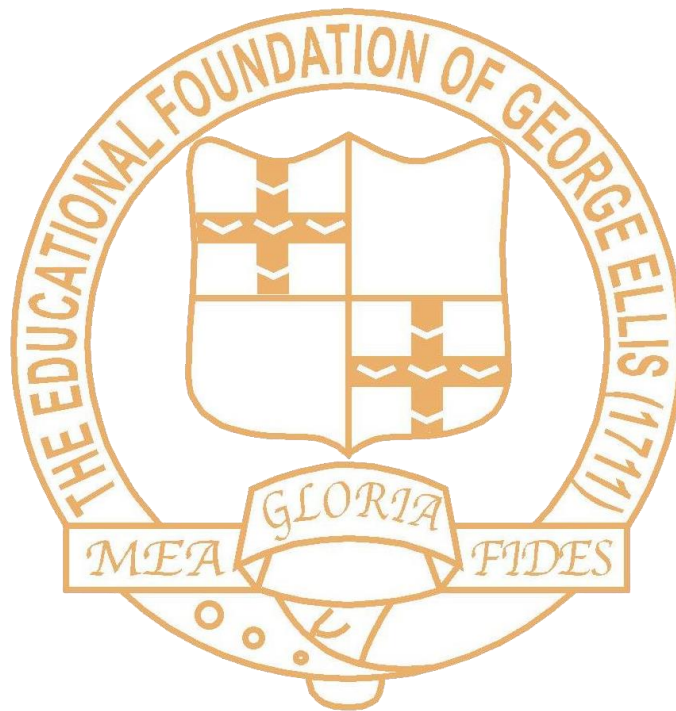


Home-School Agreement

*A guide to
The Ellis CE Primary*



For Parents and Guardians

2024-2025

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Our School Vision Statement is 'Be The Best You Can Be'

At The Ellis C of E Primary School, all stakeholders - governors, staff and families - share the same theological vision for our children: to ensure they feel valued members of our Christian school community and are inspired **to be the best they can be** through our core values of High Aspiration, Love and Courage.

As a Church of England Primary School, as well as being the heart of the village of Hemingfield for nearly 200 years, our mission is to create a successful learning environment where everyone is inspired to reach their full potential and live 'life in all its fullness' (John 10:10).

The Ellis has always had very close links with St Mary's Church in Wombwell. We have a very strong and positive relationship with our Vicar, and enjoy his visits to the school on a weekly basis to lead acts of worship and host The Ellis Church, in school, on a monthly basis. We also regularly celebrate the major events in the Christian calendar at the church. Our vicar is an ex-officio member of the governors of The Ellis and several members of the church congregation have served as school governors, all making a valuable contribution to the life of the school.

High Aspiration

At The Ellis, we encourage our children to have high expectations and to 'believe they can', through developing a growth mindset and challenging any sense of limitation. We ensure children experience and participate in a range of opportunities to broaden their horizons, for example, we have four Science Ambassadors in school to promote interest in the sciences, and have recently participated in a STEM (Science, Technology, Engineering and Maths) day where children developed their engineering skills. We also encourage discussion around a range of careers and have been part of Barnsley's 'Jobs for Everyone' project to enable even our youngest of children to see which careers are available to them.

Courage

The Ellis endorses children trying new things and pushing themselves to step out of comfort zones in order to flourish. We have two residential for children; one in Y2 and one in Y5, which allow our children to gain independence and build resilience. Whilst both residential are very different - one is at Whirlow Hall Farm, the other an outdoor activity centre (usually PGL) - the children gain so much from both of them and come away with a feeling of pride and accomplishment.

Our children work hard to develop the courage to advocate for worthy causes and champion what they believe in. Our Eco-council has been formed to help school 'be the best it can be' for our planet and we have signed up to Let's Go Zero to help tackle climate change. As part of the Archbishop's Archie Project, children have been involved in raising money for a range of causes from supporting Ukraine to helping the koalas affected by the bush fires.

Love

When we see a cause for celebrating, the Ellis celebrates. Our daily worship brings us together as a school community and family, and our Gold Awards assembly celebrates our great learning and achievements every week.

Our school is an inclusive school with nurture and well-being at its heart. Our children are encouraged to love one another and accept difference and individuality. We develop the character of our children and promote positive self-esteem through our arts and sport curriculums and PSHE lessons.

How you can help...

AIMS and VALUES

- **Accept the school's aims, values, policies and procedures to positively support the school.**

Our school aims and values can be found on the previous page and on our website, which is a hive of information and should be able to answer most of your questions. <https://theellisschool.org.uk/>

If you do feel you need to query something please speak with your child's class teacher first, preferably face to face. If your query is ongoing, speak to a member of our Senior Leadership Team (SLT). This is made up of:

Emily Edwards - Headteacher

Beth Wise - Deputy Head/SENDCO

Charlotte Trotter - KS1 Lead

Duncan Grayhurst- EYFS Lead

Please contact them by email via the office: office@theellis.org or 01226 753383.

If you would like to view any policies or make a complaint, please see <https://theellisschool.org.uk/virtual-office/policies/> and click the complaints procedure.

| | | | | | | | |
|---|---|---|---|--|--|---|---|
| I want to know more about... | My child's learning | My child's wellbeing | My child's special needs | An incident at school | A school policy or practice | An admin matter (payments, trips, dinners) | A whole school event |
| Please contact: | Class teacher | Class teacher | Class teacher or SENDCO | Class teacher or SLT/Headteacher | SLT or Headteacher | School office | School office |
| How to make contact: | Face to face conversation before/after school Or Phone call during non-teaching time. | Face to face conversation before/after school Or Phone call during non-teaching time. | Face to face conversation before/after school Or Phone call during non-teaching time Or Email to school office. | Face to face conversation Or Phone call to school Or Email to school office. | Face to face conversation Or Phone call to school Or Email to school office. | Come to the office Or Phone school Or Email office@theellis.org | Come to the office Or Phone school Or Email office@theellis.org |
| Children's class teachers should, in almost all circumstances, be parents' and carers' first port of call when families want to discuss their children's experiences at school. | | | | | | | |

ROAD SAFETY and PARKING

- **Be considerate to our community and help us to keep everyone safe by parking responsibly and obeying parking restrictions around school.**

Whilst we understand that parking at school drop off and collection is a constant pressure for everyone, please be considerate to our community when parking. We sadly have had complaints from our neighbours where cars are parking unsafely on the pavement and at the bottom of Garden Grove, making it dangerous for pedestrians. We continue to recommend parking a 5 minute walk away from school, this is healthier for us and better for the environment too.

If you are dropping your children at Breakfast Club, please do not drive onto the school grounds unless you have a prior arrangement in place. Many children walk to school by themselves and it is also the time when staff and deliveries arrive, therefore we need to try and reduce the amount of traffic. It is fine to walk and drop your children at the school gate, and watch them walk down to the school entrance until they are safely inside.

Please also park outside the school grounds when collecting children, at any time after school, as this is another very busy time.

- **Encourage your child to follow road safety codes.**

We follow our Active Travel Plan to increase children's awareness on keeping safe around roads and whilst playing outside. We also take part in various activities such as: Bikeability, Ramp Up scooter skills, road safety activities, general bike maintenance, as well as following many other local LA initiatives.

<https://theellisschool.org.uk/wp-content/uploads/2023/01/Active-Travel-Plan-Feb22-Feb24-1.docx>

ATTENDANCE and APPOINTMENTS

- **Ensure that your child attends school punctually during term time, unless there is a good reason for absence.**

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

When can my child return to school? If you are worried, please seek further advice from your GP or community pharmacist
★ = Vaccine preventable

| | | | | | |
|--|---|--|--|--|---|
| Chicken Pox 5 days from onset of rash and all the blisters have crusted over | Conjunctivitis No need to stay off, but school or nursery should be informed | Diarrhoea & Vomiting 48 hours from the last symptoms | Glandular fever No need to stay off, but school or nursery should be informed | Cold and Flu like illness (including COVID-19) No longer have a high temperature and feel well. Follow the national guidance if they've tested positive for COVID-19 ★ | |
| Hand, foot & mouth No need to stay off, but school or nursery should be informed | Head lice No need to stay off, but school or nursery should be informed | Impetigo <small>Think Pharmacy First!</small> When sores are crusted & healed or 48 hours after starting antibiotics | Measles or German Measles 4 days from onset of rash and recovered ★ | Mumps 5 days from onset of swelling ★ | Scabies 24 hours after first dose of chosen treatment |
| Scarlet fever 24 hours after starting antibiotics | Slapped cheek No need to stay off after rash has developed. Inform school / nursery | Threadworms No need to stay off, but school or nursery should be informed | Tonsillitis <small>Think Pharmacy First!</small> No need to stay off, but school or nursery should be informed | Whooping cough 48 hours after starting antibiotics ★ | |

Hand washing is one of the most important ways of controlling the spread of infections, especially those that cause diarrhoea and vomiting and respiratory disease. Liquid soap, warm water and paper towels are recommended. Supported by the Barnsley Health Protection Board. This information was correct at time of printing (August 2024). This information is based on health protection guidance from Public Health England on managing cases of infectious diseases in schools and other child care settings. More information can be found at the link: <https://www.gov.uk/government/publications/infectious-diseases-schools-and-other-childcare-settings>

BARNSELY Community Pharmacy South Yorkshire
NHS South Yorkshire

- **Notify the school by telephone or email in the event of absence.**

Our attendance policy can be found here: <https://theellisschool.org.uk/virtual-office/policies/>

Mrs Gay will contact families if pupils are absent. We will regularly inform you of your child's attendance. In order to promote good attendance, we hold a **termly** raffle where we draw one lucky pupil from each class to win a Smyths voucher. The more weeks your child attends every day, the more entries they will have in the raffle!

- **Support your child's attendance by booking medical appointments out of school hours, wherever possible.**

Please notify the Office and class teacher if your child has a medical appointment booked during school hours, evidence will be required of this.

As we are a Church school, we strongly encourage you not to collect children before the end of the school day, as this is when we come together for our Collective Worship. On the very rare occasions this may need to happen, please give the Office as much notice as possible.

Your child is not permitted to leave school for parental appointments.

SCHOOL POLICIES

- **Support the school's policies and guidelines on learning, behaviour, attendance and uniform.**

Our behaviour policy has been created around educational research from the EEF (Education Endowment Fund). The full policy can be found on our website: <https://theellisschool.org.uk/wp-content/uploads/2024/05/Behaviour-Policy-Apr24-Apr25-1.pdf>

The intent is for every member of the school community to feel valued and respected, and for all persons to be treated fairly and 'be the best they can be'. We are a caring Christian community, whose values are built on mutual trust and respect with a focus on forgiveness.

This policy is designed to support the way in which the members of the school can live and work together in a supportive way. It aims to promote an environment where all feel happy, safe and secure.

The Ellis CE Primary School's core rules are:

We are gentle –

We look after each other.

We respect our friends, families and the adults in our school.

We follow the 'hands and feet rule'.

We use kind words.

We are kind and helpful –

We have good manners.

We help each other learn.

We work and learn together.

We notice if friends are unhappy and support them so they are happy.

We listen-

We listen to adults.

We follow instructions.

We listen to each other's ideas with respect.

We explore friendships and work together as a team.

We are interested in finding out about new things.

We find out about other people's successes and celebrate with them.

We are honest –

We are honest with each other and ourselves.

We forgive.

We work hard –

We push ourselves.

We don't give up.

We try new things.

We concentrate.

We are proud of our achievement and the achievement of others.

We look after property -

We are respectful of others and their property.

We look after our school environment and our local community.

We are advocates for the environment.

These sit alongside our Christian Values of:

Love and Friendship, **Courage**, **High Aspirations**, Responsibility, Forgiveness and Peace.

We hope that parents will:

- Work in partnership with school to ensure consistent messages are given about expected behaviours.
- Support the school's rules and policies (we understand that from time to time, clarification might be required about the application of a particular rule, in such an instance, we respectfully ask that you speak to us as well as your child.)

- **Promptly inform the school of any concerns or problems that may affect your child's learning, behaviour or happiness at school.**

We want every child at The Ellis to feel safe and happy. We also want families to feel supported. If you do have any concerns, as previously mentioned, please speak directly with your class teacher first. Usually, any issues can be resolved quickly this way, however, if you feel you need further support, please contact a member of SLT (Senior Leadership Team) via an email to the office.

- **Please encourage your child to wear school uniform.**

Uniform can be ordered via our website <https://theellisschool.org.uk/virtual-office/school-uniform/>.

Please remember we offer access to pre-loved uniform for collection; simply let the office staff know what items and sizes you require and we'll try our best to find you some.

Please remember we also have set expectations in terms of jewellery and hair styles; these can be found in our jewellery policy and our uniform policy: <https://theellisschool.org.uk/virtual-office/policies/>

FOOD and DRINK

- **Please support the school by encouraging healthy food, drink and oral health.**

We kindly request that children bring a simple, named water bottle that they can refill throughout the day. We will obviously do our best to find lost bottles but will not be responsible for expensive lost water bottles. Children without water bottles, will be provided with a cup so they do not become dehydrated. To clarify the situation regarding fruit drinks in water bottles, as a number of families have asked us about this, water bottles in class are for water only and we ask that these bottles are available in class to keep the children hydrated during lesson times. Fruit juice and cordials are not permitted. In line with our SEND policy, any adaptations will need to be discussed and agreed by SLT. We offer the opportunity for families to purchase milk for those children who would like it. This is drunk in class with the fruit snacks that are provided in Key Stage 1, and time is set aside by the class teachers for the children to do this.

Healthy Schools and Healthier Futures Barnsley

We are currently working towards achieving our Healthier Futures Barnsley accreditation. Healthier Futures has been developed by the Children's Public Health team in Barnsley. It is an information hub for those working with children and young people in the borough.

It will help the next generation to:

- enjoy a life of good physical and mental health
- thrive in their education and achieve their full potential
- feel connected and supported by their peers and mentors
- gain key life skills and experiences to support them in the future.

We request that our families support us with this by encouraging good food, drink and oral health; encouraging participation in a range of physical activities both in and outside school and encouraging children to talk about their mental health.

What should be in a healthy lunchbox?

The British Nutrition Foundation has created a [video](#) to help you understand how to put together a healthy, balanced lunchbox. Eating a healthy, balanced lunch is important to make sure children get the nutrients and energy to see them through the school day. The key to a healthy packed lunch is variety and getting the right balance of foods to provide children with all of the nutrients they need to stay healthy. A packed lunch made at home can be a healthy and delicious choice and gives you control over the foods and drinks included.

A school lunchbox should:

1. Be based on starchy foods
 - This can include potatoes, bread, pasta, rice, couscous, wraps, pitta and chapatti. Where possible choose wholegrains or other high fibre varieties such as wholemeal bread and potatoes with the skins on.
2. Include plenty of fruit and vegetables
 - Include at least 1-2 portions and vary these throughout the week.
 - You could add sliced vegetables into a pasta dish or sandwich.
 - You could also include packs of chopped fresh fruits or individual packs of dried fruits. Dried fruit can stick to teeth, which may lead to tooth decay, so it's best to keep dried fruit to mealtimes and not give them as snacks.
3. Include a portion of beans, pulses, fish, eggs, meat, a dairy food and/or a non-dairy source of protein
 - Use beans, pulses, fish, eggs, meat and other sources of protein as sandwich fillings or in a salad.
 - If you're not including a dairy food in the main lunch item (e.g. in a salad or sandwich), add a yogurt or some cheese, such as a Cheddar stick, to the lunchbox.
 - If you're including a dairy alternative, e.g. soya yogurt or milk, choose varieties which are unsweetened and fortified with calcium.
4. Include a drink
 - Healthy options include water, semi-skimmed or 1% milk.
 - You could also give your child fruit juice or smoothie – but remember, fruit juice and smoothies should be limited to a combined total of 150ml a day.

Breaktime snacks and healthier treat alternatives

Although some cakes and savoury snacks may be allowed by your child's school policy, these should be included less often and it is a good idea to select healthier options where possible. Check what the school policy allows when it comes to snacks or healthier treat alternatives.

Below are some ideas for healthier breaktime snacks.

- Whole or sliced fruit.
- Vegetable sticks, e.g., celery, carrot, pepper, cucumber. Some vegetables are naturally baton shaped which can save you time preparing, for example, sugar snap peas and baby corn.
- Bag of plain popcorn.
- Malt loaf or a teacake
- Bread sticks.
- Rice or corn cakes.

Allergies

We have several children with allergies on site and therefore ask you to be extremely careful when selecting items for snacks and lunch boxes.

Some items include things like nuts that you may not realise i.e., chicken satay, cherry bakewells or anything with marzipan in. Please ensure any chocolate spread is not hazelnut chocolate spread.

Bags

We understand that your child may wish to personalise their school book bags by adding keyrings and/or other adornments, however, we request that you avoid doing this as we cannot be responsible for things getting lost or broken. Large items also impact on how these can be stored in class and cloakrooms.

Sensory Tools and Equipment

At The Ellis, we recognise that all children are unique and have different needs. We have lots of tools in school to help us identify and support these needs and we work with professionals from other services when the need arises.

Some pupils have sensory needs, including a need to move more or to have sensory tools to support regulation. This academic year, some families have kindly supported their children by providing sensory tools (such as fidget toys, putty, soft toys, notebooks) to try and help meet these needs. We have found that for many children this blurs the line between items being toys and items being tools to help with regulation, and this can lead to conflict when they are asked to put them away or if they are lost and broken. It has also led to confusion for pupils who do not need sensory tools but would like to bring toys from home to have in class.

From September 2024, we ask that you allow staff in school to work with your child to build a sensory tool kit if they need one. As a school, we will provide a range of resources in order to facilitate this. Parents and carers will be able to work with school to help identify needs and support with conversations about tools that might help, but are asked not to send resources into school.

If you feel your child has an unidentified sensory need, then please talk to your child's class team.

HOMEWORK

- **Support your child with homework that is set and ensure that this is completed on time according to school arrangements.**

Homework is set by individual class teachers and full details can be found on class newsletters. These are sent out via Class Dojo and also shared on the school website under the classes heading:

<https://theellisschool.org.uk/classes/>

In F2, we encourage families to undertake some Fred Talk games, single letter cards (sent out weekly) and share Library books during the first term. All children also have a Learning Journey Book and a Library Journal with suggested activities for their chosen Library book. This gradually builds up to reading books, letter formation sheets and a Literacy/Topic/Maths related activity (one activity; the focus is alternated each week) during the Spring/Summer Term when children are ready. We will also be using Spelling Shed in the Summer Term.

In Y1, we encourage children to learn 5 weekly spellings (we concentrate on red words and common exception words). We also ask that children read, complete one short maths activity on Seesaw and watch one RWInc video on Seesaw.

In Y2, we encourage children to learn 10 weekly spellings (one spelling rule each week). We also ask that children read, complete one short maths activity on Seesaw and one English activity on Seesaw.

In Lower Key Stage 2 (Y3&4), we will set tasks for children to complete on Mirodo. These will be English and Maths. We also ask that children read regularly, access TT Rockstars and use Spelling Shed.

In Year 4, there will be additional tasks set using the CPG book to help get your child ready for the Multiplication Tables Check.

In Upper Key Stage 2 (Y5&6), we will set tasks for children to complete on SATs Companion. These will be English and Maths. We also ask that children read regularly, access TT Rockstars and use Spelling Shed.

COMMUNICATION

- **Stay informed and up-to-date with the school community by regularly reading notices, newsletters, the school website, Class Dojo and emails.**

We are aware that we regularly need to send a lot of information, however, we only send focused emails so please ensure you read them all. This will ensure your child doesn't miss out on key events such as World Book Day or sporting activities they have been selected for. Whilst the office staff are there to help, the volume of calls they receive asking for confirmation of activities is high, and therefore prevents them carrying out their other duties. Please only contact school as a last resort. It is parents' responsibility to ensure they are up-to-date with information sent.

ParentPay

If you are unfamiliar with our online payment system, ParentPay, this is a very secure website used to pay for dinner money, breakfast club, trips, etc. You will be issued with a username and a password once your child has started. This will enable you to access your child's own personal account, check which after school clubs are available and make bookings. Menus are also uploaded onto ParentPay for you to look at with your child to help them choose their lunch each week.

Payments for breakfast club and lunches (for full time nursery and KS2) must be made at the time of booking. The cut off for booking a breakfast club place is 4pm on the day before.

First Aid and Medication

We use an app called First Aid Forms to record when medication is administered or first aid is provided. The app will automatically send you an email at 3pm if your child has required either of these things. Please ensure the email address noreply@engagementsystems.net is in your safe senders list to ensure notifications aren't missed.

The school will only administer prescribed medicines which require administration 4 or more times in the day, in accordance with BMBC recommendations. Children may not bring into school other medication / cough sweets or lozenges. Prescribed creams for skin conditions (e.g. eczema) will be administered in accordance with the prescription and wherever possible children will be encouraged to self-administer creams. It is parents' responsibility to check medication provided to school is in date. Medications will be sent home at the end of the school year.

Returning to school with an injury/medical need

If children come to school with a significant new injury (e.g. a broken limb, a sprain, wearing a sling or using a wheelchair) or a new medical need (e.g. following an operation or recovering from a significant illness), we require an adult from their family to meet with a member of school staff to complete a risk assessment before the child starts their first day back in class. This is to ensure that we are providing the right level of care or school adaptations for your child in these circumstances.

During the meeting we will ask you to let us know the advice you have received from doctors/medical professionals regarding how to care for your child while they are in school (e.g. can they participate in outdoor play? can they take part in PE? do they need painkillers during the day?). We are almost always able to make any necessary adaptations - we will be as keen as you are for your child to return to school!

If you are not able to come into school for a face-to-face conversation, we can speak to you over the phone. Please bring your child into the main office reception area and a member of SLT or the admin team will go through the risk assessment form with you.

Class Dojo

We are no longer using X to communicate with parents due to the direction the platform has taken. Instead, we are using Class Dojo (<https://www.classdojo.com/>). You will be sent home a QR code to help you connect to your child's class easily.

Whilst there is a messaging option on the platform, please note that staff will not be able to respond whilst teaching. To support staff well-being, we will be setting quiet hours between 5pm and 8am, and weekends, therefore messages will not be replied to during this time. Please continue to communicate either face to face with your child's class teacher or speak to the office. As it is a closed platform, we kindly request that you do not share posts on other social media platforms as we have children in school who cannot be online for safeguarding reasons.

Please continue to communicate either face to face with your child's class teacher or speak to the office. As it is a closed platform, we kindly request that you **do not share posts on other social media platforms** as we have children in school who cannot be online for safeguarding reasons.

We will be posting all class specific communications, such as newsletters, to assist with you finding information smoothly. We will also post (on class stories) information about your child's learning- it would be fabulous if you could engage with this and post the occasional comment.

Any inappropriate comments will be removed.

Facebook

We will continue to use Facebook for quick, whole school announcements such as snow closures, non-uniform reminders and other whole school events.

- **Support the school in the teaching of safe and secure internet use at home.**

We can promote e-safety at home by working together to create a safe and positive online experience for our children. Setting clear rules about internet use, such as time limits and approved websites or apps, helps establish boundaries that everyone can follow. By modelling responsible internet behaviour on social media—such as being respectful in comments, protecting our privacy, and thinking carefully before posting—we set a positive example for our children to follow.

We regularly explain the importance of not sharing personal information in school, and parents can help consolidate this message in a variety of ways e.g. regularly checking privacy settings on devices and apps. By using parental controls and monitoring online activity, we can ensure our children are protected.

It's vital that we teach our children to recognise inappropriate content or behaviour, like cyberbullying, and encourage them to talk to us if something feels wrong. Together, we can help our children navigate the online world safely.

- **Attend parent meetings with teachers to discuss your child's achievements and progress.**

Attending parent meetings with teachers provides an important opportunity to discuss your child's achievements and progress in detail. These meetings allow you to understand how your child is performing academically, socially, and emotionally, whilst also offering insights into their strengths and areas for improvement.

For some families, these meetings will include those linked to your child's SEND or medical needs. As a school we value co-production and working together to ensure that every child can make the best possible progress. Please see our SEND policy <https://theellisschool.org.uk/wp-content/uploads/2023/10/Special-Educational-Needs-Policy-UPDATED-SEPT-23.pdf>

By working together, we can create a positive and supportive learning environment that helps every child reach their full potential at The Ellis. This home-school agreement outlines our shared commitment to ensuring the best educational experience for your child. We encourage open communication, mutual respect, and a partnership between parents, teachers, and students. Together, we can foster a safe, caring, and inspiring school community where each child can grow, learn, and succeed. We look forward to working closely with you to achieve these goals.

Thank you

Mrs Edwards and The Ellis Team

Appendix 1

List of Important Dates can be found here:

<https://theellisschool.org.uk/virtual-office/calendar/>

Appendix 2 Free school meal information

Did you know?

- Families who are currently paying for school meals could save around £400 a year for each child if they qualify and are entitled to free school meals.
- School children who qualify for free school meals are entitled to a two-course meal worth approximately £2.20 (depending on the school) each day.
- If your child is in receipt of universal infant free school meals (where your child is in Reception, Year 1 or Year 2), we recommend you apply if you believe you may be eligible for free school meals. The free school meals protection will continue beyond Year 2.
- Secondary school children who are entitled to free school meals might also qualify for help with school transport costs.
- When you apply for free school meals, you will also allow your child's school to receive Pupil Premium, which is extra money to support children at that school.

Scan the QR code for a quick access to our website

BARNLEY
Metropolitan Borough Council

Free school meals are a good way to ensure that your child eats well at lunchtime.

Your child will qualify for free school meals if they're in full-time education and you receive one of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Guarantee element of state pension credit
- Child tax credit with no working tax credit and have an income as assessed by the Inland Revenue that does not exceed £16,190 (subject to change annually)
- Support under Part IV of the Immigration and Asylum Act 1999
- 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 receive)

Scan the QR code for a quick access to our website

To find out more information on free school meals, the qualifying criteria and how to apply, please visit our website at www.barnley.gov.uk/free-school-meals or call (01226) 787757 (select option 3).

BARNLEY
Metropolitan Borough Council