



## Deerhurst and Apperley Church of England School

Apperley  
Gloucester  
GL19 4DQ

Telephone/Fax: 01452 780374  
Email: [admin@deerhurst.gloucs.sch.uk](mailto:admin@deerhurst.gloucs.sch.uk)

Headteacher: Mrs Jayne Neveu, BA [Hons].NPQH  
[www.deerhurst.gloucs.sch.uk](http://www.deerhurst.gloucs.sch.uk)

Dear Parents

This book is designed to help you enjoy your time at Deerhurst and Apperley Church of England Primary School.

It provides you with information that we feel will be useful to you and your family as we share our journey of your child's education.

Yours sincerely

Mrs Jayne Neveu



BA (Hons) NPQH



Welcome .....	1
Contents .....	2
Ethos Statement .....	3
Our Staff .....	3
The Governing Body .....	4
Parents' and Friends' Association .....	4
General Information .....	5
Admission to School.....	5
Organisation of Classes .....	5
Transition to Primary/Secondary School .....	6
The Curriculum .....	6
School Worship .....	10
The School Day .....	10
Attendance .....	10
Health Care, Medical .....	11
School Meals .....	12
Healthy Snacks / School Milk .....	13
Extra-Curricular Activities .....	13
Road Safety & Parking .....	14
Toys and valuables .....	14
Jewellery .....	14
School Uniform .....	15
Holidays .....	16
Newsletters .....	16
House Teams .....	16
Celebration Assemblies .....	16

## **Ethos Statement**

Deerhurst and Apperley is a Church of England School. We aim to teach children Christian values for life. Our moral compass is guided by the beliefs and traditions of the Church of England. Our Christian ethos is reflected in our caring and inclusive policies. The school works in partnership with local Christian Churches and we welcome and include children of all cultures and faiths.

## **Vision**

Learning and living as Children of God (Ephesians 5:1) (You are God's Children whom he loves. Try to be like God)

## **Our Staff**

Head teacher	Mrs J Neveu
SEND Co-ordinator	Mrs H Philcox
Reception Class	Miss K Robinson
Class 1	Mrs E Perry & Mrs Sian Argyle
Class 2	Miss N Rimmer
Class 3	Mrs J Oldroyd & Mr Hornby

## **Teaching Assistants**

Mrs S Brewin  
Mrs A Cane HLTA  
Mrs J Litchfield  
Mrs S Morgan

## **School Support staff**

School Administrator	Mrs Sue Mottram
Cleaner	Solo Cleaning Company
Lunchtime Supervisors	Mrs Davis

## **The Governing Body**

The Governors support the head teacher in making decisions about how the school is run; governors are always happy to talk to parents about matters relating to the management of the school. However, Mrs Neveu as Head teacher should be the first point of contact for queries or concerns regarding the day-to-day management and organisation of the school.

Governors work closely with the Head teacher and other members of staff, and make regular visits to school to meet staff and children, and to see them working in the classroom.

## **School Governors**

<b>Name</b>	<b>Type of Governor</b>
Mr A Matthews	Chair & Co-opted
Mrs Witney	Vice Chair & Local Authority
Mrs J Neveu	Head teacher
Mrs E Perry	Staff
Mr J Burrows	Foundation
Mr M Tambling	Parent
Mrs R Hoarau	Co-opted
Mrs F Tyler	Parent
Rev J d'Esterre	Ex-Officio
Mrs S Carroll	Parent

A picture of our school governors can be seen in the school entrance hall.

## **Parents, Teachers and Friends Association (PTFA)**

The school is very fortunate to have an active PTFA which organises a wide variety of activities.

The main aim of these events is to raise funds in order to purchase items, which are beyond the normal provisions made from the school's budget, for the benefit of the children. Many of the social functions also give parents the opportunity to meet staff and other parents informally in a relaxed and enjoyable atmosphere.

The PTFA makes a real contribution to the school and its environment. The continuing support of parents is vital to the PTFA's future enrichment of the children's school life. Please watch out for notices of events and encourage your relatives and friends to support these whenever possible.

PTFA officers for 2025-2026 are:

Chair	Mrs F Tyler		
Secretary	Mrs Alderman-Bowers		
Treasury	Mr Alderman-Bowers		

### **General Information**

Deerhurst and Apperley is a Church of England School, catering for children aged 4-11 years. There is a maximum of 12 children in each of the seven mainstream year groups.

In a Church of England School the governing body has a majority of church nominated governors in order to ensure that the religious character of the school is preserved and developed.

The governing body has a legal responsibility for safeguarding. The governing body is legally responsible for overseeing the policy and implementation of Religious Education and worship in the school.

The governors are also responsible for the employment of school staff and for all premises development, maintenance and repairs of a capital nature. For this they receive specific grant aid from the Department for Education.

The school was built in 1966 and has had significant improvements to extend the site and improve the learning environment over the last 8 years. In 2012 we also added the pre-school, *Little Deers* to our site. *Little Deers* and school work very closely together to ensure a smooth transition.

### **Admission to School**

Admissions Policy September 2025 – August 2026

This policy and criteria should be read in conjunction with the School/Academy Admissions Guidance Booklet issued by Gloucestershire County Council at [www.gloucestershire.gov.uk/schooladmissions](http://www.gloucestershire.gov.uk/schooladmissions).

Parents are now encouraged to apply for a school place online at [www.gloucestershire.gov.uk/schooladmissions](http://www.gloucestershire.gov.uk/schooladmissions).

If you would like to apply in writing you should contact the Admission and transfer team, Shire Hall, Gloucester GL1 2TP and request the relevant forms.

## **Organisation of Classes**

- Reception
- Class 1 – mixed Year 1 & 2
- Class 2 – mixed Year 3 & 4
- Class 3 – mixed Year 5 & 6

## **Transition to Primary School**

Throughout the year Little Deer Pre-school children enjoy being involved with our reception pupils and enjoy many activities. We also have 2 transition sessions in June/July. In September the children stay until 12pm in the first week, the second week stay for lunch and leave at 1pm and are full time from week 3.

## **Transition to Secondary School**

Early in Year 6, parents will receive information from the Local Authority advising them of possible school preferences for secondary transfer.

Secondary school places are allocated according to your child's home address and not the primary school he/she attends.

The majority of our children move onto Tewkesbury Secondary School, however, we do have a small number of children who take the grammar test and move onto local grammar schools.

## **The Curriculum**

The National Curriculum covers the core subjects of English, Mathematics, Science and Computing together with the foundation subjects of Art and Design, Design Technology, Geography, History, Music, Physical Education, Personal, Social, Health and Citizenship Education (PSHCE). Religious Education is, of course, also part of our school curriculum. Our notice of Intent & implementation can be found on our website.

We firmly believe in a structured approach to all learning and we aim to provide a stimulating environment for our pupils. Class teachers plan work in great detail, taking into account the range of academic ability within their classes. A balance of whole class, group and individual teaching methods are used in our classrooms.

The school uses the 2014 National Curriculum as the main framework for planning and teaching of Speaking and Listening, reading, Writing, Spelling, Punctuation and Grammar and Handwriting.

Reading and Writing is taught initially using a 'synthetic phonics' and at Deerhurst and Apperley Primary School we use the accredited 'Little Wandles'. Wherever possible, we provide children with an exciting stimulus for writing as this produces the best examples. Our aim is for every child to be able to read with confidence, understanding and enjoyment, and to communicate successfully through speech and writing.

## **Science**

In our Science work, we aim to encourage all of our pupils to extend their awareness of the way in which their lives are influenced by Science and Technology. We also aim to develop a questioning attitude in the children and an ability to use and apply scientific knowledge and skills.

## **Religious Education**

Religious Education is part of the basic curriculum for all pupils and makes a major contribution to their general personal and social development in line with the overall aims of the school. We follow the Gloucestershire Agreed Syllabus for Religious Education, which includes studying some of the major world religions in addition to Christianity. We also use The Christianity Project.

Through our Religious Education teaching we aim for our children to develop positive attitudes towards themselves and others, as well as to the natural world. We aim to enable children to develop spiritually through an understanding of the nature of religious beliefs and practices. Parents are entitled to withdraw their child from Religious Education lessons in consultation with the head Teacher. They may wish to provide their own learning materials for their child to study during this time.

## **Relationships and Sex Education 2024**

Relationships and sex education is part of personal, social and health education. Parts are also covered in the science curriculum. Elements are taught in each year group in the context of:

- Positive relationships with family and friends – including different types of relationships
- Self-awareness and respect
- Personal hygiene
- Pupils well-being

During the Summer Term in Year 6, there will be a series of sessions on puberty and sexual reproduction based on 'Living and Growing', This is part of a two year cycle because of our mixed year group classes.

Parents may withdraw their children for part or all sex education, except that which is required as part of the national Curriculum Science programme – Please see the RSE policy.

### **Assessment**

Class teachers assess their pupils in order to judge the progress they have made. These assessments help with the planning of future teaching and identify any gaps in children's learning.

In Reception, the children are given a Baseline Assessment which helps the teacher to group the children according to their pre-school experiences. A Foundation Stage Profile is also compiled for each child.

In June of Year 1, the children are given the Phonics Screening Check to assess their knowledge of phonics.

At the end of years 2 and 6, children are formally assessed using National Curriculum assessment tasks/Tests. The assessments for the end of year 2 are now optional. However the Year 6 tests are statutory. The results of this National Assessment will be sent to parents of 11 year olds in confidence. A variety of other assessments are used at different stages in the year for all age groups. On-going assessments also help staff to identify children with Special Educational Needs, gaps in learning and challenging the more able.

Parents are invited to attend an open afternoon 'book look' and a parent consultation in both the autumn and spring terms; a written interim report is issued prior to the consultation date. Opportunity is given to discuss, in detail, their children's progress. The book looks provides the children with an opportunity to show and discuss their work with their parents.

A comprehensive report on the progress of every child is sent to parents at the end of each school year.

If you have concerns about your child at any time, please either:

- Use an informal opportunity at the school gate if this is applicable.
- Contact the main school office to arrange a suitable time to speak to the class teacher.
- Contact the Head Teacher via the school office.

### **Behaviour and Welfare of Children**

It is our policy to encourage children to respect and co-operate with the basic aims of the school. The school's Behaviour Policy emphasises a very positive approach and we have high expectations.



Where unacceptable behaviour does occur, sanctions are clearly laid out in the policy. The importance of co-operation between school and home is fully recognised, and parents will be given every opportunity to discuss mutual concerns. Importance is attached to every aspect of children's welfare. The Head teacher or Class teachers are always willing to meet parents to discuss any individual concerns.

Incidents of bullying are always investigated. More detail is given in the school's Anti-Bullying Policy which, with the Behaviour Policy, is reviewed on an annual basis. Copies can be found on the school website.

### **Safeguarding Children (Child Protection) Procedures**

At Deerhurst and Apperley Primary School, the welfare of the children in our care is of paramount importance. Therefore, in common with all Gloucestershire schools, we follow clear procedures as set out in the Gloucestershire Safeguarding Children Partnership (GSCP): Safeguarding Children Handbook, [www.gscb.org.uk/handbook](http://www.gscb.org.uk/handbook)

The Head Teacher is the Designated Safeguarding (Child Protection) Lead and there is also a named governor who is responsible for monitoring Safeguarding Children procedures. All governors are responsible for safeguarding.

### **Special Educational Needs and Disabilities (SEND)**

We practise a staged approach to Special Needs based on the revised Code of Practice outlined by the government in 2014. All our teachers are experienced in working with special needs within their classes. Through in-service training, we aim to further develop our skills within this area. We are committed to the inclusion of children with special needs into mainstream classes wherever possible.

We aim for the early identification of children with special needs and close liaison with parents.

Please see the school website for our School Information Offer and Early Help.

### **Disability Equality Scheme**

The school has a duty to promote disability equality for disabled pupils, staff and parents/carers. A Disability Equality Scheme and Action Plan have been drawn up by the governors in consultation with pupils, staff and parents.

Please contact the Head Teacher or School Administrator if you require more details.

## **School Worship**

As a Church of England school, our Christian beliefs are reflected throughout the life and ethos of the school.

Our six core values are:	
<b>Term</b>	<b>Value</b>
Autumn 1	Friendship
Autumn 2	Respect
Spring 1	Perseverance
Spring 2	Thankfulness
Summer 1	Trust
Summer 2	Truthfulness

These are underpinned by our 'shadow' values: Service, Justice, Courage, Generosity, Forgiveness and Compassion.

School practises whole school worship, class worship, children led worship and OTB worship. You will receive invitations to attend some of these throughout the year.

The staff and children also visit our local churches - Holy trinity in Apperley and St. Mary's in Deerhurst for services to celebrate Harvest, Christmas, and Easter and Year 6 leavers'. Our Year 6 leavers' also attend leaving services at Gloucester Cathedral for Church Schools and at Tewkesbury Abbey with our local primary schools.

## **Other Information**

The bell goes at 8.40am, so that school can start promptly at 8.45am. School has a 'soft entry' which means they come into class to read/prepare prior to the start of the school day.

<b>Morning</b>		<b>Afternoon</b>
Reception	8.45 – 12.30pm 10.30 – 10.45 Break	1.30 – 3.15pm Including a 15 minute break
Infants	8.45am – 12.30pm 10.30-10.45 Break	1.30pm – 3.15pm Including a 15 minute break
Juniors	8.45am – 12.30pm 10.30-10.45 Break	1.30pm – 3.15pm

Please help your children to arrive on time. **The first teaching session will begin as soon as soon as the children have been registered.**

*There is no supervision before 8.40am so please do not leave your children unattended before this time.*

Please collect your child on time. The infant children especially can be upset if parents arrive late. Children whose parents are unavoidably delayed are taken by a teacher to the waiting room by the school office.

### **Important**

Please let your child's teacher know if someone else is collecting him/her from school. Please inform school in writing or via email.

### **Attendance**

If your child is away from school because of illness or some other reason, **please ring the school before 9.30am on the first day of absence.**

When your child has an appointment with the doctor, dentist or at the hospital during school hours, please let your child's teacher know in writing in advance. If you need to take your child out of school for any reason, please make a written request to the Head Teacher.

The Head Teacher cannot authorise absence and will only do so in exceptional circumstances.

Please do not ask for leave of absence for a family holiday in term time if you can possibly avoid it. If you do have to ask permission to take your child out of school for a holiday, please obtain an official request form from the school office or website. This should be returned no less than two weeks before the planned absence. On the form, you will be asked to state why the holiday must be in term time. Leave will only be granted under exceptional circumstances.

### **Health Care**

We have an allocated school nurse to whom school can make referrals should school or a parent have any concerns. Hearing, eyesight and dental checks on particular age groups are also carried out at school from time to time. Reception and Year 6 children also have their weight and height measured.

### **Medical Conditions**

Please let us know if your child suffers from a particular medical problem such as eczema or asthma. If your child needs to use an inhaler for asthma, please remember to send two inhalers to school. Both should be labelled clearly with your

child's name, one to be kept by your child and the other to be kept by your child's class teacher.

### **Administering Medication**

If your child needs medication whilst in school please bring this to the school office and complete the medication form to enable a staff member to administer during the school day. It is your responsibility to pick up the medication at the end of the school day. Staff will not administer medication unless a medical form is completed. This includes cough sweets etc.

**If your child has been ill, please consider carefully whether he/she is fit to return to school to follow usual classroom routines and activities. If your child has had a sickness/stomach bug, please keep him/her away from school for a clear 48hours after the bug has gone since these illnesses spread very quickly through a class of children.**

### **Head Lice**

Head lice are a recurrent problem in school. You can help minimise the spread of head lice by inspecting your child's hair regularly, and treating them promptly if lice are discovered. Advice about treatment can be obtained from your G.P or local pharmacy.

**Children should not return to school until their hair has been treated.**

### **School Meals**

From September 2014, the school received government funding to provide all infant children with cooked meals at lunchtime (Universal Infant Free School Meals). We strongly encourage parents to take advantage of this initiative.

Junior children may either order a hot meal or may bring a packed lunch. All children eat their lunch in the dining room.

The cost of a school dinner is currently £2.55 School meals are ordered through parent pay [www.parentpay.com](http://www.parentpay.com) and must be paid for at the time of ordering.

### **Healthy Snacks**

Please send only fresh or dried fruit or raw vegetables as a mid-morning snack. Each infant child is given a piece of fruit each day as part of the government Fruit & Vegetable Scheme. Please ensure your child brings in a bottle of water each day and avoid fizzy/squash type drinks.

## **School Milk**

Fresh milk is available daily directly from 'Cool Milk'. For more information visit [www.coolmilk.co.uk](http://www.coolmilk.co.uk)

## **Extra-Curricular Activities**

In addition to the basic requirements of the National Curriculum, the school offers a wide range of extra-curricular activities. There is a range of clubs and other activities, organised either during the lunch hour or after school. Activities available at times have been:

- Football
- Maths
- Art
- Cricket
- Spanish
- Science
- Netball
- Rounders
- Cross country
- Athletics
- Craft
- Fencing/Archery
- Adventure Club
- Sun Shine Club
- Yoga

A full list of clubs available is sent out each term.

The school gratefully acknowledges the time and effort provided by teachers and other volunteers to make these activities possible.

Arising out of these activities, the school has been able to take part in several competitive events against other local primary schools, including annual athletics competitions swimming galas, netball, football and rounders leagues.

Visiting teachers attend weekly to give guitar, recorder and piano lessons to a small number of pupils.

Music/drama productions are put on during the year. Infants perform a Christmas Play each year. KS2 perform summer musical production.

Each class has the opportunity for at least one trip during the school year, planned to fit in with topics being studied.

For KS2 (some groups) a 3 day residential visit is organised during the autumn term.

The vast majority of activities are financed by the school, and where visits take place during school time, there is no compulsory charge to parents. However, most trips would not be able to be provided without some financial support from parents, and voluntary contributions are invited, in accordance with the school's Charging Policy.

Charges are also made for instrumental lessons and for the hire of instruments. The school would not wish any child to miss the opportunity of taking part in extra-curricular activities solely on financial grounds, and subsidies may be available in individual cases at the discretion of the Head Teacher.

### **Road Safety & Parking**

Parking is often difficult outside at school collection time, but please do not park on the zig-zag lines outside the school entrance or opposite the layby. Cars parked here, even for a few minutes, block the view of the road and endanger lives of children and adults who need to cross. Off-the-road parking is available in the layby or by the church.

### **Toys and valuables**

Please do not allow your child to bring toys into school unless asked to do so by the class teacher (usually in connection with a class topic, or on the last day of term).

Children should not bring valuable items into school unless asked to do so by their class teacher as we cannot be responsible for their safe-keeping in any other circumstances.

Children are not permitted to bring money, phone watches, fit bits or mobile telephones to school.

### **Jewellery**

We want to keep the wearing of jewellery in school to a minimum for the obvious reasons of safety and security. Rings with large stones and hoop earrings can be dangerous to the wearer and to other children at playtime and during P.E. They are, therefore, not allowed in school. Earrings for pierced ears should be small, unobtrusive and of the stud variety. Only one pair should be worn. We are happy for junior children to wear watches on the understanding that they are responsible for their safety. **Necklaces and bracelets should not be worn, and nor should nail varnish.**

## **School Uniform**

All the children wear school uniform. We believe this encourages them to feel part of the school community and helps to maintain a smart appearance. We appreciate parents' co-operation in ensuring that children wear the correct uniform.

### **Boy's uniform:**

- Black or dark grey trousers
- Pale blue polo shirt/polo shirt (available with school logo)
- Royal blue sweatshirt (available with school logo)
- Black shoes
- School tie
- **No boots or trainers please**

### **Girls Uniform:**

- Grey skirt / trousers / Grey Pinafore
- Royal blue cardigan or sweatshirt (available with school logo)
- Pale blue shirt/polo shirt
- Grey/black tights or socks
- School tie
- Black shoes
- **No boots or trainers please**

In the summer, girls may wear a blue and white checked dress.

All items of school uniform are available from Brigade, [www.brigadeparents.info](http://www.brigadeparents.info)  
Also school P.E kit, P.E bags and book bags are also available.

## **P.E Kit**

- Navy shorts
- Pale blue T-shirt (available with school logo)
- Plimsolls or lightweight trainers
- P.E bag
- Hooded sweatshirt with logo optional
- Navy blue jogging bottoms

During autumn and spring terms, the junior children need a pair of strong outdoor shoes or trainers for outdoor games. Children may also be asked to bring in a track-suit or thick jumper for outdoor sports.

Please make sure that all your child's uniform and P.E kit is clearly marked with his or her name.

### **Homework**

Please ensure your child's homework is completed on time and returned to school. Late homework may not be marked.

### **Holidays**

Term dates and holidays will be posted on the website and also given out.

### **Newsletters**

We will send a newsletter out each term which lets you know about key dates and information, children's achievements and awards.

### **House Teams**

We have four house teams, they are:

- Chelt
- Severn
- Swilgate
- Avon

Your child will be placed into a team when they start school.

### **Celebration Assemblies**

Each term we have a number of celebration assemblies which parents and carers are welcome to attend in school. The dates of these are published in the school newsletter and are held on a Friday in the school hall.