



Spire Junior School

Working for our Children

Information about the School

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| Address | Jawbones Hill Chesterfield S40 2EN |
| Telephone | 01246 234546 |
| Fax | 01246 275053 |
| Headteacher | Mr D. Shaw |
| Chair of Governors | Mr K. Miles |
| County Education Department | County Offices 01629 580000 Matlock Derbyshire DE4 3AG |

Spire Junior School is a Derbyshire L.E.A. school for children aged 7 to 11.

This year we have planned for approximately 160 children in 7 classes.

The Governors

Mr K. Miles Chair

Mr K Huckle

Mr N. Waqas

Mrs V. Thompson

Mr A. Davis

Vacancy

Mrs R. Cooke Vice Chair

Ms E. Brailsford

Mrs L. Blakemore

Mrs M. Fidler

Mrs J. Power

Headteacher

Mr D. Shaw

Clerk to Governors

Mrs S. Greaves

School Staff

Mr D. Shaw

Mrs A. Barnett

Headteacher

Deputy Headteacher

Class Teachers

Miss C. Horton

Mrs H. Cooper

Mrs A. Ashley

Mr A. Page

Mr A. Davis

Miss L. Topham

Miss S. Vaughan

Mrs P. Eaton

Administration

Mrs J. Power

Secretary

Support Staff

Mr N. Haslam

Mr M. James

Gail Hancock

Behaviour Mentor

Technician

Learning Mentor

Teaching Assistants

Mrs J. Davis

Mrs Y. Turner

Mrs J. Boulton

Miss K. Duroe

Mrs J. Stock

Miss R. Dascenzo

Mrs. K. Pickering

Mrs L. Hodge

Mrs N. White

Midday Supervisors

Mrs Y. Kitchen

Mrs R. Phipps

Mrs J. Earl

Mrs T. Walker

Mrs C. Saxton

Mrs C. Wiltshier

Technical Services Staff

Mr D. Holland

Mrs S. Rose

Mrs Y. Kitchen

Caretaker

Cleaner

Cleaner

The School Day

The timings of the school day are listed below. Teachers assume responsibility for the children at 8.55am until 3.25pm.

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|-------------|----------------------------|
| 9.00 | School starts/registration |
| 9.00-10.50 | Session 1 and assembly |
| 10.50-11.00 | Break |
| 11.00-12.00 | Session 2 |
| 12.15-1.15 | Lunchtime |
| 1.15-2.35 | Sessions 3 and 4 |
| 2.35-2.45 | Break |
| 2.45-3.25 | Session 5 |
| 3.25 | End of school |

The school does not accept any responsibility for children sent to school before 8.50am unless they are having breakfast.

School Lunches

At Spire Junior School we are very fortunate to have high quality meals cooked on the premises. The menu is varied and healthy. There is always a main choice of the day with a vegetarian alternative as well as salad. There is always a choice of sweets including a good selection of fresh fruit.

It is a big help if children can bring money on a Monday for the whole week. Lunches can be paid for by cheque made payable to Derbyshire County Council. Parents who think they may be entitled to free school meals should contact the Headteacher or the Education Office. All enquiries will be dealt with in confidence. Children may bring sandwiches to eat at lunchtime. Children who wish to go home for lunch should not return until 1.15pm.

Breakfast and Snacks

Spire Junior School is one of the few schools in Chesterfield with a breakfast service.

Breakfast is served from 8.15am in the craft room. A member of the school staff supervises the children until 8.55am. The menu for breakfast is healthy.

Many children are peckish by mid-morning and we sell fruit juice and healthy snacks for children to buy. Children who wish to bring something from home are allowed to bring a piece of fruit.

School Uniform

We expect children to be smart for school and to wear our school uniform.

Children should wear:

- Plain jumpers, cardigans or sweatshirts in navy blue
- Shirts, blouses or T-shirts should be plain, no colour specified
- Trousers, skirts and leggings in black, grey or navy blue
- Suitable sensible shoes (for Health and Safety reasons)

In the summer children should wear:

- Plain shorts, plain T-shirts or checked dresses
- Baseball cap for playtimes

Children are not allowed to wear tops with thin straps or crop tops in the summer due to the danger of sunburn.

Parents may purchase school sweatshirts from the school office.

P.E. and Games

Children should wear plain T-shirts and shorts. Children do P.E. in the hall in bare feet. They will need pumps or trainers for outside activities. Older children may need football boots or trainers for sports clubs and teams.

For hygiene reasons we expect all children to change for P.E. Y6 pupils only are allowed to bring a stick or roll-on deodorant for use after P.E. – no aerosols or sprays.

Please find out when your child will have P.E. so that kit can be in school on the days required. If your child frequently forgets kit we will contact you.

Jewellery

Children who have pierced ears may wear one pair of studs or sleepers to school. These must be removed for P.E. and swimming. Apart from watches no other jewellery should be worn to school.

For Health and Safety reasons children are not allowed to wear earrings at the top of their ears or have any facial piercing. Any child wearing jewellery that is not allowed will be asked to remove it. Children are responsible for their own property.

Parents are asked to make sure that personal items are not brought to school.

Collective Worship and Religious Education

Religious Education is taught as a separate lesson in all classes. The children learn about Christian festivals and aspects of other faiths. We follow the Derbyshire Agreed Syllabus for Religious Education.

The school has daily collective worship, which is mainly Christian in character.

Any parent has the right to withdraw their child from R.E. lessons and assemblies. If you wish to exercise this right please contact the Headteacher.

Health and Safety

The Health and Safety Governor and the Headteacher check the school buildings and premises on a regular basis. Parents are asked to report any concerns to the Headteacher. Our Health and Safety policy is reviewed regularly and is available for parents to see, please ask at the school.

Like most schools we have a problem with parking outside the school when parents are bringing or collecting children. If at all possible please walk to school.

Medical Matters

Parents are asked to make sure that we have a telephone number where you can be contacted in case of illness or accident.

If your child needs medicine please ask your doctor or chemist to make sure it can be administered before or after school. Parents are welcome to come into school to administer medicine. If your child needs regular medicine please contact the school.

The school nurse and School Doctor are regular visitors to the school. We follow the Derbyshire guidelines and code of practice.

Parents are asked not to send children to school if they are ill and to keep them at home for 24 hours if they have been sick.

Like many other schools we have a persistent problem with head lice and parents are asked to check their child's hair weekly. The school should be informed if head lice have been found. If a member of staff sees head lice in a child's hair then parents will be informed and asked to treat their child before they return to school.

Child Protection

The school is required to take any reasonable action to ensure the safety of the children. In cases where the school has reason to believe that a child may be subject to ill treatment, neglect or other forms of abuse the Headteacher is obliged to follow the Child Protection Procedures and inform Social Services.

Sex and Drugs Education

The Governors have agreed that sex education will be taught in the school within the context of PSHE and science as part of the National Curriculum. It will be taught appropriate to the age and development of the child. Children are also introduced to the dangers of drug abuse.

In Y5 and Y6 the school invites visitors, the school nurse and Police, to undertake some of these lessons. Parents will be informed when these lessons are to be taught and have the right to withdraw their child.

Behaviour Policy

The Governors believe that it is their duty to support the school and work with pupils, staff and parents to create an environment in which positive learning will take place. Spire Junior School should be a safe and caring place, which recognises that good discipline, sound moral values and equal opportunities for all children have a vital part to play and that our behaviour and discipline policy reflects this.

Special Educational Needs

The SENCO at Spire Junior School is Mrs A. Barnett.

Please do not hesitate to contact the class teacher or Headteacher if you have any concerns about your child's progress.

Children with special educational needs are normally taught in the normal classroom situation. If necessary specialist help is brought in to advise and assist. The school has adopted the L.E.A. procedures for identifying and monitoring special educational needs. Children, who have been identified, work on their own individual education plan, which ensures success and progress in school. Some children receive support from the Service for Special Educational Needs. The school has been modified to ensure ease of access for children with disabilities and has a disabled toilet.

Homework

Homework is an important part of the school curriculum for all pupils. At Spire Junior School homework is given for the following reasons:

- To consolidate and reinforce skills and understanding, particularly in literacy and numeracy.
- To encourage self-discipline and personal organisation.
- To extend school learning.
- To allow parents direct involvement in their child's learning.

Children are expected to read at home at least three times a week.

A full copy of the policy is available at the school.

Home School Agreement

At Spire Junior School we have a Home School Agreement which the Headteacher, parents and children are asked to sign at the beginning of Y3 or whenever they join our school.

Charging Policy

The Governors have agreed a policy to guide the school in charging for activities:

- The school will provide free education including books, equipment and materials.
- Where parents wish to have a finished product made by their child a charge may be made to cover the cost of materials used.
- A charge will be made to cover the cost of board and lodgings for residential trips.
- A charge will be made for the loss or damage to books or equipment lost by children.
- A charge will be made to cover the cost of deliberate damage by identified children.

Voluntary contributions will be requested to support organised activities in school time e.g. educational visits and performances. Children of parents who do not make a voluntary contribution will not be prevented from going on the visit, however if not enough contributions are made then the visit may not go ahead. Parents experiencing financial difficulties can see the class teacher or Headteacher in the strictest confidence to discuss possible alternatives.

A full copy of the charging policy is available for parents to see at the school.

School Policies

The school has a range of policies and documents relating to all aspects of the school. These documents are available for parents to see. Please contact the Headteacher if you require any further information.

Complaints about the Curriculum

If you have a concern about your child's education you should raise it with the class teacher or Headteacher. It is expected that the majority of questions and anxieties can be dealt with in this way. If complaints cannot be resolved, a formal procedure involving the Governors can be used; a copy of which can be obtained from the school.

Data Protection

The school is bound by the rules of data protection and cannot divulge information about children and families except to certain bodies such as doctors, dentists, other health advisors, the L.E.A. and social services.

If you are concerned about any aspect of personal information held on computer please contact the Headteacher in the first instance.

