



NEW INVENTION JUNIOR SCHOOL BROCHURE

July 2017



A message from the Headteacher

On behalf of all the children, staff and governors I'd like to welcome you and your child to New Invention Junior School.

Contained in the school brochure is some key information about the school and the curriculum. As you explore it, hopefully you will start to understand what makes New Invention Junior the special school that it is.

Choosing the right primary school for your child can be one of the most difficult decisions that parents have to make. At New Invention Junior School, we strive to do the very best we can for our children, using a variety of teaching styles. Our school is a modern, forward thinking school. Because your child's progression is vital we invest a lot of time making sure that the professionals who work with them maintain the highest standards.

I believe that we teach your child today for their tomorrow. Including skills that they can use now and for the rest of their lives but keeping in touch with traditional values, such as respect for others. We have a determined focus on developing thinking skills and teaching your child to develop into independent, responsible learners.

New Invention Junior has a rich, inviting indoor learning environment and is blessed with large grassed outdoor areas.

It is proven that schools do best when parents and school work as a partnership, promoting the same values and sharing your child's progress and next steps. Myself and school staff are always available for a chat and to discuss any aspect of your child's education.

I hope this information will be useful to you and your child. Should you have any questions please ask.

We look forward to a happy and successful relationship!

Thank you for your support,

Mr. A. Pearson

Headteacher

Cannock Road
Willenhall
Walsall
WV12 5SA

Tel: 01922 710376
Fax: 01922 491091

Email: postbox@invention-j.walsall.sch.uk

Head Teacher: Mr A Pearson



NEW INVENTION JUNIOR SCHOOL

Dear Parent,

July 2017

Permission Slip for Educational Events

Visits and Photographs/Videos/Website

During a school year children have a variety of opportunities at short notice to visit other schools, take part in local activities and attend events and visits as part of the curriculum e.g visits to local places of worship including the church and temple. The children are supervised by school staff and usually return in time for normal lunch/home time arrangements. These visits are part of the curriculum and as such allow children to access information regarding cultural understanding.

In order to reduce the amount of permission slips parents are asked to complete for individual events/activities and visits we would appreciate if you could complete and return the Slip below as soon as possible.

The majority of these events/activities/visits are usually photographed or videos taken by the organisers. These are used for local press articles, for educational purposes and may also be included on our website and twitter feed and You Tube Channel.

Parents are not permitted to upload any information regarding school to social media sites. This also means facebook.

Mr A Pearson
Head Teacher

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New Invention Junior School
General Permission Slip

Name of Child _____ Class _____

I give permission for my child to be photographed/video at local events

I give permission for photographs of my child to be included on the school website, Twitter feed and You Tube Channel.

I understand that my child will be attending local events/visits with staff supervision to meet the curriculum requirement.

Signature _____ of Parent

Printed Parent Name _____ Date _____

Birmingham Community Health
Child Health Dept – Walsall
Springfield Centre
Raddlebarn Road
Selly Oak
Birmingham
B29 6JD

Tel 0121 466 3434

CONFIDENTIAL: DETAILS OF PUPILS IN SCHOOL

Under the terms of the Data Protection Act, we have a need to ensure that data held about your son/daughter is accurate. Whilst it may appear that you have already given this information to the school, the Data Protection Act limits the way in which information can be shared and also requires that the subjects are informed as to the purpose for which that information is to be used. For this reason we are asking you to complete the details below for the purpose of providing school nursing services to your child. This will not alter the normal consent arrangements that exist for any immunisations, surveillance or interventions that may take place between the school nurse and the child within school.

Child's Surname Forename(s)
.....

D.O.B Sex (Male/Female)
.....

Child's NHS Number..... Ethnicity
.....

Current Address
.....
.....

Telephone Number
.....

Family Doctor
.....

Does your child have any Medical Condition / Disability Yes / NO?

Please give details

.....

Name of School

.....

Previous Address

.....

(if applicable)

.....

Previous School

.....

Information is held by Walsall Healthcare NHS Trust for the purposes of providing School Nursing and other Community Health Services. It may be necessary for the information to be shared with other health professionals, the school, other education establishments and social services. The anonymised or aggregated data may also be used for the purposes of research and statistical analysis.

When completed please return to School Secretary

Aims of the School

As teachers we will...

- Plan carefully to challenge all children
- Deliver purposeful lessons linking them to real-life situations and problems where possible
- create links with other subjects
- Include open Higher order thinking tasks and challenges in lessons
- Use forensic assessment to inform teaching and learning
- Deliver lessons with appropriate pace and challenge
- Share the next steps for learning
- Share what pupils are going to learn and how you will know if you are successful
- Expect pupils to do their best
- Assess pupils' learning everyday and use this to help them to progress
- Make sure that in our lessons we use different methods to help pupils learn
- Work closely with adults in and out of school class to help you in your learning
- Make lessons interesting and exciting

As learners we will...

- Participate in paired talk
- Stay on task and try hard using our knowledge in all lessons
- Follow agreed classroom rules, rewards and sanctions

- Complete homework on time
- Read and reply to teachers' comments
- Take responsibility for own work e.g. editing and super presentation
- Demonstrate 'good sitting', 'good listening', 'good looking'
- Have confidence in asking for help
- Help and support others
- Know and work towards our targets
- Take pride in all you do
- No question is too hard and keep trying

As Parents we will.....

- Encourage Children
- Read school information, return forms & follow procedures laid out in school policy & prospectus
- Consult with & support teachers
- Protect children's Property
- *Put names on my child's property*
- *Keep valuables at home*
- Be courteous to staff & others at school
- *Make & keep appointments*
- *Refrain from smoking on school premises*
- *Talk politely to children & staff*
- *Not bring my dog to school except by special arrangement*
- Keep school informed
- *Let school know where I can be contacted both at work, home & my mobile*

- *Give the school names of others who can care for my child in an emergency*
- *Tell school about major personal events affecting my child*
- *Tell school if my child is worried*

- Teach children their responsibilities in this code

- Will promote good attendance and punctuality by bringing our children to school on time and collecting them promptly from the gate.

General Information

New Invention Junior School is a Community School under the auspices of:-

Walsall Local Education Authority
Education Department
Civic Centre
Darwall Street
Walsall Education
WS1 1DQ

The school adopts the admissions policy of Walsall Education Authority. Copies can be obtained from the above address.

School Address: New Invention Junior School
 Cannock Road
 New Invention
 Willenhall
 West Midlands WV12 5SA

Headteacher: Mr A Pearson



01922 710376

Website: <http://www.invention-j.walsall.sch.uk>

(Copies of this brochure and other school documents may be downloaded from this site.)

Chair of Governors: Mrs. B. Lloyd (New Invention Junior School)

Times of the School Day

Year 3 and 4
8.50 am - 12.05 pm
12.55 pm - 3.20 pm

Year 5 and 6
8.50 am - 12.40 pm
1.30 pm - 3.20 pm

The school gates open at 8.40 am for pupils to enter school. All pupils should be in class by 8.50 am, the gate closes at 8.55 am and lessons and assemblies will start at 9.00 am prompt. A member of staff will open the gates before and after school sessions. Children will meet their teachers in the classroom between 8.40 and 8.50 am. **Parents are requested to see that pupils do not arrive before 8.40 am** as supervision is unavailable before this time. The only exception to this is when individual pupils are pre-booked into early morning activity sessions. Pupils should arrive for these sessions at the specified start time when staff are on duty to supervise them. They meet these staff in the main school reception. The school cannot hold itself responsible for children who arrive before these times. Please remember this means that you must not leave children alone when dropping them off at either the gate, or for morning clubs.

The school day is divided into 2 sessions. During the morning session there is a playtime lasting 15 minutes. An act of Worship takes place daily either in class year group or whole school assembly. The rest of the school day is set aside for the curriculum.

Arrival at School Pupils may enter the school by two possible routes:

- Via the public footpath at the rear of the site with Access from both Balmoral Drive and Lichfield Road
- Via the front **pedestrian** gate in Cannock Road.
To the playground at the rear of the building.

AT THE END OF THE SCHOOL DAY

All classes are escorted by their teachers to the playground gate at the rear of the building. Parents are asked to wait behind the blue gates for their child. Governors ask that parents do not bring dogs into this crowded area unless they are small enough to be held securely in your arms. Other dogs must be exercised away from school. Parents walking their dogs whilst collecting or bringing their children to school are asked **NOT TO ENTER SCHOOL GROUNDS** with their dog but to wait in an un-crowded area away from the site.

ADULT ACCESS TO SCHOOL

There is no adult access from the rear of the building. All adult visitors should make enquiries at main reception which is accessed by the footpath from the main Cannock Road at the front of the building.

Safe Car-parking

No pupils are allowed in the school car park.

Parents bringing children to school by car should park in a safe location but well away from the school car park, school entrance or pedestrian crossing and without causing inconvenience to our neighbours. Neither should the school driveway be used for collecting or dropping pupils at the beginning or the end of the school day, including breakfast club.

PLEASE REMEMBER DOGS ARE NOT ALLOWED ON THE SCHOOL SITE (except registered guide dogs).

Security:

All gates are locked after pupils arrive at the start of the morning session and remain locked until home time. No access can be gained directly to classrooms. Access may only be gained via main reception which is protected with a controlled access system.

Lateness:

Pupils are requested to arrive at school promptly. The school bell rings at 8.40 am to tell pupils they may enter school. The gate closes at 8.55 am. It rings again at 9.00 am to indicate the end of registration and start of lessons. Any pupil not with their class in registration will be considered late. **Lateness is recorded on a pupil's attendance record**, in accordance with Department of Education Guidelines. Pupils are not punished for lateness but they are made to realise that it is unacceptable. **Parents are asked to co-operate in keeping such incidents to a minimum.** Those parents whose children persistently arrive late are referred to the Educational Welfare Service.

Leaving School Early

Parents will not be allowed to collect their child early from school, **except for urgent medical appointments (proof of these appointments will be requested) or other exceptional circumstances** agreed with the Headteacher.

If a pupil needs to leave school for an appointment with a Doctor, Dentist etc., parents are asked to notify school in advance. No child will be allowed to

leave school alone. They must be collected from the school office by a parent or other responsible adult who has the consent of a parent.

Absence From School

If a child is absent for any reason the School should be informed by telephone on the first day of absence. An automatic recording response allows you to leave a message to be collected by administration staff.

Absences are classified as authorised or unauthorised. Rates of unauthorised absence will be noted on pupil's records. Authorised absences should be kept to a minimum and include:

- Unavoidable hospital/dental appointments
- Visits to other schools prior to transfer
- Illness

If the school is not informed by parents of the reason for a child's absence, they will be sent a reminder. **Failure to notify the reason for absence will be recorded as unauthorised.** If parents are unclear as to whether an absence is authorised or unauthorised they are advised to contact the school office.

Term Time Absence (holidays)

Parents are asked to remember there are no holidays in term time. Any term time absence for your child other than appointments must be requested in writing to the Head Teacher, in advance of the time off. Any absence from school is detrimental to a child's educational progress. Term time absence at the start of an academic year is especially disruptive when children are learning new work and routines in their new year groups. Any term time absence can cumulatively affect a child's rate of progress.

All requests are looked at individually and only exceptional circumstances will be authorised by the Head Teacher. Exceptional Circumstances does NOT include family holidays or weddings.

If you have a query regarding absence, please talk to the Office Manager or Care Guidance and Support Manager.

Full guidance on absence can be found in the school policy on absence available on our website or from the school office. **No holidays at all will be authorised during term time for children.**

Healthy Schools: New Invention Junior School holds the Healthy Schools Award in recognition for our work in promoting the health & welfare of our children.

Anti-bullying Award: New Invention Junior was awarded the area award for our work in the prevention of bullying. In 2013 we have once again received an anti-bullying Silver Award.

Accidents, Illness & Emergencies

The school makes arrangements to administer emergency treatment of first aid to the minor injuries of pupils. If more than a graze or scratch is involved, parents will be informed by text or phone call of the nature of the injury and any action taken.

Parents are asked to give a telephone number where they (or another adult who is willing to take responsibility for the child) may be contacted in the case of illness or a more serious accident requiring medical attention. It is important in view of recent risks associated with pandemic flu that school has more than one number where a responsible adult can be reached.

IT IS ESSENTIAL THAT THESE NUMBERS ARE ACCURATE - PLEASE NOTIFY US IMMEDIATELY OF ANY CHANGES.

If your child has a temporary medical problem we prefer their absence from school to be as short as possible. If your child is suffering from greater or more sustained injury or medical condition please arrange an appointment with the Headteacher to discuss his or her needs.

Asthmatic Children who require regular or frequent use of an inhaler are encouraged to keep one/two in school at all times. This will be clearly named. All inhalers are kept in the classrooms. Asthmatic children have uninhibited access but the use a child makes of their inhaler is monitored by informed staff that have been given guidance on appropriate steps to take if an asthmatic child needs extra help and is in a position to take immediate action. The children are however, encouraged to take responsibility for controlling their own asthma and remembering their inhalers. The parents of any child who needs to use a nebuliser during the school day are asked to see the Headteacher who will make appropriate arrangements. Children with inhalers should also have a current Asthma Care Plan.

Medicines

School staff will not administer medicines unless they are prescribed by a GP or hospital and they have received written instructions from the child's parent, together with a school medication form. Any such medicines must be clearly labelled with the name of the child and correct dose. It is parents responsibility to check the expiry date and replace/dispose of any medications. **No child should keep their own medicines or tablets in school.** No other medicines are administered in school. We include within the category of medicines non-prescription tablets, lozenges, creams, lotions etc which are still classified as drugs - for the administration of which children should be supervised. The **ONLY** exception to this is self-administered suncream during the summer months. Parents are encouraged to provide these health promoting sunscreens for their child but to explain that they are for personal use only and not to be shared with friends. Likewise we encourage the wearing of hats during the summer months for playtime, lunchtime and during outdoor activities.

For children with more specific medical needs eg. Epilepsy, diabetes etc, a healthcare plan may be needed. If such a healthcare plan is needed you will be advised and your permission and cooperation requested. The plan, drawn up by relevant professionals, sets out all medical requirements and recommendations for the school to implement.

Children with Asthma inhalers in school will need to have a care plan for their inhaler which should be provided by the parent.

Lunchtime Arrangements

The school does not have a kitchen on site. Parents must provide their child with a Packed Lunch.

Free School Meals

Children entitled to free school meals can select a packed lunch from the current menu. Parents who believe that their circumstances entitle their child to free meals should contact: Education Department, Education Offices, Civic Centre, Darwall Street, Walsall WS1 1DQ. Parents are asked to register even if they do not wish to take up this facility as registration benefits the school financially. The school office will be able to deal with any queries concerning free school meals. Parents with queries about the meals served should always enquire direct to the office.

Packed Lunches

Packed lunches should be sent in a strong **clearly named** container. Drinks brought from home should also be clearly named. Canned drinks are not allowed in school.

Supervision at Lunchtime

School personnel supervise all children who eat a school meal or packed lunch. Children eating on the site are not allowed to leave the premises without the Head Teacher's permission. They are expected to maintain a reasonable standard of behaviour and table manners and **to respect and follow the instructions given by supervisors** as they would any other member of staff. The parents of any pupil who disregards these rules will be asked to receive them at home during lunchtime. Children who go home to lunch are requested not to return until ten minutes before the start of afternoon school.

Tuck

Whenever possible pupils are allowed to eat tuck provided from home. This is regarded as a light snack or treat and not a major part of a child's diet. Pupils are requested not to eat sweets in school nor tuck during lesson time and **chewing or bubble-gum is not allowed in school at any time**. In line with Government recommendations children are **only allowed to bring in fresh fruit and vegetables** (no nuts) for tuck. Tuck remains the responsibility of individual pupils and is not checked by teaching staff.

Water

Modern research has demonstrated that children benefit from having frequent access to water during lessons. Parents are thus asked to send children with a transparent sports water bottle of the unspillable type clearly named with their child's name and filled daily with **fresh water** from home. Pupils are allowed to keep these in the classroom. Soft drinks are not allowed, this facility is for water only. For reasons of hygiene bottles should be returned home daily for cleaning etc. Unnamed bottles left in school are emptied and thrown away after a few days. Pupils are allowed to drink at appropriate times during their lessons. Fresh water is available in all classrooms for pupils to use to refill water bottles.

Money, Valuables etc

Valuables and unnecessary amounts of money should not be brought into school **without prior arrangements with the Headteacher**. Whilst every possible care is taken, parents are advised that neither the school nor the Local Education Authority can accept responsibility for personal property on school premises.

When pupils are asked to bring money to school for different special activities or events, parents are asked to return donations in an envelope clearly labelled with the child's name, class and reason for payment or donation. It should be placed in their class money collection box, which is collected by administrative staff from the classroom.

Charging for School Activities

The principal of DES Circular 2/89 and the Local Authority Guidelines on charging for school activities are adopted. It is recognised that education provided by any maintained school should be free of charge if it takes place wholly or mainly during school hours. In order to offer pupils as wide and varied a range of educational experiences as possible, and to release limited resources from the school budget for other purposes, parents may from time to time be invited to make voluntary contributions towards:

- The financial costs of educational visits
- The maintenance of school funds
- The financial cost of specialist craft materials
- The cost of providing special events such as historical days
- The provision of minor items

Whenever such donations are invited, it will be made clear that all contributions are voluntary. Staff will ensure that no child is excluded from an activity or discriminated against in any way if parents are unable to or prefer not to contribute in this manner. Every effort will be made to minimise the cost of any such initiative and to ensure that proper accounts are available. We do not wish to set a limit on the number of such initiatives, which arise naturally for valid educational reasons. Staff will, however, make every effort to ensure that parents both receive adequate notice before requests and that they do not become either individually or cumulatively excessive.

If pupils are involved in acts of deliberate or irresponsible vandalism resulting in loss of or damage to school property, the Governors retain the option to approach parents or guardians for appropriate remuneration of costs for repair or replacement.

School Fund

The school operates a fund to pay for items of extra equipment and activities. This fund has no regular income and we rely on parental support. We invite those parents who wish or who are able to make a small donation of £1.00 per half term. This donation is entirely voluntary but your support is much appreciated. The accounts are regularly audited and a balance sheet presented to the Governors.

Admissions

The school follows Walsall LEA Admission Policy (copies available from the school or Civic Centre). Children transfer from New Invention Infant School to the junior school in the September following their seventh birthday on **completion of the necessary Admission forms**. Pupils previously attending other infant schools may also be offered available places according to Walsall's Admissions Policy.

Junior school staff work closely with Infant colleagues to ensure a smooth transition for pupils. We like all pupils to pre-visit the school thus lessening the trauma of "the first day".

Parent teacher consultations take place three times in the year. In addition parents have an opportunity to come in after school to Meet the Teacher events throughout the year.

Parents seeking places other than at normal key stage 1-2 transfer, should complete an admission request form available from the school office. Available places will be offered according to current Walsall Policy.

School Organisation

Each child is assigned to a 1 top and 2 middle mix registration group (except in year 3). Class teachers retain general responsibility for monitoring the progress and the pastoral welfare of the pupils in their class. Children will usually be taught within this group but may be re-organised into smaller groups designed to meet specific needs for certain aspects of the curriculum. There are three classes within each year group. New Invention staff like to work in partnership with parents. There will be regular opportunities for home/school liaison. Parents having urgent concerns or queries outside of these times are asked to arrange an appointment **through the school office**.

Reports

Reports are issued 3 times a year in order that parents can see how their child is progressing. Hard copies will be sent home with children and posted to any other known addresses for those with parental responsibility.

Religious Education

The RE syllabus used at New Invention Junior School follows the Walsall Agreed Syllabus created by SACRE. Religious Education at New Invention Junior School is provided in line with and meets statutory requirements. The programme reflects the teaching and practices of all principal religious traditions represented in Great Britain. We celebrate a diverse range of religious festivals and pupils are encouraged to understand the significance of these major festivals. RE makes a significant contribution to children's knowledge and understanding of the world and their personal and social and spiritual development. At our school RE is expressed in age appropriate outcomes. Specifically, pupils are taught to know about and understand religions and world views, to make connections between different features of the religions and world views they study, discovering more about celebrations, worship, pilgrimages and the rituals which mark important points in life in order to reflect thoughtfully on their ideas.

Parents retain the right to make arrangements with the school for their child to be excluded from Religious Education. Any parent wishing to discuss such arrangements is asked to contact the Headteacher.

Special Education Needs

New Invention Junior School places great importance on striving to meet the needs of ALL children in the school, and fully recognises that some children will require additional help to access the curriculum and fully participate in learning. All children identified with Special Educational Needs are placed on the Special Educational Needs register.

At the end of each term, class teachers sit with children on the SEN register to review their targets. Reviews are held alongside parents, teachers and for a number of children, the SENCo, on a termly basis when the progress/performance of the child against targets on their Term Target Plan/IEP are assessed.

Parents with concerns should make an appointment to see the SENCo or Care Guidance and Support Manager.

Care Guidance and Support Manager

Our Care Guidance and Support Manager is Ms Sharratt. She is available to help support children and families with issues both in and out of school. Contact details are available on the parent notice or from the School office.

Disability Access

The junior school buildings are all on one level. The building has been extensively refurbished. All doors in pupil areas meet disability access requirements and a disabled toilet is available. There is full disabled access to main reception. Purpose-built ramps facilitate wheelchair access to both main reception and the playground.

Sex Education

Will be taught according to the agreed school policy, which conforms to National Curriculum requirements using professionally produced material. Younger children will study aspects of growth and development of a more general nature during science, personal and social education. The emphasis throughout will be to emphasise the importance of responsible, caring relationships.

The Core Subjects of the National Curriculum includes Religious Education, Mathematics, English and Science. Each of these subjects is taught discretely.

In Mathematics the school follows the National Curriculum for mathematics. Children cover a wide range of topics, including: number & place value, calculations, fractions, measurement, geometry and statistics. There is a substantial emphasis on pupils' mental and written arithmetic skills, which are regularly assessed throughout Keystage 2, along with their reasoning skills, which allow pupils to apply their mathematical abilities in a range of problem

solving situations. Underpinning all mathematics, is the requirement that pupils' learn their times tables by heart - with specified tables being taught and rehearsed each year. Within lessons, pupils use a wide range of resources, from practical equipment and maths games to interactive websites and apps.

Parents can find a copy of our mental to written maths policy on our website; showing the methods children will be taught in each year group.

Our school website hosts a range of support and activities suitable to aid your child's progress throughout Key Stage 2.

English work incorporates the new National Curriculum for English. English incorporates all aspects of Reading, Writing, Grammar, Spelling and Speaking & Listening. We teach our curriculum in termly themes whereby a book/novel is the main focus to cover objectives for the aforementioned strands. Other areas of the curriculum (e.g. history, geography, art) have their curriculum matched to the themes in order to achieve objectives through cross-curricular means. Children are taught reading skills by learning specific skills to decode a text - e.g. retrieval, inference, summarising as well as following our school reading scheme - 'Collins Big Cat'. Grammar work forms part of all English lessons to embed skills, however a discrete Grammar lesson is also taught every week to build up the bank of knowledge that is now required. Children can practise grammar skills at home using the Grammar Bug software (children will be given their logins for this). Spelling is now at the forefront of the curriculum and the school has invested heavily in resources to support the teaching of spelling. Spellings can also be practised at home using the Spellodrome software (again logins will be given for this) as well as lists they bring home to learn as part of their own written work. Parents are encouraged to complete homework with children for all subjects, and for English this will include regular listening to your child read and spellings.

Science work incorporates the new National Curriculum for Science. Science work carried out throughout the school is taught every week and aims to develop scientific knowledge and conceptual understanding through the specific disciplines of biology, chemistry and physics. We also aim to develop understanding of the nature, processes and methods of Science through different types of science enquiries that help them to answer specific questions about the world around them. We aim to equip the children with the scientific knowledge required to understand the uses and implications of Science, today and in the future. We also aim to ensure children develop secure understanding of each block of knowledge and concepts, enabling them to progress to the next stage. We encourage pupils to become familiar

with, and use, technical language accurately and precisely. Much of the work in Science uses pupils' mathematical knowledge when collecting, presenting and analysing data. We try to make cross-curricular links wherever possible so that topics can be matched in order to achieve objectives through cross-curricular means. Furthermore, in upper school, pupils will have the opportunity to take part in our popular yearly Science Fair, usually run in the Spring term. This involves pupils choosing their own questions to investigate and presenting their findings in an interesting way to judges. Winners from each class receive medals for Bronze, Silver and Gold.

Computing is both a discrete and a cross-curricular aspect of the curriculum. All children will be progressively taught key skills in computing technology following the Switched on Computing scheme of work intertwined with regular lessons related to E-safety.

In addition, a range of state of the art ICT resources are used to enhance the learning opportunities for children in all subjects. Children and parents are also encouraged to visit our regularly updated new website which is accessible at

www.invention-j.walsall.sch.uk

As well as the website, we also celebrate our work using the school's Twitter account (@inventionjunior) and YouTube channel. Another way we communicate with parents is through the Marvellous Me app which allows teachers to send messages to parents sharing what children have been learning in school as well as any awards gained.

Foundation Subjects and SMSC (Spiritual, Moral, Social, Cultural education)

Foundation subjects of the National Curriculum will be separately identified. However, a thematic approach will be adopted so that children are encouraged to see natural cross-curricular links.

Your child's class teacher can provide you with detailed information regarding their curriculum.

In addition, children have the opportunity to learn swimming, develop personal social skills and knowledge and experience a wide range of creative activities.

Music

All pupils experience music as an integral part of their school curriculum along with assembly singing to promote the feeling of community and whole school worship. Singing, music and celebrations go hand in hand to help children celebrate British values and enjoy the festivals of many cultures. In year 5 all pupils will learn to play either a brass or woodwind orchestral instrument. Instruments will be loaned by school and although their initial

course is for a year, children have the opportunity to continue their chosen instrument in year 6, an opportunity many children enjoy. The education of music in school is underpinned by Charanga, a multimedia resource lead by the National Curriculum, and enhanced by the use of a range of computing techniques. As a school we love to sing and choir have taken part in many singing events and delighted the local community with carol singing and concerts.

P.E.

P.E. in the junior school is highly valued and largely taught by a team of specialist sports coaches. The school hall is fully equipped for a wide range of physical activities. Outdoors is the new Bumble Bee Arena and field. Pupils go swimming regularly in academic years 4 and 5. A variety of sports are pursued in extra-curricular activities. No child will be excused from PE or swimming **unless a written request is sent by parents giving a full explanation of why such exclusion is necessary.** As physical activity forms part of the statutory curriculum no child will be allowed persistent exclusion from these activities unless a medical certificate is received from their doctor. It is parents responsibility to ensure their child has their PE kit with them to take part in PE lessons. This should be in a pump bag due to storage in the classroom.

Modern Foreign Languages

MFL is now a much bigger priority in the new curriculum. We teach it as 5 progressive themes per year to allow children to move from learning simple words to building paragraphs - for speaking, listening, reading and writing as well as developing an understanding of foreign cultures.

Personal Equipment

Pupils will be provided with all equipment needed to fulfil the curriculum. Please don't send children with any pencil cases or additional stationery items. In all year groups pupils will write in pencil, only as their handwriting improves and they will use junior handwriting pens. Children should bring a book bag for their reading books and diary, a pump bag for PE kits and their water bottle.

Art Work

Art is taught in each year group, children may be asked to bring in an old shirt to wear to protect their uniform when doing certain Art activities. Most of the units taught in Art are linked to other curriculum topics that are being studied, for example a History unit of work or an English unit of work, as well as being linked to festivals and events that are happening throughout the year. Each year group also has specific artists to study as part of the

Art curriculum, where they will look at a biography about that artist and create work based on the work of that artist.

The Art curriculum is split into two sections:

The Processes, which include: drawing, collage, painting, printing, digital media and 3D modelling.

The visual elements, which include: Line and shape, tone, texture, colour, pattern and 3D form.

To find out what topics and skills your child will be covering in Art, please see the Art section of the school website.

Lost Property

All named items are immediately returned to pupils. Unnamed items are kept in the reception area and periodically displayed for parents. Lost property is cleared one week into each half term. Unnamed items are then retained for a further two weeks before being given to charity.

School Uniform

The Governors of New Invention Junior School expect pupils to wear uniform. Children should attend school in suitable clothing, colour coordinated within the school colours of royal blue, grey, white or black. Uniform may be selected from the following options:

Grey trousers

Grey skirts or pinafore dresses

Blue or black leggings.

Blue shorts

Royal blue cardigans, jumpers, sweatshirts or fleeces

White t-shirt

White blouses

White shirts with or without a royal blue tie

Blue and white gingham dress

Royal blue joggers

Do not send children in black jumpers or cardigans.

This gives plenty of opportunity for individual style but maintains a coordinated policy. Name tags, swimming hats, fleeces, sweatshirts, polo shirts and joggers embroidered with the school logo are available from Clive Marks, Walsall, Clemmy's Darlaston and Tesco Uniforms on line (tesco.com/ues) Pupils are not required to wear logo-bearing uniform - plain royal blue is also acceptable.

Children should not be sent to school in jeans, sportswear, immodest clothing of any kind or clothing depicting slogans or logos other than that of the school.

Parents are asked to provide the following items of PE clothing:

Small Pump bag or other suitable container (**children do not need a large rucksack.**)

Blue/Black Shorts and White T Shirt

A pair of plimsolls/trainers for outdoor games

Indoor gymnastics will be in bare feet for safety and health

Swimming costume or trunks

Swimming cap

Towel

} for pupils in year 4 and year 5

During winter month's pupils should wear tracksuits, trousers and jumpers for outdoor sport, providing these items are separate from their normal school wear.

Swimming goggles are not routinely worn except in special circumstances. Parents can complete a form to indicate their wish for children to wear goggles.

PLEASE ENSURE THAT ALL ITEMS OF SCHOOL CLOTHING ARE CLEARLY NAMED

The Governors of New Invention Junior School would also like to remind you:

- that extreme styles of dress or hairstyles, such as contrasting lengths and/or hair dye are not appropriate for school.
- Jewellery should not be worn in school, as it can be a source of danger in some lessons. Pupils who have pierced ears may only wear small studs and even that need to be removed during PE and swimming lessons.
- pupils wishing to have their ears pierced should do so at the beginning of summer holiday, thus avoiding problems during swimming and PE lessons.
- nail varnish, body tattoos or transfers and body piercing are considered to be inappropriate for junior pupils during school time.

School Discipline

The school's Behaviour Policy is designed to ensure that all members of the school community have an equal right to:

- Feel safe
- Enjoy their own space
- To work
- To be heard
- To be treated with courtesy

Behaviour system

Praise and reward are used to encourage good behaviour. Wide ranges of rewards include praise from the teacher, stickers, certificates, house-points and a wide range of individual or collective prizes. All pupils are assigned to a house (either Ruby, Sapphire, Emerald or Diamond). We use a whole school approach for the maintenance of good behaviour, called *Good to be Green*.

If pupils fail to observe the school's behaviour system then sanctions will be implemented.

- This may involve extra work during a break
- Discussing their behaviour with a senior member of staff during a break time detention
- Deprivation of privilege
- Interviews with different members of staff
- Temporary removal from class or exclusion from school

In particular the following behaviours are considered to be extremely unacceptable.

- Violence or aggression
- Bullying involving any wilful conscious desire to hurt another and put him or her under physical or mental stress
- The use of bad, cruel or racist language
- Uncooperative behaviour disruptive to learning
- Behaviour likely to cause damage to persons or property
- Graffiti
- Stealing

School Policy on Management of Behaviour includes informing parents when a child's behaviour is causing concern and wherever possible involving parents in corrective measures.

The Home/School Partnership

School will send regular newsletters, information sheets and booklets. There will be three parent / teacher consultations each academic year by appointment.

How to get more involved

You can:

- Support your child with homework
- Stand for election as a parent governor

Any one who has direct contact with children in school may be required to undertake official checking with the Disclosure and Barring Service - this takes a few weeks. Relevant information on this process can be obtained from the school office.

Data protection:

The school is registered under the Data Protection Act. Details of our Freedom of Information Policy can be found on our website or via the school office. Data concerning your child is transferred electronically from their previous school. On admission we will issue you with a data collection sheet from which we update these records. Although we will regularly send checking sheets to you please notify school immediately if you are aware of any changes - particularly to contact numbers.

TEXT messaging School operates the school gateway which is a system for the automated transmission of text, email or electronic telephone messages to parents. Please sign up for this messaging service as soon as possible, as text messages will be sent free of charge through the App. You will also have the opportunity to send return messages to school. Please remember when downloading the app to allow push notifications. If you experience any difficulties, please contact the school office.

Pupil Names: Pupils must be registered on their academic record with their legal name as shown on their birth certificate. This name cannot be changed except when a legal name change document is shown to school. A copy of this document will be made and retained with the record. During day to day life in school, however, teachers wish to address pupils in their preferred manner which may involve the use of common usage names (recorded as known as....) or shortened familiar versions of a first name.

Homework

All pupils at New Invention Junior School are set homework within their year groups according to the school's homework policy. Each pupil is expected to read regularly at home in addition to other work set. Each pupil is issued with a Big Cat reading book and a homework diary. This is considered to be their personal property. They are encouraged to take good care of it and to have it in school everyday. The cost of replacing lost or severely damaged reading books or homework diaries will be charged to parents. Parents are encouraged to write comments in these diaries if they wish to motivate their children. They may also send messages to teachers in this way. However, teachers are not expected to regularly check nor sign these books. If you have used this method to communicate with them, please ask your child to bring it to the teacher's attention.

Book Bags

Book bags are available from Clive Marks, Quasar Centre, Walsall, tesco.com/ues and Clemmy's Darlaston. School does not hold any stock of book bags or uniform.

Further Information about Specific Matters

Detailed information on the following can be obtained on request from the school office during normal school hours:

- Term Time Absence
- The school's Homework Policy
- The school's Behaviour Code of Practice and Behaviour Management Policy
- Special Educational Needs and Disability
- Transferring to Secondary School
- The School's Sex Education Policy
- Internet Access Policy

With this brochure you should have received:

- A copy of our policy on photographs and the media.
- A home / school agreement
- Our code of conduct
- Our complaints procedure
- A Walsall teaching primary Care trust registration Form
- Our Data collection sheet
- A preferred method of contact form
- Permission slips for visits

Brochure2013/admindocs

NEW INVENTION JUNIOR SCHOOL
Information for parents
SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

What is meant by Special Educational needs and Disabilities?

A child or young person has special educational needs if he or she has a learning difficulty or disability which calls for **special educational provision** to be made for him or her.

A learning difficulty or disability is a **significantly greater difficulty in learning than the majority of others the same age.**

A child under compulsory school age has special educational needs if they fall within the definitions above or would do so if special educational provision was not made for them.

Special educational provision means educational or training provision that is **additional to, or different from**, that made generally for others of the same age in a mainstream setting in England...Health care provision or social care provision which educates or trains a child or young person is to be treated as special educational provision (Code of Practise 2014).

We use our best endeavours to secure special educational provision for pupils for whom this is required, that is 'additional to and/or different from that provided within the differentiated curriculum to better respond to the four broad areas of need as defined in the SEND Code of Practise 2015:

1. Cognition and Learning Needs - Specific Learning Difficulty (SpLD), Moderate Learning Difficulty (MLD), Severe Learning Difficulty (SLD), Profound and Multiple Learning Difficulty (PMLD).
2. Social, Emotional and Mental Health (SEMH).
3. Communication and Interaction Needs - Speech, Language and Communication Needs (SLCN), Autistic Spectrum Disorder (ASD).

Sensory and/or Physical Needs - Visual Impairment (VI), Hearing Impairment (HI), Multi-Sensory Impairment (MSI), Physical Disability (PD)

What do I do if I think my child has Special Educational needs?

Speak to the class teacher. Tell them why you are worried and see if they share your concerns. If you are still worried ask to see Mrs Waterhouse (Inclusion Manager).

Do I wait until parents evening?

No, make an appointment to see your child's teacher as soon as possible.

What happens next?

If you and the teacher/Inclusion Manager agree that your child may be having problems then he or she will be monitored by staff and given additional individual targets and the necessary support. The progress of your child will be carefully monitored and discussed with you regularly. If your child has a specific need which requires outside agencies then your permission will be sought before a referral is made. The outside agencies could be: Educational Psychologist, Occupational Health, Speech and Language, Behaviour Support, School Health team.

Who knows?

Information about Special Needs is strictly confidential. Access is restricted to professionals who need to know and parents/guardians.

Where can I get more information?

In school you can speak to Mrs Waterhouse/Ms Sharratt or you can contact parent partnership - please ask at reception.

School Policy on Media, Photographic or Electronic Based Presentations such as the School Web Site.

Pupils at New Invention Junior School may be included in presentations in two ways:

1. Commercial Media may create or record for news, feature story presentations or articles.
2. Staff or pupils may create or record:
 - Video tapes,
 - Computer generated presentations which may include scanned photographs and video clips
 - Photographs
 - Slide tape presentations
 - Web pages designed at school

These media based presentations may be used in:

- Staff presentations
- Displays within the school building
- The school web site (according to safety provisions of the internet access policy)
- Parent programs
- Staff development activities
- Media festivals
- Public relations material
- Newspaper articles
- School Twitter account @inventionjunior
- Marvellous Me - joining codes are sent direct to parents
- School You Tube channel - every video is captured in a way to not show pupils faces directly. These may have voice overs with a picture of work.

Our Internet Access Policy States that:

- *Photographs must not identify individual pupils. Group shots or pictures taken "over the shoulder" will be used in preference to individual "passport" style images;*
- *Full names will not be used anywhere on the web site, particularly alongside photographs*
- *The wishes of any parent who has withdrawn permission for their child's image to be used on school publications should be respected.*
- *Staff will take care in deciding which pages on the school website should be open to the general public. Access to pages showing examples of pupils writing or photographs clearly showing individual should be restricted by password protection.*

Parents who do not wish their child to be included within this dimension of school life are asked to inform the Head Teacher in writing.

RECORD OF MEDICINE ADMINISTERED TO AN INDIVIDUAL CHILD



School	New Invention Junior School, Cannock Road, Willenhall, WV12 5SA		
Please print Child's Name		Class	
Date medicine provided by parent			
Amount of Medicine Received from Parent			
Name and strength of Medicine			
Expiry Date	Quantity Returned to Parent if any remaining	Date Finished and returned to Parent	Staff Returning Meds to Parent
Date Course of Med completed			
Dose and frequency of Medication required			
Sign and Print Parent Name			
Signed by Staff Member			

Medication Administered

Date	
Time	
Dose	
Staff Member	

Date	
Time	
Dose	
Staff Member	

Cannock Road
Willenhall
Walsall
WV12 5SA

Tel: 01922 710376
Fax: 01922 491091

Email: postbox@invention-j.walsall.sch.uk

Head Teacher: Mr A Pearson



PRIVATE AND CONFIDENTIAL

Surname _____ Forename _____
Gender : Male/Female Date of Birth _____
Home address of your child (place of residency of your child)

_____ Post Code _____
Home Telephone _____

Adults with legal parental responsibility for this child
Title Full Name Address (if different from above)

Do all adults with parental responsibility live at the above address. Yes/No
If No please give details below.

Adults without legal parental responsibility
(Eg Step-parents – unless granted parental responsibility by the courts)
Title Full Name Address (if different from above)

Are any adults associated with your child barred by a court order from having contact – please supply contact of order. _____

Are you a lone parent Yes/No

Do parents live at more than one address Yes/No
(NB: only parents with parental responsibility may sign consent forms)

How would you describe the ethnic background of your family? (please circle)

White:	Mixed:	Asian (or Asian British)	Black (or Black British)
British	White & Black Caribbean	Indian	Caribbean
Irish	White & Asian	Pakistani	African
Other _____	Other _____	Other _____	Other _____

Chinese { } Any other Ethnic Background { } I do not wish any ethnic background to be recorded { }

Country of Birth: Nationality:

Which is the main language spoken at home (please circle)

English	Punjabi	Urdu	Gujerati
Mirpuri	Bengali	Other _____	

What religion is your child? (please circle)

Christian	Sikh	Hindu	Islam	Methodist	Non Believer	Roman Catholic	Other.....
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NEW INVENTION JUNIOR SCHOOL

PRIVATE AND CONFIDENTIAL

Father's Place of Employment _____
Position Held _____ Telephone _____ Ext _____
Mobile No. _____
Mother's Place of Employment _____
Position Held _____ Telephone _____ Ext _____
Mobile No. _____

Please give the name of another person whom we may contact in case of an emergency or illness
Surname _____ Forename _____ Title _____
Address _____ Telephone _____
Is this person a (please circle) Neighbour Grandparent Friend Childminder
Other relative (please specify) _____
In case of illness or emergency which of the above should we contact first? _____

Name of previous school _____
Address if outside Walsall _____
Date attended From _____ To _____
Other children in your family
Name D.o.B. School

To which Authority do you pay your Council Tax? (Please circle)
Walsall Wolverhampton Staffs Other _____ (please specify)

Does your child suffer from any illness/allergy or disability?
Please give details below as appropriate (eg Asthma/Hayfever/Wears glasses/Deafness, etc)

Doctors's Name _____
Address _____

I give my permission for my child to be seen by the school nurse. In the case of accident or illness I give my permission for my child to be transported in the car of the Head Teacher or her representative.
Signed _____ Parent Date _____

ATTENDANCE

Government guidance on attendance means that pupils need to attend school regularly to benefit from their education. Persistent absence leaves children vulnerable to falling behind. Children with poor attendance tend to achieve less in both primary and secondary school. Every child is entitled to full time education and as a school we use strategies to address patterns of absence. As parents, you have a legal duty to ensure your child of compulsory school age, who is registered at a school, attends regularly.

Our current policy regarding term time absences for holidays is that since September 2014 we do not authorise any term time absence for holidays. Parents wishing to take their children away on holiday during term time, must write to the Head Teacher requesting the time off. This will be unauthorised, attendance will be monitored and may incur a fixed penalty fine.

Over the page is a sample letter which will be sent out to you when you request term time absence.. All term time absence for "holidays" will be unauthorised and will be recorded with the appropriate code (G). If you do not request in writing a (O) code is used. Both codes will affect your child's attendance record as they are both absences.

Please note: school does not receive any income from fixed penalty fines and that the Authority's Education Welfare Section makes the final decision if a fixed penalty fine is issued.

Date

Name
Address

STANDARD LETTER

Dear Name

Term Time Absence Request

I would like to thank you for your recent request for a term time absence for (name) from: date to date. I must advise you that this will be unauthorized and may incur a Fixed Penalty Notice. The school cannot fine for an unauthorized absence, this is a Local Authority decision, the decision will be left with them. Please note that school receives no income from any Fixed Penalty Notices issued, this money stays with the Local Authority.

Due to changes which the Government have placed on Local Authorities and Schools the regulations changed nationally regarding term time absence and therefore, is out of the school hands. I must point out, that "Exceptional Circumstances" does not include family holidays or weddings.

The Department for Education states: *"the current law does not give any entitlement to parents to take their child on holiday during term time. Any application for leave must be in exceptional circumstances and the Head Teacher must be satisfied that the circumstances warrant the granting of leave. Parents may be fined by the Local Authority for taking their child on holiday during term time without consent"*.

I must point out that (name's) records will show an "unauthorized" mark for whole period of absence. It also means that at any stage later in the year if (Name) has any other attendance/punctuality issues, it may mean that you will receive correspondence from the Local Authority. It also means that if your child is unwell and unable to attend school, you may be asked to provide medical evidence to support the absence.

I would like to advise you that if you wish further advice outside of the School, your first point of contact would be the Education Welfare Service to obtain further information regarding these new guidelines, you may contact them on 01922 686233 or alternatively check out the Department for Education website <http://www.education.gov.uk/>.

If you would like further assistance please contact the school office to speak to Mr Bould, Ms Sharratt or Mrs Hester.

Yours faithfully

Mr A Pearson
Head Teacher



Cannock Road
Willenhall
Walsall
WV12 5SA

Tel: 01922 710376
Fax: 01922 491091

Email: postbox@invention-j.walsall.sch.uk

Head Teacher: Mr A Pearson



Term Dates 2017/18

Autumn Term 2017

Term starts: Monday 4 September 2017

Half Term: Monday 23 October 2017 to Friday 27 October 2017

Term ends: Friday 22 December 2017

Christmas holiday: Monday 25 December 2017 to Friday 5 January 2018

Total number of days: 75

Spring Term 2018

Term starts: Monday 8th January 2018

Half Term: Monday 19 February 2018 to Friday 23 February 2018

Term ends: Thursday 29 March 2018

Easter holiday: Friday 30 March 2018 to Friday 13 April 2018

Total number of days: 54

Summer Term 2018

Term starts: Monday 16 April 2018

Half Term: Monday 28 May 2018 to Friday 1 June 2018

Term ends: Tuesday 24 July 2017

Summer holiday begins: Wednesday 25 July 2018

Total number of days: 66

Total number of days for the year: 195

Bank holidays:

August bank holiday 2016: Monday 28 August 2017

Boxing Day 2016: Tuesday 26 December 2017

New Year's Day: Monday 1 January 2018

Good Friday 2017: Friday 30 March 2018

Easter Monday 2017: Monday 2 April 2018

May Day 2017: Monday 7 May 2018

Spring Bank Holiday 2017: Monday 28 May 2018

August Bank Holiday 2017: Monday 27 August 2018

Training Dates

4th September 2017

26th February 2018

4th June 2018

23rd and 24th July 2018

FREE SCHOOL MEALS

The Free School Meal service recognises that parents regularly look at school websites for information therefore, we would like to direct you to the following link

http://cms.walsall.gov.uk/free_school_meals.htm

You will be able to download a Free School Meal Application form and information which will help you to decide if your child is eligible for Free School Meals.

Parents who think they may be eligible, should look at the above link, to check their eligibility and complete the form and send it to the Benefits Service at Walsall MBC.