



Together we can achieve



SCHOOL PROSPECTUS 2018 - 2019

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Head Teacher:

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Ms Julia Kurcin and Miss Kellie Griffiths

Chair of Governing Body:

Vernon Lloyd

Type of School

Sneinton is a Church of England Co-educational Primary and Nursery School

For pupils aged 3 - 11

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Disclaimer

Personal Message

Dear Parents/Carers,

Welcome to Sneinton St Stephens C of E Primary School. We are a Church of England School dedicated to providing an outstanding education for our Pupils. The governors and staff work together with parents in the community to foster within the school an ethos of co-operation and respect whilst maintaining high standards.

We endeavour to provide a happy stimulating and challenging environment in which all pupils are given an equal opportunity to progress to their highest level of personal and academic achievement. We aim to equip pupils with the appropriate skills to operate independently so they will be able to make a significant contribution to a diverse and constantly changing society.

As recorded in our most recent Ofsted Report, the staff pride themselves on going the extra mile for the benefit of our pupils and ensuring a strong partnership between home and school. We look forward to welcoming you into our school and answering any questions you may have. Should you require any further information, or like to arrange a visit to the school, please telephone for an appointment.

Kelly Lee
Head Teacher

Denominational Inspection Commendations:

- The distinctiveness and effectiveness of Sneinton St Stephen's as a Church of England school are outstanding.
- The Head Teacher has a well developed Christian vision for the school that is shared by all staff and enthusiastically put into practice within a multi-faith setting.
- Children enjoy and play an active role in well planned acts of worship which contribute well to their spiritual, social, moral and cultural development.
- The quality of teaching and learning in a majority of religious education lessons is outstanding.
- There are excellent and growing links with the three local churches which range from high Anglican to evangelical in persuasion.
- The school, through its distinctive Christian character, is outstanding at meeting the needs of all learners.
- Christian values are evident and pervade all aspects of school life.
- Evidence of the school's Christian character is found in all areas in the school and in exemplary displays in classrooms.
- The impact of collective worship on the school community is outstanding.
- The effectiveness of religious education is outstanding
- The effectiveness of the leadership and management of the school as a church school is outstanding.

Ofsted Inspection - 2011:

- This is an outstanding school. Pupils achieve exceptionally well and by the end of Key Stage 2, their attainment is above average.
- Outstanding engagement with parents and carers and strong links with external agencies help ensure that pupils with disabilities and those with special educational needs grow in confidence and self-esteem, and make progress equal to their peers.
- Teaching is outstanding. Pupils enjoy their learning because the work is stimulating and well matched to their needs. In those lessons where pupils' learning is less than outstanding, teachers' planning is not focused enough on pupils' learning, consequently, some pupils are not guided through the small steps which help them learn exceptionally well.
- Pupils' behaviour is good, and lessons are very calm and orderly.
- Rigorous systems to improve pupils' attendance are having a positive impact, especially in reducing the proportion of pupils who are persistently absent.
- All groups of pupils are cared for exceptionally well. Teachers do their best to ensure that all pupils know how to keep themselves safe in school and in the wider community. Instances of bullying are rare. When it does occur, it is quickly and successfully dealt with by the school.
- The headteacher's relentless endeavour to improve the life-chances of all pupils is the major reason why the school has improved year on year. All leaders have high expectations of staff and pupils, rigorously monitor all aspects of the school and share a clear vision for improvement. The governing body contributes effectively to the life of the school, supports the senior leaders well and effectively holds the school to account.

The School Philosophy

'Together We Can Achieve'

The Governors and Staff at Sneinton St Stephens C of E Primary School, work together with parents and the community to foster within the school, an ethos of co-operation and respect. We endeavour to provide a happy, stimulating and challenging environment in which all pupils are given an equal opportunity to raise their level of achievement and self-esteem, to fulfil their academic and personal potential and to acquire the skills to operate independently in a constantly changing society.

The aims of our school

As a Christian school seeking to fulfil the Mission of the school the Governors and Staff have agreed the following aims.

- To create excellent relationships among all who are involved with the school.
- To create positive purposeful relationships throughout the school community.

- To value and respect people equally.
- To provide a welcoming and stimulating environment in which all feel happy and secure.
- To develop a knowledge and understanding of the worship and teaching practices of the Church of England.
- To promote opportunities for children to succeed and reach their full potential.
- To create an ethos which celebrates achievement and recognises personal success.

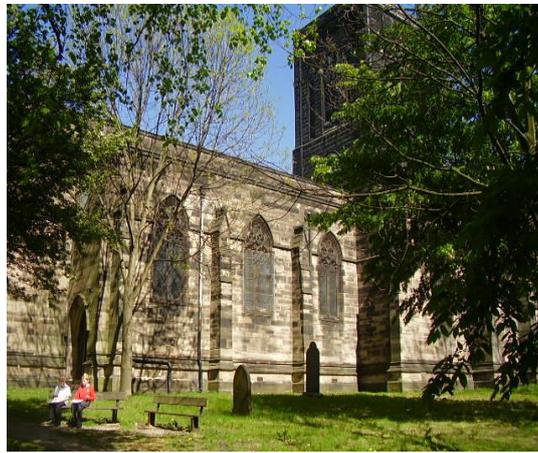


The Schools Religious Foundation

Sneinton Church School was founded over 150 years ago and is believed to be one of the oldest Voluntary Aided Church of England Schools in the country. It was housed originally in The Old School Hall, moving to its present site in 1968. The school is affiliated to St. Stephen's Parish Church, St. Christopher's and St. Cyprian's, with representatives from all Churches on the Governing Body.

The School's primary purpose is to provide education for those children whose parents wish them to receive religious education in the Christian Faith in accordance with the principles and practices of the Church of England and to receive their education in a Christian School.

Children of other faiths do choose to attend this school and are not required to do anything that contravenes deep principles of their own faith. However, whilst recognising the statutory rights of all parents, the Governors encourage the full participation of all children in R.E. and corporate acts of worship in line with the status of the school. We aim to prepare our children for life in a multi-faith society teaching them about other faiths while allowing them to experience the Christian Faith through the ethos and activities of the school.



Applying for a place at the School

Sneinton St Stephens Church of England School has no catchment area. Parents wishing to apply for a place in any year group should complete a supplementary application form which is available from the school office.

Applications are invited from parents who wish their children to receive their education in a Christian School where worship and religious education is in accordance with the principle and practices of the Church of England.

The overall number of places available in the main school is 210. The number of places available in the Nursery is 26 per session. This is to maintain suitable class sizes and a high quality education.

All applications will be considered by the *Governors*. Those children who will be 3 or 5 in the following school year are considered together at the Summer Term meeting of the *Governors*. Applications for other year groups are done through the Local Authority and places offered as they become available. Parents considering applying to the school are warmly welcomed to visit by prior arrangement with the Headteacher.

If applications exceed the number of places available, the following criteria will be used by the *Governors* to determine which pupils can be offered places. This information is accurate at the time of print.

- A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child who is; a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).at the time of making an application to a school. An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Action 2002 (see section 46 adoption

order). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989 as amended by section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

- Priority being given to a child who can demonstrate a regular / strong worshipping commitment to a Church of England Church (1)
- Children whose families (Mother/Father/Children) can demonstrate a regular/strong worshipping commitment to a Church of England Church (1). Priority being given to a child who will have a sibling on roll at the school at the time of admission. (3)
- Children whose families (Mother/Father/Children) can demonstrate a regular/strong worshipping commitment to a Christian Church, which is affiliated, to "Churches Together in England"
- Priority being given to a child who will have a sibling on roll at the school at the time of admission (3)

Requests for admission outside of chronological age can be made. A Supplementary Form should be completed alongside the Common Application Form. This is available on the school website www.sneintoncofeprimaryschool.co.uk

In the event of over subscription within any of the above criteria, preference will be given to children whose families live within the shortest straight-line distance to the front pedestrian gate of the school.

Places in our Nursery Unit are offered using the same criteria and giving due regard to the balance of age and gender in the Unit at a particular time. Attendance in the Nursery Unit does not guarantee a place in the main school. Parents whose children are five during the next school year are invited to apply for a place in this school, their catchment school or any other school of their choice.

Access to information

The school uses the website, www.sneintoncofeprimaryschool.co.uk as a medium for communicating with all stakeholders. A weekly newsletter is published and available in the school news section. Copies of the following documents are available on the website for parents to see if they wish.

- The documents and circular detailing the requirements of the National Curriculum.
- The policies and outline schemes of work followed in the school.
- The complaints procedure.
- Your child's school record folder.
- The Report on the OFSTED inspection of May 2011.

There is an agreed procedure outlined by the Governing Body for dealing with complaints about the school's curriculum and other related issues. A copy of the school's complaint form is available on the school's website. Normally, all parental concerns can be discussed and resolved with the Head of School or teachers concerned. However, where a complaint cannot be resolved, parents should write to the Clerk of the Governing Body.

Attendance

Parents are asked to inform the school of the reason of each and every absence so that accurate records can be kept.

Following a change in national policy, pupils do not have an entitlement to annual leave during school term time. However, there may be exceptional circumstances that you would like the Governing Body to consider. Exceptional circumstances are those considered to be unique and unlikely to happen again. In this instance parents are required to write a letter of request to the Head of School and Governing Body. Parents or Guardians will be notified in writing of the Governors' decision.

The Governors reserve the right to issue a penalty fine or remove a child's name from the school roll, and fill the vacant place, if leave of absence is taken without their knowledge or permission.

Charging

The Education Reform Act 1988 requires that no charge be made for any activity which takes place during school hours.

Although the 1988 Act prevents any charges being made for activities, the school may ask parents for "voluntary contributions". If insufficient parents support the activity, we shall unfortunately have to cancel it. We are aware of differing family circumstances preventing payment in certain cases and sensitive handling of this will continue. Families in receipt of free school meals/family tax credit etc. may qualify for full or part remission of charges. Activities which take place outside of school hours will be charged.

Child Protection

All staff, teaching and non-teaching, work to promote the well being of all the children in the school. The class teacher has pastoral responsibility in the first instance and is readily available to both children and parents to discuss any concerns. The Head of School and Deputy Head Teacher are also available to share concerns of children and parents should the need arise.

Every school in Nottingham City is required to follow a set procedure in cases of suspected child abuse. The Head of school is required to refer their concerns to the Children and Families Department for further investigation so that children at risk can be identified quickly.

This procedure is intended to protect children from abuse. When a school refers a concern about a pupil to the Children's and Families Department, it is not accusing the parents of abuse, but requesting that further investigation takes place to establish whether a child is at risk. A detailed Safeguarding Policy is accessible on the School website.

Code of Conduct

At this school, we continually aim to create good relationships among all those involved with the school and nursery; to provide a caring school where children feel happy and safe; and to value all members of our school community ensuring they feel respected and show respect.

We have agreed five school rules that apply throughout the school day and are well known by the children.

OUR SCHOOL RULES

In our school, all children have a right to learn and all staff have a right to teach.

1. Keep hands, feet and objects to yourself.
2. Do as you are asked first time.
3. Walk quietly in school.
4. No swearing or teasing.
5. Show good manners at all times.

The rules promote consideration and respect for others, honesty and fairness and polite behaviour. We will not tolerate bullying, fighting or hurting others; racism; bad language or dishonesty; and disobedience or refusal to co-operate. The school has an extensive system of rewards and sanctions.

The school aims to share with parents all the good work and good behaviour that we see. We would wish to be informed of any cases of bullying, persistent name calling or racism so that firm action can be taken as early as possible.

Curriculum

The school provides carefully planned curriculum framework to ensure that the National Curriculum is covered and to provide a wide range of opportunities for all our children.

The Curriculum is underpinned by our School values and partnerships with schools locally, nationally and internationally. The curriculum is organised in half termly themes, with planned offsite visits and use of the schools stimulating environment and outdoor area.



- The school supports the National Curriculum for English and Maths and implements this in all year groups. A summary of the school curriculum framework is available on the schools website.
- Interactive whiteboards and digital media is frequently used as a tool for learning
- Reading books are carefully graded to ensure a wide range of reading experiences are available to all children and motivate all vulnerable groups.
- Regular Art, Singing, Music, Dance, Drama, MFL and P.E. Lessons take place. The school is committed to providing the opportunity for children to swim in all year groups.
- Religious Education, based firmly on the Christian Faith, is provided through a planned teaching and assembly programme supported by a Religious Syllabus published by the Diocese of Southwell
- A regular programme of outdoor education and visits takes place linked closely to the term's work.
- Children have the opportunity to play outdoor and competitive sports, go on visits and take part in dramatic productions. At the time of print all the years 1-6 have the opportunity to go swimming on a rotational basis.
- The school has a clear Sex Education Policy which ensures that issues of personal safety, healthy lifestyles and growing up are introduced progressively through the school. Parents are informed when specific sex education is being planned and may exercise their right to withdraw their child if they wish.

Overall, we aim to provide a wide range of opportunities and experiences to draw out the full moral, social, spiritual and academic potential of each child.

Equality of Opportunity

We believe that all children should have equal opportunities to succeed and have equal access to the whole school curriculum regardless of cultural background, gender, religion, disability and social class.

Health and Safety

The school has a detailed Health and Safety Policy. At all times, we endeavour to ensure the safety of the children in our care, but accidents still happen despite our best precautions. We have a qualified First Aider in school.



Keeping in touch with School

The school believes in the importance of building a partnership between home and school, and this is reflected in our Home/School Policy.

- A weekly newsletter is issued telling parents about current issues and our plans for the future.
- Parents' Evenings are held termly giving parents the opportunity to discuss their child's progress with his/her teacher.
- Occasional Parent's Information Evenings are held to share with parents our approach and teaching methods in different subjects.
- The Head Teacher and teachers are happy to discuss any aspect of school life at any time during the year - please phone, call in or write to make arrangements.
- Every child in school has a reading diary, which parents / carers are encouraged to use as home / school log
- Teachers are available 10 minutes before the start and end of school to meet with parent / carers
- The school will invite parents in to discuss any issue we are concerned about and will involve them at each stage.
- A Parents/Carer's Pack including the Home/School Agreement is issued to parents/carers of all new entrants to the school.

LA support

The school benefits from a wide range of support services provided by Nottingham Local Authority.

- The Education Catering Services provides a choice of meals each day.

- The Educational Psychology Service works directly with children and teachers to provide specialist support to children with learning or behaviour difficulties.
- The Child Health Service provides regular contacts with a School Nurse and a School Doctor so that health problems do not prevent children from making education progress.
- The Education Library Service provides loans and collections for school and advice to teaching staff.
- The Advisory and Inspection Service monitors education provision and reports to the LA on progress. It also provides:
 - training, expertise and support in Curriculum development and improving classroom practice.

Medication

Children who are unwell should not be sent to school. However, sometimes doctors advise children to attend whilst completing a course of prescribed medicine. In such cases the ideal would be for parents to be responsible for the administration of that medicine; if this is not feasible, then the medicine can be bought to school by an adult. A medical consent form must be completed with clear written instructions for administration and signed. The medicine must be taken to the Office. The medicine will be self-administered wherever possible, under the Head Teacher or member of staff's supervision.

Religious Affiliations and Religious Education

We are a Church of England School, closely connected to St. Stephen's, St. Christopher's and St. Cyprians Church. There is a balanced representation on the Governing Body from all three Churches.

Religious Education is given according to the Anglican tradition. Children are admitted to the school on the clear understanding that they will receive Church of England teaching and will attend church services with school on a number of occasions.



An Act of Collective Worship is held daily, with visitors and speakers from the Christian community.

School Clubs

Children are able to enjoy extra curricular opportunities such as football, multisports a Philosophy group and Beacon club (a Christian Club). Other extra curricular activities are sometimes offered but the exact nature and frequency of these depend on the children's interests and staff availability.

School Uniform

The school is proud of its tradition of wearing a school uniform and many people comment on the smart appearance of our children. We hope that parents will support us in maintaining our high standards.



The dress code is as follows:

BOYS

Grey trousers, long or short

White Shirt and red sweatshirt with school logo (Winter)

White polo shirt with school logo (Summer)

Black school shoes.

GIRLS

Grey skirt or Grey trousers

White shirt or blouse with red sweatshirt with school logo (Winter)

Red and white gingham check dress (Summer)

Red cardigan

Suitable black shoes.

P.E. AND GAMES CLOTHING

Every child is required to have a P.E. bag, plimsolls or trainers, and red P.E. shorts and white t-shirt during the week. The design and style of P.E. clothing should be practical and sensible. Children require a sweatshirt, dark tracksuit or similar for their outdoor games lessons.

For practical and safety reasons, we discourage the wearing of jewellery in school. Studs may be worn if ears have been pierced. Earrings of any type are not to be worn in the Swimming Pool.

Sex Education

Sex education forms part of the Health Education Programme and is taught in accordance with guidelines issued by Nottingham Education Authority and approved by the School Governing Body. This is done in close liaison with parents and the school nurse.

Southwell Diocesan Board of Education

In Nottinghamshire and Nottingham the Church of England helps to provide 72 schools, both Voluntary Aided and Voluntary Controlled, which all express their Christian foundation in their worship and the spiritual and moral education offered.

Aided Schools

These are the responsibility of the Governors, made up of a majority appointed by the Church, plus parent representatives, teachers and the Headteacher. The Governors are also responsible for making sure that the religious education, worship and spiritual, moral, social and cultural development of the children is Christian.

Special Educational Needs

It is quite normal for most children, at some time in their school life, to have difficulties with some aspect of their school work.

The Class Teacher remains responsible for the child's progress at all times but will sometimes request additional help through the Enjoyment and Achievement Manager, to support particular children.

The school has a well developed Special Educational Needs Policy with clear lines of responsibility identified. Additional help may be provided by the Class Teacher, the Learning Support Assistants and by support teachers provided by the Local Authority.

Every effort is made to ensure children who are having difficulties are helped to overcome them whether the individual has a statement of special educational needs or not. Parents are involved and kept informed at every stage.

- The policy is available in school for parents to look at on request.

Trips and Visits

The school provides a full range of class visits and trips supporting the work being undertaken in class. We depend on voluntary contributions and fund raising to support these visits, while accepting that no child will be penalized if parents are unable or unwilling to pay.

The Governors policy on charging for school activities is available on request.

In Conclusion

Please do not hesitate to contact me if you require any further information, or an application form. We look forward to working with you and your child.

Disclaimer

The information given in the prospectus was valid at the time of printing. It should not be assumed that there will be no changes affecting either the arrangements generally described or in any particular part. Any anticipated changes have been included.