NON SIBI

Blundell's

PREPARATORY SCHOOL

PARENT HANDBOOK

Incorporating School Rules and Guidance Notes

We hope Parents find this handbook useful and we have set it out in alphabetical order, to try and make it an easy to use, working document for Parents.

It is important that Parents are aware of the Aims and Values that the School follows. These are set our below. If these aims and values are followed by all within our community this will strengthen us enormously.

Introduction

The School's Development plan exists to support the broad, balanced and excellent education that we as a School undertake to provide.

Ethos

The School's motto: Non-Sibi – not for oneself, exemplifies the genuine feeling of togetherness and strong family values which permeate every area of School life. The children at Blundell's Preparatory School will enjoy extensive opportunity. It is our belief that children deserve to develop and grow in a happy, friendly and supportive environment and that they learn best when they feel content, engaged, captivated and involved in the learning process.

School Aims

These aims form the basis of the Development Plan and are shared with all stakeholders through the Staff and Parent Handbooks.

Roots:

- To develop depth and breadth of character, which will encourage resilience, optimism, self-control and generosity within the rich Christian values that we have.
- To develop a sense of social responsibility and to be mindful of our role in our community towards each other, our role in society at large and in the global environment, which will encourage consideration, mindfulness and respect.
- To develop independence, taking responsibility for our own growth and development which will enable us to show initiative, take ownership and feel satisfaction in what is achieved.

Wings:

- To pursue excellence, aspiring to do everything as well as it can be done, which will develop a sense of justifiable pride, ambition and originality.
- To develop confidence and a sense of adventure which will foster courage, curiosity and enterprise.

Therefore, each area of school development – from the School Development Plan to academic departmental development plans, should aim to support the achievement of as many of these aims as they can.

Values

These aims form the basis of the Development Plan and are shared with all stakeholders through the Staff and Parent Handbooks.

Academic: Children will improve their skills and further their knowledge through a wide range of teaching approaches. The children have the freedom to be independent and creative in their learning.

Behaviour: Children and Staff should treat each other with respect and understanding at all times. Parental support is necessary to support this.

Social Awareness: The school will develop a greater understanding of the children's social, cultural, and ethical responsibilities (age appropriate) within the local and wider community.

Personal Responsibility: The children will be encouraged to think for themselves and take responsibility for their actions, attitudes and learning.

Extra-Curricular: Blundell's Preparatory School believes in life outside the classroom, where the children will be encouraged to enjoy a diverse range of activity. The school believes in educating the whole child.

Religion: Blundell's Preparatory School encourages a moral tone based on Christian principles. The school's motto, non-sibi - not for oneself, is an expectation in every aspect of school life.

A

Absence

Please telephone (01884) 252393 or email (prep@blundells.org) the School Office before 8.30 am to report an absence. Messages can also be left on the voicemail. Absences for illness, doctors, dentists, hospital, interviews and examinations for senior schools, where the school is informed, are all regarded as authorised absences.

Any absence from school is clearly disruptive to a child's education. We therefore advise that all holidays should be taken out of term time. Holidays in term time are now only sanctioned for exceptional circumstances and an application should be made to the Head Master by email on prephm@blundells.org.

Admissions

Please refer to the Admissions Policy posted on the School website.

Appointments

We would be grateful if all non emergency appointments could be made outside of the school day. If you have to make an appointment during the school day then it should be confirmed in writing or via e-mail and handed into the School Office prior to the appointment. Children should be collected via the School Office or their Classroom if they are in the Pre-Prep. For security purposes we do not allow children to walk out to the car park unaccompanied.

Assembly

The Prep School has Assembly during the week in the Prep Hall from 8.40 am. Assembly varies and will consist of addresses by the Head Master, as well as teachers, class and individual presentations. It will usually consist of moral and Christian content following a theme through the week, with assembly on a Friday consisting of awards from the Head Master. The Pre-Prep also holds assembly during the week in the Pre-Prep Hall at 8.50 am. This is led by the Head of Pre-Prep, as well as teachers, class, individual presentations and members of the local clergy. Both the Prep School and the Pre-Prep enjoy fortnightly visits from the School's Chaplain.

After School (also see Clubs)

Prep. This is available for Years 3, 4, 5 and 6 and is supervised by a member of the Teaching Staff. The last lesson finishes at 4.30 pm and Prep starts at 4.45 pm, after Break with refreshments, and finishes at 5.30 pm. Extended Provision is available from 5.30 pm – 6.00 pm.

Pre-Prep. We offer an after school club free of charge for pupils in the Pre-Prep running until 5.30 pm with an option to stay on until 6.00 pm. There is an extra cost for children receiving free funded hours in Nursery for the after school club. A substaintial snack is provided for those staying after 4.30 pm

B

Before School – Prep

Children in the Prep School may be dropped off from 8.00 am onwards. There will be a Member of Staff on duty at this time to register your child into School.

Children in the Pre-Prep may also be dropped off from 8.00 am in the Pre-Prep Hall only.

Before School – Pre-Prep

Children in the Pre-Prep can be dropped off between 8.00 am and 8.30 am by pre-booking. If your child arrives at school any time before 8.30am, can they please be taken straight to Early Morning Club in the playground or the downstairs hall in the event of poor weather. Their belongings can be left with them and the staff will help the children to their classrooms at 8.30am with their belongings. If you are dropping off your child at 8.30am please drop them at the gate outside their classroom.

Please bear in mind that this is a very busy time for the teachers settling their classes. If you need to talk to your child's class teacher please arrange an appointment to see them via email, write in their reading diaries or leave a message with either the Office or the Head of Pre-Prep who will pass it on.

There is an extra cost for children receiving the free funded hours in Nursery for early drop off.

Bullying

Please refer to the Anti-Bullying Policy posted on the School website.

C

Calendar

The calendar for the forthcoming term will be sent to you during each school holiday. The dates of school events are included as well as term dates for the following terms. The Calendar is published well in advance of the start of term and therefore events and timings are subject to change and additional events may be added. Please check the on-line calendar on the Parent Portal. Changes are also listed in the weekly iLetter.

Car Park

The School has a large car park which can become very busy at collection times and safety is an issue of concern. Please can parents only park in the designated areas and if no space is available do another circuit until a space is free. Collection times are staggered between the Pre-Prep and Prep School, but parents are urged to move in and out as quickly but safely as possible and to drop off Prep School children rather than coming into school. All Pre-Prep children should be brought to the gate outside their classroom. Please pre-book appointments with staff unless it is urgent. At the end of the day, once your child has come out of the school gate, they are the responsibility of the parents and again care is needed around the car park by keeping children to the designated paths and crossings.

Times of morning drop off:

- Prep School: 8.00 am – 8.25 am
- Pre-Prep 8.30 am – 8.40 am early drop off 8.00 am

Carol Service

This takes place at the Blundell's Chapel at the end of the Autumn Term. It is a compulsory occasion for the children in Year 2 – Year 6. All Parents are welcome to attend.

C

Choir

The Prep School has a Choral Choir which performs at various events in the Chapel and other venues throughout the year. The Choir is on various mornings at 8.00 am and is open to Years 4, 5 & 6. Children are auditioned to take part. There is also a Popular Choir as an afternoon club for those who just want to sing.

Clothing (see Uniform)

Clubs

Prep School parents will receive a Clubs Request Form to complete for their child's after-school arrangements for the beginning of the next academic year. If your child wishes to start or stop any of the clubs during an academic year then please inform the school office in writing, giving a full term's notice. All charges are listed on the fees sheet and are based on approximately 28 lessons across the academic year with a two week trial period at the start of the Autumn Term. There are also lunchtime clubs available. Pre-Prep parents may choose clubs for their children on a termly basis. The clubs request form is sent out just before the end of the previous term.

Code of Conduct

The one rule for all of us at Blundell's Preparatory School is that: Everyone will act with courtesy and consideration for others at all times.

Our school motto is Non Sibi which means not for oneself. This means we should think of the needs and feelings of others before our own.

This means that:

- We always try to understand other people's point of view even if we do not agree with it.
- In class we make it as easy as possible for everyone to learn and for the teacher to teach.
- We move calmly and quietly about the school.
- We always speak quietly to everyone.
- We are silent whenever we are required so that all can hear or contribute.
- We try hard to keep ourselves smart and tidily dressed in School uniform.
- We keep the school clean and tidy so that it is a welcoming place of which we can all be proud.
- Out of school, in a group, we always remember the school's reputation depends upon the way in which we behave.
- We should always behave with friendliness towards visitors to the school, members of staff and towards each other.

This code of conduct has been formulated with the safety and well being of the children in mind, and to enable the school to function efficiently as a place of learning.

Collection at the End of the School Day

Pre-Prep. Nursery 1 and Nursery 2 who attend for mornings only should be collected at 11.50 am from their classrooms. Those staying for lunch should be collected at 12.45 pm from the playground, or from the Nursery foyer. Afternoon school finishes at 3.40 pm – Nursery 1 and Nursery 2 children should be collected from their classrooms and all older children will be brought out to the Pre-Prep gates and handed over to parents (please see the table on the opposite page). If you are not collecting your child yourself on a particular occasion, we would ask that you advise the School Office or the Head of Pre-Prep. Pre-Prep children may not be collected by their siblings in the Prep School. If you are involved in a rota system it would be helpful if we had a list of the parents involved, with updates when necessary.

Prep School. It is extremely important that children are aware of what they are doing at the end of each day before they arrive in school. It helps to make them more organised and settled if they know their pick up time and are able to inform their Form Teacher at morning registration. If arrangements do change please could you inform the school office by 1.00 pm at the very latest. If the call comes in later we cannot guarantee to be able to tell your child because of games and activities. All children are taken to the gate at 4.30 pm by a member of staff who will check with the office for any messages received after 1.00 pm. The member of staff will then pass any messages on to the children at the gate. **The only times that a parent may pick up from the gate are 4.30 pm, 5.30 pm after Prep and Clubs or 6.00 pm for late pickup.** At all other times children should be collected via the School Office. For security purposes we do not allow children to walk out to the car park unaccompanied.

If you need to come into the school to collect your child between 4.45 pm and 5.00 pm we respectfully ask that you do not enter the building. Please would you use the main entrance and visit the School Office. If you are collecting your child after 5.00 pm please go to the far entrance of the Prep School building and ring the doorbell and wait to be admitted. It is imperative that we know that you are in the building and that you are collecting your child. This is both for your safety and the safety of all the children and staff.

The School Office is open from 8.00 am – 5.00 pm in term time. If you have a problem with collecting your child after 5.00 pm please call 01884 252393.

Collection times and locations – Pre-Prep

Class	Time	Pick Up Location - please wait outside to pick up your child
Nursery 1 & 2	3.30pm	Nursery Foyer door
Reception	3.40pm	Outside gate in their outside area
Year 1	3.40pm	Outside gate in their outside area
Year 2	3.40pm	From the Main Entrance Foyer

If your child attends a Club or Owls you will be advised as to which entrance to come to for collection. Please do not enter the building.

Communication Home

Most information is sent home by email. The iletter is a crucial document which is emailed home weekly. The iletter contains information about events which are due to take place. It also contains any changes to the termly calendar which are occurring.

The Parent Portal contains the following information and instructions for how to access this can be found under Parent Portal.

- Uniform List
- Parent Handbook
- Team Sheets
- Calendar
- Reports
- Progress Updates/Progress Reports
- Timetables for Years 3-6

The School Office is delighted to answer any queries by phone or by email but please be aware that if it is an urgent situation please phone.

Communication

If you have any concerns the Head Master, Deputy Head or Head of the Pre-Prep will be very willing to meet with you at any time. You may well wish to simply receive an update on progress; if this is the case please feel free to get in touch with us. The first point of contact will generally be the Form Teacher. Often parents try to find a few minutes in the morning, but we would urge you to book an appointment if possible. Communication is vital and we all want the same things - happy children achieving their potential.

Complaints

Please refer to the Complaints Procedure posted on the School website.

Contacting the School

01884 252393	Head Master and School Office
01884 232346	Head of Pre-Prep
Email:	prep@blundells.org
Email Head Master	prephm@blundells.org
Email Head Pre-Prep	preprephead@blundells.org
Web:	www.blundells.org/prep

Curriculum

The curriculum at Blundell's Preparatory School seeks to allow all pupils the opportunity to fulfil their potential across a wide range of subjects in a supportive and stimulating environment.

The Nursery and Reception classes follow the curriculum set out in the Early Years Foundation Stage – Setting the Standards for Learning Development and Care for children from birth to five, produced by the Department for Education and Skills. However, we are not limited to this alone, and strive to provide many rich opportunities for the children to develop in all areas of their learning above and beyond the requirements of the Early Years Foundation Stage Curriculum.

As an independent school, children in Key Stage 1 & 2 are not bound to follow QCA DFEE National Curriculum Guidelines. However, our curriculum encompasses those aspects of the National Curriculum, including the Primary National Strategy, which we consider to be most valuable to our children's education, as well as offering many further opportunities for extending and broadening the learning experience.

Subject policies across the curriculum are reviewed and updated annually by Subject Co-ordinators. Details of the curriculum can be found in the Curriculum Guides for each year group. These can be accessed on the Website on the Curriculum pages.

We aim to provide a curriculum which encourages all children to develop skills and increase knowledge across a wide range of subjects, and believe that children should be given the opportunity to investigate, question and challenge within an education which enables all to achieve full potential as individuals.

D

Data Protection

Under the Data Protection Act 2018 Blundell's Preparatory School is registered with the Data Protection Registrar. As part of this registration the School has a responsibility to protect the information held and therefore is unable to divulge personal details such as telephone numbers or addresses of parents, pupils or staff.

Discipline including exclusion

Please refer to the Behaviour and Exclusion Policies posted on the School website.

Drama (see Music, Speech and Drama)

E

E-mail

To send an e-mail to the School, please use prep@blundells.org .

Ethos

At Blundell's Preparatory School we will aim to respect the best in terms of traditional education whilst embracing all that is good in modern progression. We will aim to present sensible, balanced, tolerant individuals who respect each other and have the confidence to achieve their best. We want our pupils to acquire the social skills and academic prowess to become valued and confident citizens in senior school and later life.

Blundell's Preparatory School aims to provide a sensible, sensitive and disciplined pastoral system whereby all can thrive. A breadth of extra-curricular opportunity will back up a strong academic ethos. The highest standards of sportsmanship will be encouraged, as well as strong self-discipline. The school promotes a Christian ethos but also values other cultures and creeds. Respect for property and our beautiful surroundings are also important.

F

Fees

We offer the following options for payment of school fees:

1 Payment by bank transfer or cheque for the full billed amount on or before the first day of each term.

2 Termly Direct Debit: this will enable you to continue paying your school fees termly, but without the need to issue a written cheque. Collection of fees, including "extras", from your bank account will take place on the first day of each term. Any subsequent adjustments regarding "extras" will be reflected on the following term's fee bill.

3 Monthly Direct Debit: this will enable you to spread your annual fees and "extras" bill over a twelve-month period, without incurring an interest charge. The direct debit collection schedule will be as follows:

AUTUMN TERM
Main school fee collected in three equal instalments on 1st August, 1st September and 1st October.
"Extras" collected on 1st November.

SPRING TERM
Main school fee collected in three equal instalments on 1st December, 2nd January and 1st February.
"Extras" collected on 1st March.

SUMMER TERM
Main school fee collected in three equal instalments on 1st April, 1st May and 1st June.
"Extras" collected on 1st July.

For further information on Direct Debits, and for a Direct Debit Mandate Form, please contact Mrs Helen Rayner in the Bursary. (h.rayner@blundells.org).

4 Fees in Advance – we offer a scheme that allows parents to settle one or more years' fees in advance with a lump-sum payment. The discount rate offered is 2% (equivalent to 3.33% for a higher-rate tax payer).

For further information on the School's Fees in Advance Scheme, and for a sample calculation, please contact Ms Helen Rayner in the Bursary. (h.rayner@blundells.org)

4 Credit Cards: A credit card reader machine is held by the Bursary to accept one-off, in person, payments from parents for specific purposes. Many parents will be aware of the fact that processing credit card payments incurs a surcharge payable by the School; however, we offer it as an option, should there be a requirement. Please note, we do not have the facility to take card payments over the telephone.

First Few Days

Children in the Pre-Prep who are full-time should arrive on the first day of term at 8.30 am and go straight to their classroom where the Form Teacher will be ready to meet them. If your child does not attend full-time they should only come in on the first day of term if this is one of the days they would normally attend.

In the Autumn Term children in the Prep School will be greeted on the playground and taken to their Form Teacher. In Spring and Summer Term children who are joining in the Prep School (Years 3 – 6) should be taken to the School Office for 8.20 am along with their games bag. They will then be shown to their classroom and meet their Form Teacher.

Food

Cooked meals are freshly prepared each day on site by our own catering team. There is a choice of a hot meal or a salad and children with special diets can be catered for. Lunchtime lasts for one hour and during this time the children are supervised to ensure that they are eating a balanced and nourishing meal. Members of staff who eat with the children watch table manners. The school runs a strict allergy check on all food. Please see the food allergies statement on the School website. We request that no food or sweets should be brought to school. Children are encouraged to drink water throughout the day and should bring a water bottle from home which can be refilled.

Mid-morning and afternoon refreshments are provided for all the children. A selection of sandwiches and drinks are provided for those children staying after school for Clubs or Prep.

Friends of Blundell's Preparatory School

Committee Name
Friends of Blundell's Preparatory School.

Type
Voluntary Parents of the school.

Purpose
To facilitate events where parents, pupils and staff of Blundell's Prep School can meet on a social basis.

Charges made will cover running costs and facilitate profit which will be donated to the school after due liaison with them. Such profits are used to enable the purchase of goods or equipment that are over and above the usual curricular needs of the pupils.

Scope
- To raise moneys for Blundell's Preparatory School as listed above.
- The committee runs a nearly new uniform shop, managed by one committee member with 2 members to assist. Sales proceeds are apportioned between parents supplying the clothes and the FOBP to be used as above.
- To run or support charitable events at the discretion of the members. To donate a percentage of each event to the current designated charity as voted for by the committee.

Authority
From time to time the committee shall appoint a Chairperson, Treasurer and Secretary. At meetings where the elected chairperson is not in attendance, a Chairperson for the purpose of that meeting alone will be appointed. Voting decisions will be by way of majority. The quorum is 5.

Membership
The committee membership shall consist of not less than 6 members at any time and no more than 12. Membership of the committee shall consist of current parents/guardians of children at Blundell's Preparatory School. The Chairperson, Treasurer and Secretary shall be appointed by the committee. It is recommended that no member serves longer than 4 years, although by no means compulsory. It is also recommended that no member serves as Chair, Treasurer or Secretary for more than 2 years. The current members are listed on the School's website.

Parents wishing to become a committee member should contact the Chair. Election by voting by the committee shall take place if there are more applicants than vacancies. Members wishing to resign should do so with a terms notice. Members should be able to attend most meetings.

Meeting Arrangements
Meetings are held as required but with a minimum of one a term. They take place in the pre-prep library and follow a set agenda as set out by the Chair prior to the meeting. There must be at least 5 members at every meeting. Minutes are taken by the Secretary and distributed promptly to all committee members, the Head Master and the School Secretary.

Accounts and Finance
The committee has three bank accounts, as follows:

- Main account – used to hold profits and surplus for distribution
- Reserve account – used to retain a float to fund forthcoming events
- Nearly new uniform account – used as the main account and in addition to pay parents for sold clothing.

All accounts are held at Nat West Tiverton Branch. Two signatures are required for cheques, one of whom should be the treasurer.

Funds will be available to the committee for expenses incurred to arrange forthcoming events. These funds will be drawn from the reserve account. Expenses will only be paid with pre-authorisation from the Chair/committee vote and must be accompanied with a receipt as proof of purchase. All expenses are to be submitted to the Treasurer.

The Treasurer keeps appropriate accounts which are audited by independent accountants, appointed by the committee.

Resources and Budget
School resources are used with the permission of the Head Master. Funds will be available to the committee for expenses incurred to arrange forthcoming events. These funds will be drawn from the reserve account.

Expenses will only be paid with pre-authorisation from the Chair/committee vote and must be accompanied with a receipt as proof of purchase. All expenses are to be submitted to the Treasurer.

Review
The Terms of Reference shall be reviewed annually at the beginning of the academic year by the committee and forwarded to the Head Master.

The committee does not carry out or raise funds within the meaning of "Charitable Purposes" as set out in the Charities Act 1993 or associated legislation.

G

Governors

The Blundell's Preparatory School Governing Committee forms part of the overall Governing Body. Correspondence for any of the Governors can be sent to the School address and this will be forwarded unopened.

A full list of the School's Governors can be found on the School website.

H

Hair

Boys' hair should be kept tidy at all times and should be above collar length. Girls' hair, if below the jaw line, should be tied back and fastened with a plain purple or black ribbon or hair band or a simple purple or black slide.

Health and Safety

The Policy is available on the School Website.

Holiday Requests in Term Time

Holiday in term time is only sanctioned for exceptional circumstances and an application can only be made by emailing the Head Master on prephm@blundells.org. The request will only be authorised if deemed appropriate by the Head Master.

Home Learning

The school day is long, busy and productive and Prep will normally be used as a means of reinforcing material learned in class. No Preps will be set on a fixtures day, although directed activities, including AR, Spelling Shed & TT Rockstars will be available for children staying to in-school Prep on these days. Reading, and learning spellings and times tables, will be the requirements in Year 3. In Year 4, a written Prep in both English and Maths will be set each week, and in Year 5 one written Prep in Science will also be set. In Year 6, the weekly Science Prep continues, but the emphasis for Prep is firmly focused on Maths and English, with one written Prep set in each of these subjects per week, in addition to continued expectations for the children to practise increasingly challenging spellings, times tables and mental maths.

Homework is usually expected to be completed on the night it is set, but in some instances extended deadlines may be set and in these cases this must be communicated clearly to the children. Teachers should always ensure that details of homework are recorded in the Prep Diaries provided in order to ensure that children remember what is required of them when they get home; this should also ensure that parents are always aware of what homework has been set, and parents are requested to sign Prep Diaries weekly to acknowledge this.

Parents of children in Years 3, 4, 5 and 6 may choose for their children to undertake homework in school during Prep which takes place at the end of each school day and provides a supervised quiet environment for study. Alternatively, children may take their homework home to complete.

Homework will not normally be used for testing, and whilst we do not wish to see parents doing their children's homework for them, parents are always encouraged to take an interest in their children's homework and may give support where it is felt necessary. However, should a parent feel that their child is struggling, or extensive help is required in order for their child to complete the homework, it is requested that parents inform the subject teacher using the child's Prep Diary. This will help the teacher to modify the level of work being set, or give additional help to the child in class as may be appropriate.

Children will be encouraged to read and complete book reviews during the Christmas, Easter and Summer holidays; additional work may also be given if the class teacher believes that a particular child may benefit because, for example, the child has struggled with a particular area of work in class, or has missed a lot of work through absence. The exception is in preparation for the Scholarship for the Senior School, when children can expect to be given

past papers as practice for sitting this in the January of Year 6. Throughout the year all children may also have opportunities to enter competitions for story writing, poetry, science or art which they can prepare for at home.

Houses and Reward System

All pupils from Reception to Year 6 are divided into three houses. These are called Drake, Grenville and Raleigh. Various competitions are held amongst the houses as well as an ongoing Merit Mark and House Point system. Merit Marks are awarded by staff for good work and House Points for good behaviour. Merit Badges are given for pupils reaching a certain number of merits (targets) during their time at Blundell's Preparatory School. The targets become progressively harder to obtain and the accolade that goes with gaining certain badges also becomes greater. The merits received during a year will be carried forward to the next year. Badges are awarded for pupils reaching a certain number of House Points and this works on a similar system to the Merit Badges. Minus House Points and Merit Marks can also be given out by staff when pupils' behaviour is not acceptable or their work is poor. At the end of each term the House Point Cup and Merit Cup are presented to the house with the highest overall totals.

If a child produces an exceptional piece of work the Head Master will recognise this achievement with a Head Master's Award and 5 merit marks. This will be given in a Friday assembly.

I

iletter

The iLetter contains information about events which are due to take place. It also contains any changes to the termly calendar which are occurring. There is also an on-line calendar on the events page of our website which will also reflect changes to events. A Newsletter about what activities the pre-prep children have enjoyed during the week is sent home each week.

Inspection

The school is inspected periodically by the ISI (Independent Schools Inspectorate), in common with other independent schools. The School's last inspection took place in June 2018 details of which are available on the ISI website.

Insurance

Pupil Accident Insurance. The School takes part in this scheme and information re the scheme is sent home annually.

J

Jewellery

Children whose ears are pierced may only wear plain gold studs. No other jewellery is allowed except watches which must be named.

L

Lost Property

All lost property must be reported immediately to your child's Form Teacher who will help your child in making the necessary searches. We discourage parents from entering classrooms or the changing rooms for both the children's and parents' safety. All lost property (unless named) if not claimed by the end of each term is given to the Nearly New Uniform Shop or to charity. It is very important that all your child's belongings are clearly marked to allow easy identification.

M

Medical

Most Blundell's Preparatory School staff are first aid trained. In any emergency circumstance an ambulance would be called and the child will be taken to the appropriate hospital.

Medicine brought in by the parents to school for a Prep age pupil will be handed in at the School Office. This will be kept in the fridge in the School Office if required or in a locked cabinet. In the Pre-Prep the medicine is taken in by the Form Teacher. Medicines should be clearly labelled with the pupil's name and clear instructions for administration, to include time and dose. The parent will be asked to sign the medicine form to indicate that permission is given for the administration of the medicine.

- Once the medicine is administered this is recorded on the Medicine Request form stating the amount, time and date given and signed by the member of staff who administered it.
- If a child requires medicine during the day, e.g. Calpol for a headache, the parent will be contacted and permission sought. Once the medicine is administered this is recorded on the Medicine Request Form stating the amount, time and date given and signed by the member of staff. The parent will be asked to sign the Medicine Request Form retrospectively as soon as they are able to do so.

It is assumed that if a pupil is in school he/she is fit to take part in games and activities. On the occasions when this is not the case, parents are asked to send an email or an explanatory note which can be delivered to the School Office or Form Teacher in the Pre-Prep. It would also be helpful to the school to know when parents go away on holiday and leave their child with relatives and friends.

Medical Appointments (Please see Appointments)

Meeting Staff

As you are aware staff are very pleased to meet with parents on request. Please may we suggest that first thing in the morning is not always the easiest time as form teachers are greeting children. If it is important to pass on information at this time then we are sure that the staff member concerned would be happy to accommodate this but otherwise we would be happy to find a mutually agreeable time.

Minibuses

The School runs a minibus service to and from school on a daily basis. If you would like details of this facility please either visit the school website where there is an on-line booking form or contact the Transport Co-ordinator at the Senior School on (01884) 232378.Payment for this service is organised on a pre-booking basis, and will be charged on your school invoice at the end of term. All trips booked will be charged for. Please note that minibuses do not run on Wednesday afternoons. When there is a change to the usual schedule parents must inform the Transport Co-ordinator and the School Office as the staff must be aware of who is booked on to the buses at the end of the school day.

Please note that the School Minibus does not operate on the last day of term or half term.

Mobile Phones

Children who travel by minibus or come from a long distance may travel with a mobile phone. These should be handed into the School Office on arrival and collected just before leaving in the evening. It is not necessary for any other children to bring mobile phones into School at any time.

Mobile Phones – Pre-Prep

No mobile phones should be used, checked or even visible in our Pre-Prep building. Regulations state that personal phones are not allowed to be used within the building as seen on our signs. If we were being inspected and a personal mobile phone was seen at any point by the inspectors, this would be enough for an automatic failure for the school. Please support us with this vital safeguarding regulation.

Money

Children should not bring money into school, unless it is requested by letter for a school trip or school event.

Music Lessons

Individual lessons in Music are available for Children in Years 1-6 and are organised on a rota basis during the school day. This will inevitably mean that children will miss academic lessons. There is an additional charge for music lessons and this will be added to your school invoice at the end of term. The School policy is that children in Years 1 - 3 do not learn more than one instrument/Speech and Drama. During the Spring and Summer Terms in Year 3 those who are ready may start a second instrument or Speech and Drama lessons. Those in Years 4 - 6 may learn two instruments or one instrument and Speech and Drama. Speech and Drama lessons are available for children in Years 3-6 and run in the same way as music lessons. Please note that a term's notice in writing to the school is required if your child wishes to cease any of these activities and, in the absence of such notice a charge will be levied for the following term.

More information about our extensive music provision can be found in our extra curricular activities booklet.

N

Next Step

Children at Blundell's Prep enjoy automatic entry to the Senior School in Year 7 subject to satisfactory progress as determined by thorough on-going assessments completed during their time in the Prep School.

Our Senior School provides an opportunity to gain a music and academic scholarship award at 11+ and those wishing to enter are asked to register with the Senior School Registrar. Those who are entered for other schools will be given similarly thorough preparation and encouragement for their examinations. Those children awarded and taking up a scholarship will be entered onto the Scholarship Board.

O

Office

The School Office is located in the Prep School and is open from 8.00 am - 5.00 pm Monday to Friday in term time. All enquiries to the school should be made through the School Office who will be happy to help. If the office is unable to take your telephone call please leave a message and they will respond as soon as possible. The School Office will be closed from time to time during the school holidays and half terms. It is advisable to telephone the school prior to visiting in the holidays.

Forgotten Items – Prep

Unfortunately due to the increasing amount of forgotten items (games kit, musical instruments, etc) being dropped into the School Office during the day we would respectfully ask parents to remind their child that they need to come to the office to collect these items. If a child finds that they have forgotten anything during the school day (games kit, musical instruments, etc) they need to come to the School Office to check whether the item has been brought in for them. This should ensure that any item dropped off by parents is collected.

Forgotten Items – Pre-Prep

During the school day, if you need to drop anything off, please do so in the main school office or there will also be a basket in the Pre-Prep main entrance foyer for items to be dropped in and these will be distributed to the correct child during the day.

Outings (see Trips)

P

Parents' Association (see Friends of Blundell's Preparatory School)

Parents Evenings

There are two full Parents' Evenings per year for each year group. The dates of these are in the school calendar and take place in the Autumn and Spring terms. Parents will have the opportunity to meet with all the subject teachers and form teachers on these evenings.

Parents in the Building (Prep)

Although we do welcome parents into the building, we would encourage you to leave your child at the gate with the duty member of staff. We do understand that when your child is new to the Prep School for a short period of time you may wish to bring your child to their classroom. If you do need to come in, please come to the School Office and not the children's entrance. At any other time of the day please visit the School Office.

Parents in the Building (Pre-Prep)

Please ring the door bell and wait to be admitted. Please see **Collection** with reference to collecting a child.

Parent Liaison Representatives

Each year group has a parent who acts as a social point of contact for new parents and the year group as a whole. The School holds Coffee Mornings regularly throughout the term allowing parents the opportunity to meet.

Parent Portal

At the start of your time with us an activation email will be sent to you which will allow you to log onto the parent portal.

- Go to the Blundell's Website www.blundells.org
- Click on the black Portal Tab
- Click on the Parent Portal Tab
- Enter your email address and your password (If you have forgotten your email or password details please click on Forgotten Your Details and follow the instructions)

On the left hand side of the page you will see the latest documents these will include:

- Uniform List
- Parent Handbook

These can also be accessed on the tab at the top of the page - School Information - Documents and Files.

- Team Sheets can also be accessed through the same page and can be found in a sub folder. These will only be visible to parents with children in the relevant team. Click to open
- The Calendar can be accessed on the tab at the top of the page - School Life
- Reports, Progress Updates and Progress Reports can be accessed on the tab at the top of the page - School Profile
- Timetables for Years 3-6 only can be accessed on the right hand bar on the front page through the Quick Access drop down. Music and Speech & Drama timetables are not available on the Portal.

The Portal will include information held by the school which includes:

- Parent contact details
- Child's details
- Child's timetable
- School Reports
- Progress Reports(Years 3 – 6 only)
- Progress Updates (Years 3 - 6 only)
- Subject/Form teachers and their emails
- Email communication
- Team Sheets
- Documents

Pens

Children must write in pencil, until achieving their Pen Handwriting Licence in Year 4. At this point, blue ink must be used (not biro). Any teacher will be happy to advise re. acceptability of a pen.

Picking up (see Collection)

Planners

Each child from Year 2 – 6 is provided with a planner. This contain basic information about the School and the School day. It is used to record Prep, House points etc. Comments and information between a Child's Form teacher and parent may also be recorded in this. Parents are encouraged to sign the planners once each week to signify that they have read what Preps had been recorded by the pupil into the planner.

Policies

Please refer to the Policies posted on the School website.

Prep (see Home Learning)

Progress Updates and Progress Reports

Blundell's Prep has a dual system for communicating children's progress based upon linking reported data with Parent Consultation opportunities. Our Progress Reports and Updates deliver the following:

- Providing the children with clear advice on how they can improve.
- Giving the children an opportunity to reflect on their strengths and plan to address areas for improvement.
- Protecting children's self-esteem and promoting confidence to move forward.
- Inspiring the children with real motivation for trying their best.
- Providing parents with an honest and accurate appraisal of the academic profile of their children.
- Valuing the opportunity to discuss children's progress with parents in person wherever possible.

Progress Updates

Progress Updates will be accessible for parents on the Parent Portal on the day of the Parent Consultation for each particular year group. A hard copy will also be printed for parents to receive at the Consultation. These will give limited information concerning your child's academic progress during that half term. They will provide an Effort Grade Statement (Working Above and Beyond; Working Well or Could Try Harder) for all subjects, and an Attainment Grade Statement (Exceeding Age-Related Expectations; Meeting Age Related Expectations or Working Towards Age-Related Expectations) for the core curriculum subjects of English, Maths and Science. They will not provide further written comment, for staff will be available to discuss your child's progress in person.

Progress Reports

In half terms where there is no Parent Consultation evening scheduled, a Progress Report will be available for parents to view on the Parent Portal near the end of the half term; the iletter will keep parents informed as to these dates. Because staff will not have a formal opportunity to discuss progress in person on these occasions, Progress Reports, in addition to providing all of the information contained in a Progress Update, will also include brief comments from English, Maths and Science teachers to communicate their perceptions of your child's strengths and weaknesses in these subjects during that half term, including highlighting areas for the child to work on in the next half term where appropriate. Progress Reports will also include a separate Form Teacher's comment, and a pupil response.

R

Reading Diary

Reading is perhaps the most important skill that your child can learn, and at Blundell's Preparatory School we work hard to encourage a love of reading, and provide many opportunities for reading a range of different texts in a variety of different contexts.

All children will have the opportunity to read in school every day, and it is expected that they should also spend a minimum of 15 minutes reading at home every evening. This Reading Diary is an important tool in helping to track your child's reading for pleasure at school and at home, and your child should keep this Diary with their reading book, making sure that both are brought to school every morning and taken home every evening. Entries in the Diary may be completed by the child's teacher, their parents, anybody else who hears them read, or the child themselves, and may include brief comments including page numbers reached, praise for trying hard or reading well, or suggestions for future reading.

Reports and Assessment

The school will formally provide a full written report at the end of the Autumn and Summer terms for the Pre-Prep and at the end of the Summer Term for the Prep School. Prep School parents will also receive Progress Updates and Progress Reports five times a year which will give them a clear indication of their child's effort and attainment in each core subject.

Safety

Fire practices are held at regular intervals each term and the school undergoes a thorough risk assessment. Pupils must walk around school and be educated in a commonsense approach in and around school areas. The school is protected by smoke detectors, intruder alarms, security cameras and lights. Please remember safety rules in the car park.

Safeguarding Children

Please refer to the Policy posted on the School website.

Sanctions

Sadly, there will be times when children are poorly behaved. Children need to discover where the bounds of acceptable behaviour lie, as this is part of growing up.

As far as sanctions are concerned, the Form Teacher generally deals with minor breaches of discipline in a caring, supportive and fair manner, with some flexibility regarding age of the child.

Each case is treated individually. Generally children are made aware that they are responsible for their own actions and that breaking rules will lead to punishments.

Normal sanctions include a verbal reprimand and reminder of expected behaviour, loss of free time such as playtimes, moving to sit alone, sending work home, letters of apology and loss of responsibility.

Significant acts of misbehaviour will be recorded and shared with the appropriate staff.

Parents will be involved at the earliest possible stage, if problems are persistent, serious or recurring. Children may then be placed on a daily or weekly report system to monitor behaviour with the support of the parent.

Major breaches of discipline include physical assault, deliberate damage to property, stealing, leaving the school premises without permission, verbal abuse, refusal to work and disruptive behaviour in class.

This type of behaviour is rare and it is the responsibility of the Head Master, the Deputy Head or the Head of Pre-Prep to deal with it appropriately particularly if the problem keeps recurring. Full investigations will be carried out in a fair and understanding way, with serious incidents where suspension or withdrawal may be a consideration the Head Master may have to sit in judgement.

Please refer to the Behaviour and Exclusion Policies posted on the School's website.

School Structure

The Pre-Prep takes children from the term they turn 3 until 7 years and is located on the western side of the car park and offers whole class teaching. For most lessons the pupil will be taught by one teacher, who will have classroom support from qualified Teaching Assistants.

The Prep School takes pupils from 7 to 11 years and is situated on the eastern side of the car park. Here, more specialist teaching means that the children will move around the school to different teachers for different subjects. Pupils are also placed in sets for the core subjects of English and Mathematics from Year 4.

SEN

Please refer to the Policy posted on the School website.

Senior Leadership Team

The SLT meet on a regular basis to discuss the management of the School.

The Senior Leadership Team consists:

The Head Master	Mr A Southgate
The Deputy Head	Mr S Howkins
Head of Pre-Prep	Mrs L Clifford
Assistant Head (Assessment & Reporting)	Mr L Moore
Assistant Head (Curriculum)	Mr D Morris

Speech and Drama

Individual lessons in Speech and Drama are available for Prep School children and are organised on a rota basis during the school day this will inevitably mean that children will miss academic lessons. There is an additional charge for these lessons. The School policy is that children do not learn more than two instruments or one instrument and Speech

and Drama. Please note that a term's notice in writing to the school is required if your child wishes to cease and, in the absence of such notice a charge will be levied for the following term.

Speech Day

Speech Day is held towards the end of the Summer term, the date is published in the school calendar. This is a compulsory occasion for all children in the Prep School and normally ends at approximately 4.00 pm at which time all Prep School children go home. Pre-Prep children in Reception and Years 1 and 2 attend Speech Day with their Form Teachers. They are taken back to the Pre-Prep where they may be picked up by their parents after Speech Day has finished.

Sports Bag

The sports bag with all normal kit named should come into school on a Monday and go home on a Friday unless the kit becomes dirty.

Sports Day

Sports Day is held in the Summer term. The Pre-Prep and Prep School each have their own Sports Day and the dates are shown in the school calendar.

Sports Fixtures

It is certain that your child will play in Sports' Fixtures during each term, however, they may not necessarily play in every single match for their appropriate Year group. All fixtures are listed in the calendar which is sent to you during each holiday. Please note that there are occasional changes which can occur please check the team sheet on the Parent Portal for the correct details.

After a match can we remind parents that they may collect their child at the end of the match if they or a representative such as a grandparent has been to watch. The children whose parents/grandparents have not been to the match will be taken back into lessons and will be ready for collection at 4.30 pm.

The following year groups play for the following teams

Year 2	U7
Year 3	U8
Year 4	U9
Year 5	U10
Year 6	U11

Team Sheets

The children are informed as to whether they have been selected and for which team a, b or c via a Team Sheet which is displayed on the changing room Sports' Noticeboard. This will give the team all they need to know to get ready for the fixture. The Team Sheets are also displayed on our Sports' Noticeboard in the car park.

The same Team Sheets can be found on the Parent Portal.

The Team Sheet gives details for parents including:

- Which School they are playing against
- Where the match is eg home or away and the location if this is not obvious
- The departure time from School
- The start time for the match
- The return time
- The member of staff in charge

If a match is cancelled due to bad weather this will be added to the Team Sheet and displayed on the front page of the website. Please note that this decision may not be made before 12.00 noon.

The School Office is always happy to help.

Stationery

Prep School children in Years 4-6 (not Year 3) should have their own pencil case containing pencils, ruler, rubber and a set of coloured pencil crayons. Please see pens.

Subjects Coordinators

The School has subject coordinators in the Prep School and the Pre-Prep. They have responsibility for the co-ordination and organisation of that subject across the school.

Summer Concert

The Summer Concert is held towards the end of the Summer term, the date is published in the school calendar. This is a compulsory event for all children in Year 2 – Year 6. The Concert takes place in an evening and is held in the marquee. All parents and friends are welcome to attend and bring a picnic which may be consumed during the interval.

T

Timetable

In the Prep School children are issued with their own individual timetable.

Toys

Please leave all toys at home.

Trips

Parents in Nursery and Reception will be informed by letter of school trips for their child. Some of these will incur a charge and payment will be requested at this time.

Once children reach Year 1 parents are asked to complete and return a permission slip. This allows staff to take children on local walks and visits as arranged by the School as part of their curriculum lessons during their time in the Prep School

There are residential trips each summer for the children in Years 3 - 6 which incur a charge. The School's policy is to inform parents well in advance.

U

Uniform

Unless we have special 'Non Uniform Day', pupils will be expected to be smart and tidy in school uniform at all times. Please could all kit and items of clothing be labelled and kept in their purple sports bag. There will be times when pupils will be allowed to leave school in their games kit and uniform will be packed in the sports bag.

All pupils' possessions must be clearly marked with his or her name to avoid problems of clothes being mislaid. Nametapes should be sewn in an obvious place inside of the kit. Watches may be worn in school but only if they are clearly marked with the child's name. The school does not make any arrangements for the insurance of clothing and personal effects of pupils and, therefore, parents are urged to ensure that their own policy covers loss or damage whilst at school.

The Hockey Association and the Rugby Football Union recommend that gumshields should be used. Therefore, we insist that girls and boys in Years 2, 3, 4, 5 and 6 wear gumshields for hockey and rugby. Gumshields fitting is available at the start of the Autumn term, however, much cheaper versions can be bought in any sports shop.

Boots must all be fitted with 'Kitemarked' studs for safety reasons unless they are the moulded rubber stud type. Regrettably manufacturers do not fit these as standard so please check.

School Uniform is available from:

Blundell's School Uniform Shop
(Adjacent to the Ondaatje Hall car park at the Senior School)

Miss S Fray / Mrs F Newnes
Telephone: 01884 232316
Email: shop@blundells.org

Opening Hours in Term-Time are

Monday, Thursday	9.00 am – 4.30 pm
Tuesday, Wednesday, Friday	8.30 am – 4.30 pm
Saturday	8.30 am – 1.30 pm

By appointment only during school holidays

Compulsory Items of Years 3 – 6 Uniform
(ALL ITEMS SHOULD BE CLEARLY LABELLED)

Girls

- School blazer
- School grey skirt
- White long sleeved cotton shirt (**not** fitted)
- School tie
- School v-neck pullover
- Long grey socks or dark grey tights
- **Year 6** may wear thick black tights
- Black Shoes (heels **no** higher than 5cms)
- For hair collar length or longer a purple or black hairband, slide or ribbon must be worn
- School fleece hat (**no** other hats)
- Optional School scarf (**no** other scarves) and grey or black woollen gloves may be worn if desired
- School Black Coat
- School dress (Summer Term)
- **Plain** white ankle socks no trainer socks (Summer Term)
- School black rucksack (Years 3 - 6)
- Wellington Boots (to be kept in school)

From the start of the Summer Term the girls wear the **School dress** and **plain white ankle socks**. If the weather is warm at the start of the Autumn Term the girls may continue to wear their summer dresses until the end of September.

Sports Wear

- School sports bag
- School tracksuit top
- School tracksuit bottoms
- School sports shirt
- School black skin or plain black skin with **no logo**
- School black skort
- Optional School sports fleece
- Trainers
- Towel
- Gum shield (Autumn Term)
- Shin pads (Autumn Term)
- Black hockey socks (Autumn Term)
- School white polo shirt
- White ankle socks
- Optional black running leggings
- Plain swimsuit (Summer Term) – swimming goggles are optional
- Optional spikes for athletics and cross country and astro trainers for hockey
- School cap (**no** other caps) (Summer Term)
- Long white Cricket trousers (Summer Term optional for Year 3)

- White school cricket shirt (Summer Term optional for Year 3)
- Optional plain white skin (Summer Term)
- Optional white cricket jumper (Summer Term)

Throughout the School Year the girls wear their white polo shirt, black skort and white ankle socks for PE.

During the Autumn Term the girls play hockey during games lessons and require a gum shield and shin pads. The gum shield is a compulsory requirement for all hockey lessons and matches. The girls wear their black sports top, black skort and black hockey socks.

During the Spring Term the girls play netball during games lessons and wear their black sports top, black skort and white ankle socks.

During the Summer Term the girls play cricket during games lessons and wear their white polo shirt, black skort and white ankle socks. Swimming also takes place and a plain swimsuit is required and also goggles if desired.

BOYS

- School blazer
- Grey long trousers or grey shorts (**no** cargo shorts)
- White long sleeved shirt
  (Optional white short sleeved shirt – **Summer Term only**)
- School tie
- School v-neck pullover
- Grey socks/knee length socks with shorts
- Black shoes
- School black rucksack (Years 3 - 6)
- School black coat
- School fleece hat (**no** other hats)
- Optional School scarf (**no** other scarves) and grey or black woollen gloves may be worn if desired
- Wellington Boots (to be kept in school)

Sports Wear

- School sports bag
- School tracksuit top
- School tracksuit bottoms
- School sports shirt
- School black skin or plain black skin with **no logo**
- Black shorts
- Trainers
- Towel
- School white polo shirt
- Black football/rugby socks (Autumn Term and Spring Term)
- White ankle socks
- Optional black running leggings
- Gum shield (Autumn Term and Spring Term)
- Shin pads (Autumn Term and Spring Term)
- Rugby boots (Football boots may be worn but will require rugby studs)
- Plain swimming trunks (Summer Term) – swimming goggles are optional
- School cap (**no** other caps) (Summer Term)
- Long white cricket trousers (Summer Term optional for Year 3)
- White school cricket shirt (Summer Term optional for Year 3)
- Optional plain white skin (Summer Term)
- Optional white cricket jumper (Summer Term)

Throughout the School Year the boys wear their white polo shirt, black shorts and white ankle socks for PE.

During the Autumn Term the boys play rugby during games lessons and require a gum shield. The gum shield is a compulsory requirement for all rugby lessons and matches. The boys wear their black sports top, black shorts and black rugby/football socks.

During the Spring Term the boys play hockey during games lessons and require a gum shield. The gum shield is a compulsory requirement for all hockey lessons and matches. The boys wear their black sports top, black shorts and black rugby/football socks.

During the Summer Term the boys play cricket during games lessons and wear their white polo shirt, black shorts and white ankle socks during lessons. Swimming also takes place and plain trunks are required and also goggles if desired.

Compulsory Items of Nursery Uniform
ALL ITEMS SHOULD BE CLEARLY LABELLED

GIRLS

- Grey pleated skirt*, pinafore* or Jogging bottoms
- School purple sweatshirt with logo
- School white polo shirt with logo
- Grey socks or grey tights
- Optional School summer dress (Summer Term)
- Full length warm showerproof coat with hood
- Purple or black hairband/ribbon/slide (for collar length hair and longer)
- School book bag
- Black buckle/velcro shoes (non patent)
- White ankle socks (Summer Term)
- Sun hat (Summer Term)
- Wellington Boots (to be kept in school)
- Waterproof all in one

From the start of the Summer Term the girls may wear the **School dress** and **plain white ankle socks**. If the weather is warm at the start of the Autumn Term the girls may continue to wear their summer dresses until the end of September.

BOYS

- Grey trousers* or Jogging bottoms
- School purple sweatshirt with logo
- School white polo Shirt with logo
- Grey socks
- Full length warm showerproof coat with hood
- Black buckle/velcro shoes
- School book bag
- Grey shorts (Summer Term)
- Grey ankle socks (Summer Term)
- Sun hat (Summer Term)
- Wellington Boots (to be kept in school)
- Waterproof all in one

*Nursery 2 only

Compulsory Items of Reception, Years 1 - 2 Uniform
ALL ITEMS SHOULD BE CLEARLY LABELLED

Girls

- School blazer
- School purple or black waterproof jacket
- School grey skirt or pinafore
- White long sleeved cotton shirt
- School tie
- School v-neck pullover
- Long grey socks or dark grey tights
- Black shoes (non patent)
- Purple or black hairband/ribbon/slide (for collar length hair and longer)
- School book bag
- School fleece hat (**no** other hats)
- Optional School scarf and grey or black woollen gloves may be worn if desired
- School dress (Summer Term)
- **Plain** white ankle socks no trainer socks (Summer Term)
- Sun hat (Summer Term)
- Wellington Boots (to be kept in school))
- Waterproof all in one

From the start of the Summer Term the girls wear the **School dress** and **plain white ankle socks**. If the weather is warm at the start of the Autumn Term the girls may continue to wear their summer dresses until the end of September.

Sports Wear

- Trainers (with velcro fasteners)
- School white polo shirt
- Black cotton shorts
- School sports fleece top
- School sports shirt*
- School black skin or plain black skin with **no logo***
- School tracksuit bottoms
- Black socks (Autumn Term)*
- Shin Pads (Autumn Term)*
- Gum Shield (Autumn Term)*
- White sports socks - Years 1 & 2 only
- 1 School Kit Bag (for sports kit) - Year 2 only
- 1 large draw-string PE bag (for sports kit) – Year 1 only
- 1 small draw-string PE bag (for trainers) - Years 1 & 2 only
- Plain Swimsuit

Those items marked with an asterisk are for girls in Year 2 and are optional for those in Year 1. They are not required for children in Reception.

BOYS

- School blazer
- School purple or black waterproof jacket
- Grey long trousers or grey shorts (**no** cargo shorts)
- White long sleeved shirt (Optional white short sleeved shirt – Summer Term only)
- School tie
- School v-neck pullover
- Grey socks/knee length socks with shorts
- Black shoes
- School book bag
- School fleece hat (no other hats)
- Optional School scarf and grey or black woollen gloves may be worn if desired
- Sun hat (Summer Term)
- Wellington Boots (to be kept in school)
- Waterproof all in one

Sports Wear

- Trainers (with velcro fasteners)
- School white polo shirt
- Black cotton shorts
- School sports fleece top
- School sports shirt*
- School black skin or plain black skin with **no logo***
- School tracksuit bottoms
- White sports socks
- Black socks (Autumn/Spring Terms)*
- Shin Pads (Autumn/Spring Terms)*
- Gum Shield (Autumn/Spring Terms)*

- 1 School Kit Bag (for sports kit) - Year 2 only
- 1 large draw-string PE bag (for sports kit) – Year 1 only
- 1 small draw-string PE bag (for trainers) - Years 1 & 2 only
- Plain Swimming Trunks

Those items marked with an asterisk are for boys in Year 2 and are optional for those in Year 1. They are not required for children in Reception.

Website

Blundell's Preparatory School has a designated area on the Blundell's School website www.blundells.org which can be accessed from the Blundell's Preparatory School link.

The website has a wealth of useful information which can be accessed including the school calendar on the events page.

Blundell's Preparatory School

Blundell's Road
Tiverton
Devon
EX16 4NA

Tel: 01884 252393
E-mail: prep@blundells.org
www.blundells.org/prep