



AVANTI COURT

PRIMARY SCHOOL

Starting at Avanti Court

Welcome Pack

Everyone Welcome; Everyone Included



AVANTI COURT

Excellence · Virtue · Devotion

AVANTI COURT
PRIMARY SCHOOL
Carlton Drive
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www.avanti.org.uk/avanticourt

Dear Families,

I would like to welcome you and your child to Avanti Court Primary School. We hope that this prospectus will give you a feel of what we have to offer your child here at Avanti Court. Our growing success at Avanti Court stems from our vision which is based on our three pillars: Education Excellence, Character Formation and Spiritual Insight. I expect Avanti Court to be an incredible place; where children are happy, excited and empowered by the challenges of learning - articulate, respectful and compassionate. I want them to leave as confident, positive and mature individuals ready to embrace the challenges of secondary school and of life. We are their guides on their 'journey of self-discovery'.

Avanti Court Primary School opened in September 2012 and is recognised by Ofsted as providing a good education. Our children's 'impressive behaviour' and the 'robust systems' we have created ensure that we collectively strive to ensure so that every child makes progress. You will have many questions about how the school functions, its policies and routines. You will want to know about our teachers and assistants. Every decision that we make is rooted in our sense that '*everyone is welcome, everyone included*' and in our mission statement.

We recognise the importance of working closely with you and creating positive links for children between home and school, and this shapes how we work.

The purpose of this welcome pack is to provide information about life at Avanti Court and consists of important documents, which you must complete before your child can come to school.

I look forward to meeting the children, supporting them and celebrating their successes.

Kindest regards,

Mrs Deborah Walters

Head Teacher

Our Vision

Our School prepares students for their respective life-journeys by promoting educational excellence, character formation and spiritual insight. Emphasis on independent thought and personal choice fans every student's innate and emerging passion for learning. This personalised approach provides tailor-made learning paths for all students, ensuring their long-term progress and fulfilment, and is supported by a mentorship system delivered in close partnership with parents. We also work collaboratively with the wider community, especially partner organisations, to prepare students as responsible British citizens. The School promotes holistic, responsible lifestyles through a vegetarian diet, a curriculum that integrates yoga and meditation, and a built environment that actively fosters environmental concern. By drawing on the teachings of Krishna Chaitanya*, our School embraces a universal, inclusive approach to spirituality, aimed at rekindling a personal, loving and spontaneous relationship with the divine (Krishna).



* Our ethos draws from the teachings of Chaitanya. He was born in 1486 in Nadiya, then East India's epicentre for learning and scholarship. At an early age he founded what quickly became the region's foremost school, widely renowned for its teaching in logic, grammar and rhetoric. He went on to lead an early civil disobedience movement, contesting religious sectarianism. In later life, he turned his attention to spiritual ideals that transcended social and religious boundaries and thus paved the way for a great spiritual renaissance. He taught that the essence of education is to

appreciate how everything has a special relationship with the divine. Such understanding culminates in a profound spiritual realisation of love, compassion and selflessness - the original, pure nature of every being. He emphasised spiritual equality and advocated that humanity can be united through a shared love of God, expressed through the singing of His many names. Chaitanya's exemplary life heralded the dawn of an inclusive spiritual resurgence that continues to inspire people from all faiths.

Who's Who?

Mrs D Tank: Chair of School Stakeholder Committee

Mr S Patel: Vice Chair

Mrs Walters: Executive Head Teacher

Mrs Sivadasan: Deputy Headteacher/Inclusion Lead/Designated Safeguarding Officer/Curriculum Lead

Miss Sahota: Assistant Headteacher/Designated Safeguarding Officer/EYFS Phase Leader/Creative Curriculum Lead

Mrs Dodia: Assistant Headteacher/SEND/CO/Designated Safeguarding Officer

Mr Sharma: Finance Manager

Mrs Elavia: School Business Support Manager

Mrs Claire: Receptionist and Admin Support

Mrs Gahir: PA to the Head Teacher

Mr Loeber: Site Manager

Mrs Mudhar: School Welfare Officer

The School's Stakeholder Committee consists of Trust Members, the Head Teacher, Parent Members and a Staff Member.

Child Protection and Safeguarding:

We follow rigorous guidelines and procedures to ensure the safety of all children in line with National and Local Guidance. All staff have up to date and enhanced police checks (called DBS). All visitors are required to prove their identity and are accompanied during their visit. Mrs Sivadasan (Deputy Head) is the Designated Safeguarding Lead for Child Protection and maintains an up-to-date knowledge of legislation and child protection procedures with Miss Sahota and Mrs Dodia as the Deputy Safeguarding Leads. All staff are given annual training to raise awareness of safeguarding issues. If the school has concerns about the well-being of a child, procedures agreed by the Local Authority Children's Services will be followed.

Should anyone have concerns over a child's safety, it is their responsibility to inform the Designated Safeguarding Lead immediately. All concerns are taken seriously and confidentially on a need to know basis.

Medicine and sickness at school

We will only administer medication that has been prescribed by a doctor to avoid children missing too much time from school. Our procedure must be followed:

1. Complete a Medicine at School form (obtainable at the school office)
2. Any child with a specific medical condition will have a protocol agreed between home, school and the school nurse.
3. Medicine should be brought to the school by the parent (*not the child*) and handed to the office staff.

4. Medicines must be clearly labelled with your doctor's label, contents, child's name, and dosage. Medicines should be locked in the medical room.
5. Children will go to the First Aid room where their medicine will be administered by one of the first aid trained staff. Teachers and/or office staff cannot accept responsibility for timing of the administration of the medicine. Parents are able to come to school to administer the medicine themselves should they be concerned about this.
6. Under no circumstances should medicines be kept in cloakrooms or classrooms (apart from asthma pumps and epi pens). This will eliminate the risk of the wrong child taking the medicine.
7. The school can only administer medication, which has been prescribed by a doctor (including Calpol and Piriton).

If your child is sick at school, a trained first aider will attend and in consultation with the Head Teacher or Deputy Head Teacher who will decide how to proceed and may decide to send your child home. If your child receives a knock to the head, no matter how minor, you will be notified either by a phone call, letter and a red band indicating that first aid has been administered during the school day.

School Security

The School is on a safe site with restricted access via a buzzer system operated by school office staff. Your help is much appreciated in only entering the school building by the main entrance and by ensuring gates to the school grounds are closed each time you enter and exit the school grounds. Please do not let a member of the public come through the door with you-they must buzz the office who will verify their identity.

Consult website for up to date term dates: www.avanticourt.org.uk

Timings of the School day:

Nursery:

Morning session (AM):

Start of morning session: 08.30am End of morning session: 11.30am

Afternoon session (PM)

Start of afternoon session: 12.15pm End of afternoon session: 15.15pm

After each session the gates will open 10 minutes before, please ensure you pick your child promptly to avoid the children becoming distraught.

Please note that we do not provide full day nursery places

Typical Nursery day:

Nursery

Time	Session AM
08.30-08.45	School starts; children enter building, self-register and learn through fine-motor skills tasks
08.45-09.05	Session 1

09.05-10.10	Free Flow Learning (In and outside learning)
10.10-10.30	SNACK
10.30-10.45	Session 2 Phonics
10.45-11.15	Small group work
11.15-11.30	Meditation/Yoga and songs
11.30	End of morning session
Time	Session PM
12.15-12.30	School starts; children enter building, self-register and learn through fine-motor skills tasks
12.30-12.45	Session 1
12.45- 14.00	Free Flow Learning (In and outside learning)
14.00- 14.15	SNACK
14.15-14.30	Session 2 Phonics
14.30 -14.45	Small group work
14.45- 15.15	Meditation/Yoga and songs
15.15	End of afternoon session

Reception and whole school (KS1 and KS2):

School starts: 08.30am School ends: 15.10pm

During our settling in period in September, Reception children begin school initially for half a day. The Early Years Lead will inform parents if their child is to attend the AM or PM session (AM session will be from 8.30am to 11.00am/PM session 12.30pm to 3pm).

Morning: Reception children enter the building via Carlton Drive, line up outside the Reception playground and go into class with their class teachers at 08:30am. There are daily morning activities and tasks.

Afternoon: The school gates will open at 3pm. Children should be collected at 3.10pm prompt.

Children who are not picked up by 3.10pm will be taken to the school office and a record will be kept of the duration of their late collection persistent late collections and any child left after 4pm will have a letter sent from the Head Teacher to the parents informing them of possible Social Services involvement. Please contact the school if you are delayed and collect your child from the school office. Please consult our website for up to date information on uncollected children.

Typical school day:

Reception

Time	Session
08.30-08.45	School starts; children enter building, self-register and learn through fine-motor skills tasks
08.45-09.05	Session 1 (Communication & Language Development)
09.05-10.10	Free Flow Learning (In and outside learning)
10.10-10.30	Session 2 Phonics
10.30-10.45	SNACK
10.45-11.15	Free Flow Learning (In and outside learning)
11.15-11.45	Meditation/class meeting
11.45-12:45	LUNCH
12:45-13.30	Registration & Session 3
13.30-14:40	Free Flow Learning (In and outside learning)
14.40-14.50	Tidy Up
14.50-15.10	Story & Song time
15.10	Home Time

What will my child learn? (Early Years Foundation Stage)

Early Years Curriculum

In September 2012, the Statutory Framework for the Early Years Foundation Stage (EYFS) was introduced. In this framework changes have been made to the areas of learning. The new areas of learning are listed below. These areas are covered in Nursery and Reception phases. There are two main aspects called Prime Areas of Learning (the most important building blocks of learning) and Specific Areas of Learning (focused on specific subject areas).

Prime Areas of Learning (Important building blocks of learning)

- Communication and language development: involves giving children opportunities to experience a rich language environment; to develop confidence and skills in expressing themselves; and to speak and listen in a range of situations.
- Physical Development: involves providing opportunities for children to be active and interactive; to develop their coordination, control and movement; children are taught to value and understand the importance of physical activity as part of a healthy lifestyle, including food choices.
- Personal, social and emotional development: involves helping children develop a positive sense of themselves and others; to form positive relationships with adults and children; respect for each other; develop social skills and learn how to manage their feelings; to understand appropriate behaviours in groups.

Specific Areas of Learning

- Literacy development: from linking sounds and letters to beginning to read and write. Phonics is a systematic way of teaching children to decode words and begin to read.
- Mathematics: developing skills in counting, understanding and using numbers, calculating using simple addition and subtraction problems; describing shapes, spaces and measurements.
- Understanding the world (Humanities and Sciences): guiding children to make sense of their world; explore, observe and find out about people, places, technology and the environment
- Expressive arts and design: opportunities for sharing their thoughts, ideas and feelings through art, music, dance, role-play, movement and design and technology.

Collective Worship:

As with all schools in the United Kingdom, at Avanti Court we take part in daily acts of collective worship, which are inclusive to all and will balance the major faith traditions with our distinctive ethos and understanding of spiritual worship. Collective worship at Avanti Trust Schools involves: singing the Hare Krishna Mantra and other songs, storytelling, drama, pupil presentations, talks from members of the community, (e.g. Hindu priest, Christian Priest, Imaam etc), prayer and silent reflection.

Children can be withdrawn from these sessions although we strongly encourage everyone to be involved as they are vital learning opportunities to break down barriers between different faiths and belief systems. Please talk to the Head Teacher or Mrs Makwana (PRE Lead) should you wish to discuss this further.

Inclusion: Special Education Needs Disability (SEND)

Avanti Court is a fully inclusive school where special needs are appropriately supported. We cater for a diverse community and devote significant resources to the support of Special Educational Needs/Disability. Should you have any concerns or require further information please contact Mrs Sivadasan (Deputy Head Teacher) who is the Inclusion Lead or Mrs Dodia (SENDCO).

Our home visits are an opportunity to discuss how your child learns at home, their development from birth and any issues that you may have. Being open and honest will help us all achieve the best strategy to support your child so they make progress.

Positive Behaviour Management

Aims:

Our behaviour policy intends to embed and develop positive behaviour related to our values driven curriculum with humble, respectful, grateful members of our school community (pupils, staff, parents) who have courage to take risks, with well-developed self-discipline and who act with integrity and empathy. We aim for everyone to be included so that everyone sees themselves as part of a happy learning community.

We have very high expectations of our school community's behaviour and hope to develop children's understanding of the impact of choices they make, whether positive or negative.

Good behaviour and achievement is not automatically learned. Instead, positive behaviour must be modelled, explained, taught, supported and recognised.

School Expectations:

Avanti Court Primary School uses the system of 'Stay on Green', which is underpinned by our 'Five Golden Expectations'¹. The expectations are designed to focus on positive action (e.g. be safe in school) rather than what children should not do (e.g. do not run). The rules are agreed actions so that there is consistency and fairness in all areas of school life.

However, as an inclusive school we recognise that all children are individuals with specific needs. Therefore, within this consistent approach is an element of flexibility to address the needs of specific children.

Everyone is responsible for the behaviour of all children and adults should reinforce the Golden Expectations whenever appropriate.

Golden Expectations:

1. Be kind: think of others and help them
2. Be safe: look after yourself and others
3. Be respectful: listen carefully and act politely
4. Be honest: think before you speak and act
5. Be courageous: keep on trying your best

How it works:

- In the class there is a prominent 'Stay on Green' display- In EYFS a 'Rocket System' has been embedded which reflects the values and ethos of the school.
- Each day, children start on green.
- If children make positive individual choices they are celebrated by placing a bronze, then silver, then gold card with rewards at each level.
- If children make negative individual choices, they are warned by placing a blue, then amber, then red card with consequence appropriate to the level of behaviour.
- The system allows children to reflect on their actions, attitudes and behaviour; if their behaviour changes then they can move back towards green.

¹ (1) Empathy (2) Respect/gratitude (3) Integrity/honesty/responsibility (4) Self-disciplined (5) Courage

Educational Visits

We enhance our curriculum by organising educational visits locally and further afield, especially making use of our incredible city. To help fund these visits, which we believe are essential to provide diverse and memorable learning experience we ask for voluntary contributions from parents. There is no obligation to contribute and no pupil will be restricted from going on a trip. However, in increasingly challenging financial circumstances, if there are insufficient contributions, we may have to cancel visits.

Parental Permission

We need written permission from parents/carers for a number of reasons – namely local trips, use of photos, filming. Before children start school, parents are requested to sign a form giving permission for their child to go on local trips less than 1 mile in distance and on foot. A separate permission letter is sent for all other trips. Permission must be given before the day of the trip. Children without written permission will not be able to go on the trip, but will still be expected in school. Parents are also asked to sign giving permission for the school to take photos for displays, for use in children's books and classrooms, the school website and for school promotion; this is common practice in UK primary schools. Names are never associated with individuals. Without this permission children are restricted from taking full part in the life of the school. *We follow our safeguarding principles at all times.*

Home Learning

Children are encouraged to pursue their learning out of school; we have a number of expectations.

1. Children should be read to every day (by parents, grandparents, cousins, siblings, friends). This could be a favourite story repeated, or a new story. Research shows that telling the same story to children helps build their literacy skills.
2. Children should read a book every day (EYFS: 15 minutes daily; Year 1-5: 20 minutes daily).
3. Children should learn Maths facts (times table off by heart; Number bonds (e.g. $1+9=10$, $2+8=10$ etc; and number bonds to 20, 50, 100)
4. Children should learn sight words (e.g. words which do not follow spelling rules of phonics (the, where) or words which are necessary to know off by heart – high frequency words such as: was, went). All children from Reception to Year 6 will take home spelling words to practice.
5. Children will be assigned home learning projects each term. These will require children to investigate, research, write, build models, design, think creatively and to work with their family on the project.
6. Home work sheets are NOT given each week. There is no empirical evidence to suggest that homework sheets impact on children's understanding.
7. Phonics homework and work linked to learning will be shared after the October half term.

School Lunch

All children in Reception, Year 1 and Year 2 are entitled to Universal Free School meals. This means that you do not need to pay for your child's lunch. Our menu includes wholesome vegetarian food which is cooked freshly on site. The menu will include both Western and Asian dishes and meets nutritional standards. (See our website for the latest menu).

Please note: Packed lunches are **not** permitted.

Year 3, 4 & 5 children have to pay for their lunches. This is at a cost of £2.10 per day.

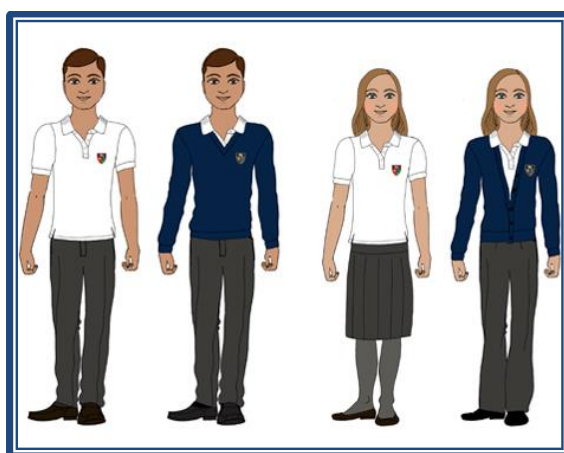
All EYFS and Year 1 children have a piece of fruit or veg each day for snack time. Children can bring in water in an Avanti Court water bottle. Children who are four years old are entitled to free school milk however, once your child turns five you will have to pay for milk if you wish your child to have it.

If your income is below £16,190pa or you work less than 16 hours a week you are entitled to apply for FREE SCHOOL MEALS, which means that the school is given extra funding to support children's learning. Please complete the forms if you are entitled because it really supports the school's work. This is completely confidential and no child is labelled or treated differently. Children are strongly encouraged to stay for school lunch; they will be encouraged to try new food and supported to have a positive experience of eating socially at school. Staff are at hand to help children should they need it.

Uniform

Our uniform helps unite our school community by giving a sense of belonging and identity. School uniform is compulsory.

What our uniform looks like:



Nursery, Reception – Year 6

Boys

School polo shirt with logo

School V-neck sweater

Grey trousers (not black or charcoal)

Black/brown shoes (no trainers or boots)

Black/grey socks

Girls

School polo shirt with logo

School buttoned cardigan

Grey trousers or grey below-knee skirt

(not black or charcoal)

Black/grey socks/stockings

Black/brown shoes (no trainers or boots)

How to purchase?

Please visit Brigade website to place your orders www.brigadeuniformdirect.uk.com

Book Bag:

Children need a schoolbook bag with the Avanti Court logo. This develops positive and organised attitudes to reading and being prepared for school. The book bag must be brought to school and taken home each day. These can be purchased after school from the main school office.

Water bottle:

We encourage children to purchase a special Avanti Court water bottle. Other water bottles seem to clutter classrooms and often get mixed up. If children do not have their own Avanti Court water bottle, there are water fountains in the school where they can get a drink of water. Water bottles can be purchased from the main school office.

PE Kits:

Children need a change of clothing for Physical Education; this should include black shorts, white T-shirt and black plimsolls. Learning to change out of uniform and into a PE kit is an important learning task for young children. It also sets the expectation for healthy physical activities.

After School Clubs and Extended School

There are a number of clubs run by outside providers (see school website for more details including costings).

Collecting children from clubs

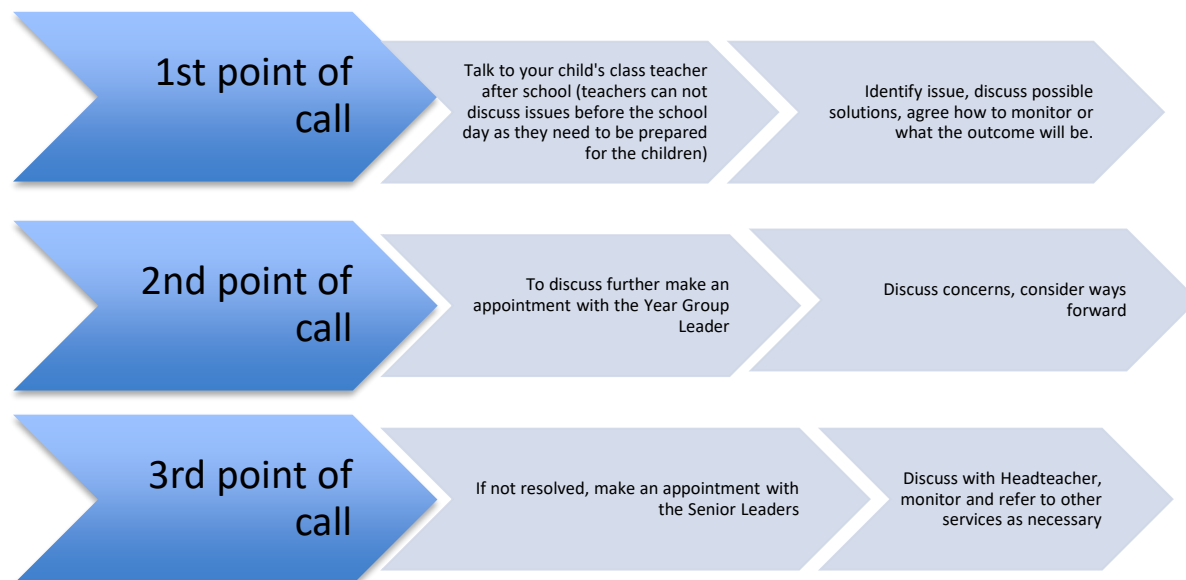
Children need to be collected from after school clubs at the appropriate time by an adult. The adult running the club is responsible for the children until they are passed into the care of the family. It is vital that children are collected on time.

We also run a breakfast and after school child care provision called Sherpa Kids. Please contact Mr Geers, Managing Director 0208 350 7613 | 07803887610 for more information or visit their website www.sherpakids.co.uk

Communication: partnerships for success

Effective communication and partnership are key to helping us ensure children are happy, challenged and engaged in their learning in and out of school. This involves you talking to us about concerns, worries and successes about your child at home; and us raising concerns, worries and successes about your child at school. We need to establish this understanding quickly so that we can do the best for your child.

Please talk to us about your child so we know your view of their development. If you have any concerns, we are here to support and discuss possible solutions. The flow chart shows the process of communicating with the school about individual matters related to your child's academic or social progress. Amy Sivadasan (Deputy Head Teacher) is responsible for Inclusion and will be in contact should we have any concerns.



Mrs Walters, the Head Teacher, is available to meet with parents/carers to discuss any concerns although on most matters, the process shown above should resolve concerns and issues.

Schools are very busy places. We communicate with parents via the Newsletter, which is published on line and sent via parent mail to each family, some hard copies can be found in our reception area. We also write to parents through Parentmail with information about specific issues, events and important notices. Information will also be posted on a parent/carer noticeboard in the playground. Our website will also be maintained regularly to ensure the information is relevant and current. Parents/carers are asked to check these sources of information regularly. We are partners in your child's future success.

Travel Plan

Avanti Court Primary School is a busy place. This means that there is significant traffic at peak times. There are also parking restrictions between 2pm and 3pm in the locality.

We strongly encourage that you walk to school with your child – a healthy option! If this is not possible, please use public transport. If you can only travel by car, we urge you to develop relationships with other parents to 'car share'.

All children enter the school via the main green gates on Carlton Drive. Please do not park in Carlton Drive otherwise it becomes very dangerous for our pupils.

Please note: The school does not have a mini bus service.

There is no parking at the school especially on Carlton Drive as this causes serious congestion and is a health and safety concern.

Attendance Matters: Every Day Counts!

To give your child every possible chance in life it is very important that they attend school regularly. The Government has raised its expectation for attendance at school, now considering 'persistent absence' at 90% attendance or below per child. Outstanding attendance is over 98%. Ofsted, the school's inspectorate, also considers good attendance as an essential factor in the progress and achievement of children and will not give a school a good grade unless attendance is above expectation. If your child's attendance falls below 90% we have a duty to inform the Government and the Educational Welfare Officer (EWO).

Whilst we understand that occasionally children are unwell, we do expect children to develop resilience and attend school unless they are very sick. A runny nose or feeling tired are not reasons to keep your child off school whereas suffering from Chicken Pox (until scabs form) is a genuine reason.

As with all staff members, we expect all medical appointments to be made after school or during the school holidays.

The school does not authorise leave for pupils during term time to attend weddings or for holidays.

Please do not make appointments during the school day. Absence disrupts earning, progress and achievement.

Authorised Absence: your responsibilities

Under the terms of the Government's Education Regulation 1991 (Pupils' Attendance Records) we have to publish information concerning children's attendance at school. If your child is away from school, we need to know the reason and request that you follow the procedures below:

1. If your child is absent for one day or a few days please telephone the school before 09.30am on the first day of absence and send a note when he/she returns to school explaining the reason for the absence.
2. If your child is likely to be absent for a week or more, please keep us informed by telephoning the main office. Then send a note when your child returns to school explaining the reason for the absence along with medical evidence or a certificate from your GP.
3. Medical appointments should be made after school or during the holidays where possible. However, if this is not possible after every effort, please write to the school or telephone before the appointment date.
4. Avanti Court in line with Redbridge and National Policy operates a zero tolerance towards holidays taken during term time.

Good attendance:

100% Attendance for one term= children awarded an Attendance certificate and badge every term.

Poor attendance:

We are responsible for monitoring attendance and ensuring children have their educational entitlement. If attendance is causing concern the school will contact parents to arrange an appointment with the Educational Welfare Officer. Other services may be involved should the school consider this necessary. Parents who take their children on holidays during term time may be fined (penalty notice), and the absence will be marked as unauthorized, which may result in the child losing their place at the school.

Lateness:

Lateness is monitored and recorded by the school as a legal requirement. Parents/carers of children who are regularly late are likely to be contacted by the Pupil Attendance Officer in the first instance and then may receive a visit from the Educational Welfare Officer. The Head Teacher will contact parents/carers of children with persistent lateness. As with low attendance, lateness is detrimental to a child's education because they miss the start of the opening session of the school day. Persistent lateness of seven late arrivals after the register has closed or more could incur a penalty notice in any one half term.

We insist on good attendance and punctuality because we want all Avanti Court children to have the best possible start in life and know that good attendance leads to educational success. Whilst the Head Teacher has overall discretion, his decisions are guided by Government expectations, directives and Redbridge Policy.

Help us to help your child: Attendance Matters! Every Day Counts!

Every effort has been made to ensure that the information contained in this booklet is correct at the date of publication. It cannot be assumed, however, that there will be no changes before the start of or during the school year or in relation to subsequent school years. You will be notified of changes in writing and in our newsletter.

"Be more humble than a blade of grass, more tolerant than a tree, always offering respect onto others and never expecting any in return"

Sri Chaitanya

"A human being is a part of a whole, called by us 'universe', a part limited in time and space. He experiences himself, his thoughts and feelings as something separated from the rest... a kind of optical delusion of his consciousness. This delusion is a kind of prison for us, restricting us to our personal desires and to affection for a few persons nearest to us. Our task must be to free ourselves from this prison by widening our circle of compassion to embrace all living creatures and the whole of nature in its beauty."

- Albert Einstein

Curiosity as restless questioning, as movement toward the revelation of something hidden, as a question verbalized or not, as search for clarity, as a moment of attention, suggestion, and vigilance, constitutes an integral part of the phenomenon of being alive. There could be no creativity without the curiosity that moves us and sets us patiently impatient before a world that we did not make, to add to it something of our own making

There is no end to education. It is not that you read a book, pass an examination, and finish with education. The whole of life, from the moment you are born to the moment you die, is a process of learning.

Jiddu Krishnamurti

Hare Krishna Mahamantra in original Sanskrit script

