

# PROSPECTUS

## 2018-2019



## CASTLEFORD PARK JUNIOR ACADEMY

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# Prospectus

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## Castleford Park Junior Academy

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### From the Headteacher

#### Welcome to Castleford Park Junior Academy.

At Castleford Park Junior Academy we strive to ensure that our school is **child-centred** and our pupils have the vision, self-belief and confidence to achieve their goals, knowing how to overcome challenges along the way. They will understand the importance of being **independent** and thinking for themselves, taking responsibility for and showing **commitment** in their learning in order to become self-motivated individuals who will achieve their full potential. We expect our pupils to see the value in taking pride in everything they do and the importance of having the ability to work collaboratively with others. By cultivating such attitudes, we aim to provide them with everything they may need to lead a successful life in **the future**.

As a whole staff team, our aim is to ensure that your children have the opportunity to experience an exciting, challenging curriculum at their fingertips. We hope to inspire life-long learning and equip them for whatever aims and aspirations they have.

The children are at the centre of everything that we aim to achieve – considering their safety, happiness and learning needs. As Headteacher, I will strive to ensure that this is possible at all times. We welcome any feedback that will help us improve further in order to meet this aim.

*Miss K Law*

### Pupil Voice

We believe it is important for children to feel that their voice is valued in school to help them become confident individuals who know their opinions matter. With this in mind, we have a School Council, consisting of members from each class, who meet regularly to discuss and act on school issues brought to their attention by their peers. Pupils regularly help make important decisions concerning school life, such as how the outdoor environment should be designed and what they should learn about in their lessons.

### Message from the School Council

Our school is a friendly and safe environment for children to learn in. Everyone here is approachable and welcoming, so don't be scared because there is always someone to help.

The classrooms are big and there is room for the various enjoyable activities that we do here. This in turn, equips us with a fun, caring, educational environment to help improve learning skills.

At the end of every half term we have a reward system called 'Perfect Purple', this recognises our pupils' excellent behaviour with an exciting treat.

The dinners here are healthy and delicious and everyone encourages you to have a balanced meal.

Playtimes outside provide us with lots of fun filled activities. We have a vast field full of green grass, huge playgrounds, a trim trail and boxes of equipment to play with and, should you need it, allocated playground buddies are at hand to find you a friend to play with.

We at Castleford Park Junior Academy believe that we are all stars that must shine.



### The School Day

08.00 Breakfast Club  
08.50 School doors open  
08.55 Registration  
09.05 Lessons begin  
10.30 AM break  
12.00 Lunch, 1<sup>st</sup> sitting  
12.30 Lunch, 2<sup>nd</sup> sitting  
12.45 PM session begins  
13.15 PM session begins  
15.05 End of school day  
17.30 After School Club

### Pupil Views

'Everyone gets the respect they deserve, teachers are kind and helpful – they help you with your problems'

**'Friendly children, lots of challenges'**

'We use real artefacts in lessons'

**'We use ipads and computers'**

'You can choose a variety of things at dinner and there are lots of different lessons throughout school'.

'My friends help me when I'm struggling... all the teachers are kind'.

'My teacher makes learning fun'.

'My school is fab. It keeps me safe. I enjoy school a lot'.

'PE inspires me to be a gymnast'.

'The teachers inspire me to do things and take a new step in life'.

'We are welcomed and respected when we start school'.

'I like it that at my school I can be pushed to achieving everything that I can in a lesson'.

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OFSTED report

## Prospectus

### School Aims

**Aspire:**-We passionately believe that every child should have the opportunity to achieve their dreams. We work hard as a staff team to open our pupils' eyes to the many exciting possibilities their lives could have.

**Achieve:**- We believe in high standards for behaviour, presentation and learning attitude to provide the best possible atmosphere for high quality achievement.

**Enjoy:**-We provide a wide, balanced curriculum that aims to emphasise to pupils that learning – both independently and collaboratively – can be exciting and stimulating. We aim to cultivate curiosity and wonder that will inspire our pupils to learn new things.

### The Curriculum

A creative, skills-based curriculum is followed here at school. Each term, our pupils experience the majority of their learning through accessing all-encompassing topics. This format ensures many worthwhile learning opportunities and visits can be experienced. We aim to ensure that the children understand how the skills they are learning are important for later life and are relevant for future job prospects.

The school places strong emphasis on the type of learning attitude that is important in order to succeed in life – particularly when learning new things. We spend parts of the year focusing on the 'learning muscles' that make success possible – such as the ability to persevere, manage distractions and become absorbed in your learning.

In addition to these themes, Literacy and Numeracy is taught on a daily basis. Children also receive 2 hours of PE each week, including swimming in Year 5. The school also follows the local authority guidelines for the teaching of RE and has specific plans in place to help deliver purposeful and relevant PSHCE.

### Behaviour

Behaviour is excellent at Park Junior Academy. A tiered, traffic light system is used to manage behaviour. At the beginning of each half day, each child starts on a green card. If unacceptable behaviour is seen they will be given a verbal and a written warning that asks for improvement – if this persists then they will move to an amber card that indicates 'wobbly behaviour'. Any continued poor behaviour after this results in a red card leading to a playtime detention, discussion with a Senior Leader and a meeting with parents.

Good behaviour is rewarded with house points, 'caught being good' tickets and certificates. If the pupil remains on 'green' all half term, they become 'perfect purple' and receive a reward for their amazing behaviour. Pupils also have a chance to move to the 'wow' wall throughout each day for behaviour and work that needs celebration.

We encourage all children to try their best to achieve their goals and so they also understand that it is the responsibility of staff and pupils to uphold and maintain our school rules in order to help make this happen. For occasions when rules are broken, we use a restorative approach to resolve the situation. We believe that by using this system, we are giving pupils the skills to independently make better and more informed choices in their future.

The 'Restorative Approach' encourages pupils to think about how their behaviour affects others- both pupils and staff. It helps children to develop respect, responsibility and truth telling. If a pupil in our school has been negatively affected by someone's behaviour, we will try our very best to make sure they feel that it has been put right for them and that it will not happen again. If a child has done something wrong, they will be asked to put things right and change their behaviour so it does not happen again. Our pupils say that they prefer the 'Restorative Approach' as it allows ALL parties to have their say AND be listened to.



### Disability Equality

We work pro-actively with pupils to promote disability equality and inclusion.

### Special Educational Needs

The school works closely with any children who have special needs. A range of intervention programmes run throughout the year to support children in their learning. Children with specific needs have One Page Profiles to support them to make progress. Parents and carers are invited to work with us to ensure the best learning environment for their child is created.

### Accessibility Plan

The Governing Body aims to increase access to education for disabled pupils in the three areas required by the Disability Discrimination Act 1995.

### Equal Opportunities

Park Junior is an inclusive school. The school actively supports and promotes equal opportunities for all children and staff.

### Emergency Closures

In the event of emergency closure of the school, usually due to bad weather, an announcement will be made on Radio Aire (96.3 FM) and Ridings FM (106.8 FM). A notice will also be posted on the school website.

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## Prospectus

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### Anti-Bullying

The school operates a 'Zero Tolerance' approach to bullying. Staff work closely with children through PSCHE and SEAL lessons to educate them about issues relating to bullying and what bullying actually means. As a result of this work, we have extremely happy children who are able to work and play together without any worries. Please see the 'Keeping your Children Safe' section on our website where more details can be found regarding school safety and wellbeing.

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### Home School Links Parent Involvement

We are passionate about parents and carers being part of school life. We actively encourage parent/carer volunteers and have a regular number of parents who help out in school and in many different ways - including hearing readers and being part of our 'Friends of CPJA'.

We keep parents and carers up to date with what's happening in school and send out regular newsletters to keep everyone informed. We are also very excited to introduce our parents to Bloomz, a new way for parents and teachers to communicate. Additionally, specific events are held throughout the year where we invite family members into school to learn alongside the children. Such events can range from the children teaching a French lesson for their parents; to a dance or drama performance celebrating another culture; or involve working alongside the children to complete a specific task.

**ABSENCE FROM SCHOOL:** if your child is absent from school, please notify us by telephone before 9:30 am on each day of absence. Please give the reason for the absence and an idea of the expected duration of the absence. Tel: 01977 518959 (option 1). We operate a first day response and will contact you on any contact number we have available to us. Mrs Foster is our Inclusion Manager and will work with parents and pupils to improve their attendance record.

**HOLIDAY ABSENCE:** As a collective, the Castleford schools have a policy that any holidays taken during term time will be classed as unauthorised - only in exceptional circumstances will they be granted. If you feel there are exceptional circumstances, written requests **MUST** be made to the headteacher and the governors.

Fixed Penalty Notices **are issued** for term time holidays.

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### Extra Curricular Activities

We offer a wide range of extra curricular activities throughout the year. It is our belief that these activities offer exciting, enriching opportunities for learning.

The school clubs are run usually by school staff, volunteers, or external partners.

The clubs run after school until approximately 4.05 pm with wraparound provision available until 5.30 pm..

Activities include: Multi-sports, Choir, Homework Club and Lego Club. The school also seeks to take part in a range of other activities, including sports and non-sporting activities. They are advertised weekly on our website.

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### School Uniform

Children at Park Junior Academy are very proud of their school uniform as it gives them a sense of identity and brings the school together as a community.

#### School Uniform

Purple v-neck sweatshirt or cardigan with school logo

Gold/purple striped tie

White cotton shirt/blouse

Black trousers or skirt

No Jewellery

It is imperative that clothing is marked with your child's name as we have over 400 children in school. We have a lost property area in school but if uniform is anonymous it is very hard to find missing items.

#### PE Kit

Black shorts

Black tracksuits bottoms (for outdoor games)

Purple t-shirt/polo shirt

Sensible trainers or pumps

Uniform is available from Better and Bright. For a more detailed list, please see the school website for the 'Uniform Policy'.

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Miss K Law - Headteacher

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## Well-Being

The school has the Healthy School Status and we are proud winners of many local school tournaments in a range of sports.

Breakfast club runs every morning from 8.00am. For just £2.00 per day, children are provided with a healthy breakfast and have access to a range of games and activities. The breakfast club is well attended and serves as a great start to the children's day.

The Park Junior Academy catering staff cook and serve the school meals. These meals are nutritionally balanced and popular with children. A range of healthy snacks are also available to buy each break time at tuck shop. Your child needs no more than 50p to spend per day.

We also have a friendly and supportive inclusion team in school. The staff that work in this team are specifically available to support parents and pupils with enjoying coming to school and feeling mentally healthy and happy.

We also offer a range of clubs to keep our pupils feeling healthy. We take part in several tournaments and competitions throughout the year – such as athletics, gymnastics and an annual spelling bee to really develop pupil talent and enjoyment of learning in a range of areas.

## Indoor PE/Outdoor Games

Children will always be expected to take a full part in PE lessons if they are well enough to be at school. Long hair should be tied back on these days and jewellery will be removed for Health and Safety purposes. If your child is not provided with a kit, they will wear a spare one kept in school for this purpose.

Physical Education is a statutory requirement and children are encouraged to take a full and active part in all wellbeing activities, including outdoor break and lunchtimes.

We are also lucky that we have a teacher dedicated to PE and Wellbeing from September. Mr Thorpe will deliver before and after school clubs; PE lessons; and will promote reading for vulnerable groups.

## Safeguarding and Child Protection

The welfare of all children is paramount in our school and we maintain strong links with other agencies in order to ensure they are safe and well cared for.

The Designated Child Protection Officers in School are:-

Miss K Law, Headteacher; Mrs J Roberts; Deputy Headteacher, Mr L Booth, Assistant Headteacher, Miss S Duggan, Assistant Headteacher and Mrs D Foster, Inclusion Manager.

Social Care Direct will be contacted if we feel we have concerns regarding a child's safety or wellbeing. We strive to support parents to give their child the best and hold this partnership in high importance.

If you have any concerns regarding the welfare of a child – yours or otherwise, please come into school to seek the necessary support, or guidance you require. We are only too happy to help. Please see 'Keeping your child safe' on our school website for further details.



## Staff List

Ms J Clarke – Primary Strategy Director

Miss K Law - Headteacher

Mrs J Roberts – Deputy Headteacher  
SENCO

Mr. L Booth – Assistant Headteacher

Miss S Duggan – Assistant Headteacher

Mrs S Beedle – School Business Manager

Mrs Z Mawson – Administration Officer  
Mrs C Tonks – PA to the Headteacher  
Mrs P Turner – Senior Administration Officer  
Miss K Walker - Receptionist

Mrs D Foster – Inclusion Manager  
Mrs A Filburn – Behaviour Mentor  
Mrs L Walton – Behaviour Assistant

Mrs T Lane – Caretaker  
Mrs A Anderson – Kitchen Manager

## Teaching Staff

Mrs C Bednar  
Miss C Bennett  
Mr L Booth  
Mrs A Ellam  
Mrs J Hurdiss  
Mrs R Ibbotson  
Miss J Joshua  
Miss E Nicholson  
Mrs H Nicholls  
Miss S Reed  
Mrs L Sanpher  
Mr J Thorpe  
Mrs S Towell  
Mrs S Wood  
Mrs A Wreglesworth



### School Dinners

School meals are nutritionally balanced, competitively priced at £2.20/day and offer children a tasty and enjoyable way to catch up with friends. They should be paid for in advance using the school's convenient online parent system 'ParentPay'.

If your child chooses to have school dinners, a cooked meal is prepared daily in the school's kitchen. The children are served cafeteria style with a choice of menu and are encouraged to try the different meals. They are cared for by dining room supervisors who also supervise the children at play until afternoon school begins.

We have our own catering services under the leadership of Mrs A. Anderson, our Kitchen Manager, providing high quality meals using local suppliers to ensure we receive high quality food. Please see the lunch menu on our website for further details.

Our hall is used as a dining room and children are encouraged to choose where to sit. Quality crockery and cutlery are used to raise the lunch experience into an enjoyable family dining experience. Children are not rushed, however we do only have a limited time period in which to seat over 400 children.

### Packed Lunches

It is possible for pupils to bring a packed lunch by prior arrangement. Packed lunches should be full of 'healthy' options as we are a 'Healthy School'. The packed lunch policy is available on the website.

**Sweets, chocolate and drinks are NOT allowed.**

*Chocolate biscuits, for example Kit Kats and items bought on the cakes/biscuits aisle of supermarket are allowed within reasonable amounts.*

**Peanuts and any other form of NUT product is STRICTLY forbidden** as we have a number of children and staff with severe nut allergies in school, in some cases requiring immediate hospital treatment.

Children are encouraged to drink water each lunch time. Jugs of water are available on each table. Children are also able to bring a sports style bottle each day containing **ONLY FRESH** drinking water

**One week's written notice is required for any changes to lunch time meal arrangements.**



### Pupil Premium

School receives additional funding for some children based upon their personal circumstances (low income families, children of parents in the Armed Forces and children in Local Authority Care). If you think you are eligible for the Government funding which is paid to your child's school please speak with the office staff; they will be happy to help and signpost you to the relevant department of the Council. The Pupil Premium money **MUST** be used to improve the achievement in school of the eligible pupils. This is spent in a range of ways to support each individual to achieve their full potential. A copy of how our Pupil Premium funding is used is available on the school website. Our Resources Committee and the full Governing Body have a responsibility to ensure all allocated funds are used appropriately.

For regular and up to date information, visit our website...

[www.pjacademy.net](http://www.pjacademy.net)

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## Governors

The governors and school work together to ensure the school fulfils its statutory requirements. This body is made up of volunteer representatives from various walks of life. The governors act as a critical friend to the school being supportive whilst at the same time ensuring a level of challenge.

### Governors

Chair Mr J Dossey  
Vice Chair: Mrs R Davies  
Headteacher: Miss K Law

### **Staff Members**

Mrs J Roberts  
Mrs J Burton

### **Parent Governors**

Mrs S Churm  
Mrs M Roe  
Mr P Roe

### **Community Governors**

Mr J Dell  
Mr K Patrick  
Mr J Hughes  
Mr C Stenton

### **Associate Governors**

Business Manager: Mrs S Beedle

### **Finance Governor**

Mr K Patrick

### Senior Leadership Team

### **Primary Strategy Director**

Ms J Clarke

### **Headteacher**

Miss K Law

### **Deputy Headteacher**

Mrs J Roberts

### **Assistant Headteacher**

Mr L Booth

### **Assistant Headteacher**

Miss S Duggan

### **School Business Manager**

Mrs S Beedle

## Parent Views

'Thank you for being the school we have dreamed of.'

'We are very happy with the school and all its staff. We feel very lucky our child comes here.'

'Really happy with the way my child's teacher and others are helping my daughter in all aspects of teaching.'

'I feel very happy that my children attend this school. The teachers have been very supportive, patient and helpful for both my children and myself to help guide my children to do their best.'

'Castleford Park Junior Academy is a fantastic school. My daughter is thriving here and has achieved so much since joining this school – the level of teaching is amazing and communication between parents and teachers is fantastic.'

## Ofsted Quotes

'The academy's work to support the learning and welfare needs of pupils whose circumstances may make them feel vulnerable is very effective'.

'Pupils behave in a mature and respectful manner in lessons and around the Academy'.

'Well established systems and practices ensure that the academy's work to safeguard is strong'.

'The new Senior Leadership Team and dedicated staff have determinedly made many changes that are improving the academy'.

'Well founded decisions and strategic plans aided and supported by the trust and Governors demonstrate your ambition for pupils'

HMI

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