

Shinfield St Mary's C.E. Junior School

# Parent Handbook

Taking you step-by-step through starting school



Learning Together, Achieving Success



## Sue Runciman, Headteacher, says...

At Shinfield St Mary's C.E. Junior School, we know that every child can achieve success to successfully achieve and through inspiring a love of learning, we will help them reach their potential and beyond. Our school is at the heart of the community and we are privileged to be supported by parents, staff, the Governing Body and other key stakeholders. Our children are happy and enjoy school life in a warm and welcoming environment.

### We need some information from you

We need some information from you, so could you please follow the steps in this Parent Handbook, and hand in your completed forms to the school.

### Answering your questions

On page 11 is Key Information and pages 12-13 are answers to Frequently Asked Questions. If you have any questions that are not answered here, please contact the school office on 01189 883663 and we will be happy to help!

### Policies and term dates

On page 14 are details of some important policies you need to know about...and page 15 has term dates.

### Welcome

Welcome to Shinfield St Mary's C.E. Junior School and I look forward to getting to know you and your child.

# Step 1

## STEP 1: Data Collection Sheet Shinfield St Mary's C.E. Junior School



Please fill in the details and return to school.

Surname:		Legal Surname:	
Forename:		Middle name:	
Chosen name:		Gender:	
Date of Birth:		Reg Group:	
Address:			

Please give details of all persons who have parental responsibility and anyone else you wish to be contacted in an emergency. Place them in the order that you wish for them to be contacted in an emergency.

Priority	Name/Relationship	Home Address/Phone/Mobile/Fax	Work Address Phone/Email
1		Tel:  Mobile:  Email:	Tel:  Email:
2		Tel:  Mobile:  Email:	Tel:  Email:

Medical Practice:
Address:
Telephone Number:

Please tear here





Medical Condition(s)

Is your child entitled to Free School Meals? Yes/No
Is either parent a member of the armed forces? Yes/No

Ethnicity :	
Home Language:	Religion:
Country of birth	Nationality
GDP Regulation 2018: The school is registered with the ICO for holding personal data. The school has a duty to protect this information and to keep it up to date. The school is required to share some of the data with the Local Authority and with the DfE.	
Signature:	Date:

Step 1

Step 2



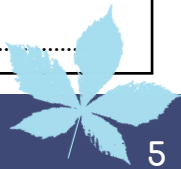
WOKINGHAM BOROUGH COUNCIL EDUCATION DEPARTMENT EV 2

Parental Consent form for Off-site and Hazardous Activities  
Attached to this form is information regarding an activity. If you wish your child to join in the activity, complete and sign the form and return as indicated in the information.

School:	Class or tutor group
Pupil's name	Date of Birth:
Home address:	
Home telephone no. (incl STD code):	
Other numbers (work or mobile):	
How could you be most easily contacted in an emergency?	
Is your child receiving medical treatment at present? If so please give details:	
Please give details of any medical conditions that might affect your child's performance or safety on this activity (please advise of any infectious illness in the 4 weeks prior to departure):	
Please give your family doctor's name and address:	
Please add any further information on a separate sheet as necessary.	

Signed: ..... Date: .....	
Please indicate relationship to child: .....	

Please tear here



Failure to return this form will mean that your child will not be able to take part in any photo shoots at school.

PART I

Please tick the appropriate boxes on the following statements.

I agree to my child being photographed by a photographer (including by a newspaper photographer) at or in connection with the school

☐ Yes ☐ No

I agree to my child being photographed by school staff or pupils at or in connection with the school

☐ Yes ☐ No

PART II

If you have answered Yes to any of the statements in Part I please tick the appropriate boxes below.

I agree to the image of my child contained in any photograph produced being used in connection with:

School produced booklets and brochures (such as the prospectus, parent information booklets, public information brochures)

☐ Yes ☐ No

Publicity relating to the school, education and the functions of Wokingham Borough Council generally (such as newspapers, Wokingham Borough Council's newspapers, newsletters and brochures)

☐ Yes ☐ No

The school Web Site (no personal data will be (published)

☐ Yes ☐ No

I understand that if and to the extent that any resultant photograph constitutes personal data within the meaning of the Data Protection Act 1998, my consent operates as consent, on behalf of the child, required by the act, but only for the purpose indicated above.

I understand that by agreeing to this, I agree to the child's name being used in any caption or article used with the photograph as appropriate.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_


\_\_\_\_\_

Step 3

Step 4

STEP 4 Home-School Agreement

Shinfield St Mary's C.E. Junior School



Living Our Values Every Day:

Respect; Love; Inclusion; Integrity; Cooperation; Achievement

Mission Statement

At Shinfield St Mary's we seek to develop a love of learning. For our children, this encompasses academic, moral, social, physical and spiritual development.

We believe everyone is precious in the sight of God and we value the individual gifts brought by each and every member of our community.

We aim to forge strong links with our families and the wider community and we endeavour to offer an educational experience which will prepare our children to thrive in the changing world in which we live.

Version Control	
1.0 June 2013	
Updated June 2015	Significant changes made - Review due Autumn 2016
Reviewed January 2017 and Jan 18	No changes made
Reviewed June 2018 in light of GDPR and updates re Values	Changes made to ensure GDPR compliance

Introduction

This home-school agreement is based on the principles and values on which this school is based and to which the governors, the head teacher and all the staff subscribe. It is hoped that parents and pupils are equally committed to the same values; central to this is the partnership developed between the parents, pupils and staff of the school.

Our Values

The specific values which drive our school are

Collaboration and Creativity; Honesty and Hope; Inclusion and Individuality, Loyalty and Love, Determination, Respect, Enjoyment and Nurture. They can be remembered using the acronym CHILDREN.

These values can be summed up in these two words: Be Kind.

Parents' responsibilities

We acknowledge that we, as parents, are the primary educators of our children and have an irreplaceable role to play in supporting our children's learning at school, and in upholding the values which drive our school.

Therefore I/we will work with the school in supporting the education of our children in the following ways:


See that our children attend school regularly, on time, suitably equipped and dressed in full school uniform,

Make use of the School Planner and encourage our children to use it properly,

Support the aims and values of the school community,


Work in co-operation with staff to resolve issues and problems that may arise and

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6

Learning Together, Achieving Success



7



- let the school know of any issues that might affect our children's work, behaviour or attendance,
- Encourage our children to be enthusiastic about learning, provide opportunities for home learning and support homework from school,
  - Support the school's policies and guidelines for behaviour and dress code, which are intended to promote the highest standards of behaviour and discipline,
  - Encourage our children to show kindness and consideration to others and to always behave appropriately, when in school uniform, on their way to, and from, school,
  - Support school community events when possible.
  - Treat staff and pupils with courtesy and respect.

Under the terms of the GDP Regulations from May 25<sup>th</sup> 2018, we understand that in signing this agreement we also agree that our contact details may be used to contact us as necessary with regard to any matter relating to our child. Furthermore, we are aware of the school's Privacy Statement and accept its terms.

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

The School's responsibilities

We acknowledge our responsibility to support parents in developing each child to their full potential.

Therefore we will:

- provide a friendly and welcoming atmosphere for your child and a secure, stimulating and caring environment in which to learn,
- ensure that your child is valued for who he or she is and helped to make good progress in their spiritual, moral, social, emotional, physical and intellectual development,
- do our best to provide a broad and balanced curriculum, which is well taught and relevant to their needs and their future as individuals and as citizens,
- Work in co-operation with parents to resolve issues and problems that may arise,
- provide you with regular information about your child's progress and with opportunities, via open evenings, to meet with staff to discuss concerns or by appointment at other times,
- send home an annual report on your child's progress,
- keep you well informed about school policies and activities through regular letters and newsletters,
- set, mark and monitor homework suitable to your child's needs,
- contact you if there is a problem with your child's attendance, punctuality or behaviour in class or in the playground,
- inform you of any concerns regarding your child's work or health,

- challenge your child to strive for personal excellence in all he or she does or is asked to do,
- encourage success and recognise effort and achievement in all areas of student life,
- go beyond the requirements of the National Curriculum and meet, wherever possible, the individual needs of the child,
- try to develop clear lines of communication between home and school; treat parents and pupils with courtesy and respect.

Signed (Class teacher) \_\_\_\_\_ Date \_\_\_\_\_

Signed (Teaching Assistant/s) \_\_\_\_\_ Date \_\_\_\_\_

Pupil's responsibilities

My wellbeing and development are important to me and to those who care for me. I know that I must take some responsibility for it. Therefore I will:

- play well with my friends and be kind;
- come to school everyday in my uniform;
- be well behaved on the way to and from school;
- join in with everything good that is offered to me at school;
- keep my classroom, cloakroom and the school clean and tidy.

I also understand that there is only one of me and I have special talents that I must try and use wisely.

Therefore I will try to:

- attend school regularly and on time;
- take a pride in my appearance;
- take care of all school equipment;
- try my best in all my work and be polite, at all times to everyone
- behave sensibly so we can be happy and safe as we learn;
- observe all school rules and treat everyone with respect;
- try to think for myself and take responsibility for my actions,
- take part in all aspects of school life and be proud of my school.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Head teacher's signature \_\_\_\_\_ Date \_\_\_\_\_

A copy of this agreement will be sent to the parent(s)/carer(s)/guardian(s) for their retention and the children will also keep a copy in their tray.

Please tear here



MOST ITEMS ARE KEPT IN STOCK AT THE SCHOOL OFFICE

			7-8	9-10	11-12	13	Total Cost
<b>Cardigans (Navy Blue)</b> With embroidered logo	£11.00						
<b>Sweat Shirts (Navy Blue)</b> With embroidered logo	£10.00						
<b>Polo Shirts (White)</b> With embroidered logo	£7.00						
<b>PE Shirts (Navy Blue)</b> With embroidered logo	£5.00	Whole kit costs £9.00					
<b>Shorts (White)</b>	£4.00		Waist 22/24"	Waist 26/28"	Waist 30/32"		
<b>PE Bags (Navy Blue) Plain</b>	£3.00						
<b>Bookbags (Navy Blue)</b> With embroidered logo (compulsory)	£7.00						
<b>Reversible Fleece Jackets (Navy Blue)</b> With embroidered logo	£17.50						

Reversible fleeces may need to be ordered for you.

Total amount enclosed  
Cash/Cheque £.....

Child's Name: ..... Class: .....

Contact Tel No. (in case of queries): .....



Key information



What are our school times?

- Start of the day: 8.55am.
- Morning break: 10.55am -11.10am.
- Lunch break: 12.30-1.30pm.
- End of day: 3.30pm

Arrivals and departures

Please be mindful of residents' access at pick-up and drop-off times, taking care not to block their driveways and garages, and to keep children safe by not parking on the pavements.

Wraparound Clubs

**The Wicked and Wacky Breakfast Club**  
The Wicked and Wacky Breakfast Club is now run by Energy Kidz and offers a safe and happy environment for children to attend before school. It is held at our school and is open Monday-Friday, during term time only, from 7.30 am until the start of the school day. Breakfast Club Session Price: £5.75. Information and links to the Breakfast Club website can be found on our school website under 'Clubs'. For more information or to book a Breakfast Club with Energy Kidz Please email [info@energy-kidz.co.uk](mailto:info@energy-kidz.co.uk) or call 0845 5194470.

**The Cool and Crazy Shinfield After School Club**  
The Cool and Crazy Shinfield After School Club offers a safe, caring place for children to come to after school hours. The club is on our Junior School site and is run by a committee of school staff and parents. There is a one-off registration fee of £5 per family plus a cost of £7.50 per child per session, with a reduction to £6.50 for a second child. Each session runs from the end of the school day until 6 pm. during term time only.

For more information phone Hazel Browne (Club Supervisor) on 07873 436 881 or email [coolandcrazyis@yahoo.co.uk](mailto:coolandcrazyis@yahoo.co.uk).



Uniform

Uniform is worn at our school to develop a sense of pride in being a member of our very special school community. We ask that you help us to maintain this high standard and ensure your child is appropriately dressed.

Girls' Uniform

Winter

- Grey skirt, pinafore or trousers.
- White polo shirt with or without school logo\*.
- School navy cardigan with logo\* or school navy sweatshirt with logo\*.
- Sensible black shoes (no canvas shoes) and grey or navy tights.

Summer

- Navy and white summer dresses.
- School navy cardigan with logo or School navy sweatshirt with logo\*.
- Sensible black shoes (no canvas shoes).
- Grey or black tights until the warmer weather, when white ankle socks should be worn.

Hair accessories

Please make sure all hair accessories are navy, black or white. All shoulder length/long hair must be tied back for safety and hygiene reasons.

Boys' Uniform

Winter

- Grey trousers.
- White polo shirt with or without school logo\*.
- School navy sweatshirt with logo\*.
- Sensible black shoes (no canvas shoes).

Summer

- Grey short or long trousers.
- White polo shirt with or without school logo\*.
- Sensible black shoes (no canvas shoes).

All children will need a winter coat.

PE Uniform

- Navy blue T-shirt\*.
- White shorts\*.
- Black plimsolls or trainers with non-marking soles.

Outdoor Wear

- Reversible fleece jacket\* (Optional)

All children will need a PE bag and school book bag or rucksack. During the winter, children may wear grey or navy blue tracksuit bottoms for PE. Please ensure all items of uniform are named.

Where to buy

\*Items available to purchase from the School Office

Non logo items can be purchased from any local retailer such as supermarket clothes sections etc).

Food in school

School dinners

School lunches are produced in our own kitchen. The children are able to order a freshly-cooked, nutritionally balanced meal each day. We strive to provide fresh, healthy and exciting menus for your child which can be viewed on our school website ([www.shinfield-st-marys-junior.co.uk](http://www.shinfield-st-marys-junior.co.uk)) under the 'Parents' section.

Free school meals

From Year 3 upwards, some children whose families meet the criteria may be entitled to free school meals. If you think your child may be eligible, please ask at the office for details on how to apply. Other parents will need to remember that from Year Three onwards, school dinners need to be paid for.

Dinner money

School meals cost £2.05 and must be paid for in advance Cash should be sent in an envelope giving the child's name and class.

Packed lunch

If you decide to give your child a packed lunch, please choose healthy options; we provide suggestions for this on our website and within our newsletters. This school does not use nuts in school meals. Please ensure that you do not give your child packed lunches that contain nuts, particularly peanuts, in any form, e.g. peanut butter, Nutella. Parents are asked to provide a plastic lunch box (clearly named) for packed lunches.

Break-time and drinks

Children may bring a healthy snack such as fruit or a cereal bar or they bring 30p to buy a warm piece of bread or a roll at break time. Children who are eligible for free school meals will be given a pre-paid ticket for this. Chewing gum, sweets and chocolate bars are not allowed in school. We encourage children to drink water regularly during the day. Children should bring a water bottle each day.





# Frequently Asked Questions

Here are our answers to what we find are the most frequently asked questions. If you have any questions that are not answered here, please contact the school office and we will be happy to help!

## Attendance

At Shinfield St Mary's CE Junior School we have high expectations of attendance from all pupils. The results of missing essential learning can have a huge impact on their future prospects and in some cases affect their ability to engage with the curriculum effectively on their return to school. Regular attendance is vital to ensure children reach their potential both academically and socially. Having a good education will help to give your child the best possible start in life.

### What can parents do to help?

- Parents must support the value of education, including the importance of regular attendance.
- Please arrange family holidays so that your child will not miss any learning.
- Please ensure that your children are in school on time. Children who are late are often distressed, which makes a poor start to the school day.

### Illness

If you suspect that your child is unwell please do not send them to school. Some illnesses are infectious and the child must stay at home. Please consult your doctor regarding the period of exclusion. Children must always remain absent from school for a full 48 hours after any vomiting and/or diarrhoea.

### Report your child's absence

Please inform us by telephone or email before 9.00am every day of your child's absence. If we are not aware of any reason of your child's absence, the School Administration staff will telephone parents by 9.30am. This contact will ensure all children have arrived safely at school.

## Holidays

Headteachers can no longer authorise absence for holidays in term time. It should be remembered that this is a Government led directive. Children are required to attend school for 40 weeks each year, leaving 12 weeks to attend family holidays.

### Request for absence

If you are considering leave within term time, please complete the leave of absence request form available from our School Office. This should be submitted as soon as possible before the date of the requested absence. Leave for holidays and travel during term time will not be authorised as these do not constitute exceptional circumstances. Please be advised further evidence may be required for any authorisation given due to exceptional circumstances. Unauthorised holidays during term time could result in fines.

## Medical appointment

If an absence relates to a medical appointment, the school may request sight of the appointment card or letter; wherever possible these appointments should be arranged outside school hours.

## Jewellery and other valuables

The only jewellery permitted in school is a watch and a small pair of plain silver or gold stud earrings.

Children with pierced ears are asked in the interest of safety to wear studs at school.

## Internet safety

E-safety issues are embedded in all aspects of the curriculum and other school activities. Key e-safety messages are reinforced as part of a planned programme of assemblies, PSHCE activities and other curriculum opportunities where appropriate. The rules for use of computers are displayed in all rooms, as screen savers and displayed next to fixed site computers. We also apply strong and age-appropriate filters, and children are given clear instructions about what to do if they see something on a website which makes them uncomfortable.

### Enlisting parents' support

Parents' attention will be drawn to the school e-safety policy in newsletters, school documents and on the school website.

## Charging policy

The school requests a voluntary contribution of £15 per term from parents. This goes a small way towards our extensive programme of curriculum enhancements, which includes trips, visits, visitors, plays, pantomimes and drama workshops. Parents of children who are eligible for Pupil Premium funding are exempt from this request but should make a contribution if they can. Our two residentials (one of two days in Year Five, and one of a

week in Year Six) are subsidised for all parents, but we do expect parents to pay the majority of this fee. A subsidy is available for these residentials for parents of children eligible for Pupil Premium funding; if any parent feels unable to afford this, we can always help. Please make an appointment to see the Headteacher if you feel you need this kind of support. We understand that anyone can find themselves in this position at any time, and are committed to ensuring that finances are not a barrier to opportunities for our children.

## Helping to support children's learning at home

All children receive homework and this takes a variety of forms. This includes activities and worksheets in Maths, English and Science – particularly in spellings and times tables; and may include research for projects and topics in school. We also expect all children to read for at least fifteen minutes a day, and practise their mental maths. Children are given a record book in which parents and Teachers should record the fact that they have read, with a note if appropriate.

It is important that children and parents are clear about what is set and the school's expectations for its completion.

## Issues concerning children's welfare

If you are concerned about any aspect of your child's schooling the first step is to speak to the Class Teacher. If it is a confidential or complex matter, please do not try to deal with it immediately before or after school, but ask to see the Teacher at a suitable time.

## What to do if you have a concern/complaint

Any concerns you may have during your child's time with us should initially be discussed with his or her Class Teacher; but if you feel you need further support, you may wish to discuss it with our Inclusion Leader or our Headteacher. All of us will make every effort to resolve your concerns quickly.



## Sport

Children at Shinfield St Mary's CE Junior School have an average of at least 2 hours each week on PE. This is taught through six areas of activity:

- Dance activities.
- Games activities.
- Gymnastic activities.
- Athletic activities.
- Outdoor and adventurous activities.
- Swimming and water safety activities.

Outdoor and adventurous activity is taught in curriculum time and in the form of a residential visit in the Autumn term for Year 6. Our School also provides a range of PE-related activities for children out of school hours throughout the year. We send teams to participate in inter-school events in these sporting activities, where appropriate. In addition other sports activity sessions are provided by external agencies. Pupils are encouraged to look for opportunities within the local community to participate in organised physical activity, e.g. sports clubs, holiday activity camps and information is circulated where appropriate.

## Special Educational Needs

Children with special educational needs are catered for in focused and sensitive ways at Shinfield St Mary's CE Junior School. All teachers provide a broad and rich curriculum, delivered in engaging ways, to all abilities; but sometimes, further support is needed. This may be due to conditions from birth, or from learning, behavioural or emotional needs that have developed since birth. A wide range of special needs may develop at any time. Sometimes a child may need further support in a small group; a different way of working – for example with a partner, or with resources to support their learning; time with a Teaching Assistant on a one-to-one basis; or an Educational Healthcare Plan.

In all these cases, our Inclusion Team, which includes the Headteacher, our Inclusion Leader and Interventions Manager, is able to support the children, and where necessary involve outside agents such as Educational Psychologists or the School Nurse. We also have a Parent Support Advisor who has proven to be a marvelous supportive friend to many families. We are very keen to support and work with our families as a whole as much as we can, in order to ensure that your children can make progress and thrive in our changing world. Every child is precious to us.

### How will I be informed / consulted about the ways in which my child is being supported?

- Initial meetings held with parents, and the Class Teacher.
- Follow up meetings as needed with parents, Class Teacher and/or Inclusion Team.
- Termly reviews for children with SEN support plans.
- Annual Reviews if a child already has a Statement of Educational Need or an Education Care and Health Plan.
- The school runs curriculum evenings during the school term for specific subjects as required.
- Parent Support Advisor time and parenting workshops offered.
- Champion Pupil programme.

### How accessible is the school environment?

Adaptations have been made to the school environment to ensure it is fully accessible for anyone with a disability.

## Emergency arrangements

We will always endeavour to open the school, but in cases of severe bad weather that may affect access our essential services, closure may be unavoidable. During severe weather we will advise you via a text message. Details will also be available on the school website.

### Collecting your child

If school closure is announced during the day due to severe weather conditions, every effort must be taken to collect your child as soon as possible. If you personally cannot get to school, or you work out of the local area, please have a contingency plan i.e. please nominate an adult to collect your child in your absence. Please also make sure that we have at least two current contact numbers, in case we need to contact you urgently.



## Health and Welfare

### Health

It is absolutely essential for the school to know of any relevant medical facts relating to your child, e.g. allergies, asthma, eczema, diabetes or epilepsy. Please keep the school regularly updated with relevant medical information so that appropriate provision can be made for each child.

### Medicines

If your child needs to have prescribed medicine during term time, you will be asked to complete a form with details of the dosage and times, giving us permission to administer the medicine. We cannot administer medicine that has not been prescribed, and children should not bring such medicine into school. Similarly, if your child uses an inhaler, please make sure you let your child's Class Teacher know exactly how often and how much your child is likely to need.

### Ill at school, accidents and first aid

Parents are contacted when children are unwell or have seriously hurt themselves, especially if they have bumped their head. Please make sure that contact numbers are kept up to date. Teaching and support staff have received Emergency Aid Training in line with policy guidelines.





# Working with parents

## Parental involvement

We believe that school is successful when it works in partnership with parents. When children know that their school and their families share the same values, they are much more likely to make good progress and thrive. We have an 'open door' policy and welcome parents into school to talk to staff, to work in classrooms or to help support activities.

### Parent volunteers

We regularly welcome parent helpers into school to help on school events, trips and classroom activities. We ask that you complete a Disclosure and Barring Service form and we of course treat all such things with the strictest confidentiality. We also ask you to sign a confidentiality agreement. If you are interested in getting involved, please talk to the Class teacher or our School Office.

### Shinfield St Mary's CE Junior School Parent Teacher Association (PTA)

As soon as your child joins the school, you automatically belong to the PTA, an active and cheerful group that works hard to raise funds for the school to support and enhance the children's learning opportunities. We meet regularly and parents can contribute as much or as little as they like. If you would like to know more, please speak to School Office staff.

## Governance

We have a full and active Governing Body, which includes parent governors as well as representatives from staff and the local community. The Governing Body has a range of duties and powers and a general responsibility for the conduct of the school with a view to promoting high standards of educational achievement including setting targets for pupil achievement, managing the school's finances, making sure the curriculum is balanced and broadly based, appointing staff and reviewing staff performance and pay.

Vacancies for Parent Governors are advertised as they arise.

## Your child's achievements

### How will I know how my child is doing? School reports

At the end of every academic year you will be given a report on your child's learning and progress. In the case of the Year Six children, this includes their KS2 assessment results.

## Parents' Evenings

We offer a range of opportunities for parents to see and hear feedback on their child's progress. We also hold two parents' evenings a year when we meet with parents on a more formal basis to discuss their child's progress and keep them informed about the school curriculum.

## News

Our website ([shinfield-st-marys.eschools.co.uk](http://shinfield-st-marys.eschools.co.uk)) has lots of useful information including news updates, term dates and information on our activities. Please see the 'News' and 'Parents' section where you will find a collection of useful information and copies of our Newsletters to parents. We also use a text messaging system for urgent messages, perhaps for last-minute items such as cancellation of clubs.

### Newsletters

Our weekly newsletters are published onto the school website every week and are full of vital information about school life and coming events. We also issue Topic letters in the early part of each term to let you know details of the curriculum focuses and homework expectations.

## The Home School Agreement

We ask all our parents to sign our Home School Agreement every September, and to share what they have agreed to with your children. When a child's education is shared and directed by parents, carers and Teachers who share the same values, the children are more likely to thrive and to make progress.

# 2019/20 Academic Year Term Dates

## Autumn Term 2019

**Starts:** Wednesday 4 September 2019

**Half Term:** Monday 28 October - Friday 1 November 2019

**Ends:** Friday 20 December 2019

**Inset Days:** Tuesday 3 September 2019 Monday 2 December 2019

## Spring Term 2020

**Starts:** Monday 6 January 2020

**Half Term:** Monday 17 February - Friday 21 February 2020

**Ends:** Friday 3 April 2020

**Inset Day:** Friday 14 February 2020

## Summer Term 2020

**Starts:** Monday 20 April 2020

**Bank Holiday:** Monday 4 May 2020

**Half Term:** Monday 25 May - Friday 29 May 2020

**Ends:** Friday 17 July 2020

**Inset Days:** Monday 20 July 2020 Tuesday 21 July 2020

### Notes:

- School ends at 1.30pm on the last day of each term.
- School clubs do not usually start until the second week of each term and do not run in the last week of term

## Key policies

The following policies will be of interest to any parent and are available on the school's website:

- Attendance.
- Health and Safety.
- Safeguarding.
- Anti-Bullying.
- Behaviour for Learning.
- E-safety.
- Home-School Agreement.
- Inclusion.
- Whistleblowing.
- Equal Opportunities.
- Equality Scheme.





# Shinfield St Mary's Junior School Mission Statement

At Shinfield St Mary's CE Junior School we seek to develop a love of learning. For our children, this encompasses academic, moral, social, physical and spiritual development.

We believe everyone is precious in the sight of God and we value the individual gifts brought by each and every member of our community.

We aim to forge strong links with our families and the wider community and we endeavour to offer an educational experience which will prepare our children to thrive in the changing world in which we live.

## Our Aims

*At Shinfield St Mary's C of E Junior School we aim to enable our children to go on to lead rich and productive lives of their own choosing, in the following ways:*

- *We offer a broad, balanced and engaging curriculum that incorporates trips and visits, real life experiences and creative opportunities.*
- *We communicate our expectations and values with our whole school community, fostering a partnership of shared values and ideals for the good of the children.*
- *We celebrate the achievements of all pupils in the context of individual assessments and contexts.*
- *We continually add to our rich learning environments, and we ensure that learning, and the curriculum, is accessible to all our pupils.*
- *We make our children feel valued and cared for.*

## Our Ethos and Values

C – Creativity and Collaboration

H – Honesty and Hope

I – Inclusion and Individuality

L – Love and Loyalty

D – Determination

R – Respect

E – Enjoyment

N – Nurture



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