Pegasus Primary School
The best in everyone™
Part of United Learning

Parent Handbook 2026/27

"It is our mission to ensure all our pupils acquire the knowledge and skills essential to achieve their full potential and become active compassionate citizens"

"Individually we achieve, together we excel"

Individually we achieve, together we excel

Dear Parents,

This booklet is designed to give you reference throughout the next academic year of life at Pegasus Primary School. I hope you will find it useful and informative and that it will answer any questions you may have about the day-to-day organisation of our school and our expectations of the children.

At Pegasus, every day is a learning day for all stakeholders, and our aim is to provide excellence throughout your child's school career. Outstanding attendance, punctuality and behaviour create the climate in which the best learning can take place. We will always strive to make learning fun and accessible for all pupils and know that working in partnership with you, the parent, is the key. Everything we do together should be focused on providing excellent learning opportunities for your child.

Our forms of communication come in a variety of ways, but we will endeavour to keep the school's website up to date with the school's procedures and policies, including safeguarding and child protection policy. All policies are available from the school office on request.

Good communication between home and school is vital, so if after reading this there are any questions which remain unanswered, please do not hesitate to get in touch with the admin team and they will arrange a virtual meeting or telephone call.

Mrs Roxanne Gerrard
Headteacher

The School Leadership Team

Below is the Leadership Team for Pegasus Primary School:

Headteacher	Roxanne Gerrard
Deputy Headteacher	Katie Colthurst
Assistant Headteacher	Lucy Walton
Assistant Headteacher	Hannah Basey
EYFS Lead/Assistant Headteacher	Ruth Walker
EYFS and Yr1 SENCo	Faith Gilder
Yr 2-6 SENCo	Sarah Richens
Executive School Business Manager	Jane Caffyn

Pegasus Primary School 2026/2027 Term Dates

- Pupil Days
- School Holidays
- Public Holiday
- Inset days

Sep-26						
Mon		7	14	21	28	
Tue	1	8	15	22	29	
Wed	2	9	16	23	30	
Thu	3	10	17	24		
Fri	4	11	18	25		
Sat	5	12	19	26		
Sun	6	13	20	27		

Oct-26						
Mon		5	12	19	26	
Tue		6	13	20	27	
Wed		7	14	21	28	
Thu	1	8	15	22	29	
Fri	2	9	16	23	30	
Sat	3	10	17	24	31	
Sun	4	11	18	25		

Nov-26						
Mon		2	9	16	23	30
Tue		3	10	17	24	
Wed		4	11	18	25	
Thu		5	12	19	26	
Fri		6	13	20	27	
Sat		7	14	21	28	
Sun	1	8	15	22	29	

Dec-26						
Mon		7	14	21	28	
Tue	1	8	15	22	29	
Wed	2	9	16	23	30	
Thu	3	10	17	24	31	
Fri	4	11	18	25		
Sat	5	12	19	26		
Sun	6	13	20	27		

Jan-27						
Mon		4	11	18	25	
Tue		5	12	19	26	
Wed		6	13	20	27	
Thu		7	14	21	28	
Fri	1	8	15	22	29	
Sat	2	9	16	23	30	
Sun	3	10	17	24	31	

Feb-27						
Mon	1	8	15	22		
Tue	2	9	16	23		
Wed	3	10	17	24		
Thu	4	11	18	25		
Fri	5	12	19	26		
Sat	6	13	20	27		
Sun	7	14	21	28		

Mar-27						
Mon	1	8	15	22	29	
Tue	2	9	16	23	30	
Wed	3	10	17	24	31	
Thu	4	11	18	25		
Fri	5	12	19	26		
Sat	6	13	20	27		
Sun	7	14	21	28		

Apr-27						
Mon		5	12	19	26	
Tue		6	13	20	27	
Wed		7	14	21	28	
Thu	1	8	15	22	29	
Fri	2	9	16	23	30	
Sat	3	10	17	24		
Sun	4	11	18	25		

May-27						
Mon		3	10	17	24	31
Tue		4	11	18	25	
Wed		5	12	19	26	
Thu		6	13	20	27	
Fri		7	14	21	28	
Sat	1	8	15	22	29	

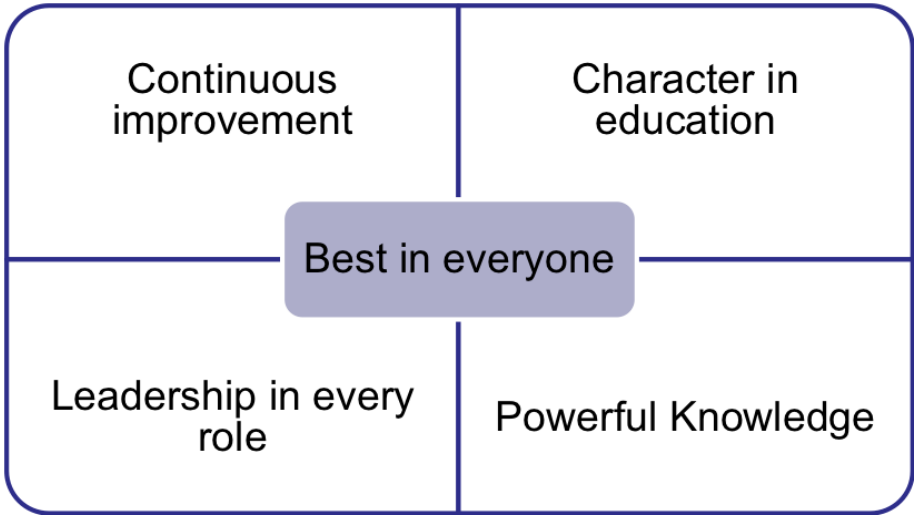
Jun-27						
Mon		7	14	21	28	
Tue	1	8	15	22	29	
Wed	2	9	16	23	30	
Thu	3	10	17	24		
Fri	4	11	18	25		
Sat	5	12	19	26		

Jul-27						
Mon		5	12	19	26	
Tue		6	13	20	27	
Wed		7	14	21	28	
Thu	1	8	15	22	29	
Fri	2	9	16	23	30	
Sat	3	10	17	24	31	

Aug-27						
Mon		2	9	16	23	30
Tue		3	10	17	24	31
Wed		4	11	18	25	
Thu		5	12	19	26	
Fri		6	13	20	27	
Sat		7	14	21	28	

At Pegasus, we believe every child can be an outstanding learner. Our ethos is to bring out the best in everyone by bringing the best of ourselves to school each day.

Our framework for excellence drives all that we do:



All that we do is driven through our values:

Confidence
Respect
Ambition
Creativity
Enthusiasm
Determination

Class Names

All of our classes are named after inspirational figures that embody our school values. Pupils learn about their achievements throughout their time in school.

Year/Class	Inspirational Person	Theme	Teacher
Nursery/ 2by2	Carle	Writer	Ruth Walker Nursery Adele Taylor 2by2
Reception	Rosen	Writer	Kitty Reed
Reception	Donaldson	Writer	Louise Hammond
1A	Matilda	Queen	Claire Choroba
1B	Elizabeth	Queen	Chloe Scragg
2A	Seacole	Medics	Emily Hawkins
2B	Nightingale	Medics	Daisie Byerley
3A	Hawking	Scientist	Ella Aspden
3B	Franklin	Scientist	Chelsea Stone/Jess Ment
4A	Johnson	Scientist	Liz Perez
4B	Berners-Lee	Scientist	Sabah Habib
5A	King	Activist	Kim de Brito
5B	Obama	Activist	Kalaycia Robinson
6A	Malala	Activist	Sally Rose/Jade Hixon
6B	Greta	Activist	Lucy Walton/Hannah Basey

The Pegasus Primary School Pledge - Character in Education

As a member of Pegasus Primary School, we pledge that by the end of your school career, you will have had the opportunity to experience the following:

1. Participated in an individual or team sporting activity (interschool or school competitions)
2. Participated in a music or performing arts activity
3. Help others by participating in a social action campaign or by volunteering
4. Participate in enrichment activities to widen my experiences
5. Attended two cultural, artistic or sporting events outside my local area
6. Hear from an inspirational speaker
7. Have a chance to share my views about school via the pupil leadership structure
8. Attended a residential trip
9. Have my talents celebrated and recognised
10. Being exposed to a diverse range of authors, characters and genres to further develop a love of reading.

School Structure- differentiating and developing

As children move up through the school, they will have the opportunity to take on greater responsibility, such as training opportunities for children wishing to develop their leadership skills.

Roles can include: Learning Ambassadors, Play & Sports Leaders,
Pupil Learning Committee Members, Librarian, Eco Warriors, etc

In their learning, as children move through the school, they are supported to develop greater independence, encouraging them to challenge and extend themselves. Children in EYFS have the chance to participate in Forest School. This year our pupils will have opportunities to go on a trip to deepen understanding of their curriculum. It is our wish that all children attend, and we offer support to families who need it. PE and Sport is delivered each week by using a specialist curriculum and we offer many after school clubs for developing talent and enthusiasm.

It is our aim to ensure that children leave Pegasus Primary ready for the rigour of secondary education.

Collecting your children at the end of school or after clubs

Please collect your child from your child's class teacher at the pick-up points on the playground. For communication with the class teacher, the preferred method is email or call initially, emails should be sent to the school office.

Children in Year 5 and 6 are able to walk home alone from school if you wish. This request should be given in writing to the class teacher or school office.

If you are unable to collect your child and you are sending in another adult, please make sure they are on your collection list or call the school office to inform them of the name and give a password over to the office and to the person collecting.

If, on occasion, you are running late then call the office to let us know and collect your child from the main office.

Collection from After School Clubs

We offer after school clubs as part of our enrichment package to pupils each term. You will receive emails or letters about how to enlist your child into a club at the beginning of each new school year. Pick up for clubs will be explained on the club starter letter.

Safeguarding your children is everyone's responsibility

Times of the Day

Year group	Arrival	Pick Up
2by2	AM: 8:30am – 11:00am PM: 12:30pm - 3:00pm	
Nursery	AM: 8:30am – 11:00am PM: 12:30pm – 3:00pm 30 hours - 8:30am -3:00pm	
Reception	8:30am	3pm
Year 1	8:30am	3pm
Year 2	8:30am	3pm
Year 3	8:30am	3:05pm
Year 4	8:30am	3:05pm
Year 5	8:30am	3:05pm
Year 6	8:30am	3:05pm

Nursery and 2by2 Timings

Monday-Friday

8.45	**AM and 30 hours arrive** **Welcome coat and bags away.** **Register** **Morning activities**
9.00	Story time for all.
9.15	Doors open free flow play
9.45	Snack and small key person groups (Literacy, maths, communication and language, PSE, Physical.)
10.15	Free flow play
11.10	Group time songs/maths/phonics input
11.30	AM children go home Lunches for 30 hours Story and songs
12.15	PM children arrive Welcome coat and bags away. Register Afternoon activities
12.30	Story for all.
12.45	Doors open free flow play
1.15	Snack and small groups (Literacy, maths, communication and language, PSE, Physical.)
1.45	Free flow play
2.40	Group time songs/maths/phonics input
3.00-3.15	Door open for home time.

Reception Example Timetable

Monday to Friday

	08:30am – 09:00am	09:00am – 09:45am	09:45am – 11:00am	11:00am – 11:30am	11:30am – 12:00pm	12:00pm – 1:00pm	1:00pm – 1:30pm	1:30pm – 2:30pm	2:30pm – 3:00pm
Monday **Once every three weeks, children in Reception will attend Forest School. You will receive the dates of your child's Forest School session separately.**	Welcome Morning jobs Register	Phonics	Discovery time Children choose their own learning Children complete focused tasks with an adult	Maths	Lunch in the hall	Lunchtime play in Reception garden	Carpet time – Topic focus. E.g. Literacy, Science, Music, Understanding the World	Discovery time Children choose their own learning Children complete focused tasks with an adult	Snack Story Getting ready for home
Tuesday **Once every three weeks, children in Reception will attend Forest School. You will receive the dates of your child's Forest School session separately.**			Rosen PE 10:00am – 11:00am						
Wednesday			Donaldson PE 10:00am – 11:00am						
Thursday			Discovery time						
Friday									

Key Stage 1 Example Timetable

Monday to Friday

	8:30 – 8:45	8:45 – 9:45	9: 45 – 10:30			10:30 – 10:45	10:45 – 11:45	11:45 – 12:30	12:30 – 12:40	12:40 – 12:50	12:50 – 1:00	1:00 – 1:45	1:45 – 2:45		2:45 – 3:00
Monday	Morning work	Phonics	HW	Power up	Assembly 10:10-10:30	BREAK	Maths	LUNCH	Phonics video	English 12:45 – 1:45			Hist/Geo		Class story and Home Time
Tuesday		Phonics	English				Maths		Phonics video	Power up	HW	RE	PE 2:00 – 3:00		
Wednesday		Phonics	English				Maths		PSHCE 12:30 – 1:15			Singing Assembly 1:15 – 1:40	Enrichment 1:45 – 2:45		
Thursday		Phonics	English				Maths		Phonics video	Power up	HW	Music/Comp	Science		
Friday		Phonics	English				Maths		Phonics video	Power up	HW	Art/DT	Class story	Assembly 2:30-3:00	

Key Stage Two Example Timetable

Monday to Friday

	8:30 – 8:45	8:45 – 9:00	9: 00 – 9:30	9:30 – 10:30	10:30 – 10:45	10:45 – 11:00	11:00 – 12:00	12:00 – 12:15	12:15 – 1:00	1:00 – 1:15	1:15 – 2:15	2:15 – 3:00	3:00 - 3:05
Monday	Morning work	Assembly	Reading	Writing	BREAK	Power up	Maths	Class story	LUNCH	Indp reading	Geo/His	RE	Home Time
Tuesday		SP/HW	Reading	Writing		Power up	Maths	Class story		Indp reading	Art/DT	Music/computing	
Wednesday		SP/HW	Reading	Writing		Power up	Maths	Class story		PSHCE 1:00-1:45		Enrichment 1:45-2:45	
Thursday		PE 8:45 – 9:45		SP/HW	Reading	Power up	Maths	Class story		Indp reading	Writing	MFL	
Friday		SP/HW	Reading	Writing		Power up	Maths	Class story		Indp reading	Science	Assembly 2:30 – 3:00	

Physical Education & Games:

The school currently offers one hours of PE per week for children in Years 1-6 and 1 hour to children in Reception.

Children also take part in additional sports and active sessions through our Enrichment programme on a Wednesday afternoon each week.

In PE lessons, we follow the PE Passport Curriculum.

Pegasus is committed to sport and the development of pupil's talent and healthy living. All PE lessons are delivered by teachers or sports coaches.



Home Learning

We have an expectation that all home learning is to be completed by our pupils.

Home learning is used to consolidate learning from the school day, support further learning opportunities and allow parents to discover areas their children find difficult.

EYFS will communicate this to you through Tapestry.
KS1 and KS2's home learning will be sent home as paper copies (following feedback from parents over the past two years) – further information regarding homework expectations will be sent from each year group on their termly curriculum sway at the beginning of each new term.

Parents' Consultation Meetings

There will be Parent Consultation Meetings in December and March. We hope that you will be able to come to these meetings to celebrate your children and discuss their learning outcomes.
You will have the opportunity to make appointments to see your child's teacher to discuss progress, attainment, how you can support at home and discuss any concerns.
Further information regarding booking these meetings will be released nearer to the time.

In your parent consultation meetings, you will have the opportunity to discuss your child's learning and how they are supported in school. It will also involve a conversation around what support you can offer at home and next steps for their learning.

In the Summer term, information will be provided to parents via a written report which is reflective of your child's learning and progress across the academic year.

School Uniform

Uniform is really important for our pupils to have a sense of identity and belonging to a community. It enhances the appearance of pupils and therefore the reputation of the school. It also helps to instil in pupils a sense of purpose when they put on their uniform in the morning.

School logo sweatshirts/cardigans can now be purchased through www.swischoolwear.co.uk , at your convenience by visiting the shop online.

The only expectation for logo uniform is that your child wears a Pegasus sweatshirt or cardigan. There are no objections for the rest of the uniform to be purchased without a logo.

- White shirt or polo shirt
- Grey or black shorts, trousers or skirts
- Pegasus logo blue jumper or cardigan
- Footwear: All children should wear black shoes, boots or trainers during the school day but must be plain black. **No coloured trainers/shoes to be worn during school day including coloured logos.** (please don't purchase light up shoes)

P.E School Uniform



- Plain white t-shirt and plain blue or black shorts/jogging bottoms/leggings (no logo t-shirts)
- A Pegasus school sweatshirt or cardigan.
- No jewellery and long hair should be tied back.
- *If your child forgets their PE Kit we will endeavour to supply them with spare clean kit.*
- Please make sure all uniform is labelled with your child's name and class.
- Any items found will be placed in lost property. The school cannot take responsibility for lost items.

Children should come to school wearing their PE uniform on PE days (these will be communicated by the class teacher.

Creating a Positive Learning Climate

It is vital that school behaviour is respectful to learning. At Pegasus we have a set of classroom expectations (rules); that can be found in every classroom and from every adult.



As a school we are embracing a conscious discipline approach as the ethos that underpins our behaviour and relationship policy.

Conscious Discipline is about developing emotional intelligence in the classroom; this informs how we structure the classroom, establish routines and specific preventative and response interventions.

We endeavour to celebrate learning and achievement through our rewards system. The next two pages explain both the expectations and the rewards. Behaviours for learning can be developed and we encourage responsibility in our pupils.

Rewards System

We endeavour to celebrate learning and achievement through our rewards system. At Pegasus School we live our life through our values.



Respect
Determination
Confidence
Enthusiasm
Creativity
Ambition

If a child is showing our values in school, they will receive a values sticker to say well done. They can also be chosen for the values certificate which is announced in the Celebration assembly on Fridays.

Rewards System

Class Dojo Points

Every child has a dojo avatar in class and they can earn points daily for:

- Following our 3 rules (Be Kind, Be Ready, Be Safe)
- Showing our values
- Working well with others
- Presenting their work or themselves to the highest of standards

Our Enrichment Programme

Part of our Character Education

Our Enrichment afternoon is every Wednesday from 1:45pm-2:45pm for pupils in year 1 to Year 6.
The vision behind enrichment is about giving our pupils opportunities to learn new skills and experience different activities, to help develop interests and aspirations; alongside meeting different pupils and develop new ways to learn.

The Programme

Your child will over the academic year experience 3 different enrichments from 3 categories:
Creative, Physical and Citizenship (Community and Wider World). Year groups will be placed within categories and your child will need to make their 1st, 2nd and 3rd choice.
We will try and get your child's first choice but spaces can be limited in the different workshops.
As a group they will gather evidence of their learning and the skills they have covered.

Arbor Parent Portal

***IMPORTANT** - From 1 September We will no longer accept cash payments for any school transactions.*

This includes:

- ✓ School lunches
- ✓ Trips
- ✓ Breakfast clubs
- ✓ After-school clubs
- ✓ Nursery 30hrs top-up payments



This is to make payments easier and safer.

You will be sent instructions on how to set up your payment account using the Arbor Parent Portal. It's quick and easy and should only take a few minutes. Check your spam inbox folder if you haven't received your welcome email.

Please do this before the start of term to ensure that you have paid for your child's meals in advance.

School Lunches – Taylor Shaw

(menu found on website and newsletter)

We take pride in our menus which are all compliant with the expectations from the School Food Standards. These are available in the newsletter and on our website.

Healthy Eating is key to your child's development and concentration at school. Studies have shown that children not only have improved attitudes to learning but develop key social skills whilst eating together. Children in Reception and Key stage 1 receive Universal Free School Meals*, so they will not need to pay for their hot lunches. *(It is still important that if you are eligible for free school meal status we still apply for the funding as additional money comes into the school to support our pupils)*

To pay for school lunches (£2.80) this is done through the Arbor online payment. If your child has allergies it is your responsibility to inform the school.

You will find a copy of the school menu for each term on the schools website.

School Lunches – Packed Lunches

If you provide packed lunches for your child, we expect parents to also meet the food standards and provide healthy choices.

We request that crisps and chocolate is limited in packed lunches and that children have sugar free drinks.

Please make sure they have a filled water bottle, clearly labelled with your child's name.

Due to allergies, we are a nut free school and request all parents adhere to the strict no-nut rule.

Attendance

Attendance Lead – Jaime Payne

The attendance and punctuality policy is on the website for parents to view. In the policy it divides attendance into a range of categories. There is a direct link between attendance and how well a pupil does in school. We want all our students to aim for 100% attendance and achieve at least 96.5%. We want to celebrate attendance and we do this through class attendance awards, a trophy, and pupil attendance awards.

Every full term you will receive information about your child attendance. Holidays are not permitted in term time- please see next page and policy.

Pupils' attendance will be monitored under the following headings:

Stage	% Required
GOLD	*100% Perfect!*
SILVER	*Above 97%*
GREEN	*Above 95%*
AMBER	*Take Care 95%- 90%*
RED	*Concern and action 90% below*

Attendance Rewards are offered each term for 100% leading to the final prize draw for children who have been in school everyday for the whole year!

Time Away during School Time:-

A brief summary of Policy

(full explanation can be found in the policy on the website or paper request from the office)

- Parents are requested not to book holidays during term time.
- You should only request time off in term time when there are extremely exceptional circumstances. We expect parents to take holidays during normal school holidays.
- You will need to collect a Holiday Request Form from the school office, this needs to be returned for the attention of the Head teacher.
- Requests for absence for holidays during term time will only be considered if there are exceptional circumstances. Parents will be expected to explain these circumstances on the absence request form and support any application with documentation such as letters from employers or doctors notes. Issues such as parents' employment conditions related to non-negotiable holiday dates, the time of year and level of previous attendance may be taken into consideration.
- If the school refuses a request, but the child is still taken on holiday, the absence will be recorded as unauthorised and parents will receive a letter confirming this and warning that the parents may be liable for a Penalty Notice. The school will contact the Attendance and Engagement Service when a holiday is taken.

The Inclusion Team

SENDCo – Sarah Richens (Yr 2-6), SENCo - Faith Gilder (EYFS- Yr 1)
Welfare and Safeguarding Team (DDSL) Charlotte Steers and Charlene Wilkins
Attendance Officer - Jaime Payne

We take a highly structured and responsive approach to each pupil's learning in order to enable all pupils to progress, achieve and participate. The team work together to ensure that every pupil at our school is able to make the most of the education we offer so they can achieve their full potential.

Our Inclusion team will assess the needs of identified pupils, are starting point is quality first teaching. But where needed we can offer tailored support programmes which may include amongst others: being taught in a small group; the support of a TA in lessons; access to reading or number programmes or a place on a specialised intervention programme.

You will find our SEND offer & statement on the website.

"To achieve equally, we treat differently"

And finally....

I hope you find the information in this handbook helpful. If you have any further queries, please contact the school office and see the website for all policies.

Please don't forget that every Friday the newsletter will be the main source of communication (sway link sent by email) on events happening in the school. Please ensure the office always has your up-to-date email and phone numbers.

Web: www.pegasusprimary.org

Email: office@pegasusprimary.org

Telephone : 01865 777175