



Rumboldswyke

Church of England

School

Prospectus

2020-2021



Part of the Bishop Luffa Learning Partnership

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Welcome from the Head

Welcome to Rumboldswyke Church of England School, where your child is at the heart of everything we do!

I am delighted to introduce myself as the Headteacher of Rumboldswyke School. I have received a very warm welcome from the staff and I am excited about the next phase in the school's journey with the Bishop Luffa Learning Partnership.



Our ethos statement 'Love life, love learning' acknowledges:

- ◆ that relationships form the foundation to successful learning through a caring and nurturing environment. Getting to know your child well, building trust and fostering positive self-esteem is essential in developing them as a confident and eager child who believes in themselves and is sensitive to the needs of others.
- ◆ that children learn best when they are excited by their learning and the learning is purposeful. This is why we carefully plan sequences of learning based on the children's interests, capturing their enthusiasm with an engaging hook and working towards an authentic outcome.

As a parent to three children, I appreciate that parents are a child's first and most formative teacher. By working in partnership with families, we can develop a personalised approach ensuring our children grow into well-rounded people who will fully develop spiritually, emotionally, physically, creatively and intellectually. Therefore, I look forward to getting to know each and every one of our families and work together to build an exciting future.

Lisa Harris,
Head of School



Introduction

Rumboldswyke, a Church of England School, was founded in 1884. The present purpose-built infants' School was erected by W.S.C.C. in 1964 and extended in 1989 and 2005.

The school consists of five classrooms, each with its own cloakroom and toilet facilities, a Hall and a library. The site is large and has ample play places, both asphalt and grass, as well as an environmental area and a parent built Spiritual Garden.



The School address is: Rumboldswyke C.E. Infants' School,
Rumbolds Close, Whyke Road,
Chichester, West Sussex PO19 7UA

The Telephone Number is: (01243) 782368
E-Mail Address office@rumboldswyke.org.uk
Website www.rumboldswyke.org.uk

Rumboldswyke is a Church of England Foundation School. Religious Education follows the Local Authority's Agreed Syllabus and the Trust Deed of the School's Foundation. The figures of St. George and the dragon make up the school motif seen on all official school correspondence as well as on the school sweatshirt. It reminds us that Rumboldswyke School is a Church of England School attached to the parish of St. George's, Whyke. The School therefore displays the patron saint of the parish who is of course also the patron saint of England.



Church membership is **not** a condition of entry to Rumboldswyke, and we hope that the children of parents of all faiths, or indeed of none at all, will be happy in the caring atmosphere of the School, and be able to join in all its activities. Parents do have the right to withdraw their child from assemblies, worship and R.E if they wish.

Children's Voice

He says, "Be still, and know that I am God." Psalm 46 vs 10



It is fun to sit in the Story Teller's Chair. We can get three of us on it, then we tell stories

I like the Spiritual Garden. I like to sit and play with the stones. Do you know there are shells in there? You can collect all sorts.



I like to read my prayer I wrote. I read it to Emma the other day and she prayed.



I am trying to learn to go down the fireman's pole but it is quite tricky when you start.

The path is brilliant. It is so much better because we can always go on the field even when it's raining! I love running around it.

The tower is awesome. We play pirates on it.



The Executive Committee

The school has an Executive Committee that reports to the full board of Directors of Bishop Luffa School

The committee consisting of:-

Nigel Hoggarth	Chair of Directors, Bishop Luffa School
Austen Hindman,	CEO Bishop Luffa Learning Partnership
Lisa Harris,	Head of School, Rumboldswyke School
Mark Nicholds	Business Manager, Bishop Luffa Learning Partnership
Steve Williams	Deputy Head Teacher, Bishop Luffa School
Stuart White	Deputy Head Teacher, Bishop Luffa School
Margaret Lumley	Director, Bishop Luffa School
Lindsey Parslow	Director, Bishop Luffa School
Rev Paul Collins	Emmanuel Church



Contact may be made with the Chair of Governors through the school.

Staff

Teaching

Mrs L Harris	Head of School
Mrs K Toy	Reception / Year 1 class teacher
Ms C Blacklock	Year 2 class teacher, Special Educational Needs Co-ordinator

Supply Teachers

Mrs S Creber
Mrs A Powell

Support Staff

Mrs S Flint	School Business Manager
Mrs P Baker (HLTA)*	First Aid / Learning Support Assistant / Lunchtime Supervisor
Mrs R Greenhalgh	Learning Support Assistant / Lunchtime Supervisor
Mrs C Lambourne (HLTA)*	First Aid / Clerical Assistant / Lunchtime Play Leader / Learning Support Assistant / ICT Technician
Mrs A Nicholds	First Aid / Clerical Assistant / Lunchtime Play Leader
Mrs S Hooper	First Aid / Learning Support Assistant / Lunchtime Supervisor
Miss S Boyd	Lunchtime Supervisor
Miss A Kozak	Caretaker / Cleaner

* HLTA denotes a Higher Level Teaching Assistant who may at times take an increased responsibility within the class.

We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share that commitment. All appointments are subject to full DBS disclosure.



Ethos Statement

'Love life, love learning'

We aim to provide education of the highest quality in a caring Christian environment in which the whole community of the school can continue to grow into well-rounded people, who will fully develop spiritually, emotionally, physically, creatively and intellectually.

School Aims:

We are one big family

We learn for life, growing our brains together

We listen to each other, worship and pray together

We care for God's world

Christian values are values for life and underpin all that we do in school.

Our school values:

Creativity and Thankfulness

Friendship and Peace

Trust and Truthfulness

Responsibility and Justice

Courage and Hope

Forgiveness and Compassion

The Staff and Governors of Rumboldswyke CE Infants' School believe that children learn best when everyone who contributes to their education work as partners. Therefore they believe that the School Aims apply to all governors, staff, children and families who are part of the school.

- ◆ To create within our school community a welcoming, happy and purposeful learning environment in which everyone feels safe and secure.
- ◆ To encourage the children's independence and self-esteem so they learn to believe in themselves, becoming autonomous learners and reaching their full potential in all areas of life.
- ◆ To help them develop confidence in their own ability, eager to try new activities and challenges and be able to make informed choices.
- ◆ To help them develop lively, enquiring minds and the ability to question, discuss rationally and to apply themselves to given tasks and to learning new skills within a framework of self-discipline.
- ◆ To help them to be well adjusted, develop qualities of sensitivity towards others and be able to conform to acceptable patterns of behaviour and recognise what patterns are appropriate at different times and places.
- ◆ To nurture their own spirituality, encourage respect for religious and moral values and also to learn tolerance of other people, their cultures and their beliefs.
- ◆ To help them develop their awareness and appreciation of the world through the creative arts, and nurture their own creativity.
- ◆ Through all of these we aim to help them understand and appreciate the world in which we live.

Education

The Purpose of Education is:

- ◆ To help children grow in understanding and appreciation of the world in which we live, and in knowing how to relate to it.
- ◆ To help each child to contribute responsibly and confidently to that world, and to increase his or her awareness and enjoyment of it.
- ◆ To help each child to feel fulfilled and to have a sense of their own personal worth.



Education should be a life-long process.

It can be both formal and informal. It is the School's aim to make sure that each child's early introduction to formal education will be an inspiring experience, setting the tone for the rest of their life.

Each child is an individual.

- ◆ Children develop at different rates and have widely varying ranges and depths of experience. Young children learn through activity and experience; through their successes and mistakes; by interacting with other people and with the places and things around them.
- ◆ They are naturally curious and use all their senses to explore the world and are able to become totally absorbed in what they are doing.
- ◆ They learn through sharing these experiences by talking, questioning, comparing, by helping one another, and by posing problems and finding solutions to them.



School Curriculum

The curriculum offered by the school

This is broad-based, balanced and provides continuity of learning. It is designed to help children acquire essential concepts and skills of literacy and numeracy. It is planned to be relevant and flexible enabling individual children to progress at their own pace.

All Year One and Two children follow programmes of study planned to meet the requirements of the National Curriculum.

Core Subjects:

English
Mathematics
Science
R.E.
Computing

Foundation Subjects:

Art and Design Technology
Geography
History
Music
Physical Education
PSHE and Citizenship



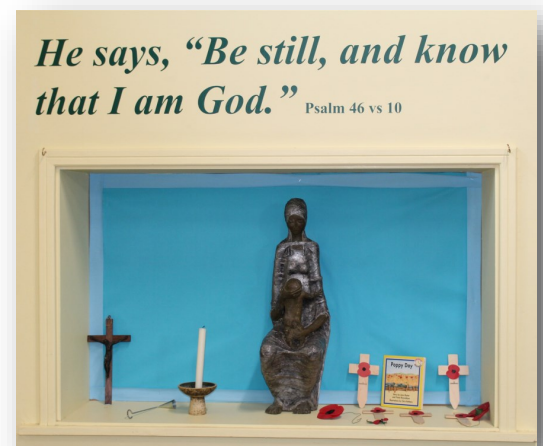
Children enter school for their last year of the Early Years Foundation Stage. They spend a lot of their time on self chosen tasks. They can access the two inside classrooms or play outside.

Within all classes there are children who are at different stages of development and sometimes of mixed age groups. Teachers seek to provide for this range of interest and ability by using their knowledge and understanding of their pupils to plan work to match individual needs. Different approaches to teaching and learning are used. Children work as individuals, in small groups or as a whole class as appropriate for the nature of the learning involved. Children are encouraged and expected to develop responsibility for the equipment they use and to be able to make choices and work co-operatively.

Religious Education:

Teachers in Year One and Two operate a two year cycle. At the beginning of Year A, we begin an introduction to Christianity, focusing on God and His role in the lives of Christians. During this year we also introduce the children to Hinduism and the children have the opportunity to learn about some Hindu festivals and make comparisons with Christian festivals. In Year B we return to an introduction to Christianity, but focus on God's Son, Jesus, and His role. During Year B we then introduce the children to Judaism and the children are able to learn about some Jewish festivals and make comparisons.

We have found that the children gain a deeper understanding when they become familiar with Christian beliefs before being asked to consider and compare their own experiences with Judaism or Hinduism. (During the Reception year children learn about Christian festivals and stories of Jesus).



Sex Education:

This is not taught as a separate subject, but questions in this area of human life are handled according to the age and maturity of the individual child and parents made aware of the inquiry.

Drugs Education:

This aspect of children's learning is included under topics and activities where it is relevant to the age and understanding of the children. Children are taught about roles and implications of medicines and drugs, and they are encouraged to talk about and consider the issues they raise. Parents are informed if staff feel these need to be discussed or reinforced at home.

Educational Visits and Visitors to School:

During their time at Rumboldswyke we want children to have the opportunity to learn as much as they can about the environment in which they live and the world around us. We have a carefully prepared programme which includes visits into Chichester, Pallant House Gallery, Blue Reef Aquarium and the Weald and Downland Museum.

We also have regular visits from representatives of the community, e.g. the Police, Fire Brigade, Ambulance Service and school nurse.



At different times of the year there are various after school clubs on offer. Football, multi-skills, drama and dance are all available during the year for a small fee.

Children also have the opportunity to have lessons from the peripatetic piano teacher attached to our school, if their parents so wish.



Learning in the Outside Environment

At Rumboldswyke, many of the children learn best when they are outside. We have made provision for them to be outside to learn a variety of skills. Here are just a few...

Number and Pattern



Story Telling



Showing Blood pumping around the body



Floating and Sinking



Hindu Rangoli Patterns



Finding Sounds





Woodland Activities at Rumboldswyke

At Rumboldswyke we provide all the children with a variety of experiences in the outdoor environment. The children learn new skills like den building, natural sculpture and simple wood crafts. They are taught to appreciate the natural materials they have around them and use creative and exciting techniques to produce amazing products.

At the end of their school life here the Year 2 children spend a morning in Slindon Woods with a trained Forest School Leader. In this session the children learn how to light a fire, make paints from natural materials, climb trees and make charcoal pencils.

We also cook marshmallows and drink hot chocolate- which is yummy!





Association of Friends of Rumboldswyke School (AFRS)

All parents automatically become members of AFRS when their children join the school. Each year we hold an open AGM to invite people to volunteer their expertise, ideas and energy to raise valuable funds for Rumboldswyke School.



We are an ever growing group who help to organise events for the children and parents to enjoy. In the past we have held both a Christmas and Summer Fayre, a quiz night, cake sales, a book fair, sports events, Easter disco, a trip to the theatre and had a pantomime visiting the school! These events help to both raise money and provide the children with a variety of exciting experiences.

Some of our evening events, such as the Quiz Night and Beetle Drive, are a great opportunity to meet new people, share a glass of wine, win raffle prizes and have fun, knowing you are raising money for the school.

All profits raised are spent entirely to benefit the children, however, every third year we hold an event where we share a percentage of our profits with a local charity.

We hold second hand uniform sales where you can donate old uniform which we will sell on for you.



We warmly welcome anyone who is able to lend a hand helping with organising events or contributing new ideas which, in turn, will hugely benefit each and every child at Rumboldswyke School.

Admission Policy and Arrangements

The admissions policy of this school is common to all County schools in West Sussex. The policy is outlined in the booklet 'Information for Parents', which is published by the Authority.

If you have not received a copy of this publication you may obtain one by writing to:

Pupils Admissions Office
Centenary House
Durrington Lane
Worthing
West Sussex
BN13 2QB

Admissions.south@westsussex.gov.uk

www.westsussex.gov.uk/learning/schools_ages_4-16/school_admissions1.aspx

From September 2011, the decision concerning whether children start on a full-time basis became that of the parents and not the Admissions Authority. Following these changes to the Admissions Code (2010), parents have the right to decide if their children will attend school on a full-time or part-time basis beginning in September.



You may wish to start your child part-time, for a period such as the first half term. This has proven very successful, particularly with our younger, summer born children. This would mean your child would be in school from 8.55am until 12 o'clock. They could extend their morning by staying for lunch and then go home at 1 o'clock before they progress to staying the full day.

The statutory school age remains as the term following the child's fifth birthday which is when the child must be receiving full-time education. The school year runs from September - July each year.



New parents and prospective parents are encouraged to visit the school with their children by appointment with the Headteacher.

There will be an opportunity for them to discuss any matters they would like to hear more about and most importantly, to see the school at work.

Starting School

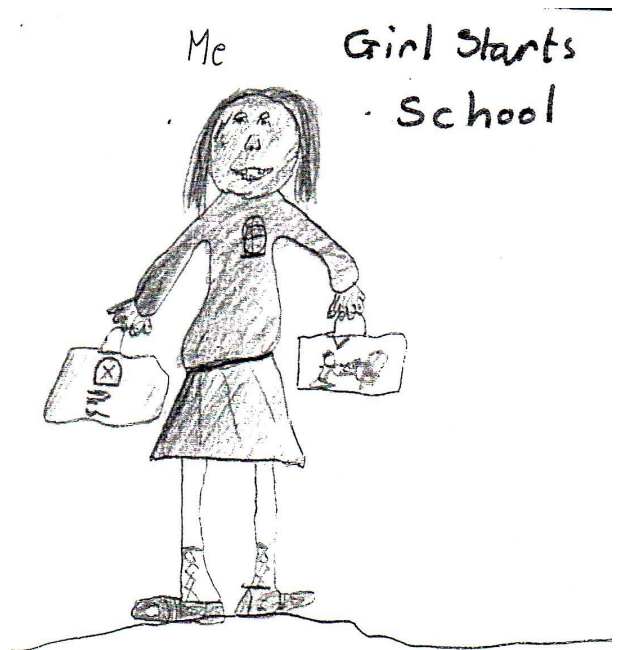


This is a milestone in life - but it need not be a worrying time for you or for your child!

They will have a chance to spend at least two sessions with the Reception Class Teacher before actually starting school. This will help to give your child confidence in finding out all about "real school", after their experiences at home and pre-school groups.

If your child can do the following things by the time they start school, then they will be able to enjoy its opportunities and challenges with less anxiety and stress:

- ◆ Dress and undress and recognise their own clothes.
- ◆ Go to the toilet unaided.
- ◆ Wash and dry their hands efficiently.
- ◆ Recognise their name when it is printed on clothes, books and other items of property. (**not** in "capitals" please).



We believe that education is very much a partnership. Parents have a very important part to play in the education of their child. We aim to involve parents in school life from the beginning of their child's education.

When your child comes for their first visit to spend time in their new class, parents are invited to stay with them.

Early in the first term parents are invited to attend short sessions where we will explain to you what your child will be doing at school and ways in which you can help and support your child's learning at home.

The School Day

- 8.45am** The children enter through the classroom doors which lead in from the Playground
- 9.00am** School starts
- 10.10 – 10.30am** Fruit and Playtime
(Children are encouraged to bring a named piece of fruit or vegetable to eat before morning playtime. This should be prepared ready to eat in a named fruit pot. No other snacks are allowed at this time.)
- 10.30am** Worship
- 12.00 - 1.00pm** Lunch Time
- 3.00pm** End of the school day. The children are met at the playground gate by their parents or carers.



Hot Meals: All children at Rumboldswyke are entitled to Universal Free School Meals. There is a choice of main course, a vegetable or salad and two deserts, one of which is fruit. (Menus are available through the school office.)

Packed Lunches: Parents who prefer their children to bring a packed lunch from home should send it in a clearly named box. Children may have a chocolate biscuit or cake but not a bar of chocolate or sweets in their lunch box. As we do have

children with nut allergies in school, it is preferable that children do not bring nuts in their packed lunches. Drinks are important at lunchtimes. Please provide your child with a drink in a bottle or carton but not fizzy drinks, cans or glass bottles.

Children whose parents receive Income Support or Income-based Jobseekers Allowance, or Child Tax Credit (provided you are not entitled to Working Tax Credit) can apply for Free School Meals eligibility, which will also entitle children to free school milk, funded school trips, afterschool clubs and music lessons from the Music Support Service. Please see the school office for further information.



Cool Milk

School Milk: Milk is available during the morning for those children whose parents request it through the 'Cool Milk' scheme. Details are available from the school office.

School Uniform

The School Colours for all purposes are **red, white** and **grey**. Experience indicates that most children enjoy the sense of 'belonging' which wearing similar dress gives, and we therefore, suggest the following:

Girls: Grey tunic or skirt
Grey trousers
Sweatshirt, red or grey cardigan or jumper
Red and/or white blouse or top
Red and white summer dresses

Boys: Grey shorts
Grey long trousers
Sweatshirt, red or grey jumper
Red and/or white shirt or top

P.E: Plain red or plain white T-shirt and shorts

Shoes: Black (with Velcro fastenings for ease). Please make sure that the shoes your child wears to school are suitable for them to run about at playtime and use on the outside activities safely. *Open toed and slip on sandals are not appropriate footwear for school.*

Wellington boots and waterproof over trousers: To enable the children to access the outside environment in adverse weather.

All articles should be clearly marked with your child's name.

School sweatshirts, cardigans and T-shirts with the School Badge printed as a motif are available from School. There is a second hand uniform shop held on occasions in the school hall.



All children need to bring:

- ◆ a shoe bag (as small as possible with a drawstring to hang it on a peg)
- ◆ Plimsolls, Velcro or elastic-gusseted, not with laces, please.
- ◆ We ask parents not to let their children bring big bags to school - there is not room in the cloakroom for anything more than their coats and draw-string P.E. bags

If your child has long loose hair, they will also need to it tied back for safety reasons.

Earrings: West Sussex County Council regulations state that no jewellery of any kind is allowed to be worn in P.E. This includes earrings. Children must remove any earrings worn themselves and take responsibility for them. If your child wears earrings to school, in the interests of safety, please make sure that only studs are worn. Please could you either teach them how to remove them for PE and keep them safe or please provide tape, such as 3M tape, to be kept in the PE bag so your child can put a little over each ear stud.



Health

Health Checks: The West Sussex School Health Team makes regular visits to school to undertake hearing and eye-sight checks. A School Nurse is available to offer direct support to parents and children.

First Aid: Mrs Baker, Mrs Lambourne, Mrs Nicholds and Mrs Hooper have First Aid Certificates and deal with all minor injuries. All other staff have attended first aid training.

Infectious Diseases: The West Sussex Health Authority has issued clear guidelines regarding minimum periods of exclusion for Infectious Diseases. Please contact the school office if you require further information.



Absence from School because of illness: Parents are asked to contact us on the first day of a child's absence. Please telephone the office between 8.30am and 9.30am to let us know that your child will be absent. We would request that children who are unwell during the night should remain at home for at **least 24 hours**. In our experience they are rarely well enough to cope with school the next day. It also increases the risk of spreading infection to other children and staff. We appreciate that children enjoy school and want to come, but please be firm and say "NO".

Any child who suffers **sickness**, which has not got an obvious reason behind it, for example over eating, should be off school for **48 hours**. This is to ensure that the bug in the stomach has been eliminated. Even if the child has only been sick once the child still needs to remain at home as we do not know at this stage whether this is the onset of an infection, which could be spread throughout the school.

In accordance with LA advice, no medicines are administered in school, with the exception of supervision of children using their asthma inhalers for which parents must provide written instructions and consent. Please see the Managing Medicines in school policy on the school website. www.rumboldswyke.org.uk

The school Health Service guidance to schools states that children who are undergoing a course of medication should not normally be in school until treatment is complete. However the child sometimes appears to have recovered before the medicine is finished. In this situation we are advised that it is usually possible for doses to be fitted around the school day.

Any parent who wishes to administer any medication for their child at lunchtime may come in and do so. [Please telephone the office or speak to a member of the office staff at the beginning of the day if you are planning to do this.] No medicines / throat sweets / lip salves / ointments of any kind should be brought to the school by the children.



Sun Safety: As part of our Health education we encourage the children to be aware of safety in the sun. They are encouraged to drink plenty of water and not stay in the sun for prolonged periods. We are fortunate that we have plenty of shade around the school. We encourage the children to be aware of the dangers and keep themselves comfortable and safe in the sun. Sun hats are encouraged and we do have some school hats for purchase. They have the legionnaire's flap, which protects the back of the neck and ears. They are available from the school office.

** Please note that sunscreen should not be brought into school – the school nurse advises this can be applied before and after school.* Children are encouraged to spend some time in the shade at playtimes and lunchtimes and cover up if the sun is very strong. Long sleeved cotton tops and sun hats with flaps to protect neck and ears are recommended to offer maximum protection.

Children are also encouraged to drink plenty of water, which is freely available in the classrooms and playground.

Child Protection

The Governors have adopted the West Sussex County Council “Guidance for School Staff on relationships with children and young people”

The staff follow the West Sussex Child protection Procedures and all staff receive regular training in Child Protection matters.

Rumboldswyke Church of England Infants’ School is committed to safeguarding and promoting the welfare of children and young people. In order to ensure this, our recruitment and selection policy is in accordance with both local and national guidance.

All employees and volunteer helpers in school have been the subject of a DBS check.

Parents and Carers should know that the staff are required to pass on any information which gives rise to a concern about a child's welfare, including risk from neglect, emotional, physical or sexual harm. The Designated Child Protection Officer for the School is Mrs Allen, Head Teacher. *She has the responsibility on behalf of the School to make referrals to and liaise with Children's Social Care.*

Special Educational Needs and Disabilities

We have a very comprehensive Special Needs and Inclusion Policy and ‘Local Offer’ at Rumboldswyke which follows the Code of Practice for children with Special Needs. We provide extra support for any child as and when they need it. This support can take different forms depending on the needs of each individual child. We have a Special Needs co-ordinator who oversees all such provision. Extra support can be in small groups or on an individual basis either within the classroom situation or beyond. For more information please see the ‘Local Offer’ on our website. www.rumboldswyke.org.uk

Our admission policy for children with special educational needs or disabilities is the same as for all other children. In cases of severe special educational needs or disabilities we would work with the LA to be able to meet the child’s needs.

At Rumboldswyke we believe that all pupils are entitled to a broad, balanced and differentiated curriculum.



The differing needs of all pupils are addressed by a recognition of equal opportunities in every area of school life. Early and continuing parental involvement is fostered to meet the educational needs of the children in partnership with school staff and the LA.



The ethos of our school, which permeates everything we do, and the work we include for our children covering Personal, Social and Health education and Citizenship, create an environment and culture where everyone is treated on equal terms regardless of any disability or difference. This culture is actively fostered through the attitudes and values promoted by all adults in the school and opportunities that are taken to celebrate ways in which everyone is special.

We have a very comprehensive Special Needs Report which has proved to be very effective, and is renewed regularly. It has been updated in light of the revised Code of Practice 2014 for children with Special Educational Needs & Disabilities.

We have an Accessibility Plan which became a requirement under the Special Educational Needs and Disability Act 2001. This Accessibility Plan identifies the provision we are making in the coming year for better meeting the needs of children and adults with disabilities. The Accessibility Plan forms part of the School Development Plan which shapes the work of the school over the next few years.

Our special needs support is comprehensive. All children are monitored carefully for any indications that they are experiencing any difficulties or need support. It continues to be a priority to develop each child's self confidence and self-esteem, and identify any areas of concern in their progress across the curriculum.

All classes have Teaching Assistant time according to the needs throughout the school. This is reviewed as the needs arise but specifically each term. All children receive support in some way but those who have been identified as having specific needs have extra support planned by their teachers and carried out by them or their LSA. Our classroom assistants also support children with speech work, following programmes provided by the speech therapist.

Our Special Needs Educational Needs, Inclusion Report and 'Local Offer' is available on request from the school office and school website. www.rumboldswyke.org.uk



Safety

We have very comprehensive Health and Safety guidelines and great care is taken in supervising the children at all times whether on the school premises or when engaged in visits beyond the school grounds. You will be asked to sign a consent form each year to enable us to take the children on walks into the local area when it is necessary for their work.

We also seek parent's support with regard to the safety of their children in the following respects:

- ◆ We have a pond area in the school grounds which is used for natural studies.
- ◆ The children all know that they must never enter this area unless accompanied by an adult. We do ask that you support this in your supervision of your children, whatever their ages, before and after school.
- ◆ **The Activity Trail and Climbing Tower must only be used by the children under supervision by school staff. No children should be using it before or after school.**
- ◆ Please do not allow your child to come to school
- ◆ wearing jewellery. It can cause injury and will cause distress if it is lost. We also ask that children do not bring any toys or similar items to school. We provide any pencils, crayons, etc. they may need. Teachers will send a letter home if they would like children to bring in anything from home to support the work the class is doing.
- ◆ Apart from Guide Dogs, no dogs are allowed on school premises.
- ◆ The school operates a no smoking policy for the entire school grounds.



Cycling to School



The Governors have agreed that any parent who wishes to cycle or scoot their child to school rather than use a car will be able to leave their child's bike on school premises during the school day. The Governors of Rumboldswyke School accept no responsibility for any bike or scooter left at school and are not able to guarantee to provide any shelter or facilities for its safe-keeping.

Any person bringing a bicycle / scooter to school will also be advised that our Health and Safety Policy states that no one may cycle / scoot within the school gates.

There is a cycle / scooter shelter just inside the main school gate which may be used by children. It should be encouraged that bicycles / scooters are locked when left on school premises.

Discipline

The school's ethos is based upon mutual respect and consideration for others. Our aim is to present a caring atmosphere where respect, honesty, tolerance and good manners are valued. Everyone is expected to observe a high standard of social behaviour and self-discipline at all times and to observe the few necessary school rules. All parents receive a copy of our Behaviour and Discipline policy, Anti Bullying policy and the associated strategies and sanctions as part of their starting school information pack. This is so that the children can learn respect for themselves and for one another.

If a child displays persistent anti-social or unkind behaviour a consultation is arranged between the teacher and parents so that an attempt can be made to address the problem. Particular problems are referred to the Headteacher.

Volunteers

Family members are welcome in school and they help in a variety of ways. Activities range from hearing reading, helping with sewing, cooking and gardening to cutting card and making folders. There is a flourishing Association of Friends of Rumboldswyke School that works hard raising money for the school by organising Fayres, social evenings etc. and helps with entertainments for the children. Formal 'Parent Consultation' evenings are held twice during the academic year when parents are given the opportunity to see their children's work and discuss progress. Written reports are sent at the end of each academic year. We have regular events where we welcome parents and grandparents to join us to share in work which the school has been doing.

If a parent has any concerns or complaints they are encouraged to discuss these in the first instance with the class teacher concerned. If their concerns are not resolved they should discuss them with the Headteacher. Parents also have the right to approach the Governors if they still have concerns after having discussed matters with the Headteacher. The detailed procedure for consideration of complaints may be obtained from the school office on request.

Appointments

The staff are willing to meet parents after 3.00 p.m. whenever requested. Appointments can also be made for before school if wished. The Headteacher is usually available between 9 - 9.15am if a parent has an urgent matter to discuss. Appointments may also be made for any other time during the day.

Charging and Remissions Policy

The Governing Body has agreed that voluntary contributions for school activities will be requested when funding is not otherwise available. If these contributions do not cover the cost of these activities, then they may have to be curtailed. Parents will be informed that no child will be excluded for financial reasons and will be invited to speak to the Headteacher in confidence.

Refunds of any actual money unspent will be made in case of illness.



Attendance and Late Arrival

It is very important that children attend school regularly. The Government has produced clear guidelines about "authorised" and "unauthorised" absence and we seek the support of parents in following these requirements. Please telephone the school early any day that your child is unwell or will be absent for any other reason.

Please ensure your child arrives at school on time. Children do not like arriving late and become anxious having missed the start of the day's activities. The whole school has half an hour of early morning activities starting at 9am. If your child is late, they will miss this important start of the day.

If your child arrives at school after 9.00 a.m. they should be brought to the office rather than to the classroom, so they can be entered in the register. The Local Authority runs a computerised attendance record which means that in addition to the register being called by the teacher, the data is put onto the computer each day, following LA criteria. If your child arrives after 9.00am but before 9.30am they are recorded as late. If they arrive after 9.30am they are recorded as absent for the session. In line with LA procedures we will telephone you if your child is absent and we have not heard from you by 9.30am.

Rumboldswyke's Attendance Policy has been written and agreed with every Headteacher in the Chichester Locality. The Department for Education (DfE) makes no differentiation between absences taken during term time for family holidays and absences taken for other reasons - therefore holidays taken in school time will not be authorised. Research strongly suggests that pupils whose attendance is above 95% make the best progress with regards to their learning, and go on to achieve the best results later in their school life. Anyone requiring absence from school for exceptional circumstances is welcome to write a letter to the Headteacher and this will be discussed with the governing body.

Charity Work

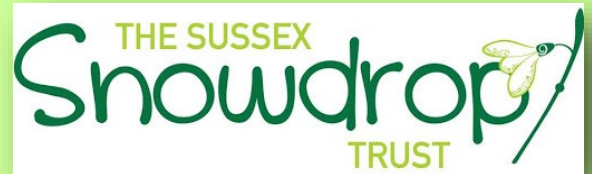
Our school, like most, receives many requests from organisations to be involved in charity initiatives throughout the school year.

At Rumboldswyke we have a planned involvement with a variety of charities which we believe enable our children to deepen their understanding of the needs of other people at local, national and international level and the ways in which we can support them.

These projects are phased throughout the year and the three years of a child's time at Rumboldswyke to fit positively in with the topics the children undertake.

The Sussex Snowdrop Trust

Since the beginning of this local charity which supports the families of children with life-threatening illness, our children have raised money each year in one of two ways.



Every three years we hold a sponsored run round our school grounds and the children seek sponsorship from their families and friends. Proceeds are shared between the school and the charity.

Every year the school has a collection at the Christmas Celebration. All the money collected goes to the charity.

Children in Need and Sports / Comic Relief



Each year these charities hold a special day to raise funds. Our children have a non-uniform / fancy dress day with fun activities. Families are invited to send in a donation for the charity. Each of these regular charity

events are underpinned by teaching and learning activities associated with the charity and are included in the development of the specific topics covered at the time. In addition to these regular activities we occasionally respond to a topical need as it arises e.g. filling shoe boxes with items for children in countries at times of desperate need.

All our charity work forms an important part of our Personal, Social, Health and Citizenship curriculum, and Community Cohesion.



St Joseph's Night Refuge

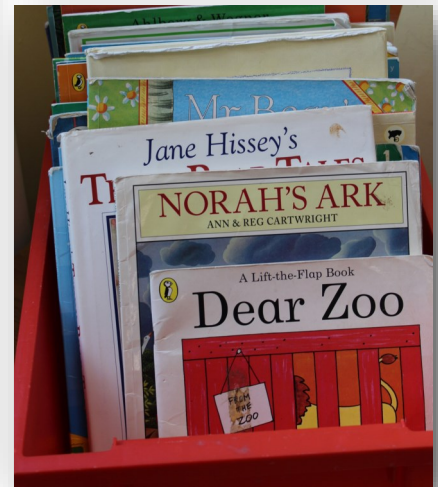
The gifts at our school Harvest Thanksgiving Service are sent with those from the parish service to St Joseph's.



From time to time we are asked to distribute information from organisations within the local community which may be of interest to our families. Please note that the Governing Body and WSCC do not support or recommend the advice, products or services offered nor the organisations offering them. Individuals should satisfy themselves on the suitability of any of the advice, products or services and on the nature and standing of these organisations.

End of Key Stage 1 Assessment

During the first half of the summer term all schools in the country were closed due to Coronavirus. Therefore Year 2 children did not take part in the Statutory Assessment Tests known as SATs.



School Term Dates



Spring Term 2021

Monday 4th January – Thursday 1st April

INSET Days

*Monday 4th January
Friday 12th February
(No school for children)*

Half Term

Monday 15th February – Friday 19th February

Easter Holiday

Friday 2nd April – Friday 16th April

Summer Term 2021

Monday 19th April – Friday 23rd July

May Bank Holiday

School will be closed on Monday 3rd May

Half Term

Monday 31st May – Friday 4th June

INSET Day

Monday 7th June (No school for children)

Autumn Term 2021

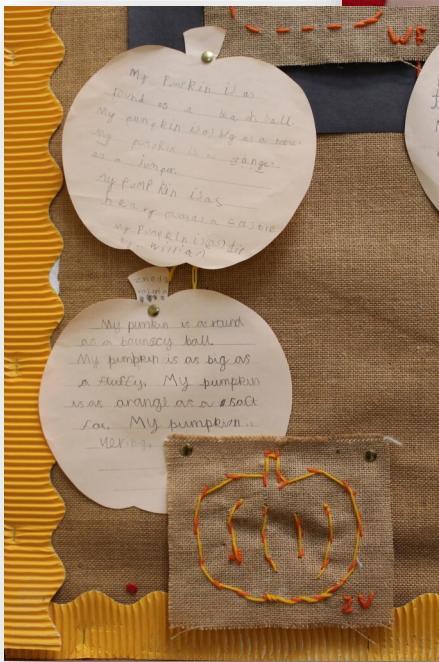
Thursday 2nd September – Friday 17th December

First day for children to be confirmed

Half Term

Monday 25th October – Friday 29th October







Rumboldswyke
Church of England School

Rumbolds Close

Chichester

West Sussex

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