation. The School was inspected under the National Care Standards Commission (now the Commission for Social Care Inspection), in 2007 and the Independent School Inspectorate in February 2004. More recently the school was inspected by Ofsted in November 2009 and the Independent Schools Inspectorate in May 2010, October 2012 and the new Regulatory Compliance Inspection in April 2016. The reports are available on the websites of both organisations (www.csci.org.uk and www.isi.net). Boarding inspections are now the remit of the ISI. A précis of the ISI report is available on request from the School. Telephone numbers for Ofsted and the ISI are available in the Complaints Procedure for Parents.

The Primary Years Programme is regulated by the International Baccalaureate Organisation. The Infant and Junior School was authorised in June 2009 to teach the programme, evaluated in June 2012 and more recently evaluated in October 2017.

INSURANCE AND MEDICAL COVER

Parents are offered, at a modest subscription collectable with fees, membership of BUPA and DENPLAN medical schemes. Parents are reminded that they are responsible for insuring their children's property and that the school can accept no liability for private property brought to Rossall by pupils. If a pupil comes to school with expensive personal equipment, e.g. musical instruments, tennis racquets, cricket bats or hockey sticks, parents should ensure that these items are covered on their own insurance policies as pupils' belongings are not covered by the School's insurance.

JEWELLERY

No jewellery may be worn, with the exception of: one pair of gold sleepers or stud earrings (girls). ALL jewellery and earrings must be removed before any physical activity. If allowing your daughter to have her ears pierced, please only do so at the start of a long holiday so that she can remove her studs for sport on her return to school.

LOST PROPERTY

It is essential that all items of clothing and personal possessions are clearly marked with the pupil's name so that they can be returned if misplaced. All school uniform supplied by Schoolblazers will arrive with name tapes. Misplaced valuables are taken to the Junior School Reception who will deal with them as appropriate.

LUNCHES

All pupils stay on school premises during the lunch hour and take the lunch provided by the School. A wide range of menu options are available, including a full salad bar and vegetarian alternative. Please consult the School website for details. If your child has special dietary requirements or allergies, please inform the School in writing.

MEDICAL MATTERS

The School's Doctor is a member of Broadway Medical Centre, Fleetwood and has a daily surgery prior to morning school for registered patients. The Medical Centre is located at the back of Porritt Hall and is staffed by a Registered General Nurse working within defined standards of practice. The School Nurse is therefore bound by certain codes of conduct including maintaining a pupil's right to confidentiality regardless of age. There are currently two nurses who work complementary routines.

i. Medical Questionnaire

It is essential that the medical questionnaire be returned before admission to the School with NHS numbers and immunisation records that are up to date and filled in. For those pupils with Special Educational Needs, please submit a copy of relevant documentation to Mrs Lee. Boarders must register with the School Doctor. Parents of new boarding pupils are requested by the School Doctor to see that their child has been given anti-tetanus injections before joining the school in September, and to return the inoculation consent form.

ii. Day Pupils

During the school day the Nurse is available to Day pupils for emergency care. Routine medical care cannot be arranged. Parents will be contacted if their child falls ill at school so they may be taken home as soon as possible. Day pupils who need to take medicine while at school must inform the Nurse; this excludes inhalers for asthma and epipens, which should be carried by a pupil at all times, (spares should be handed to the Junior Reception in a clearly named box).

iii. Boarding Pupils

The Doctor and Nurse are available to boarding pupils for all aspects of their health care. Dental care should be carried out during the holidays if possible. All boarding pupils are registered with the School Doctor. This service is free. Boarding pupils who are ill may need to be sent home to their parents/guardians as facilities to care for them are limited in the Medical Centre. Physiotherapy is available, at an additional cost.

iv. Medical Centre Routine

Opening Times	Monday to Friday:	8:15am to 5:15pm
	Saturday:	3 hours, times change in accordance with sports fixtures. Houses are notified each week.
Surgery Times	Monday to Friday:	8:30am to 9:00am for those requiring a Doctor 08:15am to 5:15pm for those requiring routine attention

v. Other Times (including Sunday)

Pupils requiring medical attention should see their Houseparents who will either contact the Broadway Medical Centre, the Deputising Service or take the pupil directly to Accident and Emergency at the Victoria Hospital, Blackpool. In the event of an epidemic or if a pupil needs constant supervision the School will arrange medical cover through the night.

MOBILE PHONES

There are considerable problems associated with mobile phones in schools; consequently as a general rule mobile phones are NOT permitted to be brought into school by Junior pupils. If a pupil needs to contact parents, the school phone will be made available to them under the supervision of Mrs Morris.

In very exceptional circumstances, with prior written permission having been sought and granted by Mrs Lee, a child will be allowed to have a mobile phone at school for a limited period. On arrival at school the mobile phone must be handed into Mrs Morris for safe keeping. It will be returned at the end of the day or as required. Parents should make sure that they have read the school policies on behaviour, anti-bullying and ICT.

All mobile phones must be named. The School will not accept any liability for the loss of mobile phones. As with other personal items, they should be covered by parental household insurance policies.

As a general rule school staff can confiscate a mobile phone as a disciplinary penalty when they are being used to cause a disturbance or otherwise contravene the school behaviour policy, and have a legal defence in respect of this in the Education and Inspections Act 2006 (section 94). Only Senior School pupils are allowed to carry mobile phones as they facilitate easy communication with parents.

NEWSLETTER

The “Rossall Reporter” is circulated each week during term time by email or by hard copy on request to all Junior, Infant School and Nursery parents. The newsletter is also available on the school website: www.rossall.org.uk

Information is published relating to news about pupil successes, activities, sports results, amended or additional calendar dates and generally creates an opportunity for informal contact between the School and overseas parents.

In addition, parents receive the Senior School’s weekly e-newsletter.

OUTSIDE AGENCIES

The School supports a multi-disciplinary approach to maximise the educational provision for all pupils. Many agencies and support services are able to help identify and assess pupils’ needs and to provide support for those pupils. Such agencies and support services include a wide variety of specialist teachers and other professionals. Once a strategy for procuring support has been agreed all parties should be kept well informed of developments as is appropriate.

Our first concern is your child’s welfare. Therefore, there may be occasions when we have to consult other agencies, even before we contact you. Should this be necessary we want to reassure you that any concerns we have about your child will then be discussed with you after we have followed the procedures set out in the Rossall School Safeguarding Policy Document.

PARENTS’ EVENINGS

There are three parents’ meetings each year for all year groups scheduled prior to half term.

These are primarily to discuss academic and pastoral matters between teacher and parent. Parents are welcome to bring their child to these occasions. Parents’ Evenings are normally held in the Big School for Juniors and Infants. Nursery Parents’ meeting will be held in the Infant Parents’ Room during the assigned week. Appointment times will be arranged prior to the date

SCHEDULE FOR 2018 -19

Michaelmas 2018	Targets
	Junior & Infants Thursday 11th October 2018 (Infant Hall)
	Nursery w/c 15th October 2018 (Infant Hall)
Lent 2019	Pastoral
	Junior & Infants Tuesday, 29th January 2019 (Infant Hall)
	Nursery w/c 11th February 2019 (Infant Hall)
Summer 2017	Academic
	Junior & Infants Thursday 16th May 2019 (Infant Hall)
	Nursery w/c 20th May 2019 (Infant Hall)

PHOTOGRAPHS

We occasionally take photographs of your child; these are generally for school displays, the weekly newsletter, local newspapers or our website. Please inform us if there are any reasons or occasions when you do not wish photos of your child to be used.

PUPIL CARE AT ROSSALL

It is highly important for us at Rossall to look after the well-being of each pupil under our care, in order for them to be healthy and well-rounded individuals – physically, spiritually, and emotionally. Our pastoral support forms an integral part of our life and work at Rossall, directly or indirectly. We have encompassing and effective systems in place and people available to ensure each pupil has access to the care and support he or she deserves.

Around School pupils may choose to speak to a trusted Teacher, the School Chaplain, one of our two safeguarding officers or someone in our learning support department. They can also get permission to visit our medical centre, where the school nurses or doctors will look after their physical and emotional needs or where appointments with a school counsellor can be made. An independent listener who can be contacted by mobile phone or email, is also available at all times.

As part of a healthy life-style our outstanding catering team offers balanced meals of a very high standard and variety, which also include special dietary provision. Pupils are encouraged to participate fully in life at Rossall, including staying physically active through sports or regular exercise and participating in many creative and leisure activities like charity events, house trips, educational outings, and school productions.

ROSSALL ALUMNI

When a pupil leaves the School and become an Old Rossallian, they will be able to join our Alumni Community web pages where they can keep in touch with their classmates, search for career opportunities and keep up-to-date with what's happening at the School. We also arrange social events around the country (and indeed worldwide) for our Old Rossallian community. We recently hosted a dinner for 200 Old Rossallians at the world famous Lord's Cricket Ground in London.

ROSSALLIAN CLUB

The aims of the Rossallian Club are to continue the links between Old Rossallians and the School, to continue the friendships forged and to contribute to the welfare and facilities of the School.

ROSSALL FOUNDATION

The Foundation's aims are to raise funds for major developments at the School including capital resources for new buildings and facilities such as the £150k raised for the School's new Astroturf playing surface and the new £4million Sports Centre Project, due for completion is scheduled for 2019-2020 academic year.

ROSSALL: THE FRIENDS OF ROSSALL

The Friends of Rossall is a voluntary group consisting of current parents and staff. The Friends of Rossall to plan and deliver a range of fundraising events that will be of interest to parents, staff, and the wider Rossallian Community. Monies raised will be used to assist smaller projects around the School.

ROSSHOP

The Rossall School uniform is available to buy on www.schoolblazer.com. Fitting samples are available in the RosShop to enable you to try before placing your order. Most items will need to be purchased via the Schoolblazer website. It is situated by the School archway and is open Monday to Friday, 11am – 5pm in term time and 11am – 4pm in the holidays.

Stationery is available at the RosShop during its opening hours.

Payment can be either by cash or put on the pupil's account, which is presented each half-term

REMOVAL AND EXCLUSION OF A PUPIL

Removal at the request of the School

Parents may be requested, during or at the end of term, to remove a pupil from the School, without refund

of fees if, after consultation, the Head is of the opinion that the conduct or progress of the pupil has been unsatisfactory or if the pupil, in the judgement of the Head, is unable or unwilling to profit from the educational opportunities offered (or if a parent has treated the School or members of staff unreasonably) and in any such case removal is considered to be warranted. Fees in lieu of notice will not be charged but all outstanding fees will be payable in full.

i. Permanent Exclusion

A pupil may be excluded at any time if the Head is reasonably satisfied that the pupil's conduct (whether on or off school premises or in or out of term time) has been prejudicial to good order or school discipline or to the reputation of the School. There will be no refund of fees following exclusion (and all unpaid fees must be paid). Fees in lieu of notice will not be charged.

ii. Exclusion Review Procedure

In the event of the Head excluding a pupil from the School, the pupil's parents or recognised guardians may request a review of the decision by the School's Governors.

ii The Application for a review ("The Application") must be made in writing to:-

*The Chair of Council
Rossall School
Fleetwood
FY7 8JW*

Details of the procedure will then be sent to the parents/guardians.

SAFEGUARDING CHILDREN

An effective whole school safeguarding children policy is one which provides clear direction to staff and others about expected codes of behaviour in dealing with safeguarding issues. An effective policy also makes explicit the School's commitment to the development of good practice and sound procedures.

This ensures that safeguarding concerns and referrals may be handled sensitively, professionally, legally, and in ways which support the needs of the child.

i. Introduction

Rossall prides itself on its culture of open and effective communication between staff and pupils.

Our aims are to:

- a) create an environment in our School which is safe and secure for all pupils
- b) encourage our pupils to establish satisfying relationships with their families, with peers and with other adults
- c) encourage children to develop a sense of autonomy and independence
- d) work with parents to build their understanding of and commitment to the welfare of all pupils.

This policy applies to all pupils, visitors, parents and staff within Rossall School.

ii. School Commitment

We recognise that for children, high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps all children and especially those at risk of, or suffering from, abuse.

iii. Our School will therefore:

- a) Establish and maintain an ethos where children feel secure, are encouraged to talk and are listened to.
- b) Ensure that children know that there are adults in the School whom they can approach if they are worried or are in difficulty.
- c) Include in the curriculum activities and opportunities for PSHE which equip children with the skills they need to stay safe from abuse.
- d) Include in the curriculum material which will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills.

- e) Ensure that wherever possible, every effort will be made to establish effective working relationships with parents and colleagues from other agencies.
- iv. **Roles and Responsibilities**
The Designated Senior Lead with responsibility for Safeguarding is the Headmistress of the Junior School, Mrs Katie M Lee (KML), who shares information with the Head, Mr Quartermain. Mr Mark Pryor in the absence of the Designated Senior Lead, act as the Designated Lead. Both Mr Lawrence Condon and Mrs Tracy Green are Deputy DSL's and should be contacted only in the absence of Mrs K Lee or Mr M Pryor. It is the role of the designated lead to ensure that all children are safe and protected. If any member of staff identifies concerns of a child protection nature, then it is his or her duty to forward the said information immediately to the designated lead. The designated lead may initiate proceedings, which will lead to the situation being resolved by the School, or instigate a referral to an appropriate agency if deemed necessary. All information will be recorded for the purposes of referral or simply be kept on file for cross-reference at a later date.
- v. **The External or Independent Listener** under the Children Act is Mrs Kayley Vaughton. She can be contacted via telephone on: *07711485170*

Mrs Vaughton can be contacted by any child in distress for impartial help and advice. This information is displayed in every House.

Parents should read the school policies on safeguarding, ICT, the taking, storing and using of images and data protection.

SECURITY

All visitors must sign into the main school reception and wear a clearly visible visitor's badge. On entering both the Infant and Junior School buildings, all visitors must sign into the 'visitor's book' in the entrance way. Children are supervised at all times. In the event of a child being lost, the child's class teacher will immediately contact their line manager, who will then notify security and main school reception. A search party will then be organised immediately. If the child is not found parents will be contacted and the police informed.

Staff must ensure they follow correct procedures for the safe conduct of any outings provided. Appropriate risk assessment documents should be completed beforehand. If a child becomes lost on an outing, the group leader will organise a search party and inform school.

SMOKING, ALCOHOL AND DRUGS ISSUES

At Rossall School we have a no smoking policy to protect the children's health. We would appreciate your support in this matter and respect that you refrain from smoking within the school grounds and inside the buildings.

If on arrival to collect a child from the school, the parent is found to be in an unfit state, the Headmistress must be informed. If it is decided not to allow the child to go home, the parent must be informed of the reason why and the emergency contact will be asked to collect the child. Great sensitivity must be given to all involved, especially the child.

UNIFORM

All children must wear the school uniform. The uniform has been chosen to suit the practical needs of the children.

Children's clothing should be clearly marked with the child's name.

Full clothing lists are available from the Registrar, RosShop and our suppliers the Schoolblazer website: www.schoolblazer.com. Fitting samples are available in the RosShop to try on before placing your order.

WRAP AROUND CARE (BY PRIOR ARRANGEMENT)

In the morning, parents who need to drop off early can arrange for their child to go to Anchor House to be looked after before school and have their breakfast in the Dining Hall with the boarders.

At the end of the day, if parents have difficulties collecting by 5.30pm, their child can go to Anchor House to be looked after and have their tea in the Dining Hall with the boarders. Parents will be required to collect their child from Anchor house.

This can be arranged by contacting the Anchor Houseparents either by phone or email, if possible, 24 hours before the early start or late stay. Anchor also offers flexi-boarding for day students (age 7+) at a cost of £40.00 per night.

12. JUNIOR POLICIES

To comply with Legal Requirements, ISI Reporting Standards and OFSTED Standards for Boarding Schools the following policies can be sent by email or as hard copies upon request from Reception:

ACADEMIC

- Assessment
- Honesty
- Language
- Learning Support
- Marking and Feedback
- Mathematics
- Prep – Homework
- PSPE
- Recording, Reporting and Assessment
- Scheme of Work
- Spiritual, Moral, Social, Cultural
- Teaching and Learning

WELFARE

- Admissions
- Anti-bullying
- Behaviour and Discipline Junior & Infant
- Child Safety, Security & Child Collection
- Continuing Professional Development
- Cyberbullying
- Induction for Pupils
- Information and Communication Technology
- Missing Child
- Mobile Phones and Electronic Devices
- Parent Teacher Communication
- Sun Safety
- Supervision of Pupils

Policies relating to the Early Years Foundation Stage and the senior school are also available on request.



Rossall

EXPANDING HORIZONS

Rossall School, Fleetwood, Lancashire, FY7 8JW

Telephone 01253 774201 Fax 01253 772052 Email info@rossall.org.uk

www.rossall.org.uk

