



# The Bluecoat School and Nursery Unit

*working in partnership with The Stamford Children's Centre*

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**Head Teacher – Mrs C Hines**

## Descriptor June 2018

The Bluecoat School and Nursery is a local authority maintained primary school providing state funded education for children aged from 3 - 11 years. The current number on role is 241 including pupils attending the Nursery.

A Children's Centre has been developed on site, which officially opened in November 2005. This is managed by a Partnership Board who is responsible for commissioning services for the local community including: health, parenting support, adult learning opportunities, and a wide range of confidential services through both statutory and voluntary agencies.

### Staffing 2017/18

The staffing for 2017/18 is the Headteacher, seven full time teachers and four part time teachers. The teaching staff are supported by nine full time Teaching Assistants, the Business Manager, an Administrator, a Finance Assistant, four Lunchtime Supervisors, a Site Supervisor and two Cleaners.

The Senior Management Team consists of the Headteacher, Deputy Headteacher, SENCO, Early Years Leader and Business Manager.

### The Children

The school serves a mixed area of public, housing association and owner occupied housing in the North-East corner of Stamford.

Children are admitted to the Nursery when they have reached their third birthday, or in the September following their fourth birthday to the main school. The school has OfSTED registration for a limited number of places for 2 year olds eligible for disadvantaged funding.

The school is committed to inclusion for all children and adults, regardless of their level of need. Some pupils transfer to the nearby Stamford Welland Academy at age eleven, although a variety of possibilities exist for secondary education within the area.

### Governors

There are eleven Governors who meet termly. Sub-committee meetings are held at regular intervals between the full Governors' meetings. Governors are increasingly involved in the day-to-day work of the school.

## **School admissions**

The school is a one form entry primary school with a current admissions limit of 30 children per class from Reception to Year 6. In addition, we benefit from a 52 place nursery for 3 and 4 year olds and have 12 registered places for 2 year olds who are eligible for disadvantaged funding.

## **The School Premises**

The school was built in 1975 on a 3-acre site to replace older buildings that were distributed throughout Stamford. The building is spacious and in good repair. We are currently benefiting from a full window replacement program throughout the school.

The development of the Children's Centre utilised four classroom areas, and has brought 0-5 provision together in one wing of the school in purpose built high quality accommodation. The remodelling also included the creation of a purpose built outside area for children aged 3 – 5.

Years 1 – 6 are located within the two-storey block at the rear of the school. This consists of 8 classrooms one of which is a purpose built ICT Suite of 18 computers. A large reception area that houses an exhibition gallery, a Library and the two halls join the two wings of the school. As part of our commitment to inclusion, we have two disabled suites and a lift in the two storey block.

## **Safer Recruiting at The Bluecoat School**

The Bluecoat School is committed to protecting the safety and welfare of all children working on and using the site and therefore follows the Safer Recruiting recommendations as set out by the DfES and National College of School Leadership.

All posts at The Bluecoat School are exempt from the Rehabilitation of Offenders Act 1974. It is therefore a requirement that all applicants must disclose details of any past record and any outstanding cases or disqualifications with their application in a separate sealed envelope marked "Confidential".

## **Completion of the Application Form**

The application form must be completed in full before any application is considered. An applicant's employment history must show continuity of employment or state reasons the applicant was not in employment for any period of time.

## **Child Protection**

The Governors and staff of the Bluecoat School believe that all children have a fundamental right to be protected from harm and abuse. The school fully accepts its legal and moral responsibility to safeguard and promote the welfare of all its pupils. This pastoral duty of care and protection is placed firmly at the centre of our work. We are committed to responding in all cases where there is concern in accordance with the Lincolnshire Safeguarding Children Board Policies and Procedures

Enhanced Disclosure and Barring Service checks will be required for all staff appointed to the school.

Discussion of the full version of the school's Child Protection Policy and Procedures will form part of a new employee's Induction Procedure.

## Shortlisting

Only those applicants who can demonstrate that they can meet the majority of the essential criteria on the person specification will be shortlisted for a position.

Shortlisted candidates should expect there to be questions about safeguarding children as part of the interview process.

Once shortlisted, candidates previous employers will be contacted for verification of the dates and positions stated in the application form.

## Requirements for references.

Open references will not be accepted.

References for shortlisted applicants will be called for prior to interview on a standardised pro-forma and any anomalies in information provided will be taken up with referees as part of the appointment process.

The applicants' current employer **must** be one of the referees. Referees will be asked about:

“disciplinary offences relating to children, including any in which the penalty is "time expired" (that is where a warning could no longer be taken into account in any new disciplinary hearing for example) whether the applicant has been the subject of any child protection concerns the outcome of any enquiry or disciplinary procedure”.

## Post Appointment Procedures

The successful candidate will be appointed subject to the successful completion of a probationary/induction period of 6 months. During this time the post holder will be supported and monitored by their line manager using the school's Induction policy and procedure.

Once the 6 month period has been successfully completed the post holder's position may be made permanent. Should there be any reasons for concern during this induction period, the 6 months may be extended to allow for additional support to be put in place.

## Equal Opportunities

The Bluecoat School is committed to the principles and practices of equality and justice for all. We aim to equip children through their experience of life at The Bluecoat School with an understanding and acceptance of the diverse society they live in and to appreciate the value of difference.

Every member of The Bluecoat School, both child and adult is regarded as of equal worth and importance regardless of his/her culture, class, race, gender, age, sexual orientation and/or disability. It is therefore the right of every member of our school community to work and learn in an environment free from discrimination or harassment of any kind.

Discussion of the full version of the school's Equal opportunities and Race Equality Policy will form part of a new employee's Induction Procedure.