



Stubbins Primary School

Learning and Growing Together

Prospectus 2022-23



We believe that everyone has the capacity to become great if they have the courage to challenge themselves. We all have the responsibility to make this happen by nurturing creativity, enjoyment & ambition; learning and growing together.

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N.B. This prospectus was correct as of April 2023

Stubbins Primary School Prospectus



At Stubbins we value every child and aim to ensure that they are happy and settled. I am privileged to be able to lead such a wonderful school, and to be given the opportunity to ensure that your child receives the very best education possible.

This Prospectus is intended to introduce you to the Stubbins family. It serves a dual purpose of providing the routine information for new and existing parents as well as an insight into our school's aims, ethos and values at Stubbins.

Stubbins Primary School is a small rural primary school in the town of Ramsbottom which is famous for its Victorian architecture, Pennine landscape and industrial heritage, including the East Lancashire Railway. You won't be surprised that the school looks over the stunning valleys of the Pennines and the grounds include interesting outdoor spaces which make the most of the views and are brimming with further potential.

Children who attend Stubbins are cared for and nurtured by all of the staff and I am extremely proud to lead a team that is committed to children's well-being, achieving high standards and providing the very best opportunities for all in our care. We aspire for all of our children to enjoy school, have fun and be enthusiastic life-long learners. We aim to support our children to become responsible, respectful and tolerant young people who appreciate their own and other cultural traditions. Through the links we develop, we provide our children with opportunities to make a positive contribution to the school, community and wider world. Our staff team work hard to deliver an engaging Curriculum which excites and stimulates children's imaginations, develops their knowledge, self-esteem and self-confidence and is underpinned by our motto:

'Learning and Growing Together'

All of our children are supported in becoming confident and independent young people, who thrive on challenge, and are motivated to learn. We are committed to nurturing and developing the unique potential of each child, whatever their gifts, abilities or needs. The extra-curricular experiences we provide are designed to actively engage, excite and enthuse our children to try new activities and develop their talents.

We are a very happy and welcoming school with a 'family feel' and I firmly believe in working in partnership with families, parents, carers, governors and the community because together we will achieve success.

Please take the time to browse our site and find out more about our lovely school. We look forward to working with you and your child and welcoming you to our wonderful school.

This Prospectus will give you a flavour of life at Stubbins Primary, but to really get to know the school you need to see it working. You are most welcome to come and visit and see us in action and please take a look on our school website and Twitter page (@primarystubbins) to gain a deeper insight into school life!

Mrs Caroline Rawcliffe

(Temporary Head teacher)

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School Team



Senior Leadership Team

Head teacher: Mrs C Rawcliffe

Assistant Head teachers: Mrs V Bruce (EYFS/KS1) & Mrs L Parrish (KS2)

Teaching Staff & Teaching Assistants

Class	Teachers	Teaching Assistants
Reception	Miss Chamberlain	Mrs Leach Mrs Duxbury Mrs Clapperton Mrs Truslove Mrs Wilson Mrs Nicholls Mrs McKennell
Year 1	Mr Robinson	
Year 2	Mrs Bruce	
Year 3	Miss McNulty	
Year 4	Mr Murtaugh	
Year 5	Mrs Parrish	
Year 6	Mrs Salmon	

Mrs J Wilson also provides our nurture provision in school.

Office

School Bursar: Mrs R Delafield

Lunchtime Welfare Assistants

Mrs L. Stafford, Miss J Worrall, Mrs G Isherwood

Housekeeping

Site Supervisor: Mr D Ingham

School Cleaner: Mrs V Carroll

Kitchen

School Meals Supervisor: Mrs J Mitchell

Kitchen Staff: Mrs G Howarth, Mrs B Nessa, Mrs N Moon

School Governors

Chair of governors: Mr M Dunkin

Vice Chair of governors: Dr E Smith

N.B. More information on School Governance, including a complete Governor Register, can be found on the school website and is also available in paper copy from the office on request.

School Council

We have an active school council, with children elected each year by the pupils themselves. The views of the children are very important to us, and they help to shape the way forward.

Parent Helpers

We could not operate without the support of parent helpers, for many roles from hearing children read to helping on school trips. If you would like to volunteer in school, please contact the office.

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The School Day



School begins at 8.55am (2023-24 TBC 9.00am)

Before School:

Please check that your child has all they need for the day:

- Their school bag and reading book / homework.
- A water bottle containing water only.
- Correct uniform.
- PE kit should be in school for EYFS and KS1 only.
- Any additional items such as musical instrument / swimming kit etc.



At 8.45am the gates are opened and children can enter school.

Children go straight into their classrooms through the designated entrance.

8:55 Start of the school day - class register takes place.

N.B. Punctuality is key to help the children feel organised and ready for their day ahead. All children should arrive before 9.00am. Children who arrive after 9:00am will have to enter via the main entrance and sign in using the electronic signing in system, as this is classed as a late.

9:00am Assembly time

9.20am - 10.40am - Morning session 1

10.40am - 11.00am - Break time

11:00am - 12.00pm - Morning session 2

12:00pm - 1.00pm Lunchtime

All EYFS / KS1 children are entitled to a free school meal. For KS2 children (Years 3 to 6), free school meals are offered to children of families who are in receipt of Income Support or Job Seekers Allowance (Income based) and in some other circumstances. For other children who choose to eat a school lunch, the cost is £2.40 per day. If you feel your child may be entitled to free school meals, please speak with the school office for further details.

1.00pm - 3.15pm Afternoon Session

3.15pm - End of the school day

N.B. Free fruit is provided for Reception and Key Stage 1 for snacks.

School finishes at 3.15pm (2023-24 TBC 3.30pm)

KS2 children are sent out at their allotted time by their class teacher, where they may be collected on the playground or at the school gate. EYFS / KS1 children must ALWAYS be collected from their designated entrance. KS2 children in Years 5 and 6 may walk home independently after written consent forms have been completed.

After School:

Please check your child's bag for letters, homework etc. On Thursday the school newsletter day is emailed to parents via the school's parent messaging system. It is also posted on the school website.

Stubbins Primary School Prospectus

Learning & the Curriculum



Intent

At Stubbins School, we have designed a curriculum where children are at the centre of everything we do. We aim for our children to be caring, respectful individuals who have self-belief and positive well-being. Our Curriculum gives our children a wide range of diverse learning experiences, enabling them to become confident, independent, resilient learners whilst developing respect and tolerance of others. They will grow into enthusiastic and motivated learners and as a result, achieve highly and reach their full potential. Our children will have aspirations for their future and be ready for the next stage of their learning journey.

Implementation

Implementation describes the way in which we deliver our intent consistently each day. To do this we have carefully designed our knowledge and skills based curriculum. This is designed to enable learners to acquire relevant subject knowledge which underpins the application of skills. Skills are carefully and progressively mapped across each Key Stage and subject area. Knowledge is consolidated and built upon to support retention and recall. This ensures that by the time children leave our school they have learned, and are able to recall and apply the key information that we feel is important in order for them to be successful in their futures.

Skills in the Foundation Subjects

Knowledge is taught through skills and enquiry. This approach means that our tailored curriculum builds on knowledge and skills that the children already have ensuring that by the end of their Stubbins' journey they have a deep subject specific knowledge and can use the skills they have acquired in each subject effectively. Our curriculum is structured to provide for deeper understanding and prepares our children for subject specific learning in Secondary School.

Knowledge Enriched Curriculum

The curriculum is planned in structured blocks which are delivered over a period of time and informed by prior knowledge. Subject leaders are integral to the planning process and understand the pathway that their subjects take. Progression of knowledge and skills is carefully mapped across Key Stages and planning is enriched with a range of activities, visits and visitors.

Cultural Capital

Cultural Capital is the essential knowledge that children need to prepare them for their future success. It is about giving children the best possible start to their early education. At Stubbins, we see Cultural Capital as the enriched curriculum and wider opportunities we provide our children alongside the language, traditions and experiences we offer. These opportunities ensure that children from all backgrounds have the same opportunities in society to achieve their full potential.

Impact

Pupils leave Stubbins Primary School with a secure understanding of the academic content; with the understanding of how to be socially, morally, spiritually and culturally responsible and aware; how to make positive contributions to the local community and how to endeavour to be the best that they can be. We aim for all of our children to leave Stubbins as respectful, skilful, ambitious learners with a thirst for life and all it has to offer.

Homework

As well as reading, children may be given homework to complete. This increases in importance as the children move up the school.

Assessment & Reporting

Assessment, both formative and summative, takes place in every year group at Stubbins to inform future planning and teaching of the curriculum. Statutory assessments take place at the end of KS1 and end of KS2, including the EYFS baseline on entry to school, Phonics screening in Year 1 and the Multiplication check in Year 4. Parents are always welcome to communicate with their child's teacher regarding how their child is doing at any point during the school year. More formal communication regarding your child's attainment and progress take place at Parent's Evenings in the Autumn and Spring terms and at the end of the school year in an Annual 'End of Year' Report to Parents.

Special Educational Needs & Disabilities

We believe that all children should be given the opportunity to succeed. Where we identify a barrier to learning, we endeavour to overcome this by meeting the needs of the child and helping them to move forwards. This may be possible within the school's own resources, and we may also involve external agencies and services for further assessment, advice and support. Parents are actively involved in this process, as are the children themselves. Our Special Educational Needs policy is available on the school's website and our SENDCo in school is Mrs V Bruce.

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Extra-Curricular Activities



Clubs

We provide a variety of clubs for the children. Some of these are free of charge and organised by our school team, whilst others may incur a charge when organised by external organisations.

Clubs run by the school staff are open to different key stages throughout the year and include football, netball, tri-golf, dance, choir, computing, art and many more. We aim to provide a range of activities to suit most age groups and interests.

The **Lancashire Music Service** provide additional music tuition in woodwind, brass, keyboard and drums. These are organised on a private arrangement between the Lancashire Music Service and Parents/Carers. Tuition is held during/after school time on the school premises. The fees for this tuition are payable directly to Lancashire Music Service in advance before the half term in which the child wishes to start lessons. There is a small charge for instrument hire if necessary and lessons are supported by the music service website which can be accessed by students at home. Further information is available on our school website.

Sport

We enjoy close links with the Rossendale Sports Partnership who work with children and teachers to coach various sports. They also organise after school matches and tournaments. We often require help with transport to these events from parents and this is always gratefully received.

In addition school uses Sportscool to organise after school sports clubs such as football, handball, multisports, streetdance, zumba and dodgeball.

Further information is available on our school website.

Out of School Providers

Whilst we do not provide a breakfast club or regular after-school club, there are several local providers who bring children to school and also pick them up at the end of the school day. Further information is available from the school office.

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School Rules & Behaviour



At Stubbins Primary School, we believe that good behaviour is essential to a safe and happy learning environment, where learning and pupil wellbeing are the main focus of the school. Good behaviour lies at the heart of the school and this is based on mutual respect for the needs of pupils, staff and the care of our environment.

Aims

1. To develop, in our pupils, a sense of self-discipline and an acceptance of responsibility for their own actions.
2. To develop a positive learning environment, in which pupils are encouraged to develop as positive, well behaved individuals.
3. To actively promote an acceptance of those with perceived differences, disabilities and protected characteristics including LGBTQ+, to encourage pupils to view every member of our community as having individual needs.
4. A safe and secure environment.

Rights and Values of staff and children

1. To be fairly treated
2. To have respect
3. To be safe
4. To be heard
5. To be able to learn and teach without unnecessary interruption

Our School Rules

At school we work towards standards of behaviour based on the basic principles of respect, tolerance and forgiveness. It follows that accepted standards of behaviour are those that reflect these principles. General school expectations have been created through consultation with the children and are discussed and displayed in classrooms and around school. They are as follows:

- Always treat others as you would like to be treated.
- Be polite and well-mannered to everyone.
- Always try your best.
- Keep our school safe and tidy and treat everyone and everything with respect.
- Always walk quietly in school

For further information, please read our school behaviour policy on the school website.

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School Uniform



Purchasing School Uniform

Please refer to the Stubbins school uniform list below. School uniform can be purchased anywhere, as long as the clothing is as described in the uniform policy.

If you would like to purchase uniform emblazoned with the school logo, this can be purchased from:

Murrays Family Clothing
26 Bridge Street
Ramsbottom
Bury
BL0 9AQ

Phone: 01706 281 812

email: info@murraysfamilyclothing.co.uk

If you need any assistance with the school uniform, please contact the school office on 01706 822063 as we often have a range of second-hand items available.

CLOTHING

- Plain Dark Green sweatshirt, jumper, cardigan or fleece. Logo is optional
- Plain white polo shirt, white shirt or blouse. Optional School Tie.
- Grey trousers/shorts, skirt or pinafore. (No tracksuit bottoms)
- Green & white gingham dress.

FOOTWEAR

- Sensible, plain black shoes, sandals or boots. (No trainers)
- Plain white or grey socks or tights.
- In very wet or snowy weather, wellington boots can be worn for outside but a change of footwear should be provided for inside school. (e.g. pumps)

OUTDOOR WEAR (Protection)

Please note that children will play and learn outside except in extreme weather.

- In cold or wet weather please provide suitable warm / shower-proof coat.
- In severely cold weather gloves/hats/scarves would be a good idea.
- In very sunny weather please provide a sunhat and possibly sunglasses.

P.E. Kit

- Reception, Y1 and Y2 - to be kept in school each day in a drawstring bag clearly named.
- KS2 children should come to school in their PE kit on PE days or if participating in sporting events/clubs that day.

- A pair of dark blue shorts / gym skirt (KS2 only).
- A plain white round-necked T-shirt Logo is optional.
- Pumps / trainers for outdoor games (KS2 only).
- During COLD weather, a plain dark tracksuit may be worn for P.E.
- Other items may be needed - e.g. football boots for the football team.

SCHOOL BAGS

- Only a book-bag, a drawstring PE bag and lunchbox is required.
- We cannot accommodate large bags in the cloakrooms or classrooms.

GENERAL APPEARANCE

- No visible transfers or tattoos in school please.
- No nail varnish or make up during the normal school day.
- No jewellery, apart from small stud earrings, in case of injury or loss.
- From Year 2 onwards, a child's analogue watch (to assist in learning to tell the time) may be worn at the owner's risk but the child must be able to take it off and put it back on unaided if required (e.g. for art/ cooking/ P.E. etc.)
- Try to keep hairstyles neat and tidy, for hygiene reasons. We recommend that long hair is tied back.

Any other decisions we make are based on health and safety grounds.

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Home-School Links



Open Door Policy

We operate an open door policy, which means that you are welcome to come into school at any time to discuss a concern.

Home/School Reading Record

Your child will have a home/school reading record which should be written in by both home and school. This is primarily for comments about reading and homework, but can also be an additional channel of communication.

Home-School Partnership Agreements

We have Home -School Partnership Agreements which are a contract between the school, the child and home to work together for the good of the child. The agreements change as the child progresses through school and their responsibilities and expectations change. Home school agreements are signed at Reception, Key Stage 1, Lower Key Stage 2 and Upper Key Stage 2.

School Newsletter

Our weekly newsletter is produced on Thursdays, and contains lots of news and information to keep you informed. This newsletter is also available on the school website, and is emailed out to you through our school messaging service every Thursday afternoon.

Text Messaging Service

The school text messaging service is operated through our website provider, School Spider. This service is an excellent way of sending out quick reminders or requests. In an emergency, we will always try to contact you by telephoning and speaking to you in person. Please ensure that the Primary Contact information you give us contains this mobile number.

Parents Evenings

We hold parents evenings in the Autumn term (usually November) and Spring term (usually March). Note parents evening appointments are short, however separate appointments with the class teacher or relevant member of staff in school can be made for any concerns or discussions throughout the school year.

Annual Report To Parents

Towards the end of the academic year (usually July), an annual report on your child's attainment and progress during the year is sent home.

Parent Teacher Association (PTA)

Our PTA organises many events during the school year. Vital money is raised and is used to provide further enrichment to our curriculum and to subsidise school trips or special events. The PTA is always very happy to welcome new members, and to receive offers of help. You will hear about meetings and events on the school newsletter and on the school website. If you are interested in joining or helping out on the PTA, please contact the school office.

Parent Helpers

We are always pleased when parents volunteer to help - in fact we couldn't do all we do without them! Parents may wish to help by hearing children read, accompanying children on school trips, or helping with specific events such as book fairs. We also welcome parent helpers to support with special school events, themed days and activities. If a parent wishes to volunteer and help regularly in school, please speak with the school office who will put you in touch with Mrs Parrish (who is in charge of students and volunteers at school). Regular helpers will be subject to a DBS check in order to comply with safeguarding legislation.

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Useful Information

Accidents & Illness

Minor accidents are often dealt with by members of staff. Where the injury is more serious, or where children become unwell, we will contact parents/carers. **It is vitally important that emergency contact numbers held by school are up to date, and that you inform us of any changes.** In the unlikely event of severe injury or illness, the school may telephone the emergency services first, and the first parent contact second.

Medical conditions and Medicines in School

All medicines brought into school must be labelled, brought to the school office and a medicine consent form completed. ***All long term medical conditions (asthma, diabetes etc.) and allergies should be reported to the school office.***

Money & Charging Policy

All money brought into school for dinner money, trips etc. should be in a sealed envelope/packet clearly marked with the child's name, how much is contained and what it is for. We ask that dinner money is brought on Mondays, although you may also pay for a whole half term in advance. Cheques for dinner money should be made payable to Lancashire County Council. Music lessons are payable directly to Lancashire Music Service. In the near future, an online school payment system will be implemented to make payments to school easier.

Attendance & Leave of Absence

Research shows that children who attend school regularly are likely to be more successful. A pupil who misses a day of school a week misses an equivalent of two whole years in their school life, which leads to gaps in their learning.

Planned leave of absence request forms are available from the school office and must be submitted at least two weeks in advance. Head teachers have the discretion to grant leave, but they can only do so in exceptional circumstances. For further details please refer to the school's attendance policy on the school website.

It is parents' responsibility to notify their child's school by 9.30am on the first day of any unplanned absence. If your child has been away from school without any parental contact, the school will contact you in order to check on the attendance.

Complaints

If you have a concern about anything we do you can tell us by telephone, in person or in writing. Most concerns or complaints will be sorted out quickly through communication with your child's class teacher or a member of the senior leadership team.

Our complaints policy and procedures are available from the school or on the school website.

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Holiday Dates 2022-23



Please ensure that all holidays are booked during these times. Holidays taken during school term times will not be authorised.

	School Holiday		INSET (School Closed)
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September 2022						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1

October 2022						
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November 2022						
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December 2022						
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January 2023						
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February 2023						
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March 2023						
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April 2023						
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May 2023						
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June 2023						
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July 2023						
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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March 2024						
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April 2024						
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June 2024						
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July 2024						
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