

# Sherborne St John Church of England Primary School



## School Prospectus



## Sherborne St John Church of England Primary School

**Headteacher: Mrs Karen Payne**  
**Chair of Governors: Miss Heidi Wadsworth**

Dear Reader

This prospectus is designed to provide helpful information about the School and the Local Education Authority. Some sections are common to all school information booklets and are required by statute.

Hampshire Local Education Authority (LEA) requires other sections to be included. The information in this prospectus is subject to change in the light of new Government legislation, LEA policy changes and changes in circumstance of the school. Every endeavour will be made to provide information about such changes when they occur.

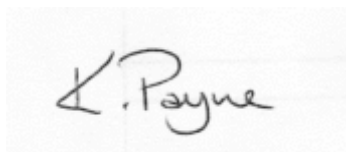
The School has been in existence on the present site for over 160 years. It was set up to educate the children of the village according to the principles of the Church of England. Today we continue to ensure that faith in Christ is upheld in our School and seek to educate our pupils to the highest standards, caring for their social and emotional development and welfare.

We welcome visitors to our school and will be pleased to show parents and children around. We would, however, appreciate a telephone call first to make a mutually convenient appointment.

Questions arising from the information contained within this prospectus can be raised at that time or by telephoning Mrs Hale the Administrative Officer, or myself, on 01256 850180.

I can also be contacted by email [info@sherborne-st-john.hants.sch.uk](mailto:info@sherborne-st-john.hants.sch.uk)

Yours faithfully



Mrs K Payne  
Headteacher

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## **Our vision:**

**The community of Sherborne St John Church of England Primary School aims to provide a high quality education which develops children intellectually, socially, morally, physically and spiritually within a Christian framework.**

## **We aim to:**

- Make the school a place of great enjoyment
- Give all stakeholders a pride in our school
- Value each child as unique in the eyes of God and encourage them to reach their full potential.

## **To reach these aims we will ensure that:**

- The school is a safe, secure and healthy environment
- Children have the freedom to express themselves and want to learn
- Independence and individuality are encouraged so children reach their full potential
- The opinions, ideas and concerns of the children are listened to and taken into consideration
- We provide an enjoyable, inclusive education allowing access to a broad, balanced, creative and relevant range of curricular and extra curricular activities
- Consistently high standards and expectations of learning, teaching and behaviour throughout the school are maintained
- Children are encouraged to develop a caring and responsible attitude for their environment
- There is a mutual respect and an appreciation of the contribution of children, staff, governors, parents, the Church and the wider community
- Effective teamwork is promoted through mutual support and co-operation
- A positive partnership between parents and school is promoted and valued, recognising the important contribution parents make to their child's education
- We are an active part of the village community and make good use of the local environment
- Every child has the opportunity to develop and be valued as a whole person – mind, body, emotions and spirit, within the context of the Christian faith.

**The Role of the School is to provide high quality education for the children of the Village and the surrounding area.**

## Type of School

Church of England Voluntary Controlled Primary School  
Age range 4 –11 years  
Mixed (boys & girls)

## History of The School

Sherborne St. John School was founded in 1850, by the Chute family, to provide education to the poor and labouring classes of the village in accordance with the principles of the Church of England. Today the school is designated a Church of England Voluntary School controlled by Hampshire Local Education Authority. The School has close links with St. Andrew's Church and serves a thriving local community centred around the village.

## School Address

Sherborne St. John Church of England Primary School  
Church Lane  
Sherborne St. John  
Basingstoke  
Hampshire  
RG24 9HT

Telephone 01256 850180

Email [info@ssj-school.co.uk](mailto:info@ssj-school.co.uk)

## Education Offices

Sherborne St. John Church of England Primary School is maintained by Hampshire Education Authority. Any information that is required from the Education Authority can normally be obtained from the Area School Improvement Manager, whose address is as follows:  
Hampshire Local Education Authority, Clarendon House, Monarch Way, Winchester SO22 5PW  
Tel: 01962 846452

The Headquarters of the Authority is in Winchester and enquiries there should be directed to The County Education Officer whose address is as follows:  
The Education Department, The Castle, Winchester, SO23 8UG  
Tel: 01962 846400

## School Staff

<b>Headteacher</b>	Mrs K Payne
<b>Key Stage 1 Leader</b>	Mrs L Johnston
<b>Key Stage 2 Leader</b>	Miss S Biles

## Teachers

<b>Class 1</b>	Reception & Year 1	Miss S Greenwood
<b>Class 2</b>	Years 1 & 2	Mrs L Johnston
<b>Class 3</b>	Years 3 & 4	Miss S Biles
<b>Class 4</b>	Years 5 & 6	Miss M Scott

## Learning Support Partners

Special Education Needs Support		Mrs Curd
Learning Support	Class 1	Mrs Lake, Mrs Quane, Mrs Chemarin and Mrs Gwyther
Learning Support	Class 2	Mrs Curd, Mrs Scannelli and Mrs Quane
Learning Support	Class 3	Mrs Rogers and Mrs Scannelli
Learning Support	Class 4	Mrs Harding

## Administrative Staff

<b>Administrative Officer</b>	Mrs Hale
<b>Administrative Assistant</b>	Mrs Buttivant

## Support Staff

<b>Caretaker</b>	Mrs Rogers
<b>Lunchtime Supervisors:</b>	Mrs Chemarin
	Mrs Curd
	Mrs Gwyther
	Mrs Hunt
	Mrs Quane
	Mrs Scannelli

## Curriculum Management

Key Stage 1	Mrs L Johnston
Key Stage 2	Miss S Biles
Foundation	Miss S Greenwood
SENCO	Mrs K Payne
DT	Mrs L Johnston
Computing	Miss S Biles / Mrs L Johnston
PE	Miss S Biles
English	Miss M Scott
Mathematics	Mrs L Johnston
Science	Miss S Greenwood
All other subjects	All Staff

## The School Governors

Name	Office	Type
Miss H Wadsworth	Chair	Parent
Miss S Biles		Staff
Mrs S Cox		Co-opted
Rev. J Hamilton	Ex-officio	Foundation
Mrs L Harding		Foundation
Ms E Hatt		Local Authority
Mrs K Payne	Head Teacher	Head
Mrs D Pound		Co-opted
Mr E Ruane		Parent
Mr J Thompson		Parent
Mr R Vermeer		Parent

All Governors may be contacted care of the School – [info@ssj-school.co.uk](mailto:info@ssj-school.co.uk) or 01256 850180

## Governor Responsibilities

Governors are responsible for, or share responsibility for: -

- the conduct of the School
- the curriculum
- aims & policies
- the budget
- discipline
- staff selection & dismissal

## **Governor Committees**

The Board of Governors of the School takes corporate decisions on all matters. The Board meets in full session at least once each half term. In order to work effectively and efficiently the Governors are formed into four committees, which undertake to deal with specific aspects of running the school. These committees cover finance and facilities, curriculum, human resources, and ethos. Committees report back to the full Board for approval of all the non-delegated actions.



## School hours

### Morning Session

All years: 8.45am -12.00 noon

Children may start coming into school from 8.35am

### Afternoon Session

Reception: 1.00pm – 3.05pm

Infants: 1.00pm – 3.10pm

Juniors: 1.00pm – 3.15pm



At the end of the school day Infant children will be taken to the school gate by their teacher, Junior children will make their own way to the gate.

## School Office

The school office is open from 8.35am to 3.30pm for queries.

The school Administrative Officer and the Assistant are readily available to assist in general administrative matters such as school payments, absence, illness and the making of appointments to see teachers and the Headteacher.

For reasons of security we ask all visitors to report to the school office and sign in. All visitors must wear a visitor's badge around the school.

If you wish to collect your child from or deliver your child to school once school has started, please report to the office.

It is very important that we have an emergency telephone number for all children and that we are notified of any changes in the home situation, or medical problems. Please help us to keep our records up to date.

## Pupil Records

Hampshire schools keep careful records on the development and progress of each of their children. In primary schools these are kept on a standard county-wide system which helps us to make sure that when children transfer from school to school, all the necessary information can go with them. There are two main reasons for keeping records on children in school. First, it is important the school has the facts concerning the child, date of birth, address, etc. Second, teachers need to record at what level and rate the child is progressing in relation to the National Curriculum. Our use of computer systems for holding information on pupils is in accordance with the General Data Protection Regulation.

## Attendance

It is very important that your children attend school regularly and arrive on time.

The registers are taken at 8.45am and any child arriving after this time must report to the office to be marked as late. Any child arriving after 9.15am will be marked with an unauthorised absence for that session. If a child has not arrived by 9.30am and we have not been informed about their absence a member of the admin team will contact the parents to establish why the child is not at school.

If your child is absent for any reason please inform us either verbally, by telephone or in a letter. It is essential that we are informed of the reasons when children do not attend school. Current legislation requires us to report on the numbers of authorised and unauthorised absence.

In the last academic year 2017-2018 our attendance rate was 96.72%, absence was therefore 3.03%. Unauthorised absences account for 0.25% of available sessions.

## Pastoral Matters

### Pastoral Care and your Child

At Sherborne St John Church of England Primary School, we aim to teach children to be independent, to know how to keep safe and to be able to seek help. All members of staff have a duty of care for the children in the School. Any worries or needs are looked into when they are brought to our attention. We try to deal with all matters as sympathetically as possible and are happy to discuss any worries, misunderstandings or concerns, however small. We have a duty of care for the children and follow regulations relating to Child Protection issues.

### Plans for emergencies

The school has contingency plans to deal with a variety of emergencies. The essence of these plans is to keep the children as safe as possible and to ensure good channels of communication with parents.

It is important that contact telephone numbers for parents, and those other persons designated as contacts, are kept up to date. We might need to contact you in case of an accident or sickness. If circumstances change during the year we should be informed as soon as possible.

In the event of a serious accident parents are informed as soon as possible by telephone. In the event of minor bumps and bruises basic first aid will be administered. In the event of a head injury a letter is always sent home with the child to inform parents of the time and nature of the injury.

## Support Services

### School Health Service

A Nurse Practitioner is attached to the school. Selected children are invited for medical examination and consultations. The Nurse carries out medical checks including sight and hearing assessments.

*NB. Parents will be asked to sign a consent form allowing school staff to administer any medication left at school which parents/Doctors require a pupil to take during the day.*

## School Rules & Procedures

### School Uniform

<b>Boys</b>	
<i>Winter</i>	<i>Summer</i>
Grey/black trousers White shirt School sweatshirt Plain grey, black or white socks Black shoes	Grey/black trousers White shirt School sweatshirt Plain grey, black or white socks Black shoes

<b>Girls</b>	
<i>Winter</i>	<i>Summer</i>
Grey skirts/pinafores Grey/black trousers White blouse School sweatshirt or cardigan White socks (Grey or black are allowed with trousers) Plain grey, black or red tights Black shoes	Grey skirts/pinafores White blouse Red/white checked or striped dress School sweatshirt or cardigan White socks (Grey or black are allowed with trousers) Black shoes

NB: School sweatshirts, cardigans and T-shirts can be purchased from the Skoolkit in Basingstoke.

### PE Kit

Indoor kit: red school t-shirt and navy shorts (not close fitting cycling shorts – cycling shorts may be worn underneath normal shorts)

Outdoor kit: as above with trainers. In the winter children will have some outdoor PE and will need dark/navy blue tracksuit bottoms/joggers. They will also need a dark/navy blue sweatshirt with logo if desired.

PE kit should be named and stored in a drawstring bag on your child's coat hook.

### Art Aprons/Overalls

Art aprons are provided in Class 1 for the children to protect their school clothes when working on art/craft work. We ask that you provide an overall for your child in the rest of the school. An old t-shirt or shirt is perfectly adequate.

If you have any difficulties in providing your child with essential items of clothing or footwear a limited amount of financial help may be available depending on your income. For further

details please enquire at the Area Office (Address on page 2 of this prospectus).

## **Collective Worship**

The School holds an act of Collective Worship each day. There is a Christian focus to this worship. During the week Collective Worship is held in class, as a Key Stage event or as a whole School event. Collective Worship is led by Staff, Governors, Members and Officials of the Church. It usually involves singing, listening, drama and reflecting and /or praying.

## **Promoting Good Behaviour**

We are committed to supporting and encouraging children in developing good behaviour and learning to play a responsible role in school and in the wider world. Monitoring children's behaviour is the responsibility of the class teacher and any other member of staff. A high standard of behaviour and politeness is expected of our children. We believe that the management of behaviour must be positive.

We will actively promote this and encourage everyone in school and parents to achieve these aims. We expect parents to support the school's policy as part of our Home/School Agreement. There is a system of clearly defined rewards and sanctions.

## **School Rules**

### **General Rules**

- We walk quietly inside the school building
- We look after the school's property
- We keep the school tidy

### **General School Manners**

- We are polite and respectful to others
- We make visitors feel welcome
- We hold doors open for others

### **Playground Rules**

- We play nicely with our friends – no play fighting or rough games
- We allow other children to get on with their games
- We listen if an adult speaks to us and we do not interrupt or argue
- We play sensibly with our toys or school equipment
- If any equipment goes on the grass we stand by the side of the playground and put our hand up. We can get our ball if the adult on duty says so
- We remember that the Year R outdoor area is out of bounds
- We enjoy quieter activities in the shelter area
- We stand still and silent when the whistle blows
- We walk to our line in silence when our class is asked to do so
- We walk in silently with our teacher

### Lunch Hall Rules

- We sing Grace or say a prayer at the beginning of lunchtime in our classroom
- Class 1 walk in and sit quietly, ready to be served lunch
- Class 2, 3 and 4 line up quietly and collect their own lunch
- We eat our lunch quietly, we in silence for part of the time when we are asked to
- We walk quietly through the school and Class 1 into the playground when we have finished our lunch
- We ask permission to go into our classroom or cloakroom if we need to get anything

### Lunch Hall Manners

- We don't talk with our mouths full
- We say please and thank you
- We eat our own lunch

In addition to these rules, each class has their own set of rules which the children help to formulate.

### Jewellery and cosmetics

We ask the children not to come into school wearing jewellery, nail varnish, make up or transfer tattoos. In the case of pierced ears, only a sleeper or plain stud may be worn. Health and Safety legislation requires us to insist that earrings are taken out for physical activity. If they are unable to do so, then such items should not be worn on days when lessons involving physical activities are timetabled. Responsibility cannot be accepted for valuables lost in school.

### Mobile Phones

Pupils will not be allowed to use mobile phones in school. We would therefore not expect the majority of pupils to have them in their possession. We do however, recognise there may be mitigating circumstances but these should be discussed with the Headteacher and the phone will be stored in the school office.

### Lost Property

Lost property is kept in the school office. We try to return any lost items to their owner. If an item is clearly marked with a child's name, our task of returning it is made much easier. Parents are welcome to come in and look for an item at the end of the school day.

### Toys

Children are allowed to bring a toy into school to play with during break times; however parents should be aware that it is their responsibility to look after it and we cannot accept any responsibility for loss or damage.

### Car Parking

Parents are asked to be very careful when parking or dropping off children. There is very limited parking in The Square and parents are encouraged to park in the Village Hall car park in the mornings if it is free and use the overflow car park at the rear of the Swan or park at the Chute in the afternoons.

We do not have any allocated parking spaces for disabled visitors. If you require assistance, please telephone the school office prior to your visit in order that special arrangements can be made.

### School Security

Access to the School is restricted and monitored. All visitors are identified by a badge, which is recognised by children and staff. The school is alarmed for fire and illegal entry.

### Lunchtime

We have cooked lunchtime meals for Infants as part of the government's initiative and all of our infant children have a free school meal. Junior children may purchase a cooked meal, however they still have the option of bringing a packed lunch. Parents also have the option of taking their child home for lunchtime.

Children entitled to free meals will have a lunch provided. If you are receiving Income Support from the DHSS your children are entitled to free meals. The free meal grant is renewable on a termly basis and all parents will be required to complete an application form, which can be obtained from the school office. This grant also entitles the child to additional funding known as Pupil Premium which is used to support their learning.

### Break time snacks

We endeavour to promote healthy eating in our school. Children are encouraged to bring in a piece of fruit or some vegetables as a snack. No other snacks are permitted at break times. The infants are provided with an additional piece of fruit during afternoon break.

### Water

Each child is given a personal water bottle, clearly marked with their name on it. Pupils are encouraged to drink at any time providing that it does not interrupt lessons. There is a water coolant available for children to refill their bottles during the day.

### Dogs on school sites

Hampshire County Council does not permit dogs to be brought onto school grounds. Exceptions are, of course, made for registered blind persons with guide dogs.

### No Smoking Legislation

From 1<sup>st</sup> July 2007 along with all other public institutions Sherborne St John Church of England Primary School became a no smoking site.

## Equal Opportunities

Our school implements a policy of equal opportunities. The school insists on an equality of educational provision for all, regardless of ability, gender, race or age.

### Equal Access

Sherborne St John Church of England Primary School strives to be an inclusive school and adults and pupils with disability are welcomed into our community. When pupils have, because of their disability, an identified special educational need, we will ensure that a programme of learning and/or support is put in place and regularly reviewed.

### School Accessibility Plan

This plan is drawn up in accordance with the planning duty in the Disability Discrimination Act. The key objective is to reduce and eliminate barriers to access the curriculum and to full participation in the school community for pupils with a disability. The school recognises its duty:

- Not to discriminate against disabled pupils in their admissions and provision of education
- To take reasonable steps to avoid putting disabled pupils at a substantial disadvantage
- To produce an Accessibility Plan which will be reviewed annually

### Pupil Related Equalities Information

<b>Information</b>	<b>Evidence and Commentary</b> Percentage working at or beyond expected standard.
Attainment in reading by gender 2018 at end of Key Stage 1.	Boys - 86% Girls – 100%
Attainment in writing by gender 2018 at end of Key Stage 1.	Boys - 71% Girls – 100%
Attainment in maths by gender 2018 at end of Key Stage 1.	Boys - 86% Girls – 78%
Attainment in reading by gender 2017 at end of Key Stage 2.	Boys – 83% Girls – 90%
Attainment in writing by gender 2017 at end of Key Stage 2.	Boys - 83% Girls 100%
Attainment in maths by gender 2017 at end of Key Stage 2.	Boys – 100% Girls – 80%
Attendance 2017-2018 by gender.	Boys 96.71% attendance Girls 96.74% attendance

## Parents as Partners

The children of the school benefit in many ways by a close partnership between School and parents. It is important that children always see this partnership as positive.

We welcome parents working in school and would be keen to take on more volunteers. In line with Safer Recruiting, a DBS check is undertaken and parent helpers are informed of our Child Protection guidelines. There are many areas in which help is appreciated, such as talking to children, playing games, mounting pictures, helping with display, preparing materials, listening to reading, help with cooking and craftwork, looking after resources and the library to name just a few areas.

## School Association

Parents and friends can help the School through the Association. This organisation is open to all parents and members of the wider community. Its aim is to raise funds for the school and to generate a sense of communal spirit through activities and fundraising events. Your support either as a committee member or an enthusiastic supporter of events will be very welcome.

## School Photographer

Once a year a professional photographer will visit the School to take individual or group photographs. There is no obligation to have photographs taken or to purchase, but the standard is usually very high and it is worth having them taken just to see.

## Curriculum and Teaching Organisation

The curriculum offered will be broad and balanced, incorporating the requirements of the new Primary Curriculum from September 2014. Maths, English, Science, Computing, and RE will form the core curriculum. History, Geography, Technology, Music, Art, PE and PSHE will also be taught. We teach French as our Modern Foreign Language in Key Stage 2.

Subjects will be taught in a way that will be:-

- carefully planned
- stimulating and challenging using a variety of resources
- differentiated to match the needs of individuals
- cross curricular when and where appropriate
- monitored and evaluated
- focused to achieve agreed standards and targets

Teachers will be required to show expertise in subject knowledge, understanding children's needs, classroom management, planning and assessment. Teaching and learning will be monitored internally and by external inspection.



Maths and English are taught as discrete subjects. Most other subjects are taught using a cross curricular project approach.

## **Class Organisation**

The children in the school are divided into teaching groups known as classes. These classes are led by a teacher who is responsible for teaching the majority of the curriculum to the group. Each teacher has a learning support partner working alongside them who may also deliver the curriculum.

Each year the distribution of the children into classes is dependent on a variety of criteria including budget implications, size of age group, size of new intake, constraints of physical space and numbers in the Key Stages. Classes are, however, primarily organised according to chronological age.

## **English**

We follow the National Curriculum for English. At the core of this are literacy sessions during which the skills of reading, spelling, grammar and punctuation are taught in a structured way. Through the specific genre of texts for each term, the children read and study a wide range of fiction and non-fiction texts. During these literacy sessions children are taught the skills of reading and writing through whole class/year group lessons followed either by an independent task often working within an ability group or a guided task working with the teacher or learning support partner.

Children are encouraged to read for pleasure and develop higher order reading skills. We have a library and organise book fairs to promote reading.

Phonics is taught from the beginning of the Reception Year so that by the end of Year 1 children are able to recognise all the letter sounds. We use a combination of Just Phonics and Read, Write, Inc.

Children are taught to write with purpose and audience in mind. They learn to plan, draft and edit their work. Spelling and grammar are taught at every stage of the process.

Reading and writing are also incorporated into all other areas of the curriculum.

## **Mathematics**

We follow the National Curriculum for Mathematics. This is delivered through a daily maths lesson. In most lessons there is an initial emphasis on mental and oral work, where the children are encouraged to use a variety of strategies to perform calculations quickly and accurately. The main teaching activity which follows may take a variety of forms which begins with some whole class/year group teaching. Usually the lesson will end with a plenary, providing the teacher with an opportunity to summarise the main points of the lesson and address any misconceptions. The maths curriculum is delivered through a balance of practical, investigational and problem solving tasks.

## Science

The National Curriculum for science teaches scientific knowledge and conceptual understanding through the Programmes of Study. Pupils are given the opportunity to develop both investigative and analytical skills. We teach them to observe and measure accurately, to predict outcomes, and to classify, record and communicate their experiences.

## Religious Education

The School is a Church of England foundation school safeguarded by the Education Acts.

Religious Education in this school reflects the aims of the agreed Hampshire syllabus "Living Difference III". Religious Education should foster in pupils a reflective approach to living and enable and enrich this process through their study of living faiths, acknowledging the fact that the religious traditions in Great Britain are in the main Christian but taking account of the other principal religions represented in the Country.

Pupils will be encouraged to develop:

- an awareness of the spiritual dimensions of life
- the ability to understand and interpret the variety of ways in which human beings express meaning
- the ability to describe, understand and evaluate the beliefs and practices of the religious traditions and particularly Christianity

The importance attached to the subject reflects the School's Church foundation and its continuing links with the local Christian Community. The children visit St Andrew's Church for services and the Rector (or a representative) visits the school for Collective Worship every Wednesday. The school benefits from the support of the Diocese of Winchester, in particular their educational service.

Any parent who wishes to withdraw their child from RE and Collective Worship should discuss the matter with the Headteacher.

## Computing

Computing in our school is taught from National Curriculum through both specific computing and cross-curricular topics. Each classroom has an interactive whiteboard and we have a bank of laptops and iPads for pupil use. All of our PCs, laptops and iPads are networked and have internet access, they have full multimedia capacity and access to colour printing. Children use IT in a variety of ways which include: programming, word processing, desk top publishing, spreadsheets, data handling, graphics packages, presentation software and simulations.

## History

In history, the children study important episodes and developments in Britain's past from ancient to modern times, learning about ancient civilisations and the history of other parts of the world. The children are encouraged to develop a range of historical skills and concepts. Chronology, change and continuity, the importance of historical sources and of differing interpretations are all important aspects of this subject.

## Geography

Geography starts by giving the children the opportunity to study their immediate location, after which they look further afield. Children are encouraged to develop lines of enquiry. We make good use of the local environment, including the grounds of The Vyne.

## Art

Many of our art topics have cross-curricular links with other subjects. The children are given the opportunity to communicate their ideas and feelings in a visual form. They will use a wide range of media and techniques. We also study the work of various artists and the techniques they used.

## Design Technology

The technology curriculum allows children to develop the skills of designing, making and evaluating products. Pupils work with food, wood, card, fabric and electrical control. This subject is mainly practical and often linked to cross-curricular topics.

## Music

In music, we encourage the children to sing, perform and using their own notation, record the musical ideas they have developed. We study a wide range of music from all times and many cultures. We focus on listening skills and how to communicate their moods and feelings through the medium of music. We also buy into the Hampshire Listen2Me scheme.

## Physical Education

The PE curriculum covers gymnastics, games, dance, athletics and swimming. All children from Year 1 onwards are offered swimming lessons. Each class has timetabled sessions for indoor and outdoor PE. Good sportsmanship and teamwork are encouraged throughout. We also take part in sporting events and competitions with other local schools.

## Personal, Social, Health and Citizenship Education

We have a comprehensive programme relating to PSHCE. This includes working on personal safety, citizenship, health and personal fitness and global issues. We use the SEAL programme to deliver the majority of this.

## Sex and Relationships Education

After careful consideration the Governors of Sherborne St John Church of England Primary School have decided the aims of Sex Education at the School should be to:

- present accurate biological facts and information related to conception, birth, growth, puberty and adult parenting
- promote respect for themselves and others
- develop skills in informed decision making and communication
- appreciate the value of stable family life and the responsibilities of parenting

These items will form part of the curriculum concerned with science and personal and social development and will be dealt with in a manner appropriate to the pupils' age and experience in accordance with the requirements of the National Curriculum. The topics will be presented within a moral, family-orientated and Christian framework.

### Cross-Curricular Projects

Some of our teaching is delivered through cross-curricular projects, which incorporate several subjects.

### Special Needs

For a variety of reasons some children find learning more difficult than others. Our continuous monitoring and assessment systems ensure that we are aware of the children's needs. For the most part these children's needs are met within the classroom. However, in some cases, small groups or individual children are withdrawn for additional help with our Special Needs Assistant or one of our Learning Support Partners in consultation with our Special Needs Co-ordinator.

The Special Needs Co-ordinator will monitor progress alongside the class teacher and liaise with more specialist colleagues such as the Educational Psychologist. Children with Special Educational Needs are placed on a register and categorised in line with the Special Needs Code of Practice.

### Summary of Special Educational Needs Policy

(The full policy can be viewed on our website or by request to the Headteacher)

Sherborne St John Primary School strives to provide the highest possible learning experience for all children.

Pupils with SEN are identified by:

- Information and referral from previous schools
- Screening tests on entry and at other times
- Tests in each school year
- Concern expressed by teachers, parents or pupils.

A special needs register is kept in school and regularly updated by the Special Needs Co-ordinator (SENCO).

Children with SEN are integrated into classes and the National Curriculum is differentiated by teachers. Some children are additionally supported by a Special Needs Assistant who works in liaison with the class teacher and SENCO. Many of these children have an Individual Education Plan (IEP) which identifies clear targets for improvement. This is reviewed and monitored regularly involving the parents and pupils.

The SEN regulations came into force from September. Children with SEN are identified and receive extra support. An additional category, Early Intervention, is used to monitor children who may need occasional support and/or who are causing concern.

The Local Educational Authority may make a formal assessment of Special Educational Needs if appropriate. In some cases, an Educational Health Care Plan (EHCP) is issued.

A SEN register is kept by the school and updated termly and monitored by the SENCO. The number of children at each stage is monitored alongside the natures of the child's difficulty. The progress of the children is tracked carefully.

Our SEN policy is fully in line with the National Code of Practice. The register of children having SEN ensures that each pupil receives the support needed. Parents will be invited to discuss progress and ways of helping at home.

### The Able Child

We have a policy for the teaching of able children. We believe that all children have the right to an education appropriate to their needs and abilities. Children that are identified as being able, gifted or talented will have their work differentiated as appropriate and may be involved in events organised by our cluster of primary schools or a linked secondary school.

### Homework

We feel that it is important for all children to undertake a programme of homework. In the Infants, this consists mainly of reading activities, spelling and maths. The Juniors have a programme of homework which gradually increases, including reading, spelling, tables and research and set tasks arising from class or group lessons.

Parents can help by ensuring that homework is completed and returned on time.

Homework band	Time Allocation	Content
Reception – A	1 hour/week	reading/phonics, number
Year 1 – B	1 hour/week	reading, phonics/spelling, number
Year 2 – C	1.5 hours/week	literacy & maths
Years 3/4 – D	2 hours/week	literacy & maths + science/topic assignments
Years 5/6 – E	2.5 hours/week	literacy + maths + assignments across the curriculum

### The Homework Schedule

All children will be expected to read for 10 minutes a day as part of their homework. This should be a joint venture between parents and children for bands A - D. Pupils in band E should read aloud to parents at least once a week and more often if reading is still not completely fluent. Each pupil will have a home/school reading book, which will be used as a two-way communications tool between teachers and parents.

Homework Band	Monday	Tuesday	Wednesday	Thursday	Friday
<b>A</b>	Reading phonics	Reading	Reading	Reading & Maths	Reading
<b>B</b>	Reading, Phonics or Spelling	Reading	Reading	Reading & Maths	Reading
<b>C</b>	Reading, Phonics or Spelling	Reading & Maths	Reading	Reading & Maths	Reading

<b>D</b>	Reading & Spelling	Reading & Maths	Reading & Science / Topic	Reading & Maths	Literacy
<b>E</b>	Reading & Spelling	Reading & Maths	Reading & work across the curriculum	Reading & Maths	Literacy

### Before and After School Clubs

We offer parents the opportunity to enrol their children in before and after school clubs, usually run by an external provider. Currently there are clubs for judo, fencing, football and gymnastics. We also offer music tuition in guitar, flute, clarinet and recorder.

### Educational Visits and Visitors

We believe in giving children access to first hand experience to enhance their education. Educational visits help us deliver a broad and exciting curriculum. We ask you to make a voluntary contribution towards the cost of these activities. We rely on your support and lack of support would mean that the activity could not take place. (The Education Reform Act prevents schools from charging for activities which take place in school time).

The activities which you may be asked to contribute towards include:

- Class or school visits to the theatre
- Class or school educational visits
- Visiting theatre groups or musicians
- Transport to take the children to a venue away from school

This is in line with the school's charging policy (A copy may be requested from the school office).

### Professional Training Days

In addition to the listed school holidays, five days have been allocated for use as professional development days for staff. These closures are statutory and you will be informed of these dates as far in advance as possible.

### Concerns

At our school we aim to resolve parent's concerns at the earliest opportunity, so that children's life in school is not adversely affected. Therefore, in cases of concern it is important the parents talk with staff as soon as possible. If you are ever concerned or have questions regarding anything that happens to your child whilst in our care, then please let us know. The Headteacher, or another member of staff, is always available at the school gate first thing in the morning, but if she, or your child's teacher, is not able to speak to you, we would then ask you to follow the steps outlined below.

Step 1 - How to share a concern.

Speak to your child's teacher, either at the end of the school day at the gate or make an appointment via the school office. The class teacher will then discuss your concern and try to

resolve it.

Step 2 – What to do if the matter is not resolved through informal discussion or if the concern is about the class teacher.

Make an appointment to speak to the Headteacher in order to resolve your concern.

Step 3 – How to take the matter further or if your concern is about the Headteacher.

Please ask for a copy of our complaints procedure from the school office which will provide you with detailed information about how to proceed.

### **Disclaimer**

The information contained in this prospectus is intended for the parents of all children. It was correct at the time of publication but Government legislation, County Council policy or changes in the circumstances of the school may create the need for revision of content.

This prospectus is available on the school website.