



BISHOP PURSGLOVE CE PRIMARY SCHOOL



INFORMATION BOOKLET FOR PARENTS



Bishop Purglove CE Primary School

Reach Higher, Think Deeper, Love Wider

Dear Parent/Guardians,

Welcome to Bishop Purglove C of E Primary School. Our information booklet has been designed to provide you with practical information about our school and its organisation. I hope that having read our prospectus, you will wish to visit the school and see us at work and at play.

Ours is a friendly village school, situated on a hilly site overlooking the village of Tideswell, in the beautiful Peak district. We are very fortunate to have outstanding sports facilities which the school has access to during the school day. As part of the local community, we participate in village events whenever possible and use the local environment and expertise to support and enhance our curriculum.

Within the teaching in each classroom we offer personalised learning and cater for every child as an individual. We operate a fully inclusive approach and pride ourselves on a positive, caring and stimulating environment where children are encouraged to do their best and will flourish. There is a strong partnership between parents, pupils, staff and governors. We all work tirelessly to provide the very best education possible for each child.

If you have any questions or would like to make an appointment to visit school to find out more then please do not hesitate to contact me. We look forward to working with you and your family.





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Our Vision:

Reach Higher – This shows our commitment to excellence. We believe that every child should have the opportunity to be the best that they can be and our job as a school is to enable and encourage each individual child to take the next step of their climb and achieve more every day.



Think Deeper - We are not here just to fill children with facts and help them pass tests, but to nurture and encourage their growth in all areas. Children have the ability to ask and think about the big questions in life and we cherish these questions and share in the journey of discovering answers with the children.

Love Wider – As a church school, we believe that Love is the most important value of all. We want children who have

spent time in our school, not only to feel loved and respected as individuals, no matter what mistakes they make, but to pass it on and make the world a better place. We want our children and staff to be outstanding citizens who put others before themselves. The word “wider” also reminds us that difference of all kinds should be celebrated and that everyone is loved by God.



A Short History:

In the sixteenth century, Bishop Robert Purglove founded a grammar school, which finally closed in 1932. Tideswell National School opened in the nineteenth century in the nearby buildings now converted into dwellings.

Purglove Secondary School was built in 1936 and closed in 1973 with the coming of the comprehensive education. All pupils aged 11 then transferred as they do today to Lady Manners in Bakewell or Hope Valley College at Hope. The old National Church of England School then purchased and converted the secondary school buildings and renamed the school: **Bishop Purglove Church of England Voluntary Aided Primary School**. The school benefits a little from the locally known “Purglove Trust’ and to a larger extent the worshippers of St. John the Baptist Church.

In September 2020 we became part of the Derby Diocese Academy Trust (DDAT).



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Key Staff:

Head Teacher: Mrs. Craig

Head of School: Mrs .Hall

EYFS Leader & Key Stage 1 Leader: Mrs. Mallender

Class Teachers:

Mrs Mallender

Mr. Downings

Mr. Sheppeck

School Business Manager: Mrs. S Webster

School Business Assistant: Miss L Pearson

Higher Level Teaching Assistants:

Mrs. A Bingham

Mrs. L Branch

Teaching Assistants

Mrs. L Fletcher

Miss. R Hudd

Child Protection and Safeguarding Children:

Bishop Pursglove Primary School is committed to the protection and safety of its children.

A copy of our Child Protection and Safeguarding Procedures is available on the website and from the school office.

The school has four named Designated Safeguarding Leads. Mrs Craig, Mrs Hall, Mrs. Mallender and Mr Downings

General Information:

Bishop Pursglove Primary School caters for boys and girls from 4 to 11 years of age.

School address:

Bishop Pursglove Primary School

St. John's Road,

Tideswell,

Derbyshire

SK17 8NE

Telephone Number: 01298 871282

General Enquiries Email Address: enquiries@bishoppursglove.derbyshire.sch.uk

Website: <https://www.bishoppursglove.co.uk/>



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School Uniform:

All children must have full school uniform, worn correctly, for daily attendance at school.

Uniform will also be worn on occasions when children are representing the school, including during off-site visits.

Uniforms can be purchased on-line direct from Brigade www.brigade.uk.com. (Click on the parents click to order button, enter your child's school name from the drop down list provided and follow instructions to place your order.) All items can also be obtained from some high street stores/ supermarkets.

Parents and carers are asked to co-operate fully by providing the uniform and ensuring children wear it correctly at all times.

Please ensure that all articles of clothing and other items brought into school are clearly marked with your child's name.

- Black/Charcoal grey trousers or tailored shorts (no P.E. or football shorts)
- Gold polo shirts with school logo (available to order from www.brigade.uk.com) or badge-free version from any retailer/supermarket
- Navy sweatshirt or cardigan with school logo (available to order from www.brigade.uk.com) or badge-free version from any retailer/supermarket
- Black shoes/all black trainers
- Navy/black/Charcoal grey skirt, pinafore dress or tailored trousers (flared, leggings or jegging styles are not acceptable)
- Dark or white socks or navy/black tights

During the warmer months:

As above and/or

- Light blue/navy/yellow striped or checked summer dress
- Dark coloured sandals with heel straps

Footwear

Shoes should be suitable for school wear, enabling your child to play safely at playtimes.

No Converse boots, Vans, crocs, flip flops or any similar brands of footwear is acceptable.

Children may wear boots or wellingtons to school on wet and snowy days but must change into their school shoes when they arrive at school.





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PE Kit

- White polo shirt
- Navy shorts
- Black plimsolls or trainers with non- marking soles
- Jogging bottoms

All PE kit should be clearly named.

Children to come from home already dressed in PE kit on relevant PE days.

Book Bags

- Book Bags are available from school.
- Please label all bags with your child's name.
- Please limit keyrings and toys on books bags to one only. We know this helps to identify your child's bag, which is helpful, but several toys / keyrings are unnecessary and can cause distraction.

Personal Appearance:

- In general, no jewellery should be worn to school. If children have pierced ears, only plain gold or silver studs should be worn.
- Studs must be removed during all PE lessons; children are expected to remove their own earrings and will be responsible for them, it is preferable not to wear earrings on PE days. If earrings cannot be removed, please supply your child with plasters to cover the earrings.
- A small watch may be worn.
- No dyed hair.
- If jewellery needs to be worn for religious reasons, you must discuss this with the Head Teacher.
- During summer weather, please provide a sun hat with a brim or peak and apply a long lasting sun protection.

Many thanks for your cooperation in these matters. We want our children to be smart in their uniform and wear it with pride.

Admission Arrangements for September 2026:

For Reception children starting in September, there will be two afternoons when children are invited to join us and one full day.

Afternoon Sessions are: Wednesday 10th June & Tuesday 23rd June.

Full Day Session: Wednesday 1st July

(At the end of this full day there will be a talk with Mrs Mallender
This is preferably parents only – without children if possible)





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School Hours:

Morning sessions for all year groups:

8.40 – 8.45 am	Children arrive
9.15 – 10.15 am	Lesson 1
10.15 – 10.30 am	Break
10.30 – 12 noon	Lesson 2
12.00 – 1.00 pm	Lunch

Afternoon sessions for Foundation Stage and Key Stage 1:

Mon – Thurs

1.15 – 2.00 pm	Lesson 3
2.15 – 2.30 pm	Break
2.30 – 3.30 pm	Lesson 4/Collective Worship

Friday

1.15 – 2.40 pm	Lesson 3
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Afternoon sessions for KS2:

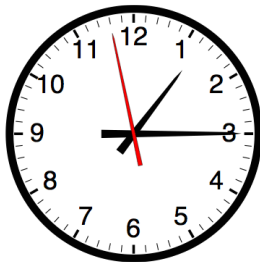
Mon – Thursday

1.00 – 2.00 pm	Lesson 3
2.00 – 2.10 pm	Break
2.10 – 3.30 pm	Lesson 4/Collective Worship

Friday

1 – 2.40 pm Lesson 3/ Collective Worship
(24 hrs 20 mins teaching time per week)

All children will have PE lessons as part of their timetable. Children will not be excused from regular PE unless a letter is written to the class teacher.



Punctuality:

Children are required to attend school on time and registration starts at 8.45am prompt. Arriving after this time will result in a late mark. Children who arrive after 9.15am will be recorded as “late after the register closes”, this equates to an absence and will affect their attendance figure. The school gates are open from 8.40am. Teachers record lateness in the registers and persistent lateness will be referred

to the Education Welfare Officer.

Extra-Curricular Clubs:



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We offer a variety of clubs and extra-curricular activities throughout the academic year. Letters will be sent out with club information and joining instructions during the school year.



Collective Worship:

The children take part in collective worship every day. This consists of a house assembly which is led by the children, a teacher led assembly and collective worship led by visitors. During Friday worship, we hand out two certificates per class. One is the Star of the Week and the other a School Values Certificate. The children are then given dojos which they can save to choose a prize. We also celebrate birthdays and class weekly attendance in Friday celebration worship.

Houses:

Your child will be put into a house when they start school. We try our best to put families with siblings/cousins in the same house. Children take part in house activities throughout the year, including sports day.



School Council:

Our School Council represents the views of all our pupils. It gives children the opportunity to make their voices heard and feel part of the whole school community. It is made up of two elected representatives from each year group in years 2-6; reception and year 1 voices will be heard by the class teacher. The council meets once every half term to discuss issues raised and to give the children an opportunity to share their ideas about proposed improvements to the school. The Council makes a valuable contribution towards the continued success of Bishop Purglove School.

Reward System:

Bishop Purglove promotes a positive atmosphere by providing many opportunities for the children to be praised for their work and behaviour, each teacher uses a range of personalised positive behaviour strategies as well as class-based strategies. • Examples of outstanding work is shared with the Executive Headteacher or Head of School. • Star of the Week for each class celebrated every Friday for outstanding achievements in work or behaviour. • Positive behaviour will be taught to all pupils as part of the behaviour curriculum, in order to enable them to understand what behaviour is expected and



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encouraged and what is unacceptable. Positive reinforcement will be used by staff where expectations are met to acknowledge good behaviour and encourage repetition. The behaviour curriculum will focus on defining positive behaviour and making it clear what this looks like, including the key habits and routines required by the school, e.g. lining up quietly outside the classroom before a lesson. Routine will be used to teach and reinforce the expected behaviours of all pupils. Appropriate and reasonable adjustments to routines for pupils with additional needs, e.g. SEND, will be made. Consistent and clear language will be used when acknowledging positive behaviour and addressing misbehaviour.

Attendance and Medical:

Attendance at all school sessions is required by law. The only exceptions to this are in cases of illness or where the Head Teacher has granted special leave-of-absence. It is essential that you contact the school before 10am on each day that your child is absent.

The school operates a “Every-Day-Calling-System” to ensure that parents/carers and school coordinate any absences. Miss L Pearson, our School Business Assistant will call you if your child is absent and we have not heard from you. (Safeguarding Procedures)

To help with the smooth running of the system, please ensure you follow the school’s procedure:



- Inform the school if your child is going to be absent from school by phone call, email or letter;
- Provide a doctor’s certificate if the illness is prolonged and/or the school requests a copy;
- Advise the school if your child is going to be late for any reason.
- If a child is ill during the school day, he/she will be taken to the school office to be cared for by a designated member of staff. A decision will be made as to whether to contact parents/carers for early collection.
- Please inform the school if your child contracts an infectious disease such as, chicken pox, mumps, and German measles (rubella), which can have serious implications for other children and staff.

Guidance from NHS UK: Vomiting and diarrhoea. Children with diarrhoea and/or vomiting must be kept off school until at least 48 hours after their symptoms have gone. Most cases of diarrhoea and vomiting in children get better without treatment, however if symptoms persist consult your GP.

Signing In/Out Procedure:

Any child arriving at school after 8.55am will have missed morning registration and must be signed in by their parent/carer at our main reception, giving a reason for the late arrival. Any child who has to leave school during the school day for a medical appointment or similar



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valid reason must have a note or appointment card requesting this. This should be addressed to the class teacher, who will pass it to the school office. Children leaving school during the school day must be signed out at reception by their parent/carer or authorised adult.

Dental and Medical Appointments:

Please arrange non-urgent dental and medical appointments out of school hours so that learning is not disrupted. Please do not keep children out of school for the whole day unless absolutely necessary.

Medicine:

We can only administer prescription medicines as prescribed by a GP.

If a child requires medicine to be administered during the school day, including self-administered medication such as an inhaler, a consent form must be completed by a parent/carer and accompany the medicine. Forms are available from the school office and all classrooms. All medicine must be handed in to the office in its original packaging as dispensed, and must be clearly labelled with the child's name and dosage requirements.

Dosage requirements need to be x4 times daily to be administered in school time.

Inhalers will be kept with the class at all times. Children with serious medical conditions will need a healthcare plan. The SENCo or Head will meet with the parent/carer to arrange a time to complete this.

For safety reasons, in general school staff will not administer creams and lotions, including sun protection. During the summer, we recommend using a long-lasting product that can be applied at home before the start of the school day.



Similarly, school staff will not administer eye drops.

Supporting Children with Medical Conditions:

We ensure that children with medical conditions receive appropriate care and support at school. We do all that is reasonable to ensure that we can administer medication and care to enable them to access school life. Our 'Supporting Children with Medical Conditions' policy has been developed in line with Department of Education guidance. The policy can be viewed via our school website. A paper copy of the policy can be requested from the school office.

Please do not hesitate to contact the school office if you have any questions regarding the above.

Leave of Absence:



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Requests for leave of absence must be made by completing a "Leave of Absence Request" form, which is available from the school office or from the school website. All requests must be submitted at least one month before the date of the requested absence.

The school holiday dates are published in advance and we expect parents/carers to do everything possible to avoid taking their child/ren out of school during term time. Holidays will not be authorised during term time except in exceptional circumstances.

Approval of leave of absence in exceptional circumstances will be at the discretion of the Head Teacher.

Our Attendance Policy is available on our school website, or on request from the school office, and sets out our policy with regard to unauthorised absences.

Communication to Parents Letters:

Emails and In app messages are regularly sent home by Arbor. Information letters are sent by email, letters containing a reply slip are sent by 'pupil post'. Copies of letters are available to view on the school website, or a paper copy can be collected from the school office.

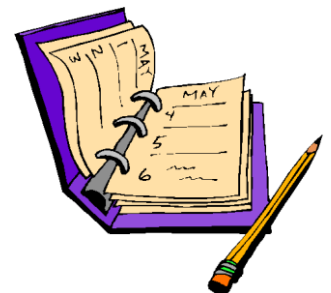
Reminders are sent by text as are short messages. Please inform the school if you change your mobile number or email or address.

- The Newsletter is produced each half term and a copy is sent by email as well as being available to view on the school website.
- Reading Record - This keeps parents/carers informed of reading progress
- Curriculum Topics - These are published on the school's website and show the outline for learning.
- School Reporting System Continuous assessment of skills and achievements take place throughout the term.
- Parent consultation evenings are held in the Autumn and Spring terms.
- Parents/carers receive a full written report at the end of the academic year in Summer Term 2.
- Website - The school website holds a host of information. The website address is <https://www.bishoppurglove.co.uk/>
- School Calendar - The school calendar is on the school website.

Meeting with Staff - Class teachers are available in the playground after school every day for an informal chat. The school takes a positive

approach to supporting children and believes that the majority of situations are best resolved quickly and efficiently by discussing any concerns with the class teacher. For a longer discussion, or to speak to one of the school

leaders, it is essential that an appointment is made in advance by telephoning the school office. It is most helpful if a letter is sent setting out the concerns so that these can be given some attention prior to the meeting, such as by consulting records, talking to members of staff, or by having a preliminary talk with your child.





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Concerns/Complaints:

Please let us know immediately if you have concerns or complaints. The sooner the school knows, the sooner we can take measures to put matters right, offer solutions and reassurance.

Initially any concerns or complaints should be discussed with your child's class teacher, who is best placed to deal with any emerging problems. If you feel you would like to speak to a senior leader, please make a request via the school office and a meeting will be arranged for you. Please also see the Complaints Policy on our website.

Emergency Communication:

Emergency messages, for example during bad weather, will be posted on our school website and text messages and/or email communication will be sent out. We would also inform Derbyshire County Council to update their website as well as the local press where relevant.



Curriculum Statement:

The school curriculum includes all the learning opportunities your child encounters during the school day. Our expectations are high and we hope that by ensuring each child becomes a confident, independent and resilient learner, they are all able to make excellent progress and achieve well. The curriculum is designed to help children acquire the essential skills of literacy and numeracy so that they become fluent in the use of spoken language, in reading and writing, and that they become increasingly competent in the understanding and application of mathematics. All the learning that takes place in school is dependent on the four inter-related skills of speaking, listening, reading and writing.





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The emphasis is on teaching through engaging topics, which excite and engage children in a wide range of investigative learning experiences. We provide opportunities for children to develop the knowledge, skills and attitudes to become successful life-long learners as they engage

with all subjects in the National Curriculum: Science and Computing, History, Geography, Art and Design, Design Technology, PSHE, Music and Modern Foreign Languages. In

addition to these subjects, the school follows the Derbyshire Agreed Syllabus for Religious Education. Parents who do not want their child to take part in Religious Education lessons, or in daily collective acts of worship, should express their wishes in writing to the Head Teacher. Our Reception curriculum is exciting and motivating, capturing a love of learning at the start of a child's education. All learning covers the seven areas stated in the EYFS framework. There



is a key focus on language and communication, early literacy and mathematics, and personal, social and emotional development.

Special Educational Needs & Disabilities:

Children are all individuals who develop at their own individual pace. Where we feel that a child is not achieving as well as we would expect, we start a process of identifying and addressing his/her particular needs. The child's teacher, the SENCo – Mrs.

Mallender, and parents/carers discuss the child's strengths and areas for development, and suggest appropriate strategies or intervention programmes. This may include giving a child extra support on an individual or small-group basis. If the child's progress is still very slow, with the agreement of the parents/carers, we may call upon the advice of another professional such as an inclusion teacher, educational psychologist, speech therapist, occupational therapist. Children whose learning is more severely delayed due to visual or hearing impairment, specific learning difficulties, emotional/behavioural difficulties or poor coordination may be recommended for a formal assessment. This will give a clearer picture of the child's abilities and may result in an Education and Health Care Plan and extra resources to meet those needs. Parents/carers are always involved in discussions from the beginning and no decisions are made without parental agreement.





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Home Learning:

We want children to develop a sense of responsibility for their learning and to think independently. Home learning provides a regular three-way link between child, parent and class teacher. Home learning enhances, consolidates and supports children's learning in school.

School Library:

Your child will be offered the exciting opportunity to borrow a special library book from our school library. Each class will visit the library each week to select their books. The schedule for library visits may change weekly depending on timetables and other events, so we ask that the children bring their borrowed library book to and from school each day in their book bag, so they are able to return them to the library and select a new book on any given day. If your child does not have his/her library book in school when the class visits the library, it will not be possible to select a new book until the one currently being borrowed is returned.

Please note that our library books must be cared for at home as well as at school and we expect the books to be returned in good condition for others to use. We implement a 'Damage or Loss' policy - if a book is lost or damaged there will be a replacement fee of £10.00 for a hard-backed book and £5.00 for a paper-backed book.



Catering Arrangements:

Your child can choose to have either a school cooked lunch or a packed lunch provided from home each day. Children can alternate between the choices on different days but the school office needs to be informed with as much notice as possible, ideally a week.



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School meals are available each day. The meals are cooked on site. We firmly believe that the price of school lunches represents value for money and provides a healthy, well balanced meal. Menus will be sent out at the beginning of each school term.

- Meals are free for children in the Reception class and Key Stage 1, (Universal Free School Meals for Year R to Year 2).

If you wish to provide your own packed lunch, please note:

- Please do not include sweets of any kind.
- No fully coated chocolate biscuits.
- Fizzy drinks must not be brought into school and no glass bottles or cans please.
- Children might have severe allergies; therefore, we request that children do not bring nut or nut-based products into school. This includes chocolate and nut spreads such as Nutella and peanut butter



Fruit and Vegetable Scheme The school takes part in the 'National Fruit and Vegetable Scheme', which enables each child in Year R to the end of Year 2 to receive a free piece of fruit or vegetable for snack time each day. Years 3 to 6 may bring in a piece of fruit each day for their snack.





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Free Milk Scheme:

The school takes part in the free school milk scheme, 'Cool Milk'. Milk is available free of charge to all children up to the age of 5. After a child's 5th birthday, milk is still available at a small cost. We will register your child for their free school milk on your behalf by providing Cool Milk with your child's name and date of birth.



All information handled by the Cool Milk Group is processed in accordance with the Data Protection Act 1998. All personal information is stored on Cool Milk's servers and is never passed on to third parties without your permission.

Please inform the school office if you would prefer us **not** to register your child for free milk.

Trips and Visits:



Trips and visits enrich the curriculum for all children and support their personal and social development.

We organise different trips and visits throughout the year for all year groups.

Details will be communicated to you via letter sent home approximately four weeks before each planned trip or visit. Small voluntary contributions are requested to help fund these enrichment activities.



All visits and trips are risk assessed prior to the day of the activity and health and safety procedures are strictly adhered to. If transport is needed, coaches with three-point seatbelts are always used. Please see our 'Outdoor Education and Off Site Educational Visits Policy' for further details.

Photographs and an account of the visit or trip will be posted on our website once the activity has been completed – take a look at our website to view and read about our most recent activities.





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Swimming – Y3/4 children will attend swimming lessons for a term as part of the PE curriculum during. (This year group may change).

Parking:

Parents and Carers are not permitted to use the school car park at any time. This is to ensure the safety of our children. If, in special circumstances agreed by the school, you need to use the car park please pass and drive slowly with care — children are always around. St John's Road is a two-way road, but if cars travel in both directions at pick-up and drop-off time it can create traffic congestion which is both frustrating and potentially dangerous. Therefore, we ask that at pick-up and drop-off times you follow our recommended 'one-way system' using the narrow road from the High Street (Market Square) to access St John's Road, drop off your children and then drive down the hill past the Merchant's Yard.

Dogs:

Dogs are not permitted on school premises. Some children are not used to dogs and get anxious when they are in their vicinity; the behaviour of dogs can be unpredictable around crowds and unfamiliar children. Dogs should not be tied to the school fence or gates.

School Photographs:

Individual photographs are taken in the Autumn Term and Class photographs are taken in the Summer Term. Parents/carers will have the opportunity to purchase a package of photographs. The school utilises photography and video clips of the children on a regular basis as part of the curriculum, please ensure you have completed and returned the School Consent form.





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Valuables:

Children should not bring any valuables, such as jewellery or electronic games, into school. The school will not take responsibility for any items brought into school. Toys and teddies are not permitted. Mobile Phones - Children are not permitted to bring mobile phones to school.

Bikes, trikes and Cycle Helmets:

We encourage the use of bicycles, trikes and scooters for travel to school – please ensure that a helmet is worn to establish good safety habits. Do not ride bicycles, trikes and scooters once inside the school gate. Children and adults must dismount.

Parent Staff Association:

We have an active and supportive PTA called Friends of Bishop Pursglove Primary School (FoS) whose main aim is to promote the best interests of the school and its children. By fund raising through a number of charitable events, FoS helps to provide equipment and events for the benefit of our children, which the school would otherwise be unable to provide. At the moment they are supporting the playground development. There are also several social functions held throughout the year. All parents automatically become members of FoS and we ask all new parents to come along to the Annual General Meeting and to actively take part in the events.