



**Christ Church (Church of England)
Infant School & Nursery**

School Prospectus

2019-2020



Shaw Lane,
Tettenhall Wood,
Wolverhampton,
WV6 8EL
01902 558945

www.christchurchfederation.co.uk

email: christchurchinfantschooltw@wolverhampton.gov.uk

Welcome to Christ Church (Church of England) Infant School and Nursery

Dear Parents and Carers,

Welcome to Christ Church (Church of England) Infant School and Nursery

This booklet aims to answer some of the questions you may have about how our school is organised. We hope to establish a positive and supportive partnership with you and your family to achieve the highest standards of education and care.

Every effort is made to provide a full and interesting curriculum; to prepare children for their future education; and, to give them skills and enthusiasm to pursue learning for the rest of their lives.

The Governors, Executive Head Teacher and staff are dedicated to providing the children at Christ Church Infant with a high quality education delivered in a happy, caring environment.

If you have any comments or suggestions about what is going on in school please share these with us.

If you have any worries or concerns, let us know as soon as possible so problems can be resolved quickly.

We hope that your time with us is a long and happy one.



School Context

Christ Church (Church of England) Infant School and Nursery is a Church of England Voluntary Controlled School. This reflects the partnership between church and state in providing education for all within a distinctly Christian context.

The school was founded in 1844 and was originally an annexe of the National School at Tettenhall. The old building in School Road, our Nursey since 2002, provided education throughout the nineteenth and beginning of the twentieth centuries for children from Compton, Perton, Trescot, Wightwick, The Wergs and Finchfield. The school moved to the present building in 1963 and classrooms were added as numbers on roll increased.

Although now funded by the Local Authority, the School is still a Christian School in which Christian Worship, teaching about the Christian faith and community life within a Christian atmosphere is cultivated. The school exists to provide the highest standards of education and care for children from all social, religious and cultural backgrounds.



School Vision and Values

Our distinctively Christian ethos contributes to Christ Church as a centre of learning excellence inclusive to all. Through living out our core Christian values – **respect, kindness, honesty, love, friendship and perseverance** – we are a community in which all of our members are respected and valued and can flourish as human beings equally created in the image of God. As a school we provide an engaging curriculum through which every child's potential may be fulfilled.

Through positive encouragement and nurturing each child has the opportunity to develop to the full – socially, emotionally, spiritually and academically – so as to be equipped with the life skills needed to live as a valued and valuable member of society.

Mission Statement

“Working together to build a strong foundation through Faith and learning”

School Organisation

School Governors

The Governing Body consists of the following members:

Mr C Vickers	Chair of Governors	Co-opted
Mr K Tuck	Vice Chair	Co-opted
Mrs S Blower	Executive Headteacher	Head Teacher
Mrs J Nash	Head of School – Junior Site	Co-opted
Mrs R Lunn	Head of School – Infant Site	Co-opted
Mrs McHale	Assistant Headteacher – Infant Site	Staff
Mr S Bowden		Co-opted
Rev'd P Wooton		Ex Officio/ Foundation
Mrs S Wilson		Foundation
Mrs L Percival		Foundation
Mrs H Morrison		Foundation
Mrs L Williams		Local Authority
Mrs C Crust	Vice Chair	Parent
Miss L Whitaker		Parent
Mr J Sadler		Parent
Mrs S Kalirai		Parent
Mrs K Pahal		Parent

The Federation of Christ Church (Church of England) Infant School and Nursery and Christ Church (Church of England) Junior School took place on the 1st January 2018 following a carefully considered consultation of parents, staff and Governors. The current governing body includes the 18 current members. The structure of the Governing body will be reconstituted in the coming year to reduce the number of governors to approx. 16 members.

The Governing Body have an important role in the smooth running of the school and are responsible for: Curriculum aims and policies, Management of the School Budget, Appointment of Staff and Admissions, Religious Education and Collective Worship, Special Educational Needs, The Behaviour policy and statement of behaviour principles, Attendance, Relations between school and community, Complaints, the use of school premises, Charging and remissions arrangements, Equal Opportunities and the provision of Sex and Relationships Education.

The Governing Body work in partnership with the Senior Leadership team, school staff, Lichfield Diocese and the Local Authority.

The Governing Body meets each term and the Senior Leadership team produce a termly report for them.

Meetings of the governing body's committees take place regularly during the year.

Parent Governors are elected by the parents. When a vacancy arises, parents are informed and ballot papers are issued.

The Governing Body work in partnership with the Senior Leadership team, school staff, Lichfield Diocese and the Local Authority.

School Staff 2019-2020

Executive Headteacher	Mrs S Blower
Head of School	Mrs R Lunn
Assistant Headteacher	Mrs S McHale
School Administrators	Mrs H Wheeler Mrs T Fereday
Caretaker	Mr R Whitehouse
Teaching Staff	Mrs S McHale Miss D Oakley Miss C McDonald Mrs J Percox Mrs J Granger Mrs S A Tate Mrs S Billson Miss A Fowler Mrs V Beekes
Teaching Assistants	Mrs J Lowe Mrs D McBrien Mrs S Millington Mrs B Juss Miss N Bennett Mrs S Tomlinson Miss J Morgan Mrs G Gahir Mrs S Kehel
Lunchtime Supervisors	Miss J Morgan (Senior Lunchtime Supervisor) Miss K Nabbs Mrs W Watson Mrs P Preston Mrs A Wright-Vaughan Mrs A Patel
School Cook (DSO)	Miss M Hinton
Assistant Cooks (DSO)	Ms K Rani Mrs M Sutton
Crossing Patrol (DSO)	Vacancy

School Times

8.50am – 3.05pm

The playground gates are opened at 8.40am when children may come on to the playground supervised by their parent or childminder. Children should stand with their parent or childminder to ensure a calm start to the school day free of incident or upset.

School starts at 8.50am when the bell is rung. Year 1 and 2 children should make their own way to their classrooms to encourage independence and an efficient start to the school day.

Registers close at 9.00am. Any child arriving after that time will be given a late mark in the register. For security purposes the gate is locked at 9.00am and all late-comers should ring the bell by the main entrance and report to the school office.

The school gate is opened at 3.00pm for parents or childminders to come on to the playground to meet the children coming out of their classrooms at 3.05pm.

Children should be collected on time, however, please contact school if you are going to be late arriving to collect your child. Children not collected immediately, come to the entrance hall to be supervised until collection.

For reasons of Health and Safety, we ask that dogs are not brought on to the playground.

Attendance

Children should attend school regularly, except in cases of illness.

Attendance figures are monitored nationally so it is important to notify us about children's absence. The school target for 2018 - 2019 is 96%.

If your child is absent, please telephone school on the first day to notify us so that an authorised absence can be recorded. Our Attendance Officer monitors all pupil absence and follows up unauthorised absence, lateness and attendance levels that are below expectations. The school's Education Welfare Officer supports this process.

Holidays

Following a change in the law in recent years, Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. (Amendments to the 2006 Education Regulations). This means that holidays taken in term time will not be authorised. If parents believe that they have exceptional circumstances for taking their children out of school, then they must submit a letter, in advance, to the Headteacher, and complete a 'Leave of Absence' form, at least 4 weeks in advance of the planned absence. Parents need to be aware that unauthorised absence can lead to prosecution.

School Visits

When children start at Christ Church (Church of England) Infant school and Nursery, parents are requested to give consent for all visits to the local area. This enables us to reduce the duplication of unnecessary paperwork. Children will take part in local neighbourhood visits as well as visits further afield that support curriculum learning. Parents and carers will be notified of all visits that are beyond the local area.

School Meals

School Meals are cooked on the premises and are available free of charge to all children as part of the government's Universal Infant Free School Meals policy. A choice of cooked school dinners is available for children in school.

The multi - choice menu is available should you wish to see it;

<http://www.wolverhampton.gov.uk/CHttpHandler.ashx?id=1943&p=0>

You may prefer to send your child with a packed lunch. This should be brought in a plastic container which is clearly named, please also send in a drink in a plastic container, (no glass bottles or fizzy drink). Please do not send sweets to school. We encourage parents to send a healthy, balanced packed lunch, which may include a fruit drink such as apple juice or orange juice (one of your five a day).

Despite Free School Meals now being provided for all Infant children, we still urge you to register with the Local Authority if you are in receipt of various benefits. It will also enable school to receive Pupil Premium funding which is essential top-up funding for our school. For information please contact the Pupil and Student Services section of the Education Department, Civic Centre (telephone 554128).

If you wish your child to change from school meals to packed lunch or vice versa, one week's notice is required.

What happens during the school day?

The School Curriculum

Our curriculum includes all the activities and experiences that take place within the school both formally and informally. It includes the organisation and methods of learning used by teachers and teaching assistants as well as the forms of knowledge, skills, and concepts that are learned and taught. The curriculum also includes the development of positive values and attitudes. The curriculum is broad and balanced to promote the spiritual, moral, social, cultural, emotional and physical development of all pupils whilst preparing them for adult life and society. Under the 1988 Education Act, parents have access to certain documents and policies relating to the curriculum. If you require more information you are welcome to ask members of the Senior Leadership team for this, via the school office. Copies are also available on the school website at: www.christchurchfederation.co.uk

Nursery and Reception Children

Children in the Nursery and Reception classes follow the Early Years Foundation Stage Curriculum. This covers seven areas of learning and development:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development
- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design

As we are a church school, the children also study Religious Education.

Key Stage 1

Throughout Key Stage 1 greater emphasis is given to the subjects of English, Mathematics, Science. Other subjects studied are Computing, Design and Technology, History, Geography, Art, Physical Education and Music. Additionally, there is a programme of Religious Education. The phonics scheme we use at Christ Church Infants and Nursery is Read, Write, Inc and all pupils will follow this scheme until they are fluent readers.

Time is also spent on worship, learning personal and social skills, health education and social, moral and cultural values, and citizenship, including British Values.

Children follow daily sessions of maths and English both of which follow the National Curriculum introduced in 2014.

Children are taught in groups, individually or as a whole class depending on the activity. Careful planning ensures a progression of work throughout the Early Years Foundation Stage and Key Stage 1. We continue to develop our curriculum in order to place greater emphasis on the creative arts and independent thinking skills, by developing outdoor learning.

All staff give their best efforts to the children and are professional, caring and hardworking to provide a fair and consistent environment with equal opportunities for each child.

The positive Christian ethos and values are shown through good staff relationships with the community, through standards of behaviour in school and through effective responses in the learning process across the curriculum. There is an environment of loving care and reliability where trust can develop.

Excellence is encouraged in all aspects of school life including academic, aesthetic and practical. We believe in achievement for all.

Religious Education

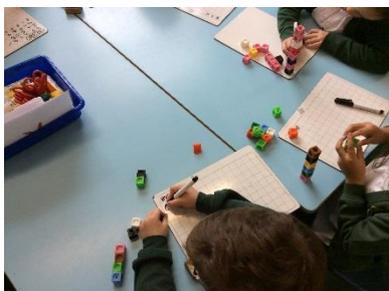
The school respects the cultural identities and backgrounds of children whilst remembering that as a church School there is a positive Christian emphasis in Worship, Religious Education teaching and our general ethos. Christianity is seen as a dynamic living religion and is predominant whilst differing faiths, religious beliefs and practices form part of our RE programme.

Music

All the children have the opportunity to take part in musical activities including singing and percussion, through their music lessons and in worship.

PE and School Sports

Physical education includes gymnastics, dance, games and athletics. We work with Soccer 2000, who lead the children in multi-skills sports activities. We aim for all pupils to participate in 2 hours of games and sporting activities, irrespective of their ability. The school aims to encourage fair play, co-operation and self-discipline in abiding by the rules of the games. The children need to have their PE kit in school at all times; we look for parental support in achieving this.



What are the Policies that underpin what happens at Christ Church Infants and Nursery School?

Christian Education

As a Church of England School we seek to place God at the heart of the life and work of our school. We hope that children will develop an awareness of God as Holy Trinity, Father, Son and Holy Spirit and the importance of faith and trust. We want all children to discover their worth and value in the eyes of God and come to know that they are loved by Him.

A daily act of Collective Christian Worship provides an opportunity for peace and reflection. We hope to develop in our children a sense of God, awe and wonder, responsibility, spirituality, thankfulness, community, empathy and achievement. If parents wish to withdraw their children from RE or Collective Worship, they are welcome to discuss this with a member of the Senior Leadership team.

Worship is led by a range of staff within the school community as well as members of Christ Church. Parents are welcome to join us in school for class assemblies and will be invited by letter.

Assessment

Children's work is regularly assessed in order to record what has been achieved and to plan future learning.

The Reception children are assessed using the Early Years Foundation Stage Profile during their time in the Reception class.

Additional Needs

Our policy on children who have additional educational needs is to plan a programme of work which best suits their needs.

We aim to meet the needs of all the children through differentiated work in the classroom. We set targets for children to work towards.

Staff might seek advice from outside agencies and support services to assist them in planning programmes of work for the children. These include staff from the Early Help Team and the Educational Psychologist.

In line with the Government's Code of Practice, the school keeps a special needs register which records the stages children are on. This is audited annually.

Mrs Granger is the School's Special Educational Needs Co-ordinator. Parents are encouraged to help their children meet set targets.

The Special Needs Information report can be found on our school website.

Charging Policy

When educational visits and activities take place during school time we usually request voluntary contributions from parents. If you cannot make a contribution please see Mrs Blower so she can ensure that no child is excluded from the activity. We are grateful for your contributions which enable visits and school activities to take place.

Medicines

For health and safety reasons the school is unable to administer over the counter medicines or tablets and these should NOT be sent to school with the children. However, if your child has asthma or emergency medication, please discuss this with Mrs Blower so that a Health Care Plan can be completed.

A consent form will need to be signed before any prescribed medication can be administered.

Confidentiality and Child Protection

There may be times when a child wishes to confide in an adult in school. It is the school policy that information may need to be passed on to the Designated Safeguarding Lead (DSL) or Deputy Designated Safeguarding Lead if there is a risk of harm to the child. The DSL will then decide what action to take to protect the best interest of the child, enabling action to be taken by other professionals if deemed necessary.

There may be other occasions when the DSL seeks advice from other professionals in instances of Child Protection issues.

Complaints Procedure

From time to time there might be a need to complain to the school and in such instances we hope you will let us know. We encourage parents to contact the Headteacher at the earliest stage as we take these initial concerns seriously and aim to resolve problems before they develop into formal complaints.

The school has policies and procedures in place for all complaints.

There are separate statutory procedures for complaints about admissions, exclusions, sex education and Special Needs. In all instances the Headteacher will explain the stages involved be it at an informal level or formally to the Governing Body or Local Authority.

Complaints will be investigated fairly and carefully.

The full details of the school complaints procedure are available in school.

We are also grateful for your positive feedback when you are satisfied with school activities. Please let us know.

School Uniform

We encourage all children to wear school uniform as follows:

- Grey trousers or shorts
- Green or white polo shirt (with optional logo)
- White cotton shirt and green tie with yellow stripes (optional)
- Green jumper, sweatshirt (with optional logo) or cardigan
- Grey or white socks
- Black shoes (no trainers)

Additional option for girls:

- Grey pinafore or skirt
- White blouse
- Green and white summer dress

A suitable sun-hat is required during the summer months.

School PE Kit

- Black or white slip-on pumps (no trainers)
- White T-shirt with the school logo
- Bottle green PE shorts

PE kit will be kept at school (other than for washing). Please Clearly Name All Items Of Clothing To Avoid Loss.

Most department stores will be able to supply the above uniform.

You can order sweatshirts, polo shirts, PE kit and bags (all with the school logo) from Lads and Lasses Schoolwear (Contact details at the bottom of the page).

Purchasing Uniform

School uniform can be purchased from Lads and Lasses:

Lads and Lasses Schoolwear
50a Warstones Road
Penn
Wolverhampton
WV4 4LP

Tel: 01902 334650

Email: ladsandlassessales@live.com

Website: www.ladsandlassesschoolwear.co.uk

Opening Times: Monday - Friday 9am - 5pm, Saturday - 10am - 5pm

Jewellery

The school cannot be held responsible for any jewellery worn by children and with the exception of wrist watches or small studs, jewellery is not allowed. Children with pierced ears are expected to wear small studs.