

Burton Joyce Primary School



Address:

Padleys Lane Burton Joyce Nottingham

E-mail:

head@burtonjoyce.notts.sch.uk
office@burtonjoyce.notts.sch.uk
absence@burtonjoyce.notts.sch.uk

Website:

www.burtonjoyce.notts.sch.uk

Telephone:

(0115) 9312373

Fax:

(0115) 9314571

Executive Headteacher

Philip Palmer (Acting)

Chair of Governors:

Reverend Chris Levy

Head of school

Jenny Cook (Acting)

school prospectus 2014 - 2015

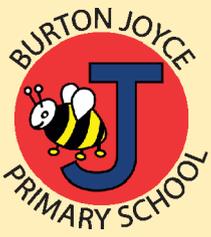


Type of School:

Burton Joyce Primary Co-educational
Day School for pupils aged 5 to 11.



**Nottinghamshire
County Council**



Dear Parents and Carers Welcome to Burton Joyce Primary School, a Coeducational Day School for pupils aged 5-11. If you and your child are joining our school community for the first time we look forward to a positive and successful partnership. If you already have a child here, we are pleased to renew the links between us. The purpose of this brochure is to provide you with helpful information about the school's philosophy, aims and organisation, though we encourage you to visit the school to experience this on a more personal basis. Indeed, we see the development of your child as a partnership between us, where we work together and learn together to achieve personal best. A warm invitation is extended to parents and families to attend all functions arranged by both the school and our Parent Teacher Association.

The whole ethos of the school is one of high attainment and achievement, co-operation and awareness of others and their needs. We aim to provide a wide range of learning experiences where children will gain a positive self-image to help them on their path as successful and happy, life long learners. There are many opportunities for children to develop their skills whatever their level of ability, and to achieve their personal best, in an environment of equal opportunity, irrespective of race, gender, religion, disability and intellect. It is important for us that we provide as many opportunities as possible at this age, so that children will have many experiences to develop their skills and abilities.

Burton Joyce School Aims

At Burton Joyce Primary School we aim to work together to develop active and successful learners, confident, healthy individuals and responsible citizens. To ensure this we will:

- Recognise and celebrate success
- Encourage children to be polite and considerate
- Recognise and reward good behaviour
- Teach and be role models for respect, honesty and responsibility to enable children to make the right choices for the benefit of themselves and others
- Encourage children to take an active role in respecting and caring for their environment
- Respect, understand and tolerate the views and ways of life of others

In the autumn term we will be holding a 'visioning evening' to develop a new mission statement. We will invite representatives from the school community to develop a new vision for the school.



At Burton Joyce Primary School you can be assured that your child's first steps on the ladder of education will be both happy and fulfilling. I look forward to welcoming you and your child into the community of our School.

Mr Philip Palmer - Executive Headteacher - Acting

History

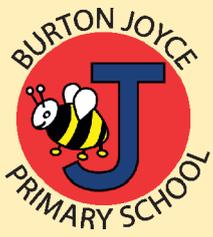
Burton Joyce Primary School is an LA managed school. The school on site today has been here since 1963 with one or two extensions. It consists of thirteen classrooms with some reading and practical areas, curriculum resources areas, entrance and library, together with a hall and kitchen. We also have ICT facilities networked throughout the school, with areas for teaching, supporting children and clubs.

Site

Burton Joyce Primary School is situated in the village of Burton Joyce and provides education for the village and nearby communities. This rural setting is seven miles from Nottingham. We are very fortunate in having pleasant grounds. The school buildings are sited on a large, green field area, surrounded by trees. Sports facilities include a football pitch, practice grids and a tarmac area. There are separate play areas for Foundation, KS1 and KS2 children, though when the weather permits the children can play together on the field.

We have developed a Foundation stage structured play area and a several large play apparatus with safety matting.





BURTON JOYCE PRIMARY STAFF

- Executive Head Teacher: Mr. P. Palmer (Acting)
- Head of School Mrs J Cook (Acting)
 - Teaching Staff:
 - Miss N Houghton Assistant Head - Curriculum
 - Mrs C Ahearne Assistant Head - Senco
 - Mrs J Harding Assistant Head - Assessment
 - Teachers
 - Mr M Faulder
 - Mrs A Hamblett
 - Mrs J Rouston
 - Miss H Cannock
 - Miss S Daunt
 - Miss H Garner
 - Miss S Robinson
 - Mr A Hartshorn
 - Mrs A Sanchez-Rosemurgey
 - Mr J Smith
 - Miss D Stewart
 - Mrs C Muldoon
 - Teaching Assistants
 - Mrs T Concannon
 - Miss L Darcy
 - Miss L Collishaw
 - Mrs T Kelly
 - Miss J Beet
 - Mrs C Banks
 - Mrs L Ewing
 - Mrs S Harby
 - Miss S Bottrell
 - Miss A Craig
 - Mrs H Brown
 - Mrs S Robinson
 - Miss K Rycroft
 - Mrs J Nelson
 - Mrs J Cronshaw
 - Mr R Robertson
 - Non-Teaching Staff -
 - Mrs W Haywood - Office Manager
 - Mrs K O'Hara – Finance & Administration Assistant
 - Mrs S Barratt – Finance & Administration Assistant
 - Mr D Simpson – Site Manager
 - Mrs J Stevens – Cook Supervisor
 - Mrs D Johnson – Kitchen Staff
 - Mrs J Torr – Kitchen Staff
 - Midday Supervisors
 - Mrs L Wooley
 - Mrs L Walker
 - Miss T Featherstone
 - Mrs S Hatton
 - Ms L Hatton
 - Mrs T White



Mrs W Smith
Mrs J Hodgkinson
Mrs T Starman
Miss A Lowe
Mrs D Bullas
Mrs D Coutts

Chair of Governors - Rev Christopher Levy

Parent Teachers Association	Caroline Brackenbury/Kate Naish	Chair
	Sally Fletcher	Vice Chair
	Cathy McKenna	Treasurer
	Tracy Wallis	Secretary

This school is committed to safeguarding and promoting the welfare of children and young children and expects all staff and volunteers to share this commitment.



VALUES

Code of Conduct

We have a code of conduct which is based around respect, devised by the Children's School Council and teaching staff. The children are also given clear guidelines through our Personal & Social Development programme. As the children progress, they are encouraged to work with all Staff (including non-teaching staff) to make decisions regarding the conduct and wellbeing of all people within the school.

The Burton Joyce Code of Conduct:-



- respect yourself, be polite
- respect others' opinions
- respect other people's property
- respect the abilities of others
- respect for the environment
- respect individual needs and celebrate diversity

High standards of discipline are expected both in and out of classrooms. We have a positive approach to discipline, rewarding the good behaviour and manners expected of all children. Our house trophy is awarded each week and there is also an end of term, year award. The school has a clear anti-bullying policy and anti-social behaviour is not tolerated. Our Behaviour/Discipline Policy is based very much on reinforcing positive behaviour, as this is how children learn.

There is a series of consequences if behaviour is not acceptable and rewards for good work and behaviour (please see the web site for the code of conduct, rewards and consequences) one of which is the end of week Star of the Week assembly. One child per class is awarded with a certificate and a trophy which they keep for one week. This is for children who have made that extra special effort for that week. All children are able to receive this as it is for a small area of improvement, especially in an area they have found difficult.

Our anti-bullying statement is available for all parents to read and outlines how we can learn to live together in work and play. Parents are informed immediately if a child's behaviour gives cause for concern and a meeting is held to try and resolve any difficulties.

CARE OF CHILDREN AND PROPERTY

The children are supervised at playtime and lunchtimes by the teachers and Mid-day supervisors. We ask that children do not bring non-essential or inappropriate items of value to school. Please be aware that the school cannot be held responsible for any loss or damage. However, when personal items are used as an aid to learning e.g. calculators, we ask that the children do not leave them at school overnight. We ask that all children's property is named with the child's full name on clothing etc.

Children on Medication

The school has adopted LA guidelines in this matter. If your child is ill, or has an infection, they should be kept away from school until no longer contagious. This includes hair lice which can become a problem if not contained immediately. A letter or text message of warning will be sent home if this occurs. In exceptional circumstances, prescribed medicines may be administered. (Please refer to our medicine policy on the web site). In such cases parents must complete an agreement form and the medicines must be taken to and collected from the school office each day by a responsible adult in line with the School's Administration and Storage of Drugs Policy. It is then the responsibility of the child to go to the office at the appropriate time for their medication to be administered, it is not the responsibility of staff to ensure that medicines are taken and they are not to be held accountable. However, parents should make every effort to administer medication at lunchtime themselves. Doses can and should be altered so that no lunchtime dose is necessary.

7 Inhalers should be kept by the child however we ask for a medicine consent form to be completed.



School Dress

“Children are expected to wear school uniform as the school sees this as important to encouraging high standards of work and behaviour and engendering a sense of responsibility and belonging.”

The school colours are grey, black, white & red. Parents are free to choose any combination of these colours. However, preferred school uniform is:

Boys - Grey or black trousers/shorts, plain dark shoes, white or red Polo shirt/shirt, red sweatshirt.

Girls - Grey or black skirt/pinafore/trousers/, plain dark shoes, white or red Polo shirt/shirt, red sweatshirt or cardigan.

To purchase our school uniform with logo please contact S&A Uniforms by email s-a.uniforms@ntlworld.com or www.s-auniforms.com or Anne on 07970875671.

Alternatively uniform order forms are available from school reception or our school website. Payment is required on order.

No boots or trainers are to be worn except for P.E. and outside play. Clothes with designer labels are not allowed, neither are jewellery or jeans.

The same applies to P.E. kit.

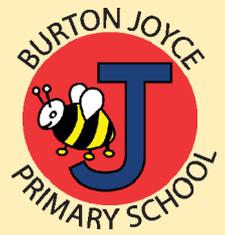
P.E.

A separate P.E. kit in school which consists of ; white T-shirt, black or navy shorts and plimsolls for indoors is to be kept at school and taken home during holidays for cleaning. Kit for after school clubs may be brought to school when needed. Trainers for outside and tracksuit bottoms in cold weather. If for any reason a child is unable to wear uniform, as stated above, please contact the Head Teacher.

School Council

We operate a School Council to which each class elects representatives. The Council meets regularly and decisions are given to the school as a whole after the meetings. These are then followed up in classes in Personal and Social Health Education (P.S.H.E) sessions.





PARTNERSHIP FOR LEARNING

The school works closely with parents. Where possible, Burton Joyce Primary School has an 'Open Door' policy for parents. A child's life in school is a shared responsibility and we encourage you to play an active role in the life of the school. It is a partnership where we try to achieve the very best for the children. In line with National requirements parents, children and staff are asked to sign the school's Home/School Agreement upon a child's admission.

Open Evenings

There are two main open evenings a year, in the Autumn and Spring terms, that provide parents with an opportunity to view their children's work and have a private interview with the class teacher. In the summer term parents receive a written report and are invited into school to discuss any issues and to look at their child's progress.

Newsletters

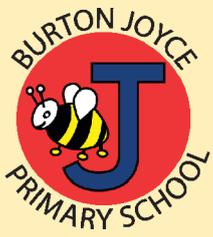
We keep you informed of important events and activities by sending home regular newsletters and updates on our website. Every term each Year Group send home a newsletter.

Parents' Support

Parents are always welcome in school and help us in many ways, including;

- swimming observers;
- helping on visits;
- classroom activities, i.e. cooking, hearing children read;
- making costumes;
- transport for clubs and activities;
- providing valuable resources i.e. paper, wood;

However a Safeguarding check will be needed to be completed. Please see the office.



TEACHING AND LEARNING

The School Day

The school session times are 8.50am to 12.00pm and 1.10pm to 3.30pm.

8.50am Registration and Lessons

10.00 am Assembly

10.15 am Break

10.30 am Lessons

12.00pm Lunchtime

1.10pm Registration and Lessons

2.15pm Break

2.30pm Lessons

3.30 pm school finishes

For safety reasons you are asked to ensure that children do not arrive before 8.45am. Please be aware that we cannot be responsible for your child before this time or if they have an accident on school apparatus before and after school. School outdoor equipment is not to be used before school. After school children using the equipment need to be supervised by an adult and be off the premises by 3.50pm. School staff are not responsible to supervise the children after school.

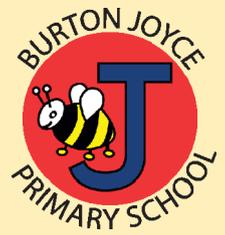
Delivering and Collecting Children

Parents are very welcome to come into the school grounds when delivering or collecting their children. In the interests of safety for the children and the local residents, please do not park or drop off children on the yellow lines on Willow Wong or Padleys Lane. There is parking available at the Cross Keys and Wheatsheaf car parks.

We would urge parents of all children to encourage their children to become independent by allowing them to come into the classroom unaccompanied. Please also be aware that the school is a very busy place especially for the teachers as it is their teaching start to the day. If you ask for 1 minute of their time, this soon becomes distracting for them from their main purpose of teaching, especially if there are several parents who want just 'one minute' of their time. Please remember there are many lines of communication with school, you can write a letter, send an email or a note with your child or make an appointment. You can also phone the school office and leave a message if a member of the office is unavailable.

Teaching Arrangements

There are thirteen classes within school, two at Foundation Stage, four at Key Stage 1 and seven at Key Stage 2. Children are allocated classes according to age.



National Curriculum Group

Age Class
4/5 Foundation
5/6 Year 1
6/7 Year 2
7/8 Year 3
8/9 Year 4
9/10 Year 5
10/11 Year 6

Children are tested in the National Curriculum at the ages of 7 and 11, these are called Standard Assessment Tests (SATs).

CURRICULUM

We aim to provide all children with a broad and balanced experience in accordance with the National Curriculum and the Nottinghamshire Statement on the Curriculum. The school teaches all the National Curriculum subjects, together with R.E. and Health Education and PSHE. The National Curriculum subjects being English, Mathematics and Science as core subjects and History, Geography, Physical Education, Music, Art and Technology as Foundation subjects. IT is integrated throughout the curriculum. There are computers available in each classroom plus interactive whiteboards. This is complimented by 40 laptops, linked by a wireless network to a server. We also have a school web-site that is maintained by the ICT Co-ordinator and the school office. There are many educational visits including residential.

We try at least once a year to practice and perform a major school production that gives every child the opportunity to take part. Other performances include assemblies and concerts to celebrate events throughout the school year. Parents are invited to come and enjoy these events. Teachers plan in teams and parents are informed of areas of work being covered by newsletter, with the hope that they might be able to contribute in some way.

Our classes are taught using a themed cross curricular based approach which ensures that the appropriate programmes of study and attainment targets for the National Curriculum are covered in a meaningful way. The curriculum is broad and balanced offering a progression and providing as many opportunities as possible for pupils to develop a range of skills and abilities. A range of teaching and learning styles and strategies are used, including whole class, group and individual. Teachers select the most appropriate technique to secure a successful Learning outcome. We are attempting to include visual, auditory and kinaesthetic strategies to enable the best matched learning for each individual child.

Children are 'tracked' throughout their time at our school so we can ensure that they always achieve their 'personal best'. Children are normally educated within the class for their age group. We endeavour to provide help for children with individual learning difficulties and are able to identify and meet the needs of able and talented children. To enhance the "learning brain" we have a water policy so that your child's brain does not become dehydrated.

Each child needs to bring a water bottle to school, any variety providing it is refillable. These will be easily accessible to the children during the school day to drink from when they are thirsty. These bottles need the child's name on and are taken home to be washed and refilled each night. There must be no juice or any other liquid – water only please. If your child has forgotten their bottle, bottles of water are available from the kitchen at first break time at a cost of 35p.

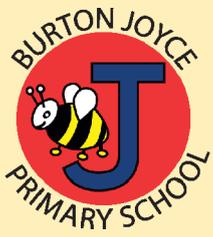
There are many other Learning and Teaching strategies embedded in our curriculum including thinking skills and philosophy.



Special Needs

The Staff and Governors of Burton Joyce School believe in a whole school approach to special needs, where staff, parents and governors develop the greatest possible degree of partnership, by co-operating, collaborating and co-ordinating all that they do for the benefit of the children. We accept the fact that any child, at any time, could have a "special need", which must be addressed. We aim to remove the barriers to learning and encourage each child to develop their full potential intellectually, emotionally, physically, socially and be fully integrated into school life. Equally we recognise that some children are 'Able and Talented' and we make provision for this in the curriculum. We aim for every child to receive a broad and balanced curriculum with early identification of needs, well organised and individually structured programmes of work, regularly monitored and reviewed by staff and parents with purposeful involvement of the child concerned. All children participate in the full curriculum to the best of their ability. Learning experiences are closely matched to their needs. Homework is set at their level and is achievable. We feel that the child who is most likely to succeed, receives effective support from parents who are confident in working in partnership with the school and other professionals. The school finances Classroom Assistants to support S.E.N. in conjunction with the LA. The school is well resourced to allow for the admission of pupils with a disability and such pupils, whilst receiving appropriate specialist support, are treated as favourably as all the pupils in the school. Support Services - The school works closely with the Staff of the Education Welfare Service, Education Psychology Service and Special Needs Support Staff.





Out of School Activities

At different times during the year there is an extensive range of after school clubs. These include:- Netball, Bicycle Ability Assessment, Bookfairs, Book club, Gymnastics, Dancing, Football, Environmental activities, Spanish and Choir.

Residential Visits Programme

The school has a strong commitment to environmental education and also to residential visits. The programme of visits is built up as follows:-

Y4 - Overnight visit with curriculum focus

Y5 - Overnight visit with curriculum focus

Y6 - Overnight visit with curriculum focus

All classes go on educational visits linked to the curriculum. The school has a policy of asking for voluntary contributions for educational visits or other events. There must, however, be sufficient contributions to make the trip viable. The school follows LA guidelines outlined in the 'Charging and Remissions Policy for school activities'.

Other Support Agencies

The school benefits from many services and many visitors coming into school to provide expertise and enrich the curriculum. The following are just a few:-

- Child Health Service - The school works closely with the School Nurse and other medical personnel in connection with our Health & Safety programme.
- Education Library Service - The Staff avail themselves of all the facilities - loan of book collections, advice from Staff and talks to parents as and when appropriate.
- Music lessons are offered at a charge from the staff of the Art Support Service for Violin, Woodwind and classical guitar from Year 2.
- French and Spanish tuition can be provided by La Jolie Ronde.
- Further details of the services from which the Authority's schools benefit can be found in the general information booklet "Going to School in Nottinghamshire".

Homework

Set homework can be to complete a task originally started within the classroom, a specific piece of work, spelling and times tables, researching a topic or, especially important, reading. The school has a 'Homework Policy' (please see the school web site). As a guide, an average of half an hour of homework per evening for pupils in Year 6 is normal.



Religious Education & Collective Worship R.E. is taught in accordance with the Nottinghamshire Agreed Syllabus. This forms the basis of our work. Each class will either be visited by an outside visitor or will visit a multi-faith centre to ensure the children experience the United Kingdom as a pluralistic society. The school is not affiliated to any religious denomination, but has links with the Churches in the village. Events are held throughout the school year to celebrate religious festivals of different faiths i.e. Diwali, Christmas, Easter, Chinese New Year, Harvest Festival.

An assembly program is followed covering multi-faith celebrations and individual school achievements. Guest speakers are also included on a regular basis. Arrangements can be made for parents to exercise their right to withdraw their children from R.E. and Collective Worship if necessary and appropriate provision will be made for the children. Children are given the opportunity to say "Amen" (meaning - I agree).

Sex and Relationship Education

Sex and Relationship Education is given in accordance with guidelines issued by the Nottinghamshire Education Authority and is closely linked to National Curriculum requirements.



SCHOOL ACTIVITIES

Swimming and PE We have swimming sessions at Carlton Forum for Year's three & four. Please note that for your child's safety, they should not wear baggy shorts, long hair should be under a cap and if goggles are to be worn a form is required.

All children need plimsolls, shorts and top for P.E. which should be clearly named and in a drawstring bag. (See School dress) For the older children who have PE lessons outside, an appropriate change of clothes and footwear is essential.

Health and Safety

We would like to remind parents about the County Policy concerning jewellery, which states that children should not wear jewellery to school as it is not only unnecessary but can also be dangerous.

Healthy Eating

The school does not encourage children to eat things it believes are not good for them. For this reason sweets are not allowed in school. The only exception is for a special occasion (e.g. A birthday reward or return from holiday). We are part of the Nottingham healthy eating project which entitles all Foundation Stage and KS1 children to a piece of fruit everyday. At morning break the kitchen sell a variety of healthy snacks for children to purchase.



Sports

Our school aims to provide all pupils with opportunities to participate purposefully and enjoyably in a variety of sports and games. We aim to foster good sporting attitudes through teamwork and competition and encourage pupils to develop a sense of fair play. Our curriculum activities include small-sided and modified versions of most major games including soccer, hockey, netball, kwik cricket, rounders, dodgeball and tennis, as well as athletics. When possible, pupils are involved in interschool competitions such as kwik cricket, netball and football tournaments.

Our sports day includes team events and individual racing in a competitive and inclusive environment. We make good use of the in-school coaching programmes provided by the Sports Council, and when available participate in sessions provided by the local professional football clubs. We also encourage pupils to attend the coaching courses in a range of activities arranged at local Leisure Centres by the Sports Council.

Book Fairs

The school uses the Scholastic book fairs to provide a wide selection of books for children to buy. Details are given near the time of a book fair.





ADMISSIONS

Admission Arrangements

Children are admitted full time to school in the September following their 4th birthday. Community Infant and Primary schools - standard reception year admission criteria: 2013/2014 In the event of over-subscription, the following criteria will be applied, in priority order, to determine which applications will be granted once places have first been allocated to pupils who have a statement of special educational needs which names the school:

1. Children looked after by a local authority.

2. Children who live in the catchment area and who, at the time of admission, will have a brother or sister attending the school or linked junior/primary school.

3. Other children who live in the catchment area. 4. Children who live outside the catchment area and who, at the time of admission, will have a brother or sister attending the school or the linked junior/primary school.

5. Other children who live outside the catchment area. In the event of over-subscription within any criterion, preference will be given to children who live nearest to the school as the crow flies. Distances are measured from the entrance to the child's home to the principle entrance to the main administrative building of the school.

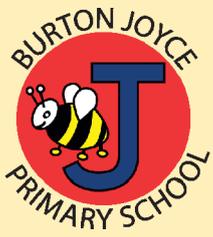
Special Circumstances

The following groups of children will be given special consideration in their application for a particular school:

- Children whose particular medical needs, mobility support needs, special educational needs or social circumstances are supported by written evidence from a doctor, social worker or other relevant professional stating that the school is the only school which could cater for the child's particular needs. The evidence must be presented at the time of application. The Local Education Officer will consider each case on its merits and determine the allocation of any such place on the basis of the written evidence. Admission under 'special circumstances' will take precedence over all but the first of the numbered criteria. Children of nomadic Travellers will be allocated a place at their catchment area school.

Admissions to year groups other than the intake year

Applications for admission to other year groups will be considered in relation to the published admission number (PAN) which applied when the year group was first admitted to the school, subject to Infant class size restrictions.



In some schools, changes in circumstances, such as the building of additional classrooms or as a result of teaching group organisation, will require the school and the LA to agree admission numbers which will apply to each year group. These numbers may be higher or lower than the PAN in operation at the time of first admission and could be different from the current PAN. If places are available within the year group, applications will be considered in accordance with the current published admission criteria for admission to the school. If places are available, the child will normally be admitted to the school. Further guidance on the way in which applications are dealt with including

- Co-ordinated admissions scheme
- Preferences for more than one school
- Late applications
- The way waiting lists are maintained and used can be found in Nottinghamshire County Council's "Admissions to Schools" booklet 2013/2014.

Absences

Please –

- If your child is late, they must report to the office to be signed into school. The kitchen will need to know if they require a school lunch.
- For an appointment such as a dental appointment, ballet exam etc. advise school as soon as the appointment is made, especially if a lunch is required;
- If your child is ill please contact school as soon as possible by leaving a message on the answer machine or email the school on absence@burtonjoyce.notts.sch.uk. with your child's name and class and a brief explanation of why they are absent.

You will need to contact us on subsequent days unless you are able to tell us in advance how long your child is due to be off school.

- For prolonged absence, contact school as soon as possible.

Please be aware that the Department For Education has amended the term time holiday arrangements from the 2006 regulations. As Head Teachers we were allowed to grant leave of absence for "Special circumstances" of up to 10 school days per year. More could have been granted but only in "exceptional circumstances".

The amendments to the 2006 regulations state that Head Teachers may only grant leave of absence during term time if there are "exceptional circumstances" and Head Teachers should determine the number of days as the statutory 10 days has also been removed. "Exceptional circumstances" do not include family holidays and extended leave.

- All unauthorised absences now have to be recorded and published.

Total No. on roll for at least one session (1 session = half a day) during reporting period i.e. 3.09.12 – 5.7.13 % of half day sessions missed through:-
Authorised Absences 3.61% Unauthorised Absences 0.02%



GENERAL INFORMATION

School Meals

We run a 'Family Service' for school lunches which cost £2.00 a day at present and payment is made on our Squid pre-payment system. The older pupils serve the younger pupils and manners are promoted. A golden trophy is awarded each week to the best table! Parents can choose what days that children stay for meals, which are cooked on school premises and offer good value for money. The children are offered a varied menu and a copy of this is distributed to parents when changes are made. Home-prepared lunches can be eaten at school. Children can choose to have daily milk for a nominal sum, this must be registered with Cool Milk - forms available at school reception.

The School Fund

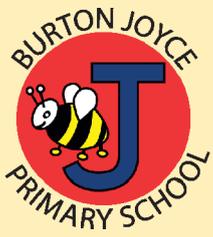
In addition to money provided by the Local Education Authority, there is a school fund which is managed by the Head Teacher and Office manager. This consists of donations and other income raised in a variety of ways, the purpose of which is to benefit the pupils of the school by the provision of facilities, equipment, activities and financial assistance which cannot be made available for whatever reason from monies provided by the Education Authority.

Suspected Child Abuse

Every school in Nottinghamshire is required to follow a set procedure in cases of suspected child abuse. Head Teachers are required to refer their concerns to the Social Services Department for further investigation so that children at risk can be identified quickly. This procedure is intended to protect children from abuse. When a school refers a concern about a pupil to the Social Services Department, it is not accusing the parents of abuse but requesting that further investigation takes place to establish whether a child is at risk. Documents. The following are available to parents under Regulation 6 of the Education (School Curriculum and Related Information) Regulations 1989:-

- The Local Education Authority's statement of curriculum policy.
- The Governing Body's statement of curriculum aims for the school.
- Statutory instruments, circulars and administrative memoranda concerning the curriculum, which are sent to schools by the Department for Education.
- Published Her Majesty's Inspectors' reports which refer to the school.
- Schemes of work currently used by teachers in the school.
- Syllabuses followed where appropriate.
- The Local Education Authority's procedure for dealing with complaints about the curriculum.
- The Local Education Authority's agreed syllabus for R.E.
- The School's Equal Opportunities Policy.

The Governing Body has adopted the standard wording of the "Charging and Remissions Policy for School Activities" recommended by the LA, a copy of which is available at school.



Documents available from our website or from the office on request.

School Ofsted Report – May 2013

School Policies including:

Special Educational Needs

Gifted & Talented

Discipline & Behaviour

Anti-Bullying

Safeguarding Children and Young People

Homework

Complaints

Attendance

Complaints Procedure

There is a procedure, agreed by the Local Education Authority, for dealing with any complaints concerning the school curriculum and other related issues. A copy of the full complaints procedure is available for reference in school and on the school website. The procedure states that:-

- there should normally be a preliminary informal discussion with the Head Teacher or other appropriate school staff to see if the complaint can be resolved without recourse to the formal procedures.
- if the complaint cannot be resolved informally, the complainant should write either to the Clerk of the Governing Body, whose address is available at the school, or to the designated officer in the Education Authority, who is the Principal Education Officer (Operational Management) in the Education Department, County Hall, West Bridgford, Nottingham. NG2 7QP. If a formal complaint is to be lodged, the Head Teacher will be able to provide the complainant with copies of the relevant documents explaining the arrangements for considering the complaint in more detail.

Disclaimer

The information given in this brochure relates to the school year 2013/2014 and was valid at the time of printing. It should not be assumed that there will be no changes affecting either arrangements generally described in this brochure or in any particular part of them before the start of the school year 2013/2014, or in subsequent years. Any anticipated changes have been included as part of the text.



School Holidays 2014/2015

1 August 2014 – 31 July 2015

August 2014						September 2014						October 2014					
M		4	11	18	25		1	8	15	22	29			6	13	20	27
T		5	12	19	26		2	9	16	23	30			7	14	21	28
W		6	13	20	27		3	10	17	24			1	8	15	22	29
T		7	14	21	28		4	11	18	25			2	9	16	23	30
F	1	8	15	22	29		5	12	19	26			3	10	17	24	31
S	2	9	16	23	30		6	13	20	27			4	11	18	25	
S	3	10	17	24	31		7	14	21	28			5	12	19	26	

November 2014						December 2014						January 2015					
M		3	10	17	24		1	8	15	22	29			5	12	19	26
T		4	11	18	25		2	9	16	23	30			6	13	20	27
W		5	12	19	26		3	10	17	24	31			7	14	21	28
T		6	13	20	27		4	11	18	25			1	8	15	22	29
F		7	14	21	28		5	12	19	26			2	9	16	23	30
S	1	8	15	22	29		6	13	20	27			3	10	17	24	31
S	2	9	16	23	30		7	14	21	28			4	11	18	25	

February 2015						March 2015						April 2015						
M		2	9	16	23			2	9	16	23	30			6	13	20	27
T		3	10	17	24			3	10	17	24	31			7	14	21	28
W		4	11	18	25			4	11	18	25			1	8	15	22	29
T		5	12	19	26			5	12	19	26			2	9	16	23	30
F		6	13	20	27			6	13	20	27			3	10	17	24	
S		7	14	21	28			7	14	21	28			4	11	18	25	
S	1	8	15	22			1	8	15	22	29			5	12	19	26	

May 2015						June 2015						July 2015					
M		4	11	18	25		1	8	15	22	29			6	13	20	27
T		5	12	19	26		2	9	16	23	30			7	14	21	28
W		6	13	20	27		3	10	17	24			1	8	15	22	29
T		7	14	21	28		4	11	18	25			2	9	16	23	30
F	1	8	15	22	29		5	12	19	26			3	10	17	24	31
S	2	9	16	23	30		6	13	20	27			4	11	18	25	
S	3	10	17	24	31		7	14	21	28			5	12	19	26	



School holidays



Public holidays



Administration day

This pattern gives 195 working days for staff, including the administration day on Tuesday 3 September 2014. A total of 4 in-service training days for staff will be taken by each school from the 194 term days given above, leaving 190 term days for pupils.

SUMMARY OF THE NATIONAL CURRICULUM ASSESSMENT RESULTS OF PUPILS IN THE SCHOOL AND NATIONALLY AT THE END OF KEY STAGE 1

TEACHER ASSESSMENT	Percentage of pupils at each level								
	W	1	2C	2B	2A	3	4	Disapplied children	Absent children
SPEAKING & LISTENING									
School	0	12		78		10	0	0	0
National	2	10		66		22	0	0	0
READING									
School	0	8	8	18	43	22	0	0	0
National	2	11	11	23	26	27	0	0	0
WRITING									
School	0	8	22	29	29	12	0	0	0
National	3	14	19	29	21	14	0	0	0
MATHEMATICS									
School	0	4	12	29	49	6	0	0	0
National	2	8	14	27	28	22	0	0	0
SCIENCE									
School	0	0		80		14	0	0	0
National	2	9		68		21	0	0	0

1. Includes all schools with pupils eligible for assessment at Key Stage 1. Participation by independent schools is voluntary, therefore only includes results from those independent schools which chose to make a return and which met the statutory standards for assessment and moderation
2. Speaking and listening and Science subjects do not report level 2A, 2B and 2C, only levels 2. These are shown in the 2B column for the purposes of this table.
4. Absent and Disapplied are not reported in science main level but are reported as U (unable).
5. '-' represents 'Not Applicable'
6. 'x' indicates a figure not shown in order to protect confidentiality.

SUMMARY OF THE NATIONAL CURRICULUM ASSESSMENT RESULTS OF PUPILS IN THE SCHOOL AND NATIONALLY AT THE END OF KEY STAGE 2

TEACHER ASSESSMENT	Percentage of pupils at each level									
	W	1	2	3	4	5	6	Pupils disappled	Pupils absent	
ENGLISH	School	0	0	2	0	41	57	2	0	0
	National	1	1	3	11	49	35	1	0	0
MATHEMATICS	School	0	0	2	0	39	57	2	0	0
	National	1	1	3	11	45	36	4	0	0
SCIENCE	School	0	0	0	5	43	52	0	0	0
	National	1	0	2	11	50	36	0	0	0

TEST RESULT	Percentage of pupils at each level							
	Below level 3 *	3	4	5	6	Pupils not entered #	Pupils absent	
GRAMMAR PUNCTUATION & SPELLING	School	2	16	25	52	0	0	2
	National							
READING	School	2	7	25	64	0	0	0
	National	6	7	38	48	0	0	0
MATHEMATICS	School	2	18	32	36	7	0	0
	National	4	11	45	36	3	0	0

W represents pupils who are working towards Level 1, but have not yet achieved the standards needed for Level 1.

* The results awarded in this test is indicative of a pupil working at the level reported rather than a true National Curriculum level as for other tests.

** The result represents children who were not entered for the test because they were below Level 3 in English or Mathematics, children awarded a compensatory level from the test, and children entered for but not achieving a level from the test

Pupils working at the levels of the test, but unable to access them.

