



John Randall

Be Ready, Be Respectful, Be Safe

Welcome

Our wish is that your child will be happy, safe and successful here at John Randall and that together we can build a relationship that nurtures and develops long lasting home school links.

We believe that every child is unique and that everyone should feel Ready, Respectful and Safe; learning through a structured curriculum that supports this ethos.

We provide an exciting environment that is set within a safe, secure building and the Governors have a policy of appointing highly committed, professional and dedicated staff who are able to offer the children the highest standards in terms of curriculum, pastoral, personal, creative and social learning.

This pack is designed to give you a brief outline of our school and some helpful information about how we work. If you have anything you wish to discuss, please contact us and we will be pleased to help in any way we can.

Very best wishes

Ms Stephanie Dowley
Headteacher

Our Aims, Vision and Values

Be Ready
Be Respectful
Be Safe

Only my best is good enough for me

Our School

John Randall is a primary school for some 210 children between the ages of 4 years and 11 years. We have a Nursery which caters for pre-school children and they have 24 places in both morning and afternoon sessions and the facility to offer the 30 hours for eligible parents. Many of our classes are full and have a waiting list. The main school teaching block comprises of a hall, Year 2 classroom, a curriculum kitchen, a family room (for meetings and training) a staff work area, our Inclusion Manager's room, a reading room, a music room and toilet and cloakroom facilities. We also have a large computer suite, which is fully equipped for a whole class session. In every classroom there is a computer linked to their own data projector and interactive whiteboard

Our Reception and Nursery children learn together with Year 1 in the purpose built ground floor of our extended building and the children in Years 3, 4, 5 and 6 are above on the second floor.

Our school has its own kitchen and provides delicious food where we take inspiration from around the world. Food is not only for nutrition but is how we celebrate life's success and challenges. We have a curriculum chef that works closely with the practitioners to create food that bring the curriculum to life. This is extended into the garden where we are growing our own food.

The school has a security fence around its total perimeter ensuring the safety of the children during the day and also the security of the premises during the night and holidays.

There are two playgrounds, a playing field and an inner courtyard with pond and garden. We are extending our school provision with a poly tunnel.

We are a Nature Friendly School - which means the children spend at least an hour learning outdoors every day. We teach children how to identify trees, insects, and changes in the natural world.

In addition, lunchtime supervisors provide organised games including indoor opportunities, so that playtimes can be much more varied and enjoyable. We have a mile track and apparatus for the children outside.

The school is seen as the centre of the community which it serves.

The school has achieved Healthy Schools Gold Standard, Silver award for Healthy Eating, Historic England Heritage award and the Leading Parent Partnership Award.

Admissions

Admission to the school is administered by Telford & Wrekin Admissions Team. This includes in-year transfers between schools completed online at http://www.telford.gov.uk/info/20026/school_admissions/3247/applying_for_a_school_place

The School Day

7.50 am	Breakfast Club opens for working parents
8.00 am	Breakfast Club opens for all (hot food is served until 8.15)
8.30 am	Nursery opens
8.45 am	Classroom doors open, teachers greet children/parents with handshake/greeting and take children into class Class registers are taken at 9.00am
9.00 am	Lessons begin - Friday's the school council lead assembly
10.50 am	Break time. Children are supervised by members of staff. The school kitchen provide a healthy snack. It is essential that you inform us of any allergies that your child may have, so that we can ensure that they are not given anything which will harm them.
Lunchtime	
12.-12.45	Early Years and key stage 1 lunch
12.15 - 1.00	Key stage 2 lunch

We actively encourage all children to take a school lunch. It is freshly prepared, exciting food that mixes familiar foods, tastes and flavours and food from around the world. One day each week the chefs choose a different country to showcase and the children listen to music from that country and see images from the country on an interactive white board. The food is locally sourced. See the website for the menu choices each week. Children are offered foods which are familiar to them, giving them a balance of new and familiar tastes.

Please use ParentPay to add funds to your child's account. Please note that you are not permitted to run up a debt for school meals. If this occurs then no further meals will be provided for your child in school.

Your child may be able to claim a school lunch free of charge. Application forms are available from the school office. All children in Reception, Year 1 and Year 2 are entitled to receive a free school dinner under the Universal Free School Meals Scheme. **However please fill in a form** as this entitles them to other benefits and the school benefits too.

Child may bring a packed lunch - no fizzy drinks or glass bottles. Packed lunches should not have sweets, chocolate or sweet based sandwiches.

You may also go home for lunch - returning at 12.55pm

3.00pm Home time. Parents should wait on the playground to collect their children from classrooms. Teachers are available for a short time after school to see parents. If a longer time is needed, please make an appointment via the school office.

Absence from School

Please be in school every day! However if you need to let us know of an absence Parents/Carers are required to notify the school before 9.00am if their child is not attending school.

Holidays in term time will only be authorised in very exceptional circumstances. Unauthorised absence will be reported to the Education Welfare Office, which may result in a referral to the Telford & Wrekin Attendance Support Team.

The Headteacher holds regular attendance reviews - if your child's absence drops then school will communicate with you to try to resolve any issues.

What should my child wear to school?

We have a school uniform which we expect children to wear every day. Please note that we prefer children to wear black school shoes. We have occasional non-uniform days when your child can choose what to wear in order to raise money for charity.

Winter

Grey/Black trousers/skirt/pinafore
Light blue shirt/polo shirt
Navy Blue logo jumper
Grey, black or white socks
Black shoes

Summer

As winter or
grey/black shorts or
blue & white dress

The school office carries stock of school jumpers, cardigans, fleeces, coats, PE Kit and book bags. These must be ordered and paid for via your ParentPay account (login details will be sent to you once a start date is confirmed)

If your child has pierced ears, then they may wear plain stud earrings, but they must be covered or removed for PE.

What about P.E/Games?

Children should wear school PE Kit, white logo T-shirt and navy shorts. They will also need a pair of pumps/trainers. When weather is colder they will also need a pair of joggers for outdoor use. We have PE Kit available to buy. If your child is wearing earrings, you must provide tape or plasters to cover them for PE.

For reasons of hygiene we feel that your child must change into different clothes and shoes for P.E and games. As PE is a compulsory lesson, if kit is forgotten a reminder note will be sent home.

What else will my child need?

Swimming lessons are held for pupils in Years 4 to 6. They will need a swimming costume/swimming trunks and a towel.

All items of clothing should be clearly marked with your child's name. The school has no insurance for personal clothes and equipment and we therefore advise parents to take out their own insurance for such items.

Pupils should not bring valuables into school, including mobile phones, toys, jewellery and pencil cases.

We recommend that long hair is tied up. Hair bobbles/bands should co-ordinate with school colours and not be too large.

For the safety of all the children, jewellery is not permitted. If your child has pierced ears, then only plain studs will be allowed.

How do we care for the safety of your child?

This is our most important concern. For this reason we ask for your help in these ways:-

- ◆ We need to know how to reach you and a person named by you, who will care for your child in an emergency. Please fill in the contact form at the back of this folder and tell us **straight away** of any changes.
- ◆ If your child is absent, please let us know the reason before 9am. If a child is absent without notification to the school you will receive a text and the Education Welfare Officer may be requested to make a home visit.
- ◆ We will never allow your child to leave school during school time unless you or a person named by you collects him or her. Parents are requested to make medical and dental appointments after school hours or in school holidays.
- ◆ We request that all visitors to the school, including parents, report to the school office.

- ◆ If your child is required by a doctor to take medication more than three times daily, then we will supervise the lunchtime dosage. A form needs to be completed by parents and left with the medicine at the school office.
- ◆ If your child needs to use an inhaler, the child will be required to carry their own inhaler and administer it themselves, if they can do so, but no responsibility will be taken by the school for loss of inhalers or for the child not taking the correct dosage when required. An annual School Asthma Healthcare Plan will need to be completed by parents.
- ◆ Parents are not allowed to park in the school car park. We have permission to use the car park at The Venue so that parents and children can "Park and Stride".

If you wish to access our Safeguarding policy it is on our website www.johnrandallprimary.co.uk or you can request a copy at the office.

What are the school rules?

A copy of the school's Behaviour policy is included in this pack (and also on the website) together with a Home School Agreement, which we would ask you to sign and return to school.

The school has high expectations of pupil behaviour which means

- Be Ready
- Be Respectful
- Be Safe

Bullying and any racist incidents, whether verbal or physical, to children or adults has no place in our school. We ask for all parents, pupils and staff to help us by reporting any incidents immediately so that we can deal fairly and firmly with this, involving parents if necessary. We have a strict anti-bullying and anti-racist policy which can be accessed via our webpage www.johnrandallprimary.co.uk

What rewards do the children receive?

As part of the behaviour ethos, the school operates a highly motivating and successful positive regard culture. We love to celebrate every success and we love to share that with you - your child will receive postcards home and

phone calls from class teachers to celebrate demonstrating how they have been Ready, Respect and Safe.

On a Friday children host their own Celebration Assembly where they honour children who have made positive contributions and excellent learning choices during the week.

Every term a child is selected from each class to receive a Star amongst Stars award. Their parents are invited to this assembly followed by refreshments.

What will my child learn?

They will learn to be curious and adventurous!

The curriculum is planned to promote excellent learning to all children at their starting place, by offering a wide range of exciting activities, supported by our overarching ethos using food, the outdoors and visits to places of interest to enrich the experiences of all our pupils.

We provide a curriculum appropriate to the needs of pupils at different stages of their learning taking into account their age, experience and aptitude enabling them to contribute with confidence within both the school community and the outside world.

This is a well-structured learning programme. Reading is an integral part of all teaching and learning. It is also taught in daily guided group sessions. A quiet structured reading time is undertaken every day.

We actively encourage parents and families to read with their child every day. Learning is very difficult if you can't read!

Children are also taught science, computing and religious education, which are the remaining core subjects of the National Curriculum.

Other subjects taught during a school year are history, geography, art, music, design and technology and P.E.

We are passionate about the value of food as a creative learning tool, we have a curriculum chef who works alongside teachers to bring the curriculum alive - we re-create dishes from the Ancient world and find out what explorers eat on Everest! We are also keen to cook and create dishes with families too!

This goes together with our ethos of outdoor learning - the curriculum is developed through learning through our natural world and our world heritage site right next door!

The curriculum at John Randall is made all the richer by the opportunities given to the children in the arts, music, physical activities and drama, by visiting artists, musicians, sports persons, theatre groups and by the children taking part in concerts, plays, sports events and festivals.

In addition, personal, social, health and sex education form part of our curriculum. This includes a developing awareness of the potential dangers of alcohol, tobacco and drugs.

Children are made aware of the moral standards that govern their actions in school and the wider community (also part of RE). British Values and global awareness are an integral part of our curriculum to prepare children for life in modern Britain.

Are there activities outside school?

A Breakfast Club is open to all pupils from 7.50am every school day. They are served a hot and nutritious breakfast, followed by activities to prepare them to study.

A variety of after-school clubs are offered to the children on a voluntary basis by staff. These include, drama, art/craft, computing, football, rounders, homework, athletics, dance, music and cookery. We also arrange for outside bodies to come in for specific activities such as cheerleading, gymnastics, hockey and tag rugby.

There are local after-school childcare facilities who will collect pupils from this school. Bookings need to be made directly with the companies operating these facilities and details are available in school.

Each term, children will be offered at least one visit to a place of interest, either locally or further afield. These visits are arranged in connection with the theme being studied or to enrich experience. Parents are always advised by letter of these visits, together with a permission slip to be signed if any form of transport is used other than walking.

What if my child has Special Educational Needs? We are an inclusive school.

The school has a comprehensive Special Educational Needs (SEN) policy and Information Report which are available in school and on our web page www.johnrandallprimary.co.uk We have an SEN co-ordinator who is highly trained and experienced in diagnosing learning difficulties.

We employ Teaching Assistants and Special Support Assistants to deliver programmes devised to develop children's independent learning. Working alongside parents is essential to ensure your child receives the care and attention needed for them to make progress. This is alongside other professionals if required.

The school has Disability, Equality and Accessibility policies which you can request a copy of, alternatively they are available on our webpage www.johnrandallprimary.co.uk We are committed to ensuring quality of education for all pupils, staff and all those receiving service from the school. The achievement of all pupils will be monitored and we will use this data to raise standards and ensure inclusive teaching. We will make reasonable adjustments to make sure that the environment is as accessible as possible.

Do you set homework? See it as a time to share your child's learning journey.

Yes. Homework is mainly based on reading, spelling and maths and will include learning weekly spellings and reading at home. From time to time they may be set other subjects to support theme or topic work.

How do I register my child?

A registration form is included with this pack. We actively encourage a visit to our wonderful school. If you would like to visit the school, please call in or telephone to make an appointment 01952 388390.

What if I want to know more about an aspect of learning?

We publish termly class newsletters. These tell you exactly what your child will be learning about, they are also available on our webpage www.johnrandallprimary.co.uk. Please contact us if you would like more details of our planning or policy information about any aspect of school life.

We are also happy to share with you our records of your child's progress. We regard these as "confidential" being available only to parents and guardians.

What does the school expect from parents?

A lifelong link!

We believe that children are always more successful when parents and teachers work together. You can make your child successful by making sure that homework is completed carefully and on time and showing an interest in their child's work and social development. We will always support parents who are experiencing any difficulties at home with their children. Our Inclusion Manager is in school to support families.

A home/school agreement is also included in this pack which we would ask that you sign and return to school.

Parents are encouraged to visit school often. You will be invited into school regularly to work with your child on various projects. Termly parents meetings are arranged for you to discuss your child's progress and be given targets for the next term. However teachers are available after school to discuss any individual concerns.

Dogs, except guide dogs, are not allowed on school premises, this includes the car park.

What do I do if I have a complaint?

In the first instance, we ask that you discuss any concerns with your child's teacher.

If this is not possible, or you would prefer, you can contact the head teacher who will either discuss the matter there and then, or make an appointment for a mutually convenient time.

If you are not satisfied with the outcome of your complaint, you can write to the Chair of Governors -c/o the school office.

A full statement of the School's complaints policy is available in school or on-line via our school website - www.johnrandallprimary.co.uk

When will I get a report sent home?

We will send home a report on each child in July of each year. Teachers keep detailed records of the children's progress and the children are involved in on-going assessment which begins in the nursery. Children are assessed at the beginning and end of the Reception year and pupils in year 1 are tested on their phonic knowledge. Both sets of results are reported to the Government. Children in Years 2 and 6 will be involved in National Curriculum Standard Assessment Tasks and Tests (SATS) for which they will be allocated a level of achievement. A summary of the last year's results is shown below.

Performance data can be found on the School Performance website [John Randall Primary School Performance Data](#)

Ofsted Inspection

The school was inspected by Ofsted in June 2018. The report states "pupils take pride in their work" and "Relationships are positive throughout school"

If you would like to read the full report, this is available at www.ofsted.gov.uk, click on Inspection Reports and put in the school postcode, TF7 4DS.

What about Secondary Education?

Telford and Wrekin Authority offers a parental preference scheme. There are two Academies within walking distance of the school. Children who wish to attend sit a non-verbal reasoning test. When our year 6 children leave us we hope they will be confident, curious and excited for the next road in their learning journey and always ...

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We hope you have enjoyed this brief description of our school - please come and visit and see us in action!