



ST. JOHN'S C OF E



PRIMARY SCHOOL

Parental Information 2017 / 2018

St. John's Church of England Primary School

James Street, Failsworth, Manchester. M35 9PY

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The School

St. John's CE Primary School is a Church of England Aided School for which St. John's Church, through its Governors and Church Council, has considerable educational and financial responsibilities. Formerly part of the present Nursery – Infant School on Ashton Road East it was completed in 1968. In 1993 the school suffered a serious fire and the rebuilt section of the school was formally opened by the Bishop of Manchester in March 1995. The school comprises of five separate Key Stage 2 classrooms, a learning resource room, a library/ICT suite, 1 activity area and a hall. At present it caters for a maximum of 40 children in five classes.

Mission and Vision Statement

Each of us is special; each of us is unique.

We aim to provide pupils with high quality teaching and learning, so that they can become effective life-long learners, striving for excellence.

We aim to demonstrate clear Christian characteristics and values, whilst at the same time, encouraging recognition of and respect for other faiths.

We value greatly school, home and parish connections.

We believe in "Living, Loving and Learning" together in God's World.

Our vision is to empower creative independent thinkers who are resilient to challenges, in readiness for our diverse and ever-changing world.

Discipline and Behaviour

We believe in a positive approach to discipline and behaviour. Achievement is celebrated in a number of ways. Children are able to gain team points for quality work and good effort. A weekly Good Work and House Point Assembly provides an opportunity to share in children's achievements both in and out of school, sports clubs etc. The children are put into one of four 'houses' at the start of their time at St. John's (St. Andrew, St. George, St. David or St. Patrick) and the teams points are collated for the whole team on a weekly basis.

Positive reward strategies as detailed above are supported with a system of vouchers, which can be awarded for social skills e.g. politeness, consideration, caring etc. as well as excellent work / effort. The children have a wallet in which they can place the awards. When they have 10 vouchers, they are rewarded with a certificate and bronze badge. 20 vouchers are awarded with a silver badge and certificate and if they achieve 30 vouchers, they receive a gold badge and a certificate. In exceptional circumstances children may reach 40+ vouchers, when an appropriate reward, e.g. a school bookmark, a calculator is given.

Cases of misbehaviour are dealt with swiftly and fairly. In the majority of cases a reprimand will be all that is necessary. In some cases children may lose certain privileges or miss playtimes.

All staff follow the school's Positive Behaviour and Anti-Bullying Policy which states agreed rewards and sanctions. These are clearly displayed around school for the children.

Briefly, they consist of:

- A look or a quiet word.
- Verbal warning (child is asked to stop undesirable behaviour).
- Name put on the board / chart and the loss of 5 minutes playtime.
- Referral to a member of the SLT or Head of School

Parents will be informed if their children repeatedly misbehave and parental backing on matters of discipline is sought and expected. In more serious cases of misbehaviour the school will follow the Department of Education's procedures for the exclusion of pupils.

School Uniform

All children are required to wear school uniform. All clothing must be clearly labelled with the child's name.

- School sweatshirt / cardigan – available from school
- Pale blue shirt / pale blue blouse / polo shirt
- Mid-grey, school uniform trousers / Mid-grey flared or pleated skirt
- White / grey / black socks
- Dark blue / grey / black tights
- Plain, black sensible footwear (no trainers, platforms, high heels or boots)
- A pale blue gingham dress may be worn during the Summer months

Physical Education

All children need a change of clothing for P.E., which should be kept in a drawstring bag. Physical Education is a required subject and in many ways supports effective learning in other areas. If for any reason your child is unable to participate in P.E., parents must send a note of explanation to the class teacher.

P.E. Kit

- Plain white or pale blue sports T-shirt
- Blue or black shorts
- Black pumps (training shoes are not allowed for indoor lessons)
- Training shoes and suitable outdoor clothing are allowed for outside games during the winter months

Swimming

Children in all KS2 classes will attend swimming lessons at Failsworth Baths during the school year, on a termly basis. A swimming costume or trunks (not shorts) will be required and girls are expected to have their hair tied back. A towel is also essential. Due to swimming regulations goggles are not allowed unless there is a specific medical reason.

Earrings must be removed for swimming, so please ensure your child is capable of doing this. If they cannot be removed (e.g. they are recently pierced) a note must be sent with your child to the swimming baths.

Religious Education

The children are encouraged to develop a growing understanding of the nature of religion, in particular the Christian faith, and an awareness of, and respect for, other faiths. There is emphasis on the teaching of Christian values, and the daily act of worship is predominantly Christian in nature, following the Anglican tradition. The school also has a policy of regular church visits and Father Jonathan celebrates at least one Eucharistic Service each term in school. Parents have the right to withdraw their children from R.E. / Collective Worship. However this is strongly discouraged as both are an integral part of the school life at St. John's.

Holiday Pattern

Holiday	Close	Open
Summer		Tuesday 5 September 2017
Autumn half term	Friday 27 October 2017	Monday 6 November 2017
Christmas	Thurs 21 December 2017	Monday 8 January 2018
Spring half term	Friday 9 February 2018	Monday 19 February 2018
Easter	Thursday 29 March 2018	Monday 16 April 2018
May Bank Holiday	Friday 4 May 2018	Tuesday 8 May 2018
Summer half term	Friday 25 May 2018	Monday 4 June 2018
Summer	Thursday 19 July 2018	

Special Educational Needs

At St John's, we value and celebrate all children's individual talents and gifts. The governing body's policy on Special Educational Needs aims to enable each child to develop his/her individual potential. We promote inclusion for all children. We do this by identifying, assessing and providing for any special needs that children may have in accessing the curriculum. Regular, on-going assessment and any concerns raised by staff or parents will indicate where a child may need intervention. In addition to learning needs, any concerns relating to social or emotional difficulties, or any difficulties with language and communication are monitored and records kept. All children in school have appropriate learning targets, which are reviewed regularly. Children with special needs may have more specific targets on an Individual Education Programme. This IEP is reviewed regularly with parents and new targets set as appropriate.

Parents are always informed early on in any discussion about a child, and a clear framework exists in school, outlined in our Policy, for using available resources to support any special needs that arise.

Resources in school and staff support will be targeted where need is greatest. External support services and agencies are available within the authority, where school feels that in-school provision and expertise is not enough. Children's progress is monitored carefully to ensure that further help is requested as needed.

Homework

We expect every child to take a reading book home, read regularly and return it when completed. A Reading Record Book is provided to enable you and your child to monitor and record progress. We ask for your support that as parents, you will be able to spend a few minutes each evening listening to your child read or discussing various aspects of the story.

Homework is an important part of children's learning and may be used to reinforce work in the class or it may be required for use in a lesson later in the week. If homework is not completed on time, not only does it cause problems for the class teacher but your child is not taking full advantage of the opportunities for learning.

In KS1 homework will be sent out each week. In years 3 and 4 there will be an average of 1 ½ hours of homework per week. By years 5 and 6 this will increase to 2 ½ hours per week, as recommended by the DFES. With the co-operation and support of parents, children will gain maximum benefit from this partnership. Each week the class teacher will give details regarding homework, which may include mental maths skills practice, spellings practice, research or more formal activities.

Extra – Curricular Activities

Various activities/clubs/matches may be arranged throughout the year on a voluntary basis-taking place during lunchtime or after school. Notification of dates and times will be given in a weekly newsletter. Some examples of recent clubs are: football, netball, cricket, chess, yoga, Lego, art, judo, baking and many more!!

Home/School Partnership

Parents are encouraged to take an active interest in the education of their children and dialogue between staff and parents are welcomed. The staff are available for consultation should problems arise but it would be appreciated if class teaching time was not disrupted.

There are two Parents' Evenings when you will be able to look at your child's work, talk with his/her teacher and look round the school at the work on display. The first will be in the autumn term and the second in the spring term following. You will receive your child's annual written report at the end of the summer term.

Various events are also held to which you will be invited and parents are welcome to assist in some of the class activities.

Each month your child will bring home a Newsletter containing relevant information. Please could you take the time to read this as it will keep you up-to-date with what is happening in school.

There is a Home/School Agreement, which you will be invited to sign. We ask for your support and co-operation in order that school and home are able to work together in the best interests of your child.

Trips

Trips and visits out of school are part of a child's experience and an important part of their education. We endeavour to ensure that all children have the opportunity to take part in a visit.

At the start of each year a letter will go home requesting permission to take your child out of school during school time and on trips that don't involve coach travel. It is important that this letter is signed and returned to allow us to do this throughout the year, although you will receive a letter informing you if your child is going on a trip such as this.

If your child is part of a group going out of school that uses coach travel, or is out of school hours, you will receive a letter well in advance of the visit giving details of the trip, any cost and including a new parental permission slip which must be completed in order for your child to go on that particular trip.

Children's Photographs

Children may be photographed during their school activities. Sometimes these photographs may appear in the local press to publicise the work of the school or on our website. If you do not wish your child to be photographed, please indicate this on the letter that is sent out at the start of each school year.

Dinnertime

Children can either go home at lunchtime or have their lunch at school. If children stay on the premises at lunchtime they can either take a school meal or bring a packed lunch.

School meals

The school meal provides the children with a choice of healthy main meal, both hot and cold followed by a dessert and is good value for money.

Children in KS1 have a school meal provided for them through government funding.

In KS2, the correct amount of money for the week (**currently £10.50**) should be placed in an envelope with the name and year of the child clearly marked. Money should be brought into school on the first school day of each week.

Packed Lunches

Lunches must be brought only in plastic lunch boxes, clearly labelled with child's name and class, and drinks in plastic bottles or cartons. Glass bottles are not allowed. For all children staying on the premises at lunchtime high standards of behaviour and table manners are expected. To promote the healthy school initiative, fresh fruit is available free of charge to all children in KS1 and available from school in KS2 (20p per piece) or your child can bring fresh fruit from home. Milk can also be purchased on a termly basis in KS2.

Water Bottles

It is a scientifically proven fact that proper hydration aids learning and as so we actively encourage children to drink plenty of water throughout the school day. In order for this to happen, and not disrupt lessons, children are allowed to bring in plastic bottles of water that are kept on their desk. They can be re-filled during the day and are then taken home at night to be washed.

Jewellery

In the interests of safety, jewellery, including beads in hair, is not allowed. Those who have pierced ears may wear small studs; however they must be removed for a P.E lesson. If this is not possible for a medical reason, then plasters must be provided to cover the earrings. Watches are worn at the child's own risk and the school cannot accept any responsibility. Nail varnish is also not allowed in school and should be removed at home.

Hair Cuts

Children are expected to have sensible, appropriate haircuts/styles for school. Boys should not have haircuts with patterns/symbols etc. shaved into their heads and girls need to have an appropriate bobble / band to tie long hair back. No child should have dyed / bleached / coloured hair. If you wish for your child to have a more 'fashionable' haircut, please save it for the summer holidays!

Medicines in school

The school cannot and will not take responsibility for the administration of any medicine during the school day. If, following medical advice, it is essential for medicine to be administered during the school day a parent or guardian should do it at the appropriate time. Alternatively, if you feel your child is responsible enough to take the medicine (including inhalers) him/herself then written instructions must be given to the school as to when the medicine should be taken. Only the daily dose (or one inhaler) should be brought to school, clearly marked with your child's name. You must come into school and fill in a Medical Information Form if you want your child to self-administer medicines etc. during the day. It is not the responsibility of the school to make sure the medicine is taken

Mobile Phones

The school does not allow children to bring mobile phones into school unless permission has been sought for a specific reason and a letter sent to the class teacher. In the event of a picture being taken of a child on a mobile phone without the individual's consent, action will be taken in line with our behaviour policy. In the event of an employee's image being captured without their consent by a parent or a pupil, the school would request that the image is destroyed and inform the parent that they have breached both the law and the schools policy on images. Any child found using a phone will have the phone confiscated and it will be returned to their parent / guardian only.

Attendance and Absence

All schools are required by law to record the reason for any absence or late attendance and whether it is authorised or unauthorised. To help your child's education and to avoid the disruption to other children's learning caused by late attendance, we would welcome your co-operation in the following way:

- Please contact the school either by telephone, or send a note in advance, if your child is to be absent for any reason;
- If you need to collect your child for dental or hospital appointments, at any time of the school day, please call at the school office. We cannot allow children to leave school unless an authorised adult has signed your child out.
- In order to minimise the spread of infection, please keep your child at home if you suspect an infectious or contagious condition and If your child has suffered from a bout of sickness or diarrhoea, please keep him/her at home for at least twenty-four hours after it has ceased;

From 1st September 2013, a new law gives no entitlement to parents to take their children on holiday in term time. Headteachers may not grant any holidays or other absences during term time unless there are exceptional circumstances. Parents can receive a Penalty Notice from the Local Authority for taking their children on holiday in term time without the consent of the school.

School Governors

The School Governors are responsible for the development of the character of the school community and the explicit recognition of Christian values. They are responsible for the development of the school's policies and curriculum, the appointment of staff, the admission of pupils to the school and the maintenance of the building; its contents and surrounds. They also have control over the management of the school's annual budget under the scheme of financial delegation made by the L.E.A.

Parents Association – Friends of St John

Chairperson – Mrs J. Flanagan

All parents are automatically members of the Parents Association. The aims of the Association are to foster a closer relationship between school and home and to raise funds for the school. Parents meet on a regular and informal basis to plan and prepare various events. Previous events have included Summer Fair, Disco, Bingo Night and Fun Run and a very popular 200+ Club. Meetings are held in school and all are welcome to attend. Dates of meetings will be given on the school newsletter.

Fund Raising

During the year we also raise money for charities, which help to provide for children in need. This may be in the form of sponsored events or non-uniform days.

Security

When visiting the school please use the main entrance on James Street and report to the School Office. The rear entrance on Kershaw Road is open at the beginning and end of school but remains locked for security reasons at all other times.

The School Day

KS1		KS2	
9:05 a.m.	School Opens	8:55 a.m.	School Opens
9:10 a.m.	Registration	9:00 a.m.	Registration
9:15 a.m.	Assembly	9:05 a.m.	Morning Lessons Begin
9:30 a.m.	Morning Lessons Begin	11:00 a.m.	Playtime
10:40 a.m.	Playtime	11:15 a.m.	Lessons Continue
11:00 a.m.	Lessons Continue	12:15 p.m.	Lunch
12:10 p.m.	Dinner	1:15 p.m.	Afternoon Lessons Begin
1:15 p.m.	Afternoon Lessons	2:10 p.m.	Playtime
3:15 p.m.	School Ends	2:20 p.m.	Lessons Continue
		3:15 p.m.	Assembly
		3:30 p.m.	School Ends

Teacher Visits

If you wish to see your child's teacher or the head of school could you please phone to arrange an appointment. If it is of a more urgent matter, please visit before school (8:45) or immediately after school.