

Brunshaw Primary School



RESILIENT, ASPIRATIONAL LEARNERS



**Information for Parents
2026 - 2027**

Table of Contents



A Message from the Headteacher	2
Term Dates	3
Contact Details Admissions	4
The School Day	5
School Organisation	6
Early Years Foundation Stage	7
Curriculum	8
School Uniform	10
School Meals	11
Attendance and Punctuality	12
Positive Relationships and Behaviour Pastoral Care	14
Safeguarding	16
Medical and First Aid	17
Communication	18

A Message from the Headteacher

Welcome to Brunshaw!

We have the highest expectations of all our children for behaviour, academic achievement, attitudes to learning and attendance; we also maintain a good partnership with our parents – our staff are always willing to listen!

Our strategic, long term commitment is to improve even further and achieve outstanding standards for all pupils. We have a strong team, committed to providing the very best outcomes for our pupils and improved life chances for our community. Due to this genuine dedication, strong leadership, high quality of teaching and engaging provision, pupils at Brunshaw leave this school having made real achievements thus reflected in the academic and non-academic progress they make.

Best wishes,



Mrs G Smith
Headteacher

Term Dates

Please refer to our website for all key dates and events:

<https://www.brunshaw.lancs.sch.uk/key-dates-for-your-diary/>

Autumn Term 2026

School reopens on Wednesday 2nd September

Closure after school on Friday 23rd October

Half Term Break

School reopens on Tuesday 3rd November

Closure after school on Friday 18th December

Spring Term 2027

School reopens on Tuesday 5th January

Closure after school on Friday 12th February

Half Term Break

School reopens on Monday 22nd February

Closure after school on Thursday 25th March

Summer Term 2027

School reopens on Monday 12th April

May Day Bank Holiday Monday 3rd May

Closure after school on Friday 28th May

Half Term Break

School reopens on Tuesday 8th June

Closure after school on Tuesday 20th July

INSET Days (Staff Only)

Tuesday 1st September 2026

Monday 2nd November 2026

Monday 4th January 2027

Monday 7th June 2027

Wednesday 21st July 2027

Contact Details

If you wish to contact us, we would love to hear from you.

Telephone 01282 423280 to speak to a member of our school office staff.

Brunshaw Primary School
Morse Street
Burnley
BB10 4PB

Email: enquiries@brunshaw.lancs.sch.uk

Website: www.brunshaw.lancs.sch.uk

If you wish to contact the schools Special Education Needs and Disabilities Co-Ordinator, her name is Claire Perkins and you can contact her via the school address and phone number above or send her an email: senco@brunshaw.lancs.sch.uk

If you wish to contact a School Governor, the current Chair of Governors, Adrian Herbert, can be reached by email: a.herbert@brunshaw.lancs.sch.uk

Admissions

All pupils will be given equal consideration for admission to our school, irrespective of gender, race, disability or Special Educational Needs, and in line with our [Admissions Policy](#).

The School Day

Breakfast Club

We operate a breakfast club with two start times, 7:30am at a cost of £4.50 and 8:00am at a cost of £3.50 per session. Places need to be booked in advance via [ParentPay](#). Children are provided with a nutritious breakfast and a calm environment, ready for a smooth transition to the beginning of the school day. Our Breakfast Club is in the main school hall for all children; Breakfast Club is accessed through doors on the staff car park and must be signed in by an adult.

Opening and Closing times

The school gates open at 8:45am. Pupils are invited to come straight into school to settle themselves for the day. Registration is from 8:55 -9.00am.

The end of the school day is at 3:15pm. Please pick your children up promptly at this time. If you are inadvertently delayed, please contact us at school.

Playtimes

Reception children access their own outdoor area throughout the day during continuous provision. Children in Years 1 to 3 have morning playtime from 10:25am – 10:40am and Years 4 to 6 have their playtime from 10:40am – 10:55am.

Lunchtime

Children in all year groups have their lunch from 12:00pm – 1:00pm.

Lunchtimes at Brunshaw are happy and calm. There are games and activities on the school playground every day. Classes go into the hall on a rota basis to eat lunch. A member of the Senior Leadership Team is always on duty over the lunch time period.

After School Care

We operate an After School Care service, run daily by a team of our support staff, at a cost of £9.00 per session, until 6:00pm. Here, children from Reception to Year 6 take part in a range of fun activities and are provided with a healthy snack. Places need to be booked in advance via [ParentPay](#). Collection is via the main school office.

School Organisation

Here at Brunshaw, pupils spend their first year in Reception, which is the final year of the Early Years Foundation Stage. Children then move on to Lower School (Key Stage 1) for two years and then to Upper School (Key Stage 2) for four years. Finally, at the age of eleven and on completion of Year 6, the children move on to secondary school. We have excellent relations with our local secondary schools, [Unity College](#), [Blessed Trinity](#) and [Sir John Thursby](#). Projects are organised throughout Years 5 and 6 for children to gain an insight into life at secondary school.

Each well-resourced classroom at Brunshaw has a reading area, an interactive whiteboard and laptops for children's use. The children also use laptops and iPads for Computing lessons and to support their curriculum learning. In addition, the school has a large hall and newly refurbished library.



Early Years Foundation Stage (EYFS)

Our youngest pupils begin their educational journey at Brunshaw in our large, well-resourced Foundation Centre. This area, including two Reception classrooms, shared quiet rooms and a large outdoor space, is the perfect environment for pupils to begin school life, following a balanced and personalised curriculum based on the seven areas of learning:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development
- Literacy
- Mathematics
- Expressive Art and Design
- Understanding the World

Our experienced EYFS team prioritise forming strong, positive relationships with our new pupils and their families. We share regular updates on children via Class Dojo and hold half-termly Stay and Play sessions, where families are invited into class to take part in activities based around current learning.

Children in Reception learn through a balance of adult-led lessons, focusing on specific skills, and during self-directed time in continuous provision. During this time, children have free access to the indoor and outdoor learning environments and are able to follow their own interests and ideas, whilst building their skills in resilience, problem solving and communication.

For more information on EYFS at Brunshaw, please see our [dedicated section of the school website](#), which includes information and advice on supporting your child's transition to school.

Curriculum

Through our broad and balanced personalised curriculum, including enrichment activities such as trips and visitors to school, along with carefully planned and well taught lessons, Brunshaw ensures that pupils are highly motivated and achieve. The school follows the Early Years Foundation Stage framework and the National Curriculum. Further details, including yearly overviews and knowledge organisers for each subject can be found in the [curriculum section of our website](#).

In the Foundation Stage, children develop the key building blocks for success in future years. The stimulating and well-resourced environment allows children to develop key skills such as communication, literacy and numeracy as well as important social skills. From Year 1 to Year 6, the curriculum includes RE, Maths, English, Science, Geography, History, Music, Art, PSHE, Computing, DT and PE. A strong emphasis is placed on developing and applying high levels of Maths and English.

Curriculum Enrichment

We have developed a curriculum which sets out a guarantee of rich experiences children will have when they attend our school; this ranges from visiting the theatre to an outdoor residential stay! We also hold enrichment theme days/weeks every term which focus on a range of themes which are important to our children. Theme weeks from previous academic years have included 'Black History Week', 'Inspirational People', 'Environmental Week', 'Raising Aspirations', 'World Faiths' and 'Olympic Sports'.

PE and Sport

Sport is an important part of the National Curriculum. All our children engage in weekly PE lessons, which are a balance between games, dance, gymnastics, athletics and swimming. The school also employs specialist coaches from outside school to deliver aspects of PE to the children.

Extra-Curricular Activities

Brunshaw offers our children a wide range of extra-curricular activities throughout the school year and for different age ranges. Clubs and activities offered include:

- Football
- Athletics
- Tag Rugby
- Drama
- Art
- Choir
- Gardening
- Multiskills
- Netball

Homework

Each half term, pupils are set a creative task, based on their current learning in class. The outcomes of these tasks are broad, encouraging children to showcase their learning in their preferred way.

Children in Years 1 - 6 are also required to regularly practise their multiplication tables, in order to develop instant recall of these facts.

We feel that it is of vital importance that children should read at home every day, and we recommend parents spend time reading with their children in a quiet, relaxed atmosphere. For more information, see our website for [Reading Support](#) and our [Homework Policy](#).

Educational Visits

Throughout the year the school organises educational visits during normal school hours to a variety of locations. These visits are designed to stimulate academic opportunities through creating memorable learning experiences. The use of visits and visitors are designed to complement and extend the range of activities within the curriculum. A voluntary contribution is asked to cover the cost of trips. All coaches used to transport the children have fitted seatbelts. Strict health and safety guidelines are adhered to and risk assessments are in place.

School Uniform

We have high expectations for school uniform, and children should wear full uniform every day. All clothing should clearly be labelled with your child's name.

All children need their Reading Book Bag in school every day. No other bag is needed. If children are required to cover their heads for religious reasons, the scarves should be black or royal blue, and secure when worn but easily removed in an emergency. They should also not impair their hearing. Some families require that children cover their arms and legs at all times. The school will respect this. We do not allow the wearing of jewellery whilst doing P.E. or sports activities for health and safety reasons.

Full information can be found in our [School Uniform Policy](#).

Uniform Supplier

[Moonline Uniforms](#)

33-37 Standish Street, Burnley, BB11 1AP



School Meals

Our school kitchen is staffed by Lancashire County Council. All meals are cooked fresh on-site, offering a nutritious menu which uses a range of fresh produce.

The school operates a cashless payment system. School lunches are £2.90 per day, £14.50 per week, payable in advance using ParentPay. Parents/carers are welcome to credit their accounts weekly, monthly or termly.

Your child can bring a packed lunch, if you prefer, but drinks must be non-fizzy and in non-glass bottles. We also ask that no nuts or chocolate spreads are in packed lunches as many chocolate spreads contain nuts, which can cause severe allergic reactions.

Children in Reception to Year 2 qualify for Universal Free Meals. This is different to Pupil Premium which entitles pupils to free school meals throughout their education. Pupil Premium entitlement is awarded if you are in receipt of certain benefits from the Government. If you feel that your child is eligible for free school meals, you should contact the Area Office on 01254 220714, regardless of the age of your child, as this attracts further funding for school and your child.

Milk and Fruit

A daily portion of fruit is provided for all Reception and Key Stage 1 children who would like it. Milk is available daily for all Reception children. Children in Years 3 to 6 may bring a piece of fruit from home for a snack during morning break.

Attendance and Punctuality

This is a successful school and every child plays their part in making it so. We aim for an environment which enables and encourages all pupils to achieve their potential and aspire to excellence.

For our children to gain the greatest benefit from their education it is vital that they attend regularly and every child should be at school, on time, every day the school is open unless they have an unavoidable reason to be absent. Any absence affects the pattern of a child's schooling and regular absence will seriously affect their learning.

Absence or late arrival also disrupts teaching routines and so may affect the learning of others in the same class.

Government research shows a direct link between attendance and attainment and good attenders also make better progress socially, learn to work with others, and are better prepared for the transition to secondary school and, eventually, higher education, training and employment.

Taking a child out of school in term time will affect their schooling as much as any other absence and we expect parents to help us by not taking children away in school time. There is no automatic entitlement in law to take leave during school time. All applications for leave must be made, in advance, by the parent of residence using the 'Request for leave of absence' form from the school office.

It is very important that you make sure that your child attends regularly and our [Attendance Policy](#) sets out how together we will achieve this.

Our school's Attendance Manager is Mrs Ahmed. She works closely with our pupils and families in supporting them to reach and maintain a high level of attendance.



Positive Relationships and Behaviour

Our school operates a positive approach to managing behaviour and discipline, and we have the highest expectations for behaviour. We operate a range of rewards for good behaviour, as well as consequences for behaviour which falls short of what is expected. We appreciate your support in all aspects of ensuring your child's behaviour remains good so that all children can learn and enjoy. For further information, see our [Positive Relationships and Behaviour Policy](#).

Pastoral Care

At Brunshaw, we are very fortunate to have two Pupil and Family Support Workers - Anna and Kay. They have a great deal of knowledge and experience which is beneficial to supporting the children and families at our school.



Our Pupil and Family Support Team work closely with our pupils, their families, school staff and outside agencies to try to remove barriers to children's learning to help them to reach their full potential.

Some aspects of their role is supporting with issues regarding:

- behaviour at home and at school
- money issues
- bereavement

- parental separation
- family illness
- housing issue
- wellbeing support
- signposting to various agencies
- attending relevant meetings
- one to one support for pupils using a range of interventions

Our Pupil and Family Support team have an open door policy, although making an appointment will ensure they are available. This can be done by contacting the school office.

Pupil Mentor

Our school's Pupil Mentor is Miss Picton. She works with a range of children throughout the whole school, ensuring that all of our pupils are happy and settled.



Miss Picton provides guidance to ensure all children can reach their full potential. She supports those who may be experiencing difficulties with friendships, emotions or behaviours. Miss Picton works closely with families to offer them support and guidance with regular updates about their child.

Safeguarding

As schools have daily, close contact with children, it is possible to observe signs of possible abuse, failure to thrive, or changes in a child's behaviour. Parents/carers should be aware that, where it appears to a member of staff that a child may have been a victim of abuse of any form, the school is required by law under the Safeguarding & Child Protection Procedures to report their concerns to Social Services immediately, and if necessary, without contacting the child's parents. Mrs Smith is the Designated Senior Leader (DSL) for Safeguarding & Child Protection, and back-up DSLs are Mrs Jameson, Mrs Bull, Mrs Cunningham, Mrs Cooper, Miss Scurfield, Miss Wood and Miss Picton. For further details on safeguarding at Brunshaw, alongside our policies, please visit the [Safeguarding section of our website](#).



Medical and First Aid

A large number of our staff are paediatric first aid trained. They have a first aid kit in their possession at all times and take these on trips and out onto the school yard at playtimes. All accidents are recorded in the Accident Book and slips are sent home to inform parents of injury. Head injuries are also recorded, and a phone call may be made to parents if the Senior Leadership Team think it is necessary.

It should not be necessary to send medicines to school. If a course of antibiotics must be completed and the child is well enough to come to school, school will only administer prescribed medicine when prescribed 4 times per day. If your child requires medicines that need to be administered in school, please complete the appropriate Medical Form available from the school office. Medicines should be dropped off and collected each day from the School Office by the parent, and not left with children. Over the counter medicines e.g., throat sweets should not be brought into school. See our [First Aid](#) and [Medical Needs](#) policies for full details.



Communication

Emails

This is our most regular method of direct communication with parents. We regularly use email to communicate information such as school trips, Parents' Evenings and events, so it is important that you provide us with accurate contact details.

SMS (Text Messaging)

School uses SMS messaging to communicate with parents. We use the SMS messaging service as a reminder for important events in the school calendar and to inform you of unexpected changes to school routines, for example, school closures, delayed trips, or cancelled activities. Please ensure we have your latest mobile number so you will receive these messages.

Class Dojo

At Brunshaw, we use the Class Dojo online platform to share snapshots of learning between home and school. The app is free to download and you will receive login details from your child's teacher. Each class has a Class Dojo page, which is regularly updated by teachers with photos and videos of your child's learning in class. This is also a useful way to share reminders about class events. Each child has their own portfolio, viewable only to their parents and classroom staff. We encourage parents to upload photos of home learning to their child's portfolio, in order to share success with their teachers. At Brunshaw, we do not use the messaging facility on Class Dojo, so please relay any queries or concerns in person or by telephoning the office.

Weekly Newsletters

Each Friday during term time we produce a newsletter updating parents on activities from the week, along with important information on the weeks ahead. Please do read our newsletters to ensure you are kept up to date with our school news and important messages. The newsletter is sent via email and is also accessible via Class Dojo on Friday afternoons. In addition, a newsletter focussed on the weekly learning in Reception and how to support your child in learning at home is published each Friday afternoon on Class Dojo.

Facebook

We encourage our parents to connect with us on our [Facebook page](#). Here we post photos and videos of wider curriculum activities and share posts from organisations who come in and work with school as part of our rich curriculum. These include Food For Life and Burnley Football Club.

Home School Agreement

It is vital that school works in partnership with parents/carers for children to achieve their very best. As such we have a Home School Agreement which we ask parents and children to sign. Please take time to look over our [Home School Agreement](#), a copy of which you are asked to sign and return to school via your child's home school planner.

Reporting to Parents

Autumn Term

Parents' Evening is in October/November, where parents have a short appointment time to talk about their child's progress and how he/she has settled in.

Spring Term

The next Parents' Evening (in March) is an opportunity for you to talk in depth to the teacher about your child and their progress.

Summer Term

All children receive a written report in July with progress comments on all National Curriculum subjects. This report will include results of EYFS/National Curriculum assessments if your child is in Reception, Year One, Year Four or Year Six. There is an opportunity for you to come into school to speak to the teacher about the report if you wish.



Brunshaw Primary School

Resilient, Aspirational Learners

Address Morse Street, Burnley, BB10 4PB

Phone 01282 423280

Email office@brunshaw.lancs.sch.uk

Website www.brunshaw.lancs.sch.uk

Facebook [facebook.com/BrunshawPrimary](https://www.facebook.com/BrunshawPrimary)