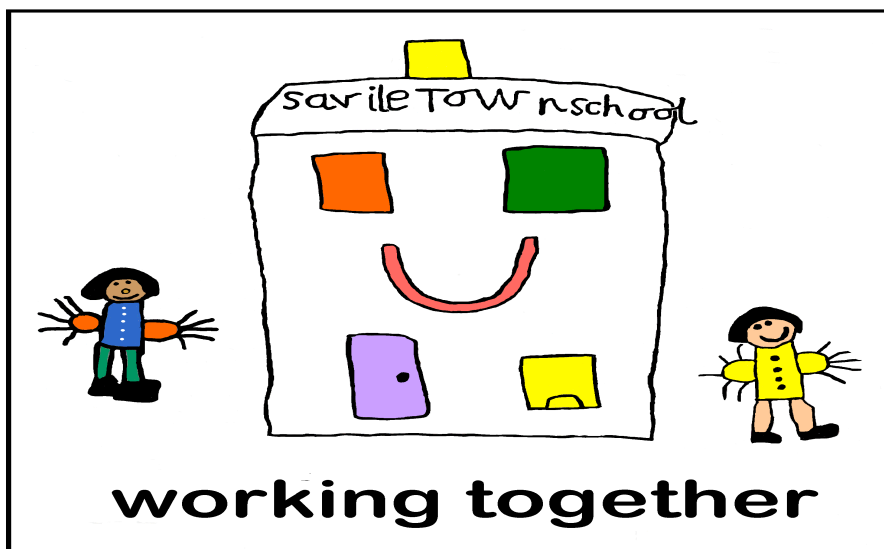


# Savile Town CE (C) I & N School

## PROSPECTUS 2016/ 2017



# Welcome To Our School

Dear Parents

Savile Town CE (C) Infant & Nursery School is a Church of England Voluntary Controlled school catering for children 3-7 years old. This prospectus is an introduction to our school. I do hope you will find this and our welcome pack useful and informative. Please call and see me if there is anything you want to know that is not included. I will be happy to show you around the school at any time.

Our Ofsted inspection in July 2013 praised our work in raising academic standards and in establishing moral values, and also acknowledged the care and opportunities we provide for our pupils, staff and parents. The school was judged as good overall, with excellent in behavior and safety.

Our staff work hard as a team and continually strive to improve teaching and learning. Equally we make every effort to ensure each pupil's happiness and well-being. In our school, every child really does matter. I sincerely hope that you will become an integral member of our team, by your involvement in every aspect of your child's school life.



We forward to meeting those of you who are new to the school.

## **Savile Town CE (C) Infant & Nursery School**

Warren Street

Savile Town

Dewsbury

WF12 9LY

**Telephone:** 01924 469455 - Main School

01924 462538 - Early Years Unit

### Head Teacher

Mrs Debbie Douglas

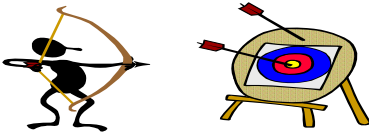
### Assistant Heads

Miss Kirsty Asquith

Mrs Fiona Lee

### Chair of Governor

Mr Michael Booth



## Aims of the School

1. To help each child to gain a sense of achievement and take pride in themselves and their school.
2. To have a happy, stimulating and secure environment
3. To value, appreciate and treat everyone equally and with respect, realizing our uniqueness and celebrating this.
4. To provide a broad, balanced and creative curriculum that combines excellence in teaching with enjoyment in learning.
5. To create strong, collaborative partnerships with families and the local community.

**Join us in Reaching for the Stars**



# ADMISSION - TRANSFER

## Priorities for Admission

Kirklees LA offer places in community and Church of England controlled schools to children in the following order of priority:-

- 1 children in public care (Looked after children)
- 2 children with a Statement of Special Educational Needs or EHCP which names the school
- 3 children living in the school's priority admission area who have an older brother or sister attending from the same address at the date of admission.
- 4 other children living in the school's priority admission area.
- 5 children who live outside the priority area who have an older brother or sister attending from the same address at the time of admission.
- 6 children who live outside the priority area.

## Foundation Stage

Children are admitted into our Foundation Stage Unit , on a part-time basis for at least three terms before they become eligible for a full-time place, using the following criteria.

1. children in public care (Looked after children)
2. children with a Statement of Special Educational Needs or Education Health Care Plan which names the school
3. children living in the school's priority admission area - in birth date order.
4. children who live outside the priority area - in birth date order

Staff will telephone or visit you at home and arrange for you to visit school before your child is admitted. We aim to give you and your child as much support as possible to help with the settling in process. Please refer to our new starters' welcome pack for information on how you can help your child during this period.

There is no automatic right of transfer from nursery to full-time school. Applications have to be completed online in the autumn term before your child is due to start in Reception class.

During the Autumn term of the child's final year at Savile Town CE(C) School, parents will information on requesting up to three junior schools online in order of preference. Parents may visit schools when they are considering applying for a place by arrangement with the Head Teacher.

For further details parents should contact School Admissions at Kirklees Council, Ground Floor North Civic, Civic Centre 1, Huddersfield HD1 2NF, Tel: 01484 221000. Email: [schooladmissions@kirklees.gov.uk](mailto:schooladmissions@kirklees.gov.uk)

## THE ETHOS AND VALUES OF THE SCHOOL



We have a very strong ethos of partnership. Our mission statement is simply "Working Together". We believe that staff, children, families and governors working together will raise standards and bring success.

Children are encouraged to understand that we can all succeed by working together and doing our best. Equally they know who it is who must work together - themselves, the staff and their families.

All members of our staff work extremely hard to ensure that every child experiences the feeling of success. Children are encouraged to aim for high standards in their work. Similarly members of staff aim for high standards of display and presentation. We work hard to create a positive learning environment.

Our school values, which have been agreed by the staff and children, are displayed in classrooms and around school as a constant reminder of what we believe in and how we want to behave towards each other. We live by these values. They promote each child's social, moral, spiritual and cultural development.

### Attendance



Your children are encouraged to come to school on time, and every day. If they are late or absent they will miss vital work, which they may never make up. Unauthorised absences are recorded in accordance with Government guidelines. School encourages good attendance by presenting awards for whole classes and individuals. If your child is unable to come to school because of illness please phone school in the morning before 9.15am to let us know.

Punctuality is also very important and is monitored carefully. Whole class and individual punctuality awards are in operation to encourage and reward punctuality.

### Behaviour

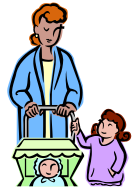
Your children will be expected to behave courteously and show respect towards each other and to all adults. Positive attitudes and the development of self-esteem will be encouraged at all times.

Children will be encouraged to follow sensible rules for the harmony and well-being of all the school. Rewards will be appropriate and sanctions imposed when all other approaches have failed. If we feel this is a problem with your child's behaviour, you will be informed and asked to work alongside the school to rectify this.

We have a policy in operation for promoting positive behaviour.

## Family and Community Involvement

Parents are always welcome and are positively encouraged to come into school. We hold regular open evenings, learning together days and parents' workshops. We also have an active Parent Teacher group who organise events in school to raise funds for school.



All parents can support their children by helping with homework, which is sent home from time to time. We have regular workshops and leaflets to explain exactly how you can support your child's learning.

## SCHOOL ORGANISATION

The school is divided into two units.

### Foundation Stage Unit

Part-time Nursery children      3/4 years

### Key Stage 1 Unit

Full time Reception

Year 1                      5/6 years

Year 2                      6/7 years

The children are taught as a whole class; in groups; and individually as appropriate.

### Session Times

#### Foundation Stage Unit

Part-Time Nursery : 8.45 - 11.45 am

or      12.15 - 3.15pm



Sessions in the Foundation Stage Unit are continuous and children have access to outdoor, physical play throughout the sessions.

### Key Stage1 Unit

8.55am - 12.00 pm (Children are welcome in the playground from 8.45am)

1.00pm - 3.00 pm



## Playtimes

There are two playtimes in the day, one in the morning (in the KS1 unit) and one at lunchtime and at least two members of staff are always on duty.



## School Meals

School meals are provided on the premises and are free to all children of Infant school age.



Mrs Ayesha Patel and her assistants supervise the children during lunchtimes.

## School Milk



Part-time children are entitled to a free drink of milk each day. Milk is provided for all other children, but a charge is made for this, unless the child is eligible for Free School Meals. Details are available in school.

## Fruit



A portion of fresh fruit is given to the children each day. At present this is provided free of charge by the NHS through their Fruit in School Scheme.

## Activities and Outings

It is the School's Charges and Remission Policy to ask parents to voluntarily contribute towards the cost of extra activities and outings. The school pays the balance of these costs.



## School Fund

This is collected every Monday morning. Each child is asked to bring 50p - the money is used for the benefit of the children - parties; baking activities; etc. We really do rely on this money to provide all the little extras. Please contribute every week if you can.

## **PASTORAL CARE; HEALTH; WELFARE**

### **Duties**

The Head Teacher, Assistant Head Teacher and all teaching and ancillary staff are responsible for the welfare and pastoral care of the children. They will always consult educational support agencies where necessary.

Parents are encouraged to see the class teacher or Head Teacher if they are in any way concerned about their child.

### **Medicines**

Medicine should never be given to the child to bring to school. Only in cases of real necessity, and with a doctor's recommendation, will medicines be given to children during school time. They must be brought into school by a responsible adult, and clear instructions for their use given to the child's class teacher. Eye and ear drops will not be given by the staff in school.



### **Inhalers**

These may be left in the School Office when essential, but please teach your child how to use them independently. Also, please make sure they are labelled with your child's name, and are checked regularly to ensure they are in date.

### **Jewelry**

Children are not allowed to wear any jewelry in school for health and safety reasons. This is the advice of the LA due to the physical activity that the children are involved in throughout the day. Therefore children will only be allowed to wear simple ear studs and taweez. No other jewelry is permitted in school.

### **Collection of Children**

Parents are asked to meet children from school promptly at the end of sessions. Children can become very distressed when they have to wait after the other children in their class have gone.

### **Meetings with Teachers**

It is usually possible to make arrangements to talk to a teacher after school, but it would be helpful if this could take place after all the other children & parents have left the classroom.

### **Change of Address or Phone Number**

Please make sure school is informed of any change in address, phone number or home circumstances **immediately**.



## CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

The School has a Special Needs Policy, and services for children with Special Educational Needs are provided in school in line with the LA's policy and provision. This can also be accessed on the school website.

Mrs Lee is our Special Educational Needs Co-coordinator and is supported by Debra Roberts, who is the Foundation Stage contact.

Extra help can be provided through different agencies, e.g. teachers of the visually or hearing impaired, psychologists etc. as the need arises.

Parents are always consulted and kept informed when there is a concern about individual children. Parents can make an appointment to discuss their concerns at any time, with the class teacher or the Head Teacher. Appointments can also be made with members of the different agencies.

Children with special needs are given extra support through an Individual Education Plan, and classroom support. Parents are invited to come into school when IEPs are being reviewed, and are advised how they can support their children at home. Pupils, who have received **Statements of Special Educational Need or Educational Health Care Plans**, will have a support assistant assigned to them for some of the school day, to help them to work on their specific problems.

We welcome pupils with disabilities into our school community.

## RELIGIOUS EDUCATION AND COLLECTIVE WORSHIP



Religious Education plays an important role in promoting the spiritual, moral, cultural and social development of children. It leads children to an understanding of spiritual and ethical values. It prepares them for opportunities, responsibilities and experiences of adult life in a multicultural society. These values are promoted through every aspect of school life and curriculum.



We have a daily act of worship in school. This is very important in contributing to the ethos and shared values of our school community and in providing opportunities for reflection and spiritual experiences.

## HOME AND SCHOOL LINKS

We recognise the important part that the family plays in a child's education. We encourage parental involvement and ask that you



- show an interest in school activities
- value any work that children produce
- talk to your children about their work
- foster an interest in books by encouraging your children to take home and share books with them.

- support the Positive Behaviour Policy of the school
- make sure your children come to school **on time every day** unless there is a genuine reason for not doing so.

Parents are always welcome to come into school and talk to members of staff, before or after school.

There will be opportunities throughout the year to meet with your child's teacher or key worker at **Open Evenings and Open Days**. We also have a **Parents' Evening** in the Summer Term when parents can discuss their child's annual report with their teacher. We do hope all parents will take these opportunities to come into school to see their children's work and talk to the teachers. Children achieve so much more when parents and teachers work together in partnership.



**The 'School Library'** is open between 3.00 pm and 3.30 pm one day a week. Parents are encouraged to come and help the children to choose their books. All full time pupils have a weekly library session in school time, when they can change their library book.

Children in the Foundation Stage Unit may change their library books in the Unit at the beginning of each session. (except Monday )

Various **fund-raising events** are held during the year, throughout school. We really welcome and need your support!