

Faringdon Junior School

Part of the Faringdon Academy of Schools

PROSPECTUS

2015/16

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OUR SCHOOL SITE

We are lucky to have an extensive school site offering excellent resources for learning and playing.

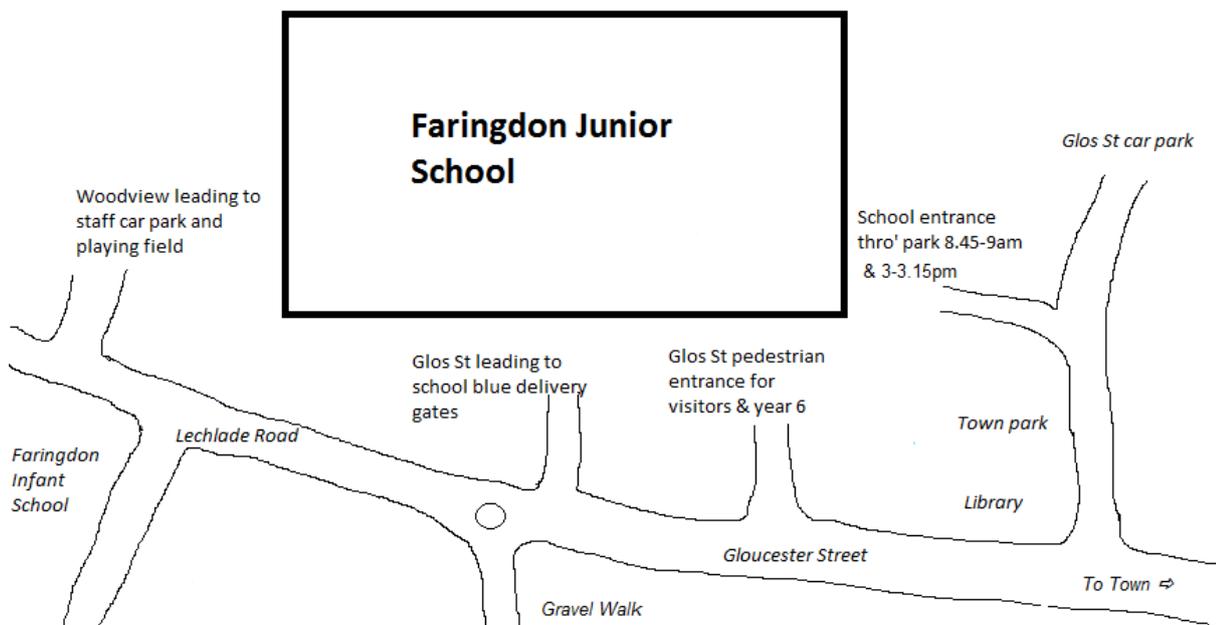
We have eleven large classrooms and two halls well equipped for physical education, drama, assemblies and dining. We also have a computer suite plus a large number of laptops, Ipods and our whiteboards are interactive. Our school library is well-stocked with fiction and non-fiction books plus computers to enable children to access the internet to aid their research. The children have use of kitchen facilities for group cooking which links into our healthy eating programmes.

The school playgrounds are extensive with several hard play areas and a large grass playing field all surrounded by mature trees and hedges. We have a nature reserve area providing excellent stimulus for science, geography and art projects and each class has its own garden.

Our main school entrance is located through the Town Park (known as the Library Gardens) in Gloucester Street, next to the public car park. Children in years 3, 4 and 5, and their parents, use the Town Park/Library Gardens entrance from 8.45 – 9.00am and after school from 3.00 - 3.15pm and the year 6 children use the Gloucester Street pedestrian entrance. During the school day parents and visitors use the year 6 Gloucester Street pedestrian entrance which has a buzzer and intercom to the school office.

We have bicycle shelters and scooter parks and encourage children to walk, scooter or cycle to school.

Not to scale



OUR VISION...

Be outstanding

OUR MISSION STATEMENT...

Together we change futures.

Our aim is for all children to become outstanding learners. A child is an outstanding learner when they:

- Are in control of their own progress
- Reflect on and set their next steps
- Accept challenge
- Persevere
- Are ready to investigate to progress their own learning
- Are a key element in School Evaluation
- Are part of their own assessment
- Know where they are and where they are going.

Information about the specific actions we are taking to drive the school forwards can be found in our School Development Plan which is on display in the school entrance. This has been developed with input from governors, staff, children, parents and other parts of the Faringdon community.

CURRICULUM

The curriculum is determined by the aims of our school and the requirements of the National Curriculum. All children are taught within Key Stage 2 (age 7-11).

We plan our teaching activities annually to provide a comprehensive coverage of the curriculum requirements, adapted as appropriate to each class and individual children's needs. This long term planning is supported by more detailed medium term plans which contain specific areas of focus followed by weekly plans to prepare in detail. At the beginning of each term you will receive a sheet outlining the learning objectives in each subject followed at the end of the term by a summary of your child's progress against these objectives.

Children are taught predominantly in their class groups although we use a mixture of teaching styles including:

- Whole class teaching
- Mixed ability group work
- Ability group work
- Individual teaching

We have a highly skilled team of teaching assistants who work closely with our teachers to support the literacy and numeracy sessions, children with special educational needs and other curriculum areas.

Mathematics

We follow the national curriculum when teaching mathematics. There is a calculation policy which we share with parents/carers in the autumn term.

Literacy

We follow the national curriculum and pupils have daily lessons involving reading, writing, spelling, speaking and listening. The school library is extensive and pupils visit each week to update books and to work on projects.

Information and Communication Technology (ICT)

We have an ICT suite in which children learn new programs and skills which each class visits during the week. We also have laptops which children use across the curriculum in their own classrooms.

Curriculum themes

Each term pupils work on a particular theme through which the main curriculum is delivered. By this method we ensure our curriculum allows for creativity and learning is purposeful with clear links across the curriculum. The themes are rotated every two years.

Healthy schools programme

Our programme focuses on the health and well being of our pupils. It compliments existing activities such as the School Council, values based education and the Green Team.

We encourage children to have access to drinking water throughout the day. Parents should provide children with a clear named plastic bottle with water in which they will have access to in their classroom. Children should not bring sweets or fizzy drinks into school.

Values based education

Intrinsic in our teaching in the school is values based education. The emphasis is on developing positive relationships and values. Values are introduced through a 'value of the month' in a programme of assemblies, followed up in Personal Social and Health Education lessons (PSHE). Through this the pupils consider real life situations and reflect on their own behaviour and responses. Our values support our aim of being outstanding.

Values based education enables pupils to:

- think positively
- listen actively
- develop learning and interpersonal skills
- be responsible for their actions by controlling their reactions.

Collective worship

We undertake a daily act of collective worship, either through school assemblies or in class groups. The worship is broadly of a Christian character although we do also reflect the beliefs and values of other religions in the world. We use words, music and images to develop a spiritual and moral dimension to our worship. We have established links with the Churches of Faringdon who lead some of our assemblies. Parents or carers may withdraw their children from collective worship if they wish.

Educational visits

Visits to places of interest and visitors to the school provide a valuable extension of the work carried out in the classroom. They also provide good opportunities for development. We are National Trust Guardians to the Coleshill Estate which involves regular visits to the estate and Badbury Clump with the children carrying out practical tasks to support many areas of the curriculum.

Residential visits

Every year the year 5 pupils attend a three day residential based locally in Oxfordshire while the Year 6 pupils attend a residential activity centre further afield. It is a great opportunity to cement relationships with their fellow pupils and teachers and also to develop new skills and their independence.

Special educational needs

We aim to provide the appropriate support and resources to meet the special educational needs of our pupils. This includes children with learning difficulties, physical difficulties as well as those with emotional or social difficulties.

There are four stages in our special educational needs identification and provision:

1. Initial concern: When the class teacher or the parent/carer has a concern, an informal meeting is set up and the child may be placed on the school's initial concern list. This is reviewed regularly.
2. School action: If there has been little or no progress, then the child will be provided with an individual education plan (IEP) which sets out targets for the child and the support they will receive to achieve these, this stage is called 'school action.' With parental knowledge and support the IEP is reviewed regularly. The support provided may involve differentiation of the curriculum, working with a teaching assistant in class or in a shared teaching area.
3. School action plus: If further advice is required we may, with parents' permission, consult support agencies external to the school such as the educational psychologist.
4. Statement: In a few cases children have a formal assessment and, if necessary, receive a statement of special education specifying their needs and provision.

Mr Paul Turner is the acting Special Educational Needs Co-ordinator (SENCO) supported by Ms Jo Allot who is the Special Needs Advisory Support Teacher (SNAAT).

EXTRA CURRICULAR ACTIVITIES

School Council

Every fortnight elected members of the School Council meet with a teacher to discuss a range of issues involving their life in school. Children are elected from each class in September and are responsible for representing the views of their whole class.

Green Team

We have a Green Team formed of children from across the school who have been instrumental in the school achieving 'Green Flag' status. The school generates a lot of its own electricity through its solar panels and in addition the school is working towards Fair Trade status.

Clubs and activities

A broad range of clubs and activities is provided for children throughout the school year which compliment and extend the statutory areas of the curriculum. Some of these are run by teachers and are free of charge; others are provided privately and there is a small charge made e.g. guitar and drama clubs.

In addition, a group of volunteers run cycling proficiency courses for year 5 children held during the school day. Additional volunteers are always required to help keep this course running for as many children as possible.

Music tuition

Within the school day there is optional music tuition available from the Oxfordshire County Council Music Section (assistance towards fees is available for some children who are eligible for free school meals). Lessons are available for a variety of instruments including violin, guitar, flute, clarinet and brass. Further information is available from the school office.

Year 5 are also given the opportunity to learn an instrument for a year free of charge. This is a class based activity where the children learn either a brass or a string instrument and the cost is met by the school.

ORGANISATION OF THE SCHOOL DAY

The organisation of the school day reflects our aim of creating a purposeful activity based programme within a caring, well-ordered environment. The school is organised around lower school (years 3 & 4) and upper school (years 5 & 6). This year there are three year 3 classes, three year 4 classes, three year 5 classes and two year 6 classes. There is one joint morning break-time for upper and lower school pupils.

School Opens	Registration	School break	Lunch	End of school day
8.45	8.55	11.00 – 11.15	12.15 - 1.00	3.05

At lunchtime the lower school go directly to the lunch hall and then play after their lunch. The upper school children initially go out to play and have their lunch in a second sitting at around 12.35.

BEHAVIOUR

We expect outstanding standards of behaviour from everyone in school. It is our belief that we should help children learn that they are responsible for their own actions and that they should respect others.

It is important that parents and staff work together in the management of children's behaviour. We believe that the achievement of outstanding behaviour in school is the responsibility of staff, parents or carers, children and governors. We expect all adults to play their part by exercising appropriate behaviour when on the school site. We encourage children and their parents to take joint responsibility with us for the care of our buildings and grounds, their own property and the property of others.

We have a whole school policy and approach on the management of behaviour. School rules are established in discussion with children and rewards and sanctions are shared and understood. Sanctions involve verbal reprimands, detentions at break and lunchtime. No child will be kept in school outside school hours. Parents will be involved when a child repeatedly misbehaves and our sanctions do not appear to be correcting the situation. Rewards involve praise, stickers, and Headteacher awards; we also contact parents to notify them of improvements in behaviour so that they may praise their child at home.

Worry box

Bullying in any form is totally unacceptable. We are always vigilant about bullying and actions are taken to immediately address any instances. Parents are encouraged to inform the class teacher or Headteacher if they note any changes in behaviour that may suggest bullying or pass on any information their child shares with them. Please encourage your child to speak out as we cannot do anything if we are not told about the bullying. Each class has a 'Worry Box' for children to raise any issues that are worrying them, including bullying.

Children's achievement

We celebrate children's academic and social efforts and achievements weekly in our Friday assembly. Parents and carers are welcome to attend this assembly. Children receive Headteacher's stickers for achievement and 'Well Done' postcards. Congratulations for children's achievements are also included in our newsletter and we like to hear about events outside school so we can recognise the success and share the achievement. Please call or email the school office with any details.

ADMISSIONS

The majority of children are admitted to school at the beginning of year 3 from Faringdon Infant School. The school admits children from within the town of Faringdon and surrounding villages.

We aim to make your child's introduction to our school as happy and successful as possible. For children joining us from Faringdon Infant School, we have an established program to enable children to transfer to us happy and positive about their future at FJS. This includes visits and meeting a buddy who shows them around and takes care of them. We also hold a meeting for all prospective parents and carers each year.

For children transferring from other schools we encourage families to make an appointment to visit the school and will arrange for a buddy to help settle the new children in to the school.

GOVERNORS

Governor's legal duties are many and varied and include overall responsibility for staff, curriculum, finance and property. Minutes of meetings are available from the office. Parents or carers can consult with any governor should they have a relevant concern (please contact the school office in the first instance). Details of our current governors are available on our website.

GOVERNORS' STATEMENTS OF POLICY:

Sex and relationship education (SRE)

The Governors believe that sex and relationships education should be delivered within the context of a partnership between caring adults as this gives sensitive support to children as they grow and mature. Self esteem and respect for others are the cornerstones of good personal, social and health education and therefore of good sexual health education. Sexual health education is taught in appropriate topics taking into account the age and development of the children both socially and emotionally.

Religious education

Our religious education programme encourages a reflective approach to living, knowledge and understanding of religious beliefs and practices, and a development of personal skills in forming reasoned opinions, based on evidence and argument. It promotes understanding of religious beliefs in our multi-cultural society. The school has no particular affiliation with a particular religion.

Parents have the right to withdraw their child from religious education if they wish.

Charges for school activities (excluding residential visits)

Activities wholly or mainly during school hours are available to our pupils free of charge. Schools can seek voluntary contributions for the benefit of the school on any activity but may not exceed the cost of the activity. Children will not be treated differently if their parents or carers do not contribute however we may have to cancel visits if not enough people make a voluntary contribution. Please talk to the Headteacher if you have any problems or concerns.

PARENTS AS PARTNERS

We recognise parents and carers as an important part of their child's education and seek to establish warm and friendly relationships with parents and carers. We want the contact between home and school to be informal and relaxed yet productive and respectful of each other's needs.

Our fortnightly newsletters are the principle means of communication from school. These are sent as paper copies or via email messages with a copy placed on the school website. The Headteacher and teachers are always available by appointment to discuss any concerns. When necessary, parents/carers are also invited to school to discuss their child's work or behaviour.

Assessment and reporting to parents

Our assessment programme is continuous throughout the year involving all aspects of the curriculum with a particular focus on the core subjects of maths, English, science and ICT. We undertake annual formal assessments of years 3, 4, & 5 for English and maths and science in May. Year 6 also sit the end of Key Stage 2 tests (SATs) in maths, English and science at this time.

Children, in discussion with their teacher, set themselves individual targets relating to their learning styles every term. A copy will be sent home.

We hold parent-teacher consultations in the autumn and spring where you will be offered an appointment to meet your child's teacher, to discuss their academic and social targets for the year and any other aspect of their school life. In the summer term you will receive a copy of their end of year report.

In addition to this we hold a number of events over the year for parents to attend such as sports day, musical productions, open days etc.

Homework

We recognise the importance of the educational partnership between home and school. The amount of homework will vary with the age of your child and involves a steady progression from Year 3 through to preparation for the expectations at Year 7. On a regular basis your child will be expected to read, learn spellings and maths facts. You will also receive details from the teacher about homework topics on a termly basis with the curriculum topic information.

Home-school agreement

Our home-school agreement sets out the rights and responsibilities of pupils, parents and the school to ensure a healthy and progressive partnership. You will be asked to sign one of these in September each year.

Voluntary help

Volunteers are welcomed. We are always keen to have support in any of our activities from classroom support to school trips as well as specific projects. If you would like to help us please contact your child's class teacher or the Headteacher. A Disclosure and Barring Service (previously known as CRB) check will be undertaken for anyone working unsupervised with the children.

Friends of Faringdon Junior School (FFJS)

FFJS support the school by organising fund raising events and social activities for children, parents and friends. All parents and carers are welcome to join FFJS whether on a regular basis or to help on one-off events such as the summer fair. If you are interested in joining FFJS please contact the school office.

Complaints procedure

If any parent or carer has a concern about their child's education or the work of the school, they should first make an appointment to see the class teacher or Headteacher. If an issue cannot be resolved then you will be referred to a member of the Governing Body who can be contacted through the school office.

GENERAL INFORMATION

School uniform

Faringdon Junior School uniform is as follows:

- Grey trousers, shorts or skirt
- Navy blue sweatshirt or cardigan with school logo
- White polo shirt (with or without logo) or blue polo shirt
- Dark coloured appropriate school shoes (heels less than 2" high, no sling-backs or open-backed sandals, flip-flops or trainers, etc)
- Blue gingham dresses for summer

A simple PE kit of:

- Black or blue shorts
- Plain white t-shirt
- Trainers or plimsolls
- Children in years 3 and 4 will also need a swimming hat and swimming costume

Our school uniform is available from PMG Schoolwear based at 8 Regal Way, Faringdon, SN7 7BX. You can order uniform in a number of ways online at www.pmg-schoolwear.co.uk or visit the uniform shop (at the above address) Monday to Friday 8.30am-5.00pm

We ask parents to purchase the school sweatshirt or cardigan with the school logo from PMG Schoolwear however all other uniform may be purchased from supermarkets or high street retailers at a reasonable cost, if preferred.

Lost property

We ask that all items of clothing and equipment be clearly labelled with your child's name. Children are responsible for looking after their belongings and we cannot take any responsibility for items that are lost on school premises however we do endeavour to return any named items.

Jewellery, hair and make-up

Jewellery and make-up should not be worn in school. If children have pierced ears then stud earrings only should be worn and these should be removed or taped on PE days (tape provided from home). Long hair must be tied back (both boys and girls) for PE lessons.

Book-bags and reading records

Book-bags will be issued free to new children joining the school. If a replacement bag is required they can be purchased from PMG Schoolwear. Children will also be provided with a reading record. These are replaced free of charge when full however replacements for lost reading records must be paid for.

Personal belongings

Children are allowed to bring some personal belongings to school. We ask that parents use their judgement when deciding if it is appropriate; the school will not be responsible for any loss or damage to these while on the premises. Electronic games, etc are not allowed. Mobile phones are not encouraged however if parents decide that they are required we ask that children bring the phones to the school office at the start of the day in a named envelope (and turned off) and take responsibility for collecting them at the end of the day.

School dinners

Children can have either a school dinner or they may bring a packed lunch. Our cook provides a choice of two hot main courses, a salad, a dessert, fresh fruit or yoghurt. Menus are distributed to parents and are published on the school's website.

Payment for school meals must be made in advance and is made by using the safe online payment system called Parentpay. You will be issued an access code and password when your child starts at the school, which will allow you to log on and set up your account. If you cannot access a computer please contact the school office and they can order a Pay Point card, this allows you to pay manually in shops, such as McColl's in Faringdon. The cost is published on our website and in the school newsletter.

Pupils whose parents receive certain support payments are entitled to the free school meals scheme. Please contact the school office if you think you may be entitled to claim free meals. Unfortunately any entitlement can not be backdated.

Insurance

Parents or carers may wish to make their own arrangements regarding a personal insurance policy for their children. The school has personal accident insurance for pupils for any school activity and residential trips.

Communications from the school

We ask that parents or carers supply us with up-to date addresses and telephone numbers in case we need to make contact urgently.

The school uses the online system Parentpay in order to help with communication. Once you log onto the website and fill out your email address and mobile numbers we can email copies of school's letters and text you in the event of an emergency, such as school closure due to bad weather or club cancellations.

Contacting the school

The office is open for phone calls and visitors from 8.45am – 4.00pm every weekday. It is however particularly busy between 8.45am – 9.00am and 3.00 – 3.15pm so it is best to avoid these times if at all possible.

If you would like information passed on to your child's class teacher or Mr Turner there are a number of options available depending on the nature of the information:

- Telephone, email or call into the school office and Mrs Jackson, Miss Steele or Mrs Metcalfe will pass on a message. If required the teacher will phone back when they are free – this may be at break time, lunch time or after school
- Write a note and send it in with your child to either the class teacher or the school office
- Telephone the school and ask to arrange a meeting with the teacher or Mr Turner
- Have a brief chat with the class teacher at the end of the school day

If you are worried about any aspect of your child's education please contact your child's teacher or Mr Turner and we will try to address your concerns as quickly as possible.

CHILDREN'S WELFARE

Accidents or illnesses

If your child is ill please phone the school on the first day of absence and leave a message stating why your child is off school.

In the event of a child being involved in an accident or becoming unwell during the school day every effort will be made to care for them appropriately; the majority of staff are first aid trained. We will contact parents or carers to collect them if they are unfit for school. In cases where immediate attention or hospitalisation is required the school will undertake this unless we have a prior written request to the contrary.

Medicine in school

It is expected that if children are unwell they will be kept at home until fully recovered. If children have been sick or had diarrhoea they should not return to school until they have had a whole day free of symptoms. Children needing to continue a course of medicine on returning to school can do so provided the office staff agree to administer the medicine after consultation with the Headteacher. The medicines must be handed to the school office in their original packaging with written instructions (school form available) and labelled with the child's name. The onus is on the child to remember to go to the office for the medicine at the appropriate time; the office staff are not responsible for reminding children to come for their medicine.

Asthma sufferers should keep their inhalers with them in school at all times. In the case of intimate care, two adults will always be present and the protocol agreed and signed by the parent/carer.

Attendance and absence

We are required to ensure that absences and lateness are recorded in class registers and published annually. We strongly request that family holidays are taken outside of term time; it is also important that absence is avoided during the taking of SATs exams in May each year. A form available from the office needs to be completed to request any time off school before you go away. School term dates are available on the school's website.

Equal Opportunities

Every member of the school is valued equally irrespective of their ethnicity, gender, background, religion, learning abilities or disabilities. Every child has an entitlement of equal access to and participation in all aspects of school life. At Faringdon Junior School we recognise and value diversity of cultures, languages, religions, opinions and beliefs in society.

Safeguarding

The health, safety and welfare of the school community are of paramount importance.

Parents send their children each day with the expectations that school will provide a secure environment in which their children can flourish. Teachers expect that children will arrive each day at school fit mentally and physically so that they can develop to the best of their ability in mind and body.

All staff have a professional duty to refer any concerns relating to child protection issues to the Headteacher. A clear policy outlining procedure for action is in place. If as a parent you have any concerns we hope that you would share them with us so that they can be investigated in the proper manner. Mr Turner is the designated safeguarding officer.

COMMUNITY PARTNERSHIPS

Faringdon Academy of Schools

In April 2012 we became partners in the Faringdon Academy of School (FAoS) with Faringdon Infant School and Faringdon Community College. This has now extended to include five village primary schools from the Faringdon Partnership; these schools are Buckland, John Blandy, Longcot & Fernham, Shrivenham and Watchfield Primary Schools. The Academy has one Board of Directors that oversee the running of the schools with each school maintaining a Local Governing Body to oversee local school issues. The overall intention is that FAoS will ensure an even better education for Faringdon children.

Faringdon Partnership of Schools

We are also a member of this partnership which includes all the Faringdon schools and nine other local village primary schools in the area. The headteachers meet regularly to discuss issues and liaison groups involving teachers have also been established. In-service training is also a feature of this partnership as well as events to bring pupils together such as art exhibitions, international links and sports days.

Community links

We have regular contact and visits from the local churches, and community police officers. We are involved with 'Bridging the Gap'; a project linking our pupils with older residents in the town.

We also hire out the school premises for community activities including amateur dramatics, summer bible club and charity events. If you would be interested in using the school premises for an event please contact the office.

How can parents help us build our community links?

We are constantly looking to extend our links with the local community and invite members with specialist skills, interesting jobs or experiences to come to school to share their knowledge with the children either in classes or to the whole school.

Breakfast and after school clubs

Faringdon Family Centre run a breakfast club at the school every morning from 8.15-8.45am. Pupils are also able to go to Annabelle's breakfast and after-school clubs 8.00-8.45am and 3.00-6.00pm held at Faringdon Infant School. Contact the school office or Annabelle's on 01367 240688 for more information.

Extended school services

Various clubs are run each term after school. We are also able to signpost you to additional extended services. Partners in this include the Faringdon Family Centre at the Baptist Church, Faringdon Community College, Faringdon Partnership of Schools and private providers. We include in our newsletter some of the extended services that run in our area.

**FARINGDON JUNIOR SCHOOL
TERM DATES 2015/2016**

TERM 1: Thurs 3 September – Thurs 22 October (3.05pm finish)

Tues 1 & Weds 2 September: INSET (training day for teachers)

Fri 23 October: INSET

October Holiday: Mon 26 October – Fri 30 October

TERM 2: Mon 2 November – Fri 18 December (1.15pm finish)

Christmas Holiday: Mon 21 December – Fri 1 January

Mon 4 January: INSET

TERM 3: Tues 5 January – Fri 12 February (3.05pm finish)

February Holiday: Mon 15 February – Fri 19 February

TERM 4: Mon 22 February – Thurs 24 March (1.15pm finish)

Bank Holiday: Friday 25 March & Monday 28 March

Easter Holiday: Mon 28 March – Fri 8 April

TERM 5: Mon 11 April – Fri 27 May (3.05pm finish)

Bank Holiday: Mon 2 May & Mon 30 May

Late Spring Holiday: Mon 30 May – Fri 3 June

TERM 6: Tue 7 June – Wednesday 20 July (1.15pm finish)

INSET Day: Mon 6 June
