



#### Whole school information

We are looking forward to welcoming back the pupils after the summer break tomorrow, Wednesday 7<sup>th</sup> September. As always, the first few days a little hectic while we organise the taxi routine. Staff will direct cars and taxis when you come onto school site.

We have had a number of children placed over the school holidays, as a result we are moving to an 18 class model. This has impacted on the placement of some pupils who will join our 18<sup>th</sup> class. Parents of those pupils have been contacted.

#### Collection from School in case of illness

If your child becomes ill at school and needs collecting, it's your responsibility to collect your child and take them home. If you are unable to do this, we will support where we can. This may mean booking a taxi to collect yourself, then collect child and take you both home. We do not always have the onsite staff to be able to transport home.

#### Marvellous ME- changing to BOOP!

This year we are delighted to share with you that Brackenfield School will be using a new online platform and app called BOOP.

#### What is BOOP?

BOOP is a simple and effective way for our teachers and staff to record and share, with you, what's happening during the school day. BOOP also provides our staff with the tools to capture and document a student's progress in target areas, throughout the year.

Parents will also have access to their child's diary and content via either the BOOP website or the BOOP app.

Each Student at Brackenfield will have their own personal diary on BOOP, where teachers can add things to it, like photos, videos, notes or home-school reports. You may be notified via app notification or email when there are new BOOP posts. Parents are only notified about their child and all data stored is safe and secure.

BOOP provides an opportunity for staff and parents/guardians to effectively communicate with each other and share news in a secure way.

#### How will Parents access BOOP?

For the first week Parents/Guardians can access the BOOP website.

Please look out for an email invitation regarding your BOOP account in the coming days. It will come from [debbie@limejar.co.uk](mailto:debbie@limejar.co.uk)

In this email, you will be prompted to create your BOOP account by clicking a link, which will take you to the BOOP website. You will create your personal login credentials including your user email and a password. You will then be able to log on to the BOOP website to view your child's diary and communicate with their teachers.

Please remember to never share your account details or password with anyone else.

#### BOOP Parent App

From next week Parents and Guardians will be able to use the BOOP Parent App as a preferred alternative to the website.

We will send out a notification including the links to download the App from iOS and Android app stores once it's ready.

Further information will be included in the next weekly bulletin.

By creating an account on BOOP, you are giving your parental/ guardian consent to the following:

- I am happy for Brackenfield School to create an account for my child on BOOP and to post images and other content relating to my child's progress on the platform.
- I understand that my child's account is private, and their content is only visible to the staff members and guardians associated with my child.
- I understand that, from time to time, my child's image may appear in group photos if students are engaged in the same activity and as such may be visible to other parents.
- You agree to not share images of any children online/on social media without permission.

### **#helpourheadrunthemarathon**

You may or may not know that Trish Turner, Headteacher has taken on the challenge of running the London Marathon 2022 which takes place in just 4 weeks time!!! She has been training for the last few months and is running for The British Heart Foundation, a charity that help to save thousands of lives and a cause which is close to her heart!

This is no mean undertaking and as part of her charity place needs to raise £2500 for the charity.

Here is her campaign video explaining why she has chosen to run this bonkers event:

[https://brackenfieldschool354-my.sharepoint.com/:v:/g/personal/dave\\_dooan\\_brackenfield\\_derbyshire\\_sch\\_uk/ETnyl3xaGgRHuZKbRZR3i-QBSumPCyolfDpczrwQYvuDXg?e=VmM81K](https://brackenfieldschool354-my.sharepoint.com/:v:/g/personal/dave_dooan_brackenfield_derbyshire_sch_uk/ETnyl3xaGgRHuZKbRZR3i-QBSumPCyolfDpczrwQYvuDXg?e=VmM81K)

Here is the link to her Just Giving Page! Please get behind her and sponsor her to do this incredible challenge, every little donation will help her reach the fund-raising goal!

[https://www.justgiving.com/fundraising/Trish-Turner4?utm\\_source=copyLink&utm\\_medium=fundraising&utm\\_content=Trish-Turner4&utm\\_campaign=pfp-share&utm\\_term=5c9e8b4af9a342d99401c19a10dc3e6e](https://www.justgiving.com/fundraising/Trish-Turner4?utm_source=copyLink&utm_medium=fundraising&utm_content=Trish-Turner4&utm_campaign=pfp-share&utm_term=5c9e8b4af9a342d99401c19a10dc3e6e)

Brack Pack! She needs our support **#helpourheadrunthemarathon!!!!**

### **Parent Governor**

We currently have a Parent Governor vacancy on the Brackenfield Governing Body. If you would like more information on the please contact Kim Maycock, Clerk to Governors on 0115 9733710 or email [kmaycock@brackenfield.derbyshire.sch.uk](mailto:kmaycock@brackenfield.derbyshire.sch.uk)

### **Price of a School Meal**

We have received a confirmation from Derbyshire County Council that the price of a School Meal's will increase from the 1<sup>st</sup> September 2022 to the following:

Primary age students - £2.30

Secondary age students - £2.60

### **School Uniform and PE Kit**

Brackenfield School recognises the importance of children wearing a school uniform. We believe that our school uniform plays a valuable role in encouraging group identity and instils pride and belonging. We also believe it helps prepare our children for future life where many job roles require a uniform to be worn.

The school uniform consists of:

- Dark grey or black trousers or skirts
- A white polo shirt
- In the summer grey or black shorts may be worn but they must be tailored shorts as opposed to sports shorts. There is also the option of a gingham blue dress.
- Black school shoes
- Navy blue sweatshirt (this must not have a hood).
- Navy blue cardigan

**PE Kit:**

- Trainers or Pumps
- A white or blue round necked t-shirt
- Blue shorts / jogging bottoms / tracksuit bottoms
- A dark blue sweatshirt – no hoods or motifs.

**Waterproof Clothing:**

- Wellies (any colour)
- Splash Suit or Waterproof Jacket and Trousers – any colour

**Jewellery and nails:**

- Single stud earrings – 1 per ear. Earrings must be removed for PE.
- Nails should be a short length (not extending over the tip of the finger) and no nail varnish is allowed
- Hair colour- children must have natural non-dyed hair

This is a requirement if your child is attending PE. Please can you send your child's PE Kit in the day they have PE – including change of shoes. All Uniform with the embroidered school logo can be purchased from Simply First by completing the attached order form and emailing to [simplyfirst@live.co.uk](mailto:simplyfirst@live.co.uk).

**School Uniform - Simply First**



Over COVID 19 Simply First have changed the way they operate their shop.

Parent/carers are now being directed to the website:

[www.schooluniformnottingham.co.uk](http://www.schooluniformnottingham.co.uk) to place orders. You will then be sent an invoice for payment, and once payment has been received the

order will be processed and you will receive a notification when your order is ready to collect.

Payments are made via bank transfer using their order name and invoice number (important) as payment reference.

Please note from **Monday the 4<sup>th</sup> of April 2022** Simply First will be operation from a new Premises:

**Container Self-Storage - Simply First Ltd**

**The Embroidery Pod, Unit 13, Block B, Ind Estate, Mark St, Sandiacre, Nottingham NG10 5AD.**

**Parent/Carer Permission Form**

Please complete this form by Friday 16<sup>th</sup> September 2022 to update your child's School

Permissions: <https://forms.office.com/r/LfSUxi20ud>

**Home School Agreement**

**Working together with Parents and Carers**

**Attendance**

To allow our students to take full advantage of their time at Brackenfield School, we request your support to promote good attendance and punctuality. There is a clear link between good attendance and achieving well at school. We want to enable our pupils to achieve their full potential, and in order to do this, we need parents and carers to support Brackenfield School in aiming to achieve local Derbyshire averages for attendance, which are currently for 96.5% Primary pupils and 94.9% for Secondary age pupils. This is a realistic expectation for the majority of our pupils. However, we do understand that some pupils will need to attend medical appointments and be more susceptible to illness.

We request Parents and Carers:

- Send their son or daughter into school, ready to learn and on time every day.
- If your son or daughter is unwell, please contact us on each morning of absence to let us know the reason they are off. In the case of diarrhoea or sickness we ask you keep your child away from school for 48 hours after symptoms have gone. This is in accordance with NHS guidelines.
- Please make medical/ professional appointments out of school time where possible.

### **Promoting Good Behaviour**

Brackenfield School promotes positive behaviour through education, modelling and support. We ensure that all students understand the school expectations by making them clear and consistent. Brackenfield School expects kind, considerate and respectful behaviour from all pupils and all staff at all times.

Positive behaviour is recognised through praise, Headteacher Awards, tags on BOOP and communicating with home regularly. Challenging behaviour is supported to change in the most beneficial way to each student.

We request Parents and Carers:

- Help their child to understand and follow expectations
- Support the school's policies; in particular those relating to behaviour and equality
- Behave in a way that sets the children a good example when communicating with school staff
- Ensure that their child is dressed in school uniform each day and brings to school all equipment required for the day; any unsuitable and unnecessary items are left at home
- Support school to help students to change challenging behaviour
- Understand that the school subscribes to the Team-Teach framework of positive behaviour support and that any necessary behaviour plans or physical intervention will take place within their code of practice

### **Preparing for Adulthood- including Medicine Administration**

Brackenfield School is committed to preparing all young people for adulthood in line with the SEND Code of Practice. Through the curriculum approach and personalised learning intentions, at a pace appropriate to the pupil we aspire to support pupils in the following areas:

Communication

- Communicate needs, wants, thoughts, preferences, opinions and experiences.
- Understand what people say to them and follow instructions.
- To participate in conversations.

Good Health

- Understand and manage their own body.
- Manage their own mental physical and sexual health.
- Manage and meet their own hygiene needs including toileting.

Friends, Relationships and Community

- Develop and maintain relationships and friendships.
- Access their community safely and confidently

Independent Living

- Live as independently as possible and manage my own household.
- Meet their own basic needs such as hunger, thirst etc
- Meet their own needs to be prepared for different weather; i.e. applying suncream and wearing a hat in the sun, wearing a coat when its cold or raining, changing wet clothes etc.
- Make choices and discover their preferences.

Employment

- Learn about the world of work so they know what opportunities are available to them
- Learn skills so they can enter the workforce

We request Parents and Carers:

- Work collaboratively with school to support their child reaching their potential in preparing for adulthood, recognising their child's aspirations and hopes for their future

- Support the school's policies, in particular those relating to medicine administration and personal care, including:
  - To apply a high factor (8 hour or above protection sun cream), waterproof sunscreen to their child before school to ensure they are fully protected during the day.
  - If a child has a medical condition that requires sun cream, we will apply sun cream provided if the parent/ carer has given consent for us to do so. Please note- we do not supply sun cream
  - Understand schools do not keep any medication for distribution to children, e.g. paracetamol and any medication required by a child must be prescribed by a Doctor with a completed consent form (FORM 2)
  - To help avoid unnecessary taking of medicines at school/ services, parents should:
    - Be aware that a three times daily dosage can usually be spaced evenly throughout the day and taken in the morning, after school hours and at bedtime;
    - Ask the prescriber if it is possible to adjust the medication to enable it to be taken outside the school day.
    - If this is not possible, parents and carers will need to ask the pharmacist for duplicate labelled bottles in order to send medicines to school.
    - It should be noted that duplicate containers may not be supplied free of charge – charges will be at the discretion of individual pharmacists.
    - Alternatively, parents can ask the prescriber for two prescriptions, one to cover home and the other to cover school.
    - Parents must not ask staff to administer doses other than as prescribed in the written instructions. Similarly, staff must not accede to any such request.
    - Before administering prescribed medicine to a child, there needs to be written evidence of consent
    - The school will not change the dose of a prescribed medication without written authorisation from a health professional
    - Non-prescribed medicines: the school will not accept non-prescription medications. The school will not keep a stock of non-prescription medication to give pupils.
  - Be aware all topical creams require a parental consent form (form 2)
  - Be advised Derbyshire County Council advise the following creams and ointments are of value in the treatment of sore skin.
    - Aqueous cream - moisturiser for dry skin. CreamE45 -a non-greasy softening and soothing, unperfumed cream useful for dry or chapped skin.
    - Drapolene -good for urinary rash.
    - Sudocrem -contains lanolin (so beware of allergy). Useful for minor skin sores.
    - Zinc and castor oil -used for the treatment of urinary rash and for pressure sores.
    - Vaseline (White soft paraffin) -a barrier ointment for soothing and softening and also useful for chapped lips.
  - Once opened, creams and lotions should be considered out of date after 28 days and disposed of –pump action dispensers normally have a longer life as detailed on the individual product

### **Information Sharing**

Brackenfield School is a transparent and open environment. We will share information with parents and carers about their son or daughter, whether positive or negative. We will never share information regarding other pupils. We welcome questions and discussion with parents and carers and want to encourage two way discussion to ensure all students remain healthy, safe and able to learn.

We request Parents and Carers:

- Inform school in a timely manner of any change in their circumstances we may need to know.
- Engage in two way discussion about their son or daughter.
- Use the parental engagement tool – BOOP
- Ask questions of staff if they feel unsure about anything related to school.
- Do not share information about school and its staff or pupils on any form of social media.
- Attend where possible the review meeting of your child’s EHCP (Education Health Care Plan) and provide written feedback when requested. We will undertake a review within 12 months of the last one.
- Attend parents evenings either via phone or face to face to discuss their child’s progress.
- Take part in parent voice surveys to help the school support families better.

### Online Safety and use of Social Media

As professionals at school we will: promote digital wellbeing and positive use of the internet and social media; teach pupils how to use the internet safely and the appropriate times to do so; teach pupils the right way to raise a concern or complaint; not tolerate the use of threatening, discriminatory, offensive or abusive language; this includes the use of foul language or language threatening violence; work in partnership with you to always put the pupils’ interests first; follow the complaints procedure, including contacting the police, when public comments are shared which are threatening, discriminatory, offensive, abusive, use foul language or threaten violence.

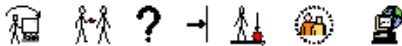

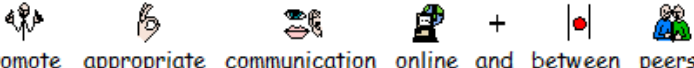

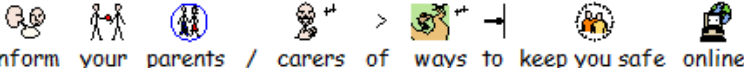
As parents/ carers at home, you will:

- Be a positive digital role model and refrain from posting offensive comments online about staff or the wider school community
- Follow the complaints procedure to make a complaint or raise a grievance
- Not contact your child through their personal device during school hours; instead, if you need to get a message to them, you will contact the school office
- Not post photos with other children in from school events on social media

Report any concerning online behaviour by your child to the school’s Designated Safeguarding Lead via the [safeguarding@brackenfield.derbyshire.sch.uk](mailto:safeguarding@brackenfield.derbyshire.sch.uk) or school office on 0115 9733710.

### Online Safety School-Pupil Agreement

As staff at school we will:

-  Teach you how to stay safe online
-  Teach you how to use the internet and social media safely
-  Promote appropriate communication online and between peers
-  Investigate complaints you raise
-  Inform your parents / carers of ways to keep you safe online

As pupils at our school you will:

-  Follow rules to stay safe online
-  Use social media safely and always be kind online
-  Use kind words online and with peers
-  Raise complaints using the online safety log
-  Talk to people around you about staying safe

**Mobile Phones in School**

Mobiles phones brought to school will be locked in classroom cupboards for the duration of the school day.

Where appropriate, your child’s mobile phone will be used to practise positive online experiences in the classroom. This follows our ‘doing to learn’ curriculum approach. You will always be informed when this is happening and will always have the right to withdraw from these sessions if you do not wish your child to take part in this activity.

**Collection and Drop off at School**

Thank you for all your patience with collections and drop offs at the start and end of the day whilst the building work has been happening. This has been completed and we will revert to our normal times for drop off and collection. The morning time will run from 8.55 – 9.15. The afternoon collection will be from 2.20 – 2.45pm. Please note that the gates will close at 9.15 and 2.45pm and you will have to ring reception to open the gates. All parents and taxis will be issued with new vehicle numbers on Wednesday morning.

**Our School Day**

Please be reminded of the school times.

Student Arrival and Registration	8.55 – 9.05 – Taxi drop off 9.00 – 9.10 – Parent drop off
Morning Session	09.10 – 11.40
Lunch Session (30 minutes within this time)	11.40 – 13.10
Afternoon Session	13.10 – 14.20
Pupil Departure and Pastoral Time	14.20 – 14.35 – Taxi collection 14.30 – 14.40 – Parent collection

**Upcoming dates from the school calendar**

Summer Holidays:

School will be closed to pupils on **Monday 5<sup>th</sup> and Tuesday 6<sup>th</sup> September 2022** for inset days and reopens to pupils on **Wednesday 7<sup>th</sup> September 2022**.

We break up for October half term on **Friday 21<sup>st</sup> October at 14:20pm** until **Friday 28<sup>th</sup> October 2022**. School reopens to pupils on **Monday 31<sup>st</sup> October 2022**.

[Please click here](#) for a copy of the 2022-2023 school holidays.