Bournmoor Primary School

Prospectus 2026 – 2027





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Section 1 – About our School:

I would like to welcome you to Bournmoor Primary School on behalf of all the staff and governors. We are a small, friendly school serving the community of Bournmoor and the surrounding areas. Our aim is to provide an engaging and enriching learning experience for pupils where they are encouraged to achieve their very best. We take pride in providing a rich curriculum where pupils learn about the world in which they live while gaining the essential skills needed to help them succeed beyond the classroom.

At the heart of all our learning is our caring ethos where we value each child for who they are, celebrate success and recognise individual achievement. We also believe that through working in close partnership with home, and the wider community, we can achieve better outcomes for our pupils. Therefore, we strive to develop positive relationships and we offer a welcoming atmosphere. We are an inclusive school and have achieved the Inclusion Quality Mark in recognition of support for all our learners. We are also a Rights Respecting School and we are proud to support the work and ethos of UNICEF.

All the staff in our school are committed to helping each child achieve their best so we offer a great start to the day by offering a free breakfast (courtesy of the Greggs Foundation) from 8.40am. Also, we offer wraparound from 8am to 6pm to support our families and ensure that children are with caring and qualified staff before and after school.

This brochure is designed to give you an overview of our school and what we offer. Additionally, you can visit our school website on www.bournmoor.durham.sch.uk for information. Please note that this brochure is updated but changes can occur so checking with school is always advisable.

If you are a new parent and considering us for your child, please contact the school office on 0191 3854291 if you would like to arrange a visit. I very much look forward to meeting you.

Kind regards,

Mrs Laura Snowdon

Mrs Laura Snowdon (Headteacher)

The Aims of Bournmoor Primary School

We provide a friendly, caring environment for our pupils and have high expectations of behaviour and standards. We value each child and, through careful assessment of their knowledge, skills and abilities, strive to help them achieve their personal best. The aims of our school help us support each pupil to succeed and reach their potential. We strive to provide pupils with teaching and learning which ensures they are equipped for life in modern Britain.

Our Aims:

- To help all pupils discover the joy of learning, develop lively enquiring minds, the ability to ask questions and reason rationally to apply themselves to tasks and physical skills;
- To present a stimulating balanced curriculum;
- To help pupils acquire knowledge and skills relevant to adult life;
- To help pupils understand the world in which they live and the inter-dependence of individuals, groups and nations;
- To help pupils appreciate human achievement and aspirations;
- To instil a respect for religious and moral values and a tolerance for other people and their opinions, other races, religions and ways of life.

Contact Details

Mrs Laura Snowdon
Headteacher
Bournmoor Primary School
Lambourne Close
Bournmoor
Houghton Le Spring
County Durham
DH4 6HF
Telephone: 0191 385 4291
E-mail: bournmoor@durhamlearning.net
Website: www.bournmoor.durham.sch.uk

Information may also be obtained from:
School and Governor Support
Children and Young People's Services
County Hall
Durham
DH1 5UJ
Tel: 03000 265698



Meet the Staff

Headteacher:	Mrs Laura Snowdon (Designated Safeguarding Lead)	
Deputy Headteacher	Mr Oliver Seaton (Deputy Designated Safeguarding Lead)	
Teachers:	Mrs Miss Anna Burdon	Early Years
	Miss Heather Purdy	Year 1/2
	Mrs Natalie Patterson	Year 3/4
	Mr Oliver Seaton	Year 5/6
Special Educational Needs Co-ordinator	Miss Heather Purdy	
Higher Level Teaching Assistant	Mrs Angela Scott	
Teaching Assistant:	Mrs Kathryn Winter	
Parent Support Advisor:	Mrs Claire Donnelly	
Senior Administrative Officer:	Mrs Dawn Pinnington	
Caretaker:	Mr Ian Greenwell	
Cleaner:	Ms Lynn Burt	
Lunchtime Supervisors:	Ms Lynn Burt and Mrs Alison Makin	
Chartwells Lunchtime Staff:	Mrs Clare Carrigan and Miss Kiera Strafford	

School Governors:

Mrs Lynda Carr	Chair of Governors & Community Governor
Dr Mike Leddra	Vice Chair & Co-opted Governor
Mrs Emma Lovett	Parent and SEND/Inclusion Governor
Mrs Laura Snowdon	Headteacher
Mrs Tracy Bell	Authority Governor
Mr Philip Heaviside	Local Authority Governor
Miss Heather Purdy	Elected Staff Representative
Mr Oliver Seaton	Elected Staff Representative
Mrs Rachel Andrews	Co-opted Governor
Mrs Jayne Walsh	Parent Governor
Mrs Zoe Soulsby	Co-opted Governor
Rev Catherine Walton	Co-opted Governor

School Day and Holidays:

08:40am – gates open for children to come in for a free breakfast

School times:

08:50 – 10:20	First session
10:20 – 10:35	Morning break
10:35 – 12:15	Second session (11 .45 for infants)
12:15 – 13:15	Junior lunchtime
11:45 – 13:15	Infant lunchtime
13:15 – 15:15	Third session

We offer free breakfast wraparound from 8am and children need to be brought to the main entrance by an adult. School gates open at 8.50am for children to come into school and children enter their classrooms. We open the gates for home time from 3.10pm and school staff are available to supervise for a period of 10 minutes from 3.15pm. For pupils not collected by 3.25pm, parents will be contacted. We offer wraparound care from 8am to 6pm. Any child not collected within a reasonable time will be taken to our wraparound care staff while we contact parents. The charge for this wraparound will be added to ParentPay.

The dates of the school year vary annually and parents are advised to check to ensure family holidays are not booked in term time. Durham County Council sets holiday times. A list of current dates is published annually on the website and copies can be obtained from school.

Admissions

Parents are very welcome to make an appointment to meet the Headteacher and view the school at any time of the year but all applications for **SCHOOL** places are through the Local Education Authority Admissions Team.

Applications for a place in our **NURSERY** is made by contacting school directly on 0191 3854291.

Durham Local Authority sets the admission policy for school places. Preference Forms for school can be completed on line at www.durham.gov.uk, requested from Admissions and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham, DH1 5UJ or from school itself.

If you require further information or wish to apply for a place please contact:

Admissions and Transport Entitlement Team
Children and Young People's Services
County Hall
Durham
DH1 5UJ

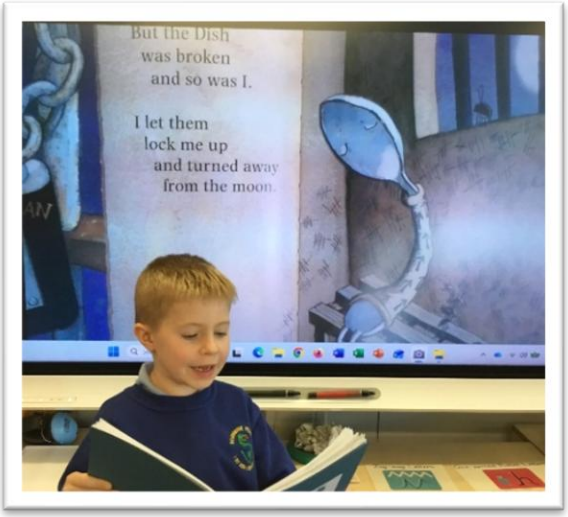
Tel 03000 265897

Section 2 – Helping Pupils to Learn:

Our Curriculum

We aim to teach a stimulating, creative curriculum which meets the requirements of the National Curriculum. Our school provides all pupils with a balanced, broad and relevant curriculum suited to their individual needs. The aim of the school curriculum is to provide opportunities for all pupils to learn and achieve their best. We promote pupils' spiritual, moral, social and cultural development so that they become competent, self-reliant children with a knowledge of the world about them. We encourage a desire to learn more about the world in their next stage of education and in their daily lives. Support from home with pupil's learning is extremely valuable and is always appreciated and encouraged by school. Curriculum grids showing what children learn in school are available on our website or can be obtained from school.





Nursery

We have our own nursery within school. Our aim is to provide high quality nursery provision in our education setting for children aged 3 and 4. We offer a Foundation stage unit where children can access high quality provision and we can offer sessions across the day (morning or 30 hours for eligible parents/carers).
Our nursery provision offers the following benefits:

- Children have full access to the facilities our school can offer including the visits and visitors that our Reception class enjoy
- It is led by a qualified teacher
- We offer morning sessions and also 30 hours placements to eligible parents/carers
- It is a governor-led nursery and has a designated governor committee who monitor standards and impact of teaching, alongside Mrs Snowdon
- Our aim is to offer a quality learning environment to support our youngest learners within our school setting

The Early Years Foundation Stage

We offer a rich learning environment which focuses on the Early Learning Goals. Each year new pupils joining us in Reception are offered visits to school to meet staff and get used to their new school environment. Our induction process helps pupils settle into school and allows parents to get to know us. If you are looking for a place for your child in Reception, please contact us and have a look around as we know that choosing a school for your child is such an important decision. We are happy to answer any questions you have.





Religious Education

Our school follows Durham's New Agreed Syllabus. The basis of this syllabus is to introduce children to the beliefs, attitudes and practices of Christianity, Judaism, Hinduism, Sikhism, Buddhism and Islam. Parents have the right to withdraw their children from religious education lessons and should come and talk to the Headteacher if they wish to exercise this right before putting this in writing. Provision will then be made for alternative education during these lessons.



P.E. & Games

Physical education is a compulsory part of the school curriculum and children are expected to be suitably dressed for the activities involved. This is essential in order that we meet health and safety requirements in the sport children receive each week.

Indoor P.E.

Infants	blue shorts and a white T –shirt and slip on gym shoes.
Juniors	blue shorts and white T-shirt and gym shoes or clean trainers for indoor use.
Outdoor activities:	shorts, T-shirt or sweatshirt or football/rugby shirt a track-suit may be worn for warm-up activities gym shoes or trainers
Swimming:	a swimming costume, swimming hat, towel children who contract athletes foot or verrucae may wear a protective slipper goggles are worn only in exceptional circumstances by written request from parents if children's eyes are affected by chemicals in the water.
Outdoor Classroom:	infant children could be working both indoors and outside every day and we request that they have wellies left in school.

Residential activities: pupils are offered the opportunity to take part in outdoor events and a residential visit. Any additional kit requirements for these visits will be passed on to parents through letter/text or a meeting.



Homework

Homework is provided for pupils to reinforce their learning at home and also to allow parents to see what is being taught in their child's class. Our Homework Policy sets out the type of activities pupils will complete and any additional study or research that pupils wish to complete is always encouraged. Children in our school have a wide range of interests and we thoroughly enjoy hearing all about them and celebrating their learning. Homework for our Junior pupils can be set on Teams to be completed and returned online.

Section 3 – Helping Pupils to Stay Safe:

Safeguarding and Online Safety

At Bournmoor Primary we are committed to ensuring children's safety and welfare. We do this through a wide range of ways i.e. our Personal, Social, Health and Education programmes, assemblies, visitors and our online safety curriculum. We have two Designated Safeguarding Leads (Mrs Laura Snowdon and Mr Oliver Seaton) as well as a Safeguarding Governor (Mrs Tracy Bell). We take great care to ensure pupils are taught how to be safe online as well as helping them develop strategies for coping with technologies they may use outside of school. Advice for parents is available to help if needed.

We have a range of policies to promote and ensure pupil safety including our Anti-Bullying policy, Online Safety, Safeguarding Policy and the Department for Education document 'Keeping Children Safe in Education' document. We also have a 'Safeguarding Leaflet for Parents' which is on our website and available in school which summarises how we keep children safe in school. We aim to have good working relationships with parents and carers and to work in partnership with them through transparency and honesty. However, we do not forget that their child's needs and welfare are our paramount concern, therefore obtaining consent to take matters further is not always appropriate.





Children's Health & Medicines

We have our 'Managing Medicines in School' Policy which sets out how we deal with pupil's medical needs. All medicines brought into school need to be prescribed by a doctor and clearly labelled for the trained staff to safely store and administer.

Maintaining a Happy and Safe Learning Environment

The school seeks to reward and promote positive behaviour at all times so your child will receive awards to encourage good behaviour. All parents are provided with our School Charter of Rights & Responsibilities and a Home-School Contract to sign to develop home and school links. Our school has a Behaviour Policy, which covers lunch-time as well as the rest of the school day. Positive behaviour is encouraged and rewarded. Any breaches are dealt with by the teacher/lunch-time supervisor and can lead to a variety of consequences including loss of playtime. In more serious cases a child may be taken to the Deputy Headteacher or the Headteacher. Most incidents are successfully managed in this manner but on occasions it may be necessary to contact parents to engage support and work together. The children and staff have replaced 'school rules' with a Class Charter setting out our rights and responsibilities. By doing this, children, staff and parents understand that in order for children to succeed at school, everyone has to act responsibly and work together.





Our School Charter:

Rights	Respectful Actions
To be listened to	**To listen to others**
To get the help we need to understand our work 	**To listen and follow instructions** 
To have a clean and tidy school 	**To help to keep the school tidy** 
To be spoken to politely 	**To speak politely to everyone** 
To feel safe in school 	**To keep our hands, feet and objects to ourselves** 
To be treated with respect 	**To never hurt other people's feelings by what we say** 

Section 4 – Helping Pupils Feel Valued:

Equality of Opportunity

Our school aims to offer equal opportunities to all children, staff and other adults in the school community. We are committed to meeting the needs of the children in our care. We will ensure that every pupil irrespective of race, disability, gender, religion and belief or sexual orientation is able to achieve high standards and that strategies are in place to tackle under–achievement. We ensure that every pupil has access to the necessary support required to enable them to achieve their highest potential. We ensure that the school's procedures for disciplining pupils and managing behaviour are fair, effective and equitable. We believe that this will provide good role models for pupils. We promote a multicultural education to allow children opportunities to understand and reflect upon the many different cultures within our society and the wider world. Through our partnerships, curriculum, assemblies, visits and visitors we offer many chances for children to learn about the world in which they live.



Assemblies/Acts of Collective Worship

School assemblies / acts of collective worship have a broadly Christian character. There is usually a moral or religious story, a song, prayer or meditative thought. Assemblies are also used to celebrate a variety of festivals and to raise children's awareness of the differences and similarities of beliefs held within the school, in this country and throughout the world. A member of our local church takes some assemblies each term and representatives of the local and wider community are also invited into school to talk to the children about their roles and responsibilities. Parents have the right to withdraw their children from the religious part of a school assembly.

Plays, Assemblies and Events

During the course of the year we some events which we invite parents and family members along to. It is always a positive experience for pupils to share their learning with family members and therefore we warmly welcome all visitors into school.





Pupil Voice

The school has an active School Council elected by children from all classes. The council consults the children about important aspects of school life and represents their classes in discussions and decision making with the Headteacher and other staff. Pupil voice is important to us and we offer many opportunities for pupils to tell us how

they feel about their school for example through their questionnaires, class discussions, Time to Talk in our school year where we gather opinions on specific aspects of our school and PSHE activities and our curriculum.



Children with Special Educational Needs and Disability

Children are individuals, and as such have very different learning needs. All children have the right to access a broad and balanced curriculum. However, it is recognised that some children will need extra help in gaining access to that curriculum. Children who require additional support need to be identified as soon as possible. This is done by teacher observation, supplemented by a more formal information gathering process to enable a planned programme of work to be prepared. A list of children with Special Educational Needs and Disabilities is kept by the Special Educational Needs Co-ordinator (Miss Heather Purdy).

Parents are very much regarded as partners in the learning process, and their co-operation is actively sought. Parents with any concerns about their child's learning are welcome to contact the school at any time. Our SEND policy sets out full details of how we follow the SEND Code of Practice to support all our pupils achieve their very best and further details can be found in our 'SEND Information Report' on our website (www.bournmoor.durham.sch.uk).



Section 5 – Communication with Home:

Communication with Parents

We have a text-messaging service which we use to communicate with parents. In addition, we send regular newsletters home (they can be downloaded from our website) so parents and families can be kept up to date about events in school. Parent partnership is very important to us and we know that good communication is a key part to this. We recognise that parents sometimes need help or advice and our SENCO (Miss Heather Purdy) is someone who offers support through providing information and linking with services. The Durham Local Offer is also a point for information. This website provides the SEND support that is available in Durham and can be accessed through www.countydurhamfamilies.info web page. Also, we can offer support through the school nurse service and Parent Support Advisor.

Reporting Pupil Performance

We have Parents' Evenings and send a written report in the final term which outlines achievements and provides targets. Parents are welcome at any time during the year to discuss their child's progress, any concerns and to share good news regarding learning at home and interests. An appointment can be arranged with the class teacher or with the Headteacher. Alongside teacher assessments, the children have more formal assessments which are set out below:

Reception	Reception Baseline Foundation Stage Profiles to assess pupil's Good Level of Development
Year 1	Phonics Screening Check in June
Year 4	Multiplication check (MTC) in June
Year 6	National KS2 SATs in May

Complaints Procedure

It is in everyone's interest that concerns and complaints are resolved at the earliest possible stage. Many issues can be resolved informally, without the need to use the formal stages of the Complaint Procedure. Bournmoor Primary School takes complaints seriously and we will make every effort to resolve the matter as quickly as possible. It is always our aim to resolve any issue as quickly and effectively as possible to ensure children in our school are happy and thriving. In order to do this the school governing body has adopted the Local Authority Complaints Procedure. A full copy can be obtained from the school or our website. If a parent/carer has a complaint about any member of staff they should talk to the Headteacher in the first instance. If a parent/carer has a specific complaint about the Headteacher (which does not relate to the carrying out school policy) they should contact the Chair of Governors via the school office.



Section 6 – School Information:

School Uniform

We are proud to be a part of the community of Bournmoor and our uniform reflects this. Our school badge shows the 'Lambton Worm' which depicts the local legend. Our uniform policy asks that all children wear uniform and we are very grateful for the support we receive from parents with regard to this. Our youngest children in nursery are asked to wear the Bournmoor uniform when they join us. We request that no extremes of hair style, coloured nail polish or make-up be worn in school. For health and safety reasons we also aim to be an 'earring-free' school.

The basic recommended outfit comprises:

- royal blue sweatshirt, jumper or cardigan
- school polo shirt, or a yellow, pale blue or white polo-shirt/shirt or blouse
- grey, black or navy blue trousers or grey, black or navy blue skirts or dresses
- blue gingham dress (warmer weather)
- Reception / Year 1 / Year 2 - Wellies
- waterproof fleece with school logo
- appropriate school shoes

The exception to this is when a child is celebrating their birthday and they can come in non-uniform so we can all wish them 'Happy Birthday' on their special day (please note that for birthdays on a weekend or during a holiday, children pick the closet school day). This was voted for by School Council and it means that children feel special on their birthday when all other children are wearing their uniform. All our uniform can be purchased from 'Little Gems' in Crowther Industrial Estate, Washington (telephone 0191 4192319) or through their on-line ordering system using: @theschooloutfit.co.uk

Personal Property

Children are not required to wear watches and they are not expected to wear jewellery or bring valuable personal property to school. Smart watches are not permitted in school. In addition, for health and safety reasons we recommend that pupils have ears pierced at the beginning of the six weeks period as we aim to be an earring-free school. Also, this ensures that small items such as earrings cannot go missing in school. The school cannot accept any responsibility for the loss of or damage to any such items. Whilst teachers may look after valuables for pupils (e.g., during P.E.) the responsibility for the valuables remains with the pupil at all times. Parents are advised to stop their children from bringing anything of value to the school. Please write your child's name into all items of clothing. Lost property is kept in boxes in the cloakrooms.

Money in School

Educational visits enhance the children's learning and are a valuable part of the curriculum. We ask for voluntary contributions for these and no child will be excluded because they have not paid. A County Indemnity form is

required to take any child out of school for a period longer than half a day. For insurance reasons children who have not returned this form will not be allowed to go. We ask that any letters/returned slips are in clearly marked envelopes. We use 'ParentPay' system in our school which allows parents to pay on-line for dinner money, trips etc.

Snacks

We have a healthy snack policy and we offer the opportunity to have fruit in school. Children are not be allowed to eat chocolate or sweets (that includes in packed lunches). We provide water and pupils are encouraged to bring a bottle to fill up with water. We also offer milk through the Cool Milk Scheme (details from our school office). Every child in YR, Y1 and Y2 receives a free piece of fruit. If your child has allergies, or you do not want your child to eat particular fruits, please let us know. This is part of our healthy eating policy and is extra to the fruit children would normally eat. We also offer a free breakfast each day in our school (through our link with the Greggs Foundation) so children can have a healthy start to their morning.

School Meals

Our school has an on-site kitchen which provides balanced, nutritious meals. Pupils are encouraged to eat fruit and vegetables and to try foods they may not be familiar with. There is always a choice of a filled baguette/sandwich or wrap with salad. Our school office requires notice to put children on/remove children from dinners so please contact them to check the notice period required. When a child has particular dietary needs the company who provide school meals, Chartwells, can cater for these however they require a letter from the child's dietician to confirm specific needs. It is important that we have up to date allergen information. Please note that currently only Junior children pay for lunches, unless they are entitled to free school meals.

Pupil Premium Funding

It is a payment given for children on free school meals, looked after children or children in the armed forces. If you think you may be entitled to free school meals please call into the office to complete a simple form which is submitted to Durham County Council on your behalf to check your entitlement. You can click on the link to see if you are eligible: https://www.gov.uk/apply-free-school-meals . Even though all pupils in Key Stage 1 (Infants) currently receive free meals as part of a government funded initiative, it is still important to apply as it entitles your child to funding called 'Pupil Premium'. Pupil premium funding for our school is available on our website.

This brochure is designed to give you an overview of our school and what we offer. If you are a new parent and considering us for your child, please contact the school office on 0191 3854291 to arrange a visit. You can also visit our school website on www.bournmoor.durham.sch.uk for information. I very much look forward to meeting you.

Kind regards,

Laura Snowdon

Mrs Laura Snowdon (Headteacher)