



**SLAITHWAITE C E (C)  
J & I SCHOOL**

***'TWO GATES'***

**SCHOOL PROSPECTUS**

**2018/2019**

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**"Pupils' behaviour and safety are outstanding. They are exceptionally enthusiastic about their learning and very well behaved"**

Ofsted Inspection December 2013

Dear Parents and Guardians

Choosing a primary school is very important. These days it is not just about sending our children to the local school. As a result of government legislation and greater availability of information we are able to make real choices about the best school for our children and have a responsibility to ensure that they receive the best education possible.

A child's academic career begins at the age of four and for the next twelve years or so they will be expected to remain in full time education; it is vitally important therefore that he/she gets off to a good start and has the opportunity to be happy and enjoy their schooling while at the same time being able to develop to their full potential academically, spiritually, morally, culturally and physically.

Here at Slaithwaite C E (C) J & I School, or 'Two Gates' as it is locally known, we have a proud tradition of aiming to provide children with the highest possible standard of education in a friendly, secure and safe environment. We have an experienced and enthusiastic team of teaching and non teaching staff and a governing body, many of whom are parents of children in school, whose main priority is the provision of education to the highest standards for the benefit of all pupils.

This prospectus is designed to give you information and hopefully answer some of the most frequently asked questions about school life.

Should you require any more information, our staff and governors are always accessible and more than willing to make arrangements outside normal school hours to discuss any aspect of the school's work.

We look forward to welcoming you and your child to the school for what we hope will be a fulfilling and rewarding time at 'Two Gates'.

Yours sincerely

**The Governing Body of Slaithwaite C.E (C) J. I School**

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This booklet has been written to give you some information about our school, and make suggestions that will help your children throughout their school life.



# *Our school values*

As a church school we believe in God and respect each other.

It is a Safe place for everyone to to have fun and learn.

Everyone is encouraged to do their best and to help others to do the same.

Everyone leaves our school excited to learn more and ready for the journey ahead.

Everyone is made to feel equal and inspired to achieve their goals.

The children of Slaithwaite C.E.J.I School  
September 2017

The local education authority responsible for our school is Kirklees Metropolitan Council.

The address of the Children's and Young People's (CHYPS) Office is:  
Civic Centre 1  
Huddersfield  
Tel. 01484 221000

The school is managed by a Governing Body, which includes parent and teacher representatives. The Chairperson for our school is: Mrs A Parkinson.

When a vacancy for a parent representative occurs, parents are notified by letter and nominations are requested for elections.

Slaithwaite CE (C) School is a Kirklees Local Education Authority (LA) Controlled Junior and Infant School. The school is affiliated to the Anglican Church, and seeks to promote a caring and sharing ethos appropriate to a church school.

The school caters for children from the ages of 4+ to 11+ years.  
The years - Reception, Yr1 and Yr2 organised as Foundation and Key Stage 1.  
The years - 3, 4, 5 and 6 organised as Key Stage 2.

The children are assessed in line with Government Legislation at the end of each Key Stage.

Situated in a pleasant semi-rural area, the school was built in 1968. It occupies an extremely attractive site with panoramic views over the Colne Valley. It has excellent facilities, including large playing areas, sports fields, a natural pond, a purpose built outdoor cabin, woodland areas, and purpose built allotments for children to garden and a habitats garden to support environmental education.

Internally the school has 6 classrooms and a large multi-purpose hall. The school has a purpose built "Nature Cabin" which is used for teaching and learning. All children have high quality learning experiences in our extensive grounds. Meals are cooked on the premises in the school's own kitchen, which has been awarded the LA's 'Healthy Choice Award'.

# **BEHAVIOUR**

## **School Behaviour and Anti Bullying Policy**

At our school the *Governors* and all staff believe it is important to work together with pupils and parents to promote high standards of behaviour.

We want children to flourish both academically and socially. The purpose of this summary is to enable parents to:

- help their child (ren) get the best from school.
- respond sensitively to problems if they occur.
- know who to contact in school if there are problems at home or in school.

The 'positive behaviour approach' emphasises what children **SHOULD** do rather than what they **SHOULD NOT** do.

We give clear behavioural instructions, for instance instead of saying 'Don't run in the corridor' we would say, 'Walk in the corridor please'.

We try not to take good behaviour for granted, and use a range of **PRAISE AND REWARDS** when the children behave well.

**SANCTIONS** are used to deal with repeated or serious behaviour problems. We have clear policies in school for good behaviour and sanctions for unacceptable behaviour.

## **Our School Rules (formed by our children)**

### Inside

- Walk in school
- Keep hands and feet to yourself
- Follow the fire alarm rules
- Always be kind to each other

### Outside

- Don't play fight
- Only go on the climbing equipment when it's your turn
- Stand still when the bell rings and walk to your line
- Enjoy your playtime!

There are also some specific rules and routines for each class. The children are consulted about these, and are expected to keep them once they have been

agreed. There are class reward systems too-which always end in a class treat!  
We also have agreed routines to enable lunch times, playtimes, assemblies and PE etc to take place in an orderly and calm way.

### **Bullying**

Bullying can take several forms: hitting, kicking, pushing, name calling excluding etc.

We take bullying VERY seriously and urge all children to tell an adult if they see or experience any bullying.

Similarly if parents have any concerns, we urge them to discuss this with class teachers and/or the Head Teacher or Deputy Head Teacher.

Children are asked not to retaliate if someone hurts them, but to tell an adult immediately.

At playtimes we do not allow 'martial arts' type activities or any type of play fighting!

Swearing is not allowed in school or in the playground.

### **Complaints**

Concerns expressed by parents and others about the school curriculum and related matters, should in the first instance, be dealt with in an *informal* discussion with teachers and the Head Teacher.

If a concern cannot be resolved informally these will be considered as *formal* complaints under Section 23 (copy available in school) and may be addressed to the Governing Body. If its investigations are unsatisfactory the complaint will then be referred to the LA.

## STAFF IN SCHOOL

### THE STAFF THROUGHOUT THE SCHOOL ARE:

Mrs E Bradley	Head Teacher
Miss K Millward	Deputy Head Teacher
Mrs P Cherrington	Teacher Leadership Team
Miss L Connolly	Teacher
Mrs J Oversby	Teacher
Miss C Wadsworth	Teacher
Mrs J Evans	Part-time teacher
Mrs F Beckett	Part-time teacher
Mrs J Hoyle	School Business Manager
Mrs D Booth	Higher Level Teaching Assistant
Mrs D Brook	Education Assistant
Mrs J Appleyard	Education Assistant
Ms L Wilyman	Education Assistant/SEN
Mrs S Knapton	Education Assistant
Ms R Hughes	Education Assistant
Ms P Wood	Education Assistant
	Senior Lunchtime Supervisor
Mrs D Sharpe	Assistant Lunchtime Supervisor
Miss R Hughes	Assistant Lunchtime Supervisor
Ms R Bulmer	Assistant Lunchtime Supervisor
	Education Assistant
Mr K Carr	School Cleaner
Ms P Wilkinson	School Cook
Ms A Nearey	Kitchen Assistant
Mrs C Brook	Catering Assistant

### Teaching Staff

The Teaching staff of the school are dedicated hard working teachers who share responsibilities for the various areas of the curriculum. They are a stable staff with plenty of teaching experience.

Parents/Carers are encouraged to discuss any matters concerning their children or education in general with the staff, either after school, or if a prolonged discussion is envisaged, by making an appointment.

The Head Teacher of the school assumes overall responsibility for the running of the school. She is supported by the Deputy Head and senior teacher who also take



major responsibility for certain areas of the curriculum.

All class teachers have a responsibility to ensure the safety of the children in their care and report any concerns to the Designated Safeguarding Officer (Head Teacher) in accordance with the LA/School guidance on Child Protection and Safeguarding Procedures, also available in school for inspection. A number of classteachers (including Head and Deputy) are first aid trained along with some of the support staff. Two members of staff are trained in Paediatric first aid. All staff are trained in Child protection and Safeguarding procedures.

Job descriptions are constantly being reviewed, and are also based on the Teachers Pay and Conditions document.

## **CLASS ARRANGEMENTS/ABSENCE RECORDS**

### **Class Arrangements as at September 2016**

We have six classes comprising:

Oak Class	Mrs Cherrington	Early Years
Cherry Class	Miss Wadsworth	Yr 1
Beech Class	Mrs Evans/Mrs Beckett	Yr 2
Hazel Class	Miss Millward	Yr 3/4
Willow Class	Miss Connolly	Yr 4/5
Sycamore Class	Mrs Oversby	Yr 5/6

### **Authorised and Unauthorised Absences for the Year 2016/2017(up to July 2017)**

Pupil information for the period.

Number of pupils of compulsory school age on roll for at least one session in period.	144
Authorised absence in the period.	2.25%
Unauthorised absence in the period.	0.65%
Total attendance	97.09%

## **ADMISSIONS**

Parents wishing to apply for a place are asked to contact the local authority. Arrangements can be made for parents to visit the school prior to making an application.

Children are admitted once a year into our Early Years Foundation stage in September. These are children whose 5<sup>th</sup> birthday falls between 1<sup>st</sup> September and the 31<sup>st</sup> August the following year.

### **Admission to all Key Stages**

- 1) children in public care (looked after children)
- 2) children who live in the school's Priority Admission Area (PAA) who have an older brother or sister attending from the same address at the date of admission
- 3) other children who live in the school's priority admission area
- 4) children who live outside the school's PAA who have an older brother or sister attending from the same address at the time of admission
- 5) other children who live outside the school's PAA.

Community and controlled schools will admit children with Education and Health care plans where the school is named in the plan.

### **Notes**

- a) Children in priority 1 above may also be admitted above the Published Admission Number (PAN).
- b) If we cannot agree to requests for admission in priorities 2 to 5 above without exceeding the PAN, we will give priority up to the PAN to children living nearest the school.
- c) Distance is measured in a straight line from a child's home address to the school. Measurements are calculated using seven-figure grid references for each address taken from Ordnance Survey ADDRESS-POINT<sup>®</sup> data. This grid reference relates to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is derived from Ordnance Survey Land-Line data. For smaller, residential properties the grid reference denotes a

point near the centre of the building. For larger properties, like schools with, for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 0.1 metres.

- d) 'Live' means the child's permanent home at the date when applications close or, if a significant house move is involved, the latest reasonable date before the final allocation of places.
- e) For children transferring from First and Middle schools, preference within any of the priorities 2 to 5 above (up to the PAN) will be given to children attending either a first school in the middle school priority admission area, or a middle school in the high school priority admission area.
- f) A Priority Admission Area means a geographical area determined by Kirklees in consultation with the governing body of the school.

## SOME HELPFUL DETAILS ABOUT SCHOOL

Our school seeks to establish and maintain good relationships with parents and carers, working in partnership to ensure the best for your children. Parents/carers are welcomed into school, and are kept informed about events and activities by regular newsletters.

The school has regular Parent/Carer Evenings, invitations to Well Done Assemblies and other celebrations.

### School Hours

School opens at 8.50 a.m. and finishes at 3.20 p.m. School sessions start at 9.00 a.m.

Children are not supervised outside school before 8.50 am, so for Health and Safety reasons we ask that they do not arrive before 8.45 a.m.

MORNING SESSION:	9.00 am	-	12.05 pm	KS1
	9.00 am	-	12.15 pm	KS2
AFTERNOON SESSION:	1.15 pm	-	3.20 pm	KS 1 & 2

The school complies with the recommended teaching hours of:

21 hours per week for 5-7 yr. olds

23.5 hours per week for 8-11 year olds.

There are zigzag lines on the road in front of the school; please leave these clear and try to park well away from the school when bringing and collecting your children. These are the busiest times, and for the safety of your children we aim to ease the congestion.

There is an After School Club catering for all the schools in the local area, to register a place or make enquiries please ring 01484 842854. The club also runs in school holidays.

Please see our school website for further information.

[www.slaitwaitejandi.co.uk](http://www.slaitwaitejandi.co.uk)

## **Absence from School**

We do try to encourage full attendance and punctuality. If your child is absent from school it is very important to let us know as quickly as possible. Please telephone to let us know the reason for the absence between 9.00 and 9.30 am, or send a written message with another pupil. If we have not heard by 9.30 am our office will attempt to contact your home. This is very important for the safety of your children, we must know their whereabouts during school hours, and every reason for lateness or absence must be recorded in the school registers. Could we also urge you to take family holidays during school holidays, as term time holidays will not be authorised.

## **Medication**

If your child needs to take a medical prescription by a GP at school, we do ask that you send the measured dose in a clearly named non-breakable container to the class teacher for safe keeping. We also ask you to fill in a medicine request form in class so that a trained first-aider may administer the prescription to your child. The school has a comprehensive medical policy and this will be referred to in all cases of medical needs.

## **Asthma Policy**

In school we recognize that asthma is an important condition which affects many children. We welcome children who suffer from asthma and will ensure that they are able to participate fully in all areas of school life. We ensure that all staff have a clear understanding of what to do if a child has an asthma attack, and aim to work in partnership with parents, governors, health professionals, school staff and children to ensure the successful implementation of the school asthma policy.

## **Lunchtime Arrangements.**

Lunchtime for Key Stage 1 children is from 12.05 to 1.15 p.m.

Lunchtime for Key Stage 2 children is from 12.15 to 1.15 p.m.

All children have a break of 15 minutes in the morning. Key Stage 1 children have another break of 15 minutes in the afternoon. Children are allowed to bring fruit to school for their break, but we do ask that you do not allow them to bring sweets, crisps or drinks. Children are asked not to bring toys to school as they can get damaged or misplaced.

## Dinner Money

This is due on a Monday morning and is £2.12 per day, £10.60 per week at Sept 2017. All Parents/Carers are issued with a password to ensure they can pay for meals and milk online through ParentPay.

Many parents can qualify for free school meals, and advice regarding this can be obtained from the school. Some children bring sandwiches to school for lunch; if your child does this we request that any drink is in a non-breakable container. If your child wishes to transfer from having school dinners to bringing sandwiches or vice versa then we do need to have written notice of these two weeks in advance.

**At present all children in key stage 1 are eligible for a free school meal under the new government legislation for universal school meals.**

## Milk

Milk for all children is available presently at the cost of £11.00 per term. Children eligible for free school meals are also entitled to free milk. Pupils who partake of the 'Milk in Schools' scheme benefit from a subsidy from the Intervention Board. This represents a significant reduction in the actual cost of milk.

## Homework

Regular homework is set for between 1 hour and 2.5 hours per week depending on age, the school works to a homework policy which is given to each new parent. Reading books and records are sent home regularly and we do encourage the children to practise their reading at home. Homework diaries are given to children from year 3 upwards and they are encouraged to record the homework set by their teacher in these. Parents are also encouraged to write in these diaries in order to continue communication between home and school.

## Clothing

We strongly encourage the wearing of the school colours - royal blue, grey, and white. A sweatshirt with an embroidered badge can be purchased from TTW in Huddersfield (St Johns Road tel. 01484 543534) at a reasonable cost.

We do ask you to make sure that all items of school clothing are clearly named. Lost Property is kept in school and may be viewed by parents. If, however items are not claimed, they will be disposed of at the end of the term.

## **Jewellery**

In compliance with LA policy and for reasons of Health and Safety we do ask that children do not wear jewellery to school, the only exception to this being that children who have ears pierced are allowed to wear small studs or sleepers.

Earrings must be removed for P.E lessons.

Substantial footwear is advisable for outdoor use, and we must stress that if children do come to school in wellingtons, then they must have a change of shoes or pumps for indoor wear.

## **Physical Education**

For PE (Physical Education) we recommend simple shorts and T-shirt (preferably in school colours - see the uniform colours). Girls may prefer a blue leotard. Indoor PE is usually done barefoot, but pumps are required for outdoor PE.

At KS2 (juniors) the children will also need warmer clothes for outdoor P.E., e.g. tracksuit or sweatshirt / leggings.

All children must tie back long hair for P.E lessons in Key stage 2.

For football children often wear full kit with boots.

Year 5 also go swimming each week to the local baths.

This may seem a long list, but please do not feel pressured into buying designer labels - old, worn clothing is perfectly adequate for P.E. Please encourage your child to have the correct equipment on the appropriate day, preferably in a traditional pump bag. Our cloakrooms are rather cramped and we do not have room for large bulky bags.

## **Out of School Activities**

Children in school can partake in a number of after school/lunchtime activities which may vary from time to time, but include; football, tennis, cross country, cricket, rugby, ICT, art, drama, model making, cookery, gymnastics, choir and netball. These also vary according to the age of the children as we cannot offer everything to everybody! Please see the school website for the latest timetable.

[www.slaithwaitejandi.co.uk](http://www.slaithwaitejandi.co.uk)

## **Educational Visits**

The Governors have adopted Kirklees policy of charges and remissions, and accordingly are no longer allowed to charge for educational visits. However we do advise parents of a voluntary contribution which will be necessary to cover the

cost of the trip. If sufficient contributions are not forthcoming, then we apologise that the visits may not take place.

In the case of residential visits in school time, school is allowed to charge for board and lodgings, but this may be remitted for families in receipt of Income Support or Family Credit.

### **Pastoral Care**

Pastoral care is the initial concern of each class teacher and the Head Teacher, but the school works in close liaison with the home, and various supportive agencies. Special Educational needs and disabilities are met as far as possible within the class organisation and in school with the aid of supportive agencies; any child with learning difficulties is supported as far as possible with a degree of individual attention.

The school received the Healthy School Award in 1993 and as a part of this has a "No Smoking Policy", operating within the guidelines and recommendations of Kirklees Health Education Handbook.

### **Healthy Schools Award**

The school was awarded Healthy schools Gold Award status in March 2011 and operates as a healthy school at all times. Children are allowed water to drink throughout the school day and encouraged by all staff through teaching and everyday experiences to lead healthy lifestyles.

### **Health and Safety**

The Governors have adopted and comply with the LA policy on Health and Safety. Every person in school has a responsibility for Health and Safety, and report any concerns to the Head Teacher. The health and safety policy and risk assessments are available in school. These are regularly reviewed and updated.

### **School Council**

The school has a School Council which is elected members from each year group of children. They meet very regularly and discuss and formulate ideas for the whole school. They also fund raise and represent the children's views on all aspects of school life. They work very hard! An election is held each September to elect new members as the term of office is for one academic year. Over the past two years they have raised funds to enhance the allotments and support a nursery in Uganda, supported various charities, represented pupils at healthy schools meetings and talked with many visitors to school.



## **Green Flag Status**

The school was officially awarded "Green Flag" in May 2012 after a rigorous external assessment. This follows on from Bronze, Silver and Gold Eco-schools awards in recent years.



The school was reassessed in July 2014 and 2016 and achieved the "Green Flag" award again.

The school is fully committed to sustainability and ensures that all teaching and learning reflects this.

Our children enjoy their time outdoors and have a strong awareness of global and local sustainability.

## **THE CURRICULUM/POLICIES**

The school aims to provide a broad and balanced curriculum, catering for the intellectual, social, emotional, moral and spiritual needs of individual children. The school works to the National Curriculum requirements. The needs of various subject areas are met both inside and outside the classroom through a variety of approaches which promote effective teaching and learning; including where appropriate: group/individual work, whole class work, subject teaching, and via an integrated topic approach. The curriculum can be viewed in school, on the website or by asking your child's teacher or the Headteacher. Regular class newsletters go out each term telling parents what their own child will be learning. Curriculum plans are available on the website for each class.

### **Special Educational Needs and Disability (SEND)**

The special educational needs and disability policy and practice followed in school are in compliance with the Dfes SEND Code of Practice 2014, a copy of which is available in school for inspection along with our own school policy. Our school's "Local offer" along with that of the L.A can be viewed on the school website under the policies icon and "Local offer".

A child may have Special needs for a variety of reasons, physical, learning or behavioural difficulties. If parents or staff have concerns, the child may be placed on the school's SEND provision map, and progress will be carefully monitored. At all stages dialogue between home and school is encouraged. Our SEND co-ordinator Mrs Bradley, support staff, outside agencies and teacher's give excellent support throughout school.

The school has disabled access and the governors constantly review the school's disability provision in line with LA advice. We have a disabled toilet and changing area in KS1. If we receive a request for a place for a child with a disability we follow Kirklees agreed admission procedures.

### **Collective Worship and Religious Education**

The school is affiliated to the Anglican Church and the vicar or a representative of St James Church visits school regularly. Religious Education is in accordance with the LA agreed syllabus. A daily act of collective worship of a broadly Christian nature is observed. Parents may withdraw their children from collective worship or religious education if they so require in accordance with the Education Reform Act (1988), in this instance arrangements will be made for the children to continue in other subjects with classroom support assistants. The school's collective worship policy and spiritual and moral policy can be viewed in school or on the website. Parents are welcome to ask for copies of collective worship planning at any time during the school year, these are also available on our school website.

### **Two Gates Supporters**

The school has an active (parent/teacher /friends) association which organises a number of social and fund raising events throughout the year. All parents of pupils in school are automatically members of this association and are kept informed of all meetings and activities. Past events have included, school fetes, open mornings, cheese and wine evenings, fashion show, discos and information events. If you do wish to attend any meetings you will be made very welcome.

The money raised by the Supporters has helped school to purchase many expensive items, paid for internal re-decoration and funded many resources to support the curriculum. Parents have also worked hard in school on self-help schemes and on grounds enhancement schemes. We are very grateful to them for this!



## NATIONAL CURRICULUM ASSESSMENTS KEY STAGE 1 - 2017.

These tables show the percentage of Year 2 children (age 7) achieving the expected national standard in 2016. Number of figures may not total 100% because of rounding.

Number of eligible children: 25

**TEACHER ASSESSMENT: Percentage at each level**

	<b>Expected</b>
<b>ENGLISH</b>	
Reading	80%
Writing	80%
<b>MATHEMATICS</b>	84%
<b>SCIENCE</b>	84%

## NATIONAL CURRICULUM ASSESSMENTS KEY STAGE 2 2017

These tables show the percentage of pupils at the end of key stage 2 (age 11) achieving the national expected standards in the school in 2016.

Number of eligible children: 20

Figures may not total 100 per cent because of rounding.

### Teacher Assessment-Writing

	Expect ed	Pupils disapp lied	Pupils absent
Writing	85%	0	0

### National Curriculum Tests- Reading, Mathematics and SGP

	Expect ed	Pupils disapp lied	Pupils absent
Reading	90%	0	0
Spelling, Grammar and Punctuation	85%	0	0
Mathematics	90%	0	0

## SCHOOL HOLIDAYS

### 2017/2018

#### **Autumn Term 2017**

Opens Monday 4<sup>th</sup> September 2017  
Closes Thursday 19<sup>th</sup> October 2017  
Opens Monday 30<sup>th</sup> October 2017  
Closes Thursday 21<sup>st</sup> December 2017

#### **Spring Term 2018**

Opens Monday 8<sup>th</sup> January 2018  
Closes Friday 16<sup>th</sup> February 2018  
Opens Monday 26<sup>th</sup> February 2018  
Closes Thursday 29<sup>th</sup> March 2018

#### **Summer Term 2018**

Opens Monday 16<sup>th</sup> April 2018  
Closed Monday 7<sup>th</sup> May 2018  
Closes Friday 25<sup>th</sup> May 2018  
Opens Tuesday 5<sup>th</sup> June 2018  
Closes Friday 20<sup>th</sup> July 2018

This year's SAT's will be in the week beginning Monday 14<sup>th</sup> May 2018  
Teacher training days (included in the above list):

**Friday 20<sup>th</sup> October 2017**  
**Friday 22<sup>nd</sup> December 2017**  
**Monday 4<sup>th</sup> June 2018**  
**Monday 23<sup>rd</sup> July 2018**  
**Tuesday 24<sup>th</sup> July 2018**

*This information is published in accordance with Education Law.  
The details given were correct at September 2017. Changes may take place  
before the beginning of the school year. Any such changes will be published in a  
supplement.*

*Published by the Governors of Slaithwaite C E (C) J & I School.  
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Tel 01484 506463*