

# St. John's Stonefold Church of England Primary School



## School Prospectus 2023-2024

**Welcome to St. John's Stonefold Church of England Primary School**

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### **Our Vision**

*Our Vision is to live and grow together as a loving church school family,  
who celebrate our another's individuality.*

*Built upon our shared Christian values,*

*St John's provides our children with bespoke and innovative  
teaching of the curriculum, empowering them to flourish with the  
knowledge and skills for life.*

*From our vision:*

*We inspire our children to have uncompromising aspirations and to thrive and succeed.*

***Our five key Christian values underpin everything we do at Stonefold:***

***E A G L E***

***Empathy – Aspiration – Generosity – Love – Endurance***

***Rooted and Established in God's Love: Nuture, Love, Grow, Fly  
(Ephesians 3:17)***

### **Welcome to St John's Stonefold**



As headteacher of our thriving church school in its lovely semi-rural setting, it gives me much pleasure to welcome you to our 'family' and I trust that your child will have an unforgettable experience in his/her time with us. It is always pleasing to see how many visitors to our school comment on both its vibrancy and its 'friendliness'. Recent changes to both our practice, following a period of change, we have entered a collaboration with St James' Haslingden CE

Primary which has given us the best possible chance of rising to these challenges and continuing to see our school go from strength to strength.

We have a great community, enthusiastic children and a dedicated staff. Everything is in place for your child to succeed and be happy – and we feel proud that you have chosen us for this unique stage of your child’s development.

### **A Brief History of the School**

St. John’s Stonefold Church of England Primary School is one of the few original ‘Victorian village’ schools remaining in the Rossendale and Accrington regions, having been built in 1894. The school originally served the farming and industrial communities of Stonefold village and Rising Bridge. As the area developed with more housing there was a need for expansion, and in 2003 an extension was added to the school, incorporating new offices and two new junior classrooms. The original St. John’s Church at Stonefold closed several years ago, and is now a private residence. The school has continued to develop its strong worship links with the church of St James in Haslingden, with several members of the Governing body also being associated with the church.

Moving into the 21<sup>st</sup> century, the school has seen significant changes, while still retaining its Victorian character. The hall has been fully modernised and a brand new Early Years foundation stage classroom and outdoor play area have been put into place. The school has worked with local developers to enhance the already fine outdoor facilities and build an attractive wildlife area. Parental and community links are very strong, and there is a strong Christian family ethos – as well as a sense that exciting times are ahead for the school. We very much welcome you to be part of it.

### **Structure of the School**

This is a smaller than average primary school with 122 children on roll. The five classes are mixed-age, though it must be stressed that children are taught to their own individual abilities rather than their age.

### **Staffing for 2023/24**

**Headteacher:** Miss Frances Brady

**Deputy Headteacher:** Miss Katie Isherwood

**School Office Manager:** Mrs Juliet Wilkinson

**Special Educational Needs Co-ordinator (SENCO):** Mrs Kathryn Jamil

**Eaglets Class :** (Early Years Foundation Stage & Year 1) Mrs Burrow

**Avocet Class :** (Years 1 and 2) Miss Lamb

**Goldcrest Class :** (Years 3 and 4) Miss Jenkinson

**Lapwing Class :** (Years 4 and 5) Miss McilMoyle

**Eagle Class :** (Year 6) Miss H Whiteford

**Teaching Assistants:**

Mrs L McGrath    Miss S Jackson    Miss H Stead    Miss Jenkinson

**Breakfast and After School Club staff:**

Mrs Ann Hodgkinson                      Mrs Lynda Coyle

**Site Supervisor:**    Miss L Farey

**School Cook:**            Mrs Val Carroll

**Kitchen Staff:**            Mrs Rubi Choudhury

**Welfare Assistants:** Mrs E Walton                      Miss F Alexander

**The Governing Board**

**Mrs S Adams** (Chair)  
**Mrs M Charnley** (Vice Chair)  
**Mrs P Staines**  
**Reverend Father D Stephenson**  
**Mr G Taylor**  
**Miss F Brady** (Headteacher)  
**Mrs S Rogers**  
**Miss H Whiteford**  
**Mrs L Brooke**  
**Mrs Julie Humphries**  
**Mrs Jill Lang**

The Governing Body works closely with the Headteacher to ensure the school runs smoothly, efficiently and provides the best value for money.

Governors come from all walks of life: many are linked with St. James's Church, while others have backgrounds in education.

The Governing body meets formally once each term, and the various committees meet prior to these meetings to look at school data, spending, staffing and the implementation of the school development plan.

### **The School Buildings and Premises**

The school is of traditional design with the central hall being the hub of the school. This area is used for collective worship, PE, music and drama lessons, as well as for both the breakfast and after school clubs. Lunch is served in the hall from 12.00 to 1:00 pm, with the children having two sittings, one for each key stage.

Each of the five classrooms contains an interactive whiteboard and computers, with the Early Years foundation stage having direct access to a canopied outdoor classroom. Each room contains interactive displays and a prayer area for the children.

As the school now uses lap-tops and Ipads, the former computer suite was split (2106) into a Special Needs Support Room and an Administration Room known as the PERCH room.

Outside provision includes the foundation stage outdoor classroom, a large enclosed playground for the whole school, and extensive grounds including garden areas, a marked football pitch and a specially designed wildlife area for scientific study.



### **Worship**

Worship plays a key role in the life of the school, and our aim is for it to be fun and informative, allowing children to reflect on what they have experienced. Worship takes place each day. Father David Stephenson leads worship on many Wednesdays during the school year and also leads the end of term services. Worship on Fridays takes place at 9:00 am and is open to parents and the wider community. This is a celebration of the great work in school and our children's achievements outside of school.

Worship is extended through 'Friday Church' services held monthly at St. James' Parish Church, Haslingden, about a mile from the school, beginning at 7.00 p.m. All parents and children are invited to



attend and the services are fun and informal. There are usually musical contributions both from the choir and instrumentalists. Occasionally we join with our friends from St. James' Primary School, Haslingden, and services are held in one of the two schools, rather than the church.

During the Diocesan inspection of Anglican schools in 2011, St. John's was recognised as '**outstanding**' in the way worship affects the day to day lives of children in school, and their relationships with each other. This was followed by another successful report in 2016 where all aspects of provision as a church school were praised. Copies of the inspection report are available on the school's website.

### **The School Day**

School can begin as early as 7.45 am for those children who are members of the breakfast club. The club is a good chance to unwind before the school day and have breakfast in a calm yet stimulating setting.

The school opens at 8.45 am and children go straight to their classroom before registration to read, reflect on work from the day before or complete a range of tasks to prepare them for the day.

The 'formal' day begins with registration after which the children join in the collective worship.

Lessons begin at 8.50 am. At morning break time children in Early Years and key stage 1 have a snack (fruit).

**Break-times** are staggered:           10.15 -10.30am for EYFS and Key Stage 1  
  10.45-11.00am for Key Stage 2.

At lunchtime the children have a choice of a school lunch (£2.40 per day or £12.00 per week) or a packed lunch. The menu is varied and there is always a choice of fresh fruit and vegetables. Lunch is served in two sittings.

Afternoon sessions begin at 1:00pm. Key Stage 1 have an afternoon break at 2.00-2.10pm.

School ends at 3.15pm, though some children attend the After School Club in the hall (3.20pm – 5.45pm) or are involved in extra curricular activities and clubs. There is always something exciting on offer.



### **Extra Curricular Activities and Clubs**

St. John's Stonefold CE Primary School has enthusiastic staff who are always prepared to share their interests with the children. The following clubs have recently been on offer to the pupils:

- Before School Sports (staggered for both KS1 and KS2 children). A snack and a drink are usually provided.
- ECO
- Lego Club
- Art Club
- Sewing and Pom-Pom Club
- Computing Club
- Sporting clubs such as Dance, Handball, Dodgeball and Multiskills.

Details of each are usually sent out at an early stage of the autumn term.

### **Behaviour in School**

As members of a Christian school here at St. John's Stonefold CE Primary School, we expect our children to demonstrate high standards of behaviour at all times, while retaining their individual personalities and showing an eager attitude towards all aspects of their learning. We believe childhood to be a time where children should see the awe and wonder that learning provides, making strong friendships, engaging with a range of cultures, keeping physically and emotionally healthy and developing into caring, interesting young people. We believe this has the best chance of happening with strong foundations of behaviour firmly based on Christian morals and values. The school EAGLE values (Empathy, Aspiration, Generosity, Love, Endurance) underpin this.

## The Role of Worship in a Christian School

As a Christian school, we believe daily worship to be fundamental in developing positive behaviour. The school follows a structured scheme of worship on a daily basis, with links to a monthly church service at St. James's Church, Haslingden. Worship can be delivered by all members of staff, emphasising the importance of the school community as a collective Christian family. From our annual evaluation of worship – the children have shown that their behaviour is influenced positively in the following ways:

By teaching morals and values such as honesty, the need to share, being content, emotional rather than material happiness.

By teaching tolerance and celebration with regard to other religions and faiths.

By allowing reflection time for the children to think about their own behaviour and how they treat others.

By emphasising the messages of the Ten Commandments.

We also have a prayer area in school where children can quietly reflect on events in their own lives. Staff are always available to speak to children about personal issues and staff are clear as to when these need to be passed on to the **Designated Safeguarding Lead, (Miss F Brady) and Deputy DSL (Miss Isherwood)**.

## Restorative Practice Approach

Our job is to teach the **PUPILS** we have,  
**NOT** those we would like to have,  
**NOT** those we used to have,  
But those we have right now  
**ALL** of them

At St. John's Stonefold Primary School, we have high expectations of our pupils. We encourage all children to try their best to achieve their goals. They should understand that it is the responsibility of staff and pupils to uphold and maintain our school rules. For occasions when this is proving not to be the case, we use restorative approaches as outlined in our behaviour chart to help pupils understand the impact of their actions and how to put it right. We believe that by using this Restorative Approach we are giving pupils the skills to independently make better and more informed choices in the future.

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If a child has done something wrong, they will be asked to put things right and change their behaviour so it does not happen again.

### **Bullying**

- One key message we give to all children at Stonefold is 'If you ever feel unhappy or upset in any way, please talk to a grown-up.' In the vast majority of cases this is effective. However, on the rare occasions when bullying is seen to be in evidence, the following steps are taken:
- The incident is logged via CPOMs and an interview arranged with the child's parents.
- The concerned parent is kept informed of procedures and actions by telephone.
- Programmes of support are put into place for the children concerned.

### **School Uniform**

Uniform is compulsory at St. John's Stonefold. Girls may wear skirts (grey or tartan) or pupils may wear grey or black trousers. Black shoes should be worn at all times. **Training shoes and similar footwear are not permitted.**

Pupils with long hair should wear their hair tied up at all times. Small plain studs may be worn on the ears but should be removed on P.E. days otherwise your child will not be permitted to take part. No other jewellery is allowed.

If uniform rules are not adhered to regularly, then parents will be made aware that this is part of the home/school agreement.

P.E. kit should consist of white t-shirt, black or navy shorts, and black pumps. Black jogging bottoms can also be worn. All school uniform is available from the Abbey Street Shopping Centre in Accrington.



## A Journey Through Our Church School

### The Early Years Foundation Stage (EYFS)



Children enter the Early Years at 4 or 5 years old. We currently have an **intake number of 20 pupils**. Children who receive a place usually follow a gradual induction process. A special 'Induction evening' is held for parents in June. Individual home and nursery visits are arranged to allow the staff working within the EYFS to gain a great understanding of the children's needs prior to them starting at St John's Stonefold. There are two 'drop in' sessions for the child and their parent and a further short session where the pupils stay in school for a short period to integrate with the other children in their class. In



September children transition into the class gradually over the first week and by the end of the week all the pupils will have fully transitioned.



Since the 2011 OFSTED inspection, the Early Years classroom has been completely restructured and refurbished, and a 'key person' approach is used by all the practitioners to allow for effective observation, management and assessment. Much assessment is undertaken through observation and discussion with children, this will be under the new EYFS framework 2021.

The teaching of **phonics** is paramount to work in the Early Years and Key Stage One and parents can play a big part by reinforcing these skills at home. Staff are always available for support and guidance.

### Key Stage 1

Traditionally known as the 'Infants' to most of us, this consists of Years 1 and 2, when children are between 5 and 7 years old. Children are expected to move through the age related expectations of the National Curriculum so that a child leaving Year 2 would typically be working at Year 2 secure.

In Key stage 1, there becomes gradually less emphasis on play and more focus on formalised learning, though play does still figure importantly, especially in Year 1. At the end of Year 1 the pupils undertake a Phonic Screening Check. At the end of the Key Stage children in Year 2 take 'Standard Attainment Tests.'

## **Key Stage 2**

Children in Key Stage 2, or the 'juniors' are aged between 7 and 11. During these 4 years they are expected to make 12 terms of progress through the age related expectations of the National Curriculum, e.g. Year 2 secure to Year 6 secure.

The most important assessment of child progress is through an ongoing teacher assessment where teaching staff observe, discuss, mark and gather evidence against given criteria in order to make a final judgement. Tests are really a reinforcement of this process – the most important being the Standard Attainment Tests (SATS) at the end of year 6 – still used as the overall judgement of Primary school effectiveness.



## **Mixed Age Classes**

Eaglets Class consists of all the pupils within the EYFS and a small group of Year 1 pupils. Avocet Class contains most the year 1 children and Year 2 children. Year 3 and year 4 pupils form Goldcrest Class. Lapwing Class is a mixed year 4/5 class and Eagle Class this year is Year 6.

It is important to remember that children are always taught according to ability, rather than specific age, so with correct planning, mixed age classes are not at any disadvantage.

## **The Curriculum**

Following the introduction of the new National Curriculum in 2014, the school have developed their own programme for delivering it, considering the needs of the pupils and the strengths of individual staff members. The curriculum is split into half termly 'themes' and taught over a four year rolling cycle. The curriculum is therefore unique to the school in terms of its content, and is proving to be successful, creative and inspiring to the children. An audit of the curriculum carried out in the summer term 2019 by all stakeholders including Teachers, Teaching Assistants, Pupils, Parents and Governors ensures that the curriculum we provide best meets the needs of our pupils.

## **School Trips and Visitors**

At St. John's Stonefold we try as often as possible to enhance the curriculum through visits to such places as Manchester



Museum, Eden Camp Thematic museum and The Chester Dewa Experience. Miss H Whiteford is our Educational Visits Co-ordinator and works closely with the school Governing Board and the Headteacher to ensure that rigorous risk assessments are put into place.



The Year 6 children enjoy a residential trip to the Robinwood Outdoor Educational centre in Todmorden, offering rock climbing, abseiling, caving, canoeing and other great pursuits. This is a last time for them to have fun together as a group before they move onto different schools and is a great character building exercise.



Recent visits have included the Cuerden Valley Park, Blackpool Zoo, Brockholes Nature Reserve and Fireground the Fire Station Museum. We also have regular visits from the Story Magic Theatre, Arty-Fact Theatre and a variety of writers, magicians and

poets.

We usually ask for a contribution towards the cost of school trips. Most outings cost around £15 and we try to keep as close to this amount as possible. All coaches have seatbelts, children wear labels with the school telephone number contacts provided, and all necessary medication is carried by the visit leader.



## **First Aid and Medication**

If your child needs to take prescribed medication, then a form giving permission and details of dose etc must be filled in at the school office, otherwise medicine cannot be administered. All asthma inhaler medications are kept in class with your child so its available to use and parents need to complete a care plan that is reviewed annually. All other medications are kept secure in the main office until they are needed.

Due to current regulations, school cannot administer any medication that's been bought over the counter for example calpol/cough medications and parents would need to arrange to come to school to administer this. Children are also not allowed to bring cough sweets, throat lozenges to school with them.

Teachers and staff are First-Aid trained.

Occasionally accidents happen in the playground. If your child bangs his/her head, then a 'bumped head' letter will be sent home to give you a warning of the injury and to watch for possible symptoms of change. A message will also be sent to parents.

If we are in any doubt as to the immediate safety of your child following an injury, we will have no hesitation in ringing for an ambulance and ensuring your child is taken to hospital immediately, after which we will contact you by telephone. A member of staff will always accompany your child to hospital.

### **Child Protection and Safeguarding**

The Headteacher Miss Brady, is responsible for Child Protection issues in school and is known as the DSL (Designated Senior Lead). Miss Isherwood is the backup DSL. All records and incidents are recorded via CPOMS. If you have any concerns as to the welfare of children in school, then they should be reported to a DSL in confidence.

The school has taken extra measures to make the premises as safe as possible. All gates are locked after 9 am and all visitors must sign in to the register at reception and wear a Visitors Badge. Any adults working with children must have clearance from the Disclosures and Disbarring Service (DBS) before they can work in school. This includes supply teachers covering for staff absence, and student visitors.

'Arrangements for safeguarding ensure thorough vetting of all staff appointments, regular risk assessments of the school premises and up-to-date training for designated staff such as the child protection leader.' (Her Majesty's Inspector, 2011)

### **GDPR**

The General Data Protection Regulations (GDPR) came into effect on 25th May 2018. It raised standards for handling data and greater expectations for improved transparency, enhanced data security and increased accountability for processing personal data. Schools will have a legal duty to comply with the GDPR. The new GDPR (General Data Protection Regulation) replaced the Data Protection Act (DPA) to strengthen and unify all data held within an organisation. For schools, GDPR brings a new responsibility to inform parents and stakeholders about how they are using pupils' data and who it is being used by.

### **What does GDPR mean for schools?**

A great deal of the processing of personal data undertaken by schools falls under a specific legal basis, 'in the public interest'. As it is in the public interest to operate schools successfully, it will mean that specific consent will not be needed in the majority of cases in schools.

GDPR ensures data is protected and gives individuals more control over their data; however, this means schools have greater accountability for the data:

Under GDPR, consent must be explicitly given to anything that isn't within the normal business of the school, especially if it involves a third party managing the data. Parents (or the pupil themselves depending on their age) must express consent for their child's data to be used outside of the normal business of the school.

Schools must appoint a Data Protection Officer and be able to prove that they are GDPR compliant. Schools must ensure that their third party suppliers who may process any of their data are GDPR compliant. It is compulsory that all data breaches which are likely to have a detrimental effect on the data subject are reported to the ICO within 72 hours.

Further information can be found at the ICO (Information Commissioner's Office) website.

**Communication: Newsletter, ParentApp, Class Dojo, School Money and our Website**

The school produces a weekly newsletter, detailing upcoming events and describing the latest news and adventures from the school. These are distributed on Fridays via email. The newsletter is also available on the school website.

The school website [www.stonefold.lancs.sch.uk](http://www.stonefold.lancs.sch.uk) contains a wealth of information about the school, including information on the staff, photographs of events, and latest news from your child's class.

We use a communications system called ParentApp which is used to text and email parents. We also use a system called School Money where parents can log on and pay for school dinners and breakfast and after school club sessions.

### **Home Learning**

All children in school are given homework regularly. This is a fine way to practice and reinforce skills delivered during the school day, and evidence shows that pupils, who regularly complete homework, with their parents supervising, achieve stronger results on the whole.

### **Parental Concerns**

If you need to speak to a member of staff, could we please ask that you ring school and make an appointment. The most difficult time for teachers to meet parents is first thing in the morning, as staff are usually very busy preparing lessons. Staff are very flexible and will make prompt appointments in order to address your concerns.

### **The Stonefold PTA (FOSS)**

The new PTA group was formed in 2015 to encourage parental and community involvement in the school. The group meets regularly in the evenings, and in recent years they have

raised money for coach costings on school trips, library shelving, picnic benches, a PA system for assemblies, as well as computer software and books.

The Friends organise events such as discos, family fun nights, Christmas and summer fayres, coffee evenings and sponsored walks. New members are always welcome.

Chair of PTA: Mrs Pamela Foster  
Secretary: Mrs Gemma Atkins  
Treasurer: Mrs Marjorie Charnley

### **Special Educational Needs and Disabilities**

This is a complex area and staff regularly monitor the progression of all children, both academically and socially, with any concerns being passed on to Mrs Jamil our Special Educational Needs and Disabilities Co-ordinator (SENDCo). Children with Special Needs are provided with an Individual Education Plan (IEP) on a half-termly basis, consisting of small, manageable targets. Parents are involved in writing the plan. Any further information can be obtained through appointment with the SENDCo.

### **Breakfast and After School Club**



The club is run by school in our hall and caters for all children 7.45 – 8.45 am, and 3.20 – 5.45 pm. Children take part in a range of activities, and are given breakfast and a healthy snack in the afternoons. The manager of the club is Mrs Ann Hodgkinson. Booking and payment for places is done, in advance, using EDUSPOT/SCHOOL MONEY.



### **What They Said About Our School**

*'The leadership team has maintained the good quality of education in the school since the last inspection. You, your leadership team and your staff ensure that St. John's Stonefold is a caring and*

*inclusive school where teachers make learning fun. Pupils say they feel safe and enjoy coming to school.'*

*OFSTED, March 2017.*

*'Children recognise that their school is distinctively Christian and an exciting place to be.'*

*STATUTORY INSPECTION OF ANGLICAN AND METHODIST SCHOOLS REPORT  
JUNE, 2016.*

***"The best thing about our school is all the opportunities and activities that the teachers give you."- Daphne***

***"People appreciate everyone's hard work and you make lots of friends"- Connor***

***"It is fabulous because we do awesome lessons and we find out about Jesus and God. We know that they love and care for us." Amber***

***"We share times with our friends and I like the lunchtime clubs"- Lily-Mae***

***"The best thing about my school is having the best teachers and best equipment for playtime"- Joe D***

***"The teachers, the children, the whole school. I love being at school because there is always something to tell my parents about the school" – Lucy B***

***"That is helps us learn no matter what. I really like the school as it has helped me learn my favourite subjects and helped me to become an overall better person" – Dylan T***



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