



Co-op Academy
Beckfield



Aspire. Aim. Achieve.

Parent information pack 2025 - 2026

Headteacher: Mrs Caroline Watkiss

Chair of Community Council: Mr Ian Featherstone

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School website: beckfield.coopacademies.co.uk

Hello, from our Headteacher

Thank you for taking the time to read our new parent information pack for 2025-26. We have designed this pack to be a full guide to life at Beckfield and hope that it will help you feel part of our Beckfield family and give you an idea of what we want this year to be like for our children.

It fills me with pride to be the Headteacher at Beckfield because I get to work everyday with such incredible people - your wonderful children, my amazing colleagues and of course, you as parents.

As we start a brand-new school year, I am filled with excitement at all the things we will achieve together.

Our motto at Beckfield is to:

Aspire. Aim. Achieve.

What this means for our children is that we want them to aim high - to think about their futures with excitement and wonder. We want them to set themselves targets and to be open to targets from adults and each other. And ultimately, we want them to achieve great things - all the things they want and dream of. Not just now, but when they go to high school and out into the world beyond that.

We can only do all this with your help. I know the teaching staff are very keen to get to know you all. [I hope you will join us for our Meet the Teacher event on Monday 8th September from 3.30pm.](#)

The leadership team and I are also looking forward to spending quality time with you and your children.

We have some fantastic memories from 2024-2025, including achieving 'Good' school status for the first time and continuing to make history with our best ever outcomes and results. This year, we want to make many more. I look forward to continuing on this journey with you. Our first Beckfield's Big Breakfast of the year will be on [Friday 5th September at 8am](#) and it would be great to see you there.

Best wishes,

Mrs Watkiss

Hello, from our Teachers & Teaching Assistants

Early Years and Key Stage 1

Nursery & Reception



Year 1



Year 2



Key Stage 2

Year 3



Year 4



Year 5



Year 6



Higher Level Teaching Assistant

Mr England



Hello, from our Senior Leadership Team

Mrs Watkiss
Headteacher



Mrs Moir
Assistant Head Teacher



Miss Sladden
Assistant Head Teacher



Mrs Unwin
SENDCo/Senior Leader



Hello, from our School Support Staff

Miss Joseph
Pastoral Manager &
Designated Safeguarding
Lead



Mr Senior
Site Manager



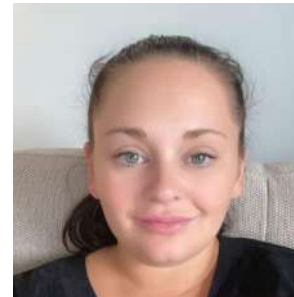
Mr Mir
Business Manager



Miss Durn
School Administrator



Mrs McGougan
Senior Administrator



Mrs Jackson
Cleaner



Miss Rubery
Cleaner



Ms Bailey
Cleaner



Miss Houston - Lunchtime Assistant



Miss Williamson - Lunchtime Assistant



Miss Houston
Wraparound Care



Miss Leach
Wraparound Care



The School Day

Breakfast Club

We run a club before school, which opens at 7.45am. This club is free to attend.

Children are given something to eat and drink before they enjoy playing some games. This is a great way to start the day and ensure children are at school on time for registration.

In classrooms, all children will be able to have a piece of toast to start off the school day.

Start times

Our gates open at 8:30am for all year groups.

Classroom doors open at 8:45am.

The school gates close at 8:55am. After this, children will be marked as late.

Please note that children who arrive after 9.15am will be marked as absent for that session and this will affect their attendance.

Break times

10:00 - 10:15am for Years 1 - 3

10:15 - 10:30am for Years 4 - 6

All children are provided with a piece of fruit at break time if they want it. If you want to send your child with a snack for break, they can bring fruit but they must not bring other types of snacks as they will not be allowed to eat it.

Lunch times

Reception and Nursery will break at 11.30am for 1 hour.

Years 1 - 6 will break at 12pm for 45 minutes.

Finishing time

School finishes at 3.15pm. Children need to be collected from their classrooms at the end of the day.

Please note: Nothing other than urgent medical appointments should be booked during the school day as it is a legal requirement for children to be in school during the above hours. Proof will be required if your child has an appointment booked.

Bolt-ons (After-school Clubs)

All Bolt-ons will run from 3.15 - 4.15pm. You can book places on Arbor. Places are allocated on a first come first served basis and are free-of-charge.

After school care

We have an after-school care provision for working parents. The charge for this is £4.50 per day and children can stay until 5pm. They will be given something to eat and drink and will have a variety of activities to do. Places need to be booked in advance so that resources can be bought.

Please note: There will be a late collection charge of £3, for any child collected later than 5pm.

We are a cashless school and all payments need to be made through Arbor.

Attendance matters: every day, on time

We take attendance very seriously at Beckfield. It is a child's right to have a good education and we have a legal duty to know where children are during the school day.

As well as this, we know the impact that being at school has on children.

- Children thrive with routine
- Children make stronger friendships
- Children are happier and more settled
- Children can develop and learn
- Children are healthier and more active



Because we know the benefits, we work hard to make sure that all our children come to school on time. We ask that parents support us in this mission as we know that you want the best for your children.

Teachers want every child in their class every day and on time so they can get the best out of them. We also give out rewards for great attendance.

Special Educational Needs

This year, Mrs Unwin has taken on the role of SENDCo at Beckfield. She has sent a letter to parents about her vision for SEND provision moving forward.

We know how important it is to provide a safe and supportive environment for our children with special educational needs and next year, we endeavour to create these spaces, as well as training staff to be experts in working with children to raise their aspirations and give them the tools to succeed.

We understand that a large part of this work is working closely with parents. We will be holding consultations in the Autumn term, to explore what your ambitions are for your children during their time here.

We want our school to be a place where all children thrive.

It's what we do

At Beckfield we don't want to just teach children how to behave whilst they're in school. We want to prepare them for life beyond this and show them how to be productive and successful citizens.

We do this in a number of ways:

Our school motto

Aspire. Aim. Achieve.

Our Learning Behaviours

Behaviour at Beckfield

- ★ Manners matter
- ★ Walking well
- ★ Learners line up
- ★ Listening for learning
- ★ Team stop
- ★ Right thing, right time



Our Ways of Being

Do what
matters
most

Be yourself,
always

Show you
care

Succeed
together

Our skills programme



Blossom at Beckfield

The school has been split into four House groups.



Evergreen



Roses



Daffodils



Bluebells

Children receive House Points for going above and beyond. Some examples of how they can earn them are:

- Tidying up tables/classroom
- Leading a game
- Helping adults with projects
- Being a recycling champion
- Helping younger children
- Completing a group project
- Being charitable

We are a healthy school!

- Every child will be given a school water bottle to drink from. They won't need to bring one from home. Children only drink water in the classroom.
- Any snacks brought into school for break time will need to be fruit.
- Packed lunches need to be healthy and balanced.
- We will have plenty of water, juice and milk for children to drink with their lunch.
- Children can bring a small juice or smoothie carton in their packed lunch if they wish.



School lunches

All Reception and KS1 children are entitled to a free school lunch.

Some parents may also qualify for free school meals to be provided for their child for KS2. Your child may be able to get free school meals if you get 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 (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

For parents who do not qualify for the above, please make regular payments for your child's meals via Arbor.

Packed lunches

We encourage fruit and healthy choices for your children to eat. We would prefer for sweets and chocolate to be kept at a minimum. **WE ARE A NUT-FREE SCHOOL** and strongly request that no foods containing nuts are to be brought on the premises.

Medications at school

To ensure the safety of the children, each classroom is fully equipped with a locked medical cupboard. This cupboard has a first aid kit and any medications that any specific child may need.

It is very important that we are made aware if your child has any new conditions or has been prescribed medication. This will enable us to record the information on the child's record and assign the right person to administer the medication.

The staff in school complete regular checks of the medical cupboards to make sure that they are stocked up, and no medications have expired. We will let you know if medication is due for renewal. In the instance of your child starting a new medicine, please speak to the office staff, as forms will need to be filled out.

Please note: We are not able to administer medication without a signed form.

Safeguarding



We have a team of Designated Safeguarding Leads in school, who deal with everything to do with the safety and well-being of children. We work with families in a wide range of ways and support wherever we can, or refer to other agencies.

If you would like to speak to a safeguarding colleague about a concern you have, please contact the school office.

Our School Uniform

Our uniform is something we take great pride in. It shows that we care about our school when everybody has the correct uniform on.

Everyday Uniform

- Grey/black trousers or skirt
- White polo shirt or blouse
- Navy blue sweatshirt, jumper, cardigan or fleece with Co-op Academy Beckfield logo but plain sweatshirts etc. are fine
- Black shoes

PE Kit

- Plain, white T-shirt
- Black shorts or joggers
- Sensible trainers/black pumps



Jewellery

Jewellery and hooped earrings are a safety hazard and they are not to be worn in school. We ask that stud earrings are removed before coming into school on the child's P.E. day.

Newly pierced ears can take up to 6 weeks to heal, and therefore it is better if you get your ears pierced at the start of the summer holidays so that they are safe to remove.

You can purchase our school uniform from the following suppliers:

- "The uniform shop", Darley Street, Bradford. Telephone: 01274 736300

Website – www.theuniformshoponline.co.uk/

- "Whittakers", Town street, Farsley, Leeds. Telephone: 0113 2566020

Website – www.whittakersschoolwear.co.uk/

- My Clothing (online only) www.myclothing.com

We have lots of spare school uniforms that parents can take if they have items that are missing. Please get in touch with the office if you require any support with school uniform.

Beckfield Book/P.E. kit bags

Beckfield book bags are given to every child. If your child has not received one, please let the office know.

Our Playground

We know how important it is that children have a space to play in that is safe and welcoming. Over the past couple of years, we have developed our school playground and now have fantastic facilities for children to play together.

In the coming year, we have ambitions to build a 'Beckfield Barn' where children who prefer a quieter space can go to relax, maybe read and listen to some music or just chat.

Our Early Years Playground



Our M.U.G.A. & Trim Trail



Our Curriculum

The curriculum at Beckfield is something we have taken great care to map out. We want the subjects and the lessons we teach to be meaningful to the children and to prepare them for the next phase of education when they leave us at the end of Year 6.

You will be given a copy of the curriculum overview for this year. This will tell you all of the units your child will cover during the different terms.

Our curriculum overviews are also posted to our website.

Relationships and Health Education (RHE)

The UK Government made it compulsory for schools to teach about Relationships Education in September 2020.

This means that we start to teach children about healthy relationships from Nursery, through to Year 6. We do this in an age-appropriate way that children can understand. We talk about different types of families and how to be a good friend. We also explore how we change from when we are babies, through to being teenagers and then adults, and what happens to our bodies as we grow. Children in Year 5 and 6 learn about puberty and menstruation.

At Beckfield, we do not teach about human conception or sexual intercourse as this is not compulsory.

Homework

Children will be given Maths and English homework, including spellings every week, as well as a task linked to Skills Builder/Careers. This will be given out on a Wednesday.

Children may also be given 'project' homework, linked to their units of learning in Art, Design and Technology, History, Geography or Science.

Speak to your child's teacher if you have any questions about homework.

Reading at Beckfield

Reading is really important at Beckfield and we pride ourselves on getting the best outcomes for the children. Our phonics results are the best in our Trust. Children at Beckfield learn to read before they are expected to and this sets them up for success as they get older.

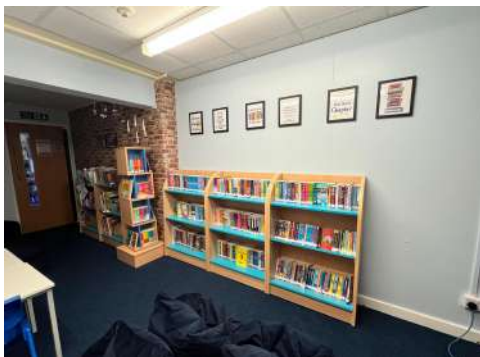


When children start with us, they begin to learn phonics through the Read Write Inc scheme. Children make rapid progress through this scheme and once they have completed the programme, they start whole-class reading lessons. During these lessons, children are given opportunities to read a wide range of books about a diverse range of subjects and from a diverse range of authors.

Our school library

The library is a place where the children have an area where they can relax and enjoy reading for pleasure. We have a full range of books, ranging from picture books, fact books, old classics and lots of modern stories.

We have a Library Booking System in school. This will allow our pupils to choose their own book every week to take home and read by themselves if they can, or with family. These books will be in addition to their reading book, which will be given according to their reading age.



Our booking system allows us to keep a record of who has borrowed which book, and we are able to see when it is to be returned. Children

will not be able to borrow a new book until the previous one is returned. We kindly ask that you support the

children to handle the library books with care, as they are for everyone to share and we want to use them for years to come. If a book is lost, payment toward a replacement will be requested from parents.



Assessments

Assessing children is the way we determine if they are learning what we want them to. Assessments are part of our day-to-day classroom practice. There are different types of assessment and some of them are more formal. There are key points in your child's time at Beckfield, where they will take National tests and these will be compared with children across the country in the same year group.

Reception Baseline Assessment (RBA)

This is completed in the first six weeks of a child starting Reception class. Children are tested in maths, language, communication and literacy. The results from these tests are used to show how much progress children are making as they move through school.

Phonics Screening Check (PSC)

Children in Year 1 take a Phonics Screening Check in June. This is to test their ability to decode words and recognise the sounds in words.

Key Stage 1 SATs

Children in Year 2 take tests in Maths, Reading and Spelling, Punctuation and Grammar. From 2023, these tests are not compulsory but we will still do them at Beckfield as they give us important information about how children are progressing before they get to Key Stage 2.

Multiplication Tables Check (MTC)

Children in Year 4 are tested on their times tables in June. They are expected to know all of their times tables up to 12 x 12 at this stage. The test consists of 25 questions that need to be answered on a computer. Children have 6 seconds to answer each question. Children need to get all 25 questions correct for them to be working at the expected level.

Key Stage 2 SATs

Children take their final SATs in Year 6 during the month of May. These are the most formal of the tests that children take and they must be taken on set days, in a set order. Every child in Year 6 in the country takes them at the same time. The way the tests are delivered is very carefully described and must be followed closely. This is to ensure that everything is fair.

These tests are done to measure how much progress children have made since they were in Key Stage 1. Children are tested on content from the curriculum in Year 3, 4, 5 and 6.

Parents of children in Year 2 and 6 will be invited to a SATs presentation in school so that the tests can be explained in more detail and parents can ask questions.

More information about all of these tests is available on the Parliament website: [Assessment and testing in primary education in England - House of Commons Library](#)).

Children in Years 1 - 6 take tests at the end of every term. This is something children get very used to and is nothing to worry about. We use the information we get to adapt planning for the following term in order to better meet the needs of the children. Teachers are responsible for the progress of their class and this is a useful way of tracking this.

Learning about Careers

At Beckfield, we are passionate about preparing children for the future. We have achieved the Quality in Careers Mark for our excellent practice, as well as the Skills Builder Gold Award. We are extremely proud of these achievements and want to continue to build on the important work we have done so far.



Every child from Nursery to Year 6 will have meaningful interactions with Careers Related Learning each academic year. These experiences will allow our children to aim high and understand their unique skills and potential. During their time at the school every child will meet people in different jobs, visit a workplace and visit a college or university.

In the second half of the Autumn term, our Year 5 children will take part in a World of Work Week, where they will get to meet a variety of people who do lots of different jobs. The idea of this is that children will start to think about what they might like to do in their own futures and to link this with what they are learning in school.

We will also host another Careers Fair, and invite parents to come along and see who the children have been speaking to during the day and what they have learned.

In the early part of 2026, the school will have a 'World of Work' day, where a number of volunteers will visit us to do workshops with the children all about the job they have and the industry they work in.

Throughout the year, we host House Days, where children work together in their House groups to complete challenges. These challenges are designed to give children opportunities to develop their key skills, make positive contributions to the wider school community, think about money management and explore future careers.

Every week in assembly, we introduce children to a new job. This year, we will have focus skills that each last for a half-term. For the first half-term we will be focusing on the communication skills of speaking and listening. Each week, children will have a timetabled session to continue to develop these. We reward children for their effort and progress in developing these skills.

If you are interested in coming to school and speaking to a group of children about your job, or have a friend or family member who would like to do this, please contact the school office or speak to Miss Sladden.

Communicating with parents and carers

We use Arbor for all communication with parents.

By downloading the Arbor Parent app, you can keep up to date with your child's Co-op coins, House Points, Behaviour Incidents and any notices sent out by the school.

We also use Arbor for school meals. You are able to book and pay for your child's lunches in advance.

We send out event planners every term, to let parents know what will be happening in school and who can be involved.

We also update the notice board outside school to let you know what is coming up and we display posters around school about our special events.

We are trying to cut down on the paper we use so most of our letters to you will come via email. However, we sometimes still send paper copies of letters out as well.

How to report something we have not done well

We want to work in partnership with parents and work to continuously improve what we do at school. We need your help with this.

All of our staff work hard and want to do the best job they can for your children, but we understand that sometimes mistakes are made and things don't always go to plan.

If something worries or bothers you, please come and speak to us about it and we will do everything we can to fix it or say sorry if we have done something wrong.

In the first instance, speak to your child's class teacher.

They are the person your child has most contact with and the large majority of concerns can be cleared up by them. They are the experts in your child's education and the best person to sort out any problems quickly.

If you are not happy with what they say, the teacher will escalate your concern to an Assistant Headteacher.

Our Assistant Headteachers will contact you to discuss your worries and try to resolve them or get the answer you need. They are experienced teachers and can also make decisions about how to resolve any wider issues that may come up in the future.

If this is not successful, the Assistant Head will escalate your query to our Head of Academy.

Mrs Watkiss will contact you to gather information about the concerns you have. She will speak to the people involved, including the staff you have already spoken to. She will then contact you again with the findings in the hope of reaching a resolution you are happy with.

Term Dates 2025 - 2026

Autumn

Autumn 1	First day of school	Tuesday 2nd September
	Last day of school	Wednesday 22nd October
Half term holidays: Thursday 23rd October - Friday 31st October		
Autumn 2	First day of school	Monday 3rd November
	School closed for staff training Monday 10th November	
	Last day of school	Friday 19th December

Spring

Spring 1	First day of school	Monday 5th January
	Last day of school	Friday 13th February
Half-term holidays: Monday 16th February - Friday 20th February		
Spring 2	First day of school	Monday 23rd February
	Last day of school	Thursday 2nd April

Summer

Summer 1	First day of school	Tuesday 14th April
	School closed for Bank Holiday on Monday 4th May	
	Last day of school	Thursday 21st May
Half-term holidays: Friday 22nd May - Monday 1st June		
Summer 2	First day of school	Tuesday 2nd June
	Last day of school	Thursday 16th July

Staff training dates (school closed to children)

Monday 1st September
Monday 10th November
Friday 17th July
Monday 20th July (disaggregated)
Tuesday 21st July (disaggregated)