



Welcome to

**St. Gabriel's Church of England  
Primary School**

**Essential Information for Parents  
Booklet  
2024-25**

**sel**F**-belief    cour**A**ge    res**I**lience    ambi**T**ion    **H**armony**

*"Stand firm... be courageous" 1 Corinthians 16:13"*

## Our School Vision

Our school vision has three parts.

The first is a Vision Statement (more for adults than children) that defines our hopes and aspirations for our children.

As a Church school, our aims are built on a foundation of Christian Gospel teaching. The individual attributes and qualities we want to nurture are inclusive of all – whatever faith, belief or ability.

**This is our Vision Statement:**

**Our aim is to nurture children with the confidence and  
self-belief to achieve their best;  
to have the courage to think for themselves;  
to be resilient in their learning and ambitious in their hopes and dreams;  
to live in harmony, respecting others;  
to search and question throughout life's journey;  
to find personal faith;  
and to learn about the Gospel of hope and love found in Jesus Christ.**

The second is a set of **key attributes** that we, as a whole school family, want to both nurture and demonstrate:

**selF-belief    courAge    resIience    ambiTion    Harmony**

The third is a **Bible passage quote** to inspire children with the resolve to achieve these attributes:

*“Stand firm... be courageous” 1 Corinthians 16:13*

Most importantly, we have given children their own version of the Vision statement – in ‘child speak’, so that they understand what our aims are for them, their personal mission:

## **Our Children's Personal Mission Statement:**

I am a member of St Gabriel's family.

I want to be the best that I can be.

I'm learning lots about myself and my own abilities: things I'm good at and the things I find hard.

I'm learning the confidence to always have a go, to always try my best.

I'm learning to **believe in myself**.

I'm learning **resilience** to keep on trying, even when it's tough.

I'm learning to find the **courage** to be me and to stand up for what I believe.

I'm learning to think for myself, to ask questions and find answers.

I'm learning to have **ambition** for big dreams!

I'm learning to live in **harmony**: to be happy in myself, to be a good friend, to treat others in the way I want to be treated.

I'm learning about **faith** and the Christian message of hope and love in Jesus Christ.

Please speak with your children about this.

We want our Vision to be more than well-meaning words.

We want it to capture the heart of our school and our intentions and hopes for your children.

*Thank you*

## Essential information

There are several things that you as parents can do to help us keep our school running smoothly and to minimise disruption to your child's routine, and we hope that by providing this extra information, we will be able to ensure that your child's start to school life is as easy as possible.



Please note:  
**Our School Business Manager is  
Mrs Johnson and our  
Office Assistants are  
Miss Barker & Miss Iqbal.**

**Arrival in the morning:** The school gates open at 8.45 a.m. Children **should not** be dropped off before this time. Staff open classroom doors at 8.45 a.m. for children to come directly into school. Please note, the yard is not supervised and younger children should remain accompanied until they enter class at 8.45 a.m.

### **Late arrivals**

The gates close at 8.55 a.m. Late arrivals after this time must report to the School Office.

### **Dogs on the school yard**

For health and safety reasons, under no circumstances should dogs be brought onto the school yard.

**Wilworth Crescent** - Please note that an unofficial one way system applies at busy times entering the crescent at the Knowles Arms end.

### **Parking**

**Parents are not permitted to use the staff car park for dropping off or picking up children – including after school hours for clubs and events. This is due to congestion and capacity issues.** We ask that parents do not stop in the road to drop children off or block residents' driveways. We also request that you refrain from parking on the unmade road. Parents are encouraged to park on the Knowles Arms car park at the beginning and end of the day (agreed with the landlord) and walk children into school.



### **Absence from school**

Regular attendance is essential for your child's progress. Please see our Attendance Policy. It is essential that you contact school on the day of any absence, stating why your child is absent and when they are likely to return. If your child needs to be absent for medical appointments please notify your child's class teacher and the school office ahead of time.



### **Term-time absence requests**

Regulations state that Headteachers **may not grant any leave of absence during term time unless there are 'exceptional circumstances'**. Full guidance and procedures for parents are available on the school website or from the school office.

## School Uniform

Although not compulsory, all children currently wear our school uniform. Our uniform ensures that badged items are kept to a minimum and that other items are affordable and available at local supermarkets. Second-hand uniform is available, at no charge, for parents to select from in school's main entrance lobby. Please ensure **ALL CLOTHING and COATS ARE NAMED!**



All badged items are available to purchase from Grays and Whittakers, Blackburn.

- Royal blue round-neck sweatshirt or cardigan embroidered with school badge
- White polo shirt (preferably with school badge)
- Charcoal grey trousers or knee length skirt/pinafore dress
- Grey/white socks
- Grey tights (winter)
- Sensibly styled black flat shoes
- For summer – grey shorts or blue and white checked dress, (optional white leggings)

## PE Kit

- White T-shirt (preferably with school badge)
- Royal blue shorts
- Navy track pants (preferably with school badge) or navy joggers (no leggings)
- Trainers (black PE pumps are not required)

**Note: Children should come to school in their PE kit (shorts or track pants depending on weather) on their PE day. PE bags are not required.**

## Spare clothing for Infant children

All infant children should have spare underwear and socks in school in case of any unfortunate accidents. Bags will be provided by school to store these items, which will remain on your child's coat peg.

## PE Lessons/Kits

- Bare feet and not trainers will be required for all gymnastic lessons.
- Children with newly pierced ears wearing studs are not permitted to participate in any PE lesson, including swimming.
- All hair, long enough to be tied back, must be gathered back in a hair bobble.



## Footwear

Children should wear sensibly styled black shoes to allow them to run and play at break times. Children wearing boots to school in bad weather should bring shoes to change into. Ballet style pumps provide very little protection or support for growing feet and are not recommended.



## Advice to parents regarding hot weather

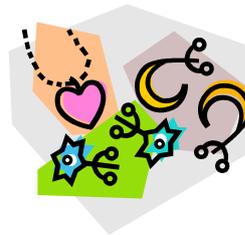
- Children are encouraged to bring hats/caps
- Children are advised to bring water bottles with sports cap tops

Note: **Staff CANNOT apply lotions. Parents should apply 'once' style sun cream** before school starts which will last the duration of the school day.



### Jewellery and Headscarves

On health and safety grounds, we do not permit children to wear headscarves, jewellery or earrings. Simple watches are permitted where age appropriate. If children have newly pierced ears with studs, they are not permitted to participate in any PE lesson, including swimming.



### Nail varnish and make up

These are not appropriate in school.

### Hair

Hair that is long enough to tie back must be tied back during all PE lessons. We recommend all long hair be worn tied back throughout the day. **All hair styles should be moderate and 'natural looking'**. Extreme fashions are not acceptable in hairstyles and other aspects of appearance.



### Skipping Ropes and Balls

Children are permitted to bring ropes and balls (tennis balls, not small bouncing balls or footballs) into school. These should be clearly named. Please note balls which go over the fence or onto the roof are not easily recovered.



### Valuables

Valuables, including mobile phones and electronic games, should not be brought into school. Any child bringing a mobile phone to school in exceptional circumstances will be asked to hand it into the school office and collect it at the end of the day. It remains the child's responsibility whilst in school.



### Toys

Small toys, figures, cards and stickers are permitted. Inappropriate toys i.e. model guns, swords will not be allowed.



Please note, school cannot be held liable for damage or loss of any items brought into school from home. All items and valuables remain the responsibility of the child.

### Home/school correspondence

Newsletters are regularly sent out by **email**, along with other letters for your information. Please check your child's bag as other information may be sent out as hard copies. Essential information will be sent by **text**. Please ensure that you keep us up-to-date of **any changes** to address and contact details.



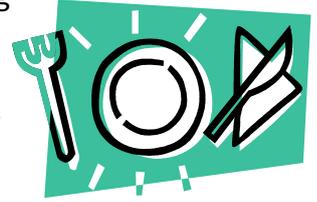
### Medication

If at all possible, all medication such as antibiotics should be administered at home. Should medication need to be sent into school it **must** be prescribed/named and **brought to the school office personally by an adult and accompanied by an 'Authority to Administer Medication' form**. This is available on the school website [www.stgabrielssch.co.uk](http://www.stgabrielssch.co.uk) under forms. Medication will **NOT** be administered if these procedures are not followed, or if the expiry date has been exceeded.



### Lunchtime arrangements

Menus are available online/from the office. Please note our meals are not halal, vegetarian alternatives are provided. Should your child wish to change from school dinners to pack lunches or vice versa, please give the school office a week's notice to allow for ordering of supplies. As part of the Government's Universal Infant Free School Meals initiative, all Reception, Year 1 and Year 2 children will receive free lunches as a matter of course. Please note, this is NOT linked to eligibility for free school meals due to receipt of state benefits. Please see page 8.



### Packed Lunches

Lunches should be brought in appropriate carry boxes to store in the classroom. We actively encourage 'healthy choices' and request that sweets are not sent into school.

### Water Bottles – Infants and Juniors

Children wishing to have an additional drink throughout the day should bring named sports-top plastic bottles which can be filled with **water** at school. Packed lunch drinks of juice and cartons will not be permitted in the classroom.



### National Free Fruit and Vegetable Scheme for Infants

The National Fruit Scheme offers all infant children a daily free piece or portion of a fruit or vegetable. Examples include: apples, bananas, pears, satsumas, cherry tomatoes, pineapple, strawberries, dried raisins, sugar snap peas, mini cucumbers or carrots. Note, this is not an exhaustive list. School does not select items, nor do we receive advance information regarding which fruits/vegetables will be delivered. It is essential that parents notify us of **ANY** known food allergies on the medical health questionnaire.



### Healthy Snacks

We actively promote the eating of healthy snacks. The school council agreed that all snacks brought Monday to Thursday by junior children, for morning break, should be healthy. Friday would be 'treat' day when crisps or chocolate biscuits may be brought. **Sweets are not permitted to be eaten in school.** Infants are not encouraged to bring additional snacks as they already receive milk and fresh fruit/vegetables each day. Those who wish to do so should also follow The School Council's agreement.

**Birthday Treats** – Many parents wish to celebrate their child's birthday by generously sending in birthday cakes or sweets to share around. Unfortunately, this kindly gesture causes complications in classes. Increasing numbers of children have allergies which exclude them from being able to accept cake and chocolates, other children are not permitted sweets with gelatine. There are also difficulties in cutting up and distributing 30 pieces of cake! As a compromise, we recommend that parents wishing to celebrate birthdays do not supply cakes or sweets, but mini gifts such as pencils or rubbers. One parent recently supplied pots of blowing bubbles! Thank you for your generosity. Nothing is ever simple.



### Payments

We are a cashless school. All payments will be made using the School Money App.



### **Toilet Breaks**

Children are discouraged to go to the toilet during lesson times. Opportunities are given at playtimes and lunch times. Should your child require more frequent visits for medical reasons, **please inform your Class Teacher**. No child, however, would be expected to remain in class feeling uncomfortable, or would be denied to go in an 'emergency'.

### **Parents in receipt of state benefits**

Please help us make sure we receive our correct school funding

If you receive any of the following:

- Income Support
- Income-based Jobseeker's Allowance or Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (as long as you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on
- Universal Credit

...then **you are entitled** to receive free school meals and we get extra funding, **but only when you register online for free school meals at <https://www.blackburn.gov.uk/schools-and-education/school-meals>** You should still register even if your child is in the infants and gets universal free school meals.

Additional Criteria - We also get extra funding for:

- Children who **are, or have been, in care** (including special guardianship orders)
- Children who are **adopted**
- Children whose parents are in the **armed forces**

If you receive benefits, or any of the additional criteria applies to you, please contact school for advice. This information remains confidential and for school use only. We thank you for your support on this matter.

**School Website** – [www.stgabrielssch.co.uk](http://www.stgabrielssch.co.uk) - Key information including medical forms, holiday dates, newsletters and curriculum advice is all available on the school website.

### **General Data Protection Regulations**

School follows the latest GDPR regulations. The current policy and privacy notice can be found on the school website.

### **A final word...**

We hope that this booklet has answered some of the questions you may have about your child starting school.

Children's education is a partnership between teachers and parents and we value your support, as we hope that you will value the teachers' hard work and professional judgement.

We look forward to you and your child becoming part of the thriving community that is St. Gabriel's School.