



Haslingden St. James' C. E. Primary School

A very warm welcome to the family of Haslingden St. James' C of E Primary School.

At St. James' we aim to provide a secure, caring and stimulating environment in which children are encouraged to strive to do their very best in all aspects of their development. We believe that courtesy, respect and concern for others are as important as high standards of achievement in academic work. To this end, we strive to meet the needs of every child, recognising that each child is unique and deserves to be treated as such.

Our school is much more than just a building where young children are taught. We are a warm, welcoming and flourishing family community of children and adults who actively encourage parents to become involved in their children's education and firmly believe that home and school need to work in partnership for the benefit of our children.

I invite you to join our school family, in partnership, to secure the very best that we can offer for our children.

Miss Frances Brady
Headteacher

Our Mission Statement

To provide a high quality of education for all our children, within a Christian environment.

Our Motto

Developed by the children, 'Growing in God's love, learning as we go'

Our School

St. James' offers nursery and primary education to children aged 3 - 11 years. The school is situated on a pleasant site on the edge of Haslingden. The present school building was opened in 1982 and the nursery class was opened in 1997.

In recent years, many improvements have been made to the school building, including the installation of a fully equipped computer suite and internal remodeling to provide a school library.

The school grounds include separate playgrounds for infants and junior children and a well-planned, enclosed and colourful outdoor area for our Nursery and Reception children. There is also an all weather pitch and areas with seating and planting, the 'Reflective Garden' provides an attractive, enclosed space for children to become involved in planting and growing and is used to support a range of curriculum activities and we have an outdoor classroom to promote an alternative learning environment.

Classes are organised into single age group classes.

Key Stage	Age Range	Name of Class
Foundation Stage	3-4 Years	Nursery
Foundation stage	4-5 Years	Reception
Key Stage 1 (Infants)	5-6 Years	Year 1
Key Stage 1 (Infants)	6-7 Years	Year 2
Key Stage 2 (Juniors)	7-8 Years	Year 3
Key Stage 2 (Juniors)	8-9 Years	Year 4
Key Stage 2 (Juniors)	9-10 Years	Year 5
Key Stage 2 (Juniors)	10-11 Years	Year 6

The Governors

The Governing Body are the employers of the school. They work in partnership with the Headteacher to make decisions about how the school is run in order to improve the quality of education provided for the children. The full Governing Body meets each term, as do its committees, to discuss matters relating to the curriculum, staffing, buildings and finance.

Our Teaching Staff

Miss F Brady (Back up DSL)	Headteacher
Mr G Lloyd (Lead DSL)	Deputy Headteacher
Mrs K Jamil	SENCO
Mrs V Molloy	Reception
Mrs J Parkinson & Mrs J Doherty	Year 1
Mrs E Geoghegan	Year 2
Miss C Dunne	Year 3
To Be Appointed	Year 4
Mr M Marren	Year 5
Mr K Simister	Year 6
Our School Staff	
Miss L Brewer	Mr I Mc Neil
School Business Manager	Site Supervisor
Mrs Z Wild	
School Admin Support Officer	
Teaching Assistants	
Mrs K Begum	Mrs J Khan
Mrs J Begum	Miss K Collinge
Miss C Crilly	Mr I Fraser
Mrs S Ahson	Mrs S Byrne
Miss E Dawson	Miss Z Khan
Mrs K Kitching	
Kitchen Staff	
Miss L Marshall	
Welfare Assistants	
Mrs S Begum	Mrs A Begum
Mrs E Khan	Mrs T Jahan
Mrs R Begum	

Our School Aims and Values

Aims

- To create a safe, caring, supportive, stimulating and Christian ethos and environment in which individuals can develop;
- To value each child as an individual;
- To challenge and excite each child to reach their full potential;
- To encourage a love for and an enjoyment of learning;
- To help children acquire knowledge, skills and understanding relevant to adult life and employment in a changing world;
- To help children develop personal moral values, respect for religious values and an understanding of other races, religions and ways of life;
- To help children understand the world in which they live and their responsibilities within it;
- To develop a sense of awe and wonder;
- To ensure the curriculum offers a breadth of experience and equality of opportunity for all children.

Values

Whilst our school seeks to reflect many Christian values, the following seven have been chosen as our 'Core Values'. We believe that an understanding of these values, and integration of them into school life, will help to equip our children as they forge relationships within our school community, the local community within Haslingden and society as a whole. Our core values are:

Endurance: Recognising that life is sometimes difficult and that it is important not to give up in the face of adversity.

Forgiveness: Understanding that forgiveness can be given and received, but that it must be genuine and from the heart.

Friendship: Knowing that true friendship breaks down barriers between people and enables everyone to grow as an individual.

Koinonia: 'Koinonia' means 'that which is in common'. It can be translated as 'fellowship' or 'community'. It encompasses the concept of interdependence: all within our school are needed and valued and each person is important to the whole community.

Peace: Working towards people living in harmony with themselves, with others, with God and creation.

Thankfulness: Seeing the world as God's creation and being thankful for it as a gift not a right.

The School Day

ON TIME EVERY DAY, EVERY DAY ON TIME

The school doors open at 8:45am so that children can come into school and settle down prior to the start of the school day.

The school day starts promptly at 8:55am

Worship takes place at 9:00am each day

Early Years have continuous access to the outdoor curriculum

KS1 morning playtime: 10:45-11:00am

KS2 morning playtime: 10:45-11:00am

Lunch break: 12noon-13:00pm

Infant afternoon playtime: 14:00-14:15pm

School closes at 15:10pm for juniors and 15:15pm for infants

Your child must be dropped off and collected by an adult 16+ years old, only adults named on the collection record for the individual child will be allowed to collect your child.

Attendance and punctuality

A good level of attendance is expected from all children at St. James', as any time off school results in children missing a valuable part of their education. The school operates a First Day Response system whereby parents are expected to phone the school on the first day of absence. Where the school has not been notified by 9:30am, office staff will contact parents to establish the reason for absence.

There are a range of incentive schemes used in school to reward good attendance. Whilst we encourage all children to be in school for 8:55am, we understand that sometimes unexpected events occur which result in children being late for school. We would much rather that your children came into school late than not at all!

All dentist and doctors appointments should be made out of school hours where possible, however if your child has an unavoidable appointment, a copy of the appointment letter should be provided to school.

Snacks and Drinks

Reception Class has a snack table, where fruit and water are available all day (children may bring their own piece of fruit from home - no grapes due to choking hazard). A carton of milk is provided each morning on arrival in to class.

Year 1 and Year 2 are provided with free fruit on a daily basis and are encouraged to bring a bottle of water to school each day.

Blue Reading Bags

Your child will often have books or other equipment to carry to and from school. To ensure everything remains in good condition your child will be provided with a blue reading bag. This should be brought to school every day and checked every evening for letters from the school. The first blue bag will be provided free of charge, with replacements available from the office at a small charge.

Medicines in School

There are occasions when children need to take medicines even though they are well enough to attend school. However, if children require medicine, parents are advised to arrange doses around the school day eg. Breakfast time, tea time and bedtime. If children do require medication during the school day, parents should make arrangements with school.

If you child requires an inhaler for asthma, please let the class teacher know so that it can be kept in an agreed place where it is accessible for your child.

First Aid

Several of our staff are qualified First Aiders, or qualified in Paediatric First Aid. If you child has an accident in school, first aid will be administered and a slip sent home.

Links with St. James' Church and Collective Worship

St. James' is a Church of England Voluntary Aided school and has strong links with the local church of St James', which is situated on Church Lane. The vicar is a regular visitor to the school and we worship in church as often as we can throughout the year, including Easter, Christmas, Harvest and for our end of year service.

A daily act of worship is held in school. This is broadly Christian, rather than being narrowly Anglican. Worship is planned around the church year and a variety of religious and moral themes, including the core values identified by the school are shared by all members of the school community, irrespective of personal faith.

Members of St James' Church, other churches and organisations are welcomed on a regular basis.

On Fridays, our act of worship incorporates our Celebration Assembly when a range of achievements are celebrated together. Parents and friends are invited to join us on a half termly basis to share the children's successes.

We believe that it is an important part of the children's development to play an active part in the life of the church. We welcome and appreciate the support of parents in doing this.

School Uniform

St James' has a school uniform which all children are expected to wear and be proud of.

GIRLS

Dark Grey skirt (must be at or below the knee) or tailored trousers, white short sleeved collared shirt, school embroidered Royal Blue school v-neck jumper or cardigan, school tie, black, grey, blue tights/white or grey socks, black school shoes (no trainers).

BOYS

Dark grey trousers or shorts, white short sleeved collared shirt, school embroidered Royal Blue school v-neck jumper, school tie, dark socks, black shoes (no trainers).

ALL CHILDREN ARE EXPECTED TO WEAR SENSIBLE BLACK SHOES FOR SCHOOL,
TRAINERS ARE NOT PERMITTED (Reception class should wear velcro fasteners).

Warm coats, hats, gloves and scarves should be worn during cold weather, sun hats should be provided in sunny weather. Gingham summer dresses are not part of the uniform at St James.

P.E. Kit to be kept in a pump bag at school (ALL CHILDREN)

Black gym pumps (no trainers), black shorts and white crew neck T-shirt and socks to replace tights.

Black leggings are acceptable for girls who are not allowed to wear shorts for religious reasons. We currently ask children to attend School in their P.E kit on the day of P.E. your child will not be required to change in School.

ALL ITEMS OF CLOTHING, INCLUDING THE PUMP BAG & BOOK BAG SHOULD HAVE
THE CHILD'S NAME CLEARLY MARKED

Book bags, Pump bags & ties with the school logo will be available to buy from the school office.

All other items are available to buy from local shops, supermarkets & Abbey Street shopping centre Uniform shop, Accrington.

Lunch

All children in Reception, Year 1 and Year 2 are entitled to a free school meal. You will be given the choice as to whether you would like your child to take their free school meal or whether you would like to provide a packed lunch.

School Dinners

Children have a choice of 2 meals every day, with fruit and yoghurt available daily. The menu is changed in the winter and the summer to offer a wide variety of choice. Please refer to the menu & option sheet in this pack and return you child's choices to school asap.

Please encourage your child to try different foods, as some of the menu choices may be food they have never seen or been offered before. It can take a child several tastes before they like a food, so lots of encouragement is given at lunch, with stickers given to those who have tried different foods or have eaten all of their meal.

However, if your child really doesn't like the school meals offered, it may be a more suitable option to provide a packed lunch, hungry children make unhappy children and they are unable to concentrate well in the afternoon session.

Packed Lunch

If you choose to provide a packed lunch, please send your child with a small lunch box and a plastic flask or bottle. In the interests of safety, no glass bottles or cans should be brought in to school. We are working towards being a healthy school and therefore do not allow children bringing fizzy drinks, chocolate or sweets as part of their lunch.

Pupil Premium Important information

Although all children in KS1 are entitled to receive a free school meal and no application is required to accept this, some children have a statutory entitlement to free school meals. The school can qualify for additional funding called pupil premium worth over £1,000 per child, if the parent is receiving any of the following;

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

If you think you qualify for statutory free school meals, please complete the form included in this pack and return it to the local education office. If you are unsure, please speak with the office staff who are happy to assist.

If either parent is registered disabled, please let the school office know.