



School Information Booklet



EQUA Mead
Learning Trust
Every Child, Every Chance

School Leadership Team from September 2026

Headteacher: Mr Ashley Barrington-Wilding

Deputy Headteacher and SENDCo: Mr Alex George

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Paxcroft

Primary School

Welcome to Paxcroft Primary School

Welcome to Paxcroft Primary School, and thank you for taking the time to look through our school's offer. I know that choosing the right school for your child is such an important decision to make and has an enormous impact on both the young person and their family. The school you pick must be right for you and we encourage every family who visit us to think about distance, provision and the feeling you get when you visit our school site and speak to staff and pupils.



Our goal is to teach our children how to achieve their best academically, to foster and develop their passions, and to nurture their character so that they can be morally equipped for the wider world. We believe that this is achieved through cultivating a supportive environment and recognising that we must focus on the pastoral and emotional needs of our children in the same way as their academic need.

I believe that Paxcroft has a place for everyone, whether that be through a club that takes your interest, a look around our brilliant library, roasting marshmallows in one of our forest school areas, or through those all-important words with an adult in class.

It is my hope that after reading the information in this booklet and taking a look around our school, you decide that Paxcroft is the community that you would like to join.

If you have any further questions after reading, please contact us through our school office.

Ashley Barrington-Wilding | Headteacher



Paxcroft

Primary School

Our School

Welcome to Paxcroft Primary School, a non-denominational academy that is popular among parents and children alike! We cater to boys and girls aged from 4-11 years old, with a maximum capacity of 315 pupils.

We can accept up to 45 children in our Reception classes, Owls and Puffins, which is usually taught by two Teachers and two Teaching Assistants. Beyond Reception, our classes are mixed age phases. Our curriculum is designed around mixed age teaching and ensures that children have a full breadth of experience before they leave each phase. Our last OFSTED report in March 2024 looked in detail at our new mixed age curriculum and graded Paxcroft as a 'Good' school.



We are very lucky at Paxcroft to have expansive grounds with lots of areas for our children to explore. As well as our very large field and numerous playgrounds, we also have climbing play equipment for Key Stage 2 and Key Stage 1 and for all ages (our Pirate Ship is very popular!). We have two Forest School areas, one densely wooded area with a firepit and trees to hang hammocks from, and one open area with our tipi structure, which we also share with Silverwood School.

Paxcroft is a part of EQUA Mead Learning Trust, a multi-academy trust with a number of primary schools located around Trowbridge and Devizes. We work closely with colleagues in other schools and experts in the central team to help tailor the provision for our children so it is the best that it can be, including giving children opportunity to participate in shared projects that they would otherwise not have access to.

Our school is vibrant and thriving, and we are firmly rooted in the heart of the local community. In recent years, we have participated in the Trowbridge Lantern Parade, as well as sending representatives to the Trowbridge Youth Parliament and the continued running of our own school food bank. We value our community links and continually look for opportunities to develop and strengthen these. Our Parent School Association facilitates a range of different activities each year, from discos to wreath making to Christmas and Summer Fayres.

We cater for a range of Special Educational Needs at Paxcroft and have a very active Pastoral Team who support a wide set of needs. Class teachers work with the school SENCO, but also with senior leaders and school specialists, to help identify and put provision in place for children who have additional barriers to their learning. In recent years, we have established a Nurture Hub in the heart of our school, staffed with Pastoral Assistants who help pupils with welfare, emotional, SEND and neurodiversity needs. In concert with our excellent Parent Support Advisor and our Emotional Learning Support Assistant, we have a strong pastoral aspect to school life, making sure that children and families get the help they need.

At Paxcroft, we believe that fostering positive relationships between pupils is essential for a successful learning environment. This is why we have a buddy system in place that pairs up each Reception child with a Year 6 buddy who will look after them during break and lunchtimes. This helps our new pupils settle into the school quickly, forming positive relationships with the older pupils who serve as strong role models. The buddy system continues throughout the school, with reading buddies established between KS1 and KS2 classes. Throughout our school, pupils have a voice in their school council positions, with members elected from each class each year. As our children reach Year 6, they have further opportunities to stand for House Captain roles and represent our school in other exciting ways which help develop their confidence and maturity.



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School Houses

On joining Paxcroft Primary School, children will be assigned to a School House. If pupils have siblings in the school, they will be in the same House as their brothers or sisters. Our Houses are named after the four elements: Fire, Wind, Earth, and Water.

Pupils earn House Points on a weekly basis, with a house treat being awarded at the end of each term to the House with the most House Points. Pupils also represent their Houses in other activities, such as on Sports Day.



Paxcroft Primary School Vision, Values and Rules

At Paxcroft, we are proud of who we are and proud of the community we belong to. Our school is a warm, inclusive and ambitious place where every child is valued, respected and supported to achieve their very best. We celebrate diversity and ensure that every pupil feels safe, welcomed and confident to be themselves.

Our ethos of **"Proud to Belong"** runs through everything we do. It means belonging to a community where everyone is treated fairly, where differences are respected, and where each child is encouraged to grow academically, socially and emotionally.

Our school values and rules shape our daily life and help us create a positive, caring learning environment. We live by our three core values:

- **Participation:** taking part, trying our best and contributing to school life
- **Politeness** – showing kindness, good manners and consideration for others
- **Positivity** – approaching learning and challenges with confidence and optimism

Alongside these, our three school rules guide how we behave and treat one another:

- **Responsibility** – taking ownership of our actions and learning
- **Respect** – valuing ourselves, others and our school
- **Resilience** – persevering, even when learning feels difficult

These values and rules help our children to become confident learners, thoughtful citizens and supportive friends.



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Reception

We understand that the Early Years are a crucial time for your child and their learning. Our main goal is to provide your child with the best possible start to their education. We follow a play-based curriculum and work towards the Reception Early Learning Goals. We carefully plan activities to encourage children to explore, experiment and consolidate their learning through hands-on experiences. Our aim is to make learning fun and engaging for every child.

During their time in Reception, children will take part in some whole-class teaching, small group work and independent learning. We support children during their play and look for opportunities to extend their learning. Our 'Owls' class operates as one unit across a large open-plan room and outdoor space which the children can move between freely.



The Early Years Foundation Stage Curriculum is split into seven areas of learning, all of which are interlinked. The Prime Areas are: Communication and Language; Personal, Social and Emotional Development; and Physical Development. These areas are essential to help your child develop in all areas. The Specific Areas are: Literacy, Mathematics, Understanding the World, and Expressive Arts and Design.

To help children build up their knowledge of the sounds that make up English, we hold daily whole-class Phonic sessions where Synthetic Phonics is explicitly taught using the Sounds-Write Programme. This ensures that children quickly build up their knowledge of the letters that represent the sounds.

Admissions

The law states that each child must attend school full time from the beginning of the term which includes his or her fifth birthday. In Wiltshire, children can begin school earlier than this. The Local Authority amended its policy with effect from September 1997, so that a school place is available for all children from the September after their fourth birthday.

Applications for Reception places are generally submitted via the Local Authority portal by midnight on 15th January, though the admissions process opens on 1st September. For those who apply after the 15th January, there is a second round of admissions that is also accessed through the Local Authority portal.

The Local Authority portal can be found at:

<https://parentportal.wiltshire.gov.uk/web/portal/pages/parents/admissions>

Parents applying for a place at a new school once the academic year has started (after 1st September) should look to complete an in-year transfer form on the Local Authority site, which can also be found at <https://parentportal.wiltshire.gov.uk/web/portal/pages/parents/admissions>.



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Reception Induction Process

We want to make sure that we get to know the children as well as we can before they start Reception and so we have a carefully planned induction process.

Welcome Meeting

We initially hold a Welcome Meeting which is an opportunity to see the school, meet staff members and other parents and find out key information.

Visits

We then invite the children in for three visits during the summer term to get to know the staff and some of the children they will be with in September. Parents and Carers are welcome to stay during the first visit.

Nursery/Childcare Visits

We also visit your child's current childcare provider where we aim to see all the children and speak to their key workers.

Home Visits

During the last summer induction visit to school we will ask parents to sign up to a home visit which will be during the first week of Term 1. These are important as we are able to get to know your child in the environment in which they are most comfortable.

Settling Process

Our induction process in September is over a two-week period. Your child will start in Week 1 by either attending mornings or our slightly shorter afternoons (usually based on their age). Then in Week 2, Group A starts full time whilst Group B attends our slightly longer morning sessions, before going full time in their third week.



Week	Owls	Puffins
Week 1	Home Visits: Wednesday 2 nd and Thursday 3 rd September. In School: Friday 4 th September 8:35am to 11:45pm	
Week 2	In School: Monday 7 th and Tuesday 8 th September – 8:35am to 11:45am In School: Wednesday 9 th to Friday 11 th September – 8:35am to 1:30pm	
Week 3	Full time – 8:35am to 3:15pm	



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Inclusion

The school's provision for children with Special Educational Needs and Disabilities (SEND) is in line with the Government Code of Practice. We promote an inclusive culture with high expectations for all our children, whatever barriers to learning they may face. Children with SEND are carefully assessed by our SENCO and provision tailored to meet their specific needs. We believe that quality first teaching in the classroom with their peers has the greatest impact, but children may be withdrawn from class for specific 1:1 support or supported in class either individually or as part of a group.

We carefully track the progress of *all* our pupils throughout each term, and our policy is to provide a caring and supportive environment in which *any* children who require additional support either academically, physically, socially, or emotionally will have their needs met so that they are able to continue to make progress and achieve in line with their peers.

We work closely with families to ensure that the right support is put in place for our young people, so that they can be successful and flourish at home and at school. If you have a child who is joining our school with identified or suspected Special Educational Needs, it may be useful to book a meeting with our school's SENCO, which can be done via communication with the school office.

Pastoral Team

As a school we believe in the importance of building strong positive relationships with children and their families. We have established an experienced Pastoral Team. If your child is joining the school and you think that they would benefit from contact with the Pastoral Team, please get in touch with us via the school office.

Our Pastoral Support Assistants support pupils across the school with a wide range of issues affecting pupil wellbeing. These could include anxiety, friendship issues, emotional based school avoidance and pupils who are 'looked after' by the Local Authority.

Our Parent Support Advisor offers confidential and professional support to parents and carers within the school community. She can advise families on a wide range of services including debt advice, parenting groups, the school nurse, housing, benefits and access to other voluntary agencies. Appointments can be made to see her through the school office.

The school's Emotional Literacy Support Assistant (ELSA) plans and delivers programmes of support to pupils who are experiencing temporary or longer term additional emotional needs. The majority of ELSA work is delivered on an individual basis, but sometimes small group work is more appropriate, especially in the areas of social and friendship skills. ELSA sessions take place in our 'ELSA Room' which provides a calm, safe space for the child to feel supported and nurtured.



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Primary School

The School Office

The school office is open from 8.30am to 4pm. Outside of these times we have a secure blue post box where any payments or forms can be deposited. This is emptied on a daily basis.

Our telephone number is 01225 762244 which has an answerphone available during busy times. Our email address is admin@paxcroft.equamead.org

Our team:

School Business Manager: Mr Jon Langlois

Admin Assistant: Mrs Lisa Flenley (Mon-Wed)

Admin Assistant: Mrs Zoe Pike (Thurs -Fri)

Admin Assistant: Vacant

Finance Assistant: Mrs Sarah Hampton

Site Manager: Mr Paul Beety



In our main reception area, you can find correspondence relating to trips and clubs that have been sent out and various forms. We are committed to reducing our impact on the environment and, as such, we now send as much of our correspondence electronically as possible. We publish our newsletter and other important information on the school website. We also send information via ParentMail. Scopay is an online platform that we use for school dinner bookings/payments and trip payments.

School Meals

We have been providing cooked meals since 2007, from which we provide healthy, balanced meals for our pupils. Menus are issued every month and include three choices of main course and a pudding, which are pre-ordered by parents. Fresh bread, fruit and yoghurts are available every day. We pride ourselves in using locally sourced ingredients and these are cooked on site by our own catering team.

From September 2014 all Reception, Year 1 and 2 children have been enjoying school meals for free thanks to a change in Government policy. Many families with children in Year 3 – 6 will also be eligible for free school meals. Please contact the office if you think you may be eligible.

Medication

Many children at school require medicine to be administered daily. Parents and Carers are asked to complete a form giving details of dosage and hand it to the school office. Some medications are stored in the classroom (such as inhalers) whereas others are stored in the school office, where we ask the child to attend to receive their dosage at the right time.

If your child is joining the school with a medical or accessibility need, it can be useful to book a meeting with our school SENDCo or their class teacher to set up an individual healthcare plan, which can help smooth the transition into school. Please contact our school office if this would be helpful to you.



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Primary School

Breakfast and After School Clubs

Breakfast Club

The Breakfast Club is held in the school hall from 8.00-8.35am daily. A breakfast of toast, juice, cereal and fruit will be offered to club members if they wish to eat. As we have no desire to have our pupils worn out prior to the school day, activities will be gentle - books, colouring, table top games etc. Members of our school support team run the club. Children should not be dropped off prior to 8am. We ask that Reception pupils are settled in school before they attend Breakfast Club for the first time – how long this takes can vary from child to child.

The cost of the Breakfast Club is £2.50 per morning inclusive of breakfast, payable in advance. Places can be booked online through Scopay (once an account has been set up for you) or by completed form to the School Office. Bookings must be made 48 hours in advance.



After School Club

After School Club is available every day and is either held in the school hall, classroom or out on the small playground or field (weather dependant). As with Breakfast Club, Reception children must be settled at school before they can start attending.

We offer three different time slots according to your needs:

3.15 - 5.30 pm	with a flat rate charge of £6.00 (long session)
3.15 - 4.15 pm	with a charge of £2.50 (short session)
4.15 - 5.30 pm	joining the club at 4.15 after another activity in school, with a charge of £3.50 (medium session)

If you wish to collect your child between 4:15 and 5:30 pm, then please let the school know when booking. Places can be booked online or by completed form to the school office. Bookings must be made 48 hours in advance.

Cancellation Policy

We understand that there may be times when you need to cancel or change a booking. This can be done online or at the School Office 48 hours prior to the booking. Cancellations made 48 hours or more in advance will be fully refunded, whilst cancellations made with less than 48 hours' notice are non-refundable unless your child is absent from school due to sickness or because of a planned school trip.



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Sporting Opportunities

Children have access to a wide range of sporting opportunities during their time at Paxcroft. We work very closely with Active Trowbridge, an organisation which provides extra-curricular and lesson-based sporting activities for young people. Active Trowbridge run a different club each lunchtime throughout the year, as well as a number of after school clubs, some of which are also run by Teachers. In recent years, we have had links with Trowbridge Rugby Club who have run training sessions for our Year 4 and Year 5 pupils.

Each year we run a Sports Day which usually starts with a run around the school (and a voluntary parent race!). Children have the opportunity to engage in a number of different sports and activities before we run the final track races on the field.



We actively look for inter-school competitions to engage with – last year, our Year 6 Football team enjoyed some great successes playing against other sides in Trowbridge!

Music Lessons

We invite peripatetic music teachers to instruct the pupils in a wide variety of musical instruments, either on a 1:1 basis or in small groups. Instruments that are taught include violin, flute, keyboard, piano, clarinet and guitar.

All of the pupils in Year 3/4 also receive professional tuition in different areas of music each year. This year children enjoyed learning to play the recorder and the jSax.



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School Trips and Enrichment Activities

We believe school trips help support the children's learning and make school life memorable. We offer a wide and varied range of trips and workshops across the school.

This past year these have included the following:

Reception – visit to Bath City Farm

Year 1/2 – visit to STEAM museum, Swindon

Year 3/4 – residential trip to Braeside, Ancient Egyptians workshop

Year 5/6 – residential trip to the Mill on the Brue Outdoor Activity Centre to develop independence and resilience through a range of challenging outdoor activities

Drama and performances are a favourite at Paxcroft. Each phase either puts on a theatrical performance or a showcase of their learning at least once a year and invite parents in to watch. Previous Year 5/6 productions have included highlights such as 'A funny thing happened on the way to Camelot' and 'Who's your Mummy?'.

Every other year, we take a group of Year 5/6 children to Young Voices, an opportunity to sing as part of a thousand-strong choir at the Birmingham NEC. We have been lucky enough to arrange visits from authors/illustrators who led workshops on drawing dragons, as well as working closely with the Stay Safe Initiative on child-led e-safety workshops and the St John Ambulance on first aid workshops.

Governors

Paxcroft Primary School benefits from a strong Local Governing Board that works closely with the Headteacher to ensure the strategic direction of the school, including overseeing financial performance and holding to account to ensure the best possible education is provided for our children. Governors are always keen to receive feedback from parents and the Chair of Governors writes to parents on a termly basis to ensure they are fully informed of what the Governing Body have been doing to support the ongoing growth of the school. If you have an interest in school governance, please do make contact with us via the school office.



Paxcroft

Primary School

School Uniform Information

Our school uniform is as follows:

- A royal blue cardigan, sweatshirt or fleece.
- A white polo shirt or shirt/blouse.
- Black or dark grey trousers, skirt or shorts.
- Summer school dresses in blue check.
- White or grey tights.
- Black school shoes – no trainers or ankle boots.

At Paxcroft Primary School, we encourage you to wear the recommended school colours as this can be purchased from most school uniform retailers. These uniform items do not have to have the school emblem on them.



P.E. Kit

On PE Days, children are to come to school in their PE Kits.

- A plain house coloured t-shirt (red, yellow, green or blue)
- Navy blue/black shorts – stretch gym leggings may be worn
- Navy blue/black jogging bottoms – when cold for outdoor PE and games
- Navy blue/black hoody or Paxcroft hoody
- Trainers
- No football t-shirts/kits are to be worn on PE Days.



Swimming Kit

- A swimming costume or trunks
- Towel
- Hair brush/comb
- Goggles (if preferred)

Jewellery & Hairstyles

- Pupils with pierced ears may wear simple studs. No other jewellery is permitted.
- Watches may be worn and remain the responsibility of the wearer.
- Hairstyles should be kept simple and tidy. We encourage long hair to be tied back off the face. This is a requirement for sports, especially swimming, and also helps to avoid the passing on of head lice.
- Pupils may not come to school with 'extreme' hair styles or colours.
- Make up, including nail varnish, may not be worn during normal school hours.

Our school uniform is supplied by Scholars.

Address: 55/56 Fore Street, Trowbridge, BA14 8ET.

Website: [Paxcroft – Scholars](#)



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Free School Meals

Children can get free school meals in two ways:

1. Universal free school meals (Reception to Year 2)

All children in Reception, Year 1 and Year 2 can get free school meals automatically.

Just tell your school if you would like your child to receive them.

If you receive certain benefits, your school can also get extra funding called Pupil Premium (£1,550 for primary pupils / £1,100 for secondary pupils in 2026-27). To make sure the school receives this money, you must complete a free school meal claim form, even if your child already gets universal meals.

2. Free school meals based on benefits (Year 3 and above)

Children in Year 3 or above can get free school meals if you receive one of the following:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part 6 of the Immigration and Asylum Act 1999
- Guarantee element of Pension Credit
- Child Tax Credit (but not Working Tax Credit) and your annual income is **£16,190 or less**
- Working Tax Credit run-on (paid for four weeks after you stop qualifying)
- Universal Credit, with net earned income of £7,400 or less a year
- Your household has no recourse to public funds (NRPF), and meets the government income thresholds
 - More information is on [GOV.UK: Guidance - Providing free school meals to families with no recourse to public funds \(NRPF\) \(GOV.UK\) \(opens new window\)](#)
 - If you do meet the eligibility criteria you can contact the free school meals administration team by emailing fsm@wiltshire.gov.uk (opens new window) or telephone 01225 713780 for guidance on how to make an application.

Children who receive Income Support or income-based Jobseeker's Allowance in their own right can also get free school meals.

If you receive Working Tax Credit (not the run-on period), you are not eligible.

Why Registering Matters

Registering for free school meals:

- gives your child access to a free, healthy lunch
- can save you **over £350 a year**
- gives your school **£1,100 or £1,550 Pupil Premium funding** (2026-27)
- is confidential and will not affect any other benefits.

Even if your child prefers packed lunches, you should still register so the school receives the funding.



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How to apply

Apply online

There is an online application form.

[Parent Portal: Free school meals](#)

Or download a paper form

You can download the application form on the Wiltshire Council website and return it to your child's school, or send it to:

Free School Meals
Revenues and Benefits
Wiltshire Council
County Hall
Trowbridge
BA14 8JN

If you need help, contact the free school meals team:

- Email: fsm@wiltshire.gov.uk
- Phone: 01225 713780

All information can be found on the Wiltshire Council Website www.wiltshire.gov.uk/schools-learning-free-school-meals

