



## Elm Green Preparatory School

### Provision of Information

All school policies are available to parents in the lobby outside the school office. Parents may request copies via the school office staff who will provide an electronic copy (or a paper copy where this is not possible). Statutory policies that must be made available to parents include: -

Document	Paper/Electronic Copy	Website
Admissions Policy	In Prospectus/On request from School Office	Prospectus Area
Anti-Bullying	On request from School Office	Public Area
Attendance	On request from School Office	Parent's Area
Behaviour Policy (inc information on exclusions, rewards and sanctions)	On request from School Office	Public Area
Complaints Policy & Procedure	On request from School Office	Public Area
Curriculum Policy	On request from School Office	Public Area
Health & Safety	On request from School Office	Public Area
First Aid & Support for Pupils with Medical Condition	On request from School Office	Public Area
Missing Child Policy	On request from School Office	Parent's Area
PSHCEE Policy	On request from School Office	Parent's Area
Relationships Education	On request from School Office	Public Area
Safeguarding Policy (inc Staff Code of Conduct and Recruitment)	On request from School Office	Public Area
School's Academic Performance (last academic inc Y6 SATs)	In Prospectus/On request from School Office	Prospectus Area
SEND Policy (inc English as an additional language)	On request from School Office	Public Area

Please do not hesitate to contact the school office as necessary regarding this.

With best wishes

Ann Milner

Principal

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