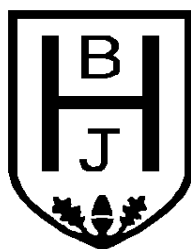


Head Teacher  
Mrs.M.Collinson  
B'Ed (Hons)



Biddick Hall Junior School,  
Chesterton Road,  
Biddick Hall,  
South Shields,  
Tyne and Wear.  
NE34 9SP

Telephone: 0191 - 5362186  
Fax: 0191 – 5191430  
Email: [admin@biddickhallschool.co.uk](mailto:admin@biddickhallschool.co.uk)  
Website: [www.biddickhallschool.co.uk](http://www.biddickhallschool.co.uk)

### **A MESSAGE TO ALL OUR PARENTS**

Dear Parents,

**In Biddick Hall Junior School we aim to produce an atmosphere of industry and purpose in which our children will be happy, secure and enthusiastic about learning.**

We expect our pupils to behave sensibly, to be well-mannered, honest and hard working. We recognise the need to work closely with parents as partners so that we can strive for high standards of success for all children.

Most pupils enjoy a happy and eventful school life but sometimes problems may occur. Please do not hesitate to contact me if you should have any anxieties so that together we may resolve them.

This brochure has been designed to give information about our school and I hope you will find it helpful. Please keep it available for future reference. If there are any points you wish to clarify, do not hesitate to contact me.

Yours sincerely,

M.Collinson  
Head Teacher

# **Our School Vision**

**To develop a learning community for all: with individuals at its heart. A community which is a stimulating, creative and supportive environment which recognises, celebrates and values the worth and achievement of each individual. We want to develop the whole person as an inspirational, trustworthy and responsible citizen who is equipped with the skills, knowledge and understanding for their future.**

## **Our School Aims**

**In Biddick Hall Junior School we aim to produce an atmosphere of industry and purpose in which our children will be happy, secure and enthusiastic about learning.**

We aim to develop and encourage high personal standards and good social behaviour in school and in the wider community.

We believe education should be an enriching time for children. We aim to give them experience of a variety of teaching methods and to provide a broad range of resources for learning, inside and outside the classroom.

We aim to provide a broad, balanced and relevant curriculum within the framework of the National Curriculum, as well as to provide spiritual guidance, which will benefit the education and development of individuals.

We aim to prepare our children for secondary education; helping them to communicate effectively through language and number; equipping them with study skills and helping them develop lively, enquiring minds.

We believe all our children are special and we have the highest ambitions for them, whatever their aptitudes and abilities.

We aim to treat all individuals equally, regardless of race, religion, gender, social , group or disability.

**We intend to create within school a warm, caring and welcoming atmosphere for pupils, parents and staff.**

## **THE STAFF AT BIDDICK HALL JUNIORS**

**Head Teacher** Mrs.M.Collinson

**Deputy Head Teacher** Mrs. J.O'Neill

**Teachers** Miss. B. Archer  
Miss S. Cain  
Mrs. F. Davies  
Mrs. G. Drake  
Mr. A. Eddon  
Mrs N Givens  
Mrs. K. Jones  
Mrs. C. Lynn  
Mrs. L. Rennie  
Mrs. N. Walls

**Secretary** Mrs. A. Robinson

**Caretaker** Mrs. P. Reed

**Classroom Assistants** Mrs. S. Blakey, Miss. S. Denton,  
Mrs. C. Dixon, Mrs. A. Finn,  
Mrs C. Henton, Miss. K. Hollamby,  
Mrs. L. Laws, Miss. K. Rochford,  
Miss D. Stonehouse, Mrs. M. Tennyson,  
Mrs. P.Yorston

**Midday Supervisory Assistants** Mrs. L. Laws,  
Mrs. S. Blakey, Mrs. C. Dixon,  
Mrs C.Hartley

**Cook** Mrs. D. Nichol

**Cleaners** Mrs. C. Dixon  
Mrs. E.Nightingale  
Mrs B. McDonald

## **SCHOOL GOVERNORS**

The Governing Body is made up of representatives of the staff, parents and the community as well as having some members appointed by the Local Education Authority (LEA). They are all volunteers who give up their free time to ensure the school is managed effectively and to the benefit of the children. The Governors have various legal responsibilities and duties. They are responsible for the effective management of the school, for the school budget and for Health & Safety. They help to set and monitor the school philosophy and policies. Governors do not make detailed day to day decisions about the running of the school, this is the role of the Head Teacher, supported by the staff. The Chair or Clerk to the Governors can be contacted via the School Office.

**Chair of Governors** Miss. E. Winship

**Vice Chair of Governors** Mr. M. Midgely

**Co-opted Governors** Miss. E. Winship  
Mr Mark Midgely  
Mrs F Davies  
Mrs W Pascoe  
Rev Mervyn Thompson

**LEA Governors** Ms. D. Purvis

**Staff Governor** Mrs. G. Drake

**Head Teacher** Mrs. M. Collinson

**Parent Governors** Mr. M. Abuzahra  
Mr. G. Poulton

## **HOME, SCHOOL AND COMMUNITY LINKS**

We have strong links with our local community. Regular visits to our school are made by a cross-section of the community including the school nurse, the dentist, community policemen and firemen. The whole school visits All Saints' Church at harvest time. The school choir performs at various locations in the local community throughout the year. Regular links are made with our local secondary schools. The school promotes a policy of parents in partnership. Parents are welcomed into the school and are fully informed of their child's progress. The curriculum will be regularly shared with parents through newsletters, workshops and open days. We want you to be informed, involved and interested in all aspects of school life.

# Biddick Hall Junior School

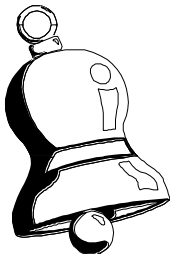
Biddick Hall County Junior School caters for boys and girls aged between 7 and 11 years.

Pupils transfer to our school from Biddick Hall Infant School when they are 7 years old. Children from other schools can apply for places and will be considered for entry if there is space within a particular year group.

Currently the pupil roll is 222. We anticipate that there will be approximately 222 children on roll in September 2017.

The single storey school was built in 1957. It has a spacious hall, which is well used throughout the school day. The hall is used for assemblies, physical education and for serving school lunches. Meals are cooked on the premises in our own kitchen. The classrooms are in three wings leading out from the hall. They are all brightly decorated. We have a library and a well-equipped modern ICT suite. All classrooms are networked with access to the Internet and all are fitted with Interactive Whiteboards and projectors.

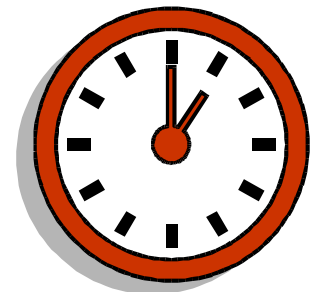
We try to make the most of our extensive grounds. We enjoy the luxury of large sports fields and yard playing areas newly refurbished with play equipment for pupils to enjoy. We have an outside area with seats which can be used as an outside classroom and which also offers shade and shelter for the children.



## SCHOOL TIMES

**School begins 8.55am**  
**Lunch time 12pm**

**Afternoon begins 1pm**  
**School ends 3.30pm**



**The bell rings at 8.52 to ensure that all children are in school and ready for learning at 8.55am.**

## **ORGANISATION OF THE SCHOOL**

The school is organised into four year groups. There are two classes in Years 3 and 4 and three classes in Years 5 and 6. Children are taught in mixed ability classes. There is ability grouping within each class for curriculum subjects where appropriate.

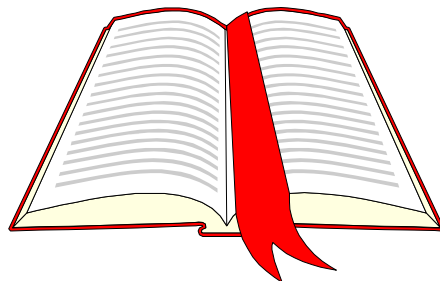
Class size varies between 18 and 30 pupils. All classes have classroom assistants to help cater for individual children with special educational needs. Class teachers are responsible for the full range of National Curriculum and other subjects taught in their class.

Teachers work together as a team in each year group. During a series of meetings they carefully plan and forecast the work for each half-term.

## **THE CURRICULUM**

Children are provided with a broad, balanced and exciting curriculum that is carefully planned to meet the needs of the individual child. The school aims to deliver a curriculum that is both stimulating and challenging through a topic work approach. English, maths, science and Information Communication Technology (ICT) are given a very high profile as core subjects. All classrooms have Interactive Whiteboards. The school also continually updates ICT equipment and provision to promote ICT in other curriculum areas. Staff training to develop a very detailed curriculum has been arranged, supporting continuity and progression throughout the school.

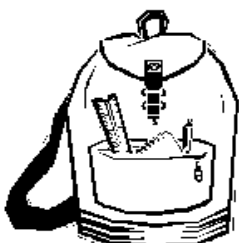
To enrich the curriculum, we set aside various weeks throughout the year to focus on certain areas. We follow the National Curriculum which has been designed to provide our pupils with a broad and balanced education.



Any parent wishing clarification of matters relating to the National Curriculum should contact the school. We will be pleased to help.

## **HOMEWORK**

The school operates a homework policy. Homework is given on a regular basis. Children are strongly encouraged to take home their reading books and to learn spellings and multiplication tables at home. The school does have a policy of home reading, which encourages children to read at home with the support of their parents. Children in year six will normally have increased homework as preparation for the National Tests. We hope parents will give their full support.



Very encouraging results have arisen from our home-school reading scheme.

## **PARENTS AS PARTNERS**

Parents are encouraged to come and share problems that might affect the performance or well-being of their child. An unhappy child is not a receptive child and education cannot occur until we first discover the cause of the unhappiness. This can only take place when home and school co-operate. A Home-School agreement is in operation for all pupils.

Parents' meetings are held at the end of each term and parents are invited into school to discuss with staff their child's progress. Written school reports are issued annually at the end of the academic year in July. Parents are welcome to discuss their child's progress at any time with the Head-teacher or class teacher. Please telephone first.



Each Friday we have a child centred assembly in which pupils show off their achievements and parents are most welcome to come along.

## **SCHOOL FUNDS**

A voluntary weekly contribution of 50p is encouraged from all children. This money is an important supplement to the cost of educational visits, as we do not charge for these trips. The cost of transport is very expensive and without regular payments of fund money, we would be unable to provide visits for the children. It also helps pay for visiting theatre groups as well as to help cover the costs of school parties. Fund-raising events such as an annual sponsor, Fun Days etc... also take place during the school year.



## SPECIAL EDUCATIONAL NEEDS

Many children at some time during their school life have some kind of special need. This may be due to health troubles, learning difficulties or behavioural problems. With the right type of help at the right time, many of these difficulties can be overcome.

We all share the responsibility for making the right provision for children with special educational needs so that they can enjoy access to a broad and balanced curriculum and become valued members of the school and the wider community. We hope to provide a caring, supportive learning environment in which all children in our school can achieve success.



**Learning to read is a vital part of the early school years.**

We carefully fund and resource special educational needs ensuring that pupils benefit in a wide variety of ways.

Parents have an important part to play. Working in partnership with the school, they can help their child at home. Parents of children with special educational needs are always informed and consulted, and they are encouraged to participate in learning programmes both at school and at home.

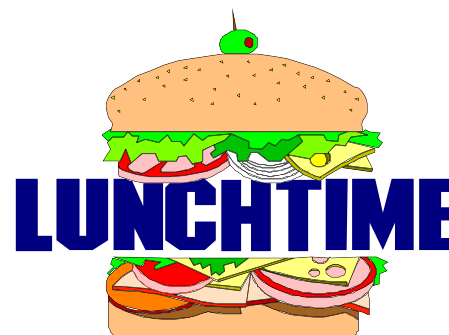
A register of pupils with special needs is maintained and reviewed each term. The school's Special Needs Policy is in line with new issues from the Code of Practice. A large amount of resources has been directed towards special needs. Classroom assistants have been employed to work with children who have special needs. We believe in close consultation and partnership with parents of children on the special needs register. Progress is reviewed and discussed with parents on a termly basis. Some special needs pupils have Individual Education Plans, which are discussed with parents. Governors will fulfil their legal obligations in relation to the Disability Discrimination Act 1995. Consideration will be given to any request for admission to the school of a child with a disability. Children with a disability will not be treated less favourably than other pupils. An accessibility report has been received from the LEA. An accessibility plan is in place to ensure that all children have access to every possible opportunity within Biddick Hall Junior School.



## SCHOOL MEALS

### **Our school dinners are first class and very healthy!**

They must be ordered and paid for at the beginning of each school week on Monday morning. Money should be sent in an envelope clearly marked with your child's name and class. We do not take money each day for dinners. However, in the case of emergencies, special arrangements can be made. Children who stay for school dinners are not allowed out of school at lunch-times unless we receive a letter of request from parents.



Children are allowed to bring in packed lunches at the discretion of the Head-teacher. It is important that packed lunches are healthy so please avoid foods with excess fat or sugar e.g. pop, crisps and sweets. It is necessary for parents to put in a written request if they wish their child to have a packed lunch. If you feel your child may be entitled to free meals, please ask for an application form.

Persistent bad behaviour at lunch-times can lead to a child being excluded from school dinners for a fixed period.

**Water Bottles:** we like our pupils to have access to drinking water. It helps them concentrate better.

**Fruit:** children are encouraged to bring in to school each morning a piece of fresh fruit as a healthy snack.

## SCHOOL UNIFORMS

Our school uniform policy is very popular with parents. The colours of the uniform match that of the infant school. Pupils are expected to wear:

- grey or black trousers, skirt or pinafore
- red/white gingham dress
- white polo shirt,
- red sweatshirt/cardigan
- plain black shoes/trainers

School sweatshirts and tee shirts with our own logo are available. These can be purchased from the school secretary. It is essential that clothing is marked clearly with your child's name. Iron on name labels can be purchased from school.

School bags and swimming caps with the school logo are also available for purchase from school.

All children are encouraged to purchase a PE kit which consists of a pair of black shorts and a red tee shirt inside a draw string bag. No football kits are to be worn for PE lessons.

**We do expect that all parents will support us in our uniform policy.**

## SCHOOL CLUBS AND ACTIVITIES

Our school is open for 28 hours each week and after deducting time for assemblies, registration and play times, teaching takes place for 23 hours and 30 minutes each week. As well as this formal teaching time, the children also have the opportunity of taking part in a wide range of lunch-time and after school clubs and activities. These are organised by teachers outside of school hours on a voluntary basis or paid outside coaches.

This range of activities includes, a dance and drama club, a choir, an ICT club, a games club, a netball club, a football club, a judo club, a gymnastics club, a multi-skills club and an art club. The dance club ran by Mrs O'Neill and Mrs Davies in Year 6 takes part in a dance festival at the Customs House, participating with children from infants, junior and secondary schools. The choir perform at the Customs House each year in the South Tyneside Music Festival.

### **Music**

Music plays an important role in our school. We have a school choir, which gives performances at school and at various venues in our local area during the year. Children are invited to join the choir at the start of each term. Visiting specialists teach small groups of older pupils to play the violin; a termly cost is applied.



### **Sport**

This is a very strong feature of our school and we greatly value the development and sense of fulfilment it gives to our children. Teachers run clubs for football and netball with instructors providing training for football, Judo, rugby and basketball for some classes. This gives our pupils the opportunity to play in competitive and friendly fixtures with other schools so that they can display their skills and mix socially with other children. The details that follow give a flavour of the sporting participation over the last school year.

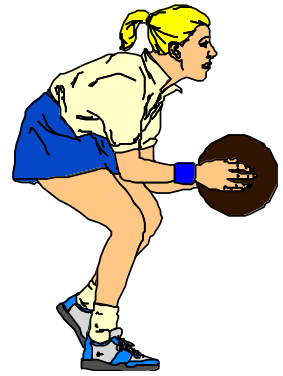
### **Football**

The boys' football team took part in many competitive league matches during the season. All children who represented the school in team sports showed a great level of commitment.



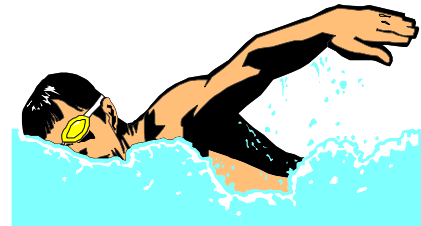
## **Netball**

Our netball club took part in a netball league and had a very successful season. They enjoyed playing their competitive matches against other schools.



## **Swimming**

In every year group children have the opportunity to take part in swimming lessons. These lessons are compulsory as part of the National Curriculum.



## **Other Sports**

Our year 6 pupils take part in an outdoor activity programme led by qualified instructors. They get the opportunity to enjoy climbing, problem solving and orienteering.

Our Year 5 pupils take part in a range of sporting events in partnership with our local comprehensive schools.

Other year groups take part in a range of sporting festivals over the academic year.

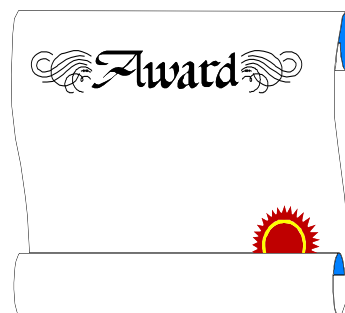
## SCHOOL RULES

**We expect high standards of behaviour from our pupils in order that they can work peacefully, securely and happily.**

We have classroom and whole school rules designed to help maintain a happy working environment for our pupils. These rules have been thought out very carefully and form part of our Behaviour Policy. Teachers regularly explain and remind pupils about classroom rules. School rules are based on common sense and are enforced for the well being of our whole school community. I am happy to explain our rules to parents at any time. Briefly they comprise:

### **Positive use of praise and reward for good work or good behaviour.**

We believe that this is a very powerful tool in motivating children. All children are allocated to one of four houses and house points can be earned by individual pupils for good work or good behaviour. The house, which gains the most points, is rewarded at the end of each term. Awards and certificates are given out on a weekly basis, half termly and termly.



**A prefect system is used within school.** Many year six pupils are selected as prefects and help in various ways around the school. This promotes a sense of care and responsibility among our children. We also appoint some older children as PALs – they wear badges and are always on hand to talk to and play with children who have any problems in making friends.

**Good behaviour, consideration for other people, care of property, honesty and courtesy are expected from all our children.** We keep a close watch for any kind of bullying taking place. This is never tolerated. Any parent suspecting that their child is being bullied should contact the school immediately.

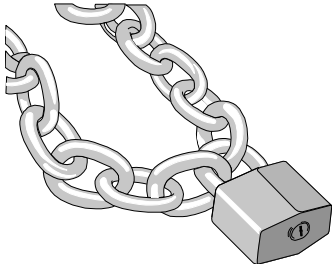
**Children are not allowed to bring toys, sweets or mobile phones to school.**

**In the interests of health and safety, children are discouraged from wearing any jewellery.** Only stud earrings are acceptable, but these must be removed for activities such as physical education, games and swimming. The school will not be responsible for loss of any jewellery. In swimming, all children must wear swimming hats, which are available to purchase from school. We expect high standards of personal appearance from our pupils.



**In cases of persistent bad behaviour, violence towards other children or theft, it will be necessary to involve parents. We expect parents to support the school with our rules that are for the well being of the whole school community.**

## SECURITY



In the interests of security all school doors are closed during the day. The only point of access for parents visiting school is the main entrance. Please buzz for entry and always report to the secretary.

## **Collecting Children**

When collecting children at the end of the school day, please do not gather round the corridor exits or at the main gates, which can cause problems for the lollipop lady. Parents are welcome to wait in playgrounds.

Please park thoughtfully and keep well clear of the lollipop lady who needs good clear vision to ensure pupils can cross the road safely.



## **Collection of Children During a School Session**

Children who have permission to leave school during a session (e.g. to attend the dentist's) must be collected by a responsible adult. Always report to the school office first.

## MEDICINES

If it is absolutely essential to send medication to school, parents need to inform school to discuss arrangements. If a child uses an inhaler and is fully capable of operating it, then it will be kept by the secretary during the school day.

## IN CASE OF ACCIDENT OR ILLNESS

On admittance to the school, all parents will be given an emergency contact form, which should be completed and **returned immediately**.

Every effort will be made to contact parents or relatives in the event of illness or injury to a child requiring medical treatment.

To help the school keep accurate records of emergency addresses and telephone numbers parents should inform by letter any change as soon as possible.

## **SCHOOL ATTENDANCE**

The reason for **ALL** absences must be reported to school.

If your child is ill and unable to attend school, it is essential that you let us know the reason for the absence as soon as possible. **We would prefer that you telephone us on the first day of absence. We do have facilities whereby you can leave a message on our answer machine at any time or you can send a text message via parentmail.**

Otherwise please send a letter with your child on his/her return to school or the absence will be recorded as unauthorised.

## **HOLIDAYS DURING TERM TIMES**

A new amendment concerning term-time leave of absence and holiday leave came into effect from 1<sup>st</sup> September 2013.

### **Term-Time Holiday**

Amendments to the 2006 regulations remove references to family holiday and extended leave, as well as the statutory threshold of ten school days. The amendments make clear that Head Teachers cannot grant any leave of absence during term time, unless there are exceptional circumstances.

**It will be at the discretion of the Head Teacher that leave of absence will only be granted under exceptional circumstances. A form will need to be completed and submitted, for the attention of the Head Teacher at least one month in advance.**

### **Penalty Notice**

From 1<sup>st</sup> September 2013 the new regulations set out procedures for issuing penalties to each parent who fail to ensure their child(ren) regularly attends school. The timescale for parents' paying penalty notices change also; payment of £60 within 21 days or £120 within 28 days. This brings attendance penalty notices into line with other types of penalty notices and allows Local Authorities to act faster on prosecutions.

## **TRANSFER TO SECONDARY SCHOOL**

At the age of 11 years, pupils transfer into the Borough's Comprehensive system. The Local Education Authority, in the school year preceding transfer, provides a separate booklet giving details of the system for transfers. Parents are most welcome to discuss transfer options and arrangements with the Head-teacher.

## **COMPLAINTS PROCEDURE**

When a parent considers there are grounds for complaint, the first step to be taken is to seek a meeting with the Head Teacher.

If the matter is not resolved then contact can be made with the Governors of the School.

# ***Biddick Hall***

# ***Junior School***



# ***School Brochure***

# ***2017 - 2018***