



New Starter Information Booklet

Bramingham Primary School

Every individual, every achievement and every moment matters

Welcome to Bramingham

Welcome to Bramingham Primary School. We are delighted you have chosen our school. We look forward to working in partnership with you. This booklet will hopefully provide all the information you need as new member of our school, but please feel free to contact us, should you require further information.

School Contact details

Bramingham Primary School,
Freeman Avenue,
Luton,
LU3 4BL

01582 617500
office@bramingham.net
www.bramingham.net

Co-Headteachers: Petra Sutton and Satinder Bains

Designated Safeguarding Lead: Cath Legg

SENCO: Satinder Bains

School day timings

8:45 Doors open

8:55 Registration opens

9:00 Registration closes

12:00 Lunch time

13:00 Afternoon session begins

15:30 Home time

Accessing the school

The school grounds can be accessed by pedestrians only. There is plenty of parking for cars locally. We have pedestrian gates at the main entrance, found on Freeman Avenue. Please do not park on Freeman Avenue as this blocks the entrance to the school.

School Uniform

The uniform at Bramingham Primary School is red and navy blue. You are welcome to purchase school branded items or items of the correct colour from any high street store/supermarket. No items need to be school branded. *Items with a star are available with the school logo on them. On PE days, children come to school in their PE uniform.

Please make sure clothing is clearly named with your child's name especially jumpers, cardigans and coats.



Essential items for school

- Navy trousers or navy pinafore dress or navy shorts or red checked summer dress
- Navy, white, red or black tights or socks
- White polo* shirt or white shirt
- Red school jumper*, fleece* or cardigan*

PE Uniform

- Navy shorts
- Navy jogging bottoms
- Navy jumper or hoody
- Red t-shirt*
- Trainers for outdoor PE



Other items

Your child will need a school bag*. If you are starting in Squirrels, this should ideally be a thin book bag only. Your child will need to bring a water bottle to school.

Branded items

Items with the school logo can be purchased from Prestige Design and work wear Ltd. You can see current prices by visiting their website.

www.prestigedesignww.co.uk

Unit 2, Barton Industrial Estate, Barton
Le Clay,
Bedfordshire, MK45
4RP

01582 883222

Our family workers regularly sell 'pre-loved' uniform. Please contact them directly if you are interested in purchasing any item of uniform.

Food and drink

Snack time

Children who are 4 years of age receive free milk. Once children are 5, you can choose to pay for milk. You will receive a letter towards the end of each term, asking you whether you would like your child to receive milk for the duration of the following term.

During the morning break, snacks are permitted. Children, from Reception until the end of Year 2, will be offered a piece of fruit or vegetable each day. If you wish to send your own fruit or vegetable snack, this is possible in any year group.

School Lunches

At Bramingham Primary School, we take pride in delivering in-house catering that adheres to school food standards, ensuring our children enjoy a healthy and nutritious lunch. To help us effectively plan and minimise waste, we kindly ask that school lunches are pre-ordered whenever possible.

School meals are provided free of charge to children in Reception and Key Stage 1 (Years R, 1 & 2), while those in Key Stage 2 incur a cost of £2.55 per day. Although Reception, Year 1 and Year 2 children qualify for a “universal” free school meal, it remains crucial for eligible families to apply for free school meals. This action enables us to secure additional funding, which can be directed towards offering pupil premium children subsidised after-school clubs, free school milk, and reduced rates for residential trips.

Lunches can be pre-ordered and paid for through your EduSpot “School Money” account, where options for meal selection will be available. You may order meals one day at a time or in advance, with allergen information provided. In cases where a child is absent, we will credit your account accordingly. Furthermore, children requiring specialised diets due to allergies will have options tailored to meet their needs. Parents may also send their children with a healthy packed lunch if preferred.

Nut Free School

To safeguard the health and wellbeing of all our children, we have implemented a strict nut-free policy due to the growing prevalence of nut allergies among pupils.

We respectfully request your cooperation in ensuring that your child does not bring any food items containing nuts to school. This includes packed lunches, snacks, and any confections intended for birthday celebrations or school events.

Thank you for your understanding and support in our efforts to maintain a safe learning environment for every child. Your adherence to this policy is greatly appreciated.

Water Bottles

Children should bring a named water bottle to school each day. This can be refilled at school during the day.

Attendance

At Bramingham, we recognise that consistent attendance is fundamental to achieving academic success and personal development. Children are expected to attend school for 190 days a year, which provides them with the essential learning experiences necessary for their growth. Regular attendance not only facilitates the acquisition of knowledge but also fosters social skills and emotional resilience through interaction with peers and staff.

We encourage parents to familiarise themselves with our Attendance Policy included with this booklet. This policy outlines the expectations regarding attendance, the procedures for reporting absences, and the support available for those who may encounter difficulties in maintaining consistent school attendance. By working collaboratively, we can create an environment where every child feels valued and is empowered to reach their full potential. Your commitment to ensuring regular school attendance plays a crucial role in promoting a positive school experience and achieving long-term success for your child.

Breakfast and After School Club

We aim to provide a welcoming place at the start and end of the school day where all children are valued, safe and happy. We are here to support working parents by providing affordable, consistent childcare. As the clubs are part of our extended school day, we have the same rules and expectations as the school day.

Booking terms and conditions can be found on the registration sheet at the back of this booklet. You must pre-book a place as places are limited.

Timings

Breakfast Club runs from 7:45am to 8:45am

After School Club runs from 3:30pm to 6:00pm

Activities

The clubs are based at the school and entry and exit are via the Dell door. The clubs run during term time and a number of activities are available for the children to participate in. These include board games, construction, outdoor games, arts and crafts, a movie evening and an opportunity to complete homework, if a child wishes to do so.

Food

Breakfast is served on arrival in the morning. For breakfast, we offer toast with butter and or jam and a range of cereals. At After School Club, a light tea is served at around 4:30pm, which can consist of sandwiches, wraps, noodles, pasta, beans on toast or hot dogs. Fresh fruit is available at both clubs.

Cost

	Description	Fee 1 st child	Sibling Fee
Breakfast Club	Pre-booked	£2.50	£2.50
Breakfast Club	Un-booked Charge	£5.00	£5.00
ASC	Pre-booked up to 4pm	£2.00	£1.50
ASC	Pre-booked up to 4.30pm	£4.00	£3.75
ASC	Pre-booked up to 5.00pm	£6.00	£5.75
ASC	Pre-booked up to 5.30pm	£8.00	£7.00
ASC	Pre-booked up to 6.00pm	£10.00	£9.00

Late pick-up will be charged at the next half hourly rate, however, late pick up after 6pm, please see additional charges below ***

Except for in exceptional circumstances, all bookings for Breakfast and After School Club must be made by 3pm Friday for the following week or un-booked charges will be applied.

ASC	Un-booked charge up to 4pm	£4.00	£3.00
ASC	Un-booked charge up to 4.30pm	£8.00	£7.50
ASC	Un-booked charge up to 5pm	£12.00	£11.50
ASC	Un-booked charge up to 5.30pm	£16.00	£14.00
ASC	Un-booked charge up to 6.00pm	£20.00	£18.00
ASC After an Activity (club or extra lesson)	Up to ½ hour after club	£3.00	Un-booked charges for After School Club bookings are double the standard fees.
	Up to 1 hour after club	£5.00	
	Up to 1 ½ hours after club	£7.00	
	Up to 2 hours after club	£9.00	

Late pick-up will be charged at the next half hourly rate, however, late pick up after 6pm, please see additional charges below ***

*** ASC Late pick up after 6.00pm	Up to 5 minutes	£5.00	
	Up to 10 minutes	£10.00	
	Up to 15 minutes	£15.00	

Cashless Payments

At Bramingham, we are committed to providing a seamless and efficient payment experience through our cashless system. All financial transactions are managed via the online platform, SchoolMoney. As a cashless school, we do not accept cheque or cash payments, and all activities including trips, Breakfast Club, After School Club, and swimming can be paid for conveniently using a debit or credit card.

Parents do not need to register independently for SchoolMoney, as this process is completed automatically upon your child's enrolment. To ensure you receive important communications, please ensure that we have your up-to-date contact information. Once your child has started at our school, we will send you a password via text and email. This password will grant you access to your SchoolMoney account, allowing you to make payments swiftly and securely.

To log into your SchoolMoney account, simply visit the website www.eduspot.co.uk. Click on the sign-in button located in the top right-hand corner, then select the 'SchoolMoney Parent Login' option from the dropdown menu. You will then be directed to a page where you must input your mobile number, email address, the password provided to you, and your child's first name.

Additionally, comprehensive parent guides are readily available by clicking the relevant icon in the top right-hand corner of the Eduspot website. You are welcome to access your account at any time to check for any outstanding payments.

If your child is scheduled to attend a school trip, you will receive an email or message informing you that details have been uploaded onto the system. Breakfast Club and After School Club bookings are also processed through SchoolMoney. Should refunds arise due to illness or trip cancellations, the amounts will be credited to your account accordingly.

Curriculum Enrichment

At our school, we strive to enrich our curriculum in many ways throughout the year, aiming to provide our students with a well-rounded educational experience. A key aspect of this enrichment is the diverse range of visitors that we welcome from various sectors, including theatre companies and local community representatives. These engagements not only enhance the learning experience but also foster a closer connection with the wider community. It is important to note that, on occasion, parents may be asked for a voluntary contribution towards these visiting sessions.

Additionally, school trips play a significant role in our curriculum. These excursions are designed to provide practical learning experiences outside the classroom. Once again, we kindly request voluntary contributions from parents to facilitate these trips, and consent will be sought for each child's attendance. We often welcome parent volunteers to assist with the supervision of children during these outings, which is greatly appreciated.

To further support our students' development, we offer a variety of lunchtime and after-school clubs throughout the academic year. While some of these clubs are chargeable, we strive to ensure a range of activities, including sports, arts and crafts, and choir, are available to cater for diverse interests.

Furthermore, from Y3, music tuition is provided by Luton Music Service, enhancing our students' musical skills and appreciation. This service is also chargeable and complements our commitment to providing a comprehensive and enriched curriculum.

Parental Involvement

At Bramingham Primary School, we believe that a strong partnership between parents and the school is essential in providing the best educational experience for your child. We highly encourage parental involvement to foster a supportive learning environment.

To enhance learning outside the classroom, we expect all children to engage in reading and complete DoodleMaths activities three times a week at home. DoodleMaths is an interactive platform designed to reinforce key mathematics skills in an engaging manner. It personalises tasks to suit each child's individual learning needs, making it a valuable resource for supporting their mathematical development. Additionally, some year groups may assign further homework to complement classroom learning.

Communication between the school and home is crucial. Parents will be informed of their child's rewards and

any behavioural concerns in accordance with the school's behaviour policy. We believe in celebrating achievements; thus, we hope you relish in the excitement when your child brings home certificates, badges, or stickers recognising their efforts.

Parents are warmly invited to attend parents' evenings, providing an opportunity to discuss your child's progress and address any concerns. Furthermore, Bramingham is proud to host the 'Friends of Bramingham', an association dedicated to planning community events and fundraising initiatives. Should you wish to participate in this enriching community, please contact the school office, and we will be more than pleased to connect you.

We use ePraise to reward the children. You and your child are able to see how many points they have accumulated. Your child is able to 'spend' these points in the ePraise shop. It is also your tool for booking clubs and Parents' Evening. You and your child will be given login details when you join. Further information is within the pack.

Pastoral Support

At Bramingham Primary School, you can speak to any member of staff if there is something you need support with or you have a concern about your child's wellbeing.

We have two family support workers who are available to support with various issues and welcome you to contact them for advice.

Cath Legg clegg@bramingham.net

Gulnaz Altaf galtaf@bramingham.net

Communication

Our school office can be contacted on office@bramingham.net or by phoning 01582 617 500.

Members of staff can be contacted by using their first initial and surname followed by @bramingham.net

The school operates a text system, which you can reply to. This is regularly monitored during school hours.

Copies of all letters, news and policies can be found on the school website www.bramingham.net

We also have a school Facebook and Twitter account.

Breakfast and After School Club Information Form

Bookings and payments

All bookings and payments must be made in advance using the online cashless system, SchoolMoney. We are unable to take any cash payments. Please note the following when booking:

- Spaces are limited so pre-booking is essential if you wish to secure a place at either or both of the clubs.
- Payment made for a half term in advance will guarantee your child a place for either or both clubs.
- Weekly booking and payment for either or both clubs MUST be made by 3pm Friday for the following week.
- If you need to make an emergency booking, please contact the office to discuss this and a referral will be made to the Co-Headteachers.

-If your child arrives at Breakfast Club or After school Club without prior booking or payment, this will incur a double un-booked charge. Please see pricing sheet for charges.

- Refunds will only be made if your child is ill or on a school trip. Your account will be credited if this is the case.

Please sign below to confirm you have read the information regarding the booking and running of our Breakfast and After School Clubs and agree that your child will be expected to abide by the rules of the club. Also, that all the information supplied below is correct.

Signed.....

Parent's name.....

Personal Information

Name of child(ren)

1. Name: _____ Class: _____

2. Name: _____ Class: _____

3. Name: _____ Class: _____

Any medical conditions, allergies or specific instructions:

Emergency contacts and collecting permission

Name of contact	Relationship to child	Mobile <u>and</u> home or work number	Has permission to collect? (Circle)
		Mobile: Home:	Yes No
		Mobile: Home:	Yes No

		Mobile: Home:	Yes No
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