

St John's Upper Holloway CE Primary School



**Prospectus
2018-19**

Welcome to St. John's Upper Holloway Church of England Primary School

We are a one form entry primary school catering for children aged 3+ to 11 with mixed ability classes in each of the eight year groups. As a Church school, we serve the local community and pride ourselves on our supportive, inclusive ethos. Our vision statement highlights our commitment to providing all our children with the opportunity and encouragement to excel and achieve in a safe and secure environment.

We are a designated school for children with disabilities in North Islington and our single storey building provides full wheelchair access. Our outside environment comprises a self-contained Foundation Stage playground which is accessible to both Nursery and Reception classes. In addition we have two further playground areas and a wildlife garden.



St John's Vision and Mission Statement

Our Vision

We are a visionary school that seeks to instil a lifelong love of learning. Our core Christian values will inspire and prepare our children to lead successful and fulfilling lives.

Our Mission

St John's is a small, caring Church of England Primary School that is committed to supporting our pupils to be happy, successful and fulfilled throughout their lives. We believe that everyone is unique and valued by God. We aspire to be a high achieving school that provides an outstanding education by:

- promoting the highest standards of teaching and learning, with excellent leadership
- being inclusive, celebrating diversity including all religions, faiths, cultures and backgrounds
- providing a rich and stimulating curriculum that will inspire and challenge all our learners
- being a safe, healthy and happy place
- providing excellent care, guidance and support
- having a strong partnership between school, parents and the community

We seek to promote core values within our children that will prepare them for a successful life. They should be:-

- considerate and respectful with excellent manners
- confident, happy, independent and self motivated
- co-operative and collaborative
- honest and trustworthy
- resilient, hardworking and determined
- highly principled with moral, spiritual, cultural and social awareness, including shared British Values



Teaching and Learning– our curriculum

We believe that children learn best when they are engaged and inspired and can make sense of the world around them through linking their lessons to what they already know. Our curriculum has been developed over the last two years to ensure there are opportunities for children to be independent and proactive in their learning. Our topic based approach ensures they are able to make links between subjects to strengthen their understanding and a wide variety of trips are organised each term to bring their learning to life. Excellent literacy and numeracy skills are at the heart of preparing children for life and our daily lessons are planned to build up their skills and provide opportunities for them to apply these in a range of contexts. We work closely with parents to provide information about how their children are progressing and how they can support their children through home-work and topic projects. Our curriculum maps set out what each class covers throughout the year and are available for parents to see whenever they wish.

Each term we also have a whole school project, such as a “Writing Week”, “Carnival project” or “Mad Scientists Week”. This is an opportunity for teachers and children to work collaboratively. We also invite parents to join us in class or at after school “Family sessions”. These are hugely popular with all involved and are a great way to raise standards whilst having great fun.

We have a range of assessments that we use to monitor children’s progress and help us ensure we are constantly providing them with the appropriate next step in their learning. This includes on-going assessment in class, as well as more formal termly assessments to track children’s progress. Children who are below expected levels or who require additional challenge are discussed at termly progress meetings and additional support or extension programmes are planned for them.

We believe that children should be responsible for aspects of their own learning and we highlight the next steps they need to take in order to improve their skills. These are shared with parents and reviewed regularly.





Music

Music is an area that we are developing further this year. We have a music specialist who supports whole class music lessons. They also lead a school choir and take part in a range of events both within school and across the local area. Children also have the opportunity to learn to play a range of musical instruments including keyboard, recorder, guitar or percussion with a specialist teacher. At the end of each term we hold a music concert to which parents and families are invited. Music also plays an important part in our daily act of school worship.

We are always looking for parents who are keen to support us with our school music so if you are in the least bit musical please let us know!

School Journey

We arrange for our Year 6 class to go on a school journey of 3-5 days. It's a wonderful opportunity to try a fantastic range of outdoor activities such as raft building, climbing and orienteering. For many of our children it's the first time away from home on their own and they learn a wide range of life skills!



Sports

At St. John's we use our PE and sports grant to employ professional coaches to help deliver high quality PE in school. All classes receive 2 PE sessions each week, including swimming from Years 3-6. We are developing a range of sports clubs and teams that take part in competitions with other local schools- these currently include football, cricket and swimming but we are hoping to extend this. The school has been awarded the Sports "Activemark" which recognises our commitment to sports education. We have also introduced 'The Daily Mile' to all our KS1 and KS2 classes this year to build stamina and fitness.

Keeping our children safe, healthy and happy

Great significance is placed upon care for each child in school, and in helping the children to develop and become well balanced and healthy members of the school community. All members of the school team are fully trained to ensure children remain safe while at school and the curriculum also teaches children important ways they can keep themselves safe in a variety of contexts. We have a number of fully trained first-aiders to administer basic first aid when needed.

Behaviour

We have a set of Golden Rules that our children are expected to adhere to and celebrate excellent behaviour and attitude through a merit system and "Brilliant Book". These achievements are shared with the whole school at our Friday awards assembly.

Staying Healthy

At St John's we believe a healthy mind and body are at the heart of child development. We plan a wide range of activities through PSHE, PE, science and other subjects to ensure children know the many ways to stay healthy and have achieved the National Healthy Schools award. We have also developed a school allotment where each class can grow a range of fruit and vegetables and then cook them into something tasty!

Playground Friends

Our Year 6 playtime friends are trained to support younger children at playtime, ensure they are happy and have friends to play with. They can also help children resolve small disagreements or refer them to the adults on duty.



School Council

Our school council is composed of 2 children from each class (Years 2-6). They meet regularly to discuss some of the ways the school can be improved. Areas they have worked on include increasing the level of recycling in school, designing a "quiet area" for the playground and organising a "Christmas shoe box appeal".



Governors

Who leads the school? The governors and the Headteacher Mr Brian Welsh take responsibility for how the school is run. The full Governing Body meets twice a term, in addition to the full meetings there are sub-committees dealing with finance, building, personnel, pastoral care and curriculum. School Governors have legal duties, powers and responsibilities and may only act together not individually. The Governing Body consists of 9 Foundation, 1 LEA 3 Parents/carers, and 3 Staff.

The Chair of Governors is Mrs Sue Hallam; a full list of governors is available from the school office or on the school website.

Religious Education and Worship

As a Church of England School, Religious Education and collective worship are an important and integral part of the school day. Our RE syllabus involves children studying Christianity as well as other world faiths. We encourage children to relate what is taught to their own experiences and family backgrounds. Each school day includes an act of Christian worship, which reflects the Church of England teachings. Prayer and worship are seen as important foundations of the day's activities. Each week a member of the team ministry conducts an assembly and termly services are held at St. John's Church. Once a term individual classes present an assembly to the rest of the school to which parents and carers are invited. Parents may withdraw their children from R.E./worship. However, in choosing to send their children to a church school the governors expect that parents are thereby committing themselves to their child's full participation in the life of the school, including R.E. and worship.



Sex and Relationship Education

At St. John's sex and relationship education is taught from Year 2 upwards. It links closely to our science and PSHE lessons and includes work on living and growing and health education. Teachers are trained in how to handle this sensitive topic and parents are invited to seek further information on the content of these lessons from the class teachers. The Governors believe that sexual relationships should be considered in a moral, family orientated and Christian framework. Parents have the right to withdraw their children from all or part of the Sex and Relationship education offered in school. A copy of the school policy on Sex and Relationship Education is available for parents to read at the school office.

Inclusion

The school has an Inclusion leader who co-ordinates all aspects of inclusion including special educational needs (SEN) and gifted and talented (G&T). She works closely with parents, teachers and outside professionals to ensure our children have effective support in class and make good progress. We regularly track pupil achievement levels and provide a number of intervention groups throughout the school to ensure that children who are not making expected progress, are quickly identified and given extra support. We also identify children who are gifted and talented in a specific area and plan a range of ways in which we can extend them further. We currently have a "Book Worms" group for children who are excellent readers and a "Mad Scientists club" for children who have shown a real aptitude for science. We seek to review our provision each year.

More detailed information on our provision for pupils with special educational needs can be found in the policies for Inclusion & SEN available on the school website or at the school office.



Admissions

Prospective parents should collect an admissions form from the school office and return this to register their child's name, in addition to informing Islington Admissions Office at 222 Upper Street. The Governors have an Admissions Policy which is available from the school office. This explains the admissions procedure as well as our admissions criteria. Our maximum admission is 26 children in the nursery and 30 in other classes. Prospective parents are welcome to visit the school before submitting an application; appointments can be made at the school office (0207 272 2780). Families moving into the area during the school year should contact the Headteacher to arrange initial interviews and visits. Home visits by Foundation Stage staff and meetings for parents take place in the Summer Term. This enables new families to make contact with school staff and other parents and become familiar with the building and ensures a smooth and positive start for children entering school.

School Uniform

Our official uniform stockists are Marks and Spencers online (mandsyouruniform.com) and "Smartwear" at 43 Junction Road (Tel: 020 7272 0319).

Most items can be bought from both sources, unless it is marked as (M&S) which means it can only be bought from Marks and Spencers online.

Tops

- Navy sweatshirt with St John's logo
- Navy cardigan with St John's logo (M&S)
- Navy zip top with St John's logo (M&S)
- White polo T shirt with St John's logo
- Navy reversible fleece jacket with St John's logo (M&S)

Skirts and trousers

- Navy jogger
- Grey trousers –flat front or pleat (M&S)
- Grey shorts (M&S)
- Grey girls bootleg trousers (M&S)
- Grey skirt – pleated, box pleat or straight (M&S)
- Blue checked summer dress

Shoes

These need to be traditional school shoes with a low heel or trainers in plain black, brown or blue- no bright colours or patterns/logos.

We do not allow children to wear clogs, open-toed or sling back shoes or "jellies" as these are unsafe for running and climbing.

School Maintenance Fund

St. John's School is a Church of England School and part of the London Diocesan Board for Schools (LDBS). This body is responsible for the maintenance of our school building for which we are required to make an annual payment. This results in the LDBS funding 90% of our building projects, repairs and general maintenance. Parents/carers are expected to contribute to this funding and will be contacted by the school governors each term.



PE

- Navy T shirt with the St John's logo
- White or navy socks
- Black or white plimsolls for indoor PE
- Navy sports shorts
- Navy tracksuit or jogging bottoms for cold weather games

BUZZ!

The Place To Bee!

Breakfast and Buzz club

Breakfast Club is open to all children aged 5 and over from Reception class upwards from 8.00am – 9.00am. The children are given a healthy breakfast

and a variety of fun activities are organised. A small charge is made for this service.

Our Buzz Club runs from 3.30 in the afternoon until 6:15pm, and is also open to all children aged 5 and over.

Activities at the club enrich the children’s learning experiences, and include: Football, Gymnastics, Cookery and computers.

Further details about timetables and prices may be found at the school office.



The ‘Friends’ of St. John’s School

We are very fortunate at St. John’s to have a fully committed group of parents/carers and friends of the school who make a significant contribution to school life by organising events for children and families. They have raised sums of money that have been used in a whole range of ways, for example supporting the curriculum through buying equipment and resources as well as financing visits and visitors.

The meetings take place every Wednesday at 9:00am. We welcome all parents/carers to come along to the “Friends meetings” and help support the school whilst enjoying a cup of tea and a slice of cake!

Here are two of our children at the Jorvik Viking Centre in York.

A-Z of School Administration

Absences:

If your child is absent for any reason would you please telephone school before 9.00am on each day of the absence, and also send a letter on your child's return to school.

The Governors at St. John's School do not authorise holidays in term time, and parents are discouraged from taking their children away from school at this time.

Attending Appointments:

Requests for children to leave during school time should be made in writing and accompanied by the appointment card. Children who do need to be absent during school hours need to be signed out and back in at the school office.

Communicating:

It is important that there are good clear communications between home and school. Please ensure that School has the most up to date telephone and address for you and the designated emergency contact person. If you change the time, the way or the person that picks your child up from school, let us know.

Each class displays a timetable and key information for parents. There is a noticeboard located at the back of the hall, for daily updates. We also send out regular text messages to remind parents of events and other information.

Check whether your child has brought a newsletter home with them.

Look at the school website <http://www.stjohnsupperholloway.co.uk>

Dinners:

All children in Islington are entitled to a free school lunch each day. All meals are freshly cooked on our premises and a weekly menu is displayed for parents to see. It is possible for children to bring a healthy packed lunch to school, but this should not include crisps, sweets or chocolates. Water is provided for all children, but they may bring their own bottle of still unflavoured water if they prefer, no other drinks are allowed.

Changes from packed lunch to school dinner or vice-versa must be put in writing at least two weeks before any change. Please inform the school in writing if you wish your child to go home for lunch.

Late Arrivals:

Pupils are expected to be punctual and arrive at least 5 minutes before the start of the school day. Pupils arriving after 9.00am **must** report at the school office to sign in.

Making Appointments:

Staff are available in the playground every morning, for 10 minutes before the start of school, for short conversations or exchange of information. Staff should not be approached in the classroom once the day has begun.

Longer appointments to discuss matters in more detail may be made with individual members of staff, or through the school office.

Milk and Fruit:

Daily milk is available to all Nursery children at no cost.

All children in Foundation and Key Stage 1 receive a daily piece of fruit, again at no cost to them.

School Calendar:

Dates for the School Year are issued annually after approval by the Governing Body. In addition to the holidays there are 5 INSET days during the school year. These days are for staff training and are notified to the parents with as much notice as possible. Copies of the term dates are available at the school office and on our website.

School Hours:

Nursery– Year 6: 9.00am– 3.30pm

Security:

In order to ensure the safety of our pupils we ask that parents/carers are aware of the following procedures;

- All gates to the school apart from the one at the main entrance are locked during the school day.
- All visitors must report to the school office, sign in and identify the purpose of their visit.
- CCTV cameras are in operation around the school.
- Children are not allowed to bring valuables to school and are discouraged from bringing in mobile phones unless absolutely necessary.

Sickness:

In the case of illness or an accident at school we try to contact parents immediately. Some members of staff are trained in First Aid and will deal with minor injuries, anything more serious will be referred to parents or to the hospital.

It is essential that up to date emergency contact telephone numbers are recorded at the office.

If children need to have medicines administered during the school day parents should refer to the school's policy on 'Medicine in School' available at the office.

We hope you find our prospectus informative and that it provides you with a flavour of some of the things that make us proud of our school. We work hard to ensure we have an excellent relationship with our parents and are always happy to answer any questions you may have. Please feel free to contact us through the school office if you require any more information or have any suggestions on how we can improve our prospectus further.

We look forward to welcoming you and your child to our school.
From all members of staff at St John's Upper Holloway CE Primary School.



St Johns Upper Holloway C of E Primary School
Pemberton Gardens,
London,
N19 5RR.

Tel 020 7272 2780 or 020 7272 8464
Fax 020 7561 1692

Email: info@st-johnsholloway.islington.sch.uk
School Website: www.stjohnsupperholloway.co.uk