



# MAYFIELD PREPARATORY SCHOOL

*Believe it! Achieve it!*

The following are available on the school website [www.mayfieldprep.co.uk](http://www.mayfieldprep.co.uk) and on request from the school office as a hard copy free of charge should you wish to see them:

- School address and telephone number;
- name of the Headmaster;
- name of the Chair of Governors and her contact address and telephone number (care of the school);
- school's ethos, aims and vision;
- the school's academic and examination results from the previous year;
- a list of staff and a summary of their qualifications;
- and the most recent inspection report.
- and the school's policies on and arrangements for:

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- admissions;
- discipline, sanctions and exclusions;
- special educational needs and disabilities;
- English as an additional language;
- curriculum; Foundation Stage (containing EYFS curriculum for Pre Nursery, Nursery and Kindergarten);
- behaviour;
- anti-bullying;
- first aid;
- health and safety;
- complaints, including the number of formal complaints made during the previous year;
- and safeguarding, including procedures for handling allegations of abuse against members of staff, staff code of conduct and staff recruitment procedures.