

# Danson Primary School Handbook



Nurture | Believe | Inspire | Achieve





## Head Teachers' Welcome to Danson

At Danson, we work together with our staff, parents and carers, young learners, governors and community members to create a school which aims to be responsive to the needs of our learners. We do this by providing a safe, caring and friendly atmosphere, where quality and excellence in all things is encouraged and acknowledged.

We are extremely fortunate to have a team of dedicated, hardworking and committed staff who strive to continuously demonstrate our school's aims and values. We strive to work together, collaboratively and in partnership both within and outside our Local Authority. The teaching staff team deliver exciting approaches to learning and teaching ensuring our pupils have a broad and balanced range of opportunities by which to foster the development of positive, responsible attitudes towards learning alongside the development of personal and social skills.

Along with our staff we are committed to providing a stimulating curriculum so that children are curious and interested in learning. Our aim is to ensure that every child works to the very best of their ability every day so that s/he leaves with the highest standard of attainment possible. This applies across all areas of the curriculum, whether academic, in sport, creativity and social and cultural education. Our extensive tracking systems ensure that progress is measured against individual challenging targets in English, Maths and Science.

At Danson there is an expectation of high academic achievement, we encourage creativity and cater to a personalised approach to learning. We are committed to ensuring our young people are well prepared for the next stage of their education when they leave us. We are very proud of our School and of all of our achievements so far.

Our parents and community members are supportive to the School's culture, aims and ethos and value the aspirations we have for their children. Each year we continue to reflect on how we can provide more opportunities for parents to become involved, supporting their children as learners or becoming learners themselves. Along with our Governors, who not only hold us to account but are extremely supportive, we are delighted to be the Co-Headteachers of Danson.





Visitors to the School comment on the positive atmosphere and the outstanding behaviour of the children. Ofsted (2019) recognised that,

*'The school is well led. It is a stimulating place in which to work and learn and 'a strong team ethic is across the school by year group and curriculum teams.'*

The School was recognised as a National Support School for many years. In this role, the School provided support for colleagues in other schools, both in Bexley and other Local Authorities. Danson continues to collaborate, work with and support other Schools.

We hope our handbook will give you an insight into our School, the joy and enthusiasm of our children as well as our commitment to the belief that your child at Danson will be nurtured, believed in, inspired, and will achieve.

Mrs Casey (BEd Hons, MA Education, NPQH, NPQEL) and Mrs Allen (BEd Hons, MA, NPQH, PQSI)



## Chair of Governors' Welcome to Danson

The Governing Body would like to welcome you to Danson Primary School.

The Governing Body has various legal duties, including helping to set the School's strategic direction, together with supporting objectives and policies approving how the School's budget is spent reviewing the progress made in attempting to meet these objectives.

In this, an important role is to support the Co - Headteachers and their staff in their efforts to provide the best possible educational experience for each and every pupil, whatever the individual needs might be. We are asked to act as a 'critical friend' – to challenge, if necessary, what is being done to meet the School's responsibilities.

Much of our work is conducted at termly meetings of our three main committees: The Staffing, Curriculum, and Finance and General Purposes committees all report to a meeting of the Full Governing Body.

Governors do not interfere in the day-to-day running of the school: if, at any time, you have any cause for concern, you must always contact the Co - Headteachers.

All Governors are encouraged, and expected, to visit and to get to know the school, to be in a better position to fulfil obligations - and to undertake training relative to their roles and responsibilities. The Local Authority provides excellent initial and on-going training courses and there are a number of websites providing a similar service.

It is an honour to be in a position to help make a difference to the success of Danson Primary but, at the same time, it carries a demanding responsibility. The Governing Body is committed to playing a full role in helping to create an excellent environment in which all of your children can progress according to their abilities – and who knows just how far these can be helped to develop – whilst, at the same time, enjoying the educational experience offered to them. We look forward to working with you as your child begins their learning journey in Danson.

Mrs Mash





## Pupil Voice-What do our pupils think of our School?

<b>PUPIL VOICE 2023-2024 - Conferenced by the Pupil Leadership Group</b>	
"When I see my friends and play with them."	Meher Year 3 Barfield
"I enjoy lessons from all the teachers, as they are amazing and explain things really well."	Mia Year 6 Darwin
"Playing with my friends and doing Maths."	Bailey Year 4 Blackman
"I like to come to school to see my friends and teacher and learn new things."	Jack Year 1 Owl
"I enjoy doing Art because you can be creative."	Emilia Year 5 Victoria
"My favourite thing is Maths because it is more fun and I like the teachers helping me."	Sofia Year 1 Owl
"Playing with my friends and playing with building blocks."	Corey Reception Elm
"It is lots of fun and it has amazing education. PE is also very fun."	Sonya Year 5 Henry
"PE and playing with friends."	Polina Year 3 Barfield
"What I like about Danson is that there is equipment at lunch and I like Maths."	Evelyn Year 2 Nightingale
"I like the library and writing but also making friends."	Divanshi Reception Ash
"I enjoy History and English and I also like the teachers."	Isabelle Year 4 Dahl
"Playing Harry Potter on the playground with friends."	Anika Reception Oak
"I enjoy computing and PE. In computing I like coding like when we did scratch. In PE I like dodgeball because we can practise aiming. The archery helped me improve my aim too."	Mustafa Year 5 Victoria
"All of the pupils and teachers because all the teachers are really kind and helpful."	Hollie Year 4 Rowling
"Playing with friends and I also like drawing and writing. I like drawing dogs."	Eva Reception Ash
"I like to come to school because I can be creative in my learning."	Penelope Year 3 Kapoor



“My favourite thing to do is Maths because it is fun and I also like English.”	Saachi Year 2 Pepys
“I enjoy science because in our topic about habitats we learn about living things and I like to learn about animals.”	Noah Year 5 Henry
“I like to learn all the subjects and I like that we go the library each week.”	Artlin Year 3 Brunel
“I like going on school trips because it’s fun and I like Maths because we play with water.”	Summer Year 1 Robin
“PE, Maths and playing with my friends and I like doing a lot of English.”	Emily Year 4 Blackman
“I like lunchtime and the times table tests. I love everything here but those two are my favourite.”	Yosha Year 4 Dahl
“I like music because we make a piano out of bananas. I like it when we do tests.”	Alara Year 2 Pepys
“I like the teachers. I like how the teachers don’t always tell me the answer when I am stuck, instead they give me advice.”	Hayden Year 6 Darwin
“I like seeing my brother in the playground and I like reading. I also like going to the home corner.”	Robin Reception Oak
“I like learning new things and running around on the playground.”	Roman Year 2 Shackleton
“I like to do Maths and learn new things.”	Evelyn Year 4 Rowling
“I like the library and writing but also making friends.”	Divanshi Reception Ash
“I like maths because you learn new strategies to get the answer. “	Thomas Year 3 Barfield
“I like English and also Maths. I like playtime because I like races.”	Ishaan Year 1 Owl
“I like the activities in PE because we have a variety such a football, netball, javelin and kayaking.”	Shiwen Year 6 Hawking
“My favourite lesson is Maths because it is fun and how the teachers help if I get stuck.”	Zach Year 2 Shackleton
“I enjoy doing PE because it’s fun and I like my teachers.”	Asees Year 5 Victoria
“I like the lessons and PE as I like being active and the different sports we do.”	Kyla Year 6 Darwin





"School is fun. I like English because I like writing."	Lily Year 1 Robin
"I like to express how I feel in my writing."	Archie Year 3 Kapoor
"I like all of the equipment. My favourite lesson is maths because I like the column method."	Rae Year 2 Nightingale
"I like writing about things I have done at school."	Rio Reception Ash
"I like to learn a lot in maths and expand my knowledge."	Elliot Year 4 Dahl
"I like to come to school to see my friends and teacher and learn new things."	Jack Year 1 Owl
"The teachers make the lessons enjoyable and they can be strict when they need to be but not all the time. I feel safe at Danson and I like the flipcharts, they make them clear to see."	Nuno Year 6 Hawking
"I like learning drawing because I can draw some things to show my new baby brother or sister."	Sayeed Reception Oak
"I enjoy History because you get to learn about the Earth's history and how it builds up to new civilisations."	Ethan Year 4 Rowling
"I like going on the field because I like football. I like going to assembly because I enjoy getting a certificate."	Freddie Year 1 Robin
"I like sometimes we get to work together. I like Music and DT."	Uthara Year 2 Shackleton
"I like art because I like drawing and making things on card."	Danielle Year 1 Sparrow
"I like to challenge myself in subjects to improve my confidence."	Ariya Year 5 Elizabeth
"I like to come to school to learn new things and play with my friends."	Maria Year 6 Franklin
"The learning is really fun and I like making the new friends."	Ayush Year 2 Pepys
"I like English because I liked writing about kangaroos."	Dylan Year 1 Sparrow
"Danson is very welcoming and the students are very nice. I Like PE because I enjoy being active."	Freddie Year 6 Franklin
"I like my friends and teachers. In English I like writing because I can use my imagination to write stories.!	Freya Year 4 Blackman
"I like that the teachers are kind and understanding and if you need help they are there."	Logan Year 5 Elizabeth
"I like that the teachers make learning fun as our lessons are interactive and we do a lot of learning as a class."	Nuno Year 6 Hawking





"I enjoy the big playground as it has lots of equipment and it is easy to use. I also like that the building is an irregular shape as it gives us more space."	Aian Year 3 Kapoor
"I like creative curriculum because I like history and the topics we learn."	Eloise Year 5 Henry
"I enjoy being in the book corner because I like to read."	Mahi Reception Elm
"I like the teachers because they are kind to us when we learn."	Kristin Year 3 Brunel
"I like PE because we got to be active and move around. We also play games like when we had a big circle of cones. We had to run around and then roll the point to a point to hit it."	Zara Year 1 Sparrow
"I like maths because sometimes it is easy and sometimes I get it wrong. I like the hall and the decorations that we put up for events."	Zainab Year 3 Kapoor
"I like playing races with my friends at playtime. I like writing on paper with a pencil because it is my favourite activity to do."	Aiden Reception Elm
"I like playing football on the field with my friends. I like to read the books in the library because I learn more things."	Taha Year 3 Brunel
"I enjoy playtime and all the equipment. I think the learning is great and thorough as the teachers teach us everything."	Sam Year 6 Franklin

### **PARENT VOICE 2023-2024 – Taken from Pupils' Summer Reports**

When my child started Reception, she found it extremely difficult, however with the support of her teacher and all of the lovely staff she gained confidence and began to walk into class happily. The staff at the gate were AMAZING at getting her into the classroom with their warm smiles and happy conversations and we will always be grateful for that. We are so pleased with Danson Primary School. Thank you for all your hard work during lockdown. We hope you all have a lovely summer holiday.

After attempting to home school for five months I can safely say you guys do an incredible job. We really appreciate the work it's taken to keep him as up to date with learning as you guys have. I have spoken to friends with kids who have had nowhere near as much school input in home school by their school. Google classroom and the daily activities have been very much appreciated. So, thank you all so much for the work this has taken.

I am very proud of my child's report and feel he has come a long way. He is very proud of his achievements big and small. He now tries his best at all learning even when not confident he has a good attitude to his learning now. Thank you for being amazing and showing my child that learning is fun!

Thank you for all the support you have given him this year before lock down and on Google Classroom. He has really enjoyed school this year and is excited about going into year 2.





We are proud of his accomplishments this year. His excellent grade all round on his report provides validation of his effort this year. We look forward to seeing what he can achieve next year.

We really appreciate the professionalism especially during these unprecedented times in coaching my child and also with her all round development both academic and personally. She has learnt how to express her feelings better to the teacher and take measures to calm down when she is upset. The school has helped immensely by providing an online platform in such a short period of time for the children to continue their education at home and also providing us parents with a new kind of norm.

We are extremely pleased with our child's school report this year, we loved reading the positive feedback on her progress. Thank you to her class teacher for being a great teacher and for being so encouraging to all the children on Google classroom. You have worked really hard to keep the kids motivated with completing their work and made home schooling much easier for us working parents, we really do appreciate it. Enjoy your summer!

I am very pleased with my child's end of year school report. Points mentioned in it brought a smile to my face, I felt very proud. I am very grateful for all the support and encouragement you have given him. He has grown in confidence and seen him becoming more independent in learning, all thanks to you and your strategy. We have been blessed in Danson Primary to have teachers like you. Thank you for all your hard work through the year and in these extraordinary times.

I'd like to thank all the teaching staff and the school staff at large for their work over the past (difficult) few months.

We are extremely proud of how well she has done this year. We have certainly seen her become more confident in herself all thanks to her class teacher. Her report was a very rewarding one to read. Here's to another successful year at Danson!

I want to thank you all for the wonderful memories that my child and I will take away from Danson Primary. You are an outstanding school and this has helped my child grow into the person she is today. It's heart breaking that my time as a parent has come to an end at Danson and I want to thank you from the bottom of my heart. You are all amazing teachers and the children in your care thrive to succeed. My child leaves Danson with a great attitude to learning and life in general. I would also like to thank the sports department for giving my child the opportunities, albeit cut short this year, in PE activities during and after school including tournaments. I am hoping as a Bexley Grammar School student she gets chosen one year to help out at Danson's sports day. I wish you all well and hope that school can soon return to normal for you all. You've all done an amazing job setting work for the children online and I am grateful that she had the opportunity to return to school for her few final weeks.



## Danson Mission Statement

At Danson we are committed to ensuring all children who attend our school are:

***Nurtured, believed in, are inspired and achieve.'***

## Danson Vision

Our Vision at Danson is for all individuals to:

- Foster a lifelong love of learning.
- Be inspired to achieve their full potential in all aspects of personal and academic development.
- Become good citizens who are prepared for the rapidly changing world that we live in.



***'Until you spread your wings you have no idea how far you can fly.'***

*(Our whole school motivational quote which encapsulates our whole school butterfly installation in the assembly hall)*

Our pupils have a range of experiences from a broad and balanced curriculum which shapes and develops them as confident, responsible, active and adaptable and independent learners. Through Danson's core values we are unwavering in our desire for all our pupils being committed members of our school community, working in partnership with our parents so that all pupils are the best versions of themselves, reach their potential and are





proud of themselves and their achievements. Every Danson Primary pupil will be prepared for full participation in the local, national and global community to enable them to make a positive contribution now and in the future.

Following our Ofsted inspection (April 2019), our aim is to ensure the school maintains its grade of good and move towards being outstanding. We consistently strive for success in everything we do, which benefits the staff we lead and has a positive impact on high quality teaching and learning across the school. We strongly believe that all pupils are equally entitled to a first-class education, whatever their personal circumstances, in order to fulfil their potential and develop as well-rounded individuals who are responsible and able to positively contribute to society. This will be achieved through an enriching, creative and child-led curriculum which stimulates and inspires a love of learning.

### Danson Values

-To make our school community a safe and happy place for **ALL**, children and adults, so that each child can learn and achieve to the best of their ability.

-At Danson Primary School we believe that every child has the right to learn, but no child has the right to disrupt the learning of others.

-To help each child develop an understanding of the need to care for others, the importance of:

<b>Kindness</b>	<b>Respect</b>	<b>Collaboration</b>	<b>Resilience</b>
<b>Independence</b>	<b>Honesty</b>	<b>Equality</b>	<b>Gratitude</b>
<b>Tolerance</b>	<b>Empathy</b>	<b>Courage</b>	<b>Friendship</b>

Including **perseverance** where appropriate.

-To help each child respect others and form good relationships with them. In particular, to appreciate the various social and cultural backgrounds within our school community.

-To help each child to respect their own and other's work or property, both in and outside of school.

## Danson Golden Rules

Do and be the best you can at all times.

Think before you speak and act.

Respect all staff and peers.

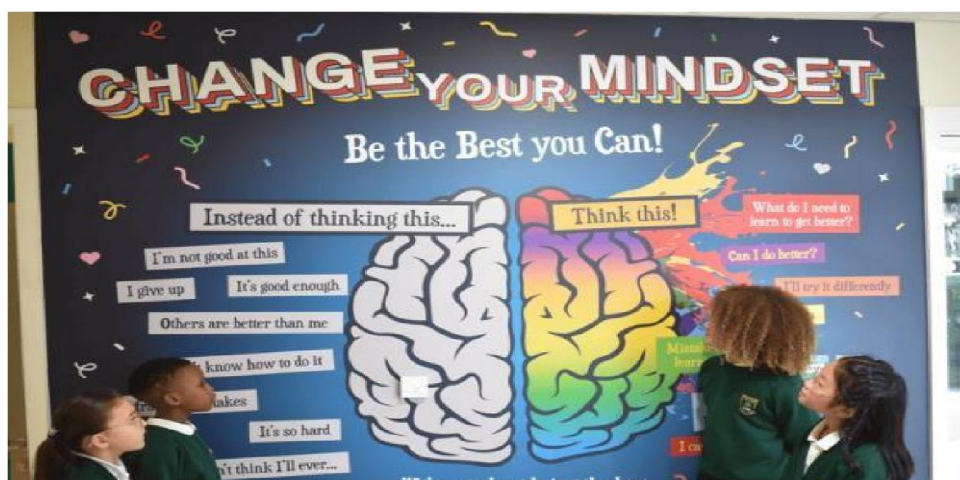
Always follow the school values.

Walk along the corridor in single file, calmly and on the left.

## Growth Mindset

At Danson we share and instil in our pupils the importance of having self-belief and remind them that they can do anything if they put their minds and effort to it. We want our pupils raised in stimulating environments with growth mindset messages reminding them they are capable of anything!

We believe in the power of having a growth mindset, the importance of brain plasticity and the power of 'YET'. We recognise the importance of pupils developing a growth mindset.



It enables them to keep going even when work is hard, they are persistent and show true **grit and effort** towards their learning.





At Danson we recognise the importance of mistakes when learning and that these should be celebrated. We understand and value that through mistakes in conceptual learning in helps our brains to spark and grow. We recognise the importance of our brains being challenged and the enjoyment we receive when solving problems.

### National Curriculum Intent

The School has a statutory responsibility to teach the subjects of the National Curriculum. These are divided in to the Core subjects: **English, Mathematics, Science** and Foundation subjects: **Art, Computing, Design Technology, Geography, History, Music, MFL and Physical Education.**

Danson has a broad, balanced and inclusive curriculum that is coherently planned and sequenced to ensure progression of knowledge, skills and understanding across the school. We encourage our children to ask questions that lead to a deeper level of thinking. Challenging, thought-provoking and engaging activities are facilitated by the teacher to stimulate the children and build on their prior knowledge. The organisation of all subjects ensures continuity, progression and connection across the curriculum with knowledge and skills being assessed termly.

We believe that learning needs to be purposeful, with opportunities for our children to use and apply their knowledge and understanding as a strong foundation on which to consolidate and extend their learning. Our curriculum is enriched by immersive and cultural experiences that build the character of each individual child. We make certain to reflect the diversity of our local community by providing our children with opportunities that they may otherwise not receive at home. Underpinned by the school's values, they grow in compassion and empathy through charitable giving and awareness of events across the world. We aim for them to become independent, resilient and responsible citizens who can positively contribute to society.



## Curriculum Intent

<p><b>English (Reading)</b></p> <p>To encourage children to become enthusiastic and critical readers of all forms of the printed word, both fiction and non-fiction, being encouraged to interact with the text analytically and thereby, hopefully, establishing a lifelong interest in reading, writing and debate.</p>	<p><b>English (Writing)</b></p> <p>To enable our children to express themselves creatively and imaginatively and to communicate with others effectively.</p>	<p><b>Maths</b></p> <p>For children to master the mathematical skills of fluency, reasoning and problem solving to gain the skills to be systematic and resilient thinkers and to be equipped with valuable life skills.</p>
<p><b>Religious Education</b></p> <p>To prepare children to be part of a community in which they develop their understanding of different faiths and religions.</p>	<p><b>Science</b></p> <p>To embolden children to think, act and grow as scientists in line with their own inquisitive nature; in order to provide them the opportunity to understand, question and change the ever-changing world they will grow to live in.</p>	<p><b>Art and Design</b></p> <p>To develop artistic skills and encourage children to express their creativity and individuality, inspired by their own and others' cultures.</p>
<p><b>Computing</b></p> <p>To develop skills necessary to become digitally literate and to communicate safely and to collaborate and create digital content.</p>	<p><b>Design and Technology</b></p> <p>To develop innovation, creativity and problem solving through an understanding of designs and their impact on daily life.</p>	<p><b>Geography</b></p> <p>As a multicultural school, we want the children to develop a mutual respect of all cultures, as well as learn key physical and human geographical features of the world.</p>
<p><b>History</b></p> <p>We encourage the children to develop the skills of enquiry and analysis to understand how the world in which they live has developed over time.</p>	<p><b>Languages</b></p> <p>To develop basic language learning skills, knowledge and vocabulary for global communication.</p>	<p><b>Music</b></p> <p>For children to grow in creativity and express themselves musically</p>





<b>Physical Education</b>	<b>PSHE</b>	<b>Early Years</b>
We aim for our children to develop their physical skills through practise and building of sporting values to develop a lifelong love for physical activity and healthy lifestyle to equip them for their futures.	For the children to become good, well-rounded citizens who are informed, educated and confident, and can build healthy relationships with others.	To provide the foundation blocks of lifelong learning and grow a love for learning to develop through life.

### SMSC

At Danson Primary School we recognise the importance of promoting and developing Spiritual, Moral, Social and Cultural understanding in order to support our children as they grow up, make decisions and aspire to be the best they can be and recognise that it is everyone's responsibility.

Our mission statement, 'Nurture, Believe, Inspire and Achieve' and the Danson Values underpin all of the work that we do at Danson Primary not only through all the curriculum subjects but also through the ethos of the school and through the development of positive attitudes to learning and behaviour.

We are confident that our SMSC provision is strongly enhanced through our mission statement and values as well as being threaded throughout our relevant, broad and balanced curriculum and purposeful learning experiences. It plays an intrinsic role in helping to shape and develop our children into confident, responsible, active, adaptable and independent learners.

#### **Spiritual Development**

As a school, we aim to provide learning opportunities that will enable pupils to:

- Sustain their self-esteem in their learning experience;
- Respect others and be respected;
- Develop their capacity for critical and independent thought;
- Foster their emotional life and express their feelings;
- Experience moments of stillness and reflection;
- Discuss their beliefs, feelings, values and responses to personal experiences;
- Reflect on, consider and celebrate the wonders and mysteries of life.

#### **Moral Development**

As a school, we aim to provide learning opportunities that will enable pupils to:

- Recognise the unique value of each individual;
- Listen and respond appropriately to the views of others;
- Gain the confidence to cope with setbacks and learn from mistakes;
- Take initiative and act responsibly with consideration for others;
- Distinguish between right and wrong;
- Show respect for the environment;
- Make informed and independent judgements;





- Recognise and respect the codes and morals of the different cultures represented in the school and wider community;
- Have the opportunity to explore and develop moral concepts and values.

### **Social Development**

As a school, we aim to provide learning opportunities that will enable pupils to:

- Develop an understanding of their individual and group identity;
- Learn about service in the school and wider community;
- Feel part of a community;
  - Interact with all staff in school and with visitors to the school in an appropriate and polite manner;
  - Respond to the opportunities being offered, to show initiative and to take responsibility for their own learning in the school community;
  - Use the skill and qualities of team building through the development of self-confidence, co-operation, sensitivity to others, reliability, initiative and understanding.
  - Recognise and respect social differences and similarities.

### **Cultural Development**

As a school, we aim to provide learning opportunities that will enable pupils to:

- Recognise the value and richness of cultural diversity in Britain, and how these influenced individuals and society;
- Celebrate the richness of culture and tradition;
- Develop an understanding of their social and cultural environment;
- Develop an understanding of Britain's local, national, European, Commonwealth and global dimensions;
- Show kindness and care to all their peers.

## **Opportunities for deeper and immersive learning at Danson**

At Danson we are delighted to host immersive whole school themed weeks to promote and encourage deeper learning. Examples of these across the year include:

- Maths week
- Science week
- Book week
- Sports week
- Financial Awareness week
- Safer Internet week
- Curricular themed weeks/trips
- Curricular themed visitors to school





## Sport at Danson

At Danson Primary School, Physical Education is led by our full time Sports Instructor to ensure all children get the highest level of physical education possible. The Sports Instructor also works closely with teachers to raise PE standards throughout the school. Swimming lessons for Year 5 and Year 6 take place at Crook Log Leisure Centre.

Our aim in Physical Education is to help the children learn more about their bodies through a programme of sporting fitness incorporating gymnastics, athletics, swimming, dance and games. We actively promote healthy lifestyles so that children learn how to be healthy now and when they are adults.

A full competitive sporting programme has been developed with children from all years encouraged to take part at whatever level they can. A positive social attitude towards team games is fostered enabling the children to understand the importance of teamwork and co-operation.

Danson partakes in many local sporting events. We have several links to sporting clubs which include:

Charlton Athletic Football Club

Bexley District Cricket

Dartford Rugby Club

Dartford FC

BBHC Hockey

DJS Taekwondo

Kent Skills - Dance

Bexley District Football

## Music and Art

At Danson we encourage the children to develop a creative flare, using a wide range of styles and media. We teach Art and Design through our Creative Curriculum topics throughout the school, ensuring that we get to embed the learning fully through all topic areas. The children also enjoy creating their artwork for display at gallery events.

We work with Bexley Music to introduce pupils to a wide variety of musical styles and encourage them to respond to the music. Listening skills are increased by playing a range of instruments. Music also plays an important part in productions that occur throughout the



year. The children enjoy showing their new skills to their parents in assembly. Children have the opportunity to take part in community events.

### Religious Education

The school teaches the Bexley Agreed Syllabus for Religious Education. We aim to teach the children traditions of Christian beliefs as well as different religions, learning about how stories from different faiths and beliefs impact on their daily life and how we can reflect and learn from these. The school has strong links with St John's Church and the children enjoy and learn from the visiting Bexley Christian Fellowship. Parents have the right to withdraw their child from participating in collective acts of worship, and from the RE programme, following discussions with the Co - Head Teachers.

### Pupil Voice

We strongly encourage our children to become involved and listen to their ideas and opinions. As a result, there is a very active Pupil Leadership Group, Schools Council, Sports Council, Anti Bullying Ambassadors and Eco-Warriors. The Pupil Leadership Group (Head and Deputy Boys and Girls) meet with the Co - Head Teachers monthly to feedback pupil and School Council views. Regular updates can be found on the school newsletter and website.

### House Representatives

At Danson all children become part of a School House, with a House Master who oversees each one. The four Houses at Danson are:

Slieve Donard - Green

Snowdon - Blue

Ben Nevis - Yellow

Helvellyn - Red





The House Captains jobs are as follows:

- To be a direct link from House Masters to House Captains to house groups.
- They will pass on information to houses about House Events.
- They will encourage students in their houses to get involved in House Activities and will be expected to lead by example, taking part themselves wherever this is possible.
- They will come up with fundraising activities for the school.
- They will meet with their House Masters termly.

### Admissions Policy

Parents considering an application to the School are encouraged to attend our specific **'Open Mornings, Afternoons and Evenings'** during the year which are advertised on our Yearly Planner on our website. The Admissions Policy is determined by Bexley Council and details are available from the Admissions Team at Bexley. In the first instance, admission to School is on parental preference, provided that there are appropriate places available. Your child's allocation to a class will be based on the professional judgement of the Class Teachers and Senior Leadership team. Friendship groups, siblings and contextual information will all be taken into consideration but **the final decision rests with the school** and is supported by the Governing Body.

### School Policies

Our School policies help to define a consistent set of rules, regulations, procedures and protocols. Some of key policies include:

- Admissions Policy
- Anti-Bullying Policy
- Behaviour Policy
- Charging and Remissions Policy
- Equality and Inclusion Policy
- E-safety Policy
- Medicines Policy
- Safeguarding and Child Protection Policy
- SEND Policy



- Accessibility Policy
- Parent and Visitor Code of Conduct

School policies can be downloaded from the School's website or a paper copy requested from the School Office.

### Discipline and Behaviour

At Danson we believe that a community operates best when ALL of its members understand what is expected of them, and that each person in that community should be responsible for their actions at all times. School rules are discussed and reinforced regularly with individuals, through class discussions and assemblies. We place great importance on good manners and believe that the vast majority of our children and parents behave very well and are a credit to their home and school.

We regularly receive favourable comments with regard to the good behaviour of our children when visitors come or when our children go on educational visits.

### Aims:

-To make our school communities a safe and happy place for **ALL** children and adults, so that each child can learn and achieve to the best of their ability.

-At Danson Primary School we believe that every child has the right to learn, but no child has the right to disrupt the learning of others.

-To help each child develop an understanding of the need to care for others, the importance of *kindness*, *honesty*, *gratitude*, *tolerance* including *perseverance* where appropriate.

-To help each child respect others and form good relationships with them. In particular, to appreciate the various social and cultural backgrounds within our school community.

-To help each child to respect their own and other's work or property, both in and outside of school.

(Please refer to the Behaviour Policy for further details)





## Working in Partnership with Parents

We expect all parents/carers to adhere and support the Parent/Carer/Visitor Code of Conduct, Home School Agreement and Danson School Rules. Failure to comply with this policy could result in your admission to school grounds being revoked.

We ask that all parents support the school in matters of discipline, as it is crucial that home and school work together. Please impress on your child that it is unacceptable and against school rules to hit out at another child. Any problems between children should be brought to the attention of the supervising adult in the playground at the time or the Class Teacher and in more serious instances, to the Year Group Lead for the cohort who will then raise it to a member of the Senior Leadership Team if they deem it necessary.

It is also never advisable for the parents of children experiencing such difficulties to sort the matter out between themselves, as this can exacerbate the problem. We believe that no individual has the right to adversely affect the work, play or well-being of others. Physical or verbal abuse, bullying, racist behaviour, insolence etc. will not be tolerated, as we intend to uphold our high standards of behaviour.

## Additional Education Needs

At Danson, we take pride in creating an effective and supportive learning environment, through an adaptive, creative and differentiated curriculum. We understand the importance of working in partnership with parents and encourage parental involvement in their child's learning, as well as fostering opportunities for the children themselves to be actively involved in their own learning. Early identification of a child's needs is made through discussions with parents, pre-school settings prior to school entry, class teachers and the SENCO. Individuals are monitored through teacher assessment, pupil progress meetings and provision mapping. When appropriate, referrals are made to specialist services or medical professionals.

Our aim is to nurture children's talents and abilities, believe in the potential of all pupils, inspire resilient enthusiastic learners and enable every child to be happy, confident and achieve.



Advice and support are available for a range of additional needs. Through equality of opportunity, teachers plan to include all children within the class. Intervention programmes are planned throughout the day. An online Maths programme is timetabled for Key Stage 2 before School.

### Equality of Opportunity

We aim to ensure that every child has access and the opportunity to engage with all areas of learning.

### Home Learning

Practising skills at home, whilst not compulsory, enhances learning and provides the opportunity to consolidate understanding. The Department of Education has set out guidelines about the amount of homework for each age group. At the very minimum we expect regular reading practice in order to encourage the love of books and accelerate progress. Every September, parents are invited to attend an information afternoon which sets out the content of the curriculum for the particular year group and expectations for the year. Parents tell us that they enjoy these sessions and often refer to the relevant handouts about upcoming topics and timetables.

### Medicines in School

In line with LEA policy, medication is administered in school only in exceptional circumstances. Sometimes a child may be recovering from a short-term illness and is well enough to attend School, although still taking medication. It is very important parents bring the medication to the office every morning and complete associated medical forms.

Parents are expected to collect their child's medication at the end of each term to check quantities and expiry dates. This should then be returned to the office where any relevant paperwork will need to be completed. It is the parents' responsibility to update the School Office with any changes to the medical needs and requirements of their child. (Please refer to the Supporting Pupils with Medical Needs Policy for further information).





## Delivery and Collection of Children

Parents are asked to consider the following points in order to help us ensure the safety of the children and maintain the smooth running of the school. Children should be in their classrooms promptly on time each day. This allows the day's work to begin smoothly and calmly. If you are late, the parent/carer **MUST** sign your child into school using the Inventory System at the School Office. Lateness is monitored rigorously at the start and end of every day. Persistent lateness will result in letters being sent home to parents from the Education Welfare Officer. We place great value on punctuality in our school and we consider it discourteous to disrupt the learning of other children. During morning drop off, parents are reminded that the school is only **legally responsible** for their child's safety when they are presented to a staff member at specified gates. Parents **must** ensure their child safely crosses the school threshold.

Only guide dogs will be permitted on site at any time, providing they are with the person who requires the support of the guide dog. **NO OTHER DOGS ARE PERMITTED.**

Responsibility for childcare arrangements, both before and after school, rests with the parents and not the school. Children should be collected promptly at home time. If there are changes to collection arrangements, please contact the office by **2.45pm** via telephone to ensure the class teacher is informed and the pupil is aware. In the case of a delay please contact the School Office where your child will remain until you arrive. If you are more than **15 minutes late**, your child will have to attend the After School Club and you will be charged for the entire session. If there is repeated lateness, Social Services may be contacted.

## Walking to and from school unaccompanied

When children reach Year 6, some parents like to give them more responsibility by allowing them to walk home alone or with a friend. While we as a school promote independence in our children, we are always mindful that safety and security should come first, particularly as the evenings start to get darker.

Only pupils in year 6 can go home on their own provided that both the school and family have no concerns about the child's ability to keep themselves safe, that the dwelling is within a





reasonable walking distance and the school receives permission in writing from the parent/carer.

To enable your child to walk home from school you must complete the application form that will be sent out to you by the school. During the application process the school will review your child's behaviour in school, identification of route, location and time to be travelled.

Parents should ensure that their child understands the Green Cross Code/Road Safety, is aware of stranger danger and clearly understands what action to take in case of an emergency. It is advised that children of primary age walking home alone go straight to an agreed residence and do not go home to an unsupervised dwelling.

Parents must ensure that they have discussed the procedures they have in place with their child in the event of an emergency or a school closure and have mechanisms in place to check with their child that they have safely presented themselves to a staff member and crossed the school gate threshold.

### Attendance/Absences

We follow Bexley Council procedures for attendance and lateness. We expect all children to have a minimum attendance of 96% by the end of the year. Parents/guardians should be aware that Ofsted have identified attendance as a key factor in pupils' underachievement and as a school, we whole-heartedly support this. We expect parents to hold this in the same high regard as Danson, in working in partnership with the school.

Please telephone (020 8303 1858) or email ([office@danson.bexley.sch.uk](mailto:office@danson.bexley.sch.uk)) the School Office on the first day of absence by the start of the school day at 8:45am stating the reason for absence and symptoms. If the illness is contagious, the school must be notified immediately. We work closely with the Education Welfare Officer checking the registers regularly and monitoring all absences. Persistent absenteeism or lateness could result in parents being invited into Attendance Surgery or Fast Track meetings to discuss the importance of attending school regularly. Bexley Council's policy 'Every day counts' explains that only in very special circumstances will permission for an absence be authorised.





Holidays in term time **will not** be authorised. The school follows the DFE and Local Authority guidance regarding holidays taken during term time. The Education Welfare department from the Local Authority manage all fines that are issued.

### Illness/Injury

If your child is obviously unwell, the best place to be is at home as they will be very unhappy and unable to cope with school. If the illness is infectious, other children and the teachers may become ill.

Parents are asked to ensure that their children have sufficient sleep and a reasonable breakfast so that they are able to start the day successfully. If your child is taken ill at school, we may need to contact you, so please ensure that we have current emergency telephone numbers and details recorded on Arbor. **If your child has had sickness and diarrhoea, they cannot return to school until 48 hours after the last event.**

If your child suffers a minor injury at school, we administer simple first aid treatment. In the event of a more serious injury, we would contact you to take him/her to your G.P. or local hospital. In extreme cases, if we were unable to contact parents, we would phone an ambulance and accompany the child to hospital.

If your child has sustained a significant injury or bone breakage at home, they must be presented by prior arrangement to the School Office with a parent/person designated by the parent to complete a Care Plan/Risk Assessment before they are reintegrated back into School. Failure to do this will result in your child being unable to attend School until this has been completed.

If you are unsure whether your child should attend School following an injury/bone breakage, please contact the School Office for more information.

### Parent/Carer Contact Information - Safeguarding

It is the responsibility of the parent/carers to let the School Office know of any changes to contact numbers, home address or email addresses. Failure to do this is a safeguarding issue.



**Please make sure the School Office have your up to date phone numbers and email address for you and any designated adult who has responsibility for your child's welfare in your absence.**

### **Contacting Parents**

Class Teachers are available at the end of every day to touch base with you on your child's day if necessary.

As a school, we use an auto text and emailing system to contact parents with emergency information, key reminders about events or themed weeks that the school hosts. Please make sure your details are up to date.

If your child has been unwell parents/carers will be phoned in the first instance, a text message will then be sent if contact cannot be made. If your child sustains a minor head injury, parents will be contacted via email only unless deemed otherwise by the lead first aider/School Office.

Our aim is to become a paperless school, so the majority of School communications are sent via email. Examples of these include: Newsletters, Clubs, Parents' Evening and events, forthcoming trips and school journeys. All emails can be replied to or completed by using links in the communication if requested, or you are welcome to print and return if you prefer.

### **Contacting the School via email**

Please use the [office@danson.bexley.sch.uk](mailto:office@danson.bexley.sch.uk) email if you wish to contact the school regarding school sporting events/trips or to make an appointment to speak to your Class Teacher. The office team will endeavour to check this account daily and will aim to respond within three days of receipt. Please be aware within busy periods in the school calendar this may not always occur and we respectfully request your understanding. If you have not received a response within this timeframe, it is only then you should contact the School Office. Any other correspondence sent into the office email account will be responded to within 5-10 working days.





## Payments System

Danson is a cashless school, we have an online school shop/payments system, Arbor, which enables you to make payments to the School for Breakfast and After School Club, swimming, and school trips. You can get more details of this from the School Office. Please note cash or cheques will not be accepted for these aforementioned payments.

## School Closures

If the school is closed due to **adverse weather conditions**, the school will notify you via text and email. It will also be posted on the school website and Opencheck

<https://opencheck.atomwide.com/default.aspx> (DfE number:303-2002)

If the school is closed in an emergency situation for example due to emergency building works-heating/electricity, you will receive a text message and then an email to notify you.

## Food in School

There are two options for lunch in school. Our School dinners are cooked on site by The Contract Dining Company (which is a pork free menu, which includes a vegetarian option), or parents can provide a packed lunch. Changes to your child's lunchtime option can only occur on a weekly basis. Parents must inform the School Office of this change in advance via phone, email or note. If your child has any allergies and wishes to have a school dinner an additional meeting with the catering company will be required before they are permitted to have a school dinner.

## School Dinners

All pupils in Reception, Year 1 and Year 2 are entitled to 'Universal Free School Meals'. For children in Years 3-6 the cost of the school meal is currently paid by the London Mayor's Free School Meal Scheme, meaning all children at Danson are currently entitled to a free hot meal. We would ask parents to strongly consider the children having the hot food option each day as this can aid to your child's concentration during their afternoon sessions. Your child may be entitled to free school meals and for assistance under the Pupil Premium Scheme, please



ask the School Office for a form, if needed. They will be more than happy to assist you. The school benefits financially for every child that qualifies for free school meals.

### Packed Lunches

Packed lunches should be filling, healthy and nutritious to enable your child to have the energy needed to continue their concentration into the afternoon. At Danson we endeavour to ensure that all children eat a healthy lunch. This means that fizzy drinks, sweets or chocolate spread are not permitted in lunchboxes. A high number of our pupils have food allergies so we respectfully request that **no nuts or peanut butter** are contained within your child's lunch.

### Snacks and Drinks

During the school day, pupils have unrestricted access to water. The Government provides free healthy snacks for children in Early Years and KS1. This can range from apples to pineapple to dried fruit. If your child is in KS2 you can provide them with a healthy snack for them to have at playtime. This should be stored in their bag, not in their lunchbox.

### Charging Policy – Please refer to the Policy on the website

For curriculum-related activities and relevant educational day visits, a voluntary contribution to cover essential costs will be requested from parents. However, no child will be excluded from these activities on financial grounds, and School funds will be used to pay for, or subsidise the costs. The School will monitor the amount necessary to subsidise educational visits. Any family experiencing difficulties should contact the Head Teacher. Feasibility letters will be sent out to parents to gauge interest/uptake in the proposed trip/event. The School reserves the right to cancel trips where contributions are low.





## Valuables in School

Children are not permitted to wear any jewellery to School. Where ears have been pierced, only studs, size 3mm and round in shape are allowed to be worn. Watches should only be digital or analogue, they should not be 'smart watches'. Mobile phones are only permitted for those children who have been given permission to walk home. These must be handed to the class teacher upon arrival at school.

## Lost Property

All items of clothing should be clearly marked. Each year group have their own lost property box. After we have had the items for two weeks they will be either: sent to recycling, added to the second-hand uniform sale or kept in school for use in emergencies e.g. when a child is sick or requires a change of clothes.

## Uniform

At Danson we believe that uniform is an important part of being a member of the school community. We are a school to be proud of and reflect this in the appearance of all pupils.

### Our School Uniform is:

- Tailored grey trousers (boys or girls), green skirt or pinafore. In the summer term, children may wear grey shorts or a green/white gingham dress as the weather dictates. Winter uniform should be worn from Autumn Term 2
- Plain white polo shirt or branded school white polo shirt.
- Girls' black or green tights, white knee-high socks (Years R-4), -black knee-high socks (Years 5-6). Ankle socks may be worn in the summer.
- Boys' Black socks (No multi coloured/patterned socks are permitted).
- Green round neck plain or branded school sweatshirt or green plain or branded school cardigan.
- Green branded school fleece (optional).
- Green branded school reversible jacket (optional).
- Dark coloured winter weather appropriate coat/anorak (Reflective arm bands are permitted).
- Plain black, closed toed shoes (not above the ankle).
- School cap (optional).



### **Hair and Accessories**

For health and safety reasons, we ask for longer than shoulder length hair to be tied back. - hair ribbons/bands in school colours (green/white/black) **ONLY**. Pupils should style their hair in a way that is appropriate for school yet makes them comfortable although hair dye, fashion haircuts, nail varnish and tattoos are not permitted.

No jewellery should be worn except for small studs. Jewellery and head wear may be worn for religious or medical reasons following discussion and agreement with the Head Teachers.

Earrings should not be worn on PE or swimming days unless children are able to remove them by themselves.

Medi alerts jewellery may be worn with arrangement.

Watches are allowed, but please note that smart watches are not.

### **PE Kit**

#### **Our Uniform for PE is:**

- Plain or branded white T-Shirt.
- Green shorts (purchased from JK Clothing).
- Green branded or plain tracksuit top (all purchased from JK Clothing), black tracksuit bottoms.
- Plain black or white trainers or plimsoles.

### **Swimming Kit (Year 5 or Year 6)**

#### **On Swimming Days, children should bring with them a:**

- One-piece swimming costume or swimming trunks (on the knee or above)
- Swimming hat -initially provided by the Leisure Centre – replacement at a cost of £2
- Towel
- Pair of Goggles (optional)

#### **The following must NOT be worn/used in school:**

- Jeans
- Nail Varnish
- Aerosols of any kind





### **School Uniform Suppliers:**

All Uniform items are available from JK Clothing in Blackfen. The contact details are:

JK Clothing  
14 Wellington Parade  
Sidcup DA15 9NB

Contact number: 020 8303 3136

[www.jkclothing.net](http://www.jkclothing.net) (Web password dps693)

**All children must adhere to this uniform policy as part of the Home School Agreement. The child's Class Teacher will contact parents in the first instance if this is not the case to provide guidance/support to fulfil this policy. Parents will be given time to adhere to the rule. Failing this, parents will be invited to attend a meeting with the Co - Head Teachers and Chair of Governors.**

### **School Bags**

School bags should be a sensible size based on the age of your child and fit for purpose.

### **Hot Weather/ Sunscreen**

As a school, we do not administer sunscreen to the children. This must be done by a parent/responsible adult before school. Once a day/single application creams are available. Please ensure that your child brings in a sunhat (Danson School colours) and a bottle of water every day.

For children who attend the afterschool club provision parents/carers may hand a bottle of sun cream, clearly labelled with the child's name, to the staff at the club. Children **MUST** be able to apply the cream themselves.

### **Second hand uniform**

Good condition used uniform will be available to purchase for a small donation several times during the school year. Parents will be notified via email when these events will occur.

## **Newsletters**

We send information letters regularly during the school term, usually on a Friday. All newsletters can be downloaded from the School's website.





## The Role of Parents and Guardians in the Life of the School

At Danson we believe that a positive working relationship between home and school is crucial if children are to fulfil their potential and both parents and teachers have a mutual interest in ensuring their children achieve. Communication is a two-way process and at Danson we are constantly reflecting and reviewing the quality and quantity of the information we provide for parents and how this might be further improved.

We need parents to keep us informed of any significant changes in home circumstances and to let us know at an early stage when there are concerns or worries.

Parents taking an interest in the topics that children are currently studying in class, supervising homework and, when possible, taking children to public libraries, museums and places of interest, all help to enrich their primary education during weekend and school holidays only. As a school, we will continue to explore ways in which the home/school partnership can be further improved and are very appreciative of the support our parents give to us.

### Working in Partnership with Parents

We welcome the parental contribution that our parents make to school life. We would actively encourage parents to become involved in the daily life of the school. If you have a particular skill or talent that you feel would be of great benefit to the School, please let your child's Class Teacher know. During the year, we have themed weeks linking to our Core and Curriculum subjects. Your jobs may link into these weeks for example people who help us- doctors, nurses, firemen, dentists, police, or jobs that have links to Maths e.g. accountants, businesses, builders and surveyors. You may also have a love for reading, volunteers would be greatly appreciated.

### At Home

Being partners with you in your child's education is a key recipe for success. Parental involvement at home can take many forms. We provide Learning Journals in Reception and as part of their transition into Year 1. This enables your child to share the learning that they





do from School to home. Google Classroom is updated on a regular basis from your class teacher to support you and your child with their learning.

### Contacting the Class Teacher

Teachers are available on the playgrounds if you have a brief question or query. In your child's reading Home School Contact book, there is a section where notes to the class teacher can be made. It is important to note that responding to these notes will not always be immediate. Reading with your child and them becoming proficient readers is key to their success in both school and the world beyond. Reading is so important whether you are in Reception or Year 6. We recommend reading every night with your child.

### Meeting with the Class Teacher

At Danson, we have an open-door policy and appointments can be made at a time that is convenient for both the teacher and parent. Please remember that the start and end of the school day are very busy times for the teachers. So please ensure any information that needs to be shared is done as a letter/note or alternatively via the School Office. Teachers are usually available at the end of the day only for a brief informal meeting, if necessary. Should you need a more private meeting please contact the Office for a mutually convenient appointment.

### Parent Consultations

We offer various types of Parent Consultations. On the Yearly Planner, dates are set for:

- Information Afternoon-**September (Years R-6)**
- Stay and Play Sessions-**October (Reception)**
- Parent Interviews-**End of October**
- Open afternoon-**December**
- Learning Journey Review-**February**
- Open afternoon-**May**
- Annual Reports-**July**



## Links with the Local and Global Community

We strongly encourage our children to feel a sense of responsibility for the community in which they live, as well as to the wider community. We have regular visits from the Police, Fire Service and representatives from a wide range of organisations. We also enjoy going out to visit our local community businesses.

We have had a Global link for several years with a school in Malawi and complete themed sessions/afternoons during the school year to learn and share in Malawi culture and experiences.

Fund-raising activities are undertaken on a regular basis in order to raise our children's awareness of those less fortunate than they are. Our families are always unfailingly generous. We are delighted to be involved in raising funds for a number of charities/causes, which include the following:

- Great Ormond Street Hospital
- British Legion Poppy Appeal
- Guide Dogs for the Blind
- Food for the Homeless
- Heart Foundation
- Bexley Deaf Centre
- Children In Need

## Transfer to Secondary Education

During the Summer term in Year 5, parents are invited in to an evening information meeting. Procedures are explained and the deadlines for choices discussed. All Secondary Schools have Open Days in the Autumn term and parents and Year 6 children are encouraged to attend before final decisions are made.





## Music Tuition

We have links with Rock steady and lessons can take place during the school day.

## Extra-Curricular Activities

At Danson we aim to offer a range of Extra-Curriculum activities. These clubs are so important mixing fun with quality learning experiences in many areas. These activities are provided to help children develop both socially and emotionally and to acquire new skills and knowledge. Most importantly, these activities are provided in hope that children will realise their interests and talents, broaden their experiences and choose to follow some of these activities long after their primary years.

Clubs range from drama and music to languages, art and a variety of sports. Children really enjoy the clubs both for what the club is offering and for the social aspects. These clubs are run by our staff and our specialist Sports Instructor throughout the year in six-week blocks. We aim to offer each Key Stage two options for each block. Parents are able to sign up for these activities via Arbor when the information is shared with them.

We also use external providers to deliver opportunities for extra sporting activities. Parents sign up for these opportunities directly with the companies providing them.

## Breakfast and After School Club – Wrap Around Care

We offer a wraparound care provision, which is run by our staff, meaning the children know the adults that are looking after them, whilst parents can go to work knowing their child is with a familiar person. The provision is heavily oversubscribed and places are allocated on a first come first serve basis. Fees are currently £5.50 for Breakfast Club and £12.00 for Afterschool Club T&Cs apply. Fees are reviewed annually. More information is available from the school office.

Breakfast Club begins at 7.30am.

After School Club finishes at 5.45pm.

(Please contact the School Office for further information)



## School Sessions

	Reception	KS1	KS2
<b>Gates Open</b>	8.30am	8.30am	8.30am
<b>Gates Close</b>	8.42am	8.42am	8.42am
<b>School Starts</b>	8.45am	8.45am	8.45am
<b>School Ends</b>	3.05pm	3.10pm	3.20pm

## No vehicle movement

**Front Gate-8.25am-8.50am/3.00pm-3.40pm.**

**Back Gate-8.25am-8.50am/3.00pm-3.40pm.**

## Danson PTA

The aim of The Parents' Association (PTA) is to enhance the education of the children at Danson by providing and assisting in the provision of facilities that are not normally provided for within the reducing Local Education Authority budget.

The PTA organises many social and fundraising events and enjoys wide support from both parents and teachers. Its very existence highlights the importance we attach to the partnership between home and school. The activities of The PTA encourage extra-curricular links between pupils, parents, and teachers

The PTA are always looking for new ideas and ways of raising funds for the school. If you are able to contribute in any way to ensure the continued success of The Parents' Association, we would like to hear from you - donations of time, ideas, facilities, and prizes are all very welcome. A current contact list/email addresses for the PTA committee is available from the School Office.





## Safeguarding Children in Education

Danson Primary School follows Bexley's policies and procedures for recruiting people that work in school. There is a designated person who is responsible for Safeguarding/Child Protection within the school; currently this is the Co-Head Teachers.

**We are committed to making sure all members of our school community are safe from harm.** All employees and volunteers are required to complete a criminal record check in the form of a DBS check. Staff will be informed of the school's child protection policy at their induction and a visitor pack is provided to those volunteers, supply and agency staff.

Staff and visitors are expected to follow a code of conduct and should act in a professional manner at all times. The school has a whistleblowing policy accessible by staff at all times. The school also has nominated adults where low level concerns about an adult can be reported to and appropriate next steps followed.

All staff know how to recognise possible abuse both within school and externally. All staff at Danson have read and understand the school's Safeguarding & Child Protection Policy and receive regular training.

### What do we do to promote safeguarding?

- Anyone with a concern, reports this promptly to Mrs Casey/Mrs Allen/Miss Bell (the school's Designated Safeguarding Leads). In Mrs Casey/Mrs Allen/Miss Bell's absence, concerns must be reported to a member of the Senior Leadership Team who are Safeguarding Deputies: Mr Tupper, Mrs Stephens, Miss Herdecka, or Mrs Stevens.
- Year Group Leads, Lead MDM Supervisors, Wrap Around Care Leads, PPA cover staff are also trained as Safeguarding Deputies.
- We have strong links with Children's Social Services forming part of a co-ordinated approach to Safeguarding in Bexley.
- All adults in school wear identity/visitor badges so that they can be quickly identified.
- All visitors to site have coloured coded lanyards to identify themselves to others in the school building
- Our school site is kept safe and secure. Only authorised visitors will be allowed into school.



- All staff have read and understand the Child Protection & Safeguarding Policy and are trained annually to identify signs of abuse and understand the processes of reporting concerns.
- We operate safer recruitment processes aimed to deter and prevent abusers from making contact with the pupils at Danson.
- Children trust the staff at Danson and know that they can speak to any adult if they have a concern.
- We are an accredited National Online Safety School and support both our pupils and parents on how they can ensure their child is safe online.
- We have a clear 'Whistle Blowing Policy' to ensure that all concerns are reported and can be acted upon.
- We are an Operation Encompass school providing support where necessary to notifications of incidents provided by the police.
- We are an Anti-Bullying Alliance School and aim create an inclusive environment for all pupils and work with all members of the school community to create an ethos and culture of kindness and respect that permeates every aspect of school life.
- Our selected Anti-Bullying Ambassadors wear purple high-vis jackets during playtimes so the children know who to talk to.
- We work with outside agencies such as NSPCC and SCARF to provide workshops that educate our children on how to stay safe, healthy and to share any worries with a trusted adult.

### **The "PREVENT" Duty and Radicalisation**

It is essential that staff are able to identify children who may be vulnerable to radicalisation, and know what to do when they are identified. This is part of our wider safeguarding duty and concerns are reported to Mrs Casey/Mrs Allen. All staff have had 'Prevent' training. We aim to build pupils' resilience to radicalisation by promoting fundamental British values and encourage our children to debate and challenge extremist views in a safe environment.

### **Who is the Designated Safeguarding Lead?**

Mrs Casey (Co- Head Teacher), Mrs Allen (Co- Head Teacher) and Miss Bell (Family Liaison Officer) are the Designated Safeguarding Leads.





Designated Safeguarding Lead	Mrs Casey- HT Mrs Allen-HT Miss Bell-FLO
Deputy Safeguarding Leads	Mr Tupper – DHT Miss Herdecka- AHT Mrs Stephens- AHT Mrs Pettifor - SENCO Mrs O’Hara - H+S/Early Years Miss Jones- PL + KS2 Mrs Stevens-Business Manager Mrs Meredith-Wrap Around Lead Miss Jesney- HLTA/Lead MDM Supervisor Mr Corley-Sports Coach
Safeguarding Members	Miss Tuffley- KS1 Mr Welsh- KS2 Mrs Beazley Mrs Foskett-HLTA Mrs Newman- Wrap Around Duty Mrs O’Boyle-School Office

### Use of Mobile Phones

All mobile telephones are turned off, and at the least, they should be turned to silent and should not under any circumstances be used whilst on school grounds/in the school building. This includes the taking of photographs of your child or any of their work. The taking of photographs or videos is not permitted under the LGFL E-Safety Policy:

**Mobile phones and tablets should not be used to take photos or videos when inside the school grounds without the prior consent of the Head Teacher to ensure the Safeguarding and Child Protection of our pupils. Use of such equipment contravenes Section 6 ‘equipment and digital content section’ of the LGFL E-Safety Policy.**

***‘The recording, taking and sharing of images, video and audio on any mobile phone is to be avoided except where it has been explicitly agreed otherwise by the Head Teacher.’***

**Anyone found in breach of this rule will be asked to leave the premises immediately.**

Please refer to the e-Safety Policy for further information.





## Formal Complaints Procedure

The good relationships we enjoy with our parents mean that any concerns regarding school matters are usually resolved at an early stage, either via the class teacher or, where appropriate, through Senior Leadership team and/or the Co - Head Teachers. It is hoped that this will deal with the matter swiftly and on an informal basis.

However, if attempts to settle the complaint informally are unresolved, the Co - Head Teachers will supply the complainant with copies of the relevant documents explaining the arrangements for considering complaints and advise the complainant that if he/she wishes to pursue the complaint to write to the Chair of Governors at the school address or via the Clerk to Governors at Civic Offices, Broadway, Bexleyheath, Kent DA6 7LB. (Please refer to Complaints Policy).

