

**Runcorn All Saints' Church of England
Primary School**



'Living and Growing Together as Children of God'

SCHOOL PROSPECTUS

Executive Headteacher: Mrs. R. Tainsh

Deputy Headteacher : Mr. A. Bainbridge

Chair of Governors: Mrs. L. Parkes

**Church St
Runcorn
Cheshire
WA7 1LD
Tel. 01928 572091
September 2018**

Mission Statement

At Runcorn All Saints we believe that every child is a gift from God, and as such we endeavour to provide our pupils with rich learning experiences in order that each achieves their full potential.

Our ethos and Christian values of respect, love, hope, peace, compassion, and responsibility provide the children with an understanding of how they may follow the teachings and life of Jesus serving others in the wider community.

Children at All Saints thrive and flourish in the knowledge that they are loved by God.

Statement of Curriculum Aims

Runcorn All Saints' School aims to:

1. Educate pupils intellectually, spiritually, morally, aesthetically, physically and socially within a school ethos which is firmly based on Christian principles;
2. Be committed to helping pupils develop the basic skills of English and Mathematics.
3. Enable pupils to grow in each of these areas and to achieve fullness of life through discovering their talents, by putting before them positive and realistic goals;
4. Promote Christian values within the school as exemplified by the life and teaching of Jesus Christ and to encourage in pupils a sense of decency, commitment, self-reliance, responsibility, respect for others and a healthy self-esteem;
5. Prepare pupils for life in the community beyond school and to encourage everyone to be the type of person who can make a positive contribution to the society and environment in which he/she lives;
6. Stimulate in the child a sense of curiosity and excitement about the world and to encourage him/her to search for truth, meaning and purpose in life and to provide opportunities to search for a faith by which to live.

Curriculum Content

The basic curriculum delivered at Runcorn All Saints comprises of the National Curriculum core subjects of Mathematics, English, Science and Computing, the foundation subjects namely History, Geography, Design Technology, Music, Art, Physical Education and Religious Education.

The Foundation Stage curriculum is split into 2 principles, incorporating the 7 areas of learning. These are all interlinked and include Personal, Social and Emotional Development, Communication and Language, Literacy, Mathematics, Understanding of the world, Physical development and Expressive Arts and Design.

The whole curriculum offered to children is broader than this and includes elements which are concerned with the intentional promotion of pupils' personal and social development, focusing on aspects of equal opportunities and education for life in a multicultural society. Cross-curricular themes incorporating health, citizenship and environmental education extend pupils' knowledge and understanding, and help them to develop new concepts and skills. These involve questions of values and beliefs and encouraging pupils to examine their own attitudes. This whole curriculum is offered to children throughout Key Stages 1 and 2. Extra curricular activities broaden the curriculum still further by offering opportunities for developing skills .

Our Long Term Plans enable us to deliver a broad and balanced curriculum across the Key Stages. The National Curriculum 2014 is firmly in place with daily English and Maths lessons providing activities which focus on the ability of different groups within each class. All areas of the curriculum are delivered through schemes of work. A range of teaching and learning approaches are employed related to the age and ability of the pupils. Classroom teaching is enhanced by the use of ICT and a range of visits.

Sport and P.E. – We offer a wide range of sports to our pupils. All children from Y3-Y6 have swimming lessons during the school year. This is viewed as an important part of the curriculum both as a part of Physical Education and as a way of keeping safe, given the situation of the school between three stretches of water. Other sports / activities offered include: football, Kwik Cricket, rounders, gymnastics and dance. The facilities available include a small indoor hall and an outdoor play area, which is large enough for a five-a-side football pitch. Where available local coaches and support teachers are involved in the teaching of games and sport e.g. Kwik Cricket, football, handball, archery and swimming.

Religious Education

Runcorn All Saints' Primary School is a Church of England Aided School which is committed both to providing a high standard of education to all pupils and to sharing the Christian faith in such ways that boys and girls can recognise its worth.

Religious Education is an essential part of the school curriculum and seeks to:

- Communicate the heritage and practice of the Church in a vital and challenging way, relevant to life today;
- Involve children in relationships in which they will know love in all its aspects - acceptance, trust, forgiveness etc. and provide the opportunity for sharing;
- Provide experiences and activities to promote a common spiritual awareness;
- Give children opportunities to discover, appreciate and evaluate the reality of God through Creation, through Jesus and the lives of others;
- Involve the children in worship in which feelings are aroused and spiritual sensitivity deepened;
- Develop a sense of personal responsibility for their own behaviour and its consequences and to be sensitive to the feelings of others;
- Provide a secure setting within which boys and girls will have sufficient confidence to explore the beliefs, practices, views and feelings of fellow human beings in our multicultural society.

At Runcorn All Saints' Primary School religious education has a clear structure so that it can be taught effectively as a subject in its own right and be integrated into the primary topics where and when appropriate. The Guide to Teaching of Religious Education for use in Church of England Aided Primary Schools in the Diocese of Chester, published by the Diocesan Education Association, is used as important resource material. Our daily act of collective worship is regarded as part of the religious education offered and the content is monitored and recorded.

Parents are welcome to our Family Assemblies held in church on Wednesday mornings at 9.10am

The right of parents to withdraw their child/ren from religious education lessons and/or acts of collective worship is respected but we would be asking parents to help supervise children for the duration of the lesson / assembly times

The Arts - a range of cultural experiences and opportunities are provided which may include:

- visits to art galleries and theatres
- collaborative opportunities for participation in the arts e.g. musical events,
- theatre groups and musicians performing in school,
- extra curricular art and music clubs (as part of the range of clubs offered),
- opportunities for staff to further their and expertise through training.

Sex Education

Sex Education is seen as part of the wider curriculum along with personal, social and Health Education which is offered throughout the school. The children are taught to take care of themselves and about how their bodies work, with Sex Education being a natural progression, being included specifically during Year 6. The school nurse is involved, providing video material, leaflets and further information where required. As this is part of the whole school curriculum all children are included, sensitivity to levels of maturity are exercised. Parents and other interested parties are welcome to view the resources used either prior to or during the relevant lessons. Parents have the right to withdraw their child from all or part of the sex education provided, except that which is required as part of National Curriculum science.

Organisation of Education

As Runcorn All Saints is a small school some of the classes will include mixed age groups. Consequently in any class there can be a range of ages and ability. The tasks set for the children are differentiated in order to cater for individual needs, according to age and ability. Every effort is made, by enhancing staffing ratios from the school budget, to keep class sizes as low as possible, ideally all classes will have no more than 30 pupils.

Homework

As children progress through the school the amount of homework they are expected to do will increase. All children are encouraged to take home reading books to read **with** their parents or other members of the family. Regular reading is vital. On entry to school every child is given a home/school reading folder which includes a record book for parents to

record when a book is shared and also any relevant comments. Play is a vital part of a child's development and particularly at Key Stage 1 and we would encourage parents to spend time playing with their children. The homework given to all pupils is within the current DfE guidelines. Children should be encouraged to complete any homework given.

Government Recommended Time Allocation for Homework

Years 1 & 2	1 hour a week	reading, spellings, other literacy & numeracy work
Years 3 & 4	1.5 hrs a week	As above with occasional tasks in other subjects
Years 5 & 6	30 minutes a day	regular weekly schedule with continued emphasis on literacy and numeracy but also ranging widely over the curriculum

Extra Curricular Activities

Extra curricular activities may include, dance, sports, design technology and art. The subjects offered are reviewed and may be changed termly.

Assessment

Assessments are carried out on entry and at the end of the Reception year (Foundation Stage Profile). Parents are encouraged to be involved in this process.

Children's ability to blend and segment groups of letters to form words is tested in the Y1 phonics assessment test.

Statutory National Curriculum Tests are administered at the end of each Key Stage in years 2 and 6 . Individual pupil results in all tests are reported to parents.

In all Key Stages children's progress is assessed each term and targets for further improvement set.

For information regarding current results of standardised testing please visit the school website www.allsaintsprimaryschool.net

Special Educational Needs

All pupils in the school have equal access to a broad and balanced curriculum. Account is taken of the needs of all pupils, tasks and activities being differentiated to meet specific needs wherever possible. The school adheres to the Code of Practice for Special Educational Needs 2014 . Pupils deemed to have any special needs, either short or long term, will have their name placed on the school's special needs register. The parents of all children on the register are kept informed and the child's progress is carefully monitored. The special needs register is reviewed annually. Copies of all policies related to the work in school are available from the Head Teacher.

Pastoral Care

We aim to encourage a family atmosphere at Runcorn All Saints in which Christian principles are practised. Everyone in the school is valued as an individual and will be listened to and cared for. Pupils experiencing any kind of problems are encouraged to share their worries initially with class teachers and/or the Headteacher or Deputy Headteacher. Steps to resolve any difficulties are taken sensitively and carefully in consultation with parents where appropriate. Parents are always welcome in school. Any parent wishing to help in school is most welcome to approach their child's teacher. A close working relationship with parents is beneficial to all concerned and is encouraged.

Reporting to Parents

Parents will be advised of their child's progress through termly parents' evenings. At the end of the summer term a written report will be sent home. Parents are given the opportunity to express their opinions about the school through a parent questionnaire.

Organisation of the School Day – school starts at 8.50am

Timetable

8.50 - 9.00 am Registration
10.30 – 10.45 am Morning Playtime
12.00 noon - 1.00 pm Infant Lunch Time
12.15 pm - 1.00 pm Junior Lunch Time
3.00 pm School Closes

School opens at **8.50 am children arriving after this time will be marked late. Register closes at 9.30 am any child arriving after this time will be marked as absent from the morning session. Parents will need to seek authorisation from the headteacher for such absence.**

The hours spent on teaching during the normal school day, including religious education but excluding the statutory daily act of collective worship, registration, and lunch and other breaks is as follows:

Age Hours

5-7 22 hours 25 minutes
7-11 23 hours 40 minutes

Safety and Security

A great deal of work has taken place in trying to ensure the safety of the children whilst in school. To this end access into school has been restricted so that 'unwelcome' visitors cannot gain easy access. We need the co-operation of everyone to ensure that this system is effective. At home-time we request that parents wait **outside** the building. This is a very busy time of the day and too many people in a small space presents a Health and Safety risk. More importantly it becomes a security issue: when there are a lot of adults around it can be difficult to see who a child leaves the building with.

Our door is always 'open' and we value parents' interest and concerns about their child's education at any time during the year. Class teachers are happy to see parents informally at the **end** of the school day. It is helpful if arrangements can be made **in advance**, as teachers often are involved in organising extra curricular activities, attending training courses or staff meetings.

Uniform

We would ask you to respect our policy and **ensure** that your child comes to school wearing school colours. School uniform helps children identify with the school, is less costly than "ordinary" clothes and saves arguments about what should be worn for school. Items displaying the school logo are available from 'Lazer School Wear' situated in the Old Town . Other items of our uniform are easily available from local supermarkets. **ALL ITEMS OF SCHOOL UNIFORM MUST BE CLEARLY NAMED -**

Grey skirt, pinafore dress or trousers

White polo shirt

White socks or navy/grey tights for girls, grey socks for boys

Royal blue school sweatshirt or cardigan

(Blue and white gingham dresses are optional in the summer for girls)

Black shoes.

Physical Education

PE is part of the National Curriculum which we have a legal obligation to teach. Children can only be excused from PE if they are physically unable to take part.

All children need to change for PE to comply with school, Local Authority and National Health and Safety Regulations. **The wearing of jewellery during PE is against such regulations.** On PE days earrings (studs being the only permissible type in school) should be left at home. School cannot be held responsible for the loss of any personal property. If losses occur we recommend claims be made against your home contents policy.

P.E. Kit should include: - a gold school tee shirt with logo, or yellow polo shirt, blue shorts, white sock (girls) and black sock (boys) and pumps, trainers can be used for lessons outside.

This should be kept in a **named** bag and brought to school on Monday. P.E. lessons are timetabled but it would be wise to leave kit in school until Friday.

Swimming

The close proximity of stretches of water leads us to putting a strong emphasis on learning to swim. Each year we try to ensure that all children from Y3- Y6 have swimming lessons. We ask for a contribution to the cost. The children need an all in one swimsuit or swimming trunks or swimming shorts (no pockets) and a towel.

Jewellery

All forms of jewellery should not be worn. Such items can be dangerous when children are running around in the playground. If lost or damaged it can be very upsetting and school cannot accept responsibility for such occurrences. Studs are the only acceptable form of earring; these have to be removed for P.E. and swimming lessons.

Discipline

Teachers share with parents a responsibility for pupils' behaviour. The need for good behaviour is emphasised. A system of rewards and encouragement is used to foster positive attitudes. We encourage our children to be caring, courteous and respectful of people and property.

From time to time children experience difficulties in school, often related to friendships, class rules and playtimes, sometimes arising outside school. Close co-operation between home and school can give the child the support he/she needs.

Should any problems arise concerning disruptive behaviour in school these will initially be dealt with by the class teacher. More serious problems are brought to the attention of the Deputy Head and/or the Headteacher and depending on their frequency, nature or severity; parents may be informed and asked to help. Thus any disruptive behaviour can be modified in the caring, Christian atmosphere that is always at the heart of our school life.

We would suggest that children do not bring toys and other 'precious' items into school, including mobile phones, these are often the cause of problems at playtimes and may get damaged, which is upsetting for the child.

School Rules

School rules are kept to a minimum. The following rules form the basis of our discipline/behaviour policy.

Rules should be observable, specific and applicable, no matter what activity or which adult is in the classroom. These are rules that apply specifically to lunchtimes and are core rules for each class.

The Core rules

- I will be polite and show respect to everyone
- I will listen to others and do as I am asked
- I will work hard
- I will respect things that belong to other people
- I will always walk inside our school

At lunchtime:

- I will sit where I am asked
- I will eat my lunch quietly and sensibly
- I will use good table manners
- I will not share food

Rewards:

We aim to use positive recognition to motivate pupils to choose responsible behaviour. Rewards must be consistently applied and not taken away as a sanction.

Rewards include:

- Verbal praise, smiles
- Individual, group and class reward systems, - Top tickets and house points
- Lunch Hall Merits

- 'Star of the Day' / Week
- Sharing work and positive behaviour with other adults and children
- Reward stickers for good work
- Golden Time
- Good News Home – communication with parents
- Head teacher's awards

Children who **choose** to break the rules receive negative consequences:-

.

We aim for consequences to be realistic and do not believe that they need to be severe to be effective.

Our consequences are:

Happy face/ Sad face system

At the start of each lesson each child's name on happy face.

1. Verbal warning
- 2 Second warning child's name removed from Green Happy face and placed on Yellow warning face.
3. Third warning child's name removed Yellow warning face and placed on Unhappy Red face.
4. 'Time out' within the classroom for a limited period to be separated from peers.
5. Miss 5 minutes playtime stay in class with adult.
6. Cycle to start again next lesson.

If a child continues to misbehave in next session then following the cycle staff will inform the Headteacher who will speak to the child and if necessary...

7. Contact parents
 8. Individual Behaviour plan.
- * Incidents of serious concern will automatically be referred to the Headteacher or in her absence the Deputy Head.

On occasion, consequences may need to involve making reparation for the action, e.g. writing letters of apology.

Exclusion is used as a final sanction.

The systems within our discipline/behaviour policy are regularly reviewed.

Complaints Procedure (according to arrangements under Section 23 of the Education Reform Act)

Stage 1: the complaint will be heard by a member of staff

Stage 2: the complaint will be heard by Headteacher

Stage 3: where there is still no resolution the Governing Body's complaint appeal panel will hear the complaint.

If the complainant refers specifically to Religious Education or worship then the Governing Body and the Headteacher will consult Diocesan Advisors who shall investigate the complaint and prepare a report for the Governing Body who shall fully consider the matter.

The Clerk to the Governors will give the outcome to the complainant.

Attendance

Regular attendance at school is essential. The school aims to ensure that all children attend school on a regular basis and will involve the Education Welfare Service where concerns over individual rates of absence and/or punctuality arise. A copy of the DfE regulations regarding attendance and absence is available in school.

Holidays in Term Time

All Saints has adopted the Halton Holidays in Term Time policy – a copy may be obtained from the school office. We believe every day is a vital learning experience and that regular attendance enables children to achieve their full potential. The headteacher will therefore not authorise holidays taken in term time unless there are specific exceptional circumstances as outlined in the policy.

Pupils' Records

Information kept on record will include:

- Name of parent(s) to whom access to the pupil's records will be granted.
- Pupil's full names, address, telephone number, date of birth, schools previously attended, position in family, doctor's name and parents' emergency contact address and/or telephone number.
- All formal reports, internal test results, examples of work where appropriate and attendance records.
- Tests results National Curriculum information required to be made available to parents under the Education Regulations for Individual Pupils' Achievement 1990.
- Any other information deemed by the school to be significant, including that supplied by third parties e.g. Education Psychology Service, Social Services and Health authorities.

These records are generally updated annually with information about academic achievements, skills and abilities and progress in school. Parents have access to these records.

Admission to School

Standard Admissions Limit

The standard admissions limit is 20 pupils in any one year group. This limit is reviewed annually by the governing body and may be changed after detailed consultation with, and approval from, the DfE.

Reception aged children in Halton are admitted once during the academic year – i.e. all children who are 5 years old between 1st September 2018 and 31st August 2019 will be admitted at the start of the Autumn term 2018 See our **Admission Policy**

Arrangements for the admission of pupils with disabilities (Education Act 2005)

The school has an ethos of promoting inclusion. Pupils with disabilities can and have been accommodated. The school has recently been adapted to include disabled toilet facilities, easier access to the building for wheelchairs, including ramps and handrails at the front of the building. The school regularly reviews provision and updates the accessibility plan.

School Transfer

If you move house and it becomes necessary for your child to move to another school please let us know as soon as possible so that records of your child's progress and achievements can be transferred.

All children transfer to secondary education in the September after his/her 11th birthday. The secondary schools local to Runcorn All Saints' are St. Chad's Church of England and Catholic High School, The Heath, and The Grange .

Parents of year 6 pupils will be sent information about how you can apply for a place at the high school in the Autumn term prior to the children leaving.

List of Governors September 2018

Foundation DBE	Mr. J. Vardy
Foundation DBE	Mr. A. Brocklehurst
Foundation DBE	Mrs. A. Smith
Foundation DBE	Mrs. P. Brocklehurst
Local Authority	Mrs P. Sinnott
Parent Governor - Chair	Mrs. L. Parkes
Associate Governor	Mrs. S. Mitchell
Staff Governor	Mr. A. Bainbridge
Executive Headteacher	Mrs. R. Tainsh
Foundation DBE incumbent – Vice Chair	Rev. D. Guest