

Mugginton Church of England Primary School



www.muggintonschool.co.uk

www.twitter.com/muggintonce

Parental Information and Permissions *(please read, sign on the back page and return to school)*

We are delighted to have your child with us at Mugginton CE Primary School. We want our school to be a second family - your child's safety and happiness is prioritised above everything else and we will work tirelessly to support your child to achieve their full potential as a unique member of our school community. Our curriculum is balanced, creative and inspirational—we will offer your child opportunities to develop new skills, work independently and as part of a team and develop creative and critical thought whilst having fun. We are committed to offering our children regular opportunities to learn outdoors and to participate in a range of sporting activities, including Forest Fridays and the Mugginton Mile. We demand high standards of work and behaviour from our pupils and we achieve this by building trusting pupil-staff relationships and encouraging a sense of responsibility and pride. Children achieve best when relationships between the three key parties, child, parents and staff, are warm and trusting. We will offer a range of opportunities for you to become involved in the life of our school, for example in church services, productions and fundraising activities. Our open and warm culture mean you will have easy access to staff when required. In addition, we will keep you informed about school matters and about your child's progress using our website, Twitter Feed, newsletters and text messages alongside our December Progress Update, two Parents' Evenings and end-of-year School Report. We will support your child to be the best person they can be.

What We Ask of Our Parents / Carers

- ◆ Make sure your child attends school regularly (an attendance rate of at least 96% is seen as 'Good' attendance), on time, and bringing with them the proper equipment, including P.E. Kit and Forest Friday Clothes.
- ◆ Hear your child read/share books with your child and encourage them to develop a positive attitude to Mathematics. Encourage an inquisitive approach to life and learning.
- ◆ Reinforce the school's high expectations for behaviour and work.
- ◆ Help your child with their homework and spellings and encourage other opportunities for home learning.
- ◆ Do not apply for holidays during term time except in exceptional circumstances.
- ◆ Make school aware of concerns or changes in circumstance which might affect your child's work or behaviour.

What We Ask of Our Pupils

- ◆ Be polite and kind to everyone and expect others to treat you in the same manner.
- ◆ Make sure you look smart in Mugginton red and bring all the equipment you need everyday.
- ◆ Try your very best at everything. Ask if you find something difficult and always tell an adult if you are worried about anything.

Keeping Your Child Safe — Key Safeguarding and Online Safety Information

Nothing is more important than your child's safety. Detailed Safeguarding information is available on the 'Official Bits' page of the school website. Further Online Safety information can be found on the 'For Parents' page in the left-hand column. We are a busy school and take the children outside in the locality and further afield on a frequent basis. Thorough risk assessment is always conducted beforehand.

Safeguarding is built into the daily life of our school. Keeping our children safe and happy, whilst offering them a rich variety of experiences is the responsibility of every adult connected with our school. Our children know and are regularly reminded of the importance of speaking out if they ever feel unsafe. Their thoughts and feedback are taken regularly and acted upon. No concern is ignored and we listen to all.

The School Designated Safeguarding Lead is Mr Joseph Green

The Governor responsible for Safeguarding is Mr Donald Walton

If you have concerns about a child in school, please speak with Mr Green. If you have a concern about a child outside school please feel free to speak with school staff for further advice. Alternatively, please consult the Derbyshire Safeguarding Children Board website (www.derbyshirescb.org.uk).

Online Safety



Parents/Carers information

We love to use technology to optimise our curriculum, help children to learn in a range of ways and increase motivation. Fluent, confident use of technology is necessary to succeed in 21st Century Britain. Whilst promoting these goals, we are aware of the importance of teaching children to use technology safely and sensibly.

If you have concerns about your child's online safety please speak with your child's teacher or our **Online Safety Coordinator, Mr Joseph Green**.

Our website carries the 'CEOP' (Child Exploitation and Online Protection) button (example above) on every page. Clicking on this button offers detailed information and support if you are concerned about your child's online safety.

Your child will receive frequent online safety education to help them to enjoy technology and be safe both in and out of school.

We use strict filtering systems so pupils cannot accidentally access inappropriate material. This is a difficult task and we are vigilant to this risk and encourage children to report anything which they think is inappropriate.

Please support our online safety work by modelling safe and positive online behaviour (such as sensible email-use, sharing photographs, video and text responsibly) and by discussing online safety with your child when they use technology at home.

Please use social media responsibly. We ask that you do not post or upload any images, video or text which could upset, threaten the safety of or offend any member of our school community.

If a child does not abide by our Responsible Use Policy, sanctions will be applied in line with the school behaviour and anti-bullying policy.

For further information on online safety, the following websites are recommended:

www.thinkuknow.co.uk/parents, www.nspcc.org.uk/onlinesafety, www.internetmatters.org,
www.saferinternet.org.uk, www.childnet.com

Data Protection Permissions

We love to celebrate our children and our school. Occasionally, local news outlets will report on our school and pupils' names and/or photographs appear in the local press or other publications.

We use the Twitter Feed and website to share with you pupil success, exciting activities and special trips. Photographs and videos are uploaded, but never alongside names.

For our Children: Keeping Safe At Mugginton

Our Five Golden Rules

1. Treat others how you would like to be treated.
2. Take pride in everything you do.
3. Always be ready to listen and learn.
4. Be safe—move around school sensibly and quietly.
5. Show respect to all.

Be the best person you can be

Responsible Internet and Technology Use

- ◆ I will treat all of the school's technology carefully and with respect.
- ◆ I will not interfere with other people's files and folders.
- ◆ I will ask for permission before using ICT equipment and will use it only for schoolwork.
- ◆ I will use the Internet (and occasionally, email) only when a teacher has given me permission and is supervising me.
- ◆ Any messages I send on any platform will be polite and sensible.
- ◆ I will never share personal details such as my address or telephone number.
- ◆ If I see anything I am not happy with or receive messages I do not like, I will tell a teacher straight away. I will never look for anything unpleasant deliberately.
- ◆ I will never download files unless asked to by a teacher.
- ◆ I will not share logins/passwords with other people.
- ◆ I will never upload images of school activities to any social networking site.
- ◆ I understand that school can check my computer use and that my parents can be contacted if school are worried about my online safety.
- ◆ I understand that if I break these rules deliberately, I could be stopped from using ICT in school.

I will follow these rules, have fun and be helpful to Mrs Sweeney if I stay for ICT club on Fridays.

If I want to learn more, I can look at www.thinkuknow.co.uk

Local Visits

We bring our curriculum to life by offering the children new opportunities and experiences. Some of these are in the classroom and some are outside, in the local area and further afield. We are an outdoor school and Mrs McKay's Forest Friday is an important part of our curriculum, as is the Mugginton Mile. We ask for your permission to take your child on short trips out of school in the local area, such as Mugginton village, our Forest Friday site and the church.

The juniors will travel by coach to and from Ashbourne Leisure Centre for one term of swimming. We will always give you notice and ask for written permission for longer trips or residential visits (for example, Lea Green, Young Voices Concert, Tamworth Castle or London).

We use local sites such as Kedleston Hall and Carsington Water and it is sometimes necessary to transport children to such sites and to sporting fixtures using staff vehicles. Staff must hold Business Insurance and show a valid driving licence and MOT certificate to be able to transport children. We ask your permission to transport children to local sites using staff vehicles.

The Playground

The playground is accessible after school from 3.15pm and may be used **only under the close supervision of the adult who is collecting your child from school**. Please treat the playground and playground equipment with respect. Children are not allowed to climb on the roof or over any of the playground walls.

Children assemble on the playground from 8.50am, before entering school at 9am. Parents are welcome to join the children and staff on the playground at this time but children are not allowed to play football or other ball games because we often have toddlers and younger siblings on the site at the same time.

I understand that if any accidents occur outside of school time and outside of before- and after-school clubs, school can in no way be held responsible.

To be completed by pupil together with their parents/carers

Pupil: *I have read this with my parents and understand what is expected of me at Mugginton.*

Signed _____

Date _____

Parents / Carers: I have read and understood the information relating to:

Parental Information (Page 1)

Key Safeguarding and Online Safety Information and Data Protection Permissions (Page 2)

The five Golden Rules and Responsible Internet and Technology Use Agreement (Page 3)

Locality Visits Permissions and Playground guidance (Page 4)

Signed _____

Date _____