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This document is accurate at the time of going to press. However, any changes to the information contained will be notified to parents as and when they occur.



ORCHARD COUNTY PRIMARY SCHOOL
To Treasure Our Past and Invest in Our Future

Mr S. Blevins - PRINCIPAL

65 Blackisland Road, Annaghmore, PORTADOWN BT62 1NH

Tel: 028 38852696 Fax: 028 38852703

E-mail: sblevins719@c2kni.net

Dear Parent/Guardian

Whether you have already enrolled your child or you are still considering which school best suits their needs I'd like to welcome you to Orchard County Primary School. Confidence in a school comes from knowing what goes on within and this prospectus aims to provide you with basic school information and hopefully answer some of the questions you will have about Orchard County, as a new or prospective parent.

Orchard County is the amalgamation of Annaghmore and Tullyroan Primary Schools so we have the best of both worlds - a staff which possesses many years experience in expert delivering of the NI primary curriculum and a state of the art new building, having only been opened in September 2005.

This building comprises of five classrooms, each with computers and an interactive whiteboard. There is also small-group tuition room, two resource areas, a general office, a staff room a Principal's office, a fully equipped multi-function hall and a kitchen. The carefully landscaped grounds have extensive tarmac play areas and a large grassed football pitch/sports area.

The school has a strong Christian ethos and our primary aim is to provide a caring and stimulating environment within which each child will be valued and nurtured in order to reach his or her full potential. We wish to promote in all our pupils such values as will make them caring and responsible citizens. We believe in the dignity and worth of each individual and in the development of the whole person.

To do this, we at Orchard County Primary School place great value on the importance of the teamwork between pupils, parents, teachers and Governors. We thoroughly believe that when working together we can provide the best possible educational opportunities, thus ensuring that each child reaches their full potential.

The school communicates regularly with parents via newsletters, parent/teacher meetings, PTA meetings and various school-based activities. We also employ an 'open door' policy to ensure urgent parental queries are dealt with quickly and effectively by the most relevant member of staff.

Prior to starting school, all children receive an information pack and are invited to an induction session where more detailed information about starting school will be provided. Please do not hesitate to contact us if you would like to arrange a visit or require any further information.

Should you make the decision to enrol your child in Orchard County Primary School, we look forward to sharing in his/her development in the years ahead.

If you have not yet decided which school you'd like to enrol your child in, I trust you will find this booklet helpful. I also trust that soon you too will see that although we have a beautiful new building, our real beauty lies within, highlighted in the staff care, the happiness and the academic success of those who already are part of the big Orchard County family.

Yours sincerely

S. Blevins
PRINCIPAL



ORCHARD COUNTY PRIMARY SCHOOL
65 Blackisland Road
Portadown
Craigavon
BT62 1NH

Telephone No: (028) 38852696

Fax No: (028) 38852703

Email: sblevins719@c2kni.net

PRINCIPAL: Mr S. Blevins BA (Hons) PGCE
CHAIRMAN OF BOARD OF GOVERNORS: Mr K Twyble BA

Enrolment Number: 145

Admission Number: 21

	APPLICATIONS		ADMISSIONS	
	Rec	P1	Rec	P1
2008/2009 School Year	13	9	13	8
2009/2010 School Year	16	6	14	6
2010/2011 School Year	24	5	18	5

Actual enrolment in September 2010: 114 pupils aged 4-11 years (Boys/Girls)

Expected enrolment in September 2011: 132 pupils aged 4-11 years (Boys/Girls)

School Management Type: Controlled

ADMISSION

If the school's admission and enrolment numbers have not been reached the school will admit all children of the appropriate age whose parents wish them to attend the school. These children are:

1. firstly those of compulsory school age (children who reach their fourth birthday on or before 1 July 2011); then
2. those who reach their fourth birthday between 2 July and 1 September 2011 (both dates inclusive) – to be admitted on 1 September 2011; then
3. those who reach their fourth birthday between 2 September 2011 and 31 October 2011 (both dates inclusive) – to be admitted on the Monday following their fourth birthday; then
4. those who reach their fourth birthday during the remainder of the Autumn Term to be admitted at the beginning of the Spring Term of 2012; then
5. those who reach their fourth birthday during the Spring Term of 2012 to be admitted at the beginning of Summer Term of 2012; then
6. those who reach their fourth birthday during the Summer Term of 2012 to be admitted during the Summer Term 2012 on the Monday following their fourth birthday.

Children in categories 2 to 6 will only be selected for admission if places are not filled by children in earlier categories.

This school will continue to admit children not of compulsory school age as above unless the Department of Education determines that such children will be zero rated for funding.

ADMISSIONS CRITERIA

The Board of Governors delegates authority to the Principal to apply the following criteria to identify which children should be admitted either at initial admission to education or on transfer from another school. In selecting children for admission children resident in Northern Ireland at the time of their proposed admission to the school will be selected for admission to the school before any child not so resident.

1. Children of compulsory school age.
2. Children whose brothers and/or sisters attend Orchard County Primary School.
3. Children whose brothers and/or sisters previously attended Orchard County and/or Annaghmore and/or Tullyroan Primary Schools
4. Sons or daughters of permanent employees at the school.
5. Children who have had a parent attend Annaghmore and/or Tullyroan Primary Schools.

6. Children for whom, at the time of application, the school is the controlled primary school nearest to their home
7. Children with special circumstances (social, medical or security). The special circumstances must be made known at the time of application. The Board of Governors reserves the right to seek confirmation of the special circumstances from a statutory body.
8. The remaining places will be allocated on the basis of the proximity of the child's home to the school.

Criterion 8 will also be used to discriminate within any oversubscribed criterion (except criterion 1).

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form.

That the provision of false or incorrect information or the failure to provide information within the deadlines set by the primary schools can result in the withdrawn of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

It is a standard requirement to provide a birth certificate in order to demonstrate whether or not a child is of compulsory school age.

VISITING THE SCHOOL

It is the aim of Orchard County Primary School to involve parents in the education of their children and to inform them as fully as possible about their children's progress. The arrangements for consultations are as follows:

- a. All parents of prospective P1 and Reception children will be invited to meet the Principal and the class teacher and view the classroom in June 2011.
- b. Entrants who have previously attended another school:
 - i. an interview will be arranged with the Principal;
 - ii. parents will be welcome to view the school premises;
 - iii. a meeting can be arranged with the teacher/s of the prospective child or children.
- c. Parents will be invited to come to school on an appointment basis in the Autumn and/or Spring term 2011/2012 to meet their child's teacher.
- d. Parents will be invited to the school to take part in such activities as open evenings, carol services, harvest festivals, performances and school matches as occur from time to time.
- e. Parents of children who will be transferring to secondary education in 2012 will be invited to an interview to provide advice and guidance on the completion of the transfer report form.

SCHOOL PROFILE

Orchard County is a co-educational controlled primary school, which currently has an enrolment of 125 pupils. The staff consists of a Principal, a Vice-Principal and 7 teachers (3 full time and 4 part-time) The school lies in the hamlet of Annaghmore, five miles from Portadown and two miles from the M1 Loughgall interchange.

EXPECTED SCHOOL STRUCTURE FOR 2011-2012

CLASSES

Room 1	Reception and P1
Room 2	P1/P2
Room 3	P3/P4
Room 5	P5
Room 4	P6/P7

SCHOOL HOURS

Reception	8.50 am – 12.00 pm
P1 - P3	8.50 am – 1.50 pm
P4 - P7	8.50 am – 2.50 pm
Break Time	10.30 am – 10.45 am
Lunch Time	12.15 pm – 1.00 pm

The school doors will be open to receive pupils from 8.40 am. All pupils not engaged in extra curricular activities should have left the premises by 3.00 pm unless a previous arrangement has been made with the Principal.

PROVISIONAL SCHOOL HOLIDAYS 2011 - 2012

Autumn Term

Thursday, 1st September 2011 – Wednesday 21st December 2011
Half Term 28th October and 31st October 2010

Spring Term

Wednesday 4th January 2012 – Friday 30th March 2012
Half Term 16th and 17th February 2011
School closed 17th March

Summer Term

Monday 16th April 2012 – Thursday, 29th June 2012
School closed 7th May 2012
School closed 28th May 2012

All holiday dates are provisional at this stage. Parents will be advised of the confirmed school holidays on the first day of the year in September 2011.

There will also be an expected five staff training days (exceptional closures) during which the pupils will not be in attendance. Parents will be informed of the dates of these in September 2011.

In the event of emergency closing, every attempt will be made to notify parents so they can make alternative arrangements.

We would strongly discourage parents from booking family holidays during term-time as work missed cannot be given in advance or following the absence. However, we are of course sympathetic to time off during term-time if it is to a child's advantage after a particular family difficulty.

BOARD TRANSPORT TO AND FROM SCHOOL



The SELB maintains a school bus to and from Orchard County Primary School which is available to pupils who live more than two miles from the school but we are the nearest available school. Places are sometimes also available for others who live on the route established by the SELB.

Details of the routes serviced and timetables are available from the Principal/Transport Department at the SELB.

MAINTAINING STANDARDS

Both Annaghmore and Tullyroan Primary Schools were known for achieving excellence using modern approaches combined with traditional standards and here in our new school we aim to do exactly the same. The Board of Governors thoroughly believes that academic excellence can only be achieved in a setting where the standards synonymous with our founder schools are maintained.

In applying for a place in Orchard County, our Governors assume that you, as a parent/guardian, recognise and will support the staff in maintaining the standards outlined within this prospectus. They are based upon safety and mutual respect for the needs and aspirations of all within the school.

More details relating to these standards are outlined below.

SCHOOL UNIFORM (Available from Robert Davidson's and Ivan Jameson's in Portadown)

BOYS		GIRLS	
	Grey trousers		Grey skirt/pinafore
	White shirt (short*/long sleeve)		White shirt (short*/long sleeve)
	Navy logo sweatshirt		Navy logo sweatshirt
	School tie		School tie
	Grey socks		White socks/grey tights
	Black outdoor shoes (not trainers)		Black outdoor shoes (not trainers)

We prefer that girls do not wear trousers unless there is a medical reason for this.

SUMMER UNIFORM (3rd Term)

Boys and girls can wear red polo shirts instead of white shirt and school tie and boys may wear grey school shorts. Girls may wear a red gingham dress and white socks.

RECEPTION CLASS UNIFORM

For practical reasons, the Reception Class uniform is the School Track Suit.

SCHOOL TRACK SUIT (available from Robert Davidson's)

The school tracksuit can be worn by all classes in the school for PE, sporting events and school visits.

P.E.

Physical Education is a compulsory part of the curriculum and it is expected that your child will take part. For health and safety reasons, it is also important that he or she changes for P.E. The P.E. kit comprises of a suitable bag, navy shorts, red polo shirt with logo, black plimsoles

All items of clothing and bags should be clearly labelled with your child's name

JEWELLERY

As the safety of your child is our main concern the only items of jewellery that girls may wear are one small plain ear stud in the lobe of each ear. If studs are worn the pupils should be able to remove and replace them themselves for any physical activity. Watches may be worn from P4 but for security and practical reasons, on P.E. and swimming days we request that no jewellery is worn.

HAIRSTYLES

In the interest of the health and safety, we request that hair is not coloured and girls' long hair is tied in a pony tail using a scrunchie in school colours (available from both retailers). Plain navy or red elasticised hair bands may also be worn. Our vision for Orchard County pupils is that they acquire a sense of pride in their school. To do this, it is expected that pupils maintain a neat appearance when in the public domain wearing the school uniform. Therefore extreme or attention-seeking hairstyles (including Mohawks) are not permitted.

As is usual practice, on an occasion where your child is unable to come to school wearing his/her uniform, or is unable to bring his/her PE kit, ie damaged, please send in a letter of explanation to your child's teacher.

We sincerely thank you in advance for your support in maintaining these standards.

THE SCHOOL CURRICULUM

It is the policy of the Board of Governors of Orchard County Primary School that all the pupils will receive their full entitlement under the Revised Northern Ireland Curriculum and that the school will go beyond that entitlement in areas where there are particular abilities among staff.

We aim to offer a curriculum that is balanced and broadly based and which promotes the spiritual, moral, cultural, intellectual and physical development of the pupils. This curriculum will be delivered in a way which is best suited to the pupils' age, aptitude and ability in order to help prepare them for the opportunities, responsibilities and experiences of adult life. The school will also aim to provide a happy and secure atmosphere in which the children can learn effectively. It will also be the aim of the school to maximise the potential of each pupil, to develop self-confidence in the pupils and to promote a spirit of tolerance towards others.

The curriculum will also be so designed that the desire to learn will be encouraged in the pupils and that thinking and reasoning will be stimulated. It will be held to be important that children should learn to apply themselves to the work in hand and to work to the best of their ability - we will ask no more or no less.

The acquisition of knowledge and skills will be regarded as important. This acquisition will, however, be placed in the context of the growth of positive attitudes to learning and the development of sound moral values.

The curriculum is seen, as being a common curriculum for all pupils of Orchard County Primary School and no pupil will be debarred from any part of it. (See Access to the Curriculum)

The Revised Northern Ireland Curriculum has defined five key stages in a pupil's education, the first three of which are spent in Primary School.

FOUNDATION STAGE - Years 1- 2 (P1- 2)

KEY STAGE 1 - Years 3 - 4 (P3 - P4)

KEY STAGE 2 - Years 5 - 7 (P5 - P7)

The curriculum for the three stages is set out in six Areas of Learning:

- **Language and Literacy**

Including Talking and Listening, Reading and Writing

- **Mathematics and Numeracy**

Focusing on the development of mathematical concepts and numeracy across the curriculum

- **The Arts**

Including Art and Design, Music, Drama

- **The World Around Us**

Development of knowledge, skills and understanding in History, Geography, Science and Technology

- **Personal Development and Mutual Understanding**

Focusing on emotional development, social skills, learning to learn, health, relationships and sexuality education and mutual understanding in the local and global community

- **Physical Education**

Development of knowledge, skills and understanding through play and a range of physical activities

- **Religious Education**

An additional area of learning

At the heart of the curriculum lies an explicit emphasis on the development of skills and capabilities for lifelong learning and for operating effectively in society. Through opportunities to engage in active learning contexts across all areas of the curriculum, children should progressively develop:

Cross – Curricular Skills:

- Communication
- Using Mathematics
- Using Information and Communications Technology

Thinking Skills and Personal Capabilities:

- Thinking, Problem–Solving and Decision-Making
- Self Management
- Working with Others
- Managing Information
- Being Creative

ACCESS TO THE CURRICULUM

The curriculum is seen as being available to all pupils and no pupil will be discriminated against on grounds of religion, gender or disability. The school implements the requirements of the Special Educational Needs and Disability Order (SENDO 2005) and considering this, the school will consider the needs of all children when allocating resources.



COMPLAINTS REGARDING THE CURRICULUM

If a parent or carer wishes to discuss the content of the curriculum he/she should in the first instance speak to the class teacher. If the parent or carer feels that the concern has not been resolved they should then make arrangements to speak to the Principal. If the concern remains unresolved the parent or carer can write to the Chairman of the Board of Governors outlining their concerns.

OBTAINING AND INSPECTING DOCUMENTS

Documents relating to the curriculum are available for public inspection and can be obtained on request from the school office.

CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

Some of the children attending the school may have special education needs. These may arise from the child's physical incapacities or his/her learning abilities. As it is the intention of the school to maximise the potential of each pupil the school will endeavour, within its resources, to meet these needs.

Children are continuously assessed through teacher observation, class work, school activities and using a variety of tests to identify if they would benefit from additional Literacy and/or Numeracy support. Individual or group support may be given in the classroom or in withdrawal sessions.

After receiving in-school support the school may, after consultation with parents, decide that a child would benefit from a further assessment by the SELB's Literacy/Peripatetic Service or Psychologist Service. Parents will be consulted at every stage if we feel this process would be beneficial.

The parents of children who have been assessed as requiring additional educational support will be invited to meet with the class teacher to discuss their child's progress on an annual basis.

Parents may obtain a copy of the school's Special Needs Policy on request from the school office.

HOMEWORK

The homework set at Orchard County Primary School is seen as a valuable way to reinforce/revise work taught in school. It is a useful way for children to develop good work habits and to involve parents in their child's studies.

Against this must be balanced each child's need for recreation and the development of private interests and hobbies. Therefore the amount of homework should not exceed that which can be done in under 20 minutes in the infant classes and up to 60 minutes in P4 - P7.

To ensure regularity, it will be school policy that homework will be set each night (Monday to Thursday) for all pupils though this may be relaxed for special occasions and around holidays.

We recommend that homework is completed early in the evening in quiet surroundings. This should be beneficial to both parent and child as time spent together will enrich the relationship with your child and make you aware of your child's current work level and progress.

Parents will receive a copy of the school's Homework Policy prior to their child starting school.

ASSESSMENT AND PROGRESS REPORTS

As stated previously, this school operates an 'Open Door' policy and parents are welcome to speak to their child's class teacher and/or the Principal at times convenient to both.

More formal Parent/Teacher meetings take place in the autumn term for P1-P7. During these meetings, P4 – P7 parents receive a written report outlining their child's performance in the INCAS online tests done in every NI primary school during the autumn term.

In the second term, The Principal meets with the parents/guardians of each P7 child who is transferring to secondary school the following September.

To assist the school in building individual Pupil Profiles which are used when reporting in writing to parents, the school uses standardised tests in English and Mathematics. For children in P1 - P7 an annual written report on the child's attainments and aptitudes is issued in the third term.

Children in P4 and P7 are assessed in English and Mathematics in May using CCEA tests. Children from P1-P7 are also given standardised tests in English and Mathematics in the third term. The parents are informed of the outcome of these assessments and standardized tests on the end of year written report.

KEY STAGE ASSESSMENT (May 2010)

Orchard County PS overall summative performances at Key Stage 1

	Percentage of pupils at levels			
	W	1	2	3
English	0%	0%	84.21%	15.79%
Maths	0%	0%	47.37%	52.63%

Northern Ireland Summary Key Stage 1

	Percentage of pupils at levels			
	W	1	2	3
English	0.40%	5.77%	52.62%	41.22%
Maths	0.42%	5.06%	47.28%	47.24%

Orchard County PS overall summative performances at Key Stage 2

	Percentage of pupils at levels					
	W	1	2	3	4	5
English	0%	0%	0%	6.67%	66.67%	26.67%
Maths	0%	0%	0%	0%	66.67%	33.33%

Northern Ireland Summary Key Stage 2

	Percentage of pupils at levels					
	W	1	2	3	4	5
English	0.06%	0.41%	2.80%	16.24%	49.95%	30.55%
Maths	0.11%	0.35%	2.48%	15.60%	40.17%	41.29%

ATTENDANCE

The overall attendance percentage rate for the school in 2009/2010 was 96%.

TRANSFER TO SECONDARY SCHOOLS

To ensure a smooth process for all our pupils, teachers liaise closely with the schools chosen by parents. P7 pupils receive regular newsletters from the schools and they are invited to Open Nights, performances, activity-based days. Parents of course are welcome to talk with the P7 teacher at any time.



EDUCATIONAL THEMES

Educational for Mutual Understanding, (EMU) Cultural Heritage, Health Education and Information Communication Technology (ICT) are taught within the school at all levels and is seen as key to ensuring the children develop an understanding of other members of their community.

RELIGIOUS EDUCATION

Christian religious education will be available to all children and again we view this as an essential part of developing the whole child. However, parents may remove their children from the classes on the grounds of conscience and the school will make alternate arrangements for them. Clergymen from local churches visit the school on a regular basis and take part in the morning assembly.

School Assembly takes place regularly each week and all classes participate. The school is also visited once a year by a group of ministers from the Religious Board of Education who examine the pupils on the work they have undertaken during the school year.

DRUGS EDUCATION

The school's ethos promotes a healthy lifestyle with emphasis being placed on the responsibility of each individual in making decisions and informed health choices. In this school the drugs education programme forms part of a comprehensive health education programme. It works in partnership with parents, appropriate community representatives and external agencies to develop coherent and complementary approaches and strategies.

Our Drugs Education Policy is integrated with the Anti Bullying, Behaviour Management, Child Protection, Pastoral Care, Misuse of Substances/Drugs and Personal Development Policies and Curriculum Policies. All of these can be obtained upon request from the school.

PASTORAL CARE ARRANGEMENTS

In line with the policy of maximising the potential of each pupil, the school recognises that it has a responsibility to do everything possible to care for each pupil's physical and emotion well being. As such the school will endeavour to provide a comfortable and safe environment for learning.

Due to the nature of primary education it will be the responsibility of each class teacher to look after the pastoral needs of the children in their class. Class teachers will attempt to resolve pupils concerns. The Principal will be grateful for information about any difficult home circumstances, which may be causing distress or anxiety.

Child Protection Procedures are established in school and if any concerns cannot be resolved by the class teacher then the child or parent can speak to Mr Crawford or Mrs McMillan (our Child Protection Designated Teachers).

When a child is sick or injured, the school will contact a parent (or carer as nominated by the parent).

Parents should notify the school immediately if there are any changes in contact telephone numbers and names of carers.

Prior to starting school, parents will be asked to complete a pro forma indicating any medical ailments/concerns or allergies their child may have.

In all cases, it will be the school policy to act in the best interest of the child.

SCHOOL DISCIPLINE AND ANTI-BULLYING

It is the school policy that discipline should be based on respect for self, other pupils, adults and the environment.

The school has produced separate policies on these subjects and are available to all parents and prospective parents. Parents of children starting Orchard County PS will be given a copy of these policies prior to their child starting school.

HEALTHY EATING

The school aims to promote the health and well-being of pupils and staff through all aspects of food and nutrition being taught through the Revised NI Curriculum, extra-curricular activities and break and lunch time activities.

We implement a healthy break initiative throughout the whole school, whereby foods/drinks are recognised as being high in sugar and fat content are discouraged and the drinking of water/milk and the eating of fruit is actively encouraged. School milk is available to all pupils through the school milk scheme and free milk is available to all children in Reception through the Day Care Food Scheme.



PE/SPORT

We at Orchard County Primary School believe that taking part in sporting activities promotes personal, moral and physical development of the pupils whilst encouraging a healthy lifestyle, positive attitude to health and hygiene and contributes to developing and shaping each individual's character.

Through the PE programme the school will provide the pupils with the opportunity to:

1. experience a range of sports and sporting activities
2. develop an awareness of the importance of a healthy lifestyle
3. develop increasing confidence and skills in a range of sports
4. develop a sense of fair play, sharing and co-operation both as an individual and as a team member
5. develop an ability to make informed judgments about their own and other peoples performances.

Our sports facilities include a large multi function hall equipped with wall bars, climbing frames and gymnastic equipment. The large outdoor surfaced areas are marked out making it suitable for hockey and netball and smaller games eg hopscotch etc. The large grassed area is suitable for football, athletics and rugby.

The following sports form part of curricular and extra curricular activities:

Athletics, Badminton, Dance, Football, Gymnastics, Hockey, Netball, Rugby, Swimming and Tennis.

OTHER EXTRA CURRICULAR ACTIVITIES

Pupils in P4-P7 are encouraged to take part in the school's extra curricular programmes. The programmes vary each term and regularly include the following:

French Fun, Craft, Cycling Proficiency, Computer Club, Drama, Cookery, Gardening and Technology.

In addition, P4-7 will take part in French lessons taken by a French Tutor. The SELB's Music Department tutor several Key Stage 2 children, each year in brass instruments.

ECO-SCHOOL

Orchard County Primary School is an officially recognised Eco-School and as such was one of only a handful of NI schools to be presented with a Green Flag in June 2009. This was in recognition of the school's tremendous efforts to promote care for the environment.



The school has worked hard for the last three years achieving first the bronze, then the silver and now this prestigious Green Flag Award. Staff and pupils, led by Mr Crawford, work on incorporating the enhancement of our school environment and raising the pupils' awareness of world eco issues. Also as part of our Eco-Schools programme pupils have the opportunity to grow their own vegetables and flowers. The Eco-Committee meets regularly and plan and work with great enthusiasm to improve the school environment.

CHARGING AND REMISSIONS POLICY

Education at Orchard County Primary School is provided free of charge for all lessons and activities. However, there may be occasions when payment is required.

1. The school may take part in 'optional extras' which are not connected with the school's formal curriculum. The charge will cover travel, materials, non teaching staff, entrances fees and insurance costs.
2. When an overnight school trip provides education outside school hours which is not part of the formal curriculum, then a charge will be made to cover travel, materials, non teaching staff costs, entrance fees, insurance costs, board and lodging.
3. The school will charge for any individual tuition in the playing of a musical instrument unless such tuition is part of the formal curriculum.
4. The Board of Governors may, at their discretion, make charges or fines for breakages, damage, or loss of school property or equipment.

PARENT/TEACHER ASSOCIATION

All parents are automatically members of the PTA. The Committee which was established in 2005 is a voluntary group of parents who are willing to work on behalf of all the school, organising fund raising and social events throughout the school year. A new committee is formed every year. All the school children benefit from the money that the PTA raises through their fundraising activities. Details of the money raised are included each year in the Board of governors' Annual Report.