



# Essendon C of E (VC) Primary School

*Encouraging Everyone's Light to Shine*

## Home School Agreement

Pupil's Name	
Date of Birth	
Date	

This document represents a commitment by the school, the pupil and the pupil's family, to work together to make each pupil's time at Essendon as successful as possible, ensuring that they reach their true potential and are well-equipped for the next phase of life.


This agreement recognises that, in order for the relationship between home and school to be a successful one, communication and mutual support are vital.

We hope that every family will feel comfortable signing this agreement, to demonstrate their willingness to support the school and work together with the best interests of the pupil at heart.

If you have any concerns or queries about the contents of this document, you can arrange to meet me at any time and I will be happy to discuss these with you. Otherwise, I look forward to receiving the signed agreement and to working with you and your child.

Belinda Canham  
Headteacher

**School Lane, Essendon, Hertfordshire, AL9 6HD**

 01707 261209

[admin@essendon.herts.sch.uk](mailto:admin@essendon.herts.sch.uk)

[www.essendon.herts.sch.uk](http://www.essendon.herts.sch.uk)

# The School

**In keeping with The Essendon Way: Our vision ‘Encouraging Everyone’s Light To Shine and Values, and the Christian ethos of the school, we will:**

- Respect every pupil as an individual and strive to meet their needs, regardless of their background, starting point, personal circumstances, special or additional needs.
- Encourage them to respect and live out core Christian values.
- Keep children safe and ensure the responsible use of technology.
- Promote a healthy lifestyle, encouraging pupils to take regular exercise and to eat healthily.
- Set and expect high standards of work and behaviour for all pupils.
- Work in an open and transparent way, so that families understand any changes we make and the reasons behind our decisions.
- Provide a broad and balanced curriculum which, as well as meeting the needs of the Early Years Foundation Stage and National Curriculum, is exciting and helps to prepare our pupils for life in 21<sup>st</sup> Century Britain.
- Facilitate clear and regular communication with families through a variety of means.
- Notify families promptly about any matter affecting their child’s wellbeing, work or behaviour.
- Comply with all relevant legislation and follow all policies adopted by the Governing Body, including keeping pupils’ and families’ data safe and only using it in the ways set out in our Privacy Notices.

<b>Signature:</b> <i>BJCanham</i>	<b>Name:</b> Belinda Canham, Headteacher
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## Pupils

**As an important member of the school community, I agree to:**

- Attend school every day, on time, making sure I have everything I need with me.
- Wear my school uniform and look smart.
- Do all my work as well as I can.
- Respect other people and follow the school rules.
- Set a good example to pupils who are younger than me.
- Use kind words and actions, in the classroom, at playtimes and lunchtime.
- Follow the school’s safety rules to keep myself safe, remembering not to give out my personal details; to report anything I am worried about to an adult; to make sure that everything I do online follows the same Christian values as in real life; and to use only online service that are appropriate for my age group.

<b>Signature:</b>	<b>Name:</b>
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## Families

### Having chosen the Essendon community for my child, I will:

- Ensure that my child attends school regularly and is punctual.
- Call the school if my child will be absent and keep the school informed during my child's absence.
- Ensure that my child is equipped for the day with all they need, including correct school uniform.
- Support the Christian ethos, values and policies of the school.
- Support the guidelines for behaviour set out in the school's Behaviour Code, including attending meetings where necessary.
- Support the school in promoting a healthy lifestyle (by ensuring that my child has suitable clothes for sports and that my child's packed lunches are healthy and balanced).
- Support my child's learning by hearing them read each day and encouraging them to attempt home learning tasks and activities.
- Attend consultation meetings whenever possible.
- Keep the school notified of medical information or any changes in family or other circumstances which may impact on pupils' wellbeing, work or behaviour at school.
- Participate in and support the life of the school community.
- Use social media in a way which is responsible and in keeping with the ethos and values of the school and in line with our Data Protection Policy, including not sharing other people's data without consent.

## Consents:

**Under new General Data Protection Regulations, consent is not implied, so each consent must be completed individually by parents.**

### 1. Safe Use of Images:

We regularly take photographs of the pupils at school to help them with their learning, to record work undertaken or to share and celebrate successes. Some photos we take are essential for your child's learning, such as recording work they have done, or safety, such as displaying their allergies so staff are aware. If there is any reason why photographs being taken as part of our regular learning or to keep children safe presents a problem for your family, please speak to one of our Designated Senior Leaders for Safeguarding in strictest confidence.

We would like to be able to use photographs to share the pupils' and the school's successes publically. For example, posting photographs of school trips on the school website or in the weekly newsletter, or sharing photographs with local media sources.

The majority of families are happy for their children to appear in school photographs. However, if you would prefer that your child's photographs are not used for these purposes, please indicate this below.

I give permission for my child's image to be used to share what we have been doing on our school website and school prospectus.

I give permission for images of my child to be used by the news media when celebrating school achievements and successes in printed and/or electronic form and stored in their archives. This might include images sent to the news media by the school and images/footage the media may take themselves if invited to the school to cover an event.

I give permission for my child's image to be used after they leave Essendon School for school purposes only, eg in the school prospectus.

I give permission for my child's image to be used for photographs which I will be offered the chance to purchase (eg annual individual and class photographs).

I give permission for my child to appear in videos which may be loaded into a locked part of the school website for all parents to view.

### **Off-Site Visits:**

We aim to provide lots of off-site visits during your child's time at Essendon. For day trips or trips involving the use of a coach or public transport, a detailed letter including an opportunity for you to choose whether to give your consent will be provided. However, we also regularly take local trips (for example, to church for end-of-term services; to the post box; to deliver cards or gifts to neighbours).

I give permission for my child to take part in off-site visits within walking distance of school.

### **2. Medical Assistance**

Staff are trained in First Aid and regularly administer routine first aid in the event of accidents at school. You will be notified (by report slip in the event of minor accidents or by telephone for anything more serious) that First Aid has been administered. In the event of a medical emergency, we will, of course, attempt to contact families and emergency services. Very rarely, school staff will be called on to administer emergency medical assistance where there is no time to phone families first (eg if your child is choking).

Please confirm that you agree to staff administering First Aid.

### **3. Communication from school**

There will be times when we have to communicate with you for the effective running of the school. We may use your phone number, email or postal address for these or any other essential purposes. Further information about how we use your data can be found in our Privacy Notice.

In addition, and as noted above, we aim to keep parents regularly informed about what is happening at school. We believe that regular communication between home and school helps to ensure your child is happy and that you can play a full part in his or her education. We primarily use email for this purpose. We will not use your personal details to communicate with you for marketing purposes, or share your details with third parties. Please confirm that you are happy for us to use your email address and postal address for these purposes:

I give permission for the school to communicate with our family for any school-related purposes.

**These consents last from the date of signing until your child leaves Essendon CofE (VC) Primary School. If there are changes to your contact details or personal circumstances in the intervening time, it is parents' responsibility to inform the school office of this so that a new Home School Agreement can be signed.**