



Hands up who's happy at The Ellis?

"We are all happy here", said one pupil, reflecting the general opinion of this warm school community.'

Ofsted Inspection May 2011



Contents

Welcome from the Headteacher	Page 2
School Aims & Mission Statement	Page 3
School Curriculum	Page 4
School Information	Page 5
Important Information & Behaviour	Page 6
School Uniform & Staff Details	Page 7
School Admissions Policies	Page 8

Welcome to The Ellis School

Thank you for choosing our school and entrusting the care of your child to myself and the staff at 'The Ellis'. It is a privilege for us to join you in your child's education and we look forward to a happy and successful relationship with you, your child and your family.

At 'The Ellis' you and your children will always find a warm welcome and a friendly face. Founded in 1826 as part of the George Ellis Educational Trust, the school is now housed in a beautiful building, purpose-built for education in the 21st Century.

We are a Church of England Voluntary Aided School belonging to the Sheffield Diocese. As a Church of England school, our practice is built on the basic Christian belief that we are all made in the image of God and the dignity and worth of the individual is at the heart of all we do.

The rector from St. Mary's, Wombwell visits the school and takes assembly once a week, and the school is used regularly for a family service to which all parents and children in the parish are welcome.

We believe it is important to help our children understand and appreciate the multicultural and multi-faith nature of society and our Religious Education Scheme of work includes the study of other world faiths. Parents may withdraw their children from Religious Education or Acts of Worship - please contact me if you wish to do so.

We will do our best to ensure that your child receives the best possible education to equip them for their future life. All the staff at our school are fully committed to the children in their care and demonstrate this in the way they interact with them. The curriculum offered is designed to enable all children to fulfil their potential, and they are encouraged and challenged to work hard and achieve to their capability.

We share with you in the education of your child. This is their school and it is your school. Please know that you are welcome at any time, to speak to your child's teacher or to me - I may not be immediately available but an appointment can be made at a mutually convenient time.

We believe that, in partnership with parents, we can encourage the children to develop in an atmosphere where the love and support, which are so much a part of Christian life, can give a sense of each individual's value and potential.

We hope you enjoy reading about our school and will not hesitate to contact us for any further information or to arrange to visit and see everyone at work.

 Pam Randall Headteacher

"Education must nourish the diverse talents of our children. It must widen their horizons; develop their appetite for learning; enable them to live life to the full. It must foster intellectual, physical, cultural, moral and spiritual development and help children develop the values that will guide them through the difficult decisions they will have, inevitably, to make in adult life."

Dearing Report 1993



Our School Aims:

- To create a secure, happy and loving environment
- To meet the needs of all individuals
- To ensure high standards of both teaching and learning
- To encourage the fulfilment of potential and recognise achievement
- To meet the requirements of the National Curriculum
- To provide a broad and balanced education to develop the whole child
- To encourage the children to be self disciplined, caring and responsible towards others
- To promote positive self-esteem, confidence and independence
- To constantly reflect the Christian ethos of our school in our relationships with the children, their families and the wider community

Our Mission Statement

As a Church of England Primary School, as well as the school for the village of Hemingfield, our mission is to create a successful learning environment which will clearly reflect the Christian values of our foundation. We can do this by:

- Recognising that the education of the children involves partnership
- Recognising that each member of our community has a unique potential to fulfil
- Creating an environment where the confidence and self esteem of each individual is nurtured
- Meeting the requirements of the National Curriculum through careful planning and resourcing
- Monitoring and improving the quality of the service we provide

Our aim is to provide our children with a loving and happy school where Christian values guide moral and spiritual development for the future.



School Curriculum

The curriculum of the school is everything that is offered to the children - in maths, English, science, ICT, history, geography, music, PE, RE, PSHCE, art, design technology and in their interactions with other children and adults around them. National Curriculum subjects are taught in a broad and balanced way. The teachers here are very aware of their statutory obligations and more especially the needs of the individual children in their care - teaching programmes are carefully planned to ensure that learning is appropriate for each child. It is an important part of the school's ethos that the children feel secure and valued as they learn in a caring atmosphere which we try to extend beyond the school into the community.

Much of our work is cross curricular in approach and the National Curriculum Programmes of Study are clearly identified and incorporated into a carefully planned and relevant theme. The content of the National Curriculum is taught with progression and depth. The children are grouped within each class in a variety of ways, depending on the focus for learning - their work will reflect their individual needs even though the whole class will be working on the same topic overall.

At school, we recognise the important part played by parents in sharing the support of the children as they develop as learners and the children are encouraged to take books home to read. Homework is set and parents are asked to support their children by encouraging them to complete this work regularly although we are aware that children may occasionally have other demands on their time.

We are fortunate in having a Computer Suite and laptops in each class, with filtered Internet access to develop skills in the use of Information Technology. Radio, television, cameras, tape recorders and calculators are used when appropriate.

Sport

There are opportunities for playing football for both boys and girls and children compete together and with other schools in athletics and football in a friendly way. Game skills are part of our P.E. programme and an element of competition is introduced through our team system.

Sex Education

The school's policy on Sex Education is that it is taught as part of our programme on Personal and Social Development. Throughout the course of their school life the children study various aspects of animal and human development and human reproduction is a natural part of this. However, caring family relationships are the focal point and parents of children due to meet the Sex Education module of the programme will receive notice. The section on Sex Education for the older children is optional and parents may withdraw their children if they wish.

Religious Education

At "The Ellis" we aim to provide the children with an education that is firmly based within the love and care of the Christian Family so that, as they grow, they meet and accept those values which form a part of the Christian faith. The clergy from St. Mary's, Wombwell, or St. George's, Jump, visit the school and take assembly once a week. Parents and children are invited to a Family Service each month.

Collective Worship

Each day, the children take part in an act of Collective Worship. This is a time for us to focus, reflect on and celebrate the Christian nature of our school.

Special Educational Needs

Sometimes children find it difficult to work or behave in school in the expected way and there may be various reasons for this. A child and their family may need help in overcoming these difficulties and the school has access to support services and staff who will assist. There is a statutory Code of Practice for children with special needs and parents have the right to be involved and to ask for the appropriate support for their child.

Early Years Foundation Stage

As the first contact with children and parents at our school we aim to foster a friendly, inviting and exciting foundation to learning. Children are offered a broad and balanced curriculum, tailored to their individual needs in the six areas of learning: Personal, Social and Emotional Development, Communication, Language and Literacy, Problem Solving, Reasoning and Numeracy, Knowledge and Understanding of the World, Physical Development and Creative Development.

Children take part in fun and active learning through play which fosters independence, self motivation and enjoyment of learning. Our school ethos of caring for and respecting others begins with our youngest learners and continues throughout school life.



"The pupils' good behaviour, sense of safety and spiritual, moral, social and cultural development result from strong relationships with adults and the good quality of care, guidance and support...Inclusion is a strength of the school. Pupils with special educational needs and/or disabilities are identified and effectively supported from an early stage."

Ofsted Inspection May 2011

School Information

Parents and carers are the first educators of their children and at 'the Ellis' we want to work in partnership with you to give the children the best start in their school life. We have an 'open door' policy, whereby parents/carers can speak to staff about their worries and concerns either at the beginning or end of the day. Sometimes however, you may need a longer time with the teacher and in this case it is more appropriate for an appointment to be made.

Each half term, the children bring home a newsletter outlining what they will be learning over the half term. If parents/carers are able to contribute to the children's learning in any way (i.e. by bringing books or artefacts into school) they are welcome to do so. If there is anything on the newsletter which needs an explanation, we encourage parents and carers to approach their child's class teacher.

If you have any free time and would like to help out in school, please speak to the class teacher. There are many jobs that need to be done in the course of a school day and we are always happy to welcome an extra helping hand!

To enhance the children's learning we sometimes take them out of the school environment. This incurs costs and we do ask that parents/carers make a contribution if they can. We understand that this can become expensive and we will endeavour to keep the number of occasions we ask for contributions to a minimum. Those who have difficulty with costs can approach me or the office staff in complete confidence.

Complaints

We make every effort, through regular contact between teachers and parents/carers, to keep problems to a minimum. Sometimes, however, matters may need to be referred to the headteacher. If the difficulty cannot be solved in this way, it may be helpful to approach the chair of governors who may be able to resolve the matter or bring the question to the full governing body.

Parents, Teachers and Friends Association

Our PTFA work hard to raise additional funds for school and for charity by holding various social events throughout the year. We hope that as many parents as possible become actively involved and support the children and the school in any way they can.

Reports and Records

We hold parents' evenings every term when the teacher and parents/carers can discuss their child's progress and targets. Of course, should any difficulty arise at any time, the headteacher or class teacher will be happy to talk with parents about it.

Reports are sent home towards the end of each summer term.

The achievement of the children in the Foundation Stage is recorded in the Foundation Stage Profile which is completed while the children are in Foundation 2. Currently, in the summer term, children in year 6 sit the standard assessment tests in maths and English which are set by the Department for Education. The results of these tests and of teacher assessment in key stage 1 are published by every school and parents will receive the most recent ones with this booklet. The figures represent the percentage of children tested with comparative figures for Barnsley and those nationally. They do not, however, include details of children with special educational needs. The progress of all children is tracked throughout the year and their attainment is assessed informally on a day to day basis and formally at the end of each term.

Morning Arrangements

Children in the Foundation Stage classes come into the classroom with their parent/carer, who is encouraged to remain with the child until the 'tidy up' music is played and the children are settled and ready for their school day.

Other classes wait on the playground and are escorted into school at 8.55am by their class teacher.



Breakfast Club

From 8.10am the children can have a healthy breakfast and take part in some exercise before school. The children are offered a choice of cereals, fresh fruit, juices, toast and either beans, scrambled egg or cheese toasties. The club has proved very popular and parents are asked to book places on a week to week basis.

Session Times

Morning:

8.45am - 11.45am	Foundation 1
9.00am - 12.00pm (noon)	Foundation 2/Key Stage 1
9.00am - 12.15pm	Key Stage 2

Afternoon:

12.30pm - 3.30pm	Foundation 1
1.00pm - 3.20pm	Foundation 2/Key Stage 1/Key Stage 2

Term Dates:

	School Opens:		Closes:	
Autumn 1	5th September	2011	21st October	2011
Autumn 2	31st October	2011	20th December	2011
Spring 1	3rd January	2012	10th February	2012
Spring 2	20th February	2012	30th March	2012
Summer 1	16th April	2012	25th May	2012
Summer 2	4th June	2012	20th July	2012
May bank holiday	7th May	2012		

Inset days to be advised

Important Information!

It is a legal requirement that the school records any absences. The Governors can authorise up to two weeks (10 school days) absence for holidays. Barnsley Local Authority has imposed restrictions on the times holidays can be authorised.

If your child is unable to attend school due to illness or any other reason, please inform us on the first day of any absence. Once we have been informed, your child's absence is recorded as 'authorised'. Each year, the school is given an attendance target which it must endeavour to reach.

Attendance at school is of the utmost importance. To encourage this, each week our attendance mascot, SAM, (School Attendance Matters) is awarded to the class with the highest attendance the previous week. Parents also receive an information leaflet to promote an understanding of the importance of good attendance.

It is important that we have an up-to-date record of your address and any telephone numbers we can reach you on. Please supply the names and numbers of other adults who can collect your child from school in case the usual adult cannot be contacted or is unable to collect the child.

Please inform school if you are unable to collect your child at the end of the day and have asked someone else to. To ensure the safety of the children, the staff will never allow a child to be collected by someone other than yourself without prior knowledge.

Behaviour & Discipline

Our behaviour and discipline policy is based on positive reinforcement and the promotion of positive self-esteem. Good behaviour is rewarded and highlighted and children who behave well are identified as good role models.

Achievement in all areas of a child's development is rewarded at class and whole school level. Each class teacher has their own reward system and each Friday we hold an Awards Assembly, when children receive award certificates from their own or other teachers, for achievement, effort, good attitude and kindness as well as for academic achievement. The Headteacher's Award is given each week, to a class who have shown high standards of behaviour or commitment.

The children have produced a Playtime Agreement regarding behaviour at playtimes and this is displayed throughout school. We use a 'Traffic light system' for behaviour management, which is displayed in every classroom. At 'The Ellis' we do not tolerate bullying of any kind. We have an Anti-Bullying Policy and take part in Anti-Bullying Week each year to reinforce our commitment to this issue.

A copy of the current Behaviour Policy, the Traffic Light System and the Anti-Bullying Policy are available on the school website www.theellisschool.org.uk and can also be obtained from The Office.

School Policies

Other policies are available at www.theellisschool.org.uk or from the school Office.



"...children make strong progress in the two years of the Early Years Foundation Stage... Expectations are high, and the curriculum is now finely adjusted to the well-understood needs of these children...The outdoor environment hums with fascinating activities."

Ofsted Inspection May 2011

Staff

Headteacher:

Mrs P Randall

Senior Leadership Team

Deputy Headteacher

Mrs A Fahy

Assistant Headteacher

Miss E Calder

Assessment Leader

Mrs D Broadbent

Year Groups Teachers

Foundation 1

Mrs T Pollard (ICT/DT)

Foundation 2

Mrs A Fahy (EYFS Leader)

Year 1

Mr D Grayhurst (Inclusion)

Year 2

Mrs C Trotter (Music) and

Mrs N Tonkinson (Humanities)

Year 3

Mrs A Gibson (Art/Display/PE)

Year 4/5

Mrs D Broadbent (Maths)

Year 5/6

Miss E Calder (Literacy)

Classroom Assistants:

Mrs J Tindle

(Nursery Nurse)

Mrs C Beevers

(F2)

Mrs K Freeman

(Y1)

Mrs J Beever

(Y2)

Mrs K King

(Y3)

Mrs B Gale and Mrs D McAleavy

(Y4/5)

Mrs M Brinkley

(Y5/6)

Special Needs Support Assistants

Mrs T Gay, Mrs M Law,

Mrs G Jones, Mrs A Booth

Bursar

Mrs J Rodgers

Secretary

Mrs H Fiddes

School Meals Supervisory Assistants:

Mrs N Hemingway, Mrs E Remington, Mrs S Hirst, Miss F Turton, Mrs C Rose

Caretaker

Mr W Cookson

School Cleaning Staff

Mrs M Hinchliffe, Mrs B Foster, Mr E Beech

Uniform

Wearing the school uniform gives us a sense of unity, shows we are part of the school family and that we are proud to be part of 'The Ellis'. It is the expectation that every child will wear the school uniform. The details of our uniform are as follows:

Girls

- Red sweatshirt or cardigan
- Grey skirt or grey or black trousers
- White or red polo shirt

Boys

- Red sweatshirt or jumper
- Grey or black trousers
- White or red polo shirt

Physical Education: Girls and boys

- White round neck T-shirt
- Black or navy elasticated shorts (no draw strings or football shorts)
- For outdoor PE the children need trainers and a black or navy track suit

Indoor Shoes

The children are required to wear a pair of soft soled indoor shoes – black pumps are preferable, or a pair of sensible, full slippers. As with all clothing, these **must be named**.

Jewellery

For health and safety reasons, children are not allowed to wear jewellery, other than a watch and one pair of stud earrings. **Please note that this rule will be strictly enforced**. If your child wears unsuitable earrings or any other type of jewellery, they will be asked to remove it and it will be kept in safety in my room, to be collected at the end of the day.

All jewellery must be removed for PE. If your child's earrings are in the healing period, please cover them up with tape on PE days. This is to avoid a child's ear being torn by an earring caught on someone else's clothing.



School Admissions

Introduction

The governors of The Ellis Church of England (VA) Primary School are the admissions authority for the school. They are guided in that responsibility by the requirements of law, the school trust deed, by advice from the Sheffield Board of Education and its duty to the community. **The admission number for 2011/12 is 30. Children will be admitted during the Autumn term following their 4th birthday.**

Deferred Entry To The School

1. Where the Authority, on behalf of the governors, offers a place at a primary school, a parent who accepts that school place can defer entry to that school until the term after the child's fifth birthday.
2. The deferred place at that school will be held for that child and will not be available to be offered to another child.
3. The deferred place must be taken up during the same school year for which the offer of the place was made and accepted.
4. Entry to a school cannot be deferred to:
 - a) the next academic year; or
 - b) beyond the beginning of the term following the child's fifth birthday.

Over Subscription Criteria

Children who have a statement of special educational need and the school is named as the most appropriate education setting for the child are required to be admitted.

1. Where the number of applications for The Ellis CE Primary School received during the normal admissions round exceeds the admission number of the school, then admission will be determined in accordance with the following priority of admission criteria:
 - a) Where the child is in the care of the Local Authority (Looked After Child)
 - b) Where there are medical and/or social reasons for the child to attend the school, where those needs cannot be met by any other school.

*NOTE:

The parent/carer must provide evidence to support application as follows:

- i) medical – a letter from a specialist medical practitioner (not GP) giving medical reasons why the child must attend the school as opposed to any other school.
- ii) social – a letter from a recognised professional stating why the child must attend the school as opposed to any other school.
- c) Whether the family, including the child, attend, at least monthly, St. Mary's Church, Wombwell or St. George's Church, Jump;
- d) Whether the child has any brothers or sisters in the school at the time of admission;
- e) Whether the child is resident in the village of Hemingfield;

*NOTE:

The school will provide a map of the village of Hemingfield in the policy, clearly showing the boundary of the village of Hemingfield.

- f) Whether the family, including the child, attend, at least monthly, another Christian Church. N.B. Regular attendance at church should be confirmed by a letter from your parish priest or minister.
- g) Whether the parents, although of differing faith background, wish their child to attend a Christian school. (The application should be supported by the leader of your place of worship.)
- h) Other applicants.

In the event of over-subscription, when applicants have otherwise equal entitlement, the governors will give priority to those who live the shortest distance, as measured in a straight line, by the LA, from the centre point of the applicant's home address to the main entrance of the school. (For straight line measuring, the LA uses Arc View GIS 3.3, which uses Ordnance Survey data to ensure precision measuring.) The criteria will be applied fairly and, if admission has to be refused, an appeal may be made.

Tie Break

In the event of two or more children living equidistant from the school, the place will be decided by drawing lots. The first name drawn will be offered the place.

2. The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

Definitions

Definition 1: Parent/Carer

A Parent/Carer is any person who has parental responsibility or care of the child. Where admission arrangements refer to the attendance of the 'family' at church, the 'family' includes only parents and siblings.

Definition 2: Brother/Sister/Siblings

These refer to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner and in every case, the child should be living in the same family unit at the same address.

Local Transfers

The Local Authority, BMBC, will co-ordinate in year transfers for our school.

5. Churches Together in England Ref: www.churches-together.org.uk - Antioch Orthodox Church; The Baptist Union of Great Britain; Cherubim and Seraphim Council of Churches; Church of England; Church of God of Prophecy; Church of Scotland (in England); Congregational Federation; Coptic Orthodox Church; Council of African and Caribbean Churches UK; Council of Oriental Orthodox Christian Churches; Icthus Christian Fellowship; Independent Methodist Churches; International Ministerial Council of Great Britain; Joint Council for Anglo-Caribbean Churches; Lutheran Council of Great Britain; Methodist Church; Moravian Church; New Testament Assembly; New Testament Church of God; Oecumenical Patriarchate; Redeemed Christian Church of God; Religious Society of Friends; Roman Catholic Church; Russian Orthodox Church; Salvation Army; Seventh Day Adventist (Observer); Transatlantic Pacific Alliance of Churches; United Reform Church; Wesleyan Holiness Church; Wesleyan Reform Union Church.

Introduction Arrangements

Before children start school we invite them to visit our Foundation 1 class to meet the staff and to familiarise themselves (and you) with the environment. There is also a Parent's Meeting at which parents and carers are introduced to the routines of Foundation 1. There are also meetings for parents and carers at the time of transition from Foundation 1 to 2 and from Foundation 2 to Year 1. Parents are informed by letter of the times of these meetings.



The Ellis C.E. Primary School

School Street,
Hemingfield,
Barnsley S73 OPS

Telephone: 01226 753383
Headteacher: Mrs P Randall

www.theellisschool.org.uk

Local Education Authority

Barnsley Metropolitan Borough Council

Corporate Director of Children's Services

Mrs J Harwood
Education Department, Berneslai Close,
Barnsley S70 2HS

Telephone: 01226 770770

Governors

Chairperson: Mrs J. Horner
c/o The Ellis C.E. Primary School

Trustees:

Mrs Fiona Stephenson
Mr James Alistair Geoffrey Fawcett
Mr Edward Anthony Bromet
Mr George Charles Nicholas Lane Fox
Mr Reginald Benjamin Rimington Wilson