



***"Welcoming All, Learning Together"***  
*They will soar on wings like eagles (Isaiah 40:31)*

**Headteacher's Welcome**

Welcome to St John's CE Primary Academy. It is a privilege and a joy to serve as Headteacher of such a warm, nurturing and ambitious school community. At St John's, we are proud to be a school where every child is known, valued and supported to flourish academically, personally, socially and morally. Our vision, *"Welcoming All, Learning Together,"* reflects our commitment to ensuring that every child and family feels part of our school community.

At the heart of everything we do are our core values of **respect, kindness, aspiration** and **resilience**. These values shape our daily life in school and guide how we learn, work and grow together. We encourage our pupils to treat one another with kindness and respect, to aim high in all that they do, and to develop the resilience needed to overcome challenges and achieve their potential.

We are a child-centred school, where the wellbeing, development and success of every pupil is our priority. We believe every child is unique and full of potential, and it is our responsibility to nurture their talents, curiosity and confidence. Within our caring Christian environment, children feel safe, supported and inspired to become thoughtful, responsible and compassionate members of society.

At St John's we have a **culture of high expectations for everyone** - pupils, staff and parents/carers alike. We believe that when we work together with shared ambition and commitment, our children thrive and achieve their very best. Our staff are dedicated professionals who strive to provide the highest quality teaching and learning, ensuring that every pupil is supported and challenged to succeed.

We are proud to be a school that is **'Rooted in Reading.'** Reading sits at the very heart of our curriculum and our culture. From the earliest stages of learning, we place a strong emphasis on developing confident, fluent readers through high-quality teaching, rich texts and daily reading opportunities. Books form the foundation of our English curriculum, inspiring writing, discussion, imagination and curiosity across the school. We believe passionately that **"first we learn to read, then we read to learn,"** and therefore we ensure that every child develops the reading skills they need to access the wider curriculum and the world beyond the classroom. Our aim is not only to teach children to read well, but to nurture a genuine love of books and stories that will stay with them for life.

Our ambitious, broad and carefully designed curriculum provides rich opportunities for pupils to develop strong knowledge, skills and character. We want every child to develop a lifelong love of learning and the confidence to aim high for their future. Through quality first teaching, enrichment opportunities and strong pastoral support, we enable our pupils to grow academically, socially and spiritually.

A key strength of St John's is the strong partnership we build with parents/carers and families. We believe that children flourish best when home and school work together in trust and collaboration. We value open communication and welcome parents as partners in their child's education, working together to support every child to succeed.

St John's is a school where children are encouraged to dream, believe and achieve. Inspired by our Christian ethos and the words from Isaiah *"They will soar on wings like eagles,"* we strive to ensure that every child leaves our school confident, capable and ready for the next stage of their journey.

I hope this prospectus gives you a helpful insight into life at St John's CE Primary Academy. We would be delighted to welcome you to our school and look forward to working together as part of our community.

**Mr W Slater**

**Trust Headteacher**



### St John's Local Academy Committee (LAC)

The Governance of St John's Primary Academy is paramount and that is achieved by:

- i) **The Headteacher** who is responsible for the internal organisation, management and control of the school and the implementation of the strategic framework established by the governing board.
- ii) **The LAC**, comprising of a set of Governors.

The role of the school governor is defined by the National Association of Governors as:

A strategic role, whose key functions are to:

- set the aims and objectives for the school
- set the policies for achieving those aims and objectives
- set the targets for achieving those aims and objectives
- monitor and evaluate the progress the school is making towards achievement of its aims and objectives
- be a source of challenge and support to the Headteacher (a critical friend)

The LAC at St John's is made up of elected parents, a staff representative, the Headteacher, people from the community and at least one member of St. John's church. Our aim is to provide the best education for our pupils.

At present we meet every half term and at these meetings we look at the school budget, school policies, pupil progress and anything else which affects the long-term vision for the school.

If you would like more information on the LAC or you are interested in becoming a Governor, please contact the school office for details.



## **Safeguarding**

### **Designated Safeguarding Lead:**

Mr Slater (Headteacher)

### **Designated Deputy Safeguarding Leads:**

Miss Adamson (Family Liaison Officer)

Mrs Carnell (Assistant Headteacher and Teacher)

Mrs Trubshaw (Assistant Headteacher, SENCO and Teacher)

Safeguarding is given a high priority within school and all staff are trained in how to safeguard our children effectively.



## KEY INFORMATION

### Our School Day

The school day begins at **8.50am** for all the children. The school building is opened to the children at **8.40am** so that they can go to their classrooms ready to start on time.

Our school hours are:

Foundation to Year 2 8.50am to 3.20pm

Year 3 to Year 6 8.50am to 3.25pm

The children all have a lunch break and appropriate breaks are taken at other points during the school day.

### Attending School

We want all the children to get the best they can from school. Being in school every day and on time is a great way to start. We ask you to help them to do this by making sure they are always punctual on arrival to school and that they attend regularly.

School operates a first day contact system and so you need to call or email school by 9.30am if your child is absent for any reason. If we have been unable to make contact with you, we may complete a home visit if your child is not in school and we have received not communication.

### School Dinners

Tasty cooked meals are prepared by our own catering team each day. Menu sheets are sent home so parents know what is being offered. Snacks are also available for children in Years 3 to 6 to purchase at morning break. The children can bring in their own healthy snack from home – but please no crisps, chocolate bars, biscuits or nuts.

All children in Reception, Year 1 and Year 2 are entitled to a free school lunch each day. In addition a free piece of fruit is available at morning break time for children in Reception, Year 1 and Year 2.

### Parent Pay

We have an e-payment method to pay for **dinner money, trips, music lessons, etc.** On enrolment at the school you will be issued with a username and password to activate your account. The only time you will be asked to make a payment in cash/cheque will be for any PTA events.

### Communication

A weekly newsletter is emailed to parents. We also send generic text messages reminding parents of upcoming events/important information. The website address for the school is [www.st-johns-stafford.staffs.sch.uk](http://www.st-johns-stafford.staffs.sch.uk) where you will find lots more information about the school along with a photo gallery and a list of key dates.

With this in mind it is important to keep the school updated with any changes in contact details, especially mobile telephone numbers and email addresses.

We also have a Facebook page – just search for St. Johns CE Primary Academy.

### Water Bottles

All the children are encouraged to bring a named 500ml sports bottle of water each day to drink in class. We have facilities for the pupils to refill their bottle if needed during the day.

### Medicines in School

Occasionally your child may need to have prescribed medicine administered in school. It is always preferable if parents can administer this at home, but if there is a need, it can be administered by school staff. You will need to complete an authorisation form at the office and hand in the medicine in its original packaging with the dispensing label. If your child is administered an inhaler you will be asked to complete an Asthma Healthcare Plan. Again, the inhaler must be in its original packaging with the dispensing label. All inhalers must be taken home at the end of each term for cleaning and for you to check it is still in date and in working order. Please return the inhaler to the office at the beginning of each term (not the class teacher).

### Extra-Curricular Activities

Beyond the classroom, we offer a **wide range of enriching extra-curricular opportunities** that enhance our pupils' learning and personal development. Pupils at St John's benefit from a varied programme of both morning and after-school clubs, including a wide range of sports and creative activities. Our children regularly take part in fixtures and competitions against other local schools, fostering teamwork, resilience and school pride. We are proud of our thriving school choir, opportunities for peripatetic music tuition, and the many ways pupils can explore their talents and interests. As pupils move through the school, they also enjoy memorable experiences beyond the classroom, including outdoor and adventurous residential visits in Years 3 to 6, and for our older pupils in Upper Key Stage 2, the exciting opportunity to participate in an international visit to France, broadening their cultural understanding and independence.

### Peripatetic Music Lessons

Pupils in Key Stage 2 are given the opportunity to learn to play the flute, clarinet or violin. Peripatetic teachers, employed by Entrust, come into school on a weekly basis to provide a 20-minute lesson. Hire of the instruments is free but there is a charge for the tuition cost.

### Wraparound Care

We provide wraparound care from 6.45am until 6pm in our Windsor building located on the playground. We also provide childcare during the holidays. Bookings are made and paid for via ParentPay and we require a notice period of 48 hours for any bookings or cancellations. Childcare vouchers can also be used to make payment.

### **SCHOOL UNIFORM**

*St. John's Primary Academy believes that wearing a uniform is an important part of school life. It gives the pupils a sense of belonging and pride for their school.*

Grey/Black skirt/pinafore / shorts or trousers

White shirt/polo shirt / blouse

Plain red jumper/red sweatshirt / cardigan with or without school logo

Summer dress (red and white gingham)

#### **Footwear**

Shoes should be black/brown for all pupils. Plain black (no coloured logos) trainers can be worn

#### **INDOOR PE**

Plain red or black shorts

Plain white t-shirt

Black pumps

#### **OUTDOOR PE**

Plain black jogging bottoms

Plain black sweatshirt jumper

Trainers

Please make sure all items of uniform are clearly named. Jewellery, other than watches, is not encouraged in school. Only studs are to be worn in pierced ears. For safety reasons, earrings must be removed for PE - please note members of staff are **not** permitted to remove them.

We have 2 suppliers providing our school uniform:

- **Crested School Wear** – there is a store in the town centre: 35-36 Gaolgate Street, Stafford, ST16 2NT (Tel. 01785 748481). Alternatively, you can order online at [www.crestedschoolwear.co.uk](http://www.crestedschoolwear.co.uk).  
When purchasing from the website:
  - 1) Select SHOP tab from the top of the main page
  - 2) Select schools S-U
  - 3) Click on School Logo, where you will find all products relating to the school.
- **Brigade Clothing** - has an online ordering system. The website address is [www.brigade.uk.com](http://www.brigade.uk.com) – please ensure you select the correct school. Our school is listed as **St Johns C E Primary (ST16 3RZ)**.

## Hello and a Warm Welcome to St John's PTA!



We are all either teachers or parents of children at St. John's. We have one thing in common - our interest in trying to improve what the school provides for our children. To achieve this, and with your input, our school's PTA objective is to raise money to help contribute to enhance and enrich your child's school experience.

### Recently PTA funding has provided:

- Reading books for both Key Stages
- Playgrounds & outside play equipment
- Stage sound system for hall performances
- Laptops
- I-pads
- Subsidised school trips
- Leaving activity for Year 6 pupils



### And what do we hope to achieve in the future:

- Continue and maintain our ongoing schemes
- Support our school's Eco projects
- Support our school's ongoing requests for improved learning!
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**THIS IS AN AMAZING ACHIEVEMENT!**

### What we do ...

#### Our Events

Throughout the year, the PTA committee organises various social, formal and informal events. Our events are fun and entertaining, family friendly and, of course, are all fund raisers! To name just a few ...

- Discos
- Frozen Fridays
- Secret Festive Room

## How we do it ...

### Our Meetings

The PTA Committee meets approximately once a term, after school, for around 30 minutes in school. These meetings are essential for us to get together and discuss current and forthcoming events. We monitor how much money has been raised and how that money is to be spent. Once a year, in the autumn term, we hold our AGM. We encourage new parents who are interested to come along. We elect and nominate new members. Details of PTA meetings can be found on the school newsletter dates for your diary section.

**WE NEED NEW SUPPORTERS NOW!**

### Our Input

The PTA committee is a dedicated team. Our input is as much, or as little, as we can each give. The committee will always be there 'on the night'. However, we can't do ALL the work.

### WE NEED ...

- Volunteers to help set-up, serve and clear away after an event.
- Volunteers to help with washing-up and cooking.
- Ideas and skills towards organising new projects.
- Families to come along and enjoy our events.

**WE NEED YOUR DEDICATED SUPPORT TOO!**

### Your Input

Our thanks go to everyone who has contributed to our events in the past - we know how precious your time is. We thank all those families who have come and supported our fund raising events - without your generous support the school's extra needs wouldn't be achieved.

### IF YOU WOULD LIKE TO ...

- know more about your PTA
- come to the meetings occasionally
- come to the meetings regularly
- put forward new ideas
- participate in organising an event
- help at an event - run a stall
- contribute your time
- help in any way you can



PLEASE contact one of our committee members or leave a message at the school office.

**THANK YOU FROM THE COMMITTEE OF ST. JOHN'S  
PRIMARY ACADEMY PTA**



## **St John's Links with the Military**

Here at St. John's we are lucky to have a large group of children from military families, coming from different parts of the United Kingdom and abroad. Around 17% of our school population are from military families and this provides a diverse mix of pupils. For many of these children, St. John's will be among many schools they attend throughout their years in education. We recognise that at times, just like any child, these children may need extra support. We try to meet these needs by having close links and regular meetings with the Army Welfare Team and providing a 'Forces Club' where the children take part in a variety of enrichment activities. This gives those children, who may have concerns about parents away on deployment, an opportunity to support one another. In addition, we have a nurture room where experienced and well-trained staff can work with pupils who may need additional support emotionally.

We are aware that frequent changes to a child's education can disrupt their learning and have a negative impact on progress. At St John's, we recognise this and offer support educationally and emotionally to ensure that our pupils make the best progress they can. Staff quickly assess pupils as they enter our school and appropriate interventions are put in place where necessary. Support is provided throughout this process by our SENCO (special needs) team and our Family Liaison Officer.

Our military families bring a wealth of diversity to St. John's, and we hope that despite moving around the country, the friends the children and parents make during their time here are friends for life.