



Ravensthorpe
CE (C) JUNIOR SCHOOL
dream big • aim high • achieve more

PROSPECTUS 2017-18



Welcome to our school!

Whether you are a prospective parent, governor or pupil, I'd like to offer a very warm welcome to Ravensthorpe CE (VC) Junior School.

I became Headteacher here in 2015 and have seen a number of positive changes take place to a school rich with top quality staff, inspiring and ambitious children and the foundations to aim for the stars. We are rated as a GOOD school by Ofsted and we are committed towards becoming Outstanding.

I hope the information in this prospectus will give you an idea about the range of exciting opportunities and experiences we have on offer. Every member of our community is valued, treated fairly and given equal opportunity to achieve their full potential.

We are committed to raising academic standards and will achieve this by providing a clearly structured and stimulating environment, with high standards of behaviour.

We value the contribution of parents and encourage them to play an active role in the education of their children. By working together we can ensure that every child receives the best possible start in life.

If you have any further questions or would like to see Ravensthorpe School for yourself, please contact me through our office.

A. S. Parkin
A S Parkin
Headteacher



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Our ethos

Our mission statement

At Ravensthorpe CE (VC) Junior School, we are at the heart of our culturally diverse community. We are committed to delivering inspirational teaching and providing a wide range of academic, cultural and sporting opportunities in a caring and nurturing environment. We encourage our children to realise their full potential, to help and support each other and to be proud of their achievements, their school and their community.

Our school values

- To be kind, polite and considerate to other people.
- To be fair and to help one another.
- To work hard and do our best.
- To treat other people as we would like them to treat us.

Our school aims

- To be an inclusive school where all are treated fairly and all are given the opportunity to succeed.
- To promote a Christian ethos marked by a welcoming, friendly and caring environment, where children feel secure, behaviour is excellent and everyone is valued.
- To promote and achieve high standards by providing high quality teaching and learning.
- To provide for children's physical, mental, spiritual, social, moral and cultural needs.
- To provide a safe, happy and stimulating environment.
- To ensure that all learners benefit from a broad and balanced curriculum with many opportunities for first-hand experience, practical work and investigation.
- To enrich the curriculum with educational visits, visitors to school and use of the school environment.
- To develop the self-esteem of all our children and to provide opportunities for them to contribute to the local and wider communities.
- To develop positive partnerships between the school, the home and the community.
- To make our school a place of enjoyment where success is encouraged, rewarded and celebrated.

Ravensthorpe CE (VC) Junior School is a four form entry co-educational day school in the Diocese of Leeds.



How to contact us

Ravensthorpe CE (VC) Junior School
Myrtle Road, Ravensthorpe, Dewsbury
West Yorkshire, WF13 3AS

T: 01924 907082
F: 01924 907087
www.ravensthorpejuniorschool.co.uk
email: office.ravensthorpejun@kirkleeseducation.uk

School Times:

Morning Session	08.50 - 12.00
Lunch Break	12.00 - 13.00
Afternoon Session	13.00 - 15.30

“Pupils have superb attitudes to learning. Behaviour in classrooms is focused and purposeful, and productivity is high. Pupils know that they are at school to learn. As one pupil said, “Teachers here want you to have a better future: they help us to do this.””

OFSTED 2017

Headteacher:
Mr A S Parkin

Deputy Headteachers:
Miss J Alderson
Mrs D Wood

Chair of Governors:
Revd. Canon Ian Wildey
Wakefield Diocesan Board of Education,
Church House, 1 South Parade,
Wakefield, WF1 1LP

For a full list of staff at our school please visit our website www.ravensthorpejuniorschool.co.uk



General school information

Admissions

Places will be offered to children in the following order of priority:

1. Children in public care (Looked After Children)
2. Children with a Statement of Special Educational Needs or an EHC Plan that names the school.
3. Children living in the school's priority admission area who have an older brother or sister attending from the same address at the start of admission.
4. Other children living in the school's priority admission area.
5. Children who live outside the priority area.
6. Children who live outside the priority area who have an older brother or sister
7. Children in priorities 1 and 2 above may be admitted above the Published Admission Number (PAN)

If we cannot agree to requests for admission without exceeding PAN, we will give priority up to the PAN to children living nearest the school. 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 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.

'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.

A priority Admission Area means a geographical area determined by Kirklees in consultation with the governing body of the school.

More help/information:

Kirklees Council admissions information visit www.kirklees.gov.uk/admissions

Autumn Term 2017	
Teacher training days: Monday 4th September Monday 30th October	
School opens: Tuesday 5th September	School closes: Friday 20th October
School opens: Tuesday 31st October	School closes: Friday 22nd December
Spring Term 2018	
Teacher training days: No teacher training days	
School opens: Monday 8th January	School closes: Friday 16th February
School opens: Monday 26th February	School closes: Thursday 29th March
Summer Term 2018	
Teacher training days: Friday 25th May Monday 23rd July Tuesday 24th July	
School opens: Monday 16th April	School closes: Friday 25th May
School opens: Monday 4th June	School closes: Friday 20th July

Attendance/Absence

At Ravensthorpe Junior School we take school attendance very seriously as low attendance can have a serious impact on a pupil's attainment and overall wellbeing.

Sickness

By law we are required to record all absences. If your child is too ill to attend school, we ask that parents let the school know (by telephone or in person) by 9.15am. If we do not receive a call we will try to contact you.

When your child is well enough to return to school, please send in a note explaining why the child has been off school.

Medical appointments

Parents should tell the class teacher if their child has a medical appointment before or during the school day. Parents should report to the office before removing and after returning their child to school.



Parents seeking authorisation for extended visits abroad and for family holidays must make an appointment to discuss this with the Headteacher. Authorisation for extended visits abroad and holidays during term time will only be given in exceptional circumstances.

The nature of what constitutes 'exceptional circumstances' will be discussed with parents at the meeting with the Headteacher. Parents will be asked to provide information about flights, to verify dates for the absence. If authorisation is not given and the holiday, or extended visit, still goes ahead, then parents will be informed that they may incur a penalty notice.

Penalty notices

Penalty notices are issued by the Local Authority and will be £60 per parent for each child if paid within 21 days. This will increase to £120 per parent for each child if payment is made within 28 days of the issue of the notice. Penalty notices will be issued by first class post. Failure to pay a penalty notice will result in court action.

Where there are repeated instances of unauthorised absence due to term time holiday, then this may result in prosecution.

More help/information:

Department of Education guidelines on school attendance and absence
<https://www.gov.uk/school-attendance-absence/overview>

Punctuality

We ask that pupils are in school on time every day. Pupils arriving late disrupt the start of lessons for everyone and it gives them a difficult start to their day. We also ask that pupils are picked up on time at the end of the day – if you do find yourselves running late, please telephone the school office to let them know.

Uniform and equipment

Uniform

In September 2016 we introduced a new uniform. The uniform displays our new logo and reflects the high aspirations we have for all of our children.

Sweatshirts and polo shirts are available from our school office. The costs are:

- sweatshirts £7.50
- polo shirts £6.50
- book bags £6.00

The remainder of the uniform comprises:

General uniform:

Boys

- Grey trousers (not jeans)
- No tie
- Sensible shoes
- School sweat shirt
- School polo shirt

Girls

- Grey skirt, grey pinafore dress and/or trousers
- No tie
- Sensible flat shoes (not high heels, open toed shoes or flip flops)
- Grey headscarf (where religion requires)
- School sweatshirt
- school polo shirt

PE and Games uniform: To satisfy health and safety regulations it is important for children to change into appropriate clothing for physical activities. Therefore, we recommend:

Boys

- White shorts for indoor PE
- White t-shirt
- Navy blue tracksuit for outdoor PE
- Trainers for outdoor work

Girls

- White shorts
- White t-shirt
- Navy blue tracksuit or navy leggings for indoor and outdoor work
- Trainers for outdoor work

Indoor lessons consist mainly of work using bare feet but gym shoes are required for ball games and outdoor lessons.

Labelling

Please label all school clothes with your child's name. This helps us to trace items lost in school.

Jewellery

Jewellery should not be worn in school. Stud earrings may be worn, but must be removed for games and P.E. and can easily be lost after they have been taken off for physical activities. They can also cause injuries to your child or to someone else's child. The school is unable to accept responsibility for jewellery or watches which are lost or broken.

Stationery

Although we provide almost everything your child will need during their time at our school, we do ask that you provide them with a pencil case containing a lead pencil, coloured pencils, felt tips, rubber, pencil sharpener and a small ruler.



Curriculum and learning

Curriculum

We offer a curriculum which is balanced and broadly based and which promotes the spiritual, moral, cultural, mental and physical development of our pupils. The whole school curriculum comprises all learning and other experiences that we plan for our children. The national curriculum forms one part of the school curriculum.

Core subjects

English • Maths • Science

Foundation Subjects

Computing
History
Geography
Physical Education
PSHE

Music
Art & Design
Design & Technology
French

“Safeguarding pupils is of the highest priority. Leaders have ensured that robust systems are in place which are checked regularly by different personnel. Work with other agencies is strong and records of involvement are thorough and efficient, with cases frequently monitored.”
OFSTED 2017

Religious Education (RE)

R.E. is a statutory component of the school curriculum and the locally agreed syllabus for R.E. provides the guidelines for the school. We are a Church School, but believe in presenting a sensitive and positive approach to all faiths.

Parents may exercise their right to withdraw their child from Religious Education and Collective Worship by discussing this with the Headteacher.

Collective Worship and Assemblies

The school has an act of collective worship each day as required by the Education Reform Act (1988). This is presented sensitively with regard to the background and beliefs of all pupils. Parents are often invited to join us for special class assemblies and to celebrate religious festivals. The school also celebrates children's achievement weekly in assemblies. These are very important to the children and help to keep them motivated.

More help/information:

Department of Education guidelines on the national curriculum, including RE
<https://www.gov.uk/national-curriculum/overview>

Assessment

Teachers plan high quality work for children with assessment tasks designed to monitor and ensure that teaching is effective. We record all progress regularly in order to be able to plan the next stages of learning and teaching.

There are National Assessments at the end of each key stage. The arrangements for these will be communicated to parents in Year Six, as soon as we are aware of the details. We also carry out standardised testing in Years 3, 4 and 5.

“There is a higher proportion than the national average of pupils who have an education, health and care plan for their special educational needs and/or disabilities. Provision for these pupils is highly effective in supporting their individual needs and consequently helping them to make good progress from their starting points.”
OFSTED 2017



Extra-Curricular Activities

Many clubs, teams and activities are organised at lunch-time, after school and in the holidays. These include:

- Cricket
- Rugby
- Football
- Art and Craft
- Gardening
- Netball
- Sewing
- Baking
- Rounders
- Computers
- Archery
- French
- Choir

The school is an active member of the Dewsbury Schools Sports Association and takes part in all the following competitions:

- Rugby League
- Football League
- Netball League
- Rounders League
- Schools Cross Country

Swimming

Our Year 4 pupils have weekly swimming lessons. These are organised as single sex activities and children can only be excused on medical grounds. Therefore, you should send a doctor's note to school if you wish your child to be excused. Towels, swimming hats and costumes should be brought to school on Monday mornings.

Musical Instruments

Should they so wish, your child will have the opportunity to play a musical instrument. Tuition is provided, for a wide range of instruments, by experienced musicians from the Kirklees Music Service. There is an additional cost for this service.

School Meals

Children choosing school dinners are provided with a nutritious hot meal every day. As much as possible, we buy local produce. Our catering team

provide a varied menu across the week and cater for special dietary requirements, including gluten free, dairy free, vegetarian and halal. Please ask for more information.

Parents will be asked to complete a form indicating the meal option for their child and the school should be notified in writing of any change to this decision. School dinners are expected to cost £2.12 per day/£10.60 per week from September 2017.

Dinner money is payable via our online Parent Pay system. Each child will be given their own log in details. Only in the case of family emergencies will the children be allowed to change from their usual choice.

Packed lunches must be in a labelled container with a snap-on lid. A drink is provided at school for all those children who stay for dinner or sandwiches. We do encourage parents to avoid including sugary drinks, chocolate and sweets in their children's lunch boxes.

We encourage all children to stay for school dinner or to bring a packed lunch. If parents have a specific reason why their child should go home at lunchtime they should make an appointment to discuss this with the headteacher

More help/information:

Kirklees Council information on free school meals. <https://www.kirklees.gov.uk/freeschoolmeals>

Library

We have an excellent school library and children are encouraged to borrow books to read at home. We would appreciate your co-operation in seeing that all books are treated with respect when they are brought home. Parents will be charged for any loss or damage to books.

School Council

We have a School Council which meets regularly to discuss matters raised by the children or adults in school. Children are elected to the Council by their peers and are encouraged to consider all aspects of school life. Meetings of the school Council are supported and guided by our PSHE coordinator. Staff are made aware of issues to be discussed prior to and after the meeting.

Special Educational Needs and Disabilities

At our school, we pride ourselves on our nurturing environment, where children thrive and aspire regardless of their ability.

We always aim to teach children with SEND within our classroom environment so that they can reach their full potential and gain the most from their time at school. However, some of our pupils have complex needs and need more individual support in a setting that they feel comfortable in, where they can learn at their own pace.

Our team includes a number of teachers and support staff who are specially trained and experienced in supporting children with additional needs.

We have a senior member of staff who is responsible for Special Educational Needs – our Special Educational Needs and Disabilities Co-ordinator (SENDCo).

The SEND Co-ordinator will:

- Co-ordinate the record keeping of children with SEND in conjunction with the class teacher following the Code of Practice
- Assist in the setting of targets for individual needs
- Liaise with the SEND Governor
- Oversee and monitor the SEND assistants
- Provide necessary resources and promote their effective use.

The Governing Body of Ravensthorpe C.E.(C) Junior School is committed to enabling all young people to achieve their full potential – academically, emotionally, physically and spiritually. In particular, the school recognises its responsibility under the Disability Discrimination Act, which prevents discrimination against disabled people in their access to education. The Governing Body, therefore, recognises its duty:

- not to discriminate against disabled students in their admissions or provision of educational services;
- not to treat disabled students less favourably;

- to take reasonable steps to avoid putting disabled students at a substantial disadvantage;
- to publish an Accessibility Plan.

Every effort is made to ensure inclusion in all elements of school life and the school has had extensive adaptations to meet the needs of children with disabilities. There are very good links with outside agencies to extend the expertise of staff and provide support and advice for all. Adjustments are made to activities and resources to ensure inclusion wherever possible.

Children with statements/EHCPs are encouraged to participate in every area of the curriculum as full class members and are supported at school according to their needs.

Special Educational Needs and Disabilities (SEND) policy is available from our office or from our website. If you are a parent/carer of a child with additional needs, please contact school to arrange a chat with our headteacher or our SENDCo so we can discuss your child's individual needs.



Behaviour, communicating and wellbeing

Safeguarding

Our school follows the current Safe Practice guidance to be found in Kirklees Safeguarding Procedures (see link below).

More help/information:

visit www.kirkleessafeguardingchildren.co.uk
You can download our Safeguarding and Child Protection Policy from our website.

Behaviour

The children are expected to behave in a responsible way, caring for themselves and other people, property and the school environment. We hope parents will support us in this. Every effort is made to promote good behaviour. Parents will be contacted at an early stage if behaviour is a concern. The school's behaviour policy outlines the steps the school will take to ensure that your child is treated firmly but fairly. A copy of the school's behaviour policy is available at the office.

Rewards

Positive behaviour is acknowledged through a variety of whole school systems. Each class may also agree their own class rewards. The school holds a 'Star of the Week' assembly every Friday.

Bullying

Any incidents are dealt with as soon as they are known. A copy of the Anti-bullying Policy can be obtained from the school office. Our school will comply with the current Safe Practice guidance to be found in Kirklees Safeguarding Procedures at www.kirkleessafeguardingchildren.co.uk

“Parents and carers speak highly of the school. All parents spoken to said that their children are happy. Many spoke positively about the activities which the school invites them to, such as class assemblies. Parents in the weekly parent and child workshop said that this welcoming and relaxed session was something they looked forward to each week.”
OFSTED 2017

Ravensthorpe CE (VC) Junior School is committed to Safeguarding and Promoting the Welfare of all of its pupils. Each pupil's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world in a positive way. Whilst at school, their behaviour may be challenging. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all of our pupils.

Complaints

The school takes all complaints seriously. We will always do our best to investigate complaints quickly and fairly. If you are unhappy about any aspect of your child's education, you should speak to your child's teacher in the first instance. If you are still unhappy, you should make an appointment to see the Headteacher, Mr Parkin. If you feel that the matter has still not been resolved to your satisfaction, you should put your complaint in writing to the Chair of Governors, Revd. Canon Ian Wildey.

Educational visits

School visits are a key part of our curriculum as they really bring learning to life for our pupils.

In order for activities/visits to take place, voluntary contributions towards the cost are needed. Where a voluntary contribution towards the cost of an activity/visit is asked for, there is no obligation to contribute. Children will not be treated differently if their parents have not contributed. Parents are asked to contact school if they have difficulties with any contributions. Visits and activities may have to be cancelled if insufficient contributions are made. The School offers the opportunity to spread the cost of voluntary contributions towards educational visits. This is available via the Parent Pay system.

Medical matters

If a child needs to take medicine during the school day, a medical form, available from the office, must be completed. Medicines should be handed to the office and collected at the end of the day. Children who suffer from asthma and need an inhaler should see the school office staff. Parents will be informed at once by telephone if their child has an accident during the school day. If the Headteacher considers the situation requires immediate medical attention, the child will be taken straight to the accident outpatients and parents will be informed. All accidents are recorded at school.

Please let school have the name, address and telephone number of a second person who can be contacted.



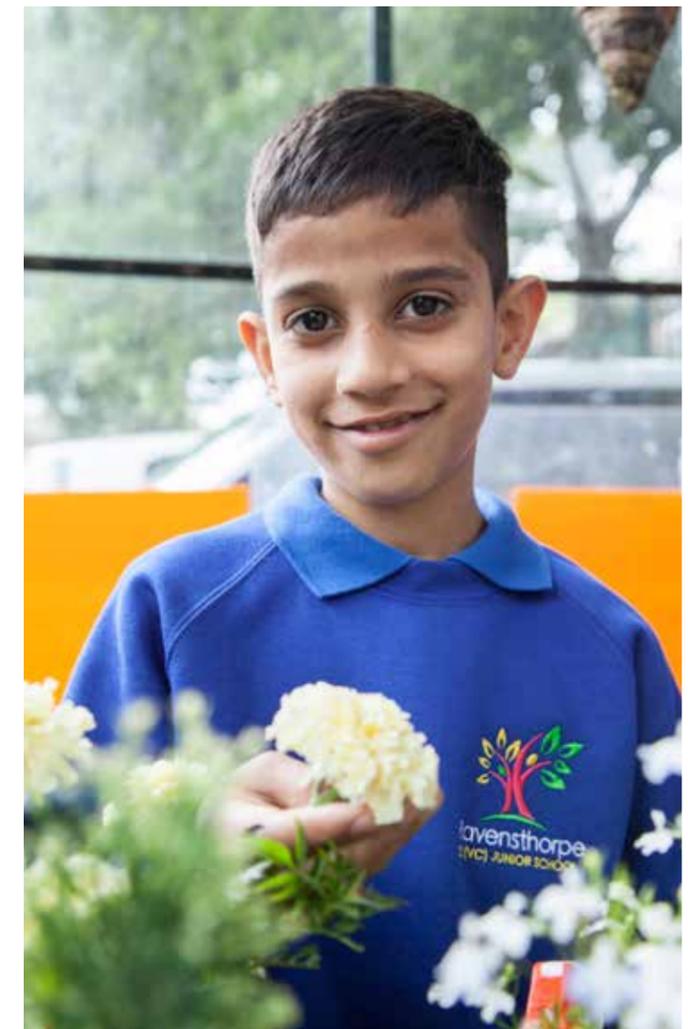
School Security

We take the safety and security of all our children and staff very seriously. During the school day access to school is via the main entrance, which requires a fob for entry.

Visitors to school are required to sign in using the electronic access system and are issued with an identification badge for the duration of their visit. The Governors regularly review school security, so that the building is as safe and secure as it can be.

Racism and Sexism

Racist, sexist and other offensive attitudes will be challenged at all times and dealt with appropriately. All children receive equal opportunities within school. We are an inclusive school and aim to provide the best for all of our children regardless of gender, ability or ethnic background.





Traffic and Parking

If at all possible, please walk your children to school. Please follow these few simple rules in order to ensure all our children's safety:

- If you do pick up your child by car, please park safely and be aware of pedestrians.
- Please do not park on the zig-zag lines.
- Stop your vehicle well away from the school entrance and zig-zag lines.
- Do not block in other vehicles.
- Do not double park on the road.
- Do not park on the pavement.

Increasingly, throughout Key Stage 2, children often develop the confidence and independence needed to come to school without parents and this is to be encouraged. However, it is vital that the opportunities for communication between home and school are available. If you have any concerns which cannot be dealt with quickly, after school, please telephone and make an appointment to see a member of staff at a mutually convenient time.

Communication with parents

Communicating with parents is a high priority at Ravensthorpe Junior School. Our team are always on hand to talk to you about any concerns you may have. We also communicate regularly via newsletters, letters, our website, open evenings, texts and email. Working in partnership with parents always results in the best outcomes for our children.

Open evenings

We have two open evenings each year, so that parents can discuss their children's work and progress with the appropriate teachers. The Headteacher and staff are also available throughout the year but you are advised to arrange a definite time for interview to avoid interruptions during teaching periods. School reports are issued at Parents' Evening at the end of the Summer Term.

School Mobile App

Our new mobile app is available for both android and apple devices. It can be downloaded free from the Google Play Store and the Apple App Stores. You will need the app to receive important updates and alerts.

School website

Our school website is a valuable source of information for our parents and our office work hard to keep it up to date. There you can find information on:

- School dinners
- Latest news
- School policies
- School governors
- Our latest Ofsted report
- Dates for the diary
- Gallery of photos
- Our curriculum, for each year group

You can find our new website at:
www.ravensthorpejuniorschool.co.uk

School rules

We believe that by upholding certain standards, we will have a happy, well organised school. We therefore ask pupils to remember our school rules at all times.

- | | | | |
|----|---|----|---|
| 1. | Be polite and show good manners | 7 | Look after your classroom, the school and the playground |
| 2. | Arrive at school in good time | 8 | Be quiet and sensible in the dining hall |
| 3. | Move around school sensibly, safely and quietly | 9 | Follow the playground rules |
| 4. | Listen carefully when people are talking to you | 10 | Sit and listen sensibly during assembly |
| 5. | Always try your best and work hard | 11 | Wear the correct school uniform |
| 6. | Be kind to each other, share things and be respectful | 11 | Always tell the truth and have the courage to admit it when you have done something wrong |





Ravensthorpe
CE (C) JUNIOR SCHOOL
dream big • aim high • achieve more



This document is published in compliance with Education Law.
The details given were correct at June 2017, but unavoidable
changes may take place before the start of the school year.

Published by the Governors
Ravensthorpe CE (C) Junior School
Myrtle Road, Ravensthorpe, Dewsbury
West Yorkshire, WF13 3AS