



## Welcome from the Headteacher

***As Headteacher of Carrington Junior School I am looking forward to working in partnership with you all to provide the best opportunities possible for the children.***

*Carrington Junior School is a community Junior School, located in the heart of Flackwell Heath village. The school is situated in its own secure site and includes a large playground and school field, a quiet garden and pond area, as well as providing outstanding facilities including a well maintained ICT suite and excellent sports equipment.*

*Our governing body is made up of members from the local community including parents and staff. The governing body are responsible for overseeing the educational direction of the school to ensure all our children achieve as well as they can. They are a united, committed, supportive body who develop our school policies and respond to the demands of the current changes in education.*

**“Pupils are proud of their school and enjoy all it has to offer”.**

**Ofsted 2014**

*The school was last inspected by Ofsted in July 2014 when we were judged to be ‘Good’ in all the key areas of inspection and in our overall effectiveness of provision. The report found that **“The school promotes pupils’ social, moral, spiritual and cultural development well through the harmonious atmosphere of the school and the positive role models provided by staff.”***

*Children love their time at Carrington Junior School. Everyone at the school is proud of our achievements and we all want to be the best we can be. We believe that our stimulating, motivating and relevant curriculum ensures our children leave us with a love of learning, ready to continue with the skills they need for a life-long passion for learning.*

*We hope that when you visit us you will see for yourself what a great place Carrington Junior School is to learn, thrive and grow.*



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## About Our School

### Our Vision

*"Our Children Come First"*

At Carrington Junior School we believe that learning should be fun, purposeful and challenging. Through our effective curriculum, we aim to equip each child with the skills they need for a life-long love of learning in a safe and secure environment.

### We believe that:

Every child matters and should be given access to the very best learning opportunities to ensure they reach their potential.

Every child should have the confidence to be an individual and be proud of who they are. Every child should be set and know how to achieve goals.

Every child should become a responsible citizen and value the community around them.

We believe that all members of our school community should work together to maintain a safe, clean and stimulating environment which encompasses not only the learning environment and the school grounds, but the surrounding area also.

We aim to promote sustainability and an awareness of wider global issues through our developing curriculum and the links made with our local and global communities. Good teamwork and positive partnerships – with individual children, the whole class, our colleagues, with governors, parents and the wider community will lead to effective teaching, high standards and successful learning.

### Our Children believe Carrington to be a School where:

Lessons are fun.

Outside learning is part of our curriculum.

There are opportunities for theme days and being creative.

There is always someone we can trust to go to and they will help.

We are happy.

There are lots of clubs and activities – there is always something new to do.

People listen to us.





**At Carrington Junior School our core values are:**

#### Self-Discipline

*We learn to make ourselves do something that needs to be done.*

#### A Love of Learning

*We develop a passion for school and a thirst for knowledge.*

#### Politeness

*We are courteous and show regard for others.*

#### Kindness

*We show care and concern, and exercise goodwill towards others.*

#### Respect

*We develop both self-respect and respect for others. We appreciate and value diversity.*

#### Respect for Property

*We appreciate the value of things that belong and do not belong to us.*

#### Friendship

*We understand what 'being a friend' means and we carry out the skills of being a good friend.*

#### Independence

*We think for ourselves. We show that you do not have to rely on others to achieve.*

#### Responsibility

*We take responsibility for the way we lead our lives.*

#### Truthfulness

*We are always honest about the things we see and do.*





## Facilities

### *Innovative Learning Resources*

Carrington Junior School has excellent ICT resources. All of our classrooms have interactive whiteboards and laptops that are linked to our learning network. As well as this, all classes have access to iPads enabling the children to develop their independent learning skills. Children are able to make their own movies, record performances, publish their work in a variety of media and display their work onto our learning platform. The school also has a computer suite to allow for whole class ICT teaching.

### *The School*

Carrington Junior School has spacious buildings which accommodate separate classrooms and a variety of resources. Radiating out from the main hall, which is used for assemblies, drama, PE, etc, are home to a music room, a design technology workshop and food room, a Learning Mentor base and a canteen. Hot meals are available in school for a daily charge.

Our large playing fields are features of our site. Our well-stocked library is an attractive area which is open to children for research and independent reading. The school also has access to the neighbouring village library with designated times for sole use.

**Teachers provide  
“interesting activities  
which enable  
(children) to make  
good gains in their  
knowledge and  
understanding”.**

**Ofsted 2014**



## Parental Involvement

We welcome parents and carers into Carrington Junior School believing that we all work together as partners in the education of your children.

At Carrington, we provide many opportunities for parents to become involved in the life of the school. We greatly value the expertise that parental support can bring, and we welcome any volunteers; if you are able to help, please talk to your child's teacher.

### **Communication**

Home to School Agreements are issued to all new entrants as school and parent liaison is positively encouraged.

Parents are formally invited into the school on several occasions throughout the year, at least once a term. As well as this, we keep parents informed about less formal events through newsletters and website invitation. We regularly host workshops and open days to exhibit children's work and share practice within school.



We keep parents involved by letter and would ask that all parents sign up to our ParentMail system, ensuring all correspondence is sent home via e-mail. Not only is this method more environmentally friendly, but it ensures that letters do not get lost on the way home!

Likewise we have the facility through our electronic payment system to pay for your child's school meals and trips.



### ***Parent Teacher Association***

The PTA exists to support the life and work of the school and is open to all members of our community.

Carrington is fortunate in having an active and vibrant PTA which jointly supports both Junior and Infant Schools.

A large number of fundraising events are organised by the PTA and they provide invaluable support to the school. The group holds regular meetings and identifies long and short-term projects for its fundraising; which enables us to provide the children with “special” extras to enhance their school experience.

The PTA publishes a newsletter and run a Facebook page publicising new events.

### ***The Governing Body***

The Governing Body of the school is made up of people from a variety of backgrounds. The school governors are a group of individuals, who are elected, are representative of parents, staff and of the local community. They work with the Headteacher and are responsible for setting the school’s vision, ethos and strategic direction; holding the Headteacher to account for the educational performance of the school and its pupils; and overseeing the financial performance of the school and making sure its money is well spent.

**Governors “share the Headteacher’s ambitions for the school”.**

**Ofsted 2014**

Please contact the Headteacher to find out if we have current vacancies for new governors. The Governors can be contacted through the school.



## Joining the School

The school fosters a close relationship with the local infant schools, but particularly Carrington Infant School. Children from the Infant School visit the school on regular occasions and develop relationships with the Junior School staff. An induction programme runs for children in the summer term.

Prospective parents are warmly invited to make an appointment to meet the Headteacher and tour the school.

### **Admissions Policy**

In most cases the school will be able to confirm that a place is available. In the case of over-subscription, however, the list of criteria detailed below is used to allocate places up to the published Admission Number which is 60 per year group. Admissions criteria for mainstream school are as follows:

1. Children who have a statement of Special Educational Needs which names the school.
2. Children in Public Care for whom there is an agreement between a designated officer acting on behalf of Bucks County Council (BCC) as Corporate Parent and a designated officer of the Local Authority (LA) that the school will more appropriately meet the child's needs.
3. Children living in the area normally served by the school, as agreed by the LA Admissions Authority.
4. Brothers and sisters of children who will be in attendance at the school on the date of admission.
5. Children with exceptional medical, educational or social needs supported by written evidence from a

doctor, social worker, education welfare officer or other appropriate person.

6. Children attending Carrington Infant School at time of application.

7. Once the above criteria have been applied, then any further places will be awarded according to the distance between a family's normal home address and the school's nearest entrance gate; closest first. The shortest designated route is a public route with a proper made up surface, such as tarmac or concrete. If it is a road, it does not have to have a separate pavement.

The LA provides a comprehensive brochure, which details primary admissions for children transferring from infant to junior schools. It contains an LA standard admission form. Children awarded a place at Carrington Junior School will need to complete a Carrington Admission form, which relates to details required by the school office. For admissions to the Special Educational Needs Department applications must be made through the LA.



**“We are extremely proud of our school.”**

*Alfie and Charlotte - Year 6 prefects*

### **Secondary School**

Parents of children in their penultimate year are invited to attend a meeting in which the Headteacher outlines the County Policy for Secondary School Selection Procedures, otherwise known as the 11+. There is a designated procedure to ease transitional arrangements for children between the local secondary schools which the school arranges.





## The Curriculum

The curriculum of the school is organised so that our children are stimulated, encouraged and challenged to develop their individual potential and personality to the full. Our curriculum is constantly evolving to meet the needs of our children and the needs of the modern world. We want our children to become successful learners and our aim is to empower them to achieve success throughout their lives.

Our curriculum is planned in themes, with topics chosen to capture the interests and imaginations of our children. Topics include “Stone Age to Iron Age Britain”, “The Rainforest”, “The Greeks” and “Rivers and Mountains”. Our full curriculum map can be found on our website. We use every opportunity to make links through reading, writing, maths, science and computing. PE and RE are often taught as discreet subjects, allowing for full coverage of the main objectives and age appropriate development.

We love theme days! It was so much fun when we got to visit a real Victorian town!

*Libby - Year 6*

English is great! We all pretended to be King for the day – I made up new decrees for my kingdom.

*Leo - Year 3*



## Subjects

### ENGLISH

English has a leading place in education and in society. A high-quality education in English will teach pupils to speak and write fluently so that they can communicate their ideas and emotions to others, and through their reading and listening, others can communicate with them. Through reading in particular, children have a chance to develop culturally, emotionally, intellectually, socially and spiritually. Literature, especially, plays a key role in such development. Reading also enables pupils both to acquire knowledge and to build on what they already know.

At Carrington, our aim is not only to equip children with the skills to read with confidence and fluency but to foster a genuine love of reading for pleasure. We want our pupils to become avid readers who are enthusiastic about literature. All children are encouraged to take books home and practice and reinforce the skills taught at school. We teach a novel-based literacy curriculum and feel that the link between reading and writing is fundamental in developing a child's English skills.

We believe that children's writing should have a purpose and encourage children to see themselves as authors, publishing their work. We have fortnightly Writer of the Week assemblies and often share outstanding work at exhibitions within school.

### MATHEMATICS

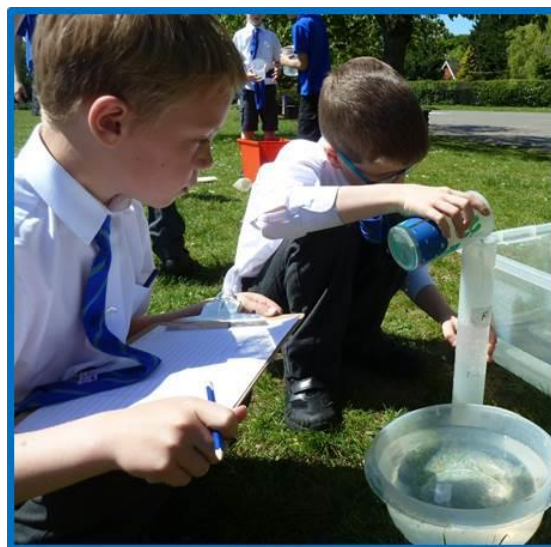
Mathematics is essential to everyday life, critical to science, technology and engineering, and necessary for financial literacy and most forms of employment. We believe a high-quality mathematics education provides a foundation for understanding the world, the ability to reason mathematically, an appreciation of the beauty and power of mathematics, and a sense of enjoyment about the subject.

Our teaching programme is based on the Primary National Curriculum 2014 and is structured around:

- Number – place value; addition and subtraction; multiplication and division; fractions, decimals and percentages
- Measurement
- Geometry – properties of shape; position and reflection
- Statistics

### SCIENCE

A high-quality science education provides the foundations for understanding the world through the specific disciplines of biology, chemistry and physics. Through building up a body of key foundational knowledge and concepts, our children will be encouraged to recognise the power of rational explanation and develop a sense of excitement and curiosity about natural phenomena. They are encouraged to understand how science can be used to explain what is occurring, predict how things will behave, and analyse causes.



## COMPUTING

At Carrington, we teach our children the skills to participate in a digital world. The core of computing is computer science, in which children are taught the principles of information and computation, how digital systems work and how to put this knowledge to use through programming. Building on this knowledge and understanding our children are then equipped to use information technology to create programs, systems and a range of content. Computing also ensures that pupils become digitally literate – we ensure that children are able to use, and express themselves and develop their ideas through, information and communication technology.

## GEOGRAPHY AND HISTORY

The teaching of geography and history is through planned themes which can be viewed on our website curriculum map. At Carrington, children are given the opportunity to develop an awareness of their surroundings, other places and how people have used their environment. They are taught the skills to undertake fieldwork and geographical enquiries. Environmental work is an important part of the geography curriculum and is further enhanced by our active Eco-School Committee. We were awarded the Eco-Schools Green Flag for our conscientious approach.

Our history curriculum is taught in stages across the year groups. In Year 3, children learn about the Stone Age, Iron Age and Ancient Egypt. In Year 4, children learn about the Greeks and the Romans. In Year 5 they study the Saxons, Scots and Vikings and in Year 6 the children are taught about the Victorians and the Mayan Civilisation.

## ART AND DESIGN TECHNOLOGY

We encourage children to develop their creative and imaginative talents through learning skills and techniques. We teach children to develop their skills through the use of a sketch book; honing their skills and refining their talents.

Using creativity and imagination, our children design and make products that solve real and

relevant problems within a variety of contexts. We teach our children how to take risks, become resourceful, innovative, enterprising and capable citizens. They develop a critical understanding of the impact of design technology on daily life and the wider world.

## MUSIC

Our children are encouraged to sing, compose and work creatively with sound. The school provides opportunities for children to take part in a wide range of musical activities and performances.

The school also uses a programme of study to teach music through song, encouraging children to learn how to begin to play a variety of musical instruments.

## FRENCH

French is taught to all classes. We encourage children to learn through the use of games, listening and spoken interaction, songs and activities. We believe that learning a language enriches the curriculum and prepares our children for the next stage in their schooling.

## RELIGIOUS EDUCATION

The school has adopted the Buckinghamshire Local Education Authority's syllabus which has three aims: - to understand the nature, role and influence of religion in the world - to pursue personal quest for meaning, purpose and value - to formulate reasoned opinion/argument. As part and curiosity of our school week, we hold assemblies as an act of collective worship. Parents have the right to withdraw their children from RE lessons and should talk to the Headteacher if this is their intention.



## PSHE AND CITIZENSHIP

Personal, Social and Health Education and Citizenship help to give the pupils the knowledge, skills and understanding they need to lead confident, healthy and independent lives. We teach our children to become responsible citizens.

Our pupils are encouraged to take part in a range of activities and experiences across the curriculum and beyond, contributing to the life of the school and the community.

Through a carefully planned programme, based on the Government's Social and Emotional Aspects of Learning (SEAL) programme, we want our children to leave Carrington being able to uphold our school values.

We have a School Council which meets regularly; recognising that pupil voice is of great importance. The Council is made up of elected members from across the school. It represents the pupils and puts forward their ideas. Similarly, we have a Chicken Committee who is responsible for the upkeep of our school chickens.

We feel it is important to recognise children who act as model citizens, and have a termly award given out to children we feel have demonstrated our school values well.



## PHYSICAL EDUCATION

At Carrington, we believe high-quality physical education curriculum inspires all pupils to succeed and excel in competitive sport and other physically demanding activities. Our curriculum provides opportunities for children to become physically confident in a way which supports their health and fitness. We provide opportunities to compete in sport and other activities, which we feel build character and help to embed values such as fairness and respect.

We aim for our children to become pupils who

- develop competence to excel in a broad range of physical activities
- are physically active for sustained periods of time
- engage in competitive sports and activities
- lead healthy, active lives

All pupils in Year 4 and Year 6 have the opportunity to take part in a residential trip to an Activity Centre. There, they can take part in a range of outdoor and adventurous pursuits.

**I am so excited about our trip to Woodrow! We're going to learn so many new skills.**

*Tyler – Year 4*

### **Extra-Curricular Activities**

Children are encouraged to participate in extra-curricular activities both in school and with local clubs. School clubs on offer during the year usually include a mixture of indoor and outdoor activities. These include both sport and non-sporting activities, such as netball, football, hockey, rounders, table tennis, crafts, Lego and board games.





## Inclusion and Equality

### ***Equal Opportunities***

Alongside the breadth of subjects in the curriculum, the school is mindful of the diverse society in which it exists, recognising and respecting the contribution of all members of our community. The school also demonstrates equality of opportunity in all aspects and is aware of sensitive issues. It has adopted the Buckinghamshire Equal Opportunities and Multicultural/Diversity Policies.

### ***Disability***

Carrington is keen to cater for disabled children and adults and is following the guidelines under the Disability Discrimination Act in which disabled pupils are not treated less favourably. Ramps have been provided to give access to the ground floor buildings. Further details are available from the school office.

### ***Special Educational Needs***

Provision for disabled children and those experiencing learning difficulties is offered within the class structure itself. This provision is overseen by the Special Educational Needs Coordinator. Children may be supported by the introduction of a member of the Specialist Teaching Service, who visits the school on a regular basis. Close liaison between the school and home is essential at all times. A separate document, detailing Special Educational Needs provision, is available upon request. Children showing particular aptitude in any direction are identified and encouraged. The curriculum provides sufficient differentiation to extend the more able children as well as providing reinforcement for the less able children

### ***The ARP***

The Additional Resourced Provision (ARP) is intended to provide for eight children, each holding a Statement of Educational Needs defining their social communication difficulties. The ARP serves a large area, covering Wycombe and South Buckinghamshire; hence some children arrive by private taxi. A specialist teacher heads the ARP, supported by full-time specialist teaching assistants. A speech therapist works part-time within the ARP. Although the children have their own programmes of work associated with the National Curriculum delivered in their own classroom, there are some instances when they are able to integrate with the mainstream school children. In some subjects they are able to join in class activities for social integration, such as PE. On all occasions they are accompanied by a teaching assistant from the ARP. There are other occasions when our more able conversationalists are invited to join in ARP activities, thereby not only providing a good role model, but individually benefiting from the expertise and extension work received in small group activities. The ARP has been issued with a separate budget and therefore its financial operations are not dependent upon the Junior School budget.

### ***Pupil Premium Funding***

The Pupil Premium is funding provided to schools which is additional to main school funding to provide additional support for learning. This additional funding was introduced by the last coalition government because there is clear evidence that children from less well-off families often do not do as well at school as other children. It means that the school receives extra money to spend to provide eligible children with additional help and support for learning, with funding school trips, and other things which help with learning. This means we can strive to provide the very best for ALL our children whatever their circumstances.



All parents are being asked to provide details of potential eligibility as part of the registration process (see form included in the registration process) so that the school can maximise the money it receives from the government to provide the very best for all our children. Your details will be held in the strictest confidence and according to the schools data protection policy.

Eligibility criteria are based on the same criteria as those for Free School Meals (FSM) but parents do not have to take up the option of free school meals if they would rather not do so. Additional funding is available for any child who has met the criteria for FSM over the last 6 years, service children and also children in care.

The school website provides information on how the money has been spent for the benefit of Carrington children. Currently the school receives approximately £60K in Pupil Premium and schools are held accountable for spending the money for the educational benefit of the children.

### ***Safeguarding***

At this school, the health, safety and well-being of every child are our paramount concern. We listen to our pupils and take seriously what they tell us. Our aim is for children to enjoy their time as pupils in this school. We want to work in partnership with you to help your child achieve their full potential and make a positive contribution. To promote a safe environment for pupils, our selection and recruitment policy includes all checks on staff and regular volunteers' suitability, including Disclosure & Barring Service checks, as recommended by Buckinghamshire County Council in accordance with current legislation.

In accordance with our responsibilities under section 175/157 of the Education Act 2002, we have a Designated Person for Child Protection who is a member of the senior management team, and has received appropriate training for this role. It is their responsibility to ensure that all staff in contact with children receive child protection awareness training on a regular basis. There are occasions that our concern about a child may mean that we have to consult other agencies. Whilst we would always aim to work in partnership with parents there may be exceptions to this when concerns are raised for the protection of a child. On very rare occasions Social Care, whilst undertaking an investigation under s47 of the Children Act 1989, may want to speak to a child without parents' knowledge. This would be a decision made in collaboration with partner agencies and would only be done in situations where a child might be at immediate risk. To gain consent at this point may increase the level of risk to the child or cause evidence of a crime to be lost.

The procedures, which we follow, have been laid down by the Local Safeguarding Children's Board, and the school has adopted a Child Protection Policy in line with this for the safety of all. If you want to know more about our procedures, please speak to the Headteacher, or your child's class teacher. The Policy can be found on the school website.

**“Pupils are well cared for and the arrangements to keep them safe are good”**

**“The school promotes pupils' social, moral, spiritual and cultural development well.”**

*Ofsted 2014*



## Other Information

### ***School Uniform***

We believe that what a child wears to school reflects his/her learning. We want our children to be proud of their school and we feel that by wearing the school's smart but simple uniform, our children portray the school's ethos and shared positive values.

#### *We wear:*

Grey school trousers/ grey, knee-length skirt or pinafore dress

School blue polo shirt/ white shirt/blouse

Carrington school tie

Royal blue school sweatshirt/school cardigan

Summer Uniform: blue and white dress / summer blouse and skirt Plain grey, white or black socks

Carrington polar fleece (optional)

All pupils should wear sensible, flat black shoes and for health reasons, trainers are not allowed, except for games. In the summer, if sandals are worn, children's toes and heels should be adequately protected.

#### *For PE:*

A shoe bag is required to store the PE kit

Royal blue school shorts

Royal blue school t-shirt

Plimsolls for indoor PE

Sensible trainers for outdoor PE

Football boots and shin pads for winter field sports

A warm jogging suit and long royal blue socks for outdoor games.

**All school uniform is available from PMG Schoolwear in High Wycombe or online at Marks & Spencer.**



## Healthy Eating

As we are an accredited “Healthy School”, we are committed to promoting and monitoring healthy food at break and lunch times. We make sure that children are taught about the importance of healthy eating and provide regular opportunities to cook in our School Kitchen.

As a mid-morning snack, you may wish to provide your child with a healthy snack such as fruit and vegetables.

## Learning Mentor

At Carrington, we provide the services of a Learning Mentor who works with pupils who have barriers to learning and families who need additional support. A child can receive a specific programme of support, dependant on their needs.

As part of our citizenship curriculum, some children are offered the opportunity to join “Rota-Kids”. It is a club sponsored by a local Rotary Club and is chartered through RIBI.



## Medical Matters

Parents are asked to collect a child who becomes ill at school. No child is ever sent home unaccompanied. The school needs to be kept informed of any change in parents’ home and work telephone numbers in case of emergencies. On most occasions, children under prescribed medication should not attend school. However, there are occasions when written permission from parents may be given for prescription medication to be administered under supervision at school. Following BCC guidelines, non-prescribed medication, including cough sweets, may not be administered or brought to school. Appropriate forms are available in the school office. All medication should be clearly labelled. Inhalers

should be kept on the child’s person at all times and not be used by other children. Asthma sufferers and children with severe allergies should keep a spare inhaler/Epipen or Jext Pen in the school office. Under normal circumstances, if children are suffering from a medical condition which prevents them from attending school, they will not be given homework and should not attend evening functions.

## Charges

In order to enrich the curriculum for our pupils, we occasionally make outside visits or invite visitors into school to support the work of the year group. No additional funding is available from the school’s budget. We therefore invite voluntary contributions from parents to support any activity organised by the school. Where activities take place during school time parents may be invited to make voluntary contributions towards the cost of the activity. Applications for full or partial remission of charges will be considered sympathetically by the Headteacher as no child would be excluded from an activity connected to the syllabus if the parents were unable to contribute. Should the voluntary contributions not be sufficient however, the school would have the right to withdraw the activity. Parents are invited to make a termly donation to School Fund. Parents will be required to meet the cost of breakages and damages where this is a result of their child’s misbehaviour.

## Security and Safety

The welfare of pupils and staff is a priority and so the school follows the Buckinghamshire procedures for safeguarding children. Over the past few years we have addressed the issue of security in a pro-active manner. We have had a number of video cameras installed around the site and inside school which record 24 hours per day. We have a remote switched front door with a speech panel. Visitors sign in as they enter school and are asked to wear a visitor badge. Staff are always vigilant. Children are not allowed to wait at the gate for parents. They should be collected, but





if there is a delay in collection, children are instructed to wait in the reception foyer. At this school, the health, safety and well-being of every child is our paramount concern. We listen to our pupils and take seriously what they tell us. We want to work in partnership to help all children achieve their full potential and make a positive contribution. On rare occasions our concern about a child may mean that we have to consult other agencies even before we contact you. The procedures, which we follow, have been laid down by the Buckinghamshire Area Child Protection Committee, and the school has adopted a Child Protection Policy in line with this for the safety of all. If you want to know more about our procedures or the policy, please speak to the Headteacher or your child's class teacher.

### **Road Safety**

It is regretted that there is insufficient space to allow parents to park in the school car park. Drivers are asked to use the old Budgens car park or Church car park when dropping off and collecting children. To keep the children safe, on no account should drivers use the school entrances for turning. Zigzag lines must be kept clear at all times.

The Travel Plan Committee and the Governing Body of the Junior School support the County Council's "Safer Routes to School" initiative, which aims to encourage children and parents to walk to and from school, either the whole journey where appropriate, or from local car parks. Parents take responsibility in allowing children to cycle to school. All cyclists should wear a cycle helmet. Bicycles may be parked in the cycle rack next to the school entrance, but they are left at the owner's responsibility.

Some children are asked to become Junior Road Safety Officers to assist in the promotion of road safety.

### **Insurance**

Parents are reminded that the school is not responsible for the replacement of any personal

property, whether lost, stolen or damaged on school premises. Parents are advised to make claims for the replacement of property to their own home insurance company. Insurance for school trips is available from the LA.

### **Homework**

Children are set homework on a regular basis. This varies in content and length depending upon the age of the children and the specific requirements of a particular class. All children are provided with homework on a Thursday and are given until Tuesday to complete. Parents are asked to supervise and show an interest in the homework. All children are provided with homework books in which to complete their work.

### **Freedom of Information**

One of the aims of the Freedom of Information Act 2000 is that public authorities such as schools should be clear and pro-active about the information they will make public. To do this we have produced a publication scheme which sets out classes of information, the manner in which it is published and the appropriate costs. This publication scheme can be found on the school website. However, the Data Protection Act ensures that children's details are kept confidential.

### **Willow Tree Nursery**

Willow Tree Nursery is a private facility offering day care for infants of three months upwards. It is situated adjacent to the Junior School. The Nursery pays a substantial hiring charge to the school, which extends the school budget considerably.

### **Before and After School Clubs**

Before and After School Clubs are offered daily by Our Time Children's Services Ltd. The clubs offer out of school childcare for children from 4 to 11 years old and operate on the adjacent Infant School site from 8.00 am to 8.50 am and 3.15 pm to 6.00 pm. Please call 01628 530697 or email [office@ourtimecs.co.uk](mailto:office@ourtimecs.co.uk) for details.



## **Absence**

Should a child be absent from school, then parents are requested to telephone on each day of absence, before 9.00 am, giving the reason for the absence. If your child does not turn up to school and we have not received a phone call explaining why they are not in attendance, a call will be made by our Attendance Officer to your home to ascertain reasons for absence.

A note of explanation is required when a child returns to school. Schools are now required to report the total number of sessions for which a pupil has been absent without authority. This includes non-educational absences such as shopping trips and house/child minding as well as truancy. Such data has to be presented to the Governors for their annual report.

We do not authorise holiday absence unless there are exceptional circumstances.

The Governing Body would encourage all pupils to have a full attendance at school and would discourage an absence other than through illness. To avoid parents booking holidays during term time, a list of term dates is provided at the beginning of each year and is on the website. Children taking holiday leave during term time will not be set additional homework. Patterns of absence are monitored by the school and children whose attendance is low will be referred to the Educational Welfare Officer.

## **Bullying**

The school regards allegations of bullying seriously. Incidents which give cause for concern should be reported to a member of staff immediately. Details of the complete Anti-Bullying Policy are available in school. The PSHE curriculum targets the prevention of all forms of bullying and promotes good behaviour and discipline in accordance with the principles of the Behaviour Policy.

## **Behaviour**

Children are positively encouraged to conduct themselves in a responsible and responsive manner. Good behaviour is a necessary condition for effective teaching and learning to take place. We like to work in partnership with parents to give the children firm and effective guidance. We work from a positive stance in which praise, encouragement and achievement are publicly recognised in assembly, by the presentation of certificates and through the House Point system.

Golden Time is operated at the end of each week, when children choose an activity for a maximum of 30 minutes.

The school behaviour system is called 'The Good to Be Green' system. Children are praised and rewarded for staying on a green card. We demonstrate what we value by: a quiet word of encouragement or written comment on the child's work, a word of praise in front of the class/assembly, commendation to the Head or other visitors, house points commendation, certificates, greater responsibility, full Golden Time.

Regrettably, there are times when children persistently misbehave. Such behaviour may be dealt with in one of the following ways:

Verbal reprimands and reminders of appropriate behaviour;

Partial loss of Golden Time, on a cumulative scale in line with our 'Good to be Green' system;

Separating pupils within class;

Removing privileges - deprivation of free time during play or the lunch hour;

Referral to senior staff.

The involvement of parents will be necessary when behaviour gives cause for concern – red cards.

Please see our Behaviour Policy for more information.



## Essential Information

### **CONTACTS**

Carrington Junior School  
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E-mail: [office@carrington.bucks.sch.uk](mailto:office@carrington.bucks.sch.uk) Website: [www.carringtonjuniorschool.ik.org](http://www.carringtonjuniorschool.ik.org)

### **LA Address**

Buckinghamshire County Council  
County Hall,  
Walton Street,  
Aylesbury,  
Buckinghamshire HP20 1UA

### **Headteacher**

Mrs A Majcher

### **Chair of Governors**

Mrs A Sheddick

### **OTHER INFORMATION**

Type of school: Junior School  
Category: Community  
Age range of pupils: 7–11  
Gender of pupils: Mixed  
Number of pupils on the school roll: 242



## Highlights

***Activities and events change from year to year; this information is designed to give you a flavour of what goes on in our school.***

### TRIPS

- ROALD DAHL MUSEUM
- LOOK OUT CENTRE
- ANCIENT EGYPTIAN EXPERIENCE
- ANCIENT GREEK EXPERIENCE
- URENCO SCIENCE
- WOODROW
- THE LIVING RAINFOREST
- ANGLO SAXON EXPERIENCE
- BLISTS HILL
- PGL – BOREATTON PARK
- RAF COSFORD
- WESTHORPE LAKE
- WEMBLEY ARENA

### CHARITY EVENTS

- CHILDREN IN NEED
- REMEMBRANCE DAY POPPY APPEAL
- COMIC RELIEF
- ZAMBIAN PROJECT
- ROSIE'S RAINBOW FUND
- VOICE IN A MILLION

### EVENTS

- BOOK FAIR AND BOOK DAY
- SCIENCE DAY
- THEME WEEK
- SCHOOL ART GALLERY
- GOOD WORK EXHIBITION
- ANTI BULLYING WEEK
- CHRISTMAS CRAFT WEEK
- ART COMPETITION

