



**LIVINGSTONE
ACADEMY
BOURNEMOUTH**
an Aspirations Academy

Livingstone Families
EARLY YEARS
WELCOME PACK

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WELCOME from Ian Livingstone

Hello and welcome,

I am delighted to learn that your child will be attending Livingstone Academy. We will work hard to ensure our students will enjoy and be inspired by the experience.

Creativity gives the UK an edge as a nation and it is essential that school is a place where young minds flourish. Imagination is key to the 'maker' generation. Creativity above consumption moves children from the passenger seat to the driver's seat of life. At the Livingstone Academy, we will strive to help students navigate a world that is in constant change. We want our students to achieve good examination results at the same time as equipping them with skills for the 21st century digital world through a combination of knowledge and know-how. We want them to be world-ready and work-ready. Curiosity, creative thinking, problem-solving and an entrepreneurial mind-set, combined with a belief in being a team player, will help children become job makers, not just job seekers.

Yours,

A handwritten signature in black ink, appearing to read 'Ian Livingstone', with a stylized flourish at the end.

Ian Livingstone CBE

WELCOME from the Principal

Dear Children,

I am so happy to hear that you will be joining us at the Livingstone Academy in September and I am very excited to meet you in person!

Starting school is a special time in your life and you will learn so much. I am sure you have heard all about how you will learn to read, write and do maths problems.

You may hear grown-ups talk about those subjects a lot and we will work with you and your family to make sure you learn them, but I want you to know – those aren't the most important things you will learn in school.

Learning things like *friendship, kindness, compassion, sharing, empathy, independence, teamwork, honesty, courage, creativity, adventure, problem solving, communication and believing in yourself* are perhaps the best things about school. Yes, you will learn to write and read and do maths and I will be proud of you, but when you look back at your days in school, I hope you remember these other things the most.

Here's to a wonderful year filled with learning and laughter.

Yours sincerely,



Dr Kimberly Elms
Principal

WELCOME – HEAD OF EARLY YEARS

Dear Parent/Carer,

Welcome to Livingstone Academy, Bournemouth. We are delighted that you have chosen us and even more delighted that you have been awarded a place here in our Reception Class.

As a STEAM-powered learning community, we use Science, Technology, Engineering, the Arts and Mathematics as entry points for enquiry, communication, personal expression, invention, critical thinking and problem-solving. Ultimately, we aim for all our students to leave Livingstone Academy as life-long learners demonstrating Curiosity, Aspiration, Resilience, Respect and Equality. Each child at Livingstone Academy is unique, cared for and valued. They deserve the best and that is what we aim to give them. They are our greatest ambassadors and they are supported by a team of staff united in encouraging, guiding, motivating and challenging each one of them to be the best they can be. At Livingstone Academy, we want all students to share with us their hopes and dreams so we can help them fulfil these - there is no ceiling to your ambitions here.

At Livingstone Academy, our Early Years Foundation Stage (EYFS) is an integral part of the school – children begin their academic journey here, developing an early sense of self in a safe, friendly environment that gives them the space to express themselves for the very first time. We offer many exciting opportunities for your child to explore and experience purposeful play. We believe every child is a unique and each individual will discover the world through enquiry, exploration and problem solving to help prepare them for a successful future ahead. It is our priority to provide high quality teaching, provision and learning opportunities in a stimulating and creative Early Years environment.

Livingstone Academy is a place where our children will flourish academically, creatively, physically and morally. A place where risks can be taken, lessons are learnt, and challenges are welcomed. We strive for the very best for our children and by developing their love of learning, their academic potential and their individual talents, we are able to nurture them to become happy, responsible, well-balanced and resilient students in the 21st century.

The staff at Livingstone have both the optimism and belief in our students. We believe our students can achieve more than they dreamed possible, and they will do so, again and again!

This Welcome Pack is an essential manual for all parents/carers in support of your child at Livingstone Academy. Please keep it, refer to it and contact us with any queries.

Yours sincerely,

Mrs Abby Taylor
Head of Early Years

CONTACT INFORMATION



Livingstone Academy,
Bournemouth
Madeira Road
Bournemouth
BH1 1PA



office@livingstone-aspirations.org



<https://www.livingstone-aspirations.org/>



<https://twitter.com/LABournemouth>



<https://www.facebook.com/LABournemouth/>

TERM DATES 2022-2023

	Sep - 2022				Oct - 2022				Nov - 2022				Dec - 2022							
Monday		05	12	19	26		03	10	17	24	31	07	14	21	28		05	12	19	26
Tuesday		06	13	20	27		04	11	18	25	01	08	15	22	29		06	13	20	27
Wednesday		07	14	21	28		05	12	19	26	02	09	16	23	30		07	14	21	28
Thursday	01	08	15	22	29		06	13	20	27	03	10	17	24		01	08	15	22	29
Friday	02	09	16	23	30		07	14	21	28	04	11	18	25		02	09	16	23	30
Saturday	03	10	17	24		01	08	15	22	29	05	12	19	26		03	10	17	24	31
Sunday	04	11	18	25		02	09	16	23	30	06	13	20	27		04	11	18	25	01

	Jan - 2023				Feb - 2023				Mar - 2023				Apr - 2023							
Monday	02	09	16	23	30		06	13	20	27		06	13	20	27		03	10	17	24
Tuesday	03	10	17	24	31		07	14	21	28		07	14	21	28		04	11	18	25
Wednesday	04	11	18	25		01	08	15	22		01	08	15	22	29		05	12	19	26
Thursday	05	12	19	26		02	09	16	23		02	09	16	23	30		06	13	20	27
Friday	06	13	20	27		03	10	17	24		03	10	17	24	31		07	14	21	28
Saturday	07	14	21	28		04	11	18	25		04	11	18	25		01	08	15	22	29
Sunday	08	15	22	29		05	12	19	26		05	12	19	26		02	09	16	23	30

	May - 2023				June - 2023				July - 2023				Aug - 2023							
Monday	01	08	15	22	29		05	12	19	26		03	10	17	24	31	07	14	21	28
Tuesday	02	09	16	23	30		06	13	20	27		04	11	18	25	01	08	15	22	29
Wednesday	03	10	17	24	31		07	14	21	28		05	12	19	26	02	09	16	23	30
Thursday	04	11	18	25		01	08	15	22	29		06	13	20	27	03	10	17	24	31
Friday	05	12	19	26		02	09	16	23	30		07	14	21	28	04	11	18	25	
Saturday	06	13	20	27		03	10	17	24		01	08	15	22	29	05	12	19	26	
Sunday	07	14	21	28		04	11	18	25		02	09	16	23	30	06	13	20	27	

School Holidays	Bank Holidays	Proposed INSET Days	NEW Y7 ONLY
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ACADEMY DAY

TIMINGS OF THE ACADEMY DAY – RECEPTION

Monday – Thursday: 8.30am – 3.00pm

Friday: 8.30am – 2.30pm

The main gate opens at 8.15am and registration is at 8.30am. Children need to be in the Academy before 8.30am when the gates shut.

We expect all children to demonstrate high standards of punctuality. Poor punctuality is not acceptable. If you and your child arrive after the gates have shut at 8.30am, then you must sign in at the main reception and will receive a late mark in the register (L).

A 'TYPICAL DAY' AT LAB FOR A RECEPTION CHILD

School is a new and apprehensive step for a lot of our youngest children. It is important to us to make sure your child's confidence is high, so at the beginning of their journey, we focus on the personal, social and emotional aspects of school, and spend time getting to know your child and making sure they are comfortable within their classroom and routines.

We have a lot of learning through play – child-led activities that cover the Early Learning Goals – and some adult directed activities threaded throughout the day.

DAILY TIMETABLE

The beginning of the day	Finger Gym- Doors will open and the children will self-register, hang up their things and get involved in our 'Finger Gym' workouts around the classroom (fine motor skills such as threading, cutting, weaving and squeezing to strengthen their fingers).
Storycise session	In preparation for the day ahead, our children take part in a progressive gross motor movement programme daily. Storycise consists of physical movement skills presented in a story format for 4-5 year olds. The adventure stories are read aloud, and each story is assigned specific days of the week. There are a range of stories per term to develop gross and fine motor skills, core strength, listening skills, vocabulary as well as visual and auditory processing.
First carpet session of the day	Register- it is then time to talk about the day ahead and complete the class calendar. Children learn about the days of the week, months of the year and seasons. Number skills are also encouraged; counting to see how many children are here today, or counting backwards to work out how many children are away. Children will then have a carpet session designed to target specific areas of the Early Years curriculum.
First discovery session of the day	Children will have access to both indoor and outdoor classrooms and are encouraged to independently choose from a range of carefully planned activities and resources. Discovery time is when our adults in the classroom support groups of children to deepen their learning. They will ask children questions to extend their thinking, whilst also making observations of children's enquiry- based and investigative

	play. Vital skills are learnt during this time such as new communication and language skills.
Phonics session (learning to read and write)	The children are taught phonics as a whole class to begin with. Children will learn to listen, match letter names and sounds, play rhyming games, begin to write letters and are introduced to the first key words. After the first term, children are then streamed and phonics sessions are taught in small groups to match their individual stage of learning and understanding. The sessions encourage active phonics in a stimulating way, to enable children to learn new reading and writing skills.
Lunchtime	The children eat their lunch in the lunch hall. We have an earlier lunch than the rest of the school to allow for a calm environment. We have nutritionally well balanced meals daily. Members of the Early Years team are on hand to help serve the children their lunch and encourage the children to try new foods. There is a meat or vegetarian option and they can choose to have bread and salad from the salad bar. They also have a choice of pudding or fresh fruit and water. Some families choose to send their children with a packed lunch. Throughout the day, children have access to fresh fruit, milk and water at the class 'snack station.' Once they have finished their lunch they will have their own playtime.
Whizzy maths, dough disco or mindfulness sessions	Once the children return inside from their lunchtime, we take the register and have a short session with a specific focus. These sessions are designed to kickstart the afternoon and support physical development, number skills and personal skills. For instance, we may complete some whizzy maths where children participate in some counting songs and skills. We have fun strengthening our fingers in our dough disco to develop our fine motor skills or take part in yoga or mindfulness to develop positive mindsets and prepare for the afternoon ahead.
Second carpet session of the day	The final carpet session of the day has a topic theme covering the specific areas of the curriculum which may include technology, learning about the world, PE, maths or expressive arts.
Second discovery time of the day	Children will have access to both indoor and outdoor classrooms and are encouraged to independently choose from a range of carefully planned activities and resources linked to the previous carpet session learning. Discovery time is when our adults in the classroom support groups of children to deepen their learning. They will ask children questions to extend their thinking, whilst also making observations of children's enquiry-based and investigative play.
Hug around a book session	At the end of the day, children will come together as a class to develop a pleasure and love of reading. They will learn to engage in a range of texts through a whole guided reading session with the teacher. We encourage children to explore early comprehension activities in response to different books and texts.
Home time	Your child will have experienced a fun and exciting day at Livingstone Academy and won't be able to wait to tell you all about it!

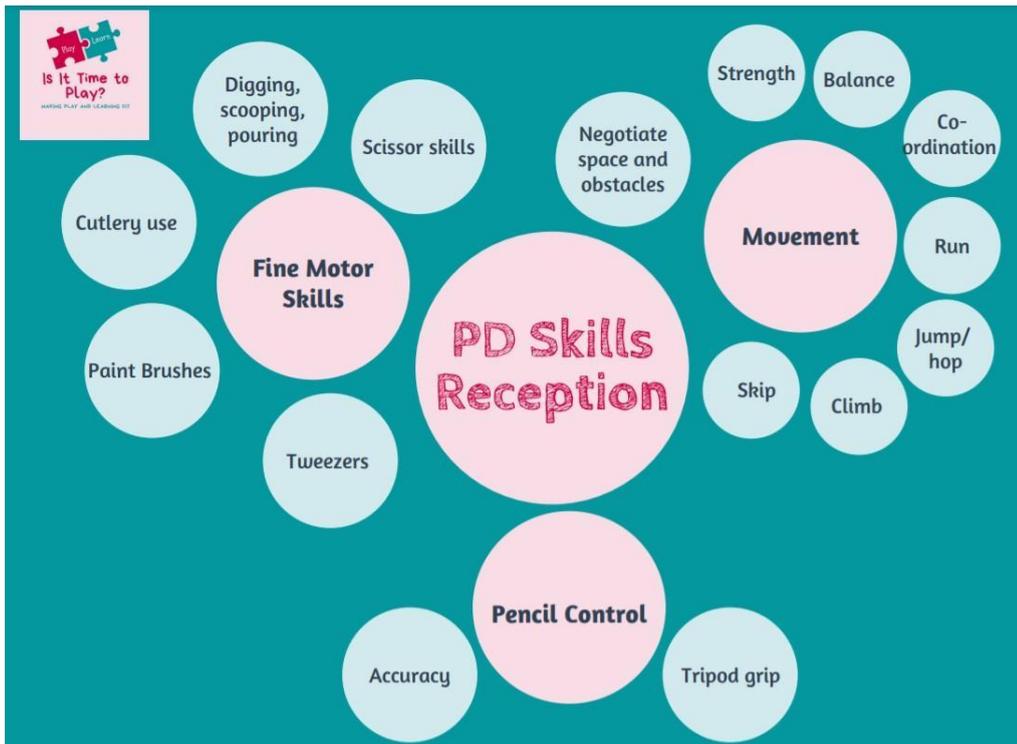
EARLY YEARS CURRICULUM AT LIVINGSTONE ACADEMY

THE SEVEN KEY AREAS OF LEARNING IN EARLY YEARS

The three 'Prime' areas are:

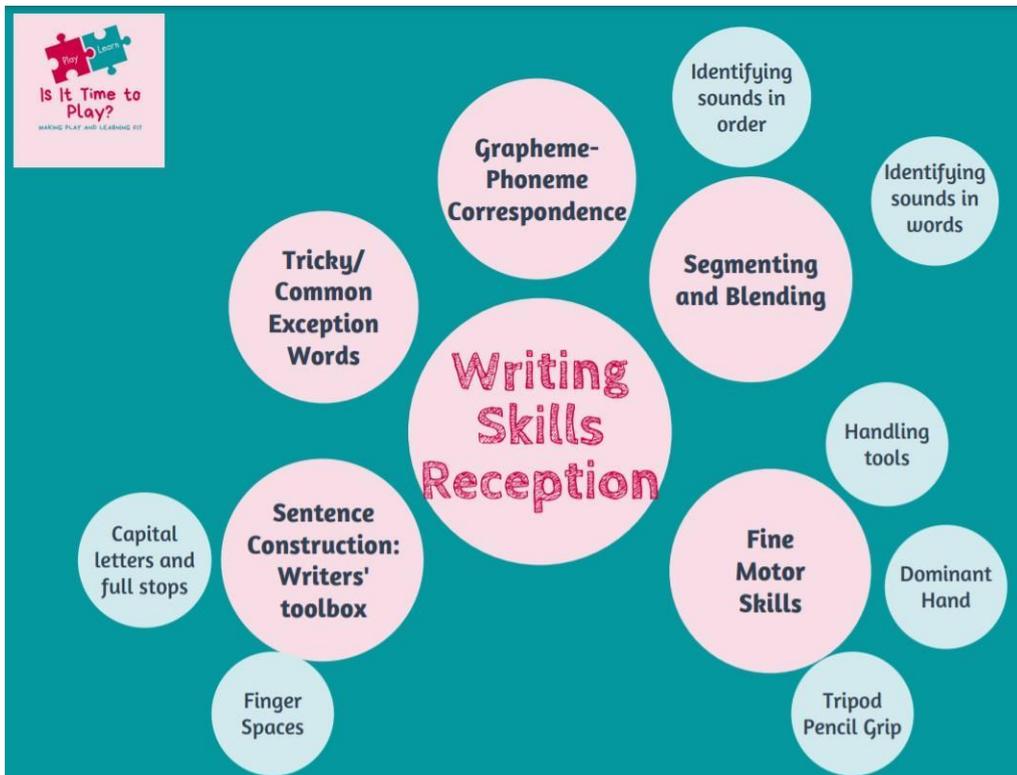
- 1) Communication and Language
- 2) Physical development
- 3) Personal, Social and Emotional development

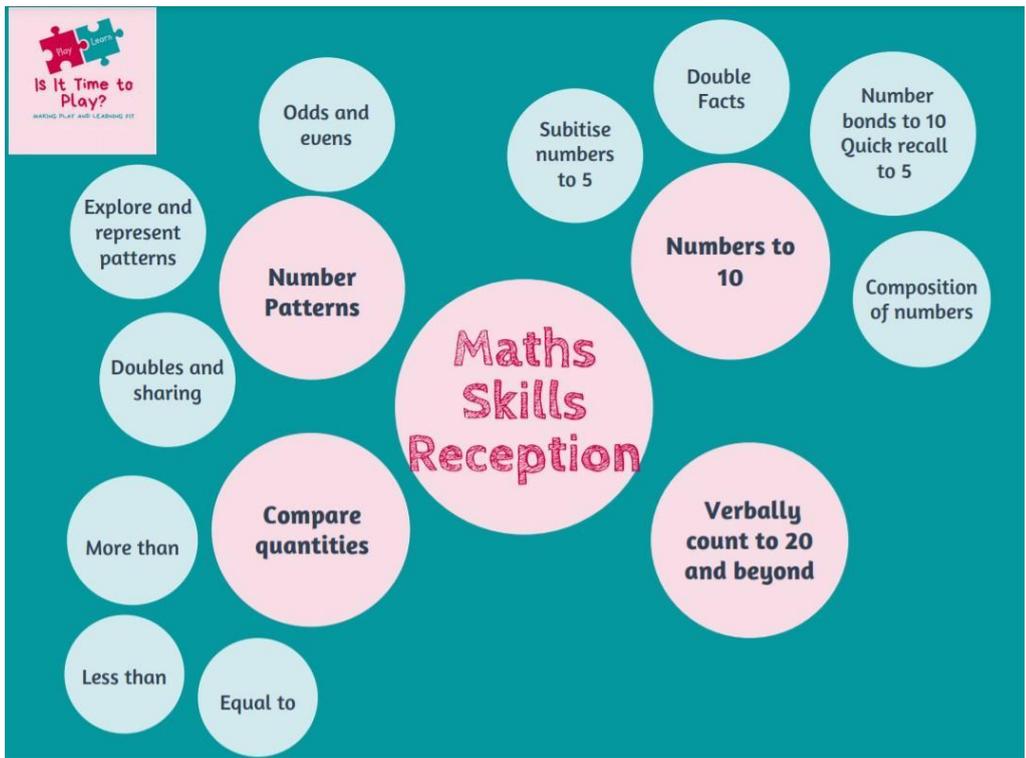
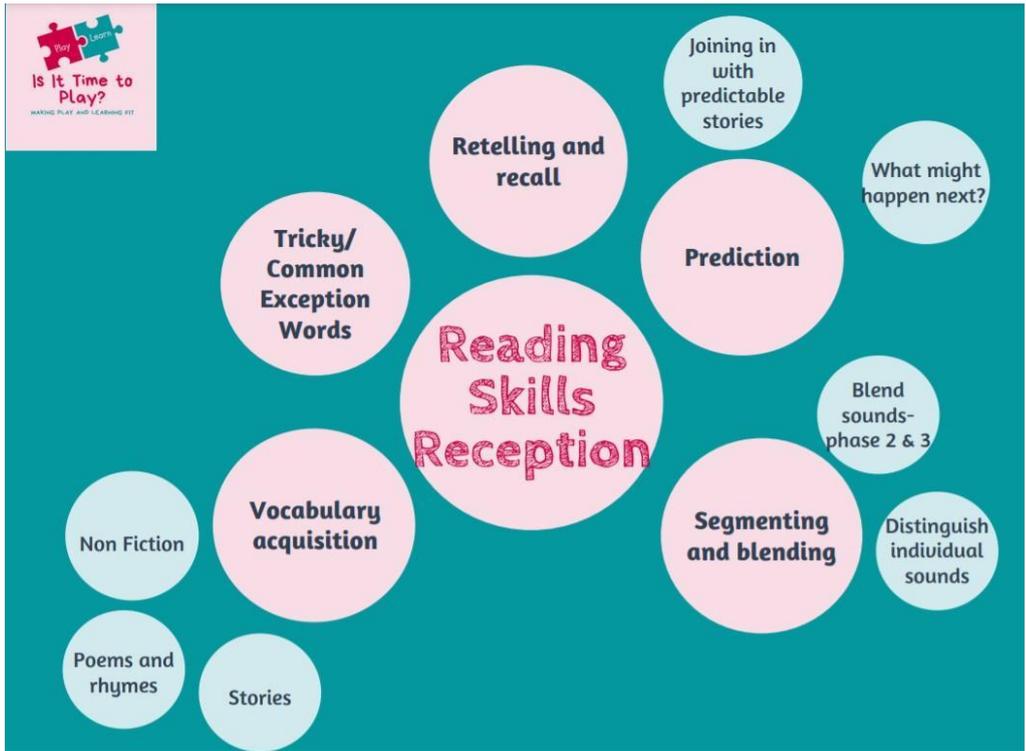


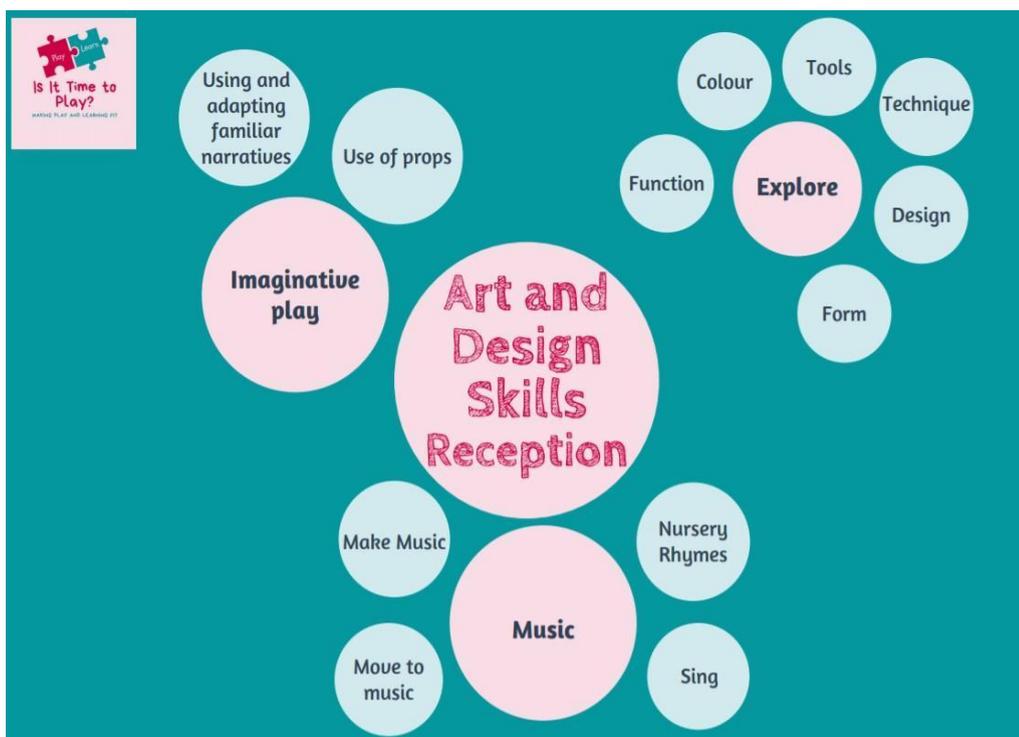


There are also a further four 'Specific' areas:

- 1) Literacy
- 2) Mathematics
- 3) Understanding the world
- 4) Expressive arts and design







ASSESSMENT, PERFORMANCE AND PRESENTATION – THE '7TH WEEK'

Following each 6 week learning block, children will experience a final week called our 'fabulous finish' which gives children the opportunity to:

1. Demonstrate and celebrate each other's learning,
2. Present and perform high-quality work to their peers, teachers, families and the wider community,

3. Create, innovate and explore new technologies.

HOME LEARNING

We will send home learning bags. The bags will be called our 'Bags of Fun'. Each bag will provide weekly activities to support all areas of the curriculum. They are created with the concept of talk and communication in mind. We will ask you to share your home learning using our Tapestry Learning Journal platform.

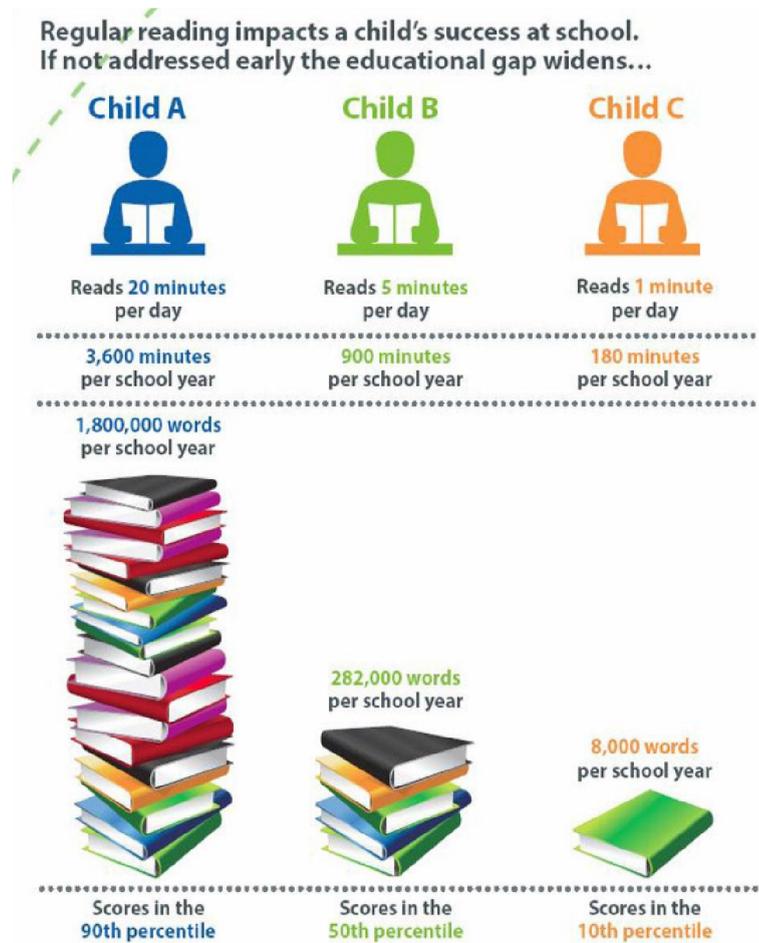
We will also be sending home reading books and a reading record to support you with reading at home. You will also receive key books and words related to your child's phase of learning in phonics.

READING AT LIVINGSTONE

READING WITH YOUR CHILD

The ability to read is fundamental to success in the 21st century. Our aim at Livingstone Academy is for every child to become a confident and fluent reader. We will read with your child in school at least once a week. Please read with your child frequently. Even if it is just a few pages a day, little and often is best at this age. Please record what your child has read and how well they are doing in their reading record. As Dr Seuss said: "The more you read the more you know, the more you learn, the more places you will go".

Your child will have access to a wide range of literature in school and in our library, and be encouraged to read to their teachers, their parents/carers and independently.



PHONICS AND READING

Learning to read is vital for every child. We teach daily phonics both as a class and in small groups. Children are taught both the name and the sounds of the letters of the alphabet. We use a specific phonics scheme. You can help your child to learn the phonics songs using the following link: <https://www.youtube.com/watch?v=eCjYB07aSU>

Your child will also be taught to blend and segment (breakdown) a range of words. They will be taught to recognise 'tricky' and high frequency words which cannot be decoded such as 'the'. There is no expectation that children know any of the letters and their sounds when they start school. Children will be introduced to these within Reception year.

NAME RECOGNITION

Give your child as much exposure to their name as possible, so they are able to recognise it. This will help them to recognise their name on their pegs, drawers and clothes. They will then be able to look after and put away their belongings. Self-registration will encourage children to independently identify their name each morning.

Being able to spell and write their name when they start is not an expectation, but if they are able to practise, this would be useful for them to begin to label their own work. If you do

teach them to write the letters, please teach them the lowercase letters and not to not write everything in capitals (unless, of course, it is at the beginning of a name or a place).

HELPFUL TIPS FOR READING AT HOME

- Encourage your child to break up and merge the sounds they hear in words within the books you read to them. This is called oral segmenting and blending.
- Segmenting: You say the word and then your child will tell you the sounds they hear, e.g. "c-a-t".
- Blending: You say the sounds within a word and they merge these sounds together to form the whole word, e.g. "s-a-t".
- Play games like 'I spy' or 'Simon says' where you say the sounds and they blend them to make words.
- Sharing books together at every opportunity will help teach your child how to hold and take care of books, turn the pages correctly and promote speaking and listening opportunities.
- Sing as many nursery rhymes as you can together. Studies have shown that if a child can recall eight nursery rhymes by the time they start school, they are more likely to be better readers!

Useful Websites

<http://jollylearning.co.uk/gallery>– All the songs and actions we will be using at school.



<http://www.ictgames.com>.—Useful for educational games in all areas of learning.



<http://www.oxfordowl.com>–reading



<http://www.bbc.co.uk/cbeebies/alphablocks.com>.



<http://www.bbc.co.uk/cbeebies/alphablocks.com>

<http://numberjacks.com>– good for math's concepts.



<http://www.communication4all.co.uk>– scroll down for interactive phonics



<http://www.phonicsplay.com> free games to play



<http://www.epicphonics.com>– phonics games

Apps

Teach you monster to read.



YOUR UNIQUE CHILD IN EARLY YEARS

KEY WORKER

In Early Years, each child is allocated a Key Worker. This could be a class teacher or an LSA. The role of this person is to:

- Ensure your child is safe and happy in their school environment.
- Monitor, assess and observe in order to help every child reach their next steps in their learning.

HOMEVISITS

We would encourage you to sign up for a home visit after you have attended our transition event. This is a lovely opportunity for your child to meet their class teacher in an environment that is comfortable to you and them in a 1:1 capacity. It also gives your child's teacher the opportunity to get to know you and your child's interests and worries, and the opportunity to ask any further questions you have before you join us in school.

TALKING TO NURSERIES

We will talk to your child's previous setting to find out about their abilities and interests.

BASELINE

During the first few weeks in September, the teachers will find out about your child and concentrate on building strong relationships. They will observe and assess your child throughout their play and learning experiences.

TAPESTRY

We observe and assess our children using 'Tapestry.' Tapestry is an assessment and communication tool that both teachers and parents can use on their tablets. There will be an information session on Tapestry to find out more when your child starts. When you are signed up to the app you will be able to see what your child has been learning at school throughout the day.

HOME GEMS

In your child's book bag there will be 'gem' templates. Use these to write about your child's 'wow' moments such as learning to swim or ride a bike. These will help the teachers to capture and celebrate the children's learning at home.

THE 'SCHOOLS WITHIN SCHOOL' SYSTEM

Our 'Schools within Schools' system is an innovative way of combining the pastoral and academic sides of Academy life.

At Livingstone Academy, we have four Schools and each of them is represented by a different colour.

All students belong to a School from Reception to Year 13 as part of our all-through philosophy and we try to keep siblings in the same School throughout their school life. From Year One, each child will have coloured stripes in their tie to determine the School they belong to. In Early Years, our children will have a coloured badge that they can wear on their jumper.

The Schools system provides a platform for students to work with peers from different year groups. In this respect, it is very much like a traditional 'House System'. Students compete against each other in 'inter-School' competitions, raise money for their designated charity and select representation for the School Council who help support the running of their School.

The system also offers opportunities for students to become engaged and support the Aspirations Framework including the '3 Guiding Principles' and the '8 Conditions That Make a Difference'.

LIVINGSTONE POINTS

Every week the students have the chance to earn Livingstone Points. At the end of the week, these points are all collated together to see which School has the most.

Points are awarded for a variety of reasons both inside and outside lessons such as; commitment to their academic work, an act of kindness or thoughtfulness, being polite and considerate to name just a few examples.

PASTORAL CARE

How a child settles into the Academy, feels happy and secure and is encouraged to do well will determine their success. With this in mind, we try to provide a holistic approach to student care, which supports every child throughout their Livingstone Academy career. We seek to empower each child to be able to make a life for themselves that is fulfilling, enjoyable and responsible. These aims are central to the Aspirations Framework.

In addition to this, Livingstone Academy has a range of policies and procedures in place that support the welfare of all of our students. Several of these policies set out expectations about good behaviour. This includes good learning behaviour around the Academy and in lessons, and rules about how you communicate and behave appropriately towards other students and staff. If you have any questions or concerns regarding the welfare of your child, please contact us: office@livingstone-aspirations.org.

ATTENDANCE AND PUNCTUALITY

REPORTING YOUR CHILD'S ABSENCE

We understand that absence due to ill health can be unavoidable. If your child is going to be absent, please contact the Academy by 8.30am via email to attendance@livingstoneaspirations.org with the following details:

- Child's full name.
- Child's class name.
- Reason for absence.
- Anticipated length of absence.

Please email each day of your child's absence.

If we do not hear from you and your child does not arrive, our Attendance Officer will contact you.

100% ATTENDANCE

Each term, certificates are awarded to children with 100% attendance and their names are entered into a raffle. Every lesson makes a real difference to your child. You must aim for 100% attendance. Attendance that falls below 95% will be examined. If your child is going to be absent for any reason, please speak to the office. There will be a leave of absence form to complete. If the absence is unauthorised, you may be subject to a fine.

MEDICAL APPOINTMENTS

If your child has a medical appointment coming up please notify us in advance and provide us with a copy of the appointment letter or card.

PUNCTUALITY

Every day counts but every MINUTE is equally important!

Each child arriving late causes disruption to the rest of their learning group.

Lost minutes = lost learning.

Over an academic year, 5 minutes late each day equates to 3 days lost! 10

minutes late each day equates to 6.5 days lost!

ILLNESS

All children with high temperatures, sickness and/or diarrhoea will be sent home as soon as possible. If a child has had diarrhoea or vomiting at home they must **stay at home** from the last episode of vomiting or diarrhoea **for 48 hours** . Please see the following link for more public health guidance on infection control in schools and childcare settings:

https://www.publichealth.hscni.net/sites/default/files/Guidance_on_infection_control_in%20schools_poster.pdf

KEEPING YOUR CHILD SAFE AT LIVINGSTONE ACADEMY

DROP OFF AND PICK UP

Your child's class teacher will be at the main doors at 8.30am to welcome the children in daily. The entrance is at the front of school. If you are running late for a pick up or drop off, please inform the office and your child will remain with a member of staff safely until you arrive.

PASSWORDS

Please make sure you have provided a memorable password. If staff at Livingstone Academy do not recognise the person collecting your child we will ask them for the password. If you have organised someone else to pick your child up, please make sure they know this password.

CONSENT FORMS

Please complete the photo permission consent form. This gives permission for photos of your child to be used in school, on the school website or in the media such as newspaper articles.

Please complete the Tapestry consent form. This enables us to share pictures and video clips of your child's learning with you at home, so that you can join in and follow their progress.

Please complete the trip consent form. This is to confirm that you will allow your child on a school trip during the school day. You will always receive information and have the opportunity to ask questions prior to the trip.

PLAYTIME BUMPS AND ACCIDENTS

Every child will be outside on the playground at lunchtime or break time. All staff on duty wear a high visibility jacket, so that they can be easily seen by the children. School may contact you in the event of your child sustaining an injury to their head or an injury that

leaves a visible mark. Children will be given an advice sheet to take home, however minor the incident may be.

All bumps and accidents are recorded in the first aid room in our incident book.

PUBLIC TRANSPORT

The following transport lines have routes that pass near Livingstone Academy, Bournemouth

Yellow Buses

The nearest bus stops served by Yellow Buses are:

Horseshoe Common



Wootton Gardens



Bath Road



Lansdown

- 1
- 1a
- 1b
- 2
- 3
- 4
- 5
- 5a
- 6
- 737



[More Bus](#)

Lansdownne, Cranborne House

- U1

Lansdownne, Holdenhurst Road

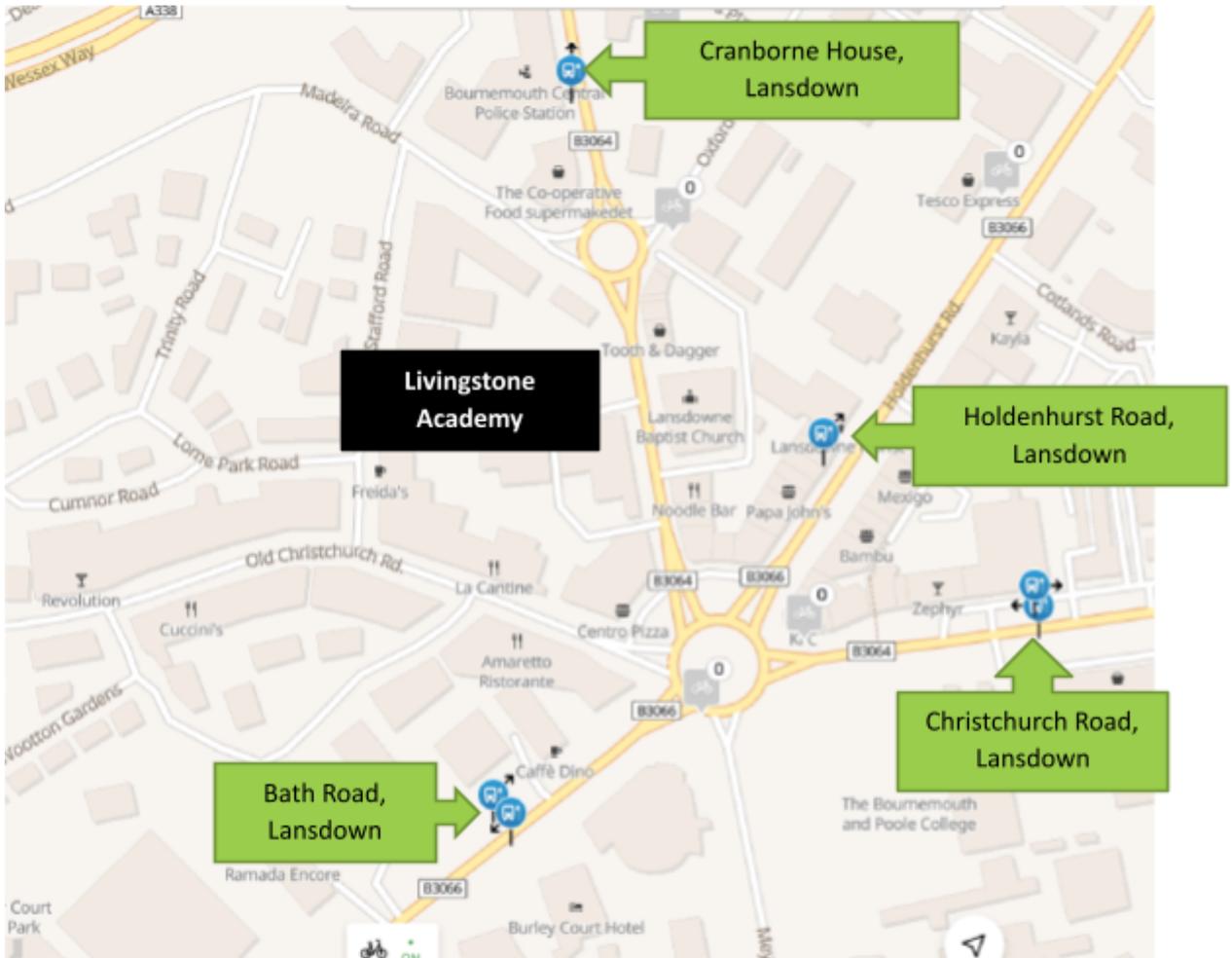
- 50

Lansdownne, Christchurch Road

- m1
- m2
- 13
- 17
- 32
- 50
- X1
- X2
- X3
- X6

Lansdown, Bath Road

- m1
- m2
- 13
- 17
- 32
- 50
- X1
- X2
- X3
- X6



BEHAVIOUR FOR EXCELLENCE

At Livingstone Academy, we are committed to providing a safe, caring and purposeful learning environment. All members of the Academy community have rights and responsibilities, and everybody is valued equally. We value good manners and we actively promote Fundamental British Values.

Outstanding behaviour lays the foundation for successful learning. The Academy has high expectations of all students and requires that they conduct themselves in a way which is respectful to others and conducive to learning.

PRAISE AND REWARD IN EARLY YEARS

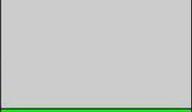
FIVE GOLDEN RULES

In Early Years and the Primary phase, we emphasise **five** golden rules in our classroom. We display these in our classrooms with visual aids to support our smallest of children. The five rules are:

1. Always be polite and follow instructions the first time.
2. Always do the best you can.
3. Be honest.
4. Take care of your own and other peoples' belongings.
5. Use kind hands, feet and words.

REWARDS

We follow the flow chart below to direct us with our sanctions and praise. Each child in Early Years owns a rainbow sticker chart. When your child reaches the rainbow throughout the day, they will receive a sticker reward to go onto their chart. Once they complete five stickers, their chart will go home with them to help you to celebrate their successes at home. If they reach the gold star of a day on the ladder they will receive 5 Livingstone Points and visit the Executive Director of Learning to receive a gold star certificate!

EYFS / KS1	KS2	Explanation
		Positive message to parents Star certificate issued by the EDL 5 Livingstone Points for student
		Rainbow sticker issued for student's rainbow chart 3 Livingstone Points for student
		All students start the session at this level Positive behaviours and effort causes the name to be moved up
		Verbal warning issued Student told what they need to do in order to go back up to the Sun/Green If needed, student given a self regulation strategy
		Parents informed Student completes a reflection sheet Should a child end the day on the Thunder Cloud/Red, they will lose recreational time

Students are frequently praised and rewarded for trying their best throughout the day and we promote positive attitudes all the time by encouraging children to be kind, hard-working and well-behaved.

EARLY YEARS CONSEQUENCES

We appreciate that our youngest children are still learning the differences between what is deemed right and wrong, however when unacceptable behaviour occurs, the child will be shown to their self-regulation station in class. A discussion will take place about their behaviour and they will then have time to think about their actions. We will support your child by offering and teaching them their own self-regulation strategies. If a child continues to display inappropriate behaviour, the child will go to the Behaviour for Excellence area in their classroom and complete a reflection sheet using supportive picture cards and cues. The child's parents will be informed at the end of the day.

UNIFORM AND EQUIPMENT

At Livingstone Academy, we believe our uniform is central to building a sense of community amongst our students, staff and parents as well as the local community. Wearing a uniform helps to place students in a 'working environment' mindset.

Our uniform plays a key role in promoting pride, self-confidence, and a feeling of belonging amongst our students. Uniform removes the points of difference between students, thus unifying the students and providing a greater focus on academic work. For our Early Years uniform we have chosen dark polo shirts and jumpers for ease and convenience as we know that busy learners can also be messy ones!

LIVINGSTONE ACADEMY UNIFORM IN EARLY YEARS

- Your child should wear black school trousers, shorts, skirt or dress.
- Black school polo shirt with Livingstone logo.
- Black school jumper with Livingstone logo.
- Black socks or tights.
- Black school shoes.
- Students may wear a school summer dress in the summer months (blue and white gingham dress available from supermarkets).
- Own set of wellies to keep at school.



RECEPTION UNIFORM

Poloshirt
Black with crest for daywear and PE

Jumper
Black striped with crest

Tousers and Skirts
Black

Book Bag
Black with crest

Waterbottle
With crest



www.brigade.uk.com

Please note: children do not require a PE kit in Early Years but will need a PE kit from year one upwards.

Your child will be provided with a wet weather suit to wear in the Early Years Garden along with the wellies that you have provided.

Please send a labelled bag with spare socks, underwear, polo shirt and trousers/skirt just in case of any wet accidents!

In the event of hot weather, please apply a long lasting sun cream to your child before school and provide them with a suitable sun hat. School branded caps are available to purchase at the School Office.

WHERE TO PURCHASE UNIFORM

All Livingstone Academy branded items such as jumpers, polo shirts, bookbags and water bottles and bags can be purchased directly from the supplier, Brigade Uniforms:

<http://www.brigade.uk.com/>

On Wednesday 30 June, Brigade will be on site for the transition day. This will enable parents/carers to be with their child when they try on their uniform and allow for ease of purchase on the day.

EVERYDAY ESSENTIAL ITEMS CHECKLIST Please

make sure your child has:

- Spare clothes in a named bag to keep on your child's peg.
- A clearly labelled school book bag with a reading record and reading book inside every day.
- Any medication, i.e. asthma inhalers, to be given to the class teacher and kept at school. All medication should be in the correct box with instructions/dosage and clearly labelled with the child's name and class.
- Wellington boots to be kept at school—these are used daily. Please label clearly.
- Sun hat/sun block to be applied by parent/carer on any sunny morning, clearly labelled.
- A named water bottle. This will be kept, sterilised and refilled at school.
- All letters/correspondence for parents/carers will be put in book bags, so please check your child's bag regularly.

SCHOOL FOOD

At Livingstone Academy, every Reception and Key Stage One child will have access to a hot free school meal or have the option to bring in their own cold lunch.

Our hot meals are cooked freshly every day. A vegetarian choice is always provided and it can usually cater to special dietary needs if these are notified to the school.

No food should be sent to school in book bags please.

If you have any concerns regarding mealtimes or your child has a food allergy, please discuss this with your child's class teacher and state clearly on your school admission form.

At Livingstone Academy, we are a cashless school. An account for each child will be created with Parent Pay. You can add credit to your child's account for trips and other needs by using a credit or debit card online at www.parentpay.com.

BREAKFAST

We believe that breakfast is the most important meal of the day for everyone. Many studies have found a relationship between eating breakfast and learning ability, attention span, and general wellbeing. Children who regularly eat breakfast think faster, clearer, solve problems more easily, and are less likely to be irritable.

By the time a child wakes up, they've gone around 12 hours without food, leaving them low on blood sugar. Children's brains are especially sensitive to this and the brain can't function properly if it is low on energy.

As a result, children get moody, they can't concentrate and are more inclined to behave badly. The first meal of the day kick starts the body's calorie-burning process.

Foods that will really help set your child up for the day include:

- Boiled egg with wholemeal bread soldiers, diluted fruit juice with no added sugar or home-made fruit smoothie.
- Pitta bread with hummus and raw carrot sticks, sliced banana in low-fat yoghurts.
- Bagel with peanut butter or low-fat cream cheese, apple.
- Wheat flakes or biscuits with semi-skimmed milk, slice of toast with reduced sugar jam.
- Porridge with a dollop of reduced-sugar jam; toasted fruit bread.
- Grilled tomatoes or mushrooms or mashed banana on toast, low-fat yogurts and fruit.

We expect that students do not purchase or eat these items on their way to or from school.

Students may bring packed lunches, however the following foods and drinks are banned from the academy:

- Sweets.

- Chewing gum.
- Fizzy drinks of any description.
- Lucozade or other 'energy drinks'.
- Nuts.
- Any other food or drink product that a member of the senior leadership team deems unsuitable.

ACCESS TO DRINKING WATER

Mild dehydration is also one of the most common causes of daytime fatigue. The students can access free, clean and palatable drinking water from various water fountains around the school. We will make sure that each child fills up their water bottle as soon as they come in. Their bottle will be accessible to them all day, every day.

SNACK TIME

All children need to bring a named water bottle which is kept at school, washed daily and sterilised weekly.

All children also have 'free flow' access to a fruit snack and milk throughout the morning and afternoon. The snack area is supervised to support children's choices.

All children under 5 are entitled to free milk. When your child is over the age of 5, please fill out the registration form to purchase your child's milk.

FREE SCHOOL MEAL INFORMATION

Free school meals are available to all children in Reception and Key Stage one.

WHO CAN GET FREE SCHOOL MEALS FROM YEAR THREE ONWARDS AT LIVINGSTONE?

Your child may be able to qualify for a free school meal from year three onwards if you receive any of the following:

- Income Support.
- income-based Jobseeker's Allowance.
- income-related Employment and Support Allowance.
- support under part VI of the Immigration and Asylum Act 1999.
- the guaranteed element of Pension Credit.
- Child Tax Credit; this is as long as you're not entitled to Working Tax Credit and your annual gross income is no more than £16,190.
- Working Tax Credit 'run-on' payment (paid for 4 weeks after you stop qualifying for Working Tax Credit).
- Universal Credit: this is as long as your household income is less than £7,400 a year (after tax and not including any benefits you get).

The school does not see any specific information about your income or the benefits you receive.

The Department for Education sets the eligibility criteria for free school meals.

If you want to apply for more than one child currently attending school, you can add all the details onto one form; you do not need to apply for them separately.

If you have any questions or need help, please contact our Free School Meals team:

- Email: fsm@bcpcouncil.gov.uk
- Telephone: 01202 456223

PUPIL PREMIUM

If you receive certain government benefits or you earn less than £16,000 a year, your child could be eligible for extra funding towards their learning.

'Pupil Premium' means the school will receive a significant sum of money to spend on boosting their learning opportunities, for example; paying towards extra support in class, specialist services, equipment and trips.

Once successfully applied for, your child will benefit from this funding throughout their time at Livingstone Academy.

If you feel you qualify for the Pupil Premium Grant, or are unsure, please go to the BCP website using the link below and press the green 'apply' button to complete the form. You need to apply for 'Free School Meals' to confirm your child's eligibility for the Pupil Premium Grant. The process is quick and BCP will inform Livingstone Academy if you are eligible. You will not need to do anything further.

More information can be found here:

<https://www.bournemouth.gov.uk/childreducation/Schools/FreeSchoolMeals.aspx>

EDUCATIONAL VISITS

At Livingstone Academy, we believe that our students benefit significantly from visiting places of interest and we know these experiences will broaden students' horizons and deepen their learning. We will run trips to universities, museums, galleries, theatres and sports venues.

We will always keep you informed if your child is taking part in a trip or visit. It is then your responsibility to tell the school office if you do not want your child to attend a trip.

For trips which are further afield or for a longer time, you will be sent detailed information and asked to sign a specific form for that trip. We will ask parents/carers for a contribution towards the cost of school trips where necessary.

We do not want cost to be a reason for students to miss out, so if parents/carers are unable to make a contribution, they should discuss this with the Academy.

SAFEGUARDING: INFORMATION FOR PARENTS AND YOUNG PEOPLE

LIVINGSTONE ACADEMY SAFEGUARDING STATEMENT

At Livingstone Academy, we are committed to providing a **safe and secure environment** for children, staff and visitors and promoting a climate where children and adults will **feel confident about sharing any concerns** they may have about their own safety or the wellbeing of others. The Academy will work with other agencies in its quest to safeguard students.

The Academy is committed to the vital contribution that all stakeholders make to safeguarding children. We aim to ensure that child protection concerns and referrals are handled **sensitively, professionally** and in ways that **support the specific needs of the individual child**.

By providing a **caring, safe and stimulating environment**, which promotes the development of all our students, we aim to foster an atmosphere of trust, respect and security, thereby enabling every child to reach their potential.

WHAT MEASURES DOES THE ACADEMY TAKE TO KEEP MY CHILD SAFE?

Once the Academy day starts, all gates will be locked and students must stay within the boundaries of the Academy site. Any student wishing to leave Academy early should have written authorisation from parents/carers and must inform the Academy via email: attendance@livingstone-aspirations.org. All students must then sign out at Reception. All visitors to the Academy must sign in at Reception and wear a visitor badge and will be informed of the Academy's emergency procedures and safeguarding policy.

WHAT HAPPENS IF THERE IS A FIRE OR OTHER EMERGENCY?

The Academy has evacuation and lockdown procedures to be used in case of emergency. Regular fire evacuation drills are carried out.

LOCAL AUTHORITY DESIGNATED OFFICER

The **Local Authority Designated Officer (LADO)** is the person to whom concerns and allegations about adults who work with children in schools are reported to. This is a statutory role and the **LADO** is contacted when there is an allegation made against a member of staff or volunteer who works in a school.

The BCP LADO contacts are:

Laura Baldwin or John McLaughlin

The main contact number for the service is **01202 456744**.

The secure email for the service is lado@bcpcouncil.gov.uk.

For more information on BCP Safeguarding Contact Details, please click [HERE](#).

SAFER SCHOOLS AND COMMUNITIES TEAM

01202 222844

ssct@dorset.pnn.police.uk

SUPPORTING CHILDREN WITH MEDICAL CONDITIONS AND MANAGING MEDICINES

Livingstone Academy is committed to ensuring that students with short or long term medical conditions are properly supported so that they have full access to education. We recognise that part of this is ensuring children have safe and timely access to medication when needed. Medicines that are to be taken up to 3 times a day can be administered before school, after school and at bedtime. Medications that need to be taken 4 times a day will need a lunch time dose given by a parent whilst at Livingstone Academy.

To ensure that all guidelines set by BCP are followed, there are forms available upon request from Livingstone Academy's main office or via office@livingstone-aspirations.org. These forms MUST be completed before Livingstone Academy can administer any medication. No medication will be given to a student without written authorisation of a parent/carer.

Please ensure that Livingstone Academy has an adequate supply of any medications that your child requires and that stocks are well maintained and in date. For those children that are diabetic, it is important that we have a well-stocked hypo box for them.

Our policy for Supporting Children with Medical Conditions and Managing Medicines is available on our website for further information.

Please remember it is important that you keep Livingstone Academy informed of any changes to your child's health and contact details in case of emergencies.

Please do not expect the Designated First Aider to make a diagnosis for illness.

If your child has a sickness/stomach bug, please adhere to the 48 hours after the last bout of sickness ruling, and avoid sending them back in until they are clear.

SIMS PARENT APP

We will use the SIMS Parent App and this allows you to see your child's information that we hold on SIMS. In the App you can change mobile numbers, email addresses etc. We will write to you as we draw closer to September with details on how to download and begin to use this App.

SIMS PAY

We will be using SIMS Pay to enable parents/carers the facility to add money to their child's account. This account will enable you or your child to purchase food, pay for educational visits, equipment, wrap around care to name a few. Once you have received your activation letter from the school with your activation login details, you'll be able to activate your account and start making payments.

STUDENT ACCEPTABLE USE POLICY AGREEMENT

Please sign the Google form in the Welcome letter to agree permissions.

New technologies have become integral to the lives of children and young people in today's society, both within Livingstone Academy and in their lives outside Livingstone Academy. The internet and other digital information and communications' technologies are powerful tools, which open up new opportunities for everyone. These technologies can stimulate discussion, promote creativity and stimulate awareness of context to promote effective learning. Young people should have an entitlement to safe internet access at all times.

This Acceptable Use Policy is intended to ensure:

- That young people will be responsible users and stay safe while using the internet and other communications' technologies for educational, personal and recreational use.
- That Livingstone Academy ICT systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.
- That parents/carers are aware of the importance of e-safety and are involved in the education and guidance of young people with regard to their on-line behaviour. Website for guidance www.thinkuknow.co.uk/parents.

Livingstone Academy will try to ensure that students will have good access to ICT to enhance their learning and will, in return, expect the students to agree to be responsible users. A copy of the **Student Acceptable Use Agreement is enclosed in this pack**, so that parents/carers will be aware of Livingstone Academy's expectations of the young people in their care.

PARENT/CARER AND STUDENT PRIVACY NOTICE (GDPR)

Please sign the Google form in the Welcome letter to agree permissions.

Livingstone Academy is committed to protecting the privacy and security of personal information. This privacy notice describes how we collect and use personal information about students, in accordance with the General Data Protection Regulation (GDPR), section 537A of the Education Act 1996 and section 83 of the Children Act 1989.

WHO COLLECTS THIS INFORMATION

Livingstone Academy is a "data controller." This means that we are responsible for deciding how we hold and use personal information about students and parents/carers.

THE CATEGORIES OF STUDENT INFORMATION THAT WE COLLECT, PROCESS, HOLD AND SHARE

We may collect, store and use the following categories of personal information about you:

- Personal information such as name, student number, date of birth, gender and contact information.

- Emergency contact and family lifestyle information such as names, relationship, phone numbers and email addresses.
- Characteristics (such as ethnicity, language, nationality, country of birth and free school meal eligibility).
- Attendance details (such as sessions attended, number of absences and reasons for absence).
- Financial details.
- Post 16 learning information.
- Performance and assessment information.
- Behavioural information (including exclusions).
- Special educational needs information.
- Relevant medical information.
- Special categories of personal data (including biometric data, ethnicity, relevant medical information, special educational needs information).
- Images of students engaging in school activities, and images captured by the School's CCTV system.
- Information about the use of our IT, communications and other systems, and other monitoring information.

COLLECTING THIS INFORMATION

Whilst the majority of information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with the General Data Protection Regulation, we will inform you whether you are required to provide certain student information to us or if you have a choice in this.

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes during your working relationship with us.

HOW WE USE YOUR PERSONAL INFORMATION

We hold student data and use it for:

- Student selection (and to confirm the identity of prospective students and their parents/carers).
- Providing education services and extra-curricular activities to students, and monitoring students' progress and educational needs.
- Informing decisions such as the funding of schools.
- Assessing performance and to set targets for schools.
- Safeguarding students' welfare and providing appropriate pastoral (and where necessary medical) care.
- Support teaching and learning.
- Giving and receive information and references about past, current and prospective students, and to provide references to potential employers of past students.
- Managing internal policy and procedure.
- Enabling students to take part in assessments, to publish the results of examinations and to record student achievements.

- To carry out statistical analysis for diversity purposes.
- Legal and regulatory purposes (for example child protection, diversity monitoring and health and safety) and to comply with legal obligations and duties of care.
- Enabling relevant authorities to monitor the school's performance and to intervene or assist with incidents as appropriate.
- Monitoring use of the school's IT and communications systems in accordance with the school's IT security policy.
- Making use of photographic images of students in school publications, on the school website and on social media channels.
- Security purposes, including CCTV.
- Where otherwise reasonably necessary for the school's purposes, including to obtain appropriate professional advice and insurance for the school.
- To provide support to students after they leave the school.

THE LAWFUL BASIS ON WHICH WE USE THIS INFORMATION

We will only use your information when the law allows us to. Most commonly, we will use your information in the following circumstances:

- **Consent:** the individual has given clear consent to process their personal data for a specific purpose.
- **Contract:** the processing is necessary for a contract with the individual.
- **Legal obligation:** the processing is necessary to comply with the law (not including contractual obligations).
- **Vital interests:** the processing is necessary to protect someone's life.
- **Public task:** the processing is necessary to perform a task in the public interest or for official functions, and the task or function has a clear basis in law.
- **The Education Act 1996:** for Departmental Censuses 3 times a year. More information can be found at:
<https://www.gov.uk/education/data-collection-andcensuses-forschools>

We need all the categories of information in the list above primarily to allow us to comply with legal obligations. Please note that we may process information without knowledge or consent, where this is required or permitted by law.

SHARING DATA

We may need to share your data with third parties where it is necessary. There are strict controls on who can see your information. We will not share your data if you have advised us that you do not want it shared unless it is the only way we can make sure you stay safe and healthy or we are legally required to do so.

We share student information with:

- The Department for Education (DfE) - on a statutory basis under section 3 of The Education (Information About Individual Pupils) (England) Regulations 2013.
- Ofsted.
- Other schools within the Trust.
- Other Schools that students have attended/will attend.

- NHS.
- Welfare services (such as social services).
- Law enforcement officials such as police, HMRC.
- Local Authority Designated Officer.
- Professional advisors such as lawyers and consultants.
- Support services (including insurance, IT support, information security).
- Providers of learning software.
- The Local Authority.

Information will be provided to those agencies securely or anonymised where possible.

The recipient of the information will be bound by confidentiality obligations; we require them to respect the security of your data and to treat it in accordance with the law.

We may transfer your personal information outside the EU. If we do, you can expect a similar degree of protection in respect of your personal information.

WHY WE SHARE THIS INFORMATION

We do not share information about our students with anyone without consent unless otherwise required by law. For example, we share students' data with the DfE on a statutory basis, which underpins school funding and educational attainment. To find out more about the data collection requirements placed on us by the DfE, please go to <https://www.gov.uk/education/datacollection-and-censuses-for-schools>.

STORING STUDENT DATA

The Academy keep information about students on computer systems and sometimes on paper. Except as required by law, the Academy only retains information about students for as long as necessary in accordance with timeframes imposed by law and our internal policy. Full details on how long we keep personal data for is set out in our data retention policy.

AUTOMATED DECISION MAKING

Automated decision making takes place when an electronic system uses personal information to make a decision without human intervention. We are allowed to use automated decision making in limited circumstances. Students will not be subject to automated decision-making, unless we have a lawful basis for doing so and we have notified you.

SECURITY

We have put in place measures to protect the security of your information (i.e. against it being accidentally lost, used or accessed in an unauthorised way).

THE NATIONAL PUPIL DATABASE

The NPD is owned and managed by the Department for Education and contains information about students in schools in England. It provides invaluable evidence on educational

performance to inform independent research, as well as studies commissioned by the Department. It is held in electronic format for statistical purposes. This information is securely collected from a range of sources including schools, local authorities and awarding bodies.

Law requires us to provide information about our students to the DfE as part of statutory data collections such as the school census and early years' census. Some of this information is then stored in the NPD. The law that allows this is the Education (Information about Individual Pupils) (England) Regulations 2013.

To find out more about the NPD, go to <https://www.gov.uk/government/publications/nationalpupil-database-user-guide-and-supporting-information>.

The department may share information about our students from the NPD with third parties who promote the education or well-being of children in England by:

- Conducting research or analysis.
- Producing statistics.
- Providing information, advice or guidance.

The Department has robust processes in place to ensure the confidentiality of our data is maintained and there are stringent controls in place regarding access and use of the data.

Decisions on whether DfE releases data to third parties are subject to a strict approval process and based on a detailed assessment of:

- Who is requesting the data.
- The purpose for which it is required.
- The level and sensitivity of data requested.
- The arrangements in place to store and handle the data.

To be granted access to student information, organisations must comply with strict terms and conditions covering the confidentiality and handling of the data, security arrangements and retention and use of the data.

For more information about the department's data sharing process, please visit: <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>.

For information about which organisations the department has provided student information, (and for which project), please visit the following website: <https://www.gov.uk/government/publications/national-pupil-database-requests-received>.

To contact DfE: <https://www.gov.uk/contact-dfe>.

REQUESTING ACCESS TO YOUR PERSONAL DATA

Under data protection legislation, parents/carers and students have the right to request access to information about them that we hold. To make a request for your personal

information, or be given access to your child's education record, contact office@livingstoneaspirations.org.

You also have the right to:

- Object to processing of personal data that is likely to cause, or is causing, damage or distress.
- Prevent processing for the purposes of direct marketing.
- Object to decisions being taken by automated means.
- In certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed.
- Claim compensation for damages caused by a breach of the data protection regulations.

If you want to exercise any of the above rights, please contact the schools Data Protection Officer in writing.

We may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This is another appropriate security measure to ensure that personal information is not disclosed to any person who has no right to receive it.

RIGHT TO WITHDRAW CONSENT

In circumstances where you may have provided your consent to the collection, processing and transfer of your personal information for a specific purpose, you have the right to withdraw your consent for that specific processing at any time. To withdraw your consent, please contact office@livingstone-aspirations.org. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law.

CONTACT

We have appointed a data protection officer (DPO) to oversee compliance with data protection and this privacy notice. If you would like to discuss anything within this privacy notice or have a concern about the way we are collecting or using your personal data, we request that you raise your concern with the schools Data Protection Officer in the first instance, please contact the school office for more information.

If you have any questions about how we handle your personal information which cannot be resolved by contacting the schools Data Protection Officer, then you can contact the DPO on the details below:

Data Protection Officer: Judicium Consulting Limited

Address: 72 Cannon Street, London, EC4N 6AE

Email: dataservices@judicium.com

Web: www.judiciumeducation.co.uk

Lead Contact: Craig Stilwell

You have the right to make a complaint at any time to the Information Commissioner's

Office, the UK supervisory authority for data protection issues at: <https://ico.org.uk/concerns>.

CHANGES TO THIS PRIVACY NOTICE

We reserve the right to update this privacy notice at any time, and we will provide you with a new privacy notice when we make any substantial updates. We may also notify you in other ways from time to time about the processing of your personal information.

TAPESTRY PRIVACY POLICY

Livingstone Academy ensures that all children attending Early Years have a personal Learning Journey which records photos, observations and comments, in line with the Early Years Foundation Stage, to build up a record of each child's achievements during their time with us.

It will also show children's developmental progress through the different age bands of the EYFS.

Procedures:

- Livingstone Academy uses an online Learning Journey system (Tapestry), allowing staff and parents to access the information from any computer via a personal, password-protected login.
- Staff access allows input of new observations and photos or amendment of existing observations and photos. The Foundation Stage Teachers will be responsible for approving photos and assessments in each child's Learning Journey.
- Parent access allows input of new observations and photos or the addition of comments on existing observations and photos – parent log-ins do not have the necessary permission to edit existing material.
- Parents logging into the system are only able to see their own child's Learning Journey.
- Parents are asked to sign a consent form giving permission for their child's image to appear in other children's Learning Journeys, and to protect images of other children that may appear in any photos contained in their child's Learning Journey.
- Tapestry is not used as a general communication tool between school and home. A child's learning journey is a document recording their learning and development and parents may add comments on observations or contribute photos, videos or information about activities they have been doing at home.
- Parents will contact the school through the usual requirements for any other day-to-day matters and not through Tapestry e.g. absence, lost property, etc.

Security:

- The Tapestry Learning journey system is hosted on secure dedicated servers based in the UK.
- Access to information stored on Tapestry can only be gained by unique user ID and password.
- Parents can only see their own child's information and are unable to login to view other children's Learning Journeys.

FINAL MESSAGE TO PARENTS/CARERS

At Livingstone Academy, we encourage family involvement. We want parents and carers to play an active part in their child's education at Livingstone Academy and to support our staff as they carry out their responsibilities. In our Early Years we use Tapestry to support positive communications between home and school. We encourage our students to take responsibility for themselves and their decisions. Parents/carers and students sign a homeschool agreement and parents/carers are encouraged to contact the school and discuss their child's progress. Families must also have high expectations of the school. Livingstone Academy staff welcome dialogue and discussion. We are keen to create an environment where we are all working for the betterment of all of our children. The goal is always that excellent behaviour and excellent learning should be second nature, not something that one has to work at constantly; it should simply be the way that we are. This is a state of mind that we want all our pupils to attain and sustain, not just at school, but for the rest of their lives.

How can we work together to achieve this purpose?

When your child enters Livingstone Academy, we begin a partnership. We must do everything we can to make this partnership a big success. After all, we will not have this opportunity again.

Livingstone Academy commits to doing all we can, including: nurturing a positive growth mindset; being professional and consistent; and having high expectations in everything we do.

From you, we ask that you do all you can to help your child be a successful learner. This includes nurturing a positive, growth mindset and the right learning habits. Learning happens away from school too!

There are many concrete things you can do to help your child:

1. Be a visible learner for your child. Let your child see you learning new things, grappling with difficult ideas and making mistakes. Share stories with your children about how you overcame learning challenges previously.

2. Let your child learn difficult things – rising to a challenge makes a better learner. Instead of 'I can't do it' change this to 'I can't do it yet!'
3. Praise your child's effort, not 'ability'. Research shows that praising the effort of a learner is much more powerful than praising ability. If you tell your child they are 'talented' or 'gifted', they may be reluctant to try harder tasks in case of failure.

We commit to doing our best to communicate clearly and openly with you and to listen to you. This is a partnership after all. We look forward to welcoming you all to our Livingstone Academy community and hope your child has an inspirational and enjoyable journey ahead with us.