

Sawley Junior School



Parent/Carer Information Booklet
2025-2026

Our Vision

Experience
Different
Things

Try My
Best, Aim

Be Happy,
Be Safe

Working
Well

Wanting to
Learn

Respect for
All



Aspire... Achieve... Thrive...

- We do our very best to encourage our children to be positive and motivated about learning so that each and every one can reach their true and full potential.
- We offer an inclusive curriculum where high standards of learning and teaching also allows for independent learning; we set challenging targets which encourages our pupils to participate in their own learning and achieve high standards.
- We strive to create a stimulating atmosphere where staff are fully committed and dedicated to support our children on an exciting journey through their learning.
- We work hard to ensure that parents and carers can work with us in partnership to ensure that Sawley children will become the responsible citizens of the future.

We recognise that aspirations and commitment must remain high from pupils, staff, parents and governors. The strategic partnership of all the school's stakeholders sharing a clear vision of what is possible and what has to be done to achieve it will ensure that:

- Every **child** is making good progress
 - Every **group** of learners are well supported and their needs fully met
 - Every **lesson** is a good lesson in every classroom
- Every **staff** member is fully committed, well supported and effectively challenged
 - Every **parent** is fully engaged and active participants in their child's learning
- Every **leader** is improving outcomes for children, lifting staff performance and managing change
 - Every **stakeholder** is well informed and supportive.

SJS Curriculum - A curriculum which:

-  is broad, balanced and progressive: deepening subject knowledge and developing specific expertise whilst embedding non-negotiable skills across the wider curriculum.
-  supports and guides learning that **inspires, engages** and fosters **curiosity**, incorporating cross-curricular links that enable pupils to explore and discover with **increasing independence**.
-  provides **opportunities** and **motivation** to learn and apply knowledge and skills in a **purposeful context**.
-  offers consistent and appropriate **skills progression** with opportunities for **consolidation**.
-  is **relevant** and **challenging**, and which promotes deeper thinking and reflection.
-  develops essential life skills that **Empower Learning**.
-  includes opportunities for **experiential learning**, with knowledge, understanding and skills developed through **first-hand, practical experience** and **evaluation**.
-  Prepares pupils to become the **responsible citizens** of the future.
-  Appreciates the uniqueness of each child and recognises their potential, ensuring each child can

Aspire... Achieve... Thrive...

Contact Us

SAWLEY JUNIOR SCHOOL

Wilmot Street, Sawley, Long Eaton,
Nottingham NG10 3DQ

Telephone: 0115 973 3626

E-mail: info@sawley-jun.derbyshire.sch.uk

Website: www.sawleyjunior.co.uk

Our Office Staff:

Miss A Sharp- School Office Manager

Mrs Morrison - Office Administrator



Message teachers directly on ClassDojo. We also use ClassDojo to share school and class news.



Office staff can answer many of your questions around attendance, monies and general enquiries. They can also pass on messages.



Email us on –
info@sawley-jun.derbyshire.sch.uk



Arbor (email & text) is used to send letters home, deal with monies and absences. This is mainly used by office staff.



If you would like to speak to your child's teacher, telephone appointments can be arranged for after school.
Please contact the school office or ClassDojo.



We can also arrange Face-to-Face meetings.
Please contact the school office or ClassDojo.

Our Staff 2025-2025

Senior Leadership Team

Mrs N Sisson	Headteacher
Mr D Tye	Assistant Headteacher
Mrs E Manning	Assistant Headteacher
Mrs E Joyce	SENCo & Inclusion Lead
Miss C White	Senior Leader & Personal Development Lead

Office Team

Miss A Sharp	School Office Manager
Mrs Y Morrison	Office Administrator & Attendance

Class Teachers

Year 6	Ms Davies	6D
	Mrs Stevenson	6S
	Mr Smith	6G
	Mrs Joyce	Y6
Year 5	Miss Morgan	5M
	Mrs Palmer	5P
	Mr Webb	5W
Year 4	Miss Fulford	4F
	Mrs Rayner	4R
	Mrs White	4W
Year 3	Mrs Coates	3C
	Mr Tye & Mrs Manning	3TM

Support Staff

Mrs Ward	Higher Level Teaching Assistant
Mrs Allen	Higher Level Teaching Assistant
Mrs Rathore	Higher Level Teaching Assistant
Miss Davis	Teaching Assistant
Miss Georgia	Teaching Assistant
Mrs C Kudryk	Family Liaison Officer
Mrs Mayfield	Teaching Assistant / Senior Midday Supervisor
Mrs McDowall	Teaching Assistant
Mrs Roughton	Swimming Teacher (Miles Swim Academy)
Mrs G Slater	Teaching Assistant
Mr Catling	Facilities Manager
Mrs Hart	Kitchen Manager

School Calendar 2025/26 – Sawley Junior School

September 2025						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
A1.1	8	9	10	11	12	13
A1.2	15	16	17	18	19	20
A1.3	22	23	24	25	26	27
A1.4	29	30				28

October 2025						
Mo	Tu	We	Th	Fr	Sa	Su
A1.4		1	2	3	4	5
A1.5	6	7	8	9	10	11
A1.6	13	14	15	16	17	18
A1.7	20	21	22	23	24	25
	27	28	29	30	31	26

November 2025						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
A2.1	3	4	5	6	7	8
A2.2	10	11	12	13	14	15
A2.3	17	18	19	20	21	22
A2.4	24	25	26	27	28	29
						30

December 2025						
Mo	Tu	We	Th	Fr	Sa	Su
A2.5	1	2	3	4	5	6
A2.6	8	9	10	11	12	13
A2.7	15	16	17	18	19	20
	22	23	24	25	26	27
	29	30	31			28

January 2026						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
S3.1	5	6	7	8	9	10
S3.2	12	13	14	15	16	17
S3.3	19	20	21	22	23	24
S3.4	26	27	28	29	30	31

February 2026						
Mo	Tu	We	Th	Fr	Sa	Su
						1
S3.5	2	3	4	5	6	7
S3.6	9	10	11	12	13	14
	16	17	18	19	20	21
S4.1	23	24	25	26	27	28

March 2026						
Mo	Tu	We	Th	Fr	Sa	Su
						1
S4.2	2	3	4	5	6	7
S4.3	9	10	11	12	13	14
S4.4	16	17	18	19	20	21
S4.5	23	24	25	26	27	28
S4.6	30	31				29

April 2026						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
	6	7	8	9	10	11
S5.1	13	14	15	16	17	18
S5.2	20	21	22	23	24	25
S5.3	27	28	29	30		26

May 2026						
Mo	Tu	We	Th	Fr	Sa	Su
S5.3				1	2	3
S5.4	4	5	6	7	8	9
S5.5	11	12	13	14	15	16
S5.6	18	19	20	21	22	23
	25	26	27	28	29	30
						31

June 2026						
Mo	Tu	We	Th	Fr	Sa	Su
S6.1	1	2	3	4	5	6
S6.2	8	9	10	11	12	13
S6.3	15	16	17	18	19	20
S6.4	22	23	24	25	26	27
S6.5	29	30				28

July 2026						
Mo	Tu	We	Th	Fr	Sa	Su
S6.5		1	2	3	4	5
S6.6	6	7	8	9	10	11
S6.7	13	14	15	16	17	18
S6.8	20	21	22	23	24	25
	27	28	29	30	31	26

August 2026						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
	31					30

Bank Holidays	INSET Days	School Holidays	KS2 SATs Tests
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INSET DAYS 2025-2026			
4.9.25	5.9.25	3.11.25	13.2.26
			1.6.26

The School Day

8.35 am	Playground gates are opened, children walk straight into class.
8.40 am	Doors open
8.45 am	Playground gates close
8.50 am	Morning register - <i>Children who are not seated <u>at 8.50 am</u> are recorded as late.</i>
8.55 am	Morning lessons begin
10.20 am	Assembly
10.40 am	Break
10.55 am	Learning Time
12.00 pm	Lunch
1.00 pm	Afternoon lessons
3.20 pm	Home-time

Unfortunately, no arrangements can be made for the supervision of children before **8.40 am** and therefore we request that children are not sent to school before this time.

The large playground top gate is 'Entrance Only'.

The larger gate at the lower end of the playground is 'Exit Only'.

Year 3 & 4 children should always be collected. Year 3 are collected from the classroom doors and Year 4 from the large playground. Year 5 & 6 children are permitted to walk home however consent is required for this.

Children are not allowed to walk on the driveway.

Parents collecting from Wilmot's Nest (Year 6 block) should not wait on the car park, but wait on either the playground or outside the school gates.

Attendance & Punctuality

Good attendance and punctuality are vital if children are going to make good progress.

The school has a number of initiatives to promote good attendance and punctuality, including our very own reward system – *Sawley-opoly*.

If your child is going to be absent you must inform school on the first day of absence. This may be done by telephone 0115 973 3626 or via Arbor. **Please do not report absences or appointments on ClassDojo.**

Medical and dental appointments should be arranged outside school hours where possible. Please inform school where such appointments are necessary during school hours.

On the **19th August 2025** the Dfe recently published *Working Together to Improve Attendance*. This states that **'Only exceptional circumstances warrant a leave of absence'**. In the absence of exceptional circumstances, a fixed term penalty notice may be served.

If - you need to apply for Exceptional Leave of Absence

Parents/carers wishing to apply for Exceptional Leave of Absence should do so using a **Leave of Absence form**. These can be downloaded from the school website or collected from the school office. The form should be submitted to the school at least 4 weeks before making any formal arrangements for absence.

ONE Academy Trust considers every request for Exceptional Leave of Absence. Any leave of absence is granted entirely at the Head teacher's discretion and only in exceptional circumstances.

Absence will not be authorised for:

- Parents/carers keeping children off school unnecessarily i.e. to go shopping, birthday, day trips
- Absences which are not properly explained
- Family holidays during term-time for which no leave of absence has been granted

Please note: Leave of Absence should also be sought for early collection before 2.30pm.

We are here to help....

If you ever have a concern regarding attendance or would like to talk to us - please call us.

**Sawley Junior School
0115 9733626**

Your Legal Responsibility

Parents have a duty to ensure that their children receive full time education. The Education Acts 1996 and 2005, The Education and Skills Act 2008 and The Education and Inspection Act 2006 (information from Department of Education, Schools Attendance, August 2013) places the responsibility for enforcing school attendance on the Local Authority.

If a compulsory school age (5yrs) child is registered at a school within ONE Academy Trust, parents have the primary legal responsibility for ensuring that their child attends regularly.

Legal action, usually exercised through Targeted Support (Section 444(1) and section 437 of the Education Act 1996) (amendment - The education (penalty notices) (England) regulations 2007) has the following powers including:

- penalty notices for irregular attendance
- school attendance orders
- legal prosecution for irregular attendance
- education supervision orders

What is a Fixed Penalty Notice?

Penalty notices are issued to parents as an alternative to prosecution where they have failed to ensure that their child of compulsory school age regularly attends the school where they are registered.

A Penalty Notice fine may be issued when:

- leave of absence is taken without the permission of the Headteacher - e.g. *unauthorised family holiday*
- If there have been 10 sessions of unauthorised absence in a rolling 10 week period.

What are the fines?

- £160 per parent/carer per child reduced to £80 if paid within 21 days.
- If a second penalty notice is issued within 3 years - no reduction rate is offered.
- A third unauthorised Leave of Absence is presented directly to the Magistrates Court who can fine up to £2500 per child.

ONE Academy Trust



Attendance Information for Families

ONE Academy Trust

seeks to ensure that all pupils receive a full-time education which maximises opportunities for each pupil to reach their full potential.

Setting good attendance patterns from an early age, from nursery and through primary school, will also help your child later on in life.

This leaflet is for guidance only. Our full Attendance Policy can be found on our websites or by request at any of the school offices.

There is a link between good school attendance and good attainment.

Regardless of the reason, if your child is absent from school it will impact on their learning.

Parents/carers are legally responsible for ensuring their child attends school on time every day.



Schools within ONE Academy Trust expects parents and carers to:

- Ensure their children attend school regularly and on time.
- Ensure they contact school by 9:00am on the first day of absence whenever their child is unable to attend school.
- Ensure their children arrive in school well prepared for the school day.
- Contact the school in confidence whenever any problem occurs that may keep their child away from school.

ONE Academy Trust will:

- Ensure accurate recording and monitoring of school attendance.
- Reward the children of families who attend regularly and on time.
- Work with families to encourage and support good attendance.

Rewarding Good Attendance

We want to reward our children for good attendance and punctuality so they understand the importance of both in order to take full advantage of the education on offer to them.

- Children with 100% attendance are presented with a certificate at the end of each term.
- Classes with good attendance in any week receive a certificate.
- Classes with good attendance in any week also play our Attendance HERO game - Sawley-Opoly.



Need help with attendance?

Family Liaison Officer:

Clare Kudryk -

ckudryk@oneacademytrust.co.uk

Clare may be able to support you with attendance.

What kind of Absence?

Authorised Absence - means that the school has either given approval in advance for a pupil of compulsory school age to be absent, or has accepted an explanation offered afterwards as justification for absence.

Unauthorised Absence - absences which the school does not consider 'exceptional' and for which no 'leave of absence' has been granted. Late arrival after the close of the register at 9.10am is also recorded as unauthorised.

If - your child is ill

Contact school by telephone OR Parentmail on the first day of absence. If your child will be absent for more than one day - keep in regular touch with us.

If we don't hear from you, you may receive a text message or phone call asking about the reason for your child's absence.

If absence continues beyond 4 days and we are unable to contact you, we may report the absence to the Local Authority Education Welfare Service.

REMEMBER - prescription medication can be given in school to allow your child to return as soon as possible.

REMEMBER - Children should be off school for 48 hours if they have diarrhoea or vomiting.

Call the school office if you are unsure.

Keeping in Touch

Sawley Junior School recognises the importance of clear and effective communication with all our families and is committed to being open and accessible for all who have an interest in the school.

We provide a variety of opportunities for you to keep in touch with us and share your child's learning through:

- 2x Formal Open Evenings with the class teacher
- Class Assembly
- Mid-Year (Spring Term) & End of Year Reports
- Open Mornings/Afternoons
- Christmas/Easter Cafes
- The school website
- Class Dojo
- Various other activities

We encourage parents/carers to come and talk with us about any issues or concerns that may arise. There are a variety of reasons you may wish to talk with us, for example: -

- a learning concern
- to make us aware of a change in family circumstances
- friendship issues

Your child's class teacher is always the first person to contact, these are the staff that know your child best.

You can:-

- message the teacher on Class Dojo
- request an appointment with the class teacher by calling the school office

If you wish to speak with the class teacher, please inform our admin team Miss Sharp or Mrs Morrison at the Main Entrance – the school office is available from 8.15am to 3.45pm. They will either: -

- make an appointment for you with the class teacher
- offer you a telephone call back from the class teacher
- they may ask you if it would be appropriate for you to send a message to the class teacher

Unless it is urgent, your child's class teacher can meet with you at the **end of a school day** rather than the beginning as we like to make a prompt start to our morning learning.

If you would like to speak with a member of staff for more than a few minutes it is always best to make an appointment. We aim to meet with parents/carers as soon as possible after the request is made.

If you have an urgent message for your child's teacher, it is best to: -

- Speak to the office who will pass on the message for you
- Tell a member of morning duty staff on the entrance doors
- Please do not use ClassDojo for urgent messages as these may not be seen in time

You have met with the class teacher and feel your concern has not been resolved – what should you do?

If having met with the class teacher you feel your concern/issue has not been satisfactorily resolved you may request (or will be offered) a meeting with one of the Assistant Headteachers.

The Assistant Headteacher will:

- Confirm that the class teacher has taken the correct course of action;
- Consider if there may be an alternative resolution;
- Refer your concern to the Headteacher who will then contact you to make an appointment.

The Assistant Heads are Mr Tye and Mrs Manning

Sharing Medical Information

Our TAs are all trained First Aiders and are always around in the morning from 8.45am if you need to talk about a medical concern. They will then ensure the information is shared with the appropriate staff. Please make this request with the admin team at the Main Entrance.

When to see the Headteacher:

Mrs N Sisson – Headteacher

There may be an occasion where it would be appropriate to speak directly with the Headteacher:

- You have a concern of a Safeguarding or Child Protection nature;
- There are family circumstances that have invoked legal intervention;
- You are concerned regarding the conduct of a member of school staff;
- You are concerned regarding the conduct of another parent;
- You wish to report an incident involving your child or another child outside of school.

Please note: When requesting an appointment with the Headteacher, please be prepared to share your reason for an appointment with the admin team who will treat your request confidentially. It maybe that that they will refer your request to the class teacher in line with this protocol.

For any contact with members of staff, please use the Main Entrance. We discourage parents from using the corridor exit doors for Safeguarding reasons.

Our school vision encourages 'Respect for All'.

When you get in touch with us, we aim to be helpful and friendly, polite and courteous.

Please treat our employees with the same respect and courtesy.

Sawley Junior School



Where do I go? A guide to help you choose the right point of contact.

Website & Class Dojo

Information About:

- School Calendar
- Term Dates
- Assembly Dates
- Upcoming Events
- Class Pages
- School Policies
- Safeguarding
- School News
- Governors
- Friends of Sawley
- One Academy Trust

www.sawleyjunior.co.uk

Connect to:

Class Dojo

For class information and messages.

School Office

Information About:

- Changes in Contact Details
- Admissions
- Appointments
- School Meals
- Leave of Absence
- Medical Concerns
- School Payments
- Trips & Visits

Miss A Sharp
School Office Manager
info@sawley-jun.derbyshire.sch.uk

Mrs Y Morrison
Admin Assistant
info@sawley-jun.derbyshire.sch.uk

Class Teacher

Information About:

- Attainment & Progress
- Curriculum
- Homework
- Friendships
- Behaviour
- Family Concerns & Changes

Class teachers are available after school for appointments or you can contact them via ClassDojo.

To make an appointment, speak to the school office.

SENCo

For questions or concerns about Special Educational Needs or Disabilities (SEN/D).

Mrs Joyce is very knowledgeable with a wide variety of special needs. She will offer further support and advice to class teachers.

You may also contact her directly.

Mrs E Joyce is the school SENCo.

To make an appointment – speak to the school office or email.

senco@sawley-jun.derbyshire.sch.uk

Senior Leaders

Speak directly to the SLT for:

- Safeguarding or Child Protection Concerns
- Family Legal Matters
- Staff Conduct
- Parental Conduct
- Incidents outside school

Mrs N Sisson
Headteacher
Mr D Tye & Mrs E Manning
Assistant Headteachers
Miss C White
Senior Leader
Mrs E Joyce
SENCO & Inclusion Lead

To make an appointment, speak to the school office.

Uniform

Governors and staff believe that uniform contributes to the sense of belonging to a school. By choosing Sawley Junior School, parents/carers are agreeing to ensure that their children are wearing the expected uniform.

Uniform

- ❖ Green sweatshirt (preferably) with school logo
- ❖ White polo shirt (preferably) with school logo
- ❖ Grey or black skirt/tailored trousers/tailored shorts
- ❖ Green/white summer dress
- ❖ Black shoes – *no trainers*.
- ❖ White, grey or black socks / grey, black or green tights
- ❖ **In Year 6**, following residential, purple hoodies may be worn for PE.

PLEASE NOTE:

Trousers should be a tailored fit and not a 'skinny' fit style e.g. leggings or jodhpur style stretch trousers.

'Jean' style trousers are not allowed.

Trainers are not allowed.



Aspire... Achieve... Thrive...

PLEASE – continue to wear uniform with the old logo until your child grows out of it.

Polo shirts/sweatshirts printed with the school logo are available to order online from Just Schoolwear, Uniformity and My Clothing (see links on school website – Parents tab). The children will also be supplied with a badge depicting their owl house to be sewn on the right arm of their sweatshirt. The first badge is free, badges thereafter cost £1 and are available from the school office.

Hair - should not be dyed but be of a natural colour and style. Long hair must be tied back. Headbands and scarves worn in the hair should be neutral colours e.g. black, brown, or in keeping with school colours. Extremes of shaved patterns should be reserved for school holidays.

On hot, sunny days, children are encouraged to wear **hats** – all we ask is that any logos depicted are suitable for school. Children are allowed to bring their own sun cream to apply themselves.

Shoes – footwear should be **plain black** and appropriate for school: heels, strappy shoes, flip-flops, chunky boots etc. are not acceptable. Trainers are not allowed.

Jewellery – A small watch and one pair of ear studs (no hoops or danglies) are allowed. Ears should be pierced in the 6-week holiday so that they have time to heal; children must remove ear-studs for swimming and PE.

Smart watches – including watches that resemble smart watches and fitness tracker watches are not allowed. This approach avoids the challenge of individually assessing each device's functionality, which would be impractical for staff during the school day.



Nail Varnish is not allowed.

School Bags – We are happy for the children to have a book bag for reading books. Our corridors have been tidier and our lost property - virtually empty. Logo bags are available from our suppliers or choose one of your own – there are lots online. It must have a long strap to stay on the pegs.



PE KIT

At Sawley Juniors, children wear their PE kits to school on their PE days. Coming to school dressed ready for PE also meant tidier corridors and less lost property. More importantly however, we add 20 mins to each PE lesson by not having to change first. I might also mention that PE kits are washed more regularly.

We have smartened the PE kit by changing to polo shirts. 'Bottoms' will need to be plain school colours:

PE Uniform	
Indoor PE ❖ Polo shirt in Owl House colours ❖ Black shorts/cycle shorts/leggings ❖ Plimsolls/trainers – plain white or black	Outdoor PE (cold weather) ❖ Polo shirt in Owl House colours ❖ School sweatshirt ❖ Jogging bottoms – plain black/grey/navy ❖ Trainers – plain white or black
Swimming ❖ One-piece costume / Trunks (<i>no baggy swim shorts please</i>) ❖ Hat ❖ Towel ❖ Earrings MUST be removed as these can damage the pool liner.	

Owl House Colours:

Barn Owl – Red PE polo shirt	Eagle Owl – Green PE polo shirt
Snowy Owl – Yellow PE polo shirt	Tawny Owl – Pale Blue PE polo shirt

All uniform is available from:

Just Schoolwear, Derby Road, Long Eaton and online at - www.just-schoolwear.co.uk

My Clothing - <https://myclothing.com/ueslink/7290.school>

Uniformity - <https://www.uniformity.co.uk/sawley-nurseryinfant-and-junior-256-c.asp>

❖ PLEASE ENSURE ALL ITEMS ARE CLEARLY LABELLED WITH YOUR CHILD'S NAME

***Although we will endeavour to locate lost items,
the school cannot be held responsible for mislaid items.***

Parents will be contacted by letter where uniform is considered to breach school policy.

Sawley Junior School



Home-School Agreement

We look forward to working with parents and carers in partnership to ensure that Sawley children will become the responsible citizens of the future.

By choosing Sawley Junior School for your child, you are agreeing to support us in this partnership by ensuring you adhere to the **Parent/Carer Agreement** overleaf.

The school will adhere to the **School Agreement**.

The school expects all children to adhere to the **Pupil Agreement** and request that you discuss this with them.

The **Pupil Agreement** will also be discussed at school.

The School Agreement



The school will:

- treat your child fairly and with respect;
- provide a happy, caring and safe environment for learning;
- provide a stimulating atmosphere in which staff are fully committed and dedicated to supporting your child on an exciting journey through their learning;
- promote high standards of work and behaviour through high quality teaching;
- encourage your child to care for their surroundings, the equipment and resources they use, and to adopt a caring and respectful approach to others;
- encourage your child to do their best at all times and celebrate their successes;
- inform parents of their child's learning and progress through regular meetings and reports, both formally and informally;
- provide opportunities for the school and parents to work together;
- keep you well informed about general school matters;
- ensure that the school will be an open, welcoming and caring place for all pupils, staff, parents and other visitors;
- listen and respond to any concerns you may have.

The Parent/Carer Agreement

I/We will:

- show by example that I/we support the school in setting high standards, treating all adults and children respectfully and courteously;
- ensure that my/our child comes to school regularly, safely, on time, refreshed, alert and ready to learn;
- ensure that my/our child is dressed correctly in the school uniform (labelled with their name);
- encourage my/our child to aim at the highest standards in all aspects of school life;
- take an active and supportive interest in my/our child's work and progress, including attending Open Evenings, and letting the school know about any concerns or problems that might affect my/our child's learning or behaviour;
- encourage my/our child to consider and respect the feelings and property of other people both in the school and the wider community;
- support our child with reading, learning weekly spellings, multiplication tables and other home learning activities;
- support the school vision, policies and rules:
- work in partnership with the school.



The Pupil Agreement



I will:

- work hard towards all areas of the School Vision;



- attend school every day and be on time;
- bring the things I need and look after them properly;
- wear my correct school uniform;
- listen to my teacher and work hard;
- behave well;
- be helpful and polite to others, both in and out of school;
- be respectful to other members of the school community - in school, out of school and online;
- take good care of school equipment and the school environment.

Behaviour

Sawley Junior School is committed to creating an environment where exemplary behaviour is at the heart of learning. High standards of behaviour will be expected and promoted throughout every aspect of the school's life. All members of staff will set high standards and learners will be given clear guidance on what is expected of them.

It is a primary aim of our school that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on Respect for All. The school Behaviour Policy is designed to support the way in which all members of the school can live and work together in a supportive way. It aims to create an ethos of good behaviour where everyone feels happy, safe and secure and ensure that all are treated fairly and shown respect. It aims to help children lead disciplined lives and to understand that good citizenship is based upon good behaviour.

Your child has been allocated to an owl house. Our houses link to our school Behaviour Policy including our school merit system.

Intra-school competitions are also organised according to our owl houses.

Super Merit Star badges are awarded as part of our whole school behaviour system. Children are rewarded with merits under each area of our School Vision.

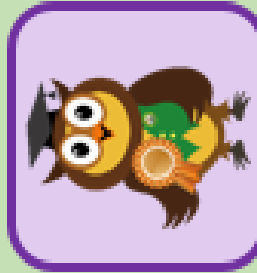


Milestones in achievement are rewarded – see diagram.

Our approach is always positive and supportive. We believe that we can show children we value their good behaviour by:-

- Asking parents to work with us and to help support us in our expectations.
- Expecting all adults in school to treat children considerately, fairly and consistently.
- Explaining and demonstrating the behaviour we wish to see.
- Being positive and praising good behaviour.
- Rewarding individuals, groups or whole classes for being well-behaved.

Please see our Behaviour Policy which can be found on the school website.



Bronze
10-50-90
Merits



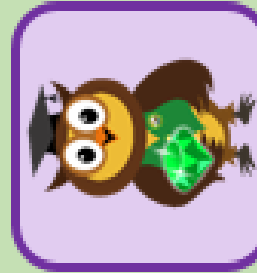
Silver
20-60-100
Merits



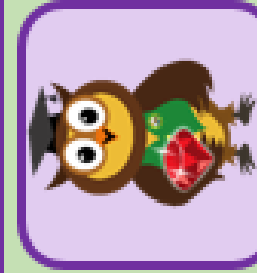
Gold
30-70-110
Merits



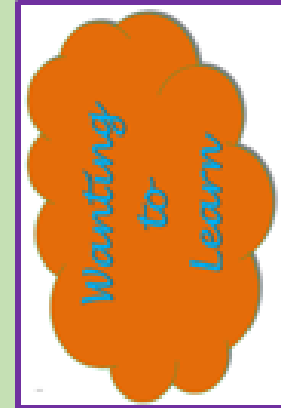
Children who are recognised through observations and teacher nominations, to be continually demonstrating all of our School Vision behaviours, will be awarded the *Super Merit Star* award by the SLT. Super Merit status brings privileges around school.



Emerald
40 Merits



Ruby
80 Merits



Diamond
120 Merits

Sawley Junior School

Pupil Use of IT Policy:



Safer Computing – being wise, keeping safe

When using devices in school, all pupils agree to the following rules:

- Keep your passwords safe and secure. Do not share these with anyone.
- Treat all digital devices with respect to avoid damage. Report any damage to your teacher or to Mr. Smith as soon as possible.
- Log off and shut down devices properly when finished with them
- Make sure that devices are stored correctly and charged when you have finished so they are ready for use in lessons
- Only use devices for learning activities approved by the class teacher.
- Keep the volume at an acceptable level or use headphones to avoid distracting others from working.
- Do not post personal information, pictures or videos online.
- Do not take videos or photos using school devices (unless approved by a teacher).
- Don't change settings on any school devices
- Treat others with respect and kindness online.
- Only use apps, websites and software that is approved by your teacher.
- Tell an adult if you see anything that may be inappropriate or makes you feel uncomfortable.

We understand if the rules are not followed this could mean consequences such as: being banned from school devices, our parents being called or the police being informed if we do something illegal.

Homework

How much homework?

As a minimum, we suggest:

- 15-20 minutes DAILY reading
- Practice spelling – we provide [Spelling Shed](#) logins
- Practice multiplication tables – we provide [TT Rockstars](#) logins - children's knowledge is tested formally in Year 4.
- Maths Homework - This is provided via our subscription to www.mymaths.co.uk. A weekly link sent out on ClassDojo.



How can parents and carers support at home?

There are many ways in which parents can support their child in completing their termly tasks, as well as their ongoing homework tasks. These being: -

- Hearing your child read regularly at home;
- Test your child on their spellings and times tables weekly;
- Encourage and help your child to research and find out information using a wide range of resources;
- Encourage your child to try new things and be creative – even challenging themselves!

Each (half) term, staff should set some optional Homework Challenges - linked to the current learning – for children who wish to complete additional learning at home.

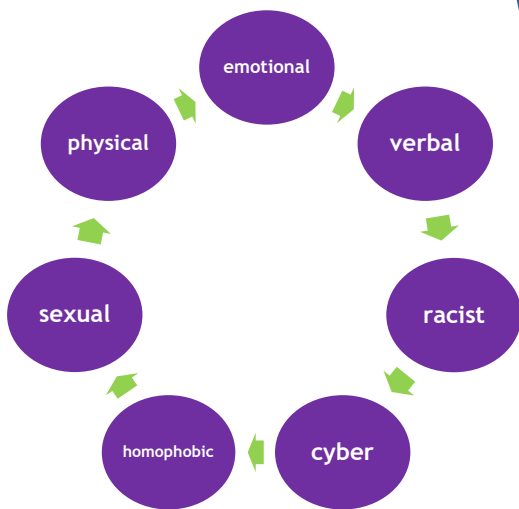
Pupils will be provided with logins to:

-  **My Maths** - www.mymaths.co.uk Username: sawley Password: decimals
-  **Times Tables Rockstars** - <https://trockstars.com/> (individual users)
-  **Practice Spellings** - <https://www.spellingshed.com/en-gb/> (individual users)
-  **Reading Quizzes – Accelerated Reader** – <https://ukhosted19.renlearn.co.uk/6704339/> (individual user)



Stop Bullying

-know what to do



Are You Being Bullied?

TRY TO –

- ❖ Look the bully in the eye and tell them to go away
- ❖ Ignore the bully
- ❖ Walk away
- ❖ Act as though you don't care what they say or do
- ❖ REMEMBER it is not your fault
- ❖ TELL SOMEONE

TRY NOT TO –

- ❖ Do what the bully says
- ❖ Look upset or cry
- ❖ Get angry
- ❖ Get into an argument
- ❖ Hit them.



Bullying is –

When someone deliberately hurts, frightens or upsets you on purpose.

It can happen –

In the classroom, in the corridor, in the toilets, in the playground and on your way to and from school. It can also happen online or on your mobile phone.

Keeping quiet won't help you to feel happy again, and the bully gets away with treating people badly.

You can tell –

- ❖ A friend
- ❖ Your family
- ❖ An adult in school
- ❖ Someone else you trust

They will –

- ❖ Listen to you
- ❖ Take you seriously
- ❖ Give you advice
- ❖ Make sure you are safe
- ❖ STOP the Bully
- ❖ Check it doesn't start again.

REMEMBER

No-one has the right to make someone else feel unhappy –

STOP BULLYING

It's NOT your fault!

ClassDojo *(used all year round)*

ClassDojo features:

- The **School Story** area is used to post school news and events. Anything important also goes out via Arbor.
- See your child's **classroom points** – these are different to the merits that are awarded for the school vision areas. ClassDojo points are awarded by adults in school for completion of simple tasks e.g. first table ready, tidy resources etc.
- The **Class Story** area allows teachers to post photos, text and videos which share and celebrate the children's learning in class.
- Children can also share home learning on the **portfolio** feature.
- ClassDojo has a facility to **privately message your child's teacher**. Teachers monitor this on a routine basis, although this may not be daily and we still advise contacting school directly for urgent matters. We operate 'quiet hours' on evenings and weekends.



We encourage you to use the class story to share your positive thoughts and feelings towards your child's learning. We expect all comments to be respectful. Any inappropriate comments will be deleted and access may be removed.

You can find more information about why we're excited to use ClassDojo and how it is safe and simple for everyone at these links:

classdojo.com/learnmore/

<https://www.classdojo.com/privacycenter/>

Our Website

You can find much, much more on our school website –

www.sawleyjunior.co.uk – including more detailed information about our curriculum.

About Us	Key Information	Parents
Welcome Contact Details Who's Who Our Vision & Ethos School Tour Our Curriculum ONE Academy Trust Miles Swim Academy	Safeguarding & Child Protection Special Educational Needs & Disabilities SMSC & British Values Equality & Diversity Privacy Notice & Data Protection Stopping Domestic Abuse Together - SDAT Ofsted Reports & Performance Data Policies and Documents Pupil Premium	Term Dates Who to Contact Parent Information Booklet School Uniform Attendance Family Liaison Officer and Support for Parents of pupils with SEND School Lunches & Free School Meals Local Community Support Moving to the Juniors Staying Safe Online Class Dojo
Children	Governors	
Class Pages Remote Learning School Council Mission Be Happy, Be Safe (Mental Health & Wellbeing) Times Tables with TTRockstars Sawley Cyber Squad	Governance with One Academy Trust Meet the Governors Statutory Documents Vacancies Governors Room	

Mental Health

Supporting Mental Health & Well-being

"What's the bravest thing you've ever said?"

"Help?"

(from The Boy, the mole, the fox and the horse - Charlie Mackesy)



Our overall wellbeing includes our physical, mental and emotional health. Having good wellbeing is about finding ways to look after yourself both physically and mentally, in order to be happy and feel positive or to better cope with any stresses, anxieties and experiences that life throws at us. This may change different times depending on what is happening in our lives. It is often how we choose to take control of a situation that will impact how we continue to feel and behave.

At Sawley Junior School, our approach fosters an encouraging ethos based on the understanding that achieving good mental health and wellbeing needs a strong skill set - one which will enable individuals (not just children but also our adults) not just to survive but to thrive. Our aim is to develop the protective factors which build resilience and positive mental health, a school where:

-  Every individual is valued and accepted.
-  There is a sense of belonging and everyone feels safe.
-  Bullying is not tolerated.
-  Positive self-esteem is promoted and celebrated (including the recognition of academic and non-academic achievements).
-  Respect and understanding is demonstrated at all times - we recognise that a 'voice' comes in many forms, not just spoken.
-  There is a culture of openness and trust, whereby individuals feel safe and are able to express how they feel without being judged.
-  There is active engagement and positive promotion of mental health across the setting – this is responsive and flexible to meet everybody's needs.
-  It is recognised that there is a spectrum of emotions and mental health, and that this can change at different times and in different situations.
-  Individuals are encouraged to seek help and receive/apply strategies when feeling or dealing with difficult emotions.
-  We recognise and respond where an individual may need further support through specialised services.

How do we support children's positive mental health?

Pupil-led activities

-  Campaigns and assemblies to raise awareness of mental health
-  Peer Mediators - playground conflict initiative to improve children's communication skills around turn taking, dealing with issues, resolving conflict

-  Individual transition plans for children identified as feeling anxious regarding change
-  School council who publicise key dates with posters etc.

Class Activities

-  Dojos, a reward mechanism where children can be praised for positive behaviours, effort applied, tasks achieved and a collaborative attitude are given freely and work towards public praise
-  Worry boxes - where children can anonymously share worries or concerns in class and select the adult they wish to talk to
-  Mental health teaching programmes e.g. based on cognitive behavioural therapy - Happy to Be Me
-  Weekly PSHE sessions including discussions to help children learn personal, social and emotional, communication and problem solving. (This is based on the SCARF programme)

Whole School

-  Anti-bullying week and activities
-  Mark national children's mental health initiatives/assemblies
-  Annual Wilmot's Wellbeing Week
-  Displays and information around the school about positive mental health and where to go for help and support
-  Growth Mindset encouraged within the school community
-  Opportunities to do more physical activity and link being physically active to positive mental health *e.g. daily mile, active assemblies.*
-  Transition programmes – KS1 to KS2 & KS2 to secondary (KS3)

Small Group Activities

-  ELSA – Emotional Literacy Support Assistant – individual and group sessions
-  Individual support sessions
-  Individual / group sessions i.e. Anger Gremlin; Happy to be Me
-  Chill Hub
-  Outdoor Learning – Forest Schools

ELSA

ELSA = emotional literacy support activities

ELSA supports your child to feel happy in school and reach their potential.

The aim is to build your child's emotional development and help them cope with life's challenges.

ELSA can help your child to try and find solutions to any problems they may have.

Class teachers will be able to refer children for ELSA support as will the SENDCo.

ELSA support may also be something our Family Liaison Officer - Claire Kudryk – may suggest.

If you think your child is struggling with something that ELSA could help with – please telephone the school and ask for a call back.

Supporting Families

Claire Kudryk is the Family Liaison Officer across the Trust.

Claire has a degree in Childhood Studies and before joining ONE Academy Trust, worked as a Family Support Worker in the local area for 10 years.

She has lots of experience of working with and supporting all different types of families with various individual needs. She has a wealth of knowledge and contacts in many other support services in the local area.



Support Offered

Claire can be a listening ear and offer support, advice and guidance to parents/carers and families around specific issues you may be struggling and faced with at home including:

- Being worried about your child's behaviours
- Being worried about your child's emotional health & well-being
- Being worried about your child socially
- Support around implementing routines in the home
- Support around managing children's behaviour
- Support around adjusting to any changes within the family home
- Support and sign post to more specific and targeted services in the local community including health, housing, and other social issues

Claire can support to children in school on a 1-to-1 basis and in small groups by listening and working with them around a variety of issues including:

- Regulating their feelings and emotions
- Helping them to manage anger and frustrations
- Helping them with anxiety
- Building on their confidence and self-esteem
- Supporting around key transitions, including moving between classes and schools
- Support around friendship and relationship issues
- Support around family issues eg. Bereavement, new baby, parent's separation/ divorce, family breakdown, parental health and well-being needs.

In addition, Claire can support families on a more targeted level through offering packages of support through home visiting and working together in overcoming any difficulties you may be facing.

As well as her supporting children and families role, Claire also supports the schools to promote good attendance. If you struggle with getting your child into school every day on time, please contact her to see if she can offer you any help around this to prevent this concern escalating to the level whereby education welfare processes may need to be implemented.

You can contact Claire at

ckudryk@sawley-jun.derbyshire.sch.uk or by calling the school office.