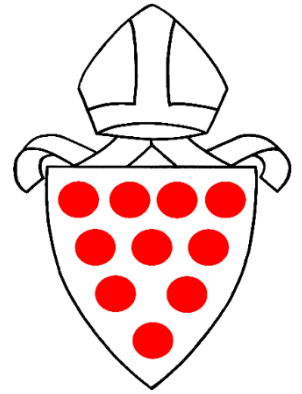


**J**esson's  
Church of England  
V.A. Primary School



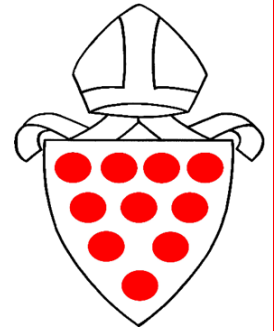
Jesson's  
Church of England (V.A.)  
Primary School



2023-2024



# Welcome from our Headteacher



*Dear Parents/Carers,*

*I would like to welcome you to Jesson's Church of England (VA) Primary School.*

*At Jesson's we see the education of your child as a partnership between school and home. We will seek your involvement in supporting your child at home and in the life of the school as a whole.*

*This welcome pack aims to give you information about our school and how we work. From time to time, we may also use Parents' Evenings, meetings, workshops, letters and monthly newsletters to keep you informed of what is happening in school.*

*We aim to make our school a happy, friendly and purposeful place, where your child can learn and progress to the best of their ability, feeling loved, secure and confident.*

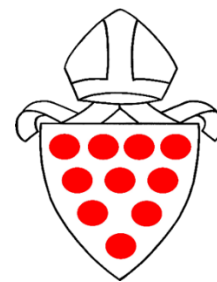
*We place great emphasis on the personal and social development of our children, as well as the acquisition of the basic skills of literacy and numeracy. We also actively seek to develop the moral, spiritual and cultural aspects of our children's lives. Our goal is to give every child a strong foundation on which they can build their future, for learning and for life.*

*Despite our best efforts, occasionally problems do arise. In my experience these are always best dealt with openly and honestly. We will always approach you when we notice a problem and it is vital that you in turn feel able to involve us should you have any concerns. We also aim to share all the good things!*

*Our main aim is the same as yours - the very best for your child, encouraging them to be the best that they can be!*

*Mrs S. Lea  
Headteacher*

# Our Staff



<b>Headteacher:</b>	Mrs S. Lea (DSL)
<b>Deputy Headteacher:</b>	Mr R. Seager (DSL)
<b>Assistant Headteachers:</b>	Mrs A. Shackleton (RE/Curriculum/DSL) Mr R. Mitchell (Assessment/DSL) Mrs K. Mann (EYFS/DSL)
<b>Office Staff:</b>	Mrs C. Robottom Mrs B. Nagra Mrs J. Burth Miss J. Willetts
<b>Pastoral Team:</b>	Mrs S. Sharma (Attendance) Mrs D. DiFranco (DSL) Miss R. Cotterill
<b>SEND Team:</b>	Miss V. Czerepaninec (SENDCo) Mrs A. Smith (SENDCo, on maternity leave) Mrs D. Di Franco (Mental Health)
<b>Medical Officer:</b>	Mrs S. Phipps
<b>Breakfast/After School Club Manager:</b>	Mrs S. Phipps
<b>Phase Leaders:</b>	Mrs L. Spencer (EYFS) Miss S. Jones (Years 1/2) Mrs S. Wentworth (Years 3/4) Mrs J. Parkes (Years 5/6)
<b>English Lead:</b>	Mrs K. Owen
<b>Maths Lead:</b>	Miss H. Garratt

DSL – Designated Safeguarding Lead

# Safeguarding and Promoting Welfare



The school's first priority is the welfare of our pupils. We are committed to the highest standards in protecting and safeguarding the children entrusted to our care at all times.

At Jesson's CE Primary, in order to protect our children, we aim to:

- Create an atmosphere where all children can feel secure, valued and listened to.
- Recognise signs and symptoms of abuse.
- Respond quickly and effectively to cases of suspected abuse.

Our school will support all pupils by:

- Encouraging resilience, self-esteem and self-assertiveness
- Condemning all forms of aggression, verbal or physical.
- Promoting a caring, safe and positive environment within the school.

**All staff have a legal responsibility to refer concerns if they feel a child is being harmed, at risk of harm or receive a disclosure (intentionally or unintentionally) from a child.**

## Our Pastoral Team

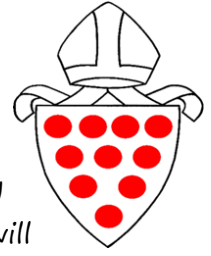
The pastoral care we offer for children and parents is outstanding. Our team is:

Mrs S. Sharma	Pastoral/Attendance
Mrs D. DiFranco	Pastoral/Mental Health/DSL
Miss R. Cotterill	Pastoral/Family Support
Mrs S. Phipps	Medical/First Aid/Breakfast and After School Clubs

These staff are supported by:

Mrs S. Lea	Headteacher/DSL
Mr R. Seager	Deputy Headteacher/DSL
Mrs A. Shackleton	Assistant Headteacher/DSL
Mr R. Mitchell	Assistant Headteacher/DSL
Ms K. Mann	Assistant Headteacher/DSL
Miss V. Czerepaninec and Mrs A. Smith	SENDCos

# Behaviour at School (1)



At Jesson's C.E. Primary School, we uphold and nurture our Christian ethos by encouraging the values of friendship, thankfulness, forgiveness and trust. We will develop children's self-esteem and sense of worth by creating an environment in which they feel positive about themselves. We will create a safe, healthy and happy school community in which children and adults are respected and valued.

## Aims:

### **"BE THE BEST YOU CAN BE"**

Our fundamental aim is to provide the best possible education for all our pupils. We strive to provide a creative and stimulating curriculum, through which children develop to their full potential and are inspired with a love of learning.

Through a well-balanced and challenging curriculum, we aim to develop each child to his or her full academic, physical, aesthetic, social, moral and spiritual potential. This school believes all pupils can behave if they wish to do so, and that a few pupils who have specific needs might need more help to do so. In our school, we have high expectations and set high standards, not just in the work the children do, but also in developing good attitudes and good behaviour. Emphasis is placed on happy relationships and mutual respect. Pupils are encouraged to take pride in their school and their work, to show independence and resilience, and set high standards for themselves in everything they do.

## **Our expectations of conduct:**

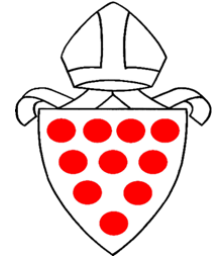
As a Church school, we promote positive Christian values. We do not expect values to be simply acquired; we believe in actively teaching and encouraging them. These positive values include:

- Telling the truth
- Keeping promises
- Respecting the rights and property of others
- Acting considerately towards others
- Helping those less fortunate and weaker than ourselves
- Taking personal responsibility for one's actions
- Self-discipline

## **EXPECTED BEHAVIOUR FROM ALL:**

- Show respect and demonstrate good manners to everyone at all times
- Move calmly in and around our school, following procedures for lining up, moving around school, assembly times, lunchtimes etc...
- Listen to others
- Work hard and try your best
- Take care of our school and all the things in it

# Behaviour at School (2)



## **UNACCEPTABLE BEHAVIOUR:**

- Bullying of any form
- Racist, sexist, homophobic or other discriminatory language or behaviour
- Verbal or physical assault of children or staff
- Wilful physical damage to school property

## **Parents can help by:**

- Having high expectations of their child's behaviour
- Supporting school policy
- Listening to the school's point of view
- Always giving and expecting to receive respect

If parents have any concerns, please feel free to contact the school through the following:

1. Class teachers
2. The Pastoral team
3. The Assistant Headteachers
4. The Deputy Headteacher
5. The Headteacher

## **Child should:**

- Have high expectations of their own behaviour
- Know that they will be treated fairly and consistently
- Follow the school rules
- Always give and expect to receive respect

## **Equal Opportunities**

At Jesson's C.E. Primary School, we will continuously strive to ensure that everyone in our school is treated with respect and dignity. Each person in our school will be given fair and equal opportunity to develop their full potential with regard to gender, ethnicity, cultural and religious background, sexuality or ability (mental and physical).

# Anti-Bullying



## **Statement of Intent**

We are committed to providing a caring, friendly and safe environment for all of our children, so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all children should feel able to tell and know that incidents will be dealt with promptly and effectively. We are a TELLING school. This means that anyone who knows that bullying is happening is expected to tell the staff.

## **What is bullying?**

Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. The three main types of bullying are:

- Physical (hitting, kicking, theft)
- Verbal (name calling, racist remarks)
- Indirect (spreading rumours, excluding someone from social groups)

## **Why is it important to respond to bullying?**

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Children who are bullying need to learn different ways of behaving.

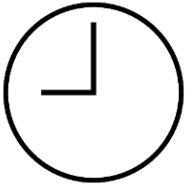
We have a responsibility to all our children and will respond promptly and effectively to issues of bullying or perceived bullying.

## **The following steps may be taken when dealing with incidents:**

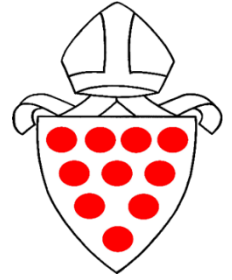
- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- A clear account of the incident will be recorded and given to the Headteacher.
- The Headteacher/Deputy Headteacher will interview all concerned and will record the incident.
- All incidents will be recorded and logged.
- Restorative practice will be used whenever possible, resulting in a mutually acceptable solution so that all involved can move forward and know what to do in future.

## **The following disciplinary steps can be taken (see our Behaviour Policy):**

- Official warnings to cease behaviour.
- Exclusion from certain areas of the school premises.
- Minor fixed-term suspensions.
- Major fixed-term suspensions.
- Permanent exclusion.



# The School Day



## Nursery

*Group 1: Monday to Friday mornings 8.30am to 11.30am*

*Group 2: Monday to Friday afternoons 12.15pm to 3.15pm*

*30 Hours Monday to Friday 8.30am to 3.15pm*

*Time for Twos Monday to Friday morning sessions 8.45am to 11.45am  
Monday to Friday afternoon sessions 11.45am to 2.45pm*

## Reception

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.10pm*

## Year 1

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.15pm*

## Year 2

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.15pm*

## Year 3

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.20pm*

## Year 4

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.20pm*

## Year 5

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.20pm*

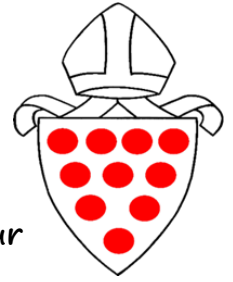
## Year 6

*Drop off in the morning between 8.45am and 8.55am  
End of day – 3.20pm*

**PLEASE NOTE: GATES ARE LOCKED PROMPTLY AT 8.55am.**



# Attendance



*It is very important that you make sure that your child attends regularly, and by taking a place at Jesson's you are expected to bring your child in on time every day.*

## **Why regular attendance is so important:**

*Any absence affects the pattern of a child's schooling, and regular absence will seriously affect their learning. Any pupil's absence disrupts teaching routines, so may affect the learning of others in the same class.*

*Ensuring your child's regular attendance at school is your **legal responsibility**. Permitting absence from school without a good reason creates an offence in law and may result in prosecution.*

## **Absence Procedures:**

### **If your child is absent, you must:**

- *Contact us as soon as possible on the first day of absence, either by phone on 01384 816825 by 9:00a.m, or by email to [absence@jessons.dudley.sch.uk](mailto:absence@jessons.dudley.sch.uk).  
(There is also a link to an on-line form on the home page of the school website.)*
- *Contact us on each subsequent day of the absence.*

### **If your child is absent, we will:**

- *Telephone or text you on the first day of absence if we have not heard from you.*
- *Invite you to discuss the situation with our Attendance Officer and/or a member of the senior leadership team if absences persist.*
- *Refer the matter to our Attendance Consultant and/or Local Authority if attendance moves below 95%.*

**Please note: we do not authorise holidays during term time.**

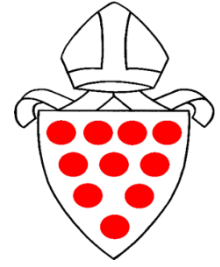
## **Punctuality**

*As well as regular attendance, we also wish to stress the importance of arriving on time. You are expected to sign in at the front office if arriving past the designated times.*

### **How it adds up!**

- *5 minutes late every day adds up to over 3 days lost a year.*
- *15 minutes late every day is the same as being absent for two weeks a year.*
- *30 minutes late every day is the equivalent of 19 days lost a year.*

# Our Curriculum



## The Early Years Foundation Stage

Nursery and Reception form what is known as the Early Years Foundation Stage (EYFS). The EYFS has its own curriculum based on the main developmental stages of a child's life from birth to age 5, which lead to Early Learning Goals at the end of Reception.

It is a 'play based' curriculum, which means that learning takes place through planned, purposeful play, in addition to a mixture of child-initiated and adult led activities.

*"Every child deserves the best possible start in life and the support that enables them to fulfil their potential. Children develop quickly in the early years and a child's experiences between birth and age five have a major impact on their future life chances. A secure, safe and happy childhood is important in its own right. Good parenting and high-quality early learning together provide the foundation children need to make the most of their abilities and talents as they grow up."*

*Statutory Framework for the Early Years Foundation Stage*

The curriculum is divided into 'Seven Areas of Learning,' which are all interconnected. The 'Prime Areas' are:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development

The remaining four areas are called 'Specific Areas':

- Literacy
- Maths
- Understanding of the World
- Expressive Arts and Design

### Characteristics of Effectively Learning:

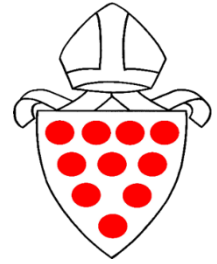
The focus of the Characteristics of Effective Learning is on how children learn rather than what they learn. The three CoEL are:

- playing and exploring
- active learning
- creating and thinking critically

### Your Child's Learning Journey on Tapestry:

Your child's learning journey will be captured via photos, videos and staff observations on Tapestry. We would encourage parents to download the app so you can communicate with us directly by commenting on your child's work. Activities will be set by staff for homework, and you can share what they have been doing at home as well.

# Our Curriculum



## Key Stage 1 and Key Stage 2

Jesson's CE Primary School follows the National Curriculum for pupils aged 5-11 years old.

The curriculum is divided into:

Key Stage 1: Years 1 and 2      Ages 5-7  
Key Stage 2: Years 3,4,5 and 6      Ages 7-11

Our school is committed to delivering all subjects in an interesting and creative way, developing the children's knowledge, while also teaching them the skills of learning.

Children must study the following subjects:

### Core Subjects

Mathematics  
English  
Science  
RE

### Foundation Subjects

History  
Geography  
Art  
Music  
Design and Technology  
Physical Education  
PSHE/HRE  
Modern Foreign Language (KS2)

### **Religious Education**

At Jesson's we are proud of our commitment to **aspiration, inclusivity, diversity and spirituality**. Our school is a place of **faith, welcome and open-mindedness**, demonstrating the nature of **God's grace and love for all**.

Our R.E. Curriculum aims to develop in the children a deeper understanding of the Christian faith, together with the beliefs of Islam, Sikhism, Hinduism and Buddhism. Our syllabus is of our own design, using the 'Understanding Christianity' project to teach that aspect of it, and including in-depth teaching about other faiths.

Our children develop awareness, respect and understanding of **all** faiths – which we believe is **essential** in a community like ours.

# Your Involvement in School



*“Parental involvement in the form of ‘at-home good parenting’ has a significant positive effect on children’s achievement and adjustment, even after all other factors shaping attainment have been taken out of the equation. In the primary age range the impact caused by different levels of parental involvement is much bigger than differences associated with variations in the quality of schools. The scale of the impact is evident across all social classes and all ethnic groups.” (Desforges 2003).*

There are many ways that we can work together:

- Regular communication – either face to face, on the phone or by email
- Parents’ evenings that take place once a term
- Supporting your child at home with their homework
- Listen to them read regularly

## **Nursery and Reception:**

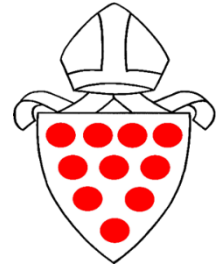
We use Tapestry, which is an online learning journal where we record observations of your child’s learning within the classroom. Parents can have an account, log on and view the observations, comment on them as well as sharing what they have done at home. Weekly activities are set for children based on Phonics, Maths or Topic work. Reading daily is also encouraged and children will have a reading book to take home each week.

## **Key Stage One and Two:**

In Key Stage one and two, children will use purchased homework books for Numeracy and Literacy. All work will be marked using the school Marking Policy.

	<b>Reading</b>	<b>Other home activities</b>
	<b>Minutes per night</b>	
Year One	10+ Word Work	One piece of Numeracy, Topic or Literacy
Year Two	10+ Spelling	One piece of Numeracy, Topic or Literacy
Year Three	10+ Spelling/No. Facts/times tables	Maths + Literacy/Topic
Year Four	10+ Spelling/No. Facts/times tables	Maths + Literacy/Topic
Year Five	10+ Spelling/No. Facts/times tables	Maths + Literacy/Topic
Year Six	10+ Spelling/No. Facts/times tables	Maths + Literacy/Topic

# Uniform



All children are expected and encouraged to wear school uniform. We believe it helps to promote a positive school identity and actively encouraged the children to take pride in their appearance.

Please ensure all items of clothing and bags have your **child's name written clearly** so that lost items can be easily identified.

## The Girls School Uniform consists of:

- Grey skirt/pinafore dress
- Red and white check dress (summer)
- Grey trousers (no jeans or cargo trousers)
- White shirt/polo shirt
- School jumper/cardigan
- Black shoes (trainers are **NOT** allowed)
- Tights/socks in school colours only

## P.E. Days

- White t-shirt
- Black shorts or
- Plain black tracksuit or jogging bottoms
- Plain sweatshirt/hooded top

**On PE days, children will wear their PE Kit for the entire day.**

## The Boys School Uniform consists of:

- Grey tailored trousers (no jeans or cargo trousers)
- White shirt/polo shirt
- School jumper
- Black shoes (trainers are **NOT** allowed)

## P.E. Days

- White t-shirt
- Black shorts or
- Plain black tracksuit or jogging bottoms
- Plain sweatshirt/hooded top

**On PE days, children will wear their PE Kit for the entire day.**

## Nursery Children

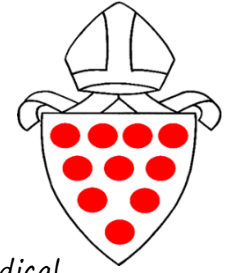
It is not compulsory for nursery children to wear school uniform. They may wear school uniform or their own clothes which are practical. Please provide your child with a labelled bag of spare clothes, just in case they have an accident or get his/her clothes dirty. We do recommend suitable outdoor clothing such as a waterproof coat and wellies.

## Jewellery and Make-Up

Children are **NOT** permitted to wear make-up at school (this includes non-uniform days). **NO** nail varnish or false nails are to be worn. Only small stud earrings are allowed in school and no other form of jewellery should be worn (unless it is for religious reasons). No bandanas or other hair accessories (e.g. Jojo bows, Alice bands etc.) are permitted. Long hair should be tied up at all times when in school with a hair bobble.

Uniform items with the school's logo on can be purchased from Crested School Wear, either at their shop in Dudley, or online at [www.crestedschoolwear.co.uk](http://www.crestedschoolwear.co.uk).

# Your Child's Health



## **Important**

It is really important for you to tell us if your child has a long-term medical condition, even if you think it will not affect his or her schooling. All information is kept **strictly confidential**.

## **Medicines**

We can only administer medicines if:

- they have a pharmacy label with the correct name and dosage on them.
- they are prescribed medicines, such as antibiotics, and they need to be taken 4 times a day.



**Children must never be given any creams, tablets or medicine to keep in their bag.**

If your child requires medicine during the school day that you require staff to administer, you must please complete a form at the office and collect the medicine at the end of the day.

If you prefer you can come to the main office and administer the medicine yourself.

Staff are not allowed to administer Paracetamol/Ibuprofen/Piriton unless prescribed by the doctor, with the prescription label.

## **Inhalers in School**

A form must be completed at the office if your child has an inhaler in school. If your child has asthma, he/she must always have a blue inhaler (or their reliever inhaler) in school. The inhaler will be kept in their classroom and taken with them to various parts of the school building for PE, assembly and lunch.



## **Plasters and Bumps**

Please let us know if your child is allergic to plasters.

If your child has any major accidents at school, for example, a bump to the head, we will phone you immediately.

## **Allergies**

Please notify the school of any allergies your child has before they start school - especially food related e.g. nuts/eggs.

## **EpiPens (for severe allergies)**

Children who are prescribed an EpiPen for allergies must carry it at all times in a bum-bag.

Please make sure it has not passed its 'use by date.'

**Should your child become ill during the day we will notify you immediately and ask for you to collect them. Please make sure all contact numbers are kept up to date at the school office.**

# School Safety



We welcome parents and visitors to our school, but we do have a duty to our children and staff to ensure their safety at all times. During the school day, access to the site is limited to the main entrance point. All visitors to the school, including parents, must use the front reception entrance during school sessions. For health and safety reasons, we ask that no dogs are brought on to the school site.

We aim to treat all parents and visitors with politeness and respect. We hope that everyone who comes into our school will behave in the same way. In order to maintain a safe working environment, our governors have adopted the Department of Education's advice to follow a safe school's policy. If any parent or visitor poses a threat, causes affray, engages in assault or uses possible abusive behaviour, the school will take appropriate action to remove them from the school premises. We will refer all incidents to the police and the local authority, and legal proceedings may lead to prosecution or restricted access to the school site.

Notices bringing this policy to the attention of parents and visitors will be displayed in school:

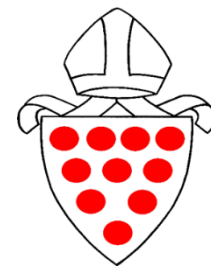
*We welcome parents and visitors to our school. We will act to ensure it remains a safe place for children, staff and other members of our community.*

*If any person threatens, assaults or uses abusive behaviour towards a member of the school community, they can be removed from the site and may be prosecuted.*

We ask parents to support our policy by making sure their actions, while on the school site, are appropriate and that their own behaviour is positive and polite. Please tell us of any incidents of unacceptable behaviour that is witnessed or experienced whilst on the school premises.

*Children and staff work best when they feel safe.*

# School Meals



Children may have a school meal, bring in a packed lunch or go home for their lunch. All children in Reception, Year 1 and Year 2 can receive the universal free school meals.

Your child may be entitled to free school meals. You can visit the website below to complete an application:

<https://www.dudley.gov.uk/residents/benefits/free-school-meals/>

## School Lunches



There is a range of healthy meals each day, including halal and vegetarian options. The price of a school lunch is £1.00, and this must be paid at the office or online the week before. The weekly menus are on the school website.

## Packed Lunch

If you would prefer, you may send in a healthy packed lunch with your child. We ask that parents who provide a packed lunch limit the number of crisps, cakes, sweets and chocolate to reinforce healthy eating habits. Please provide packed lunches in a suitable box or lunch bag and ensure that your child's name and class are clearly marked on there.

## Healthy Snacks

All children in Nursery, Reception, Year 1 and Year 2 have a free piece of fruit each day.



Milk is provided for Nursery and Reception children.

All children in every year group, may bring in their own labelled water bottle, no juice or fizzy pop/energy drinks.

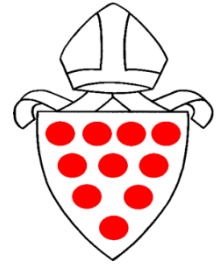


## Dietary Requirements

If your child does have specific dietary requirement, please inform us as soon as possible. This includes any allergies. We would also ask if you could inform us of any other issues that your child may have with eating and drinking that we may need to know about.



# Our Contact Details



*Headteacher: Mrs S. Lea (DSL)*

*Deputy Headteacher: Mr R. Seager (DSL)*

*Assistant Headteachers: Mrs A. Shackleton (DSL); Mr R. Mitchell (DSL);  
Mrs K. Mann (DSL)*

*Chair of Governors: Mrs H. Worrall*

*Jesson's CE (VA) Primary School  
School Street  
Dudley  
West Midlands  
DY1 2AQ*

*School Office: 01384 816825*

*Email: [info@jessons.dudley.sch.uk](mailto:info@jessons.dudley.sch.uk)*

*School Website: [www.jessons.dudley.sch.uk](http://www.jessons.dudley.sch.uk)*

