



Rockcliffe CE School

2017/2018



“Believe and achieve”



Welcome to Rockcliffe CE School.

Rockcliffe CE School is situated in the heart of the village of Rockcliffe, four miles outside Carlisle. The school serves the villages of Rockcliffe, Cargo, Todhills and Crindledyke. We provide an excellent learning environment for our children and the community.

We are a happy, friendly school with a strong Christian ethos based on respect, honesty, trust and forgiveness where your child is at the heart of all that we do. The staff and governors work together to provide the best possible start for your child.

Following our recent expansion we have approximately 130 children in the school and nursery divided into six small classes. Our facilities are excellent and these are shared with the local community. Our standards are high and we offer a wide range of learning opportunities to all including enrichment through extra-curricular activities, residential visits and community links.

The school has close links with neighbouring schools and with Trinity School in Carlisle to which the majority of our children transfer at age 11.

We hope that you enjoy learning about our school in this prospectus and that this will be the start of a positive partnership between your family and the school. Our website is full of useful information which supplements this prospectus. This can be found at ww.rockcliffe.cumbria.sch.uk. Should you have any further questions or concerns then please do not hesitate to contact the school.

I look forward to meeting you.

David Hodgkiss
Head Teacher





What is Special about Rockcliffe School?

Rockcliffe CE School is a *Good School* (Ofsted 2013) and we are proud of our links with St. Mary's Church in the village. There has been a Church school in Rockcliffe since 1870 and together we are at the heart of our community.

Worship takes place daily and we encourage parents to share worship with us at important times of the school year. Parents are always welcome at our Friday assembly when we celebrate the work of our children.

Our children are kind, caring and supportive of each other—they are expected to behave well and do so.

Our teachers and teaching assistants work together as a supportive team, ensuring that basic skills are taught effectively, whilst providing an exciting creative, child initiated approach to the whole curriculum. We aim for every child to be engaged and motivated in their learning.

Rockcliffe School is a small school which is proud of its family environment. All the staff know all of the children well. Our safe, green environment provides opportunities for children to learn beyond the classroom. Our innovative use of technology stimulates and develops the skills of the 21st Century learner and complements traditional teaching methods. We know that reading, spelling and times tables are the corner-stones of learning.

Our Mission Statement

At Rockcliffe CE School we expect our pupils to be enthusiastic, independent learners who can cope with the unexpected challenges of everyday life and who model our core Christian values of respect, honesty, tolerance and forgiveness.

We express this mission statement simply as:

“Believe and achieve”



Admissions

Applications for children starting school at five are dealt with by Cumbria County Council's School Places team. Applications for a place the following September normally have to be submitted to the School Places team by the end of the preceding year. The date varies and so further information can always be obtained from the school office.

If you wish to contact the School Place team then please call 01228 606060

Applications for places in other year groups are dealt with by the school. The Governors have agreed that in the event that there is a greater demand for places than there are places available these should be allocated in accordance with the policy of the Local Authority. This can be found in the attached appendix. We are obliged to admit children who live in or out of our area when they are of age if we have space to do so.

Currently we have a published admissions number of 20 children per year.

Parents of children not yet at this school but who would like to visit us are welcome to telephone and arrange an appointment.

Further details are available on the school website
www.rockcliffe.cumbria.sch.uk



School Uniform

Rockcliffe School children are smart and always look smart; the uniform is smart, practical but inexpensive.

Our school uniform consists of a white polo shirt (either with or without the school logo) and red sweatshirt with the Rockcliffe School logo on the breast. Red cardigans can also be worn. Children can wear grey or black school trousers, skirt, shorts or pinafore dress. Tights should be black, grey, red or cream. **All clothing must be clearly marked with your child's name.**

Red checked summer dresses can also be worn.

Shoes must be black and sensible. We do not allow trainers.

Boots should also be plain. High heels are not allowed as the children will play outside in their shoes and these are unsuitable.

PE Kit

The school's P.E. kit consists of a plain white T-shirt, black shorts and a pair of plimsolls for indoor PE. Key Stage Two children should also bring a red sweatshirt (with or without the school logo), jogging bottoms and trainers for PE outside and on the field. (Please note that children will not be allowed to undertake PE in clothing normally worn inside school.)

Sweatshirts, PE "hoodies" (KS2 only) and polo shirts can be ordered from the school office along with optional items (reversible jacket and/or book-bags.)

Jewellery

As part of our Health and Safety Policy, jewellery is not allowed in school. Stud earrings may be worn but must be removed for PE. Staff are not allowed to remove earrings so they are best left at home on PE days.



Assessment, Attainment and Progress

We assess children upon entry to the Reception class and identify new starters who may require some additional help. These and other tests are given to aid the teaching staff in the diagnosis of difficulties and as a means of assessing progress.

National Assessments are taken by children in Years 1, 2 and 6.

Year 1 - Phonics Screening

Year 2 - Reading, Writing and Mathematics

Year 6 - Reading, Spelling/Grammar and Mathematics

Special Needs

On average 20% of all pupils have some form of special need at any one time and this will be specific to that child. To support our children we offer support according to their individual needs. At times this may necessitate a programme of support to ensure that they develop across all areas of their learning. We work closely with the Educational Psychologist, NHS Speech and Language Services and our School Nurse to ensure support is effective.

Teaching assistants work with pupils in class, supporting their learning in Literacy, Mathematics and other subjects. Some also deliver support sessions to children including Reading Intervention, Phonics and Maths Recovery.

Parent's Evenings and Reports

There are two occasions each year when we hold Parent's Evenings but the closer our contact with parents the better.

We will always do our best to find the time to talk with you and allay any concerns.

If you have any concerns then discussions with teachers can be arranged immediately after school hours. It is advisable to telephone beforehand although we will do everything possible to see you immediately in an urgent case. It will be rare when a teacher or the head teacher will not be able to see you at short notice.

A written report, outlining your child's progress and setting future targets is sent to all parents towards the end of the summer term.



The School Day

Children should be in school ready to begin learning at 8.45 am

Our morning session is from 8.45 am to Noon

(Morning break is from 10.15 am to 10.30 am)

Our afternoon session is from 1.00 pm to 3.15 pm

*(Afternoon break is from 2.00 pm to 2.15 pm)**

*KS1 Only

Children are the school's responsibility after 8.30 am or after the school bus arrives (if earlier.) The school staff are responsible for the care and supervision of the children during the sessions detailed above, including break times and lunchtimes. After 3.15 pm, unless children are taking part in an after-school activity, it is expected that they will be collected promptly.

Our after school club "Rocky's" runs nightly from 3.15pm until 5.30pm.

Playtimes

The school makes good use of its grounds at playtimes. Children play on the fields, on our multi use games area (MUGA), on the playground or on the play equipment. All areas are supervised. ***Parents are reminded that the Play Equipment is available for use after school although it is not supervised by teaching staff, before or after school hours.***

Absences

If your child is absent then we ask that you ring the school to confirm the absence. If the office is not manned then please leave a message on the answerphone. You should inform the school of the reason for any absence by 8.45am each day, repeating this each day of any absence. You are always welcome to leave a message regarding absences on our answerphone.



School Transport

As the school serves a large area, bus transport is available from Cargo, Todhills, Edenside and Crindledyke. The County ruling on free transport for children under 8 years who live more than 2 miles from school and children over 8 years who live more than 3 miles from school applies, unless there are medical or safety reasons for exceptions.

Free transport is available to all those who qualify from the start of the Reception year. Unfortunately it is not available to nursery age children.

Some children who live less than these distances from school have received free transport after appealing to the road safety officer. Further details of these and other transport arrangements can be obtained from the school or 5 Portland Square, Carlisle. Telephone:- 01228 606060

Parking

To ensure the safety of our children there is no access for parent vehicles on site.

Charging and Remissions Policy

The Governors may not charge for any activities that take place in school time, with the exception of individual music instrumental lessons. Charges can be made for activities wholly or mainly outside school hours, as long as these are optional extras.

The Governors can ask for payment for board and lodging on any residential course.

Parents and others are invited to make voluntary contributions towards any aspect of the school's curriculum, particularly when visits or visitors to the school are providing curriculum enrichment.

General Information

Documents relating to the curriculum at the school, including schemes of work, policy statements, Minutes of Governors' meetings and other statutory information can be found on our website. If there is anything else you wish to read or see then please contact the school office.



Health and Safety

It is our intention that your children should grow with an awareness of themselves and their environment so that they can lead safe and healthy lives. We make sure that they wash their hands before meals and remind them to wash their hands after using the toilet. Children are taught road and cycling safety at appropriate times. We teach them about healthy diet, taking exercise and avoiding dangerous drugs. Children are also warned about the dangers of talking to or going with strangers and internet safety.

We also warn children about the risks of fire and have half-termly fire drills in school.

Swimming is taught from Years 1 to 5 to ensure that children are safe in and around water.

We provide emergency aid to children who hurt themselves in school.

The Head Teacher is responsible for Health and Safety matters and carries out Risk Assessment procedures and takes advice from the nominated governor.

Safeguarding

The governors and staff at Rockcliffe School have the safety, happiness and education of the children here as their primary responsibility. We do all we can to stress the importance of family life. The action of staff in any case where there are suspicions of injuries, signs of possible neglect or abuse to a child are clearly prescribed by the authority. We have to discuss any such concerns here in school and refer those of a serious nature to Children's Services who will decide on a suitable course of action in the child's best interest.

We do not have the freedom to investigate further ourselves, to discuss these serious concerns with parents or to ignore the situation.

Where a child makes an allegation of abuse the matter must always be reported to the Children's Services without delay. Mr. Hodgkiss is the Designated Safeguarding Officer and all concerns should be referred to him. In his absence Miss Whalley is the designated Deputy Safeguarding Officer. However, staff cannot be absolved from the ultimate responsibility for reporting his or her suspicions directly. All staff have been appropriately trained to record and pass on concerns.



Collective Worship and Religious Education

Rockcliffe School is proud of its heritage as a Church School. We hold an act of collective worship daily which draws together the school community in reflection and prayer.

Pupils, teachers and families value the special dimension worship brings to school life. It aims to give pupils and school staff alike the opportunity to:

- Express praise and thanksgiving to God
- Foster respect and deepen spiritual awareness
- Reflect on the character of God and on the teachings of Christ
- Affirm Christian values and attitudes
- Share each other's joys and challenges
- Celebrate special times in the Christian calendar

Pupils of other faiths

We recognise the faiths and beliefs of pupils from other faith traditions. Stories from other faiths are included in worship and provision for specific religious observances (e.g. fasting) can be made.

Religious Education lessons are part of the curriculum and are taught weekly. Although these are broadly Christian, and focus on the teachings of Christ, we also encourage the children to learn about other faiths. This includes the opportunity to look at traditions in Buddhism, Islam, Judaism along with festivals from across the globe.

Withdrawal from Collective Worship and RE

Parents can withdraw their children from both Religious Education and from Collective Worship. Any parent wishing to do so should firstly discuss the matter with the Head Teacher in order that the appropriate alternative arrangements can be made.



Behaviour

We are concerned not only for the educational progress of all the children but also for their personal and social development. We have a strong and effective programme for Personal, Health and Social Education and a consistent approach to positive behaviour management.

We are a happy, caring community and we have a high expectation that our children will behave well, think of others and give of their best. We value children's achievements and celebrate and share them with the school as a whole. Our Friday Time to Shine Assembly and our half termly Book Awards provide the opportunity to celebrate achievements in school, when each class teacher identifies any outstanding contributions from children that week or across the whole of the half term.

We encourage classes to produce their own rules or code of behaviour, taking responsibility for themselves and their environment. We see it as part of a child's whole education to learn to live in a community, showing respect and consideration for others and for the school environment.

However, there are children who will misbehave in school. Should this occur, privileges may be withdrawn or sanctions imposed. If necessary, parents will be invited into school to discuss any problems. Our policy for behaviour is consistent and transparent and clearly understood by all of the children.

Any incidents or evidence of bullying are treated most seriously if or when they occur. The children are encouraged at all times to talk to staff and tell them of any problems.

The staff are always willing to discuss any aspect of school life with you but it is helpful to make an appointment or give reasonable notice for such a discussion. We welcome the chance to work with you in all aspects of your child's education.

Our Behaviour Policy is available on our school website.



Curriculum

At Rockcliffe we aim to put our children at the centre of their own learning and to develop the whole child through a broad and balanced enriching curriculum carefully planned through themes and in line with statutory requirements. This is underpinned by comprehensive teaching of the core subjects of Literacy and Numeracy.

English

English is the vehicle by which children communicate effectively and creatively with the world at large, through spoken and written language. The development of good literacy skills, including reading, writing, speaking and listening, is imperative for all learning. We foster a positive attitude to literacy through a daily lesson. This lesson is structured and based around the developmental needs of each child.

Reading

Teachers promote and value reading as an enjoyable activity and also as a life skill. The Simple Model of Reading (Primary Strategy) provides the framework for the teaching of reading. Progression in reading starts with the systematic teaching of synthetic phonics. This is in the context of a broad and rich Foundation Stage curriculum which celebrates reading for pleasure and proactively develops children's speaking and listening skills and language development. As pupils develop reading fluency throughout KS1 and KS2, teachers teach a broad range of comprehension strategies which allow pupils to engage with text in a variety of ways to suit different learning styles. The school has well-stocked book areas in each classroom along with a range of non fiction texts in the library area. Pupils also have opportunities to read magazines, information leaflets and ICT texts. Teachers read aloud to their classes daily across the school.

Writing

The Primary Framework for Literacy guides teaching and learning in Literacy. Teachers promote writing and look for ways to inspire and motivate pupils so that they see themselves as 'writers'. Teachers establish the purpose and audience for writing and make teaching objectives explicit to pupils so they know why they are studying a particular text type, the kind of writing activities they need to undertake and what the expected outcome will be. Emphasis is put on the knowledge and application of correct spelling and grammar and a programme of study is in place across the school.



Mathematics

Considerable importance is attached to the children achieving and understanding mathematical processes, concepts and skills. A favourable attitude is encouraged by presenting it in an interesting and enjoyable way, allowing the children to actively participate in the learning process, thus creating a sense of achievement and confidence. There is a strong emphasis on the development of mental arithmetic and giving opportunities for pupils to use and apply mathematics in real life situations. Maths is taught through a daily Numeracy lesson which follows the principles of the Primary Numeracy Framework. The aim of the Framework is to support and increase all children's access to excellent teaching, leading to exciting and successful learning. At Rockcliffe we believe all children deserve to be set appropriate learning challenges; to be taught well and be given the opportunity to learn in ways that maximise the chances of success; to have adults working with them to tackle the specific barriers to progress they face. Class teachers also plan for opportunities to develop and apply key mathematical skills in other subjects throughout the year and have subject-specific days when parents can see all children contribute and learn life skills through this core subject.



Curriculum

Science

We study science throughout the school. Often a scientific study will be an integral part of a wider topic but there are scientific skills which will be taught separately from other topic work. The majority of early learning is from first hand experience using materials and resources familiar to us all. We ask children to observe closely, to ask why and to draw conclusions from what they see.

Sex Education

We appreciate how important it is for our children to recognise the importance of family relationships and to know how their bodies will develop. We ensure that the children have an understanding of their bodies and their emotions suitable for their age. We do not avoid questions which may occur about sexuality or reproduction but answer sensitively and in terms which that the child will understand.

Parents have the legal right to withdraw their children from sex education lessons. Should you wish to do this then please contact Mr. Hodgkiss in the first instance. A copy of our Sex Education Policy is available on our website.

Humanities and the Arts

We teach a full range of skills in both the Humanities and the Arts. Humanities teaching is normally delivered through termly topics and covers geographical forms, fieldworks skills along with historical topics drawn from the National Curriculum.

We aim to promote our pupil's creativity in different areas of the arts including dance, music, drama and art and design. Children are given the opportunity to express their creativity in class with the help of teachers and specialist providers. We want our pupils to understand that art is diverse in terms of cultures, styles and presentation. Children are given opportunities to create, present, reflect on and evaluate their own work as well as that of their peers and professional artists.

We encourage all of children to take part in a range of arts related after school activities. Recently these have included drama, origami, pottery, environmental arts and Christmas themed activities. Opportunities are also available to learn guitar and recorder.



Insurance

“Some parents wrongly assume that if a child is injured at school, the County Council is held to be responsible regardless of the circumstances, and that its insurance will automatically apply. This is not so, the County Council’s responsibility is strictly limited to cases where there was negligence by them or their staff. Accidents can happen in school, on the sports field, or during school visits, when the County Council or its staff are not in any way at fault and are therefore not responsible”.

The provision of personal accident insurance is considered to be the responsibility of parents. Parents who are interested in this form of insurance can contact their local insurance broker but they may be interested to know that the National Confederation of Parent Teacher Associations has arranged a suitable policy. It provides for suitable compensation in the event of a disabling injury, regardless of how or when caused. Details can be found on their website at www.ncpta.org.uk.

Complaints

If you become concerned in any way about your child’s education, it is important that you tell us about this. As a first step you should discuss your concerns with your child’s teacher. If you are still concerned after talking with the teacher, you should arrange to meet with Mr. Hodgkiss. As a staff we will do all we can to resolve your concerns and to ensure you are happy with your child’s education. However there may be some occasions when parents wish to question matters relating to the curriculum and collective worship which are the responsibility of the Governing body and/or the Local Authority. Special formal arrangements exist for dealing with complaints of this kind. Advice on how to pursue a formal complaint is available from Children’s Services, Cumbria House, Botchergate, Carlisle.

Disclaimer

The information given in this document is in accordance with information at present available to the Governors and it is believed to be correct at the date of printing, November 2016 but its accuracy is not guaranteed.

In particular nothing prejudices the right of the Local Authority, Governors or the Head Teacher to make any decision relating to the school as it sees fit, without regard to whether this will affect the accuracy of any matters contained in the publication. Further, neither the Governors, nor the school, nor the Local Authority, nor any members of the authority of the school, are deemed responsible for any erroneous information in this document.



How to Contact Us

Rockcliffe School can be found in the village of Rockcliffe.

Our address is:

**Rockcliffe CE School,
Rockcliffe,
Carlisle.
CA6 4AA**

You can also telephone the school on

01228 674631

Or email us:

admin@rockcliffe.cumbria.sch.uk

