



Adaptability



Aspiration



Enquiry



Communication



Co-operation



Resilience



Respect



Thoughtfulness



Welcome

Stourfield Junior School is a large community school with over 500 pupils and 60 staff. Our aim is that all the children at our school grow into responsible, caring members of society who are confident, independent, lifelong learners. We are a tremendously nurturing and inclusive school and believe that pupil performance and well-being go hand in hand; we must meet the needs of all our children so that they can achieve their potential, socially, emotionally and academically.

We are very proud of our school, of the pupils who attend it and of the work which we do here. We hope that your children will be very happy during their time with us and that you will enjoy being part of the school community.

Children are admitted to Stourfield Junior School according to the criteria set out by Bournemouth Education Authority for Community Schools and further details can be obtained from the school office, or from the Bournemouth Admissions Team at Dorset House (01202 456222). Parents wishing to visit the school prior to registering their child are most welcome to contact the school office for an appointment to do so.

We hope you find the information in this prospectus useful and look forward to welcoming you to school in the near future. If you do have any questions or require further information, please do not hesitate to contact us by calling the school on 01202 424554 or emailing stourfieldjunior@bournemouth.gov.uk

You can also find more information about the school, as well as photos and input from the children on our website www.stourfieldjunior.org.uk.

Miss E Rawson
Headteacher





Curriculum

The school has adopted The International Primary Curriculum providing a cross-curricular, thematic, rigorous teaching structure designed to engage children of all abilities in today's world.

The IPC is designed to help children:

- Learn the essential knowledge, skills and understanding of a broad range of curriculum subjects.
- Engage with their learning so that they remain committed to learning throughout their school careers and lives.
- Develop the personal qualities they need to be good citizens and to respond to the changing context of their future lives.
- Develop a sense of their own nationality and culture at the same time as developing a profound respect for the nationalities and cultures of others.

English and Maths are taught in ability sets across Years 3 and 4, and across Years 5 and 6. Where there are appropriate links with IPC topics, connections are made. At other times, these subjects are taught discretely following the National Curriculum. Children also have separate lessons in Spanish, Music and PSHE.

A breakdown of the curriculum coverage in each year group will be provided at the beginning of each term. Should you have any questions regarding the curriculum your child is following, please contact a member of the school's senior staff.

Extra-Curricular Activities

We have a large number of extra-curricular activities which are run before and after school by our own staff and also by external providers. Details of all our extra-curricular activities and associated charges can be found in The Stourfield Star which is sent home to all parents at the start of each term.

We do offer a Breakfast Club on site which runs from 0815 to 0840 each day in the school dining room. Further details are available from the school office. In addition, child care before and after school is provided through The Beaufort Community Centre. Please contact them directly for more information.

Progress

Parents are invited to discuss their child's progress with the class teacher each term. If you are concerned at any other time and need to talk to the class teacher, please contact the school so that a mutually convenient appointment can be made.

The Leadership team are also very willing to discuss educational or pastoral matters with parents and are often available without prior appointment. However, if the matter is not urgent, a quick enquiry at the office to check their availability can prevent a wasted journey.

All parents are able to check their child's progress through our online reporting system through their own log in which is issued when children join the school. In addition, a written report and your child's learning journal will be sent home at the end of each academic year.

Homework Guidelines

The homework policy and guidelines which Stourfield Junior School have adopted draw upon what is recognised as good practice. As such, we have taken into account examples of good practice in other schools and the views of parents and staff in putting together the policy. Please visit our website for full guidelines on homework.



Individual Needs

The school has a special needs (SENCO) and a Gifted and Talented Co-ordinator who ensure we cater for children's individual needs. There are also governors attached to these areas of the curriculum. Our over-riding aim is to help each child access the full curriculum.

Children identified as having Special Educational Needs are supported by a wide range of intervention programmes as well as highly skilled Teaching Assistants. We are able to call upon support from a range of outside agencies.

Early identification of children's needs, the provision of support and suitable programmes of work alongside Individual Education Plans (I.E.P.s) are all considered vital to our planning for SEN pupils

Behaviour

The school strives to foster an environment in which every member of our school community is 'safe, secure and valued'. In order to achieve this, we have developed our own Stourfield Junior School expectations which are as follows:

We value respect, support, consideration and patience.

We think these qualities are very important, not only in other people but also in ourselves and so we try to:

- Be friendly and polite.
- Use acceptable and appropriate language.
- Walk around the school building quietly
- Do as we are asked to do by all staff straight away.
- Look after personal and school property.
- Be helpful to those in need.
- Listen and value everyone's contribution.
- Keep unhelpful hands, feet, objects and comments to ourselves.

The Head, Deputy, Assistant Headteachers and Pupil Welfare Manager are ultimately responsible for co-ordinating the pastoral care and promoting good behaviour within the school. However, class teachers and the senior leaders in the Lower and Upper School should be consulted first, if parents have concerns.





Religious Education

There is a legal requirement that we teach Religious Education. The school uses the 'Discovery' Scheme of work, which is based on the requirements of the Bournemouth Agreed Syllabus for Religious Education. This reflects "the fact that the religious traditions in Great Britain are, in the main, Christian, whilst taking account of the teaching and practices of the other principal religions represented in Great Britain." (1988 Reform Act).

The scheme of work enables the children to learn about the concept of God, religious figures, stories and festivals, study introductory units on Hinduism and Islam as well as in-depth study of aspects of Christianity. These are linked to IPC topics where possible. Through this, we hope to enable children to come to an understanding of the nature of religion and what it means to take a religion seriously. We aim to encourage attitudes of respect, open-mindedness, self-esteem, sensitivity, appreciation and wonder, as well as to develop skills of reflection, empathy, communication, analysis, reasoning and enquiry.

Collective Worship

We have a statutory duty to provide a daily act of collective worship. This should be wholly or mainly of Christian character.

At Stourfield Junior, this act usually takes place during assembly time and assembly themes are linked to our Personal Learning Skills. Children are grouped in lower school, upper school, year or class groups for assemblies.

As we are an inclusive school, every attempt is made to ensure that the daily act of collective worship is acceptable to the whole school community. An opportunity to reflect or pray is included in all acts of collective worship and this is often marked by the lighting of a candle.

You do have the right to withdraw your child from Acts of Worship and R.E. lessons. Please see the Headteacher if you would like to discuss this further.

Sex and Relationship Education

Sex and Relationships Education takes place in each year group in the summer term. It aims to ensure young people understand and respect their bodies, and are able to cope with the changes puberty brings. The curriculum helps to support young people to have a positive self and body-image, and to understand the influences and pressures around them.

It is important to note that the SRE programme at Stourfield Junior School is embedded within the school's values framework and that we consider it vital to do this work in partnership with parents and carers. We are mindful that parents/carers have the legal right to withdraw their children from the Sex and Relationships Education provided at school, except for those parts included in statutory National Curriculum for Science. Those parents/carers wishing to exercise this right are invited in to see the Head teacher and SRE Co-ordinator, who will explore any concerns and discuss any impact that withdrawal may have on the child. In order to assist parents in making this decision, parents will have the opportunity of viewing the DVD material used and have any concerns answered.

Further details of the policy for Sex and Relationships Education are available from the school office.



The School Day

Morning: Registration Time 8.50 a.m.
Afternoon: Finish School 3.15 p.m.

Staff will be on duty at the doors to each entrance to the playground at 0840, ten minutes before the beginning of school, when the doors to school open. Children can come straight into school as they arrive. Children should not arrive before 0840 since we are unable to guarantee their safety. Any child who arrives before this time remains the responsibility of the parent. Our school doors close at 0850. Any child arriving after that time must enter the building via the main office so that we can make sure they are registered as present in school.

At the close of school, all children should leave school promptly. We do not allow children to stay for 'after school' activities without your written permission. Should it be necessary to cancel an 'after school' club, we will try to contact you but in the event of this not being possible, the children will be kept in school until collected at the time the club normally finishes. Please notify the member of staff running the club in writing if your child is unable to stay on a particular day.

Please note that children are not allowed to play ball games on the playground before school and may only do so after school, if directly supervised by an adult.

Getting to School

Parking - The school is fortunate to benefit from a large parking area next to Beaufort Community Centre, which is accessible from Beaufort Road. This includes a 'drop off' zone where parents can stop parallel to the pavement and deposit their children, who can then walk safely into school. The school requests that parents use the facilities provided rather than parking dangerously on the busy main roads around the school. Zigzag lines have been painted outside the school gates to prevent cars stopping or parking near the entrance, which can cause obstructions and endanger our children.

The area of car park nearest to the school is reserved for staff use and the entrance with high double gates leading to the playground is used as an emergency exit. Therefore, this must be kept clear at all times.

PLEASE HELP US TO KEEP YOUR CHILDREN SAFE BY STOPPING OR PARKING THOUGHTFULLY AT THE BEGINNING AND END OF THE DAY.

Walking - If your child comes to school on foot, please insist they use the school crossing patrol or pedestrian lights to cross the roads.

Cycling - We have cycle and scooter racks on the school premises to which bicycles and scooters can be locked. If you wish your child to cycle to school, please contact the school office for details of the Cycle Permit Scheme. Please note that bicycles and scooters are left on the school site at your own risk.

Emergency Closures

In extreme circumstances, severe weather or failure of the heating system, it may be necessary to close the school. Should this be the case, we will make every effort to inform you as soon as possible through Heart FM, and our school texting and email service and the school website.

Rewards

Stourfield Junior School supports positive behaviour and we operate a rewards and sanctions system.

Children are divided into four houses: red, orange, green and yellow. Throughout the week, children can be awarded housepoints for good work, behaviour and attitude. Housepoints are collected after lunch on a Friday by Y6 pupils and the winning house announced each week in our Celebration assembly. At the end of each term, the overall winning house is rewarded with a house group activity for the afternoon.

We also have other reward systems including:

- PROUD Certificates/Caring Courteous Cat
- Unsung Heroes
- University of Stourfield (UoS)

For more information on Rewards please visit our website.

Sanctions

Sometimes, for behaviour which directly contravenes one of school expectations, staff may ask children to attend Lunchtime Payback.

We also have a report card system which has been developed to provide a structured intervention programme for those children who are having difficulties in managing their own behaviour appropriately. There are three report cards; green, amber and red, increasing in seriousness. Parents will be informed if their child is in danger of being placed on a report card.

For more information on sanctions please visit our website.



Uniform

Wearing uniform encourages children to feel that they belong. The uniform at Stourfield is simple, smart, practical and inexpensive. If you experience difficulty in affording items of uniform, please call at the office as we may be able to help you.

Our uniform is:

Boys

Grey Trousers
Pale Blue Polo Shirt*

Girls

Grey Skirt or pinafore dress
Grey Trousers (not fashion)
Pale Blue Polo Shirt*

For Both Boys and Girls

Blue Sweatshirt (bearing logo)* OR Royal Blue Pullover
White, grey or navy socks/tights
Black or brown, low heeled shoes, with laces or straps (no trainers please)
Open toed sandals may be worn but socks must be worn with all footwear
Boots may be worn in winter months but must be plain, black and low heeled.
Ugg type boots, coloured and patterned tights and over the knee/thigh length socks are not permitted.
High heels and trainers are not permitted.

PE Kit

Yellow/green/red/orange 'T' shirt* according to house
Royal blue shorts* Blue Fleece*(Optional)

Swimming Kit

Swimming costume Swimming hat*
Large towel

Games Kit

Yellow/green/red/orange 'T' shirt* according to house
Socks Blue fleece or jumper
Trainers Blue tracksuit bottoms

Children may bring thermal skins to wear under their PE kits for outdoor PE in cold weather.

* These items are obtainable from the school office on Wednesday 8.40 – 9.00am and 3.00 – 3.30pm.

PLEASE MARK ALL KIT CLEARLY WITH YOUR CHILD'S FULL NAME



Telephone: 01202 424554

Website: www.stourfieldjunior.org.uk

Jewellery

With both Health & Safety and Security in mind, we prefer children not to wear jewellery to school. However, should you wish, children are permitted to wear a watch and simple, small stud earrings.

Children arriving in school with other items of jewellery such as necklaces, bracelets, rings and wrist bands will be asked to remove them.

Piercing to any other part of the body, such as the nose, eyebrow or belly-button is not considered suitable for school and therefore jewellery in these parts of the body must not be worn.

The following safety advice applies to Physical Education lessons:

- All jewellery must be removed for P.E./swimming and remains the responsibility of the child.
- There may be some occasions where an item of jewellery cannot be removed – for example, when ears have just been pierced. If this is the case, tape should be provided by you to put over the stud, so that any accidental knock to that part of the body does not result in the pin of the stud penetrating the skin below and behind the ear.
- We would also ask that you ensure that children can remove any jewellery independently of the teacher.

Hair Style Requests

- Pupils should avoid extremes of hairstyles and hair should be grade 2 or above in length and not have patterns or ridges shaved into it.
- Children are expected to retain their natural hair colour. Hair braids and extensions are NOT permitted. If fitted during a holiday period, the braids should be removed before the beginning of the new term.
- Hair accessories should be simple.
- Shoulder length and longer hair must be tied back at all times in the interests of health and safety and to stop the spread of head lice. This applies to both girls and boys.

Food & Drink

Your child may go home for lunch if you wish but most children stay in school and eat a packed lunch or hot school meal.

Our hot school meals are all freshly prepared on site each day. By following strict nutritional guidelines, we ensure our children eat healthy and delicious meals. There are regular theme days and a Golden Table on Friday. The children really enjoy the food and the social aspect of eating together.

If your child is bringing a packed lunch, please ensure that lunch boxes and drink containers are unbreakable and clearly named. Children should not bring fizzy drinks or sweets. Foods containing nuts or kiwi fruits are not allowed, as we have several children who have a severe allergic reaction if they come into contact with these food items. Water is available if required, although it is preferable for children to have their own drink.

Families who are in receipt of certain benefits may qualify for free school meals. Please enquire at the office for more details, or contact the Benefits Agency direct.

The school recognises that it is important for children to drink water during the day and pupils are permitted to bring water bottles into lessons. These can be refilled from water coolers at appropriate times during the school day. As we are a healthy school, only fresh/dried fruit or raw vegetables should be eaten as a break time snack.



Charges

Education at Stourfield is free but there are some 'extras' for which we, unfortunately, have to ask for payment:

Day Visits

In order to bring our teaching 'alive' and to motivate our children, we try to arrange appropriate day visits to places of interest. These involve transport costs and entrance fees that we are unable to meet from normal funds and we therefore have to ask for voluntary contributions from parents. It is school policy that no child is ever excluded from a day visit through inability to pay.

Residential Visits

We have a tradition at Stourfield of providing our Year 6 and Year 4 children with the opportunity of working away from school while staying in a residential centre. We make every effort to ensure that no child is excluded from a residential visit by the inability to pay but the larger sums of money involved means that we are not always able to find the funds to support the full cost for such children.

Stationery

Although all books and paper will be provided, we do ask that your child comes to school with appropriate writing equipment and a ruler. A glue stick is also useful.

Stationery items can be purchased from the school council shop on the playground during lunch time on Wednesday lunchtime from 12.35–1.00pm. We do ask that your child brings no more than £1 to school for any purchases.

A price list is displayed in every entrance to the school.

Instrumental Lessons

The school offers children the opportunity to learn to play a musical instrument in a group under the tuition of a visiting teacher from Bournemouth Academy of Music (BAM). These lessons are provided under the terms of the school's Instrumental Lessons Policy. There is a termly charge payable in advance which is reviewed annually and stands at £57.50.

Swimming

The school is extremely fortunate to have the use of a covered heated swimming pool. We are able to swim all the year round and this skill has a high priority in our Physical Education curriculum in Year 3 and 4. We ask parents to ensure that children swim every week during these times, and, if they are unable to do so at any time, to let us know in writing. It costs an enormous amount to keep the pool running and we ask all parents for a voluntary contribution of £2 for each session that their child swims. Since the school receives no grant from the government or local authority, these contributions are essential if the pool is to stay open.



Well-Being

Parents of all new children are asked to complete and return an information form. The details it contains are essential to us in dealing with any emergency involving your child. Please keep us informed about any changes to this important information, especially contact phone numbers!

Absence

If your child is absent from school, please let us know why on the day. We have a dedicated absence line where you can leave a message at any time for this purpose. The law requires us to regard any absence or lateness for which we do not have an explanation as 'unauthorised' and these must be noted on your child's annual report.

Research suggests that children who miss school or are taken out of school may never catch up on the work that they have missed. A child with 90% attendance will have missed the equivalent of a half day each week. This can affect their education and overall outcome at the end of their school years and beyond. Referrals can be made to the Education Welfare Service for any child whose attendance causes concern.

From September 1st 2013, Headteachers have not been able to agree to any leave during term time unless there are exceptional circumstances as to why it has to be taken during this time. Holidays due to lower cost or parental leave commitments are not considered to fall into this category.

If you wish leave during term time to be considered, this must be done by letter to the Headteacher, detailing the reasons why you feel that the circumstances are exceptional and enclosing any evidence which you feel supports your case. It would be helpful if you could let us know if there are siblings at any other local school. The decision to grant leave or not will be made on an individual case basis.

Penalty notices may be issued for pupils who have unauthorised absence from school. This means that each parent can receive a fine of £60 if paid within 21 days, rising then to £120 which needs to be paid within 28 days. These fines are in relation to each child's unauthorised absence – in other words, each parent will receive a fine for each child who has leave from school without it being authorised. Failure to pay the fine may lead to prosecution. The fines will be issued through Bournemouth Borough Council's Safeguarding and Social Inclusion Service.

These changes in legislation are national, apply to all schools and are based on the assumption that regular and punctual attendance of children and young people at school is both a legal requirement and essential in order for pupils to maximise the opportunities available to them. We understand that not all of you will agree but ask that you try and support us, as far as you can, by not making requests which we will not, with the best will in the world, be able to grant because they do not comply with the guidelines.



Health, Medicines, Accidents & School Nurse

It is essential that you keep us informed about medical conditions, which might affect your child's performance or safety in school. Medicines will only be administered if prescribed by a doctor or where four or more doses a day are required. If the medicine has to be brought into school, a consent form must be completed which can be obtained from the school office. Medicines must be clearly labelled with your child's name and class.

It is your child's responsibility to remember to go to the medical room at the appropriate time in order to take medicines.

Please ensure that, if your child needs an inhaler or epipen in school, they have one in school that is within date.

Accidents do occur in school and we are fortunate to have a number of qualified First-Aiders. If your child is injured and requires examination by a doctor, we will try to contact you immediately. If they sustain a minor injury, particularly to the head and we feel that there could be some after effects, we will send a note home telling you what has happened. It is vitally important that all your contact details are kept up to date so that we can make immediate contact with you, if necessary.

Listening Service for Children

The Listening Service is a confidential counselling service offered to all children at Stourfield Junior School. Children can be referred to The Listening Service by their parents and any member of staff at the school. Children attending The Listening Service will need written consent from their parents/carers.

Further details of this service are available from our Pupil Welfare Manager

Safeguarding and Child Protection

The school works in partnership with parents to support children in every way possible. However, the 'Working Together to Safeguard Children' document of 2010 places a clear responsibility on schools to ensure they work together with other agencies to safeguard and promote the welfare of all children.

Any concerns are normally discussed with parents and, if appropriate, and with their agreement, a referral to Children's Social Care (CSC) may be made. However, if such discussion and permission-seeking may place a child at risk of significant harm, then the school may contact CSC without first contacting the parents. This is in line with Government guidelines.

The designated members of staff Safeguarding and Child Protection in school are the Headteacher and Pupil Welfare Manager.

Security

The school occupies a very open and vulnerable site and therefore, we adopt certain measures to minimise the risks to pupils and their property. During the school day, between 9am and 3pm, the site is locked at the back of the playground and around the sides of the building. Visitors' access to the site is only via the front entrance on Cranleigh Road, even if you are using the car park. We apologise for the walk but feel it is a small price for a secure school. These gates are locked again at 6pm. Please note that the school premises, including the playing fields and playground, are out of bounds to children outside of school hours.

Children are not allowed to bring valuable toys to school. Small sums of money for specific purposes are allowed and these should be kept on the child's person in a pocket or purse belt; staff cannot accept responsibility for looking after valuables. No money should ever be left in cloakrooms or drawers. We do not allow children to buy, sell or swap articles in school.

Mobile Telephones

Our preference is that children do not bring their phones into school but, if it is absolutely necessary, they can be handed in at the school office before school and collected again at the end of the day. Children who do not abide by this policy will not be allowed to have their phones in school at all. The school accepts not responsibility for any phone that is left anywhere on school site.

The Governing Body

In order to function efficiently, the Governing Body divides into the following three committees: School Improvement, Resources (including premises), Staffing and Pupil Welfare. These committees meet regularly to discuss their specific responsibilities and make recommendations to the Full Governing Body which meets at least once a term.

The Agendas, Reports and Minutes of Governors meetings are available to be viewed by parents at the school office.

A list of the current Governing Body is available from the school office or on the school website.

The Parents & Friends Association (PFA)

We are extremely fortunate to benefit from the efforts of a very active Parents & Friends Association. Events are organised throughout the year including regular discos and culminating in our Summer Fayre. These activities are an extremely enjoyable way of getting to know other parents and raising much needed funds for the school. Willing volunteers are always welcome on the committee or just assisting at events. Those interested should contact the Chairperson or Secretary via the school office.

Parents

You are an important part of our school community and we welcome any help you can give us. If you are free during the school day and are willing to help in any way, please contact the school office.



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