



# PROSPECTUS 2020/21



Every Child, Every Chance, Every Day



Shirley Junior School is part of the Jefferys Education Partnership

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## HOW TO CONTACT US



Shirley Junior School, Bellemoor Road, Shirley, Southampton, SO15 5XE



02380 771 434



[juniorinfo@shirleyschools.co.uk](mailto:juniorinfo@shirleyschools.co.uk)



[www.shirleyjuniorschool.org.uk](http://www.shirleyjuniorschool.org.uk)

*If you require this document in a larger format please make a request at the school office or contact us.*

## WELCOME TO OUR SCHOOL



**Annette Hixon**  
Headteacher

Welcome to Shirley Junior School; thank you for taking the time to find out about our school and we hope you will find the enclosed information useful as your child joins us. We have included practical information and advice to help make your child's start as smooth as possible. If there is anything else you would like to know, please contact us.

We endeavour to make our school a lively, happy and inviting place, where learning is exciting and stimulating. We believe that children learn best when they feel happy, valued and secure. We also believe that children learn best when their families are involved and we invite you to come along to join the children at the celebration events at the end of each of the themed learning units, as well as coming to school during our 'Share My Learning' times, which are half-termly opportunities for your child to share with you the work they have been doing in class.

We aim to meet the needs of all children through an inclusive curriculum which engages and motivates. Throughout the year children take part in visits linked to themes, or experience 'hook' days which are designed to inspire and stimulate curiosity at the start of each topic. We strive to provide a rich and varied curriculum which values knowledge and skills and which also promotes values such as cooperation, curiosity, independence, resilience, imagination and citizenship.

## OUR VISION

### **Shirley Infant and Junior schools**

**Our schools create memories. Our curriculum captivates, challenges and is constantly evolving.**

**We nurture every child to believe in themselves and give them opportunities to discover their endless potential.**

**Each member of our community celebrates individuality and respects diversity. We prepare our learners with the skills to be creative future thinkers who will be responsible and ready to make a positive contribution to our ever changing world.**

**Every Child, Every Chance,  
Every Day**

### **WHAT THE CHILDREN SAY:**

*"Our school helps us build up amazing memories"*

*"Each and every one of us is special and has the chance to believe in our dreams and to discover our talents"*

*"Our lessons will challenge us and leave us wanting to know more"*

## ADMISSIONS

Our published admission number in Year 3 is 90. Children from Shirley Infant School have priority placements in Year 3 at Shirley Junior School; thereafter places are allocated according to distance from home to school and in line with our admissions policy, which can be found on our school website.

## SCHOOL ORGANISATION

The number of pupils on role is currently 358. Classes are organised across 2 floors of the Shirley building, with the lower school (Y3/4) occupying the second floor and upper school (Y5/6) on the top floor.

Children are taught in year group teams with each team being led by a year leader. Teachers plan for the year group together on a weekly basis. Some classes have two teachers who job-share.

All classes are supported by teaching assistants (TAs) who work under the direction of the teacher, either teaching individuals or small groups. Some TAs support children on a 1:1 basis.

All teachers have responsibility for ensuring curriculum subjects are delivered to the highest level across the school, while members of the Leadership Team take on additional responsibilities.

## TIMES OF THE DAY

<b>8:45am - 8:55am</b>	Doors open
<b>9:00am</b>	Registration
<b>10:40am</b>	Morning Break
<b>12:00noon - 1:00pm</b>	Lunchtime
<b>3:20pm</b>	End of the Day

## START AND END OF DAY

Children can come into school from 8:45am and doors remain open until 8:55am when it is expected that all children will be in school. Your Year 3 child will be shown which door to use on one of their induction visits in the Summer Term. ON THE FIRST DAY we ask you to bring the children into the school hall to be collected by their teachers. After that children can walk into school on their own. If you need to pass a message onto the class teacher there will be a duty teacher in the playground who can take a message. Alternatively, messages can be passed to the class teacher via the Admin team.

At the end of the day the teacher will bring your child to the playground. Year 3 children will be dismissed from the steps by the hall. It is helpful to let your child know where you will stand so they can see you easily—it's a very busy playground at 3:20pm! Please let us know if someone else is collecting your child at the end of the day.

## PLAYTIMES

There is a morning playtime of 15 minutes. Children can use the playground and field. There is not usually an afternoon play but sometimes at the beginning of Year 3 the teachers may take the children out for a break.

## ATTENDANCE

It is essential for pupils to maintain regular good attendance at school. We know that children who attend school every day have the best chance of fulfilling their potential and making the most of their educational opportunities. Parents have a legal duty to ensure regular and punctual attendance by their child at school.

**Our attendance target is 97.3%.**

During the year 2019/20 our attendance was 97% and in 2018/19, 97%.



### Good attendance

We celebrate good attendance with certificates, stickers and celebration assemblies. The highest achieving classes each week receive our coveted attendance trophy.

### Punctuality

The playground gate is locked at 8:55am every morning for security reasons so access, after this time, can only be made through the office. All children who arrive after 8:55am must report to the office; if they arrive after 9am then registers will be amended with a late mark. Please note that children find coping with a late arrival difficult—walking into a quiet room when all your friends are already ready for the day can be very daunting!



### Notification of absence

Attendance is rigorously monitored, so please contact the school office to let us know if your child is absent from school due to illness before 9.30am. We will contact you if your child is absent without reason.

### Childhood illnesses

The minimum periods of exclusion from school for the more common illnesses are listed below. Some children may require longer periods than those specified before their general health permits a return to school.

If your child is not well enough for a full day at school, including PE or games if it falls on that day, please keep them at home.

#### Illness

Chicken pox, Measles, Rubella

Influenza, Whooping cough

Mumps

Impetigo

Sickness/diarrhoea

#### Period of exclusion

7 days from appearance of rash

7 days from onset of illness

Until swelling has subsided

Until healed, unless lesions covered

Until symptom-free for 24 hours

## Holidays and Leave of Absence during term time

The Government guidelines around school attendance are very strict. Holidays and special trips should be taken during the school holiday period and there is no entitlement for family holidays or leave of absence during term time. Requests for leave of absence will only be considered in exceptional circumstances. Applications must be made at least 3 weeks in advance using the application for leave form available from the school office.

If a child's absence is unauthorised, the school has a duty to follow this up with the Local Authority, which may result in a fixed penalty notice (fine).

## Persistent absences or lateness

Where attendance becomes a concern (if it drops under 90% or there is persistent lateness), we may ask our Family Support Worker to become involved to support families that may be having difficulties. Continuing cases may be referred to the Attendance Support Officer for the JEP schools. Please talk to us before school attendance becomes an issue.

## YEAR 3 CLASS ORGANISATION

As the children move from the Infant school to the Junior school we often (but not always) regroup the children into new classes. The children have already worked and played with different children in the year group so this is generally something they cope with well. As in the Infants, staff do their best to ensure the children move with a friend and with children we know they work well with. They will have opportunities to work in their new class groups during the summer term.

## YEAR 3 INDUCTION

The transition day is a really important day as it will provide the children with an opportunity to meet their new teachers and spend some time getting used to their new learning environment. The first week of the 2020-21 academic year will also be full of transition activities to enable the children to settle as quickly as possible. For those children at Shirley Infants, there will be plenty of opportunities during the summer term for transition such as story times with their new teachers and joint playtimes with the current Year 3.



## HOME SCHOOL LINKS

We aim to promote strong links with parents and offer opportunities for you to come into school to celebrate your children's work and progress.

Each half term we hold parent drop in sessions called 'Share My learning.' These are usually held in week 5 of every half term.

At the end of most projects we invite you to a celebratory event when your child can show you the work he/she has been doing. Recent celebration events have been - Y4 fashion show, Y5 Forensic Scientists, Y6 WW2 Museum and Y3 Firework Makers' Daughter.

Parent workshops are offered to provide you with more information about the curriculum such as E-safety workshop, SATS support, supporting reading, understanding spelling.

In the Autumn and Spring terms we offer a parent consultation with the class teacher to discuss progress and next steps, and each year we will produce an annual report which will inform you of your child's achievements during the year.

Class teachers and senior leaders are available to meet with you to discuss your child at your request if you have particular questions or concerns. If you would like an appointment please call the school office or use the link on our website.

We welcome parent helpers in school to support with a range of activities such as reading, times table practice, cooking. If this would interest you please let us know. You will be subject to a safeguarding (DBS) check.

You can also contact the class teacher through our website; each Year group has an email address or messages can be written in your child's planner.

### Planners

All pupils will be given a Home Learning Planner that they will need to take care of and have in school every day. In the planner the pupils will be able to keep track of their reading, times table practice, record home learning tasks and awards they may achieve in school. The planner also has a range of information about our school and useful tips to support learning.

## BEHAVIOUR

At SJS we encourage children to take pride in themselves and to respect others. Our approach to behaviour management centres on a set of agreed Golden Rules made by SLT, teachers and the school's learning ambassadors. They have been shared with everyone and are displayed around the school so adults and children are aware of expectations. It is vital to the success of our policy that all children and adults understand the rules and that they are applied and followed through consistently.

### Shirley Junior School's Golden Rules

#### **Show respect for people**

(Speak politely to one another)

#### **Be gentle**

(Do not hurt anybody)

#### **Be kind and helpful**

(Do not hurt others' feelings)

#### **Always try your hardest**

#### **Always show respect for property.**

We support children to take responsibility for their behaviour and through an approach called '**Repair and Rebuild**' we train children to reflect on any inappropriate behaviour, develop empathy towards others and take responsibility for their actions.

All school staff including lunchtime play leaders are trained in leading restorative conversations with pupils.

Class charters – Each class create their own rules that they agree on at the start of the school year. These charters are reviewed throughout the year.

## **SCHOOL STAFF 2019/20**

### **School Leadership Team**

Annette Hixon	Headteacher
Jo Tearle	Deputy Headteacher
Anne Booth	Assistant Headteacher
Sarah Nutbeam	Inclusion Leader

## **YEAR LEADERS**

<b>YEAR 3</b>	Natasha Spencer
<b>YEAR 4</b>	Mary-Anne Broadway
<b>YEAR 5</b>	Ria Fearn
<b>YEAR 6</b>	Kerri Davie

## **CLASS TEACHERS**

Year 3	Natasha Spencer Alex Wilkinson–Tough	Jenni Connelly
Year 4	Mary -Anne Broadway Louise Vincent	Kathryn Blake
Year 5	Ria Fearn Clare Mendez/Colette Jansen	Katriina Chalk
Year 6	Kerri Davie Jonathan Richards	Anne Booth/Ali McQuay

## **TEACHING ASSISTANTS**

Fiona MacCallum	Skevi Netiatis
Ewelina Jarosiewicz-Zalewska	Abi Peck
Sarah Mintram	Chris Richmond
Ellie King	Emma Eastell



## **INCLUSIONS TEAM**

<b>Inclusion Leader</b>	Sarah Nutbeam
<b>SENDCo</b>	Bridget Patten
<b>EAL/Speech &amp; Language support</b>	
<b>Emotional Literacy Support Assistant (ELSA)</b>	Flora McCallum

## **SUPPORT STAFF**

<b>Business Manager</b>	Tracey Thompson
<b>Finance Officer</b>	Hayley Colligan
<b>Site Manager</b>	Rob Davies
<b>Librarian</b>	Chris Richmond
<b>Family Support Worker</b>	Karen Allen

## **LUNCHTIME PLAY LEADERS**

Abi Peck	Ewelina Zalewska
Louise Matthews	
Celia Yazdanparast	

## **CLEANING STAFF**

<b>Cleaning Team</b>	Louise Matthews
	Tiff Thompson
	Denise Gale
	Liz Gray

## SCHOOL ADMIN TEAM

Our office team will often be your first point of contact and they will be able to help you with any queries you may have. The office is open from 8:00am until 4:15pm every day, so please don't hesitate to contact us.



**Sue Prince**  
*Senior Admin Officer SJS*



**Emma Fay**  
*Senior Admin Officer SIS*



**Amanda Hunt**  
*Admin Officer SIS/SJS*

## YOUR CONTACT DETAILS

Please ensure that all contact details are up kept to date as there may be occasions when we need to contact you urgently.

## MEDICAL

Please ensure we have up-to-date medical information about your child. We are able to administer prescribed/purchased medicines in school but we will need you to complete a consent form for this. If your child becomes ill we may contact you.

## ACCIDENTS AND EMERGENCIES

If your child has an accident in school they will be seen by one of our qualified first aiders. If there is an injury or your child has been hurt you will be notified. In the event of an emergency we will contact you urgently, if necessary a member of staff can accompany a child to hospital.

## COMMUNICATING WITH YOU

At the end of each week, we will add a range of information such as curriculum letters, newsletters, trip letters, to the school website. Information that requires a response from you will be sent home on paper with your child. Please check book bags and other bags at the end of each week. Please make sure the Admin team have a current email address or inform them if you would like to receive letters in a paper format.

If you have any issues reading or understanding letters please ask for further support; for example we may be able to help with translations or provide letters in larger print.

All our letters are available on our website under the parents' section.

## GOVERNING BODY

Shirley Junior and Infant Schools have a joint governing body that has strong parent representation which enables the school to keep in touch with the values of the community as well as working with school leaders to maintain the high standards and vision and ethos of the school. The Governors are involved in a range of aspects of school life from safeguarding and financial planning to implementing and monitoring of the curriculum.

Peter Gould	Chair of Governors
Carolyn Fayle	Vice Chair of Governors
Carl Brooks	Governor
Andy Powell	Governor
Sarah Horsfall	Governor
Alex Woodgate Jones	Governor
Matthew Rumble	Associate Governor
Richard Little	Associate Governor
Stuart Curtis	Associate Governor
Stefan Bleeck	Governor
Matthew Corkhill	Governor
Donna Dunford	Staff Governor (SIS)
Hannah Prior	Staff Associate Governor
(Vacancy)	Staff Governor (SJS)
Annette Hixon	Headteacher, Shirley Junior School
Cate Gregory	Headteacher, Shirley Infant School
Lucy Coupal	Clerk to the Governing Body

The Governing Body has a strong focus on three core strategic functions, namely:

- ◇ Ensuring clarity of vision, ethos and strategic direction;
- ◇ Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff;
- ◇ Overseeing the financial performance of the school and making sure its money is well spent.

If you would like to know more about the work of the Governing Body, please feel free to contact Peter Gould, the Chair of Governors, at [chair@shirleyschools.co.uk](mailto:chair@shirleyschools.co.uk)

## THE CURRICULUM

At Shirley Junior School we are proud of our curriculum and believe it is a strength of our school. We aim to make learning engaging and interesting by giving a clear purpose to lessons through real-life contexts and using exciting projects to teach a range of subjects.

Each of our projects have different themes, all ending in a celebration of our learning. These celebrations include creating museums, performing plays, having parties, holding fashion shows and all sorts of other fantastic events which the whole school community are involved in.

Although all schools in England are guided by the National Curriculum, they are free to develop their curriculum as creatively as they can. The Primary Curriculum is divided in to 2 sections: the Core Curriculum (English, Maths, Science and more recently Computing) and the Foundation Subjects (History, Geography, Art, Design, Languages, RE and PE). Our projects may change from year to year.

### LOWER SCHOOL 2020-21 PROJECTS

	Year 3	Hook	Year 4	Hook
Autumn 1	Come Dine With Me	Breakfast Party	Ticket To Ride	Rock n Roll Dance
Autumn 2	Walk Like Egyptians	Archaeology Day— Rhodopis	Better than Stone	Butser Farm visit
Spring 1	Firework Makers Daughter	Firework painting and music	Roman Invasion	Celt Roman battle drama day
Spring 2	Let It Shine	Shadows investigations	Wild!	Enter a rainforest world
Summer 1	Ground Force/ Southampton Through Time	Plan for the grounds TBD	Eruptions & Disruptions	Pompeii—Disaster Investigations
Summer 2	Shirley Cruises	‘Sail Away’ party	Rags 2 Riches	Designer Visit

### UPPER SCHOOL 2020-21 PROJECTS

	Year 5	Hook	Year 6	Hook
Autumn 1	Invaders vs Settlers	Role play battle	Secret Spitfires	Milestones
Autumn 2	CSI Shirley / Cosmic	Crime Scene investigation / Astrodome	A Fair Christmas for All?	Lush fair trade visit
Spring 1	The Savage	Common trip	Wolves	New Forest Wildlife Park
Spring 2	The Power of Water	River study trip	Holes	PT obstacle course
Summer 1	Shackleton’s Journey	Author/Illustrator visit Survival skills	Lab Rats	Scientist visit/heart dissection
Summer 2	Fun at the Fair	Paulton’s Park	“It’s a wrap!”	Theatre visit

## READING

Reading is extremely important and we recommend that children read at home every day. In Year 3, we have a reward system in place and children will receive one credit per day when they remember to bring their reading book and planner in to school. Children who read at home four or more times a week will receive an effort sticker and earn themselves golden time. We encourage the children to write at least one comment a week about their reading.

We promote a love of reading in our school by challenging children to read the top 100 reading books that are appropriate to their age. Every class has its own reading corner and books are readily available in every year group and library.



## HOME LEARNING

### Range of Home Learning Activities:

- Reading
- Reading reflection based on reading skills
- Learning and mastering curriculum spelling
- learning and mastering times table at speed

## ACADEMIC RESULTS

End of Key Stage results of reading and maths tests, (SATs) and Teacher Assessment outcomes for writing .

	Outcomes for Shirley Junior School (2019)		National Results (2019)	
	ARE	GD	ARE	GD
Reading	70%	40%	73%	26%
Writing	80%	16%	78%	16%
Maths	80%	27%	79%	22%

ARE Age Related Expectations

GD Working at greater depth

## PE AND SPORTS

Shirley Junior School PE and Sport Vision Statement

**For all pupils to be confident young people who have the skills, understanding and resilience to lead and maintain a healthy and physically active lifestyle.**

The PE and Sport curriculum consists of Gymnastics, Dance, Games, Athletics and Swimming (which is taught in Year 5). Throughout the key stage pupils also work to develop knowledge and understanding of fitness and health.

### PE Kit

Children must wear suitable PE kit for all lessons—black shorts, white T-shirt /house colour T-shirt with logo and, in winter, jogging bottoms and sweatshirt. A sports jumper is also available.

Trainers must be worn for outside PE.

If children wear earrings that cannot be removed they should be covered before PE lessons. Children can do this for themselves but will need to bring tape from home.

PE kit should be brought into school on the first day of each half term and will be returned at the end of each half term for washing.

It is intended that all children will take part in PE. Where a medical condition prevents participation a doctor's note will be required. A note from parent or guardian is required if there is a particular reason for non participation.

We encourage and support children who would like to take part in competitive events such as cross country, girls and boys football, netball and athletics.



## MUSIC

Year 4 have the opportunity to learn a range of instruments as a class and this forms part of our music curriculum.

Peripatetic music lessons are available for pupils from Year 3 and are run by Southampton Music Service. Pupils are taught in small groups on a weekly basis and are withdrawn from class for these sessions. There is a charge for these lessons directly from Southampton Music Service.

Children have the opportunities to perform at events such as the JEP schools' Prom, Young Voices and the Royal Albert Hall.

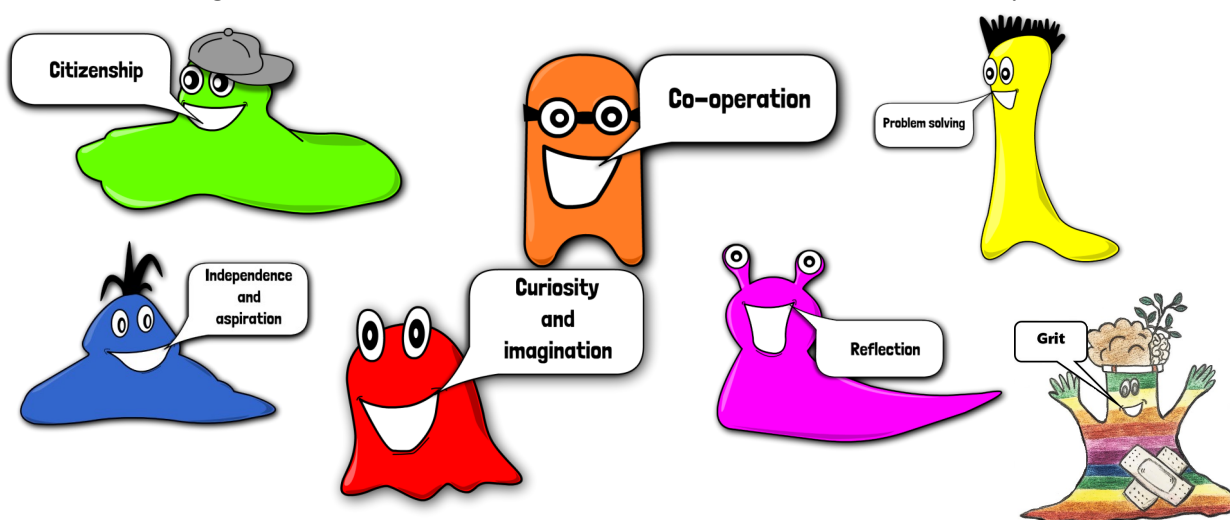
All pupils who learn an instrument are invited to play in our school orchestra when they feel ready.

## LEARNING VALUES

We have seven key learning values. They are skills which we consider to be vital for all learners and we expect these skills to be displayed by staff and children. Nobody has to be perfect at using them but we are all working hard to get better!

The learning values are a key part of every classroom. They were created to help develop 'all-round learners' and to draw attention to the processes of learning, rather than just the outcomes. We believe that they will aid children in going beyond the recall of information and will help them to develop a deeper understanding of topics. Over time pupils will be able to evaluate their progress and learning against these learning values.

You will see the 'LV's' around the school: in classrooms, on display boards, in books and on planning. You will also hear them being spoken about by staff and children. Please take the time to ask the staff or children more about them. If children work particularly hard at displaying one of these values they could find themselves being awarded with a sticker or a certificate in our Celebration Assembly.



## PUPIL VOICE

We encourage children to become actively involved in making decisions and taking responsibility for our school. Each Autumn the children elect peers to become Learning Ambassadors and House Captains.

Every year the pupils vote in an election for their class Learning Ambassadors. This is carried out with formal voting booths. Our Learning Ambassadors meeting on a regular basis to bring about changes and improve different areas of the school. Over the last few years they've introduced class names, met with Ambassadors from another school and held interviews for children's jobs.

Every child is allocated a house that they join for their time at Shirley Junior School. Year 6 pupils are elected as house captains. Throughout the year they collect credit totals and arrange house competitions such as Bake off and You've been Framed.

Children can apply for jobs within the school such as tech assistant, office helper, repair & rebuild mediator, peaceful stairs monitor as well as, join Eco Warriors, Sports Ambassadors, sports leaders.

## RIGHTS RESPECTING SCHOOL

We are a Rights Respecting School and are committed to upholding the articles of the United Nations Charter for the Rights of the Child.

## VISITS AND VISITORS

The curriculum is enriched by an exciting and relevant range of educational visits which are designed to support the different topics that are studied as part of a broad curriculum. Please be aware that school trips are funded through parental contributions. If there are insufficient funds for a trip it may need to be cancelled. For example, this year children have visited;



- ◇ Butser Farm—(Year 4 )
- ◇ New Forest Wildlife Park —(Year 6)
- ◇ Paultons Park—(Year 5)
- ◇ London Theatre Visit—(Year 6)

Visitors to school also enhance the curriculum in a variety of ways. This year visitors have included the Aesop's Theatre Company, Play in a Day, Astrodome, A film crew.

## WHOLE SCHOOL EVENTS

Throughout the year we hold several whole school events. These include World Book Day, Maths Enterprise week, Cultural Diversity Day, Active and Healthy week, Walk to School week and Arts week. During these weeks pupils get the opportunity to experience a range of activities.

As part of our Citizenship and Rights Respecting, pupils also hold special days for fundraising including reading challenges, cake sales, sponsored sports events, Red Nose day and Comic Relief.

## RESIDENTIAL VISITS

As well as day trips, the school offers two residential visits.

### YEAR 6 PGL FRANCE

This residential trip is on offer to children at the start of Year 6. Children stay at Chateau du Tertre and take part in a range of activities and excursions relating to the topics they are learning in Year 6.



### YEAR 4 AVON TYRRELL

Avon Tyrrell offers a variety of outdoor educational activities where children can learn about the local environment and the animals and plants on the grounds. This is usually on offer to children in Year 4.



## EXTRA CURRICULAR ACTIVITIES

### CLUBS

We offer a wide range of lunchtime and after-school clubs which broaden children's experiences and develop interests and enjoyment. Several clubs are run by outside specialists, such as Football, Netball, Sports Challenge, Dance, Latin, Art and Drama, others are run by school staff such as Choir and Rock Challenge.

There is a small charge for these activities run by outside specialists.

You will receive information about the clubs on offer for 2019/20 before your child starts with us in September.

### PTFA

Parents and friends of Shirley Juniors are very active in supporting the school. The group organise events to raise essential funds for the school. They also support the school in other ways such as organising our Tidy Up day in May and art and craft activity sessions for the children. It's a great way to get involved. Events this year have included:-

Car Boot Sale

Tidy Up Day

Pupil Disco

Adult & Junior Quiz Night

Summer Fair

Fireworks Display

Christmas Fayre



Funds in the past have been spent on Smart Sacks, story teller, picnic benches, pond shed.

Each class has a parent representative who attends a Parent Forum termly to discuss, with school leaders, a range of issues. The PTFA team will be in touch to let you know of events as they happen. Also look out for our initial PTFA meeting in September which sets the direction for the year.

There is a Facebook page for the Parent Forum for school related matters which you can join. There are also other Facebook pages relating to classes/year groups that you might like to join.

## PUPIL PREMIUM FUNDING

Your child may be entitled to pupil premium funding in order to support their learning at school. This funding is provided for pupils who are entitled to free school meals (either currently or previously). In order for schools to be allocated this funding parents need to make an application.

As well as providing free meals this funding is used in a variety of ways to support pupil learning, such as additional 1:1 precision teaching, small group work, intervention programmes, resources and educational visits. Further information can be found on our website.

Children eligible for this funding are also entitled to a free music lesson and a free school club every half term.

### **If I claim but my child doesn't want school meals, will it still make a difference?**

Yes! If you are eligible for the funding, then applying will give the school an additional £1300 to help with your child's education—whether or not they take advantage of the free meals.

## PUPILS WITH SPECIAL NEEDS AND DISABILITIES

We have a fully inclusive SEND policy and Equal Opportunities Policy and strive to make the best provision for each child. Support for children with special needs or disabilities is provided by our school Inclusion Leader, Sarah Nutbeam and our SENDCo, Bridget Patten.

They liaise with class teachers, specialist teachers and outside agencies, where appropriate, to ensure needs are identified and that provision is in place to meet these needs. As part of Jefferys Education Partnership we are able to offer a range of specialist services to children and their families. Professionals who work in partnership with us are;

- Educational Psychologist
- Speech and Language Therapist
- Parent support worker
- Attendance Support Officer
- School Nurse

Our SEND policy is available to read on the website, or if you would like to discuss your child's needs personally, please contact us.

## FAMILY SUPPORT WORKER

Karen Allen works across both Infant and Junior school and may already be familiar to you. She is available to support children and families where necessary. She can support with a range of issues such as attendance, healthy eating, parenting, engaging children in learning and many other concerns. If Karen cannot help you she can usually signpost you to someone who can! Please be aware that Karen works on Monday, Tuesday and Wednesday.



## EMOTIONAL LITERACY SUPPORT

We have a trained ELSA in the Junior School, Flora McCallum. She is available to work with children who have emotional needs and can support children who have anxieties, who are dealing with difficult situations at home or school. Referrals can be made by class teachers or SENDCo (with your consent) or you can request that your child has some support.

## SCHOOL NURSE

The school nurse for Shirley Junior School is Janet Barfoot. She is able to carry out hearing or vision tests or discuss any health concerns you may have. If you would like a referral please contact the school Admin team who will be able to organise this for you.

## MEALS AND SNACKS

### HOT LUNCH

Hot, cooked meals are supplied to the school by our caterers, Chartwells. These are cooked at Hollybrook Infant School and transported to school in specially designed 'hot boxes'. Menus are created with regard to healthy eating and food standards. To see a copy of the menu, please visit the school website.

Meals are served in the school hall and each year group has their own sitting. Children are supervised in the hall and on the playground by our team of Play Leaders, some of whom are also TAs.



There is a charge for school meals of \*£2.25 per day which must be paid in advance. Payment can be made online or by cheque made payable to *Shirley Junior School*. If you are receiving income support, your child will be entitled to free school meals.

### PACKED LUNCH

You can provide a hot or cold packed lunch for your child which they can eat in the hall with their peers. In the summer months the children may eat sandwiches outside on the picnic benches.



### BREAK TIME SNACK

Children may bring a healthy snack from home to eat at morning break time. Acceptable snacks are fruit or pieces of vegetable, cereal bars and small rolls. **Please do not include chocolate bars, sweets and crisps as these are not healthy and may be returned with your child at the end of the day. We are also a nut free school so please do not send any items containing nuts.**

### WATER

Children may bring unflavoured water to school in a plastic bottle to drink throughout the day. **Please ensure that lunchboxes and bottles are named clearly.** Plastic water bottles are available to purchase from the school office for £1.50, with replacement lids costing 20p.

### LUNCHTIME ACTIVITIES

At break time the playground is supervised by teachers and teaching assistants. At lunchtime, play leaders help the children to play co-operatively, run small group games and assist the children with sorting out disagreements. Team Spirit provide sports skills clubs that any of the children can choose to join in with each day.

The play leaders are supported by a team of Sports Leaders from Year 6 who monitor the play equipment, topping it up as needed and also run games for children to join in with.

\*correct at June 2020

## UNIFORM

### BASIC UNIFORM

We ask children to wear a basic uniform to encourage a sense of belonging. Uniform requirements are flexible and most items can be readily purchased. Items, including tops, jumpers and cardigans with the school logo, can be bought from Skoolkit in Totton or ordered online from either Skoolkit or Tesco.



**Boys**—*Green pullover/jumper or sweatshirt, white or grey shirt, grey or black trousers or shorts.*

**Girls**—*Green cardigan, jumper or sweatshirt, white shirt, green, grey or black trousers, shorts or skirt, green and white gingham summer dress.*

Shoes should be of a sensible design and colour and suitable for a busy day in school and in the playground. Trainers, high heeled shoes, boots, strappy sandals, open toe sandals and flip flops are not acceptable. In particularly cold weather, warm boots may be worn to school but children need to change into their usual shoes once in school.

### GAMES AND PE KIT

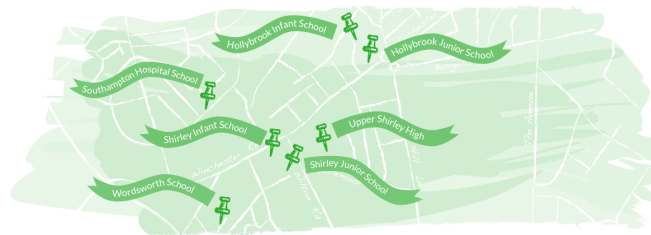
For indoor PE, children should **wear black shorts and a white t-shirt or a Shirley school house T-shirt in their house colour.** They do not need plimsolls as indoor PE is done in bare feet. Outdoor games lessons take place all year round therefore in cold weather children will need a pair of tracksuit bottoms or joggers, preferably a Shirley sports jumper or tracksuit top and a pair of trainers. **Shirley junior school PE sweat jumpers and PE house T-shirts can be purchased from Skoolkit in Totton.**

### JEWELLERY

For safety reasons children are asked not to wear any jewellery (apart from watches and religious jewellery) to school. If earring studs have to be worn, for safety reasons they should be removed for PE lessons or, if not possible, taped over by a parent that morning.

## ACADEMY

In November 2012 Shirley Junior School joined with other local schools to form a multi-academy trust called Jefferys Education Partnership (JEP). Together the schools are able to take advantage of the increased autonomy that is afforded to Academies. For example, we are more able to determine how to arrange our curriculum to suit the needs of our pupils across the schools and we have combined some of our financial resources to purchase services to support children in our schools. Other schools in the multi-academy trust are; Shirley Infant School, Hollybrook Infant and Junior Schools, Upper Shirley High, Wordsworth Primary and Southampton Hospital School.



To find out more about Jefferys Education Partnership, visit the website at

**[www.jetrust.org](http://www.jetrust.org)**

## FREQUENTLY ASKED QUESTIONS

### How will my child be kept safe?

Your child's safety is our highest priority and we have safeguarding policies and procedures in place to ensure safety for all. Our comprehensive safeguarding policy is reviewed regularly and can be found on the school website. Other policies related to safeguarding are: e-safety policy, health and safety policy, social networking policy and all can be found on the website.

### How will I know what my child will be learning?

Each term you will receive information about the topics that the children will be studying. You will also be invited into school at the end of some topics to celebrate the children's learning. This year events have included a Spanish tapas tasting event, a Greek museum, an Egyptian exhibition, and a fashion show. You will also be invited into half-termly Share My Learning sessions.

### How can I get involved?

There are a number of ways you can be involved in our school life from volunteering in class, to supporting the PTFA or becoming a governor. It all depends on the amount of time you have and level of involvement you would like. The best support you can offer is to ask your child about their learning, encouraging him/her to talk about the topics and coming along when you can to the Share My Learning events throughout the year. If you would like to be more involved please get in touch.

### How can I find out more?

Lots more information is available on the school website including links to the following policies;

- |                            |  |
|----------------------------|--|
| ◇ Admissions               | ◇ Special Educational Needs and Disabilities and Local Offer |
| ◇ Attendance               | ◇ Behaviour Policy   |
| ◇ Teaching and Learning    | ◇ Safeguarding Policy  |
| ◇ Sex and Relationships    | ◇ Health and Safety Policy                                   |
| ◇ Social Networking Policy | ◇ Equal Opportunities  |
| ◇ E-Safety Policy          |  |