



St. Albans C of E Primary School



Prospectus 2016/17



Wickersley St Alban C of E (Aided) Primary School

Morthen Rd.

Wickersley

Rotherham S66 1EU

Tel; 01709 542878 Fax; 01709 547950 [website: wsap.academy](http://wsap.academy)

e-mail; wsa@rotherham.gov.uk

Welcome to St Alban's School.

We are proud of our school and the good reputation it enjoys. This is largely due to the important emphasis we place on a sound education and on each person in the school being important with their own part to play in school life.

We currently hold The Sports Active Mark Award, Advanced Healthy School status and Platinum Sing-up Award. Children's health and well being is a keystone of our philosophy. Our latest OFSTED report stated that in our school "pupil's outstanding spiritual and personal development has a very high priority".

This booklet is about St Alban's Church of England Primary School. It is for you and your child to find out about St Alban's School. It gives you basic information about how the school is run and what we are working towards.

We believe that, as a Church school, St Alban's offers the children an opportunity to experience a living religion through the community of the school.

In this prospectus we have laid out the aims and philosophy of our school whereby we teach the Early Years Foundation Stage and National Curriculum to the children in our care, encouraging them to achieve all they can at this vital stage in their education.

There may be further questions you wish to ask. You are welcome to make an appointment to visit us and get to know more about the work we do.

Yours sincerely

Mrs A Adair (Executive Headteacher) Mr D Lewis (Chair of Governors)

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ABOUT OUR SCHOOL

St Alban's is a friendly and popular primary school. It is a Church of England Aided Primary School supported by the local Church and Diocese of Sheffield.

A church school has a distinctive ethos. Not only do we have an educative role but especially one which teaches about God, provides a spiritual growth and nurtures a Christian faith and life.

The school has 240 children aged from 3 to 11. During the school year the children have their fifth birthday they are admitted on a full time basis into the Foundation Unit. The size of the school means that it has the range of expertise amongst the staff to deliver the National Curriculum but it is not so large that it loses its friendly and caring atmosphere. Children are placed in classes according to their age. All classes contain both boys and girls.

There are eight classrooms - two in the Foundation classes, 2 at KS1; and 4 at KS2. The Macredie Room is used as an ICT Centre which can accommodate a full class. The Doug Martin (Fun Room) room is used for small group work. There is an additional classroom and a library area for small group work.

Our school council plays a vital role within the school community. It provides an opportunity for a real life understanding of what democracy means to pupils in terms of responsibility and accountability. The council provides a forum mechanism where issues that concern them can be raised and their problems listened to and eventually resolved. Children from all year groups are elected by the children in school to represent each class. As part of our positive playground programme we also have elected playground buddies from Y5 and Y6 children.

Staff Organisation 2015/16

Foundation Unit Teachers: Mrs D North (FS1)
Miss C Hoole (FS2)

Foundation Unit Support Staff: Mrs S Squires;
Mrs D Pickering

Executive Headteacher: Mrs A Adair

Head of School: Mrs A Gurner

Teaching Staff

Y1 Mrs J Moore

Y2 Mrs J Teale

Y3 Mrs C Wynham

Y4 Mrs K Staniforth

Y5 Mrs L Hales

Y6 Mr P Frelich

Teaching Assistants

Mrs A Close

Mrs F Brotherton (HLTA)

Mrs J Canadine

Mrs C Jepson

Mrs Squires

Mr N Woodhouse

Mrs B Lake

Mrs A Percy

Mrs C Habbin

Executive Finance Manager Mr C Harris

School Business Manager Mrs A Tune

Caretakers Mr G Hetherington

Cleaners Mrs J Cox, Mrs G Webster

Cook in charge Mrs R. Lilley plus Jeanette Cox

Ethos Statement

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the church at parish and diocesan level. The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

Mission Statement

St Alban's School is a community that seeks to base its life on the love of God shown in Jesus Christ; to be open to the Spirit of God; and to serve the Kingdom of God.

On this basis we aim to help every child discover their full potential as a child of God, spiritually, intellectually, emotionally, physically and socially.

Aims

We aim to achieve this by:

- Providing a broad and balanced education by structured progress through the Early Years Foundation stage, the National Curriculum and a range of other experiences.
- Helping every child develop a sense of self worth and self confidence.

Valuing and developing a partnership between families and school, with local churches and the Diocese and with others in the wider community.

Our pupils achieve well throughout the school because the quality of teaching and learning is good.

Starting School

Contact is made with local playgroups and children are invited into school. The Early Years Foundation Unit offers part time education for children in the 3 to 4 year age range in a morning session. Children are admitted into main stream school in September where the teaching and learning

continues in line with the early learning goals of the Foundation Unit. Teachers are supported by assistants throughout the school.

School Uniform

The informal code of dress promoted for **all** our children to wear is:-

Winter RED (pillar box) sweat shirt/jumper/cardigan
 RED or WHITE polo shirt/shirt/blouse
 Navy/black or grey skirt/culottes/pinafore
 dress/trousers/joggers

Summer RED or WHITE polo shirt/shirt/blouse
 NAVY/BLACK or GREY skirt/shorts/trousers
 RED and WHITE gingham or striped dress
 RED sweat shirt/cardigan/jumper

Sweatshirts, fleeces and polo shirts with the school name on are available from A-Print Ltd, 138 Morthen Road, Wickersley (Tel: 709977). A PE kit is also available with a logo which has been designed by one of the children.

All children are expected to wear indoor shoes. To avoid the loss of clothing please ensure that all garments are labelled with your child's name.

Jewellery

For safety reasons, the wearing of all jewellery is not allowed. If they have had their ears pierced they should only wear studs and these **must** be removed for **all** PE lessons. The children are expected to do this and are responsible for the safe keeping of the studs. Watches may be worn at school. Children are not allowed to bring mobile phones into school. If children bring any games from home the school accepts no responsibility for loss or damage.

Dinner Money - KS2

Dinner money is paid on line at www.SchoolMoney.co.uk. You will be provided with a password to access the system. Dinners are £2 each.

Free Meals

If you are in receipt of income support your child qualifies for a free meal, as do FS2 and KS1. Please contact the school office if you require this facility. Please also note that children who qualify for free school meals because of low income and who have applied through the correct procedure for this will also receive support for costs towards visits.

Packed Lunches

All packed lunches should be sent in a suitable container with an unbreakable drinking container for liquid refreshment.

School Routine

Infants assemble in the playground to the front of the school and Juniors in the playground at the rear of the school. A member of staff is present in each yard from 5 minutes before the start of the school day. A school bell is rung to start the day at 8.45 am.

The school begins at 8.50 am and finishes for lunch at 12.00 noon and ends at 1.10 pm. School finishes at 3.00 pm. Fruit is available to all Early Years Foundation Stage and Infant children - free of charge. A tuck shop sells fruit at 20p to all other children.

It is school policy that we eat healthily at break times - eg fruit or nuts (no sweets or crisps).

Children are encouraged to drink water during the day. Fresh, chilled water is available to refill bottles.

In the interests of safety we ask parents not to drive their cars into the school car park nor use the driveway for parking, turning or reversing.

Attendance at School

What the school expects of pupils:

- To attend regularly
- To arrive on time, appropriately prepared for the day
- To report to the class teacher

What the school expects of parents/carers

- To fulfil their responsibility by ensuring their children attend school regularly and on time
- To ensure that they contact the school on the first day their child is unable to attend.

- To ensure their child arrives on time and is well prepared for the school day (equipment, completed homework etc.)
- To contact the class teacher or Headteacher in confidence whenever any problem occurs that may keep their child away from school
- To inform the class teacher and/or secretary and seek authorisation for any forthcoming appointments and, where possible, arrange appointments outside of the school day
- To ensure the continuity of their child's education by taking holidays during the school holiday period and, in exceptional circumstances where this is not possible, to request leave in term time by completing the application in advance of the holiday

What parents and pupils can expect of the school

- A broad and balanced education that is dependent on regular and punctual attendance at school
- The encouragement and promotion of good attendance
- Regular, efficient and accurate recording of attendance
- First day contact with parents when a pupil fails to attend school without providing good reason
- Prompt action on any problems notified
- Close liaison with the Education Welfare Service to assist and support parents and pupils where needed
- Notification to parents/carers of their child's unauthorised attendance record through annual reports home

Attendance Procedures

Registration Procedure

- Registration begins at 8.50 am for each morning and 1.10 pm each afternoon
- Class teachers should insert a mark for every pupil whether it is a present mark or an absent mark. All marks must be made accurately in black ink or in accordance with computerised registration systems
- Staff should be in their classroom at the start of the Registration period

- If pupils arrive after 8.55 am they will be deemed to be late
- The register will be brought to the school office immediately after morning registration, and returned to classroom for afternoon registration.

Responding to Lateness

- Pupils arriving after morning or afternoon registration report to the school office.
- Good punctuality will be recognized. Certificates will be awarded to the children in our celebration assemblies.

Behaviour in School

All children want to learn. Children learn best in a stimulating, harmonious classroom and school. We aim to promote good behaviour at St Alban's by:-

- recognising good behaviour when it comes
- praising all children for behaving well
- explaining behaviour we wish to see
- encouraging children to be responsible for their own behaviour
- letting parents know about children's good behaviour

Discouraging inappropriate behaviour.

If the contract of behaviour is persistently or seriously breached it may be appropriate to take sanctions. These may include:-

- reminding children of appropriate behaviour
- separating a pupil within a class
- removing privileges ; use of "consequence ladder"
- referring a child to the headteacher or another member of staff
- contacting a parent to discuss ways of improving behaviour.

Home-School Agreement

Parents are asked to sign a Home-School Agreement. This has been developed by parents, staff and governors of the school. The agreement is a statement explaining the school's aims and values; the school's responsibilities towards its pupils who are of compulsory school age; the responsibilities of the pupil's parents; and what the school expects of its pupils.

Homework

We actively support the premise of work being sent home or for time to be used at home to collect or prepare material for work to be done in school. Parents are asked to provide a reasonably peaceful, suitable place in which children can do their homework, alone or, more often, together with an adult.

Homework does not just mean formal exercises carried out by children without help from adults.

Foundation Unit - telling bedtime stories/quality shared reading/one to one basic skills.

Infants - regular reading to and with parents or carers/simple games/practical activities.

Juniors - regular reading/open ended mental arithmetic exercises/spellings/diaries.

Expectations will be communicated to parents through children's individual homework diaries. Curriculum targets for reading and writing will be shared with the children and parents to help progress.

Where children are withdrawn from school for family holidays work will not be given, other than asking them to write a diary.

Special Educational Needs

It is the policy of the school to integrate children with SEN as far as possible. Differentiated work within the classroom and individual/group work are the main approaches used.

Identification, assessment and monitoring procedures are laid out in the Code of Practice. Parents are consulted, informed and involved from the first stage within the Code of Practice when an actual concern is noted.

If, as a parent, you are concerned about your child's progress you should see your child's teacher or the headteacher. We feel it is important for parents to be involved and given practical support if their child is requiring special needs.

Health

When a child is 'poorly' the class teacher will monitor the child. If they are still concerned they will seek advice from Mrs Close who may ask the child to come and sit/lie in a quiet room to be supervised more closely. Parents/carers or emergency contacts will be telephoned. They will be informed of the situation and where necessary, asked to come and collect their child from school. All staff hold a current basic first aid certificate. Please ensure that your emergency contact details are kept up to date.

Parents are expected to keep their children off school for 48 hours following a sickness or diarrhoea bug.

Our children are encouraged to drink water during the day time. They can bring a drinking bottle to access the water in their class room. Fresh, chilled water is available to all the children.

The children are also encouraged to participate in active play using the playtime equipment and outdoor circuit.

Care for Children

The children are known to most of the teachers. If your child is worried about anything please come and talk to the class teacher. Children are encouraged to be honest, polite and caring towards everybody in school. We reward good behaviour and teachers have a polite attitude towards children in school.

There are occasions when a child does not live up to these expectations. In these cases we explain to the children what is expected of them. If this fails to achieve an improvement we would talk to parents and endeavour to work with them to achieve the desired behaviour.

Bullying, both verbal and physical, will not be tolerated at St Alban's School. The governors and staff feel that it is everyone's responsibility to prevent it happening and with this in mind have laid down guidelines. The school will support children who are being bullied and help bullies to change their behaviour.

CURRICULUM

When children first start school we want them to make it a very happy experience for them. Through our Foundation Unit the children follow the Early Years Foundation Stage curriculum. Learning is through structured play activities and is of a practical nature.

Children are then involved in the National Curriculum.

The Core Curriculum areas are English, Mathematics and Science.

The Foundation subject areas are Technology, including information technology, History, Geography, Art, Music and Physical Education. The Basic subject area is Religious Education.

Mathematics

The aim of our mathematics work is to provide a good basic foundation in the four rules of maths - addition, subtraction, division and multiplication including tables and to help the children become confident in their use.

Much of the basic work is taught using the scheme "Abacus" which promotes interactive teaching with the whole class or large groups. It maps out units of work throughout the year. The school follows the National Framework for teaching mathematics - which aims to raise the standards of teaching and learning within mathematics. Seven strands of learning in mathematics are identified, and objectives are aligned to the seven strands.

We emphasise three ways forward - teaching, making sense and practice. Extra mathematical and practical activities are used according to each child's needs. The learning of the more able pupils is challenged appropriately.

Real life situations present a reason for using their mathematical knowledge and skills.

English

A command of English in all its forms - speaking, listening, reading and writing - is essential to the all round development of the child. The

revised national framework for the teaching of literacy identifies learning objectives grouped into three main headings:

- Speak and listen for a wide range of purposes in different contexts
- Read a wide range of texts on print and screen
- Write a wide range of texts on paper and screen

Speaking and Listening

From an early age the children are encouraged to interact with their peer group, other age groups and adults. On occasions children will listen to story tapes, music, radio and television broadcasts and other forms of audible presentation as a class, small group or as an individual.

Speaking and listening will form the bedrock of our literacy development. We will also reflect the key findings of the Rose Review on the importance of speaking and listening in the development of early reading and writing skills.

Reading

During their time in school the children are taught to read for a variety of purposes. Each aspect develops the skills necessary for successful mastery of the written word.

e.g. Reading for enjoyment - stories, poems, plays, familiarization, analysis and songs.

Reading to learn - research, location and notation.

Reading to do - direction, instruction and sequencing.

Writing

Your child will be given the opportunity to obtain the skills necessary to write for a variety of purposes and audiences. These will include stories, letters, diaries and reports. The presentation of the work is regarded as very important. Emphasis is placed on grammar and spelling in line with the national Framework for the teaching of Literacy. The children will be introduced to such learning strategies as the use of acronym reminder "VCOP" - vocabulary; connectives; openers and punctuation

Science

Throughout the school children are given the opportunity to develop systematic enquiries, asking questions how? Why? What will happen if? Focused explorations and investigations are used to acquire scientific knowledge, understanding and skills.

The nature of scientific ideas and science in everyday life are mainly presented through a topic based approach. Children work as a whole class, in groups or individually recording their findings in different ways.

Foundation Subjects

At St Alban's we plan for an enriched curriculum.

Primary Education is about children experiencing the joy of discovery, solving problems, being creative in writing, art, music, developing their self confidence as learners and maturing socially and emotionally.

Whole school plans identify opportunities to link work across the curriculum.

Geography

The geographical content of the curriculum starts from the child's immediate surroundings both at home and school and then gradually moves further afield during their time in school. Geography is taught in a variety of ways throughout the school. It may be taught through a broad geographic topic: a specific geography led topic or as individual geographic lessons. Within this framework geographical skills and knowledge will be appropriately investigated. Children will work with a range of materials and equipment such as plans, maps, compasses, atlases and aerial photographs and will go on visits to extend their knowledge and understanding of this subject.

History

In teaching history we hope to expand the children's view of the world. We hope they will learn that the past has many lessons to teach us about the present and the future; that all actions have consequences and that

understanding people and their actions is an important part of life and living together.

When possible the historical content of the curriculum is related to areas of the child environment and experience. Visits are made to provide information and stimulation.

Music

We aim to develop the children's understanding of music, enjoyment of music and musical instruments. Music specialists provide teaching to enable some children to learn one of the following:-

Clarinet, flute, violin, cello, double bass, guitar, French horn, trombone and trumpet. (The cost of this service is passed on to the parents)

Design and Technology

In the teaching of DT we aim to involve the children in finding practical solutions to real problems.

In design it is the ideas, and the process by which the ideas develop into a made product, which are important.

Technology works for us and helps us. It can be simple as in a fork or complex as in a car. In school we look at existing products and develop or change them to make them better.

The children will learn through the process of designing; design awareness and making. They will focus on specific activities and will be taught various skills and how to solve problems.

Computing

The children use computing as an integral part of their work. It is characterised by the ability to use efficiently IT tools and information sources to analyse, process and present information, and to model, measure and control external events. This involves using information

sources to support learning in a variety of contexts; and understanding the implications of IT for working life and society. Our ICT suite accommodates whole class learning and the use of laptops facilitates learning and the use of ICT skills within their own class environment.

Physical Education and Provision for Sport

Our aims in providing sporting opportunities for children at St Alban's are as follows:

1. To develop positive attitudes to sport including perseverance, fair play and sporting behaviour.
2. To develop cooperative skills.
3. To develop personal skill and confidence.
4. To develop control, coordination and mobility.
5. To provide a range of sporting opportunities.
6. To develop the ability to cope with success and failure.
7. To promote enjoyment.

To this end we provide a range of extra curriculum activities both competitive and non competitive which are extra to PE in the National Curriculum and depend on the goodwill of the members of staff concerned. Opportunities for children to receive additional coaching are offered where parents are asked to make a financial contribution. Links with Wickersley School and Sports College also extend the range of sports activities on offer. These activities include football, basketball, athletics, netball, tennis, dance and cricket.

Art

Within the teaching of art we provide opportunities for the children to develop skills and confidence to work with a wide range of art media and to handle tools competently and safely. We hope that they will learn to evaluate their own work and respond thoughtfully and critically to artists' work of many kinds and from different cultures and periods of time.

Religious Education and Collective Worship

As a Church of England School there is a special relationship between church and school.

Teachers and children visit the church for research/topic work and for worship.

The governors seek to appoint teachers of a Christian conviction whose professional qualifications are no different from those appointed by county schools.

According to the Education Act all schools are required to provide religious education and collective worship. We aim to foster an understanding of religion and to build links between the child's own experience and the religious experience of others.

Moral teachings form part of our belief. Children are encouraged to explore life and to question, to reflect on their experiences and those of others, and to respond imaginatively.

Our school offers a secure base from which to explore the meaning of the gospel; an opportunity to share in worship and an opportunity to establish links with the wider community.

Parents have the right to withdraw their child from worship and religious education. Requests for withdrawal should be made in writing to the headteacher. However, we would hope that all parents who decide to send their children to this school would not withdraw their child from these key activities in a church school.

Other Faiths and Cultures

In a Church of England school there can be no doubt about the central place of Christianity within religious education. This does not prevent the study of the other faiths as and when appropriate in order to remove prejudice and intolerance and to develop appreciation of the insights of other religions.

Religious education in the school will reflect the Christian Faith as understood by the Church of England but in such a way that the individual faith is respected and children are prepared for our increasingly complex and varied world.

As a church school we encourage children to value all people regardless of colour, sex or creed. We are opposed to racism and actively seek to

promote racial harmony, so that children will grow up appreciating the multi racial society in which we live.

PSHE

As an accredited Healthy School PSHE and Citizenship play an important part in our curriculum. The aim of PSHE and Citizenship is to prepare children for the opportunities, responsibilities and experiences of adult life.

We encourage our pupils to play a positive role in contributing to the life of the school and the wider community. We teach them how society is organised and governed and we ensure that they experience the process of democracy in school through the school council. We teach them about rights and responsibilities and they learn to appreciate what it means to be a positive member of a diverse multicultural society.

We provide opportunities for every pupil to:

- know and understand what constitutes a healthy lifestyle;
- be aware of safety issues;
- understand what makes for good relationships with others;
- have respect for others;
- be independent and responsible members of the school community;
- be positive and active members of a democratic society;
- develop self-confidence and self-esteem, and make informed choices regarding personal and social issues;
- develop good relationships with other members of the school and the wider community.

Sex Education

St Alban's aims to provide children with accurate knowledge about sex and reproduction which complements the advice and information given by parents.

Teachers will deal with the issues in a sensitive and constructive manner. Encouraging understanding and respect is central to the teachers' role.

Great care is taken to match any sex education provided to the maturity of the pupils involved, which may not always correspond to their chronological age.

Over and above what is laid down for all pupils by the National Curriculum, the governing body, in consultation with the Head, teaching staff and parents utilize the contributions which the school nurse offers.

In Year 5 and Y6 the school will help children to understand the subject of puberty. This will involve the use of a video that has the governors' approval. Parents will have the opportunity to view the videos before their children to judge its suitability for their children. The video is followed up by discussion and opportunity for group or individual questioning with the school nurse. The Y5 curriculum develops the theme of relationships and the responsibilities of puberty.

In Year 6 the learning will extend the theme of growing up, looking at the "Ups and Downs" of puberty. The PSHE material "Rollercoaster" will be used.

Children will be introduced to reproduction when topic work such as Easter and Spring involves the use of an incubator to hatch eggs or the rearing of frogs from frog spawn. Sex education can be cross curricular and different aspects dealt with in different subject areas - science, health education, RE or history, for example. The sex education which is provided at St Alban's encourages the children to have regard to moral considerations and the value of family life.

The parents of a pupil may withdraw the pupil from any sex education provided by the school which is not within the National Curriculum. A written request should be submitted to the headteacher.

