

# Ropsley Church of England Primary School



*"Learning for life"*



## Welcome to Ropsley Primary School's Prospectus

<u>Contents</u>	<u>Page number</u>
A letter from our Headteacher	3
A Church of England School	3
Our Mission Statement and Aims	4
Meet our Teaching Staff	5
Meet our Governing Body	6
Admissions	7
The School Day	8
Term Dates and Holidays	8
School Uniform	9
Home School Contact	10
Rewards for Good Behaviour and Good Work	10
Sanctions	10
Personal Property	11
Helping in School	11
Parent Teacher Association	11
Food in School	12
Before and After-School Care	12
Our School Website	12
Health and Safety	13
Our Curriculum Key Stage 1 and Key Stage 2	15
Early Years Foundation Stage (EYFS)	16
Extra Curricular Clubs	17
Recent Successes	17
Assessment	18
Pupil Results	19

## Welcome to Ropsley Church of England Primary School

Thank you for choosing to look at our prospectus.

Ropsley School is a friendly and caring school for children aged four to eleven years old. Children's early experiences lay the foundations for the rest of their lives, and we are committed to providing high-quality education for all children in partnership with parents.

We provide a broad and balanced curriculum within a safe, stimulating and challenging environment where children are welcomed as individuals, where they can be confident, secure and are valued for all they achieve.

As a small school with high standards of achievement, our experienced and dedicated team of teaching and support staff get to know each child and work with you in helping your child to achieve success.

We encourage the children to demonstrate independence, involvement and responsibility in and for their learning, with the highest standards of effort and behaviour. We believe that the children at Ropsley School will be inspired, stimulated and fulfilled, becoming responsible and confident members of the community with an enthusiasm for "Learning for Life."

Visits to the school are very warmly welcomed.

*Ann Cook*

Mrs. Ann Cook  
Headteacher



## A Church of England School

There are close links between St Peter's Church in the village and the school. The church is represented on the Governing Body and weekly visits are made by the Church Vicar to lead School Worship. Children visit the Church several times a year to take part in their own Harvest Festival, Christingle and Easter Services.

## **Our Mission Statement and Aims**

### **Our Mission**

Our vision is to be a happy, inclusive school which is at the heart of its community. A leader in "Learning for Life" based on Christian values and high standards where every child and member of staff can reach their full potential, and feel valued as individuals.

Ropsley School aspires to be a centre for innovative and exciting learning opportunities within a safe and caring environment.

### **Our Aims**

- Be committed to Safeguarding and promoting the wellbeing of children and young people and expect all of its staff and volunteers to share in this commitment.
- To be inclusive; ensuring everyone is valued, respected and treated equally.
- To create, through detailed planning and enthusiastic delivery, a broad and balanced curriculum and learning environment, where work is matched to a child's ability through continuous assessment, to ensure that they reach their full potential.
- To encourage children to use and apply language and mathematics effectively, valuing a literacy and numeracy lesson.
- To develop practical and relevant science skills and to use ICT effectively, embracing the evolving nature of ICT in our world
- To promote high standards of behaviour, where children are encouraged to be sensitive to each other's needs, showing friendliness, courtesy, respect and an understanding of religious, cultural and moral values.
- To encourage, value and empower the staff to teach to their full ability through various aspects of staff development and performance management.
- To create an atmosphere of mutual understanding and involvement between the school, parents, governors, church and local community.

## Meet our Teaching Team

	Mrs. Ann Cook Headteacher		Mrs Georgina Gardner School Administrator
	Mrs Gayle Ellis Senior Leadership Team EYFS Teacher		Mr. Keith Leader Senior Leadership Team Class 5/6 Teacher
	Mrs. Jane Wynne Class 3/4 Teacher		Mrs. Abigail Raynor Class 5/6 Teacher
	Miss Hattie Hubbard Class 1/2 Teacher		Mrs. Sue Hubbard Higher Level Teaching Assistant
	Ms. Marion Pepper Intervention Support		Ms. Louise North Higher Level Teaching Assistant <b>Family Liaison Officer</b>
	Mrs. Karen Gosbee 1:1 Teaching Assistant		Mrs. Claire Handley Teaching Assistant
	Mrs Samantha Haigh Higher Level Teaching Assistant		Mrs Wendy Henderson Intervention Support

### Lunchtime Staff

Mrs Christine Houghton

Mrs Claire Handley

Mrs Dawn Falmer

Mrs Jo Mortimer

Mrs Reva Robinson

## **Meet Our Governing Body**

Mr. Fred Mann

Chair of Governors

### **Governors**

Mrs. Ann Cook

Headteacher

Mr. Keith Leader

Staff Governor

Mr. Mark Handley

Parent

Mr. Gary Reeves

Parent

Mr Alex Wade

Parent

Mr Bob Sheard

Co-opted

(Vacancy)

LEA

Mr Rick Clegg

Co-opted

Mr. Tony Smith

Co –opted

Mrs Gayle Wharton

Co –opted

(Interregnum)

Foundation Governor

Mrs. Zoe Osborn

Clerk to the Governors

## **Admission to our School**

If you have a child born between 1st September 2010 and 31st August 2011 you can apply for a place in our school via Lincolnshire County Council's School Admissions. If you are successful your child will start school in September 2015.

- Application system opens in November 2015
- Closing date is January 2016
- You will be notified in April 2016

### **How to apply**

You can apply for a place online at the following address:

<http://www.lincolnshire.gov.uk/parents/schools/school-admissions/do-it-online/apply-online-for-a-school-place/>

You can also obtain further information or apply by telephone on 01522 782030

School admissions have put together an informative tutorial which explains the school admission process. You can view it by following this link:

<http://www.lincolnshire.gov.uk/parents/schools/school-admissions/do-it-online/apply-online-for-a-school-place?tab=downloads>

### **Mid Year Admissions**

If you are thinking of joining us after the normal admission to our Reception class in September a Mid-Year admission form should be used. The form can be obtained by e-mailing school admissions at the following address:

[schooladmissions@lincolnshire.gov.uk](mailto:schooladmissions@lincolnshire.gov.uk)

or by telephoning 01522 782030

Parents and children are warmly welcomed at the school if you would like to visit us and enjoy a tour. Please telephone Mrs Gardner in the school office to arrange a suitable date and time 01476 585379.

## The School Day

School begins at 08:50 hrs for all pupils

Morning Break	10:40 hrs – 10:55 hrs
Lunch Break	12:00 hrs – 13:15 hrs (KS1 & Reception)
	12:00 hrs – 13:00 hrs (KS2)
Afternoon Break	14:15 hrs – 14:30 hrs
School Ends	15:15 hrs – (Reception)
	15:30 hrs – (KS1 & KS2)

It is asked that children do not arrive on the school playground before 08:40 hrs. A member of staff will be on duty from 08:40 hrs. Before this time children are left at the parents' discretion.

## School Terms and Holidays 2015/2016

### Term Dates 2015 – 2016

#### AUTUMN TERM

School closed Tuesday, 1st September 2015 - Staff training day

School closed Wednesday, 2nd September 2015 – Staff training day

School opens Thursday, 3rd September 2015

**HALF TERM** 23<sup>rd</sup> October to 30<sup>th</sup> October 2015 inclusive

School opens Monday, 2<sup>nd</sup> November 2015

Last day of term – Thursday, 17<sup>th</sup> December 2015

**CHRISTMAS HOLIDAY** 18th December 2015 to 1<sup>st</sup> January 2016 inclusive

#### SPRING TERM

School closed Monday, 4th January 2016 – Staff training day

School opens Tuesday, 5<sup>th</sup> January 2016

**HALF TERM** 15<sup>th</sup> February to 19<sup>th</sup> February 2016 inclusive

School opens Monday 22<sup>nd</sup> February 2016

Last day of term – Wednesday, 23<sup>rd</sup> March 2016

**SPRING HOLIDAY** 24<sup>th</sup> March 2016 – 8<sup>th</sup> April 2016 inclusive

#### SUMMER TERM

School opens Monday, 11<sup>th</sup> April 2016

School closed Monday, 2<sup>nd</sup> May 2016 – May Bank holiday

**HALF TERM** 30<sup>th</sup> May – 3<sup>rd</sup> June 2016 inclusive

School opens Monday, 6<sup>th</sup> June 2016

Last day of term – Thursday, 20<sup>th</sup> July 2016

## **School Uniform**

### **Girls**

- Navy blue sweatshirt or cardigan with school logo, mid-grey skirt, pinafore or trousers, pale blue polo shirt with school logo, black school shoes and plain mid-grey socks or tights.
- In summer girls may wish to wear light blue checked summer dresses with white socks.

### **Boys**

- Navy sweatshirt with school logo, mid-grey trousers or shorts, pale blue polo shirt with school logo, black school shoes and plain mid-grey socks.

### **PE kit**

- A pale blue t-shirt with the school logo, navy blue shorts, plimsolls and trainers (if socks are worn they should be white).
- A navy tracksuit is needed for outdoor PE when the weather gets colder.
- Swimming costume (one piece for girls), towel and swimming hat.

### **Outdoor Clothing**

- A pair of waterproof trousers and a waterproof coat and Wellington boots.

For safety reasons, children are not permitted to wear jewellery in school, except studs in pierced ears. Children must take stud earrings out before school on days when they are going swimming. Wrist watches are allowed.

The items of clothing displaying the school badge can be purchased from the school. Please see Mrs Gardner or Mrs Handley.

**Parents are asked to ensure that ALL items of children's clothing are clearly marked with the child's name.**



## Home/School Contact

At Ropsley School, we value our partnership with parents. We recognise that nobody knows your child as well as you do, and we encourage parents to come into school and play an active role in their child's education. There are several ways in which we seek to maintain our contact between school and home.

- A written report is provided annually at the end of each academic year.
- We hold a parents' evening in the Autumn and Spring term and an open evening in the Summer.
- A regular newsletter is sent, which keeps you informed of school events.
- Our website is also a useful source of information, which can be accessed at [www.ropsley.lincs.sch.uk](http://www.ropsley.lincs.sch.uk).
- We use Parent Mail, which is an information system designed for parents. It uses both e-mail and text messages and helps to minimise the amount of paper we send to you.
- Your child will also be given their own planner. The planner includes a wealth of information such as a class timetable, term dates and our home/school contract. It also includes a weekly target for your child for Literacy and Numeracy. Your child will then colour code the target to keep you up to date with their progress in school. Please feel free to write in the planner any messages you may have for the teacher.

## Rewards for good behaviour and good work

Ropsley CE Primary School behaviour scheme is based on house points. Every child is assigned a house, and they gain points for their house and for themselves. Points are given for excellent work, helpfulness and good behaviour. As the children gain points they receive certificates; bronze, silver and gold. These are awarded in a Good Work assembly. At the end of each term house points are added up and a house cup is awarded to the house with the most points.

At the end of each term a service is held in church, when further awards are given out, which are separate from the main incentive system. Awards for such things as courtesy, maths, writing and other special endeavours are given in the form of cups and shields.

## Sanctions

There will be times when children behave unacceptably. Children need to discover where the bounds of acceptable behaviour lie, as this is a part of growing up. Minor breaches of discipline are dealt with by the class teacher, in a caring, supportive and fair manner, having regard for the age of the child and their self-esteem. Each case is treated individually. Generally, children are reminded that they are responsible for their own actions and that breaking rules has consequences. Normal sanctions include an oral reprimand and reminder of expected behaviour, loss of free time (such as break times), moving in class to sit alone, writing a letter of apology and loss of a responsibility. If the unacceptable behaviour is persistent or recurring, parents become involved.

## Personal Property

Jewellery and valuables should not be brought into school (studs and watches excepted) as the staff cannot be held responsible if they become lost or damaged.

We would also ask that mobile phones would not be brought into school unless prior arrangements have been made.

Money should only be brought into school for a specific purpose. If it is sent into school, it should be placed in a sealed envelope and either given to Mrs. Dean or placed in the letter box outside of her office. If the money is being brought into school with a child, they should give it their class teacher. The envelope should have the child's name, class, reason for payment and the amount being paid written clearly on it.

## Helping in School

We warmly welcome parents who wish to help in school. There are many ways you can help, such as; joining our group of parents who run after-school sports clubs. If you have a skill or sporting expertise, we can arrange the training you will need in order to coach our children. Listening to readers can be rewarding and supports our teaching staff. Our Gardening and cookery clubs are always looking for new recruits. If you have other areas of interest, we would love to hear your ideas. The children thoroughly enjoy showing off their skills to someone new too.

Please be aware that any adult who has regular contact with children will need a police check before they are allowed to commence any voluntary work.

## Parent, Teacher Association (PTA)

Ropsley PTA members are all parents and teachers of the school. We welcome new members so please come along to an event or meeting. You can also volunteer to help at an event, even if you do not wish to be a member of the PTA.



The main aim is to organise fundraising and social activities for the benefit of the school and its pupils.

The PTA has very recently supported our refurbishment of the EYFS outdoor area and the school library; which the children are really enjoying!

## Food in School

### Fruit

Children in Reception, Year 1 and 2 are provided with a free piece of fruit which we give to them in time for their morning break.

### Water

We encourage the children to drink plenty of water throughout the day. We provide their first water bottle free of charge, however, extra water bottles can be purchased at the school office.



### Lunches

The school provides delicious hot lunchtime meals for children which meet current national guidelines for nutritional values. Our meals are provided by Food 4 Thought. Please feel free to follow the links on our school website for more information and an ordering guide.

Alternatively, your child might prefer to bring a packed lunch each day. We do recommend a balanced selection of healthy food for lunchtime, as part of our Healthy Schools programme and we find the right food stimulates the right concentration.

## Before and After-School Care

Ropsley School runs a Breakfast Club every day that school is open. It costs £3.50 per session and opens at 7.45am. If you would like more details request a pack from the school office or pop in for a chat.

We also have strong links with an “outstanding” early years centre called 'Great Wood Farm', which is in Boothby Pagnell. The centre also provides before and after-school care for school-age children and transports children to and from our school by mini bus each day.

For further details, please see their website: [www.greatwoodfarmeyc.co.uk](http://www.greatwoodfarmeyc.co.uk) or contact them on 01476 585584.

## Our School Website

You will find lots of useful information on our school website. It will also provide you with links to many of our policies and a copy of this prospectus.

[www.ropsley.lincs.sch.uk](http://www.ropsley.lincs.sch.uk)

Please pop on and have a look!

## **Health and Safety**

There are several aspects of Health and Safety parents need to be aware of. We have broken them down as follows.

### **Medicines in School**

Children with medical needs have the same rights of admission to a school or setting as other children. Most children will at some time have short-term medical needs, perhaps entailing finishing a course of medicine such as antibiotics. Some children, however, have longer term medical needs and may require medicines on a long-term basis to keep them well, for example, children with well-controlled epilepsy or cystic fibrosis.

If a child does need medication we ask that a parent completes a medical form and reads our medicines in school policy; both are available on the website.

<http://www.ropsley.lincs.sch.uk/policies.asp>

### **Inhalers**

Children needing to use inhalers should be trained in their use. They should store them in a practical, handy place. They should accompany them outside for P.E. lessons, and to the pool for swimming. Children should not normally need to ask permission to use their inhalers. The school keeps a spare inhaler in our First Aid box which can be given to an asthmatic child if they do not have their own inhaler with them.

### **Infectious diseases**

If your child is unfortunately ill with a communicable disease, there are various minimum exclusion times laid down by Lincolnshire Area Health Authority, and your child should not be sent back to school before these times have elapsed.

### **Absence**

Please inform your child's class teacher or the School Business Manager of the reason for your child's absence as soon as possible. This should be in the form of a note, though a telephone call or personal contact will suffice (not please, just a message with another child).

Holidays during term time are not recommended as work is at times very hard to catch up on. Any application for leave during term time is at the Headteacher's discretion and even then a maximum of 10 school days in one academic year must not be exceeded, as extra days will be recorded as unauthorised absence.

Forms of application for leave of absence can be obtained from school office. Applications should be made in advance of the holiday, not retrospectively.

Holiday absences taken without prior approval have to be recorded as unauthorised absences. Regulations now intend leave of absence to relate to 'going away' and not holidays at home. Absence would not normally be granted to children who already have a poor record of attendance. Except in exceptional circumstances, a pupil should not be granted more than two weeks leave of absence in any year, and that additional leave of absence will be used sparingly.

**First Aid**

The school has trained First Aiders who have attended and received Lincolnshire Ambulance Training Day Certificates and will deal with minor cuts, grazes etc. As well as providing first aid, where a more serious injury occurs we will make every effort to contact you immediately. Our Medicines in School Policy can be found on the school website. If your child has a more serious medical condition please contact the school as early as possible in order for us to fully understand and meet your child's needs.

**Emergency Numbers**

We do request that parents keep us updated with changes of jobs, telephone contacts, childminders etc, as in the event of an emergency only a relative can give permission for a child to be treated by a doctor or a nurse. The school communicates with parents electronically where they have expressed a preference. You will be asked to provide e-mail addresses etc as part of our admission pack.

## Our Curriculum

### Key Stage 1 and Key Stage 2



#### Did you know?

Pupils in Ropsley School today, will:

- Have 10 to 14 jobs by the time they are 38.
- Will work in jobs that do not yet exist, using technologies that have not yet been invented, to solve problems we do not even know are problems yet!
- Live and work in a world dominated by multinational corporations and where national boundaries will be almost irrelevant.
- Use technologies that we can barely imagine.

“The top 10 jobs in demand in 2013 did not exist in 2007.”

#### At Ropsley School we seek to prepare children for this world by:

Equipping children with essential skills:

- Managing Information, Thinking, Problem Solving and Decision Making, Being Creative, Working with Others, Self-Management and Initiative / Enterprise.
- Teaching children how to learn for themselves.
- Giving children an understanding of technology and its possible implications.
- Teaching children about the world and its cultures, religions, languages and history.
- Teaching children to ask the right questions.

#### Our Curriculum is designed to:

- Challenge and excite our children.
- Teach our children about society and citizenship.
- Imbed an ethos that values learning, never giving up and caring for one another.
- Link with local, regional, national and international communities.
- Recognise that failure is a form of learning.
- Provide our children with a sense of awe and wonder.



We do this through a dedicated Literacy and Numeracy hour where children throughout the school learn in small groups. This enables teachers to work closely with a child and celebrate the smallest success and challenge those who are doing well to do even better.

The skills learned in the morning are then applied within a range of creative topics and exciting themes, which are designed to motivate each child and provide them with a personalised curriculum.

Each topic will include; an opportunity for the children to include extra study on areas of particular interest; time for children to study independently and a celebration event that parents are invited to attend.

Philosophy for Children (P4C) and a structured programme developing the Social, Emotional Aspects of Learning (SEAL) begin even in our youngest class.

## Early Years Foundation Stage (EYFS)

At Ropsley School we aim to get to know new children before they join our EYFS class. The class teacher visits each new child in their pre-school setting. This way we can ensure that we are ready to welcome them and they settle into school and begin to make progress quickly.

The Early Years Foundation Stage curriculum has seven areas of learning and development.

### The prime areas are:

Communication and language  
Physical development  
Personal, social and emotional development

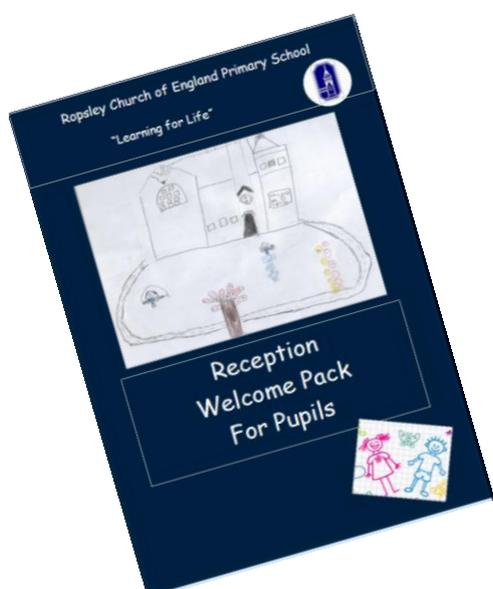
### The specific areas are:

Literacy  
Mathematics  
Understanding the world  
Expressive arts and design



A welcome evening will be held to support parents that are new to the school and a Welcome Pack will be provided. The pack is also available to download from our website.

There is also a pack for each child which introduces them to staff and contains photographs of their classroom. Some of the sheets in the pack encourage children to tell their new teacher a bit about the things they enjoy or find interesting and again helps us to get to know our children quickly.



## Extra Curricular Clubs

At various times in the year we offer the following clubs:

- Football
- Netball
- Cookery
- Gardening
- Chess
- Golf
- Cricket
- Art
- Animation
- Rugby
- ICT
- Choir
- 11+ Support
- Rounders
- Film Evenings



We can also arrange for individual music lessons.

## Recent Successes

Ropsley School are very proud to have achieved several awards including:



The International School Award for our promotion of Global Studies.

A Healthy Schools Award



A Quality Mark for our ability to teach, assess and support pupils basic Literacy and Numeracy skills.

The Youth Sports Trust Silver Award for excellence in sporting provision.



## **Assessment in School**

Throughout the year your child will be assessed to ensure the work is challenging and supporting their needs. In addition to school's ongoing informative assessment there are statutory assessments schools must complete. These are:-

### **Year 1 phonics screening check**

The Year 1 phonics screening check is a short, light-touch assessment to confirm whether individual pupils have learnt phonic decoding to an appropriate standard. It will identify the children who need extra help so they are given support by their school to improve their reading skills. They will then be able to retake the check so that schools can track pupils until they are able to decode.

### **SATs (Standard Assessment Tests)**

Your child will take SATs twice during their time at primary school. The first time is in Key Stage 1, when they will have tests in Year 2, at the end of infants (aged 6 or 7). They will not sit formal tests but will be assessed by the class teacher in reading, writing (spelling and handwriting), Maths (number, shape, space, measurement) and Science. Your child's teacher will set short pieces of work in English and Maths to judge what level of ability your child is considered to be at.

The next time your child will take SATs will be in Key Stage 2 in Year 6, aged 10 or 11. More formal than Key Stage 1, these written tests (in English, Maths and Science) are approximately 45 minutes long. The papers are sent away for marking by external exam boards, and the results are known before children leave primary school in July.

### **Secondary Education**

To ensure that your child receives the type of secondary education most suitable for him/her, Lincolnshire County Council runs an optional selective education system, i.e. grammar and comprehensive schools, through an 11+ selection examination. This examination is held at the beginning of the final year at primary school. You can find more information available on our school website about the tests themselves and what we can do to support you and your child.

Children at this school usually go on to one of the following day schools:

Carres Grammar School for Boys, Sleaford  
The Charles Read School, Corby Glen  
Kesteven and Grantham Girls' School, Grantham  
Kesteven & Sleaford High School Selective Academy, Sleaford  
The King's School, Grantham  
St. Georges School of Technology, Sleaford  
Walton Girls' High School, Grantham  
The Priory Ruskin Academy, Grantham

## School Results 2015

### Year 1 Phonics Test

86% of our pupils achieved the required standard; the National Average was 69%

### Key Stage 2

This table shows the percentage of all pupils achieving a level 2 or above in the National Curriculum Key Stage 1 SATs in 2015.

	School (2015)	National (2014)
<b>Reading</b>	93.3%	90.5%
<b>Writing</b>	86.7%	87.5%
<b>Maths</b>	93.3%	92.8%

### Key Stage 2

This table shows the percentage of all pupils achieving a level 4 or above in the National Curriculum Key Stage 2 SATs in 2014.

	School (2015)	National (2014)
<b>Reading</b>	94.4%	89.0%
<b>Writing</b>	100%	86.5%
<b>Maths</b>	100%	86.9%