



Welcome To



Abbey Court School

Key Stage One





## Basic information

### Who is the Key stage 1 Leader? – Claire Wilson

If you have any worries or concerns at any time, or just want to tell us some important news you are welcome to telephone the school where the office staff will pass on any messages to the class teacher or relevant member of staff. You are also welcome to email the school office with any messages you wish to be passed on.

Pupils are provided with a Home School contact book which will travel to and from school with them. You may want to write to teachers or the Key Stage Leader via the home school contact book. Any information to pass on to you will be communicated via the contact book, letters or telephone calls. The class teacher will share news about your child's learning via the contact book throughout the school week.

## Contact Us

Primary and Secondary Departments  
Abbey Court School  
Cliffe Road  
Strood  
ME2 3DL

Tel: 01634 338220

Further Education Department  
Abbey Court School  
Rede Court Road  
Strood  
ME2 3SP

Email: [office@abbeycourt.medway.sch.uk](mailto:office@abbeycourt.medway.sch.uk)

web: [www.abbeycourt.medway.sch.uk](http://www.abbeycourt.medway.sch.uk)





## Our Curriculum

In Key stage one, learning continues to be 'hands on' and very interactive. Students encounter topic based learning which builds upon experiences shared within the foundation stage and introduces new concepts to further develop their knowledge and skills.

The National curriculum is delivered to pupils through sensory means, personalised to their needs and areas for development.



## Telling us about absence

If your child is unable to attend school because they are unwell, parents/carers are asked to telephone the school to explain the absence and to follow this up with a note in the contact book.

For any other absence, parents/carers must obtain approval in advance by requesting and completing a request form.

Parents/carers may not authorise any absence such as holidays —only the Headteacher may do this.

If you have an emergency medical concern about your child, the school nurses have a direct telephone line - designed for these emergencies only.

01634 338 246

It is also really important that the school can contact parents/carers quickly in an emergency so they are asked to let the school office know immediately of any changes to telephone numbers or addresses.

In really bad weather, or if the school has to close for some other reason, there is a traffic light system on the schools website which shows red if the school is closed.

## How will my child arrive at school?

Parents and carers contact the Local Authority to arrange and organise transport using a taxi or minibus with support from The Deputy Head Teacher if needed.

Escorts accompany children as well as having a driver. Bus escorts are an invaluable link between home and school, and are able to assist in the transfer of both messages and possessions between rightful owners.



Parents/carers can transport children themselves if they prefer.

### Timings for the school Day

The school day will begin at 9:00 a.m. The lunch period is from 12 noon - 1.15 p.m. and the school day will end at 3.10 p.m. Your child will be encouraged to attend school regularly and must arrive on time to ensure that they receive their full educational entitlement. If they arrive after registration has closed, their lateness will be recorded as an unauthorised absence in accordance with Government Guidelines. In Reception, education becomes compulsory and children need to attend school every day unless they are unwell.

### Uniform

Abbey Court School has a school uniform. When in school, pupils wear a smart uniform - black trousers, skirt or shorts (in the summer); white shirt, polo shirt or T-shirt; and a green sweatshirt or fleece. Sweat-shirts, polo shirts or fleeces with an embroidered school logo, can be purchased through the school. All school uniform, with the exception of shorts/skirts/ trousers, as well as additional logo items for instance PE bags can be purchased via the school.

It is very important that parents/carers put their child's name in all uniform and personal items so that they are not mixed up with those belonging to another child! We provide aprons for cooking, and art and craft activities. Pupils of all ages require a PE kit (shorts, T-shirt, tracksuit, plimsolls/trainers), and a swimming kit, in order to take part in a full range of activities. We usually keep their PE kit at school during the term but it can be sent home if requested. Swimming kit will be required only on swimming days (see the class timetable). We will put a reminder in the home school contact book when swimming is to occur.

Governors strongly encourage the wearing of named school uniform by pupils.

A spare bag of clothes - a change of clothing - should be provided for pupils (just in case of 'accidents'). Pupils who may need personal care items will need to be provided with a pack of pads (of the right size) and wipes by parents. Parents/carers of pupils with



disabilities can obtain free disposable nappies through the local Health Authority (please refer to the Community Nursing team).

### What other things do I need?

Pupils will need to have outer garments such as coats or anoraks for when we play outside. Some may want to have hats, scarves and gloves. Some pupils may require a blanket for when seated in their wheelchair in colder weathers for playtime or learning outdoors.

All these items need to be suitable to keep them warm and dry.

We request that any school items borrowed are returned promptly.

Sun hats and sun cream are requested during hot and sunny weather.



label, the name and dose of the drug and instructions on how it should be given. Wherever possible, please ask your GP for medication to be prescribed in dose frequencies (for example, 10 mg to be given twice a day with food) which enable it to be taken outside of school hours.



### Medication

The school nursing team administer essential medication At school, only prescribed medication will be given at school and parents/carers are required to complete a “Medicine in School” form.

The medicine is handed to the teacher by the escort or parent/carer and it is then placed in a locked cupboard. Please do not send medicines in the pupil’s bag without telling the escort. The medicine must always be in its original container with the child’s name and prescription

## Illness during the school day

If a child becomes ill during the school day, they will be assessed by the school nursing team and Headteacher/Deputy Headteacher. If they are not well enough to stay at school, then their parent/carer will be contacted so that they may be collected from school.

If a pupil sustains an injury at school, then a Qualified First Aider will assess them. If urgent medical treatment is necessary, then the Headteacher/Deputy Headteacher will instigate arrangements for the child to be taken to the Accident and Emergency Department with an escort (someone they know from the school). Parents/Carers will be asked to meet them there. If treatment is not urgent then parents/carers will be contacted to arrange to collect their child from school and to arrange a check-up either with the GP or at the hospital. Pupils who are sick should not attend school and will only be fit enough to return when they are free of symptoms.

Pupils with infectious illnesses should not come in to school until 48 hours **AFTER SYMPTOMS HAVE CEASED**. It is important that parents/carers report absences to the school.

The School and Nursing Service work in partnership to meet pupils' complex needs. This includes training staff, giving medical advice and the ongoing monitoring of a pupil's needs.



## Your child's school day

When children arrive at school there will always be a member of staff to greet them at the door and to show them the way to their class. In class, the teacher and the team of assistants will help with coats and unpacking bags, teaching pupils the routines of organising their belongings and supporting to develop independence with dressing skills.



Children will be able to get involved in an activity straight away which helps to settle them into the day. Pupils participate in the 'daily mile' which not only provides exercise but is a great way to channel focus and prepare them for the school day.



They will join in a circle time activity to greet their peers, involving a song and using communication systems such as PECs (picture exchange communication system), Makaton signs and symbols, communicators and switches. They then take part in the learning organised to follow the class timetable.

At mid-morning, 10:30 am, we all have snack time when pupils are offered a drink and something to eat.

There is a selection of healthy snacks offered which will comprise of fruit and vegetables, and an additional snack such as yoghurts or toast. A voluntary contribution of £1.50 per week is requested to cover the costs of the snack.

Snack time helps pupils to learn about different tastes, cutting and using cutlery skills, preparing the food and social eating. If your child has any special dietary





requirements please send in your healthy snack and ensure that the school are notified of these requirements. After snack, we go out to play for 15 minutes-if the weather is bad we play inside in our classrooms - there are many things to play outside and lots of equipment to explore. We then have a time-tabled lesson. Lunchtime is at 12:00 - 12:45 then pupils play until 1:15 when lessons start again, taking pupils through to the end of the school day.



At lunchtime we go to the dining hall where pupils are supported by staff. Pupils can choose what they would like from a selection of main meals, accompanying vegetables and a dessert. The kitchen can cater for dietary requirements if you would like to notify us. If you prefer you can send in a packed lunch. Below is a sample menu. A full menu can be requested from the school office. All meals are freshly prepared by the catering staff on site and contain the appropriate nutritional values. It is hoped that pupils will partake of the varied and nutritious meals provided. School meals are an integral part of the school day when valuable opportunities are provided to practise and learn social and self-help skills. We use a range of specialised cutlery, place settings and seating suitable for your child.

	Monday	Tuesday	Wednesday	Thursday	Friday
Sample Week 1	Beef Bolognese with Wholemeal pasta Macaroni Cheese Sweetcorn Fresh broccoli Salad Jacket Potato with beans Apricot Goodie Pie with custard Yogurt	Chicken and vegetable pie with gravy Quorn Sausage Mashed Potatoes Peas Fresh carrots Salad Jacket potato with cheese Golden Krispie Cake Fresh fruit	Roast Gammon with gravy Crunchy topped cauliflower and broccoli bake Roast Potatoes Green Cabbage Creamed butternut squash and swede Jacket potato with Tuna Rice Pudding with pears Cookie	Creamy chicken casserole Vegetable goulash Rainbow rice Fresh broccoli Green beans Jacket potato with beans Salad Chocolate sponge with chocolate sauce	Cheese and tomato pizza Breaded salmon and broccoli fishcake Chips Bakes beans Peas Jacket potato with cheese Salad Fruit jelly and Ice cream
Sample Week 2	Pork sausages Sweet Potato and lentil curry with rice Mashed potato Peas Baked beans Jacket potato Jam sponge with custard Fruit salad	Lasagne with garlic bread Vegetable chilli wrap Fresh broccoli Cauliflower Jacket potato with cheese Oat cookie with milk Yogurt Fresh fruit	Roast Turkey with stuffing and gravy Vegetable hot pot Roast Potatoes fresh carrots Green beans Jacket potato with Tuna Eves pudding and Custard Yogurt	BBQ Chicken Quorn Bolognese pasta Jacket potato Peas Bakes beans Root vegetable mash Cherry Pie with custard Fresh Fruit salad	Wholemeal breaded cod Cheese and vegetable parcel Chips Baked beans Fresh salad Jacket potato with cheese Flapjack Yogurt



Larkin Farm – Rural Activities Centre



Larkin farm, based on the primary site is a purpose built working farm which pupils access as part of the class weekly timetable.

Pupils participate in projects and farming skills lessons with their peers and teaching staff.

The farm has many benefits including the positive influence it has on mental health and wellbeing and opportunities to learn not only about animal care but the world of work also.

