



Newlaithes Junior School

Parents' Handbook 2024-2025



"Inspirational Learning, Aspirational Children."



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Foreword by the Chair of Governors

Dear Parents,

On behalf of the Governing Body of the school I would like to proudly welcome you to **Newlaithes Junior School** and introduce our new parent handbook to you. Our school has built up a strong reputation for high standards and excellence. The school itself opened in 1963 as a purpose built eight class school for 240 children. Since then developments have included a purpose built computer suite, small group teaching areas throughout and interactive touch-screens in every class. Our head teacher Mr Richard Clark, staff and governors will continue to develop delightful and purposeful learning experiences for your child to enjoy.

We supply your child with the highest quality education, which will include lots of hard work and lots of fun. In our last inspection, the school was identified as having many strengths including our: **teaching and leadership**; use of **computers**; **partnership with parents** and the community; our **care of children**; our effectiveness in developing **children's attitudes to work and attitudes towards others**; and finally the **excellent standards of behaviour** in school.

We offer the very best education for your child and you can be assured of outstanding development and learning as your child progresses through our school. The Governing Body is very enthusiastic for the future. We are working together with the head teacher, staff and parents to continue the successful development of our school. We are all dedicated to ensuring your child has the very best education.

We warmly welcome you and your family into Newlaithes Junior School and trust you will always feel welcome.

G Corbishley

G Corbishley

Chair of Governors

Head teacher's Welcome

Welcome to Newlaithes Junior School and our 2024-25 parents' handbook. I am very proud to be able to share with you the wonderful opportunities at Newlaithes Junior School.

Newlaithes Junior School is a vibrant school where children are enthusiastic and motivated to achieve endless possibilities. The children are at the heart of every decision we make to ensure that they are happy, confident and that the opportunities provided for them are relevant to their needs, both now and in the future.

Through our engaging curriculum, we ensure that children can foster a passion for learning and curiosity that will help to develop high aspirations and a lifetime of memories. We believe in ensuring that children receive a well-rounded curriculum; where individual talents can be spotted and nurtured to ensure that all children experience success and reach their full potential.

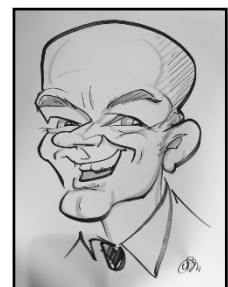
The school has a dedicated team that work hard to reach high standards in everything we do, and this is further embedded through our successful relationships with parents, the local community and other schools. We firmly believe that education is a partnership between home and school, and regard you as an active partner in your child's education and value your interest and support.

I hope that this prospectus will give you as much information as possible about our school, the staff and the many activities that our children enjoy through our curriculum and our extra-curricular activities that you need, but it can never replace the first-hand experience of coming to visit us. If you have suggestions to make about its content and design or would like to see us at work please contact me.



Mr R Clark

Head teacher



Our School

Newlaithes Junior School, Langrigg Road, Carlisle, CA2 6DX

Tel: 01228 – 512 768,

Email: admin@newlaithes.com

Website: www.newlaithes.com

Our teaching and non-teaching staff

Head Teacher	Mr Richard Clark	Assessment, Teaching & Learning Safeguarding DSL
Class 1 teacher Y3	Mrs Alex Foster	RE, DT
Class 2 teacher Y3	Mr T King	PE & Sport
Class 3 teacher Y4	Mr Simon Townsend	Geography, History
Class 4 teacher Y4	Miss Roxanna MacArtney	SENDCo, PSHE, Senior Leadership Team
Class 5 teacher Y5	Mr Jose Sanchez	Numeracy
Class 6 teacher Y5	Mrs Lisa Bird (TLR)	Science, Student tutor
Class 7 teacher Y6	Miss Olivia Prosser	
Class 8 teacher Y6	Miss Karen Lowther	Deputy Head, Literacy, CPD, SLT
	Mrs Rachael Taylor	Computing
	Mrs Anne Knott	MFL (French)
	Mr Ian Simkins	Music
Higher Level Teaching Assistant	Miss Helen Downie	TA Team Leader, Phonics
Senior Teaching Assistant	Miss Laura Elson	
Senior Teaching Assistant	Miss Briony Winter	
Senior Teaching Assistant	Mrs Sarah Grieve	
Senior Teaching Assistant	Miss Lauren Johns	
Senior Teaching Assistant	Mrs Jenny Taylor	
Teaching Assistant	Miss Nadia Ali	
Special Attachment TA's	Miss Jessica Ingleton	
School Business Manager	Mrs Nicky Harris	
Senior Administration Officer	Mrs Aileen Rankin	
Mid-day Supervisor	Ms Elaine Porter	
Mid-day Supervisor	Mrs Nichola McTaggart	
Mid-day Supervisor	Mrs Donna Brown	
Mid-day Supervisor	Mrs Ellen Scott	
Mid-day Supervisor	Ms Kasia Lovett	
School Caretaker	Ian Davidson	
Cleaning Staff	Mrs Mandy Birrell, Mrs Susan Temple,	

Our Governors

Miss Corbishley (Chair), Mr Clark (Head teacher),

Miss Lowther, Mr Dalton, Mrs Henderson, Mr Martinez, Miss Boyd, Mrs Hall,

Mrs Rankin (clerk).

Newlaithes Junior School is open for boys and girls aged 7 – 11 years. We are a very popular school and will be full this year with 240 children attending our school; making us one of the largest junior schools in the county.

As you walk through our main entrance you will experience the high levels of security we have around our building. We make no apologies for this as we want you to know how safe your children are. There are key pads, magnetic locks, one-way push bar doors and set routines for locking side doors during the school day. To add to this security, HD CCTV cameras watch over our school building and grounds night and day – our school environment is **safe** and **secure**.

Once through the front door, our school administrator's office is on your left, the head teacher's office is at the end of the corridor on the left and our classrooms are to the right. In our reception area there are comfy seats, information about our school and leaflets for parents.

Parents are always welcome and we will collect your views of the school on a regular basis through questionnaires and surveys. There are nine classrooms, three further learning rooms for small groups, a computer suite, hall, library and a huge sports field. However, the best way to understand our school layout is to come into school, where I or another member of staff will be delighted to show you around. You will soon discover how proud we are of our hardworking, friendly, successful school and the achievements of our pupils.

Children will work in a variety of ways within each class and will also work at times out of the class, in small groups and individually as the need arises. Children with special needs will have a special plan (Individual Education Plan) designed to their needs. Where needed, specialist teachers will come into school to support individual children. Parents of children with special needs will be given additional information regarding their child's progress. Children identified with above average ability will also have individual programmes written for them to support their advanced learning needs. Such abilities are identified throughout the curriculum for example, sporting and artistic talents are given equal importance as mathematical or linguistic flare. Simply, we will always aim to meet the needs of your child.



Starting Junior School

Starting a new school is exciting, but it may be a daunting prospect for your child. There will be numerous visits and meetings during Y2 for you and your child to see our school, talk to our staff and find out how friendly and happy we are. If your child is joining our school at a different time e.g. having just moved into the area, please contact school and ask to have a look around – where possible, I will always try to be there to give you a guided tour myself, but if I am unavailable another member of staff will be delighted to show you around.



It is a great help if your child can:

- Dress and undress themselves for PE.
- Use a knife, fork and spoon correctly.
- Toilet alone and wash their hands afterwards.
- Bring all school property e.g. reading books back on time.
- Remember to complete their homework on time.

What can parents do to help?

- PLEASE mark all your child's belongings with their name.
- Help your child with homework, which is set on a regular basis.
- Read stories together every night and discuss what has been read.
- Talk to and answer questions for your child whenever and wherever you can.
- If you don't know something, contact school and talk things through with your class teacher – the way we were taught at school may be very different now, particularly in maths.
- ...and please inform school if you change your contact details e.g. mobile phone numbers.

There is a lost property box in the community entrance hall outside the computer suite.



GENERAL INFORMATION

ADMISSIONS

We aim to limit class sizes to 30 pupils unless there are special circumstances and therefore can almost always guarantee a place for all children moving from Newlaithes Infant School.

However, as we are one of the more sought after schools in north Cumbria, there can be issues concerning the allocation of places. Places are allocated by the Local Authority (not the head teacher) in accordance with the General Admissions Policy and updated annually. Currently your child will be allocated a place unless there are

too many children applying for too few places. See the General Admissions policy for further information in the appendix.

ABSENCE

We enjoy strong attendance rates but all children become unwell from time to time. Please let us know why your child is absent from school on the day of absence. You must telephone school to inform us – if we do not receive a phone call by the start of the school day a member of staff will contact you to check why your child is absent. You must also send a note when your child returns. Failure to do this will result in your child's absence being recorded as UNAUTHORISED.

Holidays are not to be taken in term time and fines may be issued to parents who choose to do so. If your child requires time away from school during term time a form must be obtained from the school office to ask permission. This will only be granted if there are exceptional circumstances.

MORNING REGISTRATION

The playground gate is opened at 8.45am. Doors open at 8.50am and registers are called from 8.50-9.00am. If your child arrives after that time and does not have a reasonable explanation for lateness (i.e. doctor/dental appointment etc.) your child will be marked as late for that session. This will be shown on their attendance report.

MEDICAL APPOINTMENTS

If your child needs to be taken out of school for a dental or medical appointment, you must arrange to collect him/her from school by yourself or another adult. We are not allowed to send children out of school unsupervised.

MEDICATION

Should your child need tablets or medicine during the school day, please arrange to call and administer these yourself as the staff do not usually administer drugs.



MONEY

We run a cashless school office. The vast majority of transactions are now digital. Please do not allow your child to bring money to school unless for a specific purpose. All money sent into school should be sealed in an envelope and clearly labelled.

CARS

- Please use Langrigg Road – **do not** use the car park of the medical surgery.
- Children should be encouraged to walk or you could share transport as there is only a limited amount of parking space available around the school.
- Parents should not use the side roads off Langrigg Road (or the opposite side of the playing fields) to wait for children after school.
- PLEASE BE CONSIDERATE OF OUR LOCAL RESIDENTS. Thank you
- Children will be allowed to cycle to school either with a parent/guardian or on their own when they have completed Cyclewise training which the school offers for free in Y6. Helmets a MUST!

PASTORAL CARE

Your class teacher undertakes the general pastoral care of your child. During morning break, a member of staff will supervise your child. At lunchtimes your child will be in the care of our mid-day supervisors. The designated members of staff for First Aid are available in case of sickness or injury. If it is thought necessary you will be contacted if your child is sick or injured, or in an emergency, taken to hospital. At the end of the school day we will allow your child to walk home, as long as you have provided written confirmation. The majority of parents collect their children in Y3 & Y4. In the event of any worry or upset, the child's class teacher should be contacted in the first instance – please pop in at the end of the day or contact the school office to arrange an appointment with your teacher.

HOMEWORK

Regular homework and occasional topic related tasks are set for each pupil. The partnership between home and school emphasises the enjoyment of learning.

Here are our general expectations:

- YEAR 3** Reading with a parent for 10-15 minutes every day.
- Weekly spellings and tables.
- Maths, English & Topic homework develops over the year.
- YEAR 4** Reading with a parent for 10-15 minutes every day.
- Weekly spellings and tables.
- Maths, English & Topic homework develops over the year.
- Topic based projects.
- YEAR 5** Independent reading, checked every day by parents & children's understanding discussed with parents.
- Weekly spellings and tables.
- 1 English Homework per week (20-30 minutes)
- 1 Maths Homework per week (20-30 minutes)
- Topic based projects
- YEAR 6** Independent reading, checked every day by parents & children's understanding discussed with parents.
- Weekly spelling practice.
- 1 English Homework per week (25-30 minutes)
- 1 Maths Homework per week (25-30 minutes)
- Topic based projects.

COMPLAINTS PROCEDURE

There may be occasions when parents wish to complain about matters relating to the curriculum or school in general. We are keen to know about and resolve concerns as swiftly as we can. In the first instance these should be referred to the class teacher who may then pass it on to the Head teacher. The ultimate responsibility for unresolved complaints lies with the Governing body or the Local Authority.

SCHOOL LUNCH

All children are encouraged to have one of the excellent **hot meals** provided daily by the school. All meals are **nutritionally balanced** to very high standards and there is a high uptake by most children.

Free Meals: Children are entitled to free meals if their parents are in receipt of Income Support. Further details and an application form are available from the school office. We are happy to help you complete any forms.

Packed lunches may also be brought in. Children may bring raw fruit or vegetables only for morning playtime snack.

SCHOOL HEALTH

Medical Information: If a pupil has a serious or recurring medical problem, it is advisable for parents to inform the school so that a note can be made in their child's records and appropriate actions and/or precautions can be established. If you are unsure whether the school is fully aware of your child's needs, please contact school to check.



Our archery range.

SCHOOL UNIFORM

All pupils wear school uniform. It is the school's experience that neat standards of dress and personal appearance are associated with high standards of behaviour and good manners. We believe that the wearing of school uniform helps pupils to take a pride in themselves and in their school: It gives a sense of belonging. A full list of the school uniform can be found in Appendix 1 at the back of this document.

Jewellery is not allowed. Small sleepers and studs are permitted for children with pierced ears but they **must** be removed for PE (NB Staff will not take studs out or put them back in after PE). We ask for parents' support in discouraging children from wearing all rings, bracelets and necklaces. Thank you.

PARENT FUNDRAISERS

The school fundraisers are a group of parents (with a couple of staff members to support them) who work very hard to raise money for the school.

They aim to raise money to benefit all our children organising disco's, raffles, lucky number draws, no school uniform days, fairs and many more activities.



PTFA: Halloween Disco!

WE NEED YOU! Please would you volunteer your help as a fundraiser by letting your class teacher or the school office know that you would be willing to help. It's great fun too. Thank you.

BEHAVIOUR

Rules

1. Be kind and Respectful
2. Listen to others
3. Work hard
4. Be honest
5. Help others
6. Look after property

Our school is a **happy** working community where you and your child will feel **safe** and **secure**. We will expect good self-discipline and an understanding of our **rules**. We aim to keep the number of school rules to a minimum.



We recognise that praise and reward are effective in generating good behaviour. We **reward** children's work and behaviour in the following ways: stickers and certificates for effort; verbal praise; showing work to the class and others (including me); giving children responsibility; writing comments on or stamping

good work; displaying work; use of extra playtime at the end of each week and house points.

Bullying is extremely rare, but if it is identified it will be dealt with immediately. We will not tolerate any bullying of any kind. If you suspect your child is being bullied please contact school immediately, where we shall investigate and take any action quickly and effectively. Please remember: we want your child to enjoy school every day.

TERM DATES – please see our **school website** for term dates.



Y5: Christmas Performance

OUR CURRICULUM

We want our children to achieve, feel good about themselves and love their learning. To help us to do this we have an organised curriculum (programme of activities) based upon the National Curriculum. Our school will provide many different opportunities and experiences to enable your child to succeed and enjoy learning. Your child will be given first hand activities, learning by doing; working independently and in groups.

We are a **friendly, caring** school that will **celebrate** all your child's achievements. As well as **academic success**, we shall promote **respect** of others and **confidence** in your child's own **belief** that he or she can learn anything; with time and effort of course!

ENGLISH

English is seen as the most important subject within the school curriculum. The areas within this subject can be grouped as reading, writing, spelling and speaking & listening.

Reading

Our school uses a range of reading books, carefully graded to match your child's ability. We use the accredited Little Wandle phonics scheme to support children in their early reading development. We want your child to read for pleasure and understanding as well as



developing reading skills. All children are expected to read every night. At school we will provide opportunities for children to read a wide variety of texts, check that progress is being made and use our expertise to help those who find learning to read difficult. Other adults will work in each class to allow extra time to support individuals' reading and reflecting on the book's content. Authors and Drama groups are regularly invited into school to extend pupil's experiences of the spoken and written word in performance.

Our children are also taken to theatres, cinemas and other events to provide experience of the arts.

Writing

Writing is one of the most demanding tasks we ask children to do. As such, we always aim to give all writing tasks a purpose and where appropriate a real audience. Your child will learn all the necessary writing skills as he or she progresses through school. We will help to develop a confident and adventurous approach when writing. Your child will also have the opportunity to use computers to develop skills.

Spelling

Spelling will be taught using a variety of techniques and resources. They are practised in different ways and strategies are given to help your child learn common spellings. Spelling homework is given to all children who will be expected to learn certain spelling rules and words.



Speaking & Listening

Children are given the opportunity to talk and to be listened to so that they gain confidence in their ability to describe events, frame questions and express an opinion. Dramatic activities and class assemblies encourage children to address a wider audience.

ALWAYS TALK TO YOUR CHILDREN ABOUT THEIR DAY AT SCHOOL - YOU MIGHT BE AMAZED AT WHAT THEY HAVE BEEN LEARNING!

MATHEMATICS

Our teachers use a range of the best schemes and our own high quality materials to teach your child maths. Your child will follow White Rose Maths which involves mental arithmetic, whole class teaching and group work on most days. We will concentrate upon number skills with your child plus shape, space, measuring, data handling and



algebra. Maths is no longer a "pencil and paper" subject - wherever possible your child will be investigating, discussing, recording, estimating, calculating and presenting findings.

By the end of Junior School all children should be able to answer simple calculations in their head quickly and

accurately. They should be confident in their calculations of more complex problems on paper. We will provide them with the instructions and regular practice to do this, including memorising multiplication tables and other number facts. Children who find this difficult will be given access to extra support and practice. Children will be encouraged to understand and use correct vocabulary. There is an emphasis on problem solving and applying their knowledge in everyday situations.

SCIENCE



Exciting and informative, science is a practical subject at our school. Your child will follow a structured programme of investigations and experiments throughout. Learning is organised in themes which last for between half and one term. Your child will be

expected to plan, record and discuss findings, sometimes presenting these findings to the class using computers or producing work for display.

DESIGN & TECHNOLOGY

Much of the work done in design and technology will be linked to other areas of study. This helps to build an understanding of a number of areas at once. Your child will have the opportunity to experiment with a variety of tools and materials, use construction sets and solve a variety of problems.



COMPUTING

Our school is very well resourced, having computers in each class and a computer suite. We use a number of high quality programmes so your child can build expertise, knowledge and skills. At present your child will be taught how to use digital cameras, take digital video clips, programme models and robots, access the Internet (this access being monitored and restricted).



By Year 6, your child will be given tasks such as science investigations, and will be expected to select programmes, edit their work and show findings through multimedia presentations (a multimedia programme uses sound, moving pictures, video clips etc, to produce a

presentation that is usually projected onto a large screen using a computer projector (we have this technology in school for your child to use).

RELIGIOUS EDUCATION

Religious education in school is required by law: "To be non-denominational but based on Christian thought with some opportunity to study other religions."



Y4: Harvest Around the World – performance

Pupils will be helped to understand the nature of religious and ethical beliefs through the practices of believers. It will promote respect, understanding and tolerance for people of different faiths. The teaching will also prepare children for the opportunities, responsibilities and experiences of adult life.

In accordance with the 1944/1988 Education Acts, parents have the right to withdraw their children from religious instruction or collective worship if they make a written request to the school. Special arrangements will be made to cater for any such children depending on the resources available at the time.

ART



Your child will be given a wide range of experiences and expected to develop high quality skills. These will include drawing, painting, embroidery, collage, model making, clay work and weaving. Much of our artwork is linked to other subjects and includes developing an understanding of the work and lives of famous artists.

HISTORY & GEOGRAPHY

Developing an awareness of what is around us and why it has come to be this way is a fascinating part of your child's development. We develop these studies through field trips both near and far, and through investigations. Where possible our studies concentrate upon your child's experiences and build upon these. Within History we aim to build a timeline of understanding stretching from ancient history through to recent historical events.



History: field visit to Vindolanda Roman fort on Hadrian's Wall

PHYSICAL EDUCATION (SPORT)



All pupils have one period of PE/dance & one period of games each week. Children are taught the basic skills in: football, athletics, netball, rugby, cross country, hockey, gymnastics, rounder's, cricket, swimming, basketball, volleyball

and tennis. All pupils in years 3 and 4 have one swimming lesson per week for approximately 5 weeks each year. We also provide opportunities for outdoor education (residential and day trips) and for your child to work with visiting experts.





As well as providing for breadth of experience, the school has a strong and continuing tradition for competing in a variety of sports at local, regional and national level in pursuit of fun and excellence. Currently the school is County Champions at Football for boys and girls.

MUSIC

Your child will experience a range of musical activities including singing, playing musical instruments, listening to a variety of music and moving to music. He/she will be asked to compose, sometimes using a computer programme and will be expected to record and review such compositions.

Your child will learn a musical instrument for one year paid for by the school. Currently this is brass.

Visiting instrumental teachers make it possible for selected children to learn flute, saxophone, clarinet, violin, viola,



Christmas Carols for the old folks.

piano, keyboards and guitar. We will seek to provide opportunities for all children who declare an interest in this. Parents will be asked to contribute towards the cost of providing extra voluntary instrumental tuition. Singing is a regular feature within our school and your child will be given opportunities to perform, such as in our Christmas productions.

PERSONAL SOCIAL & HEALTH EDUCATION

The school teaches children to be aware of the risks affecting their health and well-being and ways to overcome them. This will include teaching about diet, exercise, road safety, assertiveness, dealing with difficult situations including bullying, sexual development and the misuse of drugs. These topics may also be taught as part of the programme of teaching in other subjects. Professional people experienced in these subjects and used to working with children are invited to participate when appropriate. Sessions encouraging debate are planned, called 'circle time'. This provides the opportunity to explore issues of personal, social and emotional development. It also allows the children to confront topical issues as diverse as bullying and sustainable economics.

SEX & RELATIONSHIPS

This is taught as part of our Science and Health topics "Ourselves" in year 3 and particularly as part of the 'Life Cycles' in Year 5. In year 6 provision is made to consider appropriate behaviour and relationships. Parents may read the policy document and view resources that guide teaching of this sensitive subject, on application to the school. They will be given advance warning about the beginning of the programme in year 5 and 6. Teaching in year 3 will be based on the children's own experience of growing from birth to age seven, also their experiences of brothers, sisters and other children being born.

Teaching will present the facts and issues concerning development of humans from conception to puberty, human reproduction, taking responsibility for themselves and caring for others feelings and wellbeing. The variety of human relationships will be included sympathetically in the teaching and the importance of marriage and stable partnerships emphasised. This will be taught to whole classes and opportunity will also be given for single sex groups to meet.

Parents have the right to decide that their children can be excused lessons in this subject. They should make these intentions clear to the Head teacher who will provide

alternative arrangements in consultation with them and within the resources available.

Modern Foreign Languages

All primary schools are expected to teach a modern foreign language to Key Stage 2 pupils. French is already well established at Newlaithes. The teaching has been discussed with local secondary schools. Pupils are taught simple words and phrases that will enable them to communicate orally in everyday situations. They are also introduced to the culture of France and its people.



EXTRA-CURRICULAR ACTIVITIES

Newlaithes is fortunate in having staff and volunteers (that hold coaching qualifications, are experienced or are employed by local organisations) who enable

us to support and encourage a wide variety of activities over and above the normal curriculum.



Produce from our Gardening Club

Lunchtime and after school clubs are not childcare and should not be used as such. The adults volunteer their time are not paid for running these clubs. The clubs usually last for half a term with some running for a whole term.

It is important to remember that membership of these activities brings responsibility as well as opportunity. Loyalty to the club demands regular attendance and high standards of behaviour.

EDUCATIONAL VISITS

Newlaithes Junior School provides a wide variety of educational visits and field trips. Our year 4 children are encouraged to participate in a residential experience at The Robin Wood Centre near Alston and our year 6 children, Barcaple.



As part of their activities children in all year groups are regularly taken out of school. They are well supervised and encouraged to regard such excursions as educational as well as enjoyable. Theatre visits also form part of the annual programme and the school avails itself of visiting “personalities” and travelling theatre groups.

For journeys outside school written consent from parents is normally requested. Such visits are planned to be an integral part of the programme and staff prepare activities within school both before and after the visits. Our experience suggests that the children obtain great benefit from these visits and this is reflected in the quality of their work.

SCHOOL CHARGING & REMISSIONS POLICY

Charges are not made for activities related to the curriculum, educational visits taking place during school hours, school equipment materials and facilities or transport costs during the school day. However, contributions will be requested to support certain activities, whether during or outside school hours. If an activity/visit cannot be funded without certain contributions then it might not take place. *(Parents can read a full copy of the Governors' Charging and Remissions Policy statement at school)*

Charges can be made for optional extra activities based on parental choice, loss or damage to school property, books, etc., materials for subjects such as Technology, when the products are taken home and board and lodging for residential visits.

SCHOOL DEVELOPMENT

Ofsted inspections

Our last inspection was in February 2020 where we were judged to be a **good** school overall, with outstanding behaviour, personal development and pupil welfare; and showed outstanding features in our teaching, learning, assessment and leadership.

School Development Plan

The school has a thorough strategic plan and vision for the future. The current plan was created with the help of parents, the community, children, staff and governors and will last until 2025. The main priority for the school is the further development of our outstanding curriculum. Further development of our premises, community involvement etc. are planned for over the three year period and will be monitored by our dedicated governing body.



Appendices & General Disclaimer

Appendix 1

SCHOOL UNIFORM

Parents will be notified in writing of any changes in the uniform list.

*All clothes should be **marked with your child's name**.



Newlaithes Junior School Uniform

Skirt/ trousers/shorts	mid-grey
Shirt or blouse	plain white with a stiffened collar
Pullover/Cardigan	*Plain red v-necked <u>with embroidered school badge</u> (NOT a sweatshirt) NB You can buy an embroidered school badge from the office
Tie	*Plain red (<i>available from the school office</i>)
Shoes	Sensible (flat heeled) all black shoes
Socks or tights	White, grey or black
PE/Games kit	Plain white long sleeved shirt Plain white T-shirt for indoor PE (worn under long sleeved shirt in winter) Plain red shorts or athletics skirt Training shoes or pumps (for outdoor and indoor use) Plain black Tracksuit (optional)
*Summer additions	Red gingham dress White polo shirt – no tie

*A school badge is available from the school office that can be sewn on to clothing and reused.

**All our children are smartly dressed for school.
Please help us to maintain this standard.**

**PROPOSED GENERAL ADMISSIONS POLICY 2024/2025 Community
and Voluntary Controlled Schools**

Where there are more applications than places available at a community or voluntary controlled school for entry to all year groups **except Year 12**, applications will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 – 7 which form part of the policy.

1. Children looked after, i.e. in public care, giving priority, if necessary, to the youngest child(ren); children who were previously looked after; and children who were previously looked after outside of England - see note 1.
2. Children living in the catchment area who have brothers or sisters in the school (or associated infant or junior school) at the time of admission - see notes 2, 3 and 4.
3. Children living outside the catchment area who, at the time of their admission, have brothers or sisters in the school (or associated infant or junior school) who were allocated a place at that school by the Local Authority either (a) in the absence of a place being available in the catchment area school due to oversubscription and the school was identified by the Local Authority as the next nearest with a place available or (b) the school is named in the sibling's Education, Health and Care Plan (EHCP) - see notes 2, 3 and 5.
4. Other children living in the catchment area giving priority to those living closest to the school, measured by a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the Local Authority - see notes 6 and 7.
5. Children living outside the catchment area who have brothers or sisters in the school (or associated infant or junior school) at the time of their admission - see notes 2, 3 and 4.
6. Children living outside the catchment area, giving priority to those who live closest to the school, measured by a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the Local Authority - see notes 6 and 7.

Applications will be prioritised on the above basis. An exception will be made under the Local Authority's policy for the education of children with special educational needs where a child holds an Education, Health and Care Plan (EHCP), that names the school.

Explanatory Notes

[These notes are part of the policy]

Note 1

A child looked after is a child in public care, who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children who were looked after, but have ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a Child Arrangements Order or Special Guardianship Order (Children Act 1989).

Advice issued by the Department for Education (DfE) in July 2021 states that a child previously looked after outside of England is one that was looked after, outside England, by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society.

For a previously looked after child to be considered under criteria 1, the parent or carer must provide appropriate written evidence to support the application. Without this evidence it **will not** be possible to consider the application under category 1 of the LA General Admissions Policy.

Note 2

In criteria 2, 3 and 5, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school (excluding a nursery class – see note 4) at the time of admission.

Note 3

Where reference is made to ‘associated’ infant and junior schools this is to describe those situations where infant and junior schools share the same catchment area.

Note 4

Brothers and sisters in the school at the time of admission does not include a brother or sister who will be attending a nursery class that is attached to the school.

Note 5

If a parent or carer believes that they qualify for consideration under criterion 3, they should indicate this on their preference form in the place provided for this purpose.

Note 6

Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information System [GIS]. This measures a straight-line measurement between the centre of the pupil’s home address and a common point on the school site as determined by the Local Authority.

Note 7

Random allocation will be used as a tie-break in categories 4 and 6 to decide who has the highest priority for admission if the distance between the children’s home address and the school is the same. This process will be independently verified.