



Hallam Fields  
Junior School



Dear Parent / Guardian,

Thank you for your interest in sending your child to Hallam Fields Junior School.

At Hallam Fields we have a very caring and supportive ethos, where both the staff and children are extremely proud of our school. Visitors regularly comment on the high standards we have, and how polite and well mannered the children are. Children take an active part in the running of the school, they know that their voice is important through; school council, eco council, suggestion boxes and playground buddies. All of our work has been rewarded through the many awards and standards we have achieved, and is shown in our latest Ofsted report.

We pride ourselves on a friendly welcome and are committed to working in partnership with parents. We believe that children learn best when home and school work together for their benefit.

We hope this brochure will give you an insight into the life of our school, and the information will be of value to you in understanding more of the aims and organisation of the school. If you have access to the internet please also look at the school website which includes class blogs, to see a range of the different activities which the children are involved in throughout the year. Lastly if you would like to see more please contact school to arrange a visit, we are always happy to show people around.

We look forward to welcoming you and your child to Hallam Fields in the near future.

Yours sincerely,

Mr David Brown  
HEADTEACHER





## OUR SCHOOL

Hallam Fields was built in 1960, and comprises of a main building over two levels with a hall and four classrooms, two further classroom blocks each with two classes in and an additional classroom. The school is controlled by Derbyshire County council for children between 7 and 11 years old. The standard number for entry into year 3 is 60 pupils. There are currently 240 pupils on roll.

We currently have eight classes in school, two in each year group. The children are taught in mixed ability classes. In addition to whole class work, pupils will work in small groups and individually so that there is a balance of teaching styles. Our newest classroom was built in 2011 which offers us an additional teaching space and is equipped for ICT use.

Our school has its own Eco group made up of children and staff who have been involved in many different projects. This has resulted in the school being awarded the 'Green Flag' award which is the top award, and we have also won many other awards for our garden and grounds. We are proud to have been re-accredited in 2011, 2014 and 2016 gaining our second, third and fourth 'Green Flag' respectively.

In 2003, our school also achieved the 'Health Promoting Schools' Award for the work we did on Personal, Social and Health Education. This was re-awarded in 2005 and we were given National Healthy School status in 2007 and re-awarded again in 2010. We have also achieved the International School Award at Foundation and Intermediate levels, and Gold Games mark for Sporting competitions and involvement.

Our most recent Ofsted inspection judged the school to be a 'Good' school. In the report Ofsted commented; 'Pupils develop their spiritual, moral, social and cultural development within a safe and highly nurturing environment. Therefore, pupils are happy, confident and have a mature level of respect and empathy for others.' 'Teachers have high expectations for what pupils can achieve. Teachers and pupils have positive relationships, and pupils willingly follow teacher's instructions in lessons.' 'Pupils are proud of their school, and this is reflected in their work, which is neat, tidy and well presented. The school site is clean, litter free and welcoming.'





## OUR AIM

"At Hallam Fields we aim to be a happy, caring school, providing opportunities so that each child feels valued and achieve their academic and personal potential in a positive and secure working environment."

## OUR STAFF

Hallam Fields has a dedicated team of staff whose combined experience provides a wealth of learning opportunities for the children.

Headteacher: Mr D Brown  
Assistant Headteacher: Mrs S Carr / Mrs S Sibley  
Teaching Staff:

Mr A Hall	Year 3	Ash
Mrs S Cowley	Year 3	Oak
Miss McCreary	Year 4	Chestnut
Miss K Ramsell-Smith	Year 4	Birch
Mrs Riley	Year 5	Willow
Mr E August	Year 5	Beech
Mrs Smedley/Mrs Palfreyman	Year 6	Rowan
Mr T Dransfield	Year 6	Lime

School Business Manager: Mrs S Ashby  
Administration Assistant: Mrs A Batty

Teaching Assistants: Miss N Barsby  
Mrs S Dawson  
Mrs V Gomm  
Ms L Hayes  
Mrs D Healy  
Mrs D Hewitt  
Mrs S Hovell  
Mrs A Mulnier  
Mrs A Stevenson  
Mrs J Winsor

Welfare/Snr Learning Mentor: Mr B Hussain  
School Cook: Mrs T Kent  
Kitchen Assistant: Mrs E Gregory  
Kitchen Assistant: Miss L Pass  
Mid-day Supervisors: Mrs A Batty  
Mrs C Bowman  
Mrs N Davies  
Mrs D Foster  
Mrs R Fisher  
Mrs L Pickworth  
Mrs E Stokes  
Mrs S Widdowson

Caretaker: Mr R Coupe  
Cleaners: Mrs H Wheatley  
Mrs S Doar







## OUR GOVERNORS

At the present time the Governors are:

Vacancy	Authority
Mrs A Bayliss	Parent
Mrs A Flint	Parent
Mrs S Long	Parent
Mrs L Adamczyk	Parent
Mr D Chapman	Co-opted
Mr I Daire	Co-opted
Mr A Smith	Co-opted
Mrs S Carr	Co-opted
Mr T Dransfield	Staff Governor
Mr D Brown	Headteacher
Mrs S Ashby	Clerk to Governors



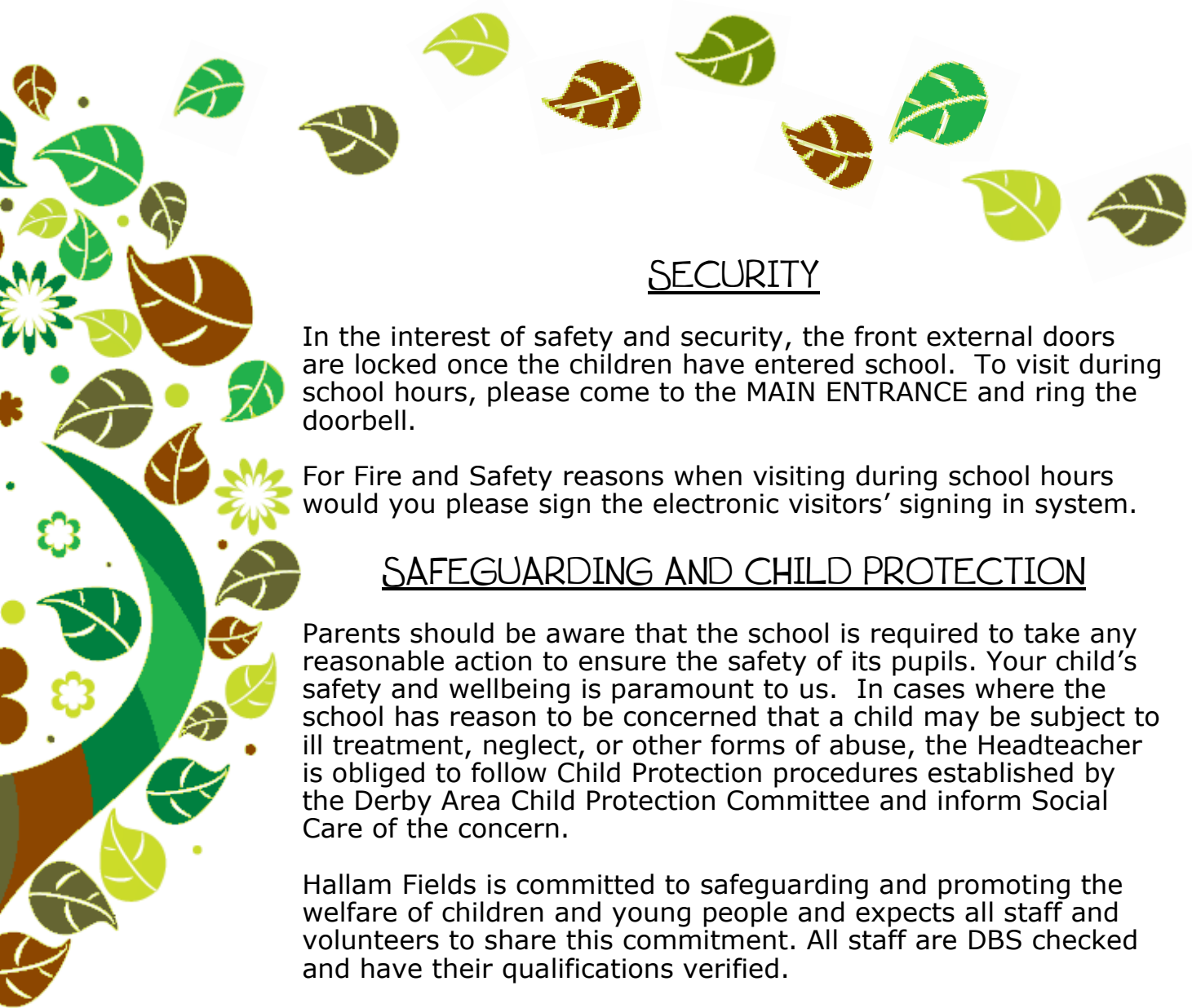
Governors help to make decisions about how the school is run, and meet at school every half-term. They have legal duties, powers and responsibilities. They can only act together, they cannot act individually. All correspondence to Governors or the Clerk to Governors, should be directed via the School Office.

## TIMES OF THE SCHOOL DAY

MORNING SESSION	9.00 am – 12 noon
AFTERNOON SESSION	1.00 pm – 3.25 / 3.30 pm (Year 3 and year 6 leave at 3.25pm)
MORNING BREAK	
Years 3 + 4	10.20 am – 10.35 am
Years 5 + 6	10.35 am – 10.50 am

Children are allowed in to school from 8.50am when the door opens. They should go straight in to class where they will start morning work before the register is taken at 9am. Please make sure your child is on time and try to ensure that they do not arrive at school too early, especially when it is wet or cold weather.

At the end of the day year 3 and year 6 are allowed out at 3:25pm with year 4 and year 5 at 3.30pm. This staggered finish makes it easier for collection at the end of the day.



## SECURITY

In the interest of safety and security, the front external doors are locked once the children have entered school. To visit during school hours, please come to the MAIN ENTRANCE and ring the doorbell.

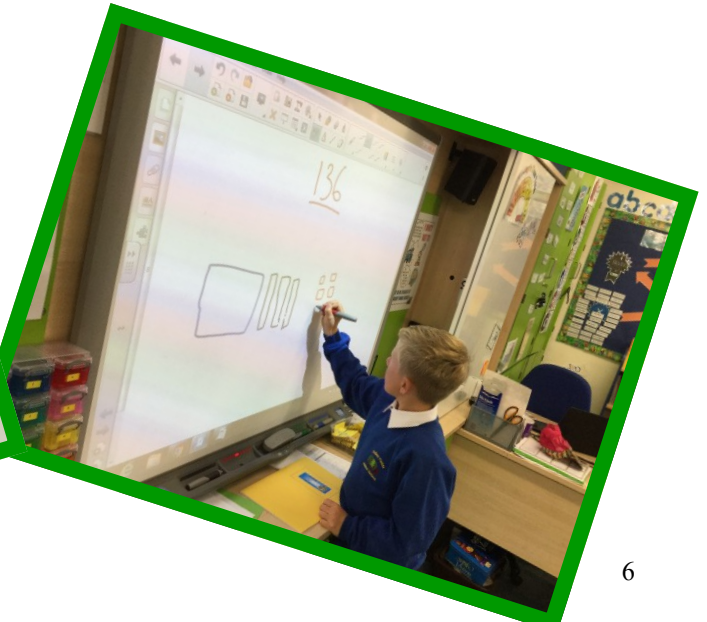
For Fire and Safety reasons when visiting during school hours would you please sign the electronic visitors' signing in system.

## SAFEGUARDING AND CHILD PROTECTION

Parents should be aware that the school is required to take any reasonable action to ensure the safety of its pupils. Your child's safety and wellbeing is paramount to us. In cases where the school has reason to be concerned that a child may be subject to ill treatment, neglect, or other forms of abuse, the Headteacher is obliged to follow Child Protection procedures established by the Derby Area Child Protection Committee and inform Social Care of the concern.

Hallam Fields is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All staff are DBS checked and have their qualifications verified.

The designated Senior Person responsible for Safeguarding and Child Protection is Mr David Brown - Headteacher. In his absence Mrs Carr, Mr Hussain and Mrs Sibley take on the role.





## THE CURRICULUM

All staff within our school are committed to improving and maintaining standards in all basic skills but particularly in Literacy and Numeracy.

The National Curriculum ensures that all children study a broad and balanced range of subjects. It consists of the subjects which all children must study at school. They are: English, Mathematics, Science, Computing, Art, Design Technology, French, Geography, History, Music, PE (Physical Education), RE (Religious Education) and the school curriculum also includes Personal, Social and Health Education including aspects of Citizenship.

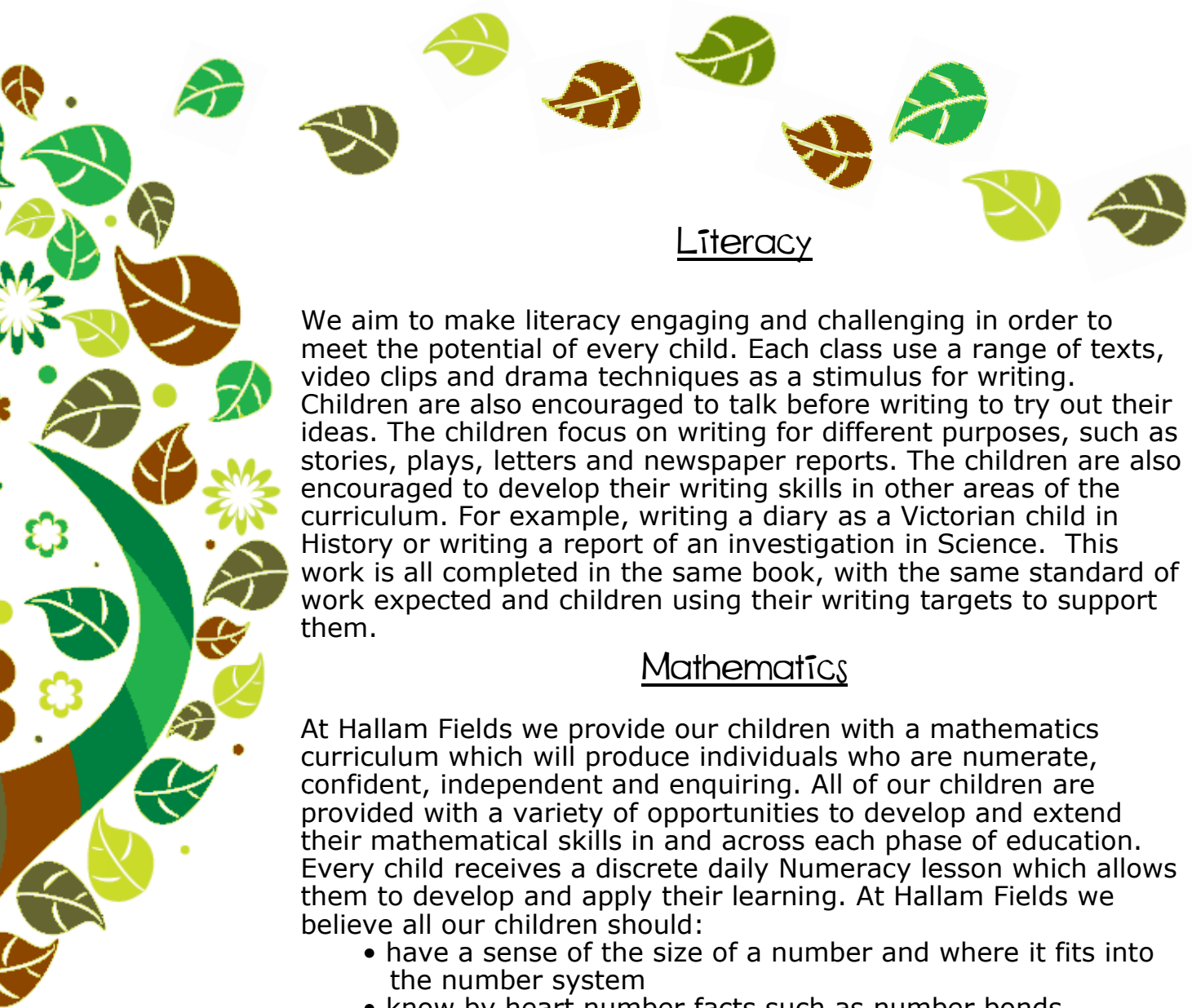
Teachers plan creatively to include work from different subjects in the same lesson, and try to make the curriculum interesting and exciting; from becoming a space astronaut in class, to themed days throughout the school such as 'Roald Dahl week', 'Magic week' 'No Pens day', Science, Maths and Art days.

## Test and Teacher Assessment

Teachers monitor their pupils' progress in each subject as a normal part of their teaching. They also assess each child's progress in formal tests for Mathematics and English and through assessed pieces of work, to confirm that children are achieving agreed targets. Each term pupils' progress is tracked, and meetings are held between class teachers and the headteacher to discuss progress being made. When a child reaches Year 6, Maths and English National Tests (SATs) are taken. These tests are marked externally with test results given to indicate if your child is working at age appropriate levels (or above / below). The assessment process has changed from September 2015 across all schools. At Hallam Fields we will assess your child against age appropriate standards to determine whether they are beginning to achieve them, are developing their understanding of them, they are secure within the age appropriate standards or they are exceeding them.







## Literacy

We aim to make literacy engaging and challenging in order to meet the potential of every child. Each class use a range of texts, video clips and drama techniques as a stimulus for writing. Children are also encouraged to talk before writing to try out their ideas. The children focus on writing for different purposes, such as stories, plays, letters and newspaper reports. The children are also encouraged to develop their writing skills in other areas of the curriculum. For example, writing a diary as a Victorian child in History or writing a report of an investigation in Science. This work is all completed in the same book, with the same standard of work expected and children using their writing targets to support them.

## Mathematics

At Hallam Fields we provide our children with a mathematics curriculum which will produce individuals who are numerate, confident, independent and enquiring. All of our children are provided with a variety of opportunities to develop and extend their mathematical skills in and across each phase of education. Every child receives a discrete daily Numeracy lesson which allows them to develop and apply their learning. At Hallam Fields we believe all our children should:

- have a sense of the size of a number and where it fits into the number system
- know by heart number facts such as number bonds, multiplication tables, doubles and halves
- use what they know by heart to figure out numbers mentally
- calculate accurately and efficiently, both mentally and in writing and paper, drawing on a range of calculation strategies
- make sense of number problems, including non routine problems, and recognise the operations needed to solve them
- judge whether their answers are reasonable and have strategies for checking them where necessary
- suggest suitable units for measuring and make sensible estimates of measurements
- explain and make predictions from the numbers in graphs, diagrams, charts and tables
- develop an understanding of the properties of 2d and 3d shape





## Science

Through the teaching of Science, we aim to extend pupils' understanding of the world. We encourage them to think creatively, using investigative skills, to try to explain how living and non-living things work.

We study these science units during Key Stage 2:

- Year 3 Light & Shadows, Forces - magnetism, Plants—parts, function, lifecycle, Skeletons & Nutrition, Rocks & Fossils
- Year 4 Teeth & digestive system, Electricity, Sound, Changes of State, Classification, Foodchains, Habitats
- Year 5 Earth & space, Forces & mechanisms, Properties & changes of materials, Life cycles & reproduction
- Year 6 Classification & micro-organisms, Evolution & adaptation, Electricity, Light, Circulatory system, Light, shadows



## Geography

The framework for our Geography work is based on the National Curriculum and is designed to help pupils understand the World in which they live and to extend their knowledge of Different people, places and environments.

During the four years, the children's' learning will extend their knowledge and understanding beyond the local area to include the United Kingdom and Europe, North and South America.

The geographical themes of rivers, weather and settlements and environment issues will also be covered and the skills of map-reading and using an atlas practised. Our Geography curriculum is devised to include Field studies and visits to promote active, investigative learning.



## Information and Communication Technology

ICT is used by the children to assist their work and learning. We aim to provide an education that teaches children specific ICT skills including simple word processing, graphics, handling Data (from simple bar charts through to complicated databases and spreadsheets) and controlling and monitoring devices. The children have access to a suite of computers as well as, 8 digital cameras and there are 9 Interactive Whiteboards in school all connected to the Internet, which enhance learning across the whole of the curriculum.



## History

The teaching of History in our school is aimed at helping children to understand how events in the past have influenced our lives today. We try to stimulate children's interest about the lives of people who lived in the past by encouraging them to formulate their own questions for investigation. History teaching helps them to appreciate how the world is made up of different people with their own customs, beliefs and rituals. One way that we do this is by enabling children to think as Historians. This may involve undertaking research through use of reference books and internet sites. We place an emphasis on examining historical artefacts and aim to develop the experiences of children as archaeologists. We recognise the importance of stories in History and look to use opportunities to develop the links between History and Literacy.

## Music

Our three main aims when teaching music are to promote enjoyment, develop skills and confidence. Following the National guidelines, many aspects of music are covered including singing, playing instruments using simple musical notation, composing, performing to different audiences and listening to a whole range of music.

The school choir also provides an opportunity for children to develop their musical skills and perform at a variety of school and community events.

Other important skills are developed such as perseverance, organisation, concentration, constructive criticism and group participation.





## Physical Education

Physical Education is about developing children's enjoyment, confidence and skill in physical activity and introducing them to the pleasures of sport. It is a practical subject, which gives all children, irrespective of age or gender, opportunities for participation, enjoyment and success.

Physical Education promotes personal, social, intellectual and physical skills and at our school it attempts to foster cooperation, tolerance and self-esteem. Our school aims to promote an enjoyment in undertaking exercise in all children that will, hopefully, be continued into adulthood as part of a healthy lifestyle.

## Sporting Aims and Provision for Sport

Our school encourages an interest in sport. A sporting attitude is fostered by taking part in local schools' competitions and in school initiatives. We have also developed links with sporting organisations which provide our children with opportunities to develop their skills across a wide range of sports. Other qualified sports coaches often visit school to offer their expertise. In school we regularly receive coaching in the following:

FOOTBALL - Derby County Football Club  
BIKEABILITY - Erewash School Sports Partnership  
(Cycling Proficiency)

This year we have a qualified PE Teacher working alongside class teachers to develop skills. She also runs after school clubs and prepares children for sporting competitions.

The school participates in the Erewash School Sports Partnership which provide our school with a variety of coaching and sporting opportunities.

Our school participates annually in the following sports:

Cross Country  
Hockey Festival  
Year 5/6 Boys Football  
Year 5/6 Girls Football  
Badminton  
Tri Golf Festival  
District Sports  
Handball

Sports Hall Athletics  
Mini Olympics  
Swimming Gala  
Gymnastics  
Orienteering and outdoor activities festival  
District Sports







## Art and Design

Through Art and Design, we aim to give children the opportunity to record from both first hand experience and their imagination. We aim to use a variety of methods and approaches to communicate observations, ideas and feelings, such as use of a sketchbook.

The children will sometimes work individually or collaboratively with others to explore and use two and three-dimensional media, working on a variety of scales. This could be achieved through a range of activities such as sketching, painting, collage, textiles, printing and sculpture work. Children can also explore ideas through use of the Internet and other ICT resources.

## Design and Technology

In our school, we aim to provide children with an opportunity to investigate and evaluate a range of familiar products. In this way they become aware of the great influence of technology in our daily life.

Children will develop a range of skills and techniques through practical tasks. They will use a range of materials, including electrical and mechanical components, food, mouldable materials and textiles to construct their own models. Children will also be encouraged to evaluate and modify their own designs to ensure the highest standards are attained.





## Religious Education

In Religious Education we aim to encourage pupils to foster attitudes of tolerance, empathy and respect, as well as enquiry and decision making.

The emphasis throughout the school curriculum is on the Christian faith, but other religions eg. Hinduism and Islam are also studied.

There is a daily act of collective worship. Parents can, if they wish, withdraw their child from both Religious Education and collective worship. But we would encourage you to discuss any concerns you may have with the Headteacher.

## Personal Social and Health Education / Sex and Relationship Education

In PSHE / SRE we aim to encourage children to understand the need for a healthy life style, to increase their knowledge of how the body works and how to form long-lasting and meaningful relationships with others.

The emphasis will be on active learning with the children being encouraged to make informed choices for themselves. In order to foster their sense of responsibility, community and to give children a 'voice', two children (a boy and a girl) from each class are elected by their classmates to serve on the School Council every year.

Regular School and Class Council meetings are held where children have the opportunity to discuss topics and contribute ideas.

As part of their studies, children will examine the potentially harmful effects of certain substances, such as alcohol, tobacco and drugs. The children will also participate in topics relating to sex and relationship education.

Parents will be given the opportunity to view any relevant materials before they are used with the children. The materials we use are recommended by the local Health Trust and appropriate to the age of the child. You are able to withdraw your child if you wish, but we suggest you address any concerns to the relevant member of staff.

Outside agencies, for example the School Nurse, theatre groups and companies linked to healthy eating and promoting a healthy lifestyle will also be invited to contribute to the children's understanding and learning.





## Special Educational Needs

Some children have particular learning difficulties, which may make it difficult to cope with the curriculum as it is normally taught. In such circumstances teachers will look at each case carefully and keep parents informed. If necessary an individual education plan will be produced for your child and this will be discussed with you. For some children the Education Authority may produce a Statement of Special Needs, which usually entitles a child to extra support or teaching in a small group. If parents have particular concerns about their child's progress they are asked to speak to their child's class teacher initially. The school works within Derbyshire guidelines and the Code of Practice. Our school's Special Educational Needs Co-ordinator is Mrs S Sibley.

## Homework

Homework can make an important contribution to a child's progress in school, aiming to support work done in class and challenge further thinking at home. The school has established a regular pattern of homework, which is continually applied. It ensures that the need of each child, by age and ability are taken into account. Parents are encouraged to support and help with the process of homework. In Year 6 it is a preparation for Secondary Education. Homework tasks are varied. They range from everyday practice of reading, learning of spellings to the completion of weekly tasks on Maths, English or topic work. Your child's class teacher will send Curriculum Information Newsletters home at regular intervals outlining work that will be studied. Homework is set on a Friday to be handed in the following Wednesday or Thursday. Classes can also be set topic homework throughout the year to encourage a range of different creative approaches over a longer period of time.







## Eco Schools

We have been an eco-school since 2005 and became a Green Flag school in April 2009! We have subsequently been re-assessed and been re-awarded for a further 2 years in 2011 and again in 2013, 2016 and 2018.

We have an eco-code that we follow and the eco-warriors help make sure that we are all following it!

We are dedicated to recycling and looking after our land. We have many bird, bat and insect houses all over our land, as well as lots of trees, bushes and flowers to help encourage the wildlife to live here.

The teachers try to use our land in our lessons. It may be habitats in science, life sketching in art or perimeters round the beds in the vegetable garden for maths.

We run a Gardening Club with Year 5 children, who get to plant, grow and harvest vegetables and fruit for use in our kitchen. Our orchard provides fruit for the whole school to taste in healthy morning snacks!





## Behaviour, Discipline and Rewards

The school environment depends on both individual effort and the ability to work with each other. Being sensitive to other people forms the best basis on which to build a successful and happy school life. We expect a high standard of behaviour from our children and aim to provide clear expectations and our discipline will be firm, fair and consistent.

The governors have agreed a Code of Conduct and all children are given a 'Behaviour at School' booklet which outlines the standards that are expected.

Each class have their own set of 'classroom expectations', which are put up on display. At the heart of encouraging good behaviour is a positive system of rewards. We want children to be successful at school and there are many ways where efforts are valued and success is shared.

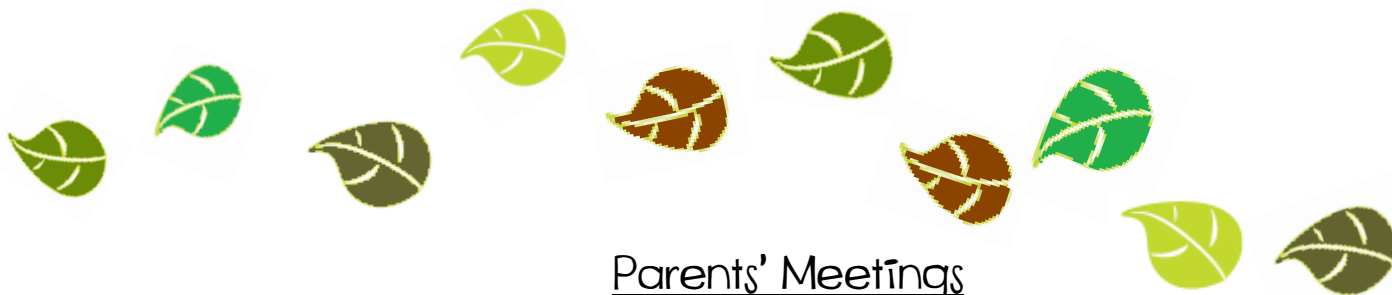
Rewards are used to recognise both achievement and endeavour. In school we have a merit system where each child records his/her own merits. These can be awarded for a variety of reasons and on reaching certain 'milestones' a certificate is awarded. For example, 50 merits – Bronze Certificate, 100 merits – Silver Certificate etc. These certificates are presented in a special awards Assembly held every Friday, where a 'Star of the Week' is also awarded by each class teacher. Children can also earn tokens for a range of tasks including for jobs or completing homework to a high standards. These can be exchanged weekly at the token shop.

## Home and School

Success depends on close co-operation between home and school. You are asked to contact us whenever problems occur or information needs passing on. Often a note to school, a phone call or a brief chat will solve a problem and save a lot of worry. It is often possible to see a class teacher before school or at the end of the day. Where a more lengthy discussion is needed we ask parents to arrange a meeting with the member of staff concerned.

Through consultation with parents, the school has developed a Home School Agreement, which you will be asked to sign when your child starts school. This agreement sets out the school's expectations in terms of behaviour, dress, punctuality etc. In return it says what our school will do for your child.





## Parents' Meetings

Parents' Evenings are held each term, when you will have the opportunity to speak to your child's class teacher and to look at his/her work. In the Summer Term you will receive a school report based on your child's effort and progress. We invite parents to discuss the report at the Open Evening held during that term.

## Parents Helping in School

We really do value parent's help in school. Many parents are able to help in school in some way or other to share a whole range of valuable skills. ALL VOLUNTEER HELPERS IN SCHOOL ARE POLICE CHECKED TO ENSURE THAT SAFETY PROCEDURES ARE FOLLOWED. If you are able to help please speak to your child's teacher, or the school office.

## Admissions

In deciding on admissions, the Local Authority will admit children on the following criteria:

- Children living in the normal area served by the school
- Children not living in the normal area but who have brothers or sisters attending the school at the time of their admission
- Other children whose parents have requested a place

If in the case of the last 2, and choices have to be made between children meeting the same criteria, then those children living nearest to the school (measured by the nearest available route) will be given preference.


Each year we hold a meeting in July with parents of the children coming to us in September where the school's organisation is explained in more detail.

The transition from Infant to Junior school is an exciting time for children and one that concerns the whole family.

Every effort is made to ensure that the move is as smooth as possible, with all children having the opportunity to visit our school during their final year at Infant School. This includes opportunities for them to spend a day, the year 6 show, and come with their parents on a tour of the school led by the current year 3 children. Our Year 3 staff also visit the feeder schools to meet the children and talk to staff.

When children are in their final year at our school all parents will be sent information in the Autumn Term to determine their choice of Secondary School. We have good links with the secondary schools, and children participate in a number of activities to prepare them for moving to secondary education.





## Sickness or Injury

If your child is unwell please let us know by 9.30am by telephoning the school. Please let us know the reason for their absence so that we are then aware if we have to look for signs of infection in other children.

However, we appreciate that from time to time, some children will require medication. Only medicines that can be taken orally (ie by mouth, not ear, eye or nose drops) and are prescribed by a Doctor, can be brought into school.

These will be given only if required 4 times a day. This medicine will be self administered and supervised by a member of school staff on a voluntary basis. However, any child resisting this will not be forced and the parent/guardian will be informed immediately.

Medicines cannot be administered without the completion of a consent form. These forms are available in the school office. All medicines should be clearly labelled, in original containers and in date. These should be brought in and collected by a parent/guardian or responsible adult.

With all non-prescribed medicines, parents are welcome to come into school, and administer them to their child.

If your child suffers an illness/injury at school, which requires medical attention, you will be contacted straight away by phone. In an emergency, the school staff will stand in the position of the parent, and arrange any medical help necessary. Again the parent/guardian will be contacted immediately.

Children who receive minor 'head bumps' will be given a letter informing you.





## School Clothing

The staff and Governors feel that a school uniform encourages a smart appearance and develops in the children a pride in both themselves and the school. We have high standards of behaviour at Hallam Fields and believe that being smart and well presented in a similar uniform helps this.

If your child arrives at school dressed in an unsuitable or inappropriate manner they will be either provided with uniform for the day to change into or you may be contacted and asked to collect them and return him/her more suitably dressed. This also includes children with non-natural hair colourings or styles with patterns shaved in, who will be asked to have the hairstyle/colour altered or may be asked to remain at home until their hairstyle has been modified and is acceptable. Their absence from school will be recorded as unauthorised.

Here is a list of our school dress code:

White shirt, polo shirt or blouse  
Black or grey trousers (not denim jeans or leggings)  
Black or grey skirt  
Navy or royal blue jumper, cardigan or school sweatshirt / cardigan \*  
Royal blue school fleece jacket \*  
Blue checked school summer dress  
Black or grey summer shorts or culottes for girls  
**No** black or grey jumpers, sweatshirts or cardigans  
Dark school shoes (flat, **not trainers**)

Children are **not allowed to wear any trainers** to school, or shoes which are deemed unsafe due to the steps.

### FOR P.E. OR GAMES

Plimsolls. Trainers for outdoor games  
Navy or black shorts or PE skirt  
School Team colour T-shirt \* or White T-shirt  
Please provide a named bag to store PE kit in

\* These items are available with the school logo and can be ordered from school  
**IT IS ESSENTIAL THAT ALL ITEMS OF CLOTHING ARE LABELLED WITH CHILD'S NAME**





## Jewellery

It is the school's policy that earrings cannot be worn at school for reasons of health and safety.

However, children with pierced ears may wear one pair of small studs (one in each ear). No other facial studs are allowed in school. For the same safety reasons no other jewellery should be worn at school apart from a wristwatch.

For P.E. lessons and swimming, the children must remove their ear studs. It may be best therefore, that on P.E. and Swimming days, ear studs are removed and left at home as there is less chance of them being lost or mislaid. Exceptions cannot be made for recently pierced ears, so it is advisable that all parents/guardians thinking of allowing their children to have ear piercings, ensure that these are done at the start of the summer holidays. Under no circumstances will school staff be allowed to help remove ear studs being worn by a pupil.

## Valuables

The school cannot accept responsibility for loss or damage to valuables. It is advisable that any money is handed to the class teacher for safe keeping. Please make sure all personal items are clearly named otherwise it makes the recovery of lost property very difficult.

Pupils are not permitted to use mobile phones during the school day.

## Data Protection

Basic information about pupils is held in the office, school network and ICT systems to assist with the efficient organisation of the school and the individual's educational needs. Security measures are taken to ensure that the information is kept secure and confidential and is only available to authorised staff.

The Governing Body of Hallam Fields Junior School will ensure that data/information is processed in line with the new GDPR Regulations May 2018.







## Equal Opportunities

All children have the right to equal and open access to all that the school can offer. Gender and ethnic distinctions will not be made and we support a positive approach to all.

## Charging

Ordinarily there is not a charge for curricular activities and consumables. For a school visit you are asked to make a voluntary contribution to cover cost. No child will be disadvantaged because of parents' inability to pay. Extended school journeys are organised on the basis of parents' choice and willingness to meet the charges.

## Attendance and Absences

All children are expected to attend school regularly and punctually. Children staying for school dinner or sandwiches must stay on the school site. We ask that any children who go home for lunch do not return before 12.50 pm.

It is essential that we have either a phone call or letter to the class teacher if your child is absent from school for illness or other reasons. We would appreciate it if this phone call was made before 9.30 am. If no call is received we will make contact with you to ascertain the reason for absence. We are required to record any Unauthorised Absences on your child's report. Please inform us if you will be collecting your child during the school day. (eg. Dental or hospital appointment). Any children who have to leave during school hours must be collected.

**Holidays taken during term time can be very disruptive to the education of pupils particularly for those in Year 6 who are taking SATs, or at the beginning of the school year. With effect from September 2013, the governments' guidelines mean that NO term time holidays will be authorised, only leave with extenuating circumstances will be granted. We follow the Derbyshire policies, which can result in parents being prosecuted when taking term time holidays.**



## School Attendance 2018 / 2019

The school's attendance figures for 2019 / 2020 were as follows:

Attendance	96.3% (National 96%)
Absence	3.7% (National 4%)

## Test Results 2020

Due to Covid-19 due 2020 there were no national test to report on.

<u>ENGLISH</u>	At expected	At higher level
Reading	% (%)	% (%)
Writing		
Teacher Assessment	% (%)	% (%)
Grammar, Punctuation & Spelling	% (%)	% (%)
<u>MATHEMATICS</u>	% (%)	% (%)
Reading, Writing and Maths	% (%)	%





## SCHOOL TERM AND HOLIDAY DATES

2020/ 2021

School Opens

School Closes

TERM 1	Wednesday 2nd September	Friday 23rd October 2020
TERM 2	Monday 2nd November	Friday 18th December 2020
TERM 3	Monday 4th January	Friday 12th February 2021
TERM 4	Monday 22nd February	Thursday 1st April 2021
TERM 5	Monday 19th April	Friday 28th May 2021
TERM 6	Monday 7th June	Wednesday 21st July 2021

Inset Days – school will be closed for all children for staff training for five days during the year.

Wed 2nd Sept, Fri 27th Nov, Mon 22nd Feb, Mon 7th June and Thurs 22nd July

School is also closed on Monday 3rd May 2021 for a Bank Holiday (May Day)







## Hallam Fields Junior School

Growing together. Learning together. Achieving together

HALLAM FIELDS JUNIOR SCHOOL

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