



# Prospectus

[stjamesceprimaryblackburn.co.uk](http://stjamesceprimaryblackburn.co.uk)



**St James' Blackburn**  
C of E Primary School

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# Welcome



Dear Parent/Carer,

On behalf of the whole community of St. James', I would like to welcome you to our school which we hope will be the beginning of a very long and happy association with us.

The very best schools are the ones where the whole school community works together and at St James' we are very proud of our strong links and good relationships.

We believe that every child should be treated as an individual and we work together to ensure they are respected, nurtured and reach their full potential.

We are very fortunate to have such a dedicated and committed team whose priority is, and will always be, the well-being of your child.

We hope that you find this prospectus useful and informative and you may also wish to visit the website at:

[www.stjamesceprimaryblackburn.co.uk](http://www.stjamesceprimaryblackburn.co.uk)

We look forward to meeting you and welcoming you into the school community.

**Mr D Stitcher** | Headteacher



*Doug Stitcher*

**Mr D Stitcher**  
Headteacher

# The Governing Body



All schools have a Governing Body whose job it is to work with the Headteacher, the Local Authority and the Diocese to ensure that all pupils receive the best possible education at the school. The headteacher sits on the Governing Body as an ex-officio Governor.

Governors are appointed by St. James' Church, the Diocese, staff and parents:



Erika Holmes



Garth Hodgkinson



Rev. Sarah Gill



Jamie Cameron



Alison Spencer



Uzma Laher



Carol Coombes



Nadia Bashir



John Duckworth



Michele Battersby

# Who we are



St. James' is a voluntary aided Church of England primary school catering for pupils aged 2–11 years.

The school is located on three sites and includes many play areas with a range of equipment to promote play. The equipment includes a trim trail, pirate ships and a tree house.

## Vision Statement

Guided by our Christian Values, we endeavour to inspire, cherish and serve our school community. We strive to be exceptional in all we do. We will nurture a love of all God's children. We seek to build respect of all faiths and beliefs.

**'Serve one another in love'**  
Galatians 5.13

## Mission Statement

Together we value, inspire and develop each other within a happy, safe community based on Christian values and respect for other faiths.

**'Show respect to everyone'**  
Peter 1 2.17

## Our Values

The School Christian Values are:



**Love**  
'Serve one another in love.'  
Galatians 5.13



**Respect**  
'Show respect to everyone.'  
Peter 1 2.17



**Courage**  
'Be strong and courageous, do not be frightened or dismayed, for the Lord your God is with you wherever you go.'  
Joshua 1.9

These underpin all that we seek to do in our school and are fully supported by all of our school families.

Daily acts of worship are highly inclusive and they inspire pupils to reflect and consider the way in which they treat others and view their world.



# Our Pre-School

St James' C of E Forest Pre-School and Nursery is part of the St James' C of E Primary School family. We offer a Forest pre-school and nursery catering for children below school-age aged 2 and above.

We believe that every child should be treated as an individual and will work together to ensure they are respected, nurtured and reach their full potential.

At St James' C of E Forest Pre-school and Nursery, we have embraced the Forest School approach to teaching. This is a child-centred inspirational learning process. It is a long-term program that supports play, exploration and supported risk taking.

It develops confidence and self-esteem through child inspired, hands-on experiences in a natural setting.

We are blessed with outstanding outdoor grounds for both nursery and reception. Our Forest school 'rewilding' project has inspired a deep and meaningful connection to the world and an understanding of how they fit within it.

Our Forest Pre-school and Nursery offers a high quality, structured early years' curriculum. This ensures our children make the best transition to school with strong foundations in early reading (phonics), writing and maths. The strong blend of educational approaches

helps learners develop socially, emotionally, spiritually, physically and intellectually. Our qualified teacher works with families and external support agencies to ensure all individual children's needs are met.

At the end of the pre-school year, our children leave nursery equipped with the skills required for a formal curriculum.

A dedicated Forest Pre-School & Nursery Prospectus is available from the school office.



# School day

The School Day runs from 8:35am to 3:05pm.

School is open from 8:30am for early morning work for children.

Pre-school operates wrap-around care and two sessions per day. Please contact the office for details of timings and costs.

## Breakfast club

St. James' offers a Breakfast Club each morning for all pupils from 7:40am to 8:15am. A nominal charge includes cereal or toast and a drink.

The atmosphere is informal, yet encourages high standards of behaviour and offers a range of activities.



# Our Curriculum



At St. James' we deliver a broad and balanced curriculum which is organised in such a way as to deliver the requirements of the National Curriculum.

Nursery, Pre-school and Reception children are in the Early Years (EYFS).

The EYFS is made up of seven areas of Learning and Development. All areas are connected to one another and are equally important. They are:

**Prime areas:**  
Personal, Social and Emotional Development  
Communication and Language  
Physical Development

**Specific areas:**  
Literacy Mathematical Development

Understanding the World  
Expressive Arts and Design

From Year 1 onwards, all children are required to study the National Curriculum.

**Core Subjects**  
English  
Mathematics  
Science  
PE  
RE  
Computing

**Foundation Subjects**  
History  
Geography  
Art & Design  
Music  
Design Technology  
PHSE  
Foreign Language (KS2)

## Religious Education

RE is taught in accordance with the Blackburn Diocesan RE Syllabus. On certain occasions during the school year children visit St James' Church and other places of worship. Other religious services and special services are considered an important part of school life and the spiritual development of every child.

## Computing

Computing is taught throughout the school with each class having access to a range of computers, laptops, notebooks and tablets. Online Safety is integrated into all aspects of the curriculum.

## Sporting Activities

All children do PE as part of the curriculum and swimming is offered in KS2 in line with the Government initiative.

## Extra Curricular Activities

We believe that Extra Curricular activities are important, both from an educational and a social point of view, to the life of the school. As they progress through the school children have the opportunity and are encouraged to participate in a variety of Extra Curricular activities.

A variety of extra-curricular activities are available.





# Uniform



## Forest Pre-School & Nursery:

V-Neck royal blue sweatshirt / cardigan with logo\*

White polo shirt with logo\*

Black trousers, joggers or leggings

## KS1

V-Neck royal blue sweatshirt / cardigan with logo\*

White polo shirt with logo\*

Grey pinafore dress, skirt or trousers

White or grey socks/grey tights

Black shoes

Optional - Pale blue gingham summer dress (May - Sept)

## KS2

V-Neck royal blue sweatshirt / cardigan with logo\*

White shirt with School tie\*

Grey pinafore dress, skirt or trousers

White or grey socks/grey tights

Black shoes

Optional - Pale blue gingham summer dress (May - Sept)

*\* Items are available from Whittakers Schoolwear, Blackburn.*

## PE Kit

Navy blue shorts

White round neck t-shirt with logo\*

Black pumps and trainers for outdoor lessons

Scarves are not allowed in PE or games

All clothes and items of PE kit must be labelled

## Games Kit

Trainers may be worn for outdoor games.

Those year groups who receive swimming lessons will require appropriate swimming trunks/costumes, towels and caps.

## Jewellery

Apart from ear studs, we do not allow jewellery in school as it can be dangerous and can cause upset if broken or lost.

Ear studs must be removed at home on PE days, for safety reasons, or covered with tape. Staff cannot remove piercings.



# Opportunities for all



## Outdoor and Adventurous Activities

Each year, children in Year 6 are offered the opportunity of a residential to an outdoor activity centre.

The residential trip offers pupils high energy challenges and adventure that are ideal in promoting physical exercise, team building and developing a strong sense of self worth.

## Equality of Opportunity

The school aims to provide each pupil with an education that increases inter-racial understanding, community cohesion and promotes mutual respect and positive images for all groups of society.

At St James' we are committed to ensuring that children understand, explore and embrace British Values. Children learn about the diversity of cultures by looking at a range of customs, traditions, clothing, religion and art.

We recognise the rights and needs of each individual pupil. We aim to promote spiritual wellbeing and recognise our duty to prepare children to take part in the multi-cultural society in which they live.

## Special Educational Needs

The Governors and staff of St. James' are committed to a policy which recognises that children are special and unique and that all children, regardless of ability, physical or academic, share the right to a broad and balanced curriculum.

We recognise that even with the class teacher's support and differentiated planning, some children find some aspects of the curriculum more challenging. If this happens we will provide additional help and support. We will discuss this with parents and with outside agency support devise an Education Health Care Plan (EHCP) for the child. This will be regularly reviewed and updated.

Should a parent have concerns about the progress of their child they should, in the first instance, discuss them with the class teacher.

We are fortunate enough to have two dedicated SENDCOs; Mr Cameron is the SENDCO for Key Stages 1 and 2, and Miss Limbada is the SENDCO for Early Years. Both have completed their SENDCO qualification and are very experienced in supporting our children.



# Useful information



## Pastoral Care

The staff at St. James' are very aware and sensitive to the spiritual, moral and physical, social and cultural needs of each child. We aim to ensure that particular care is given to any vulnerable children.

## Absences

Good attendance is a high priority for the school. Please let us know if your child cannot attend school because your child is unwell. If the school is not informed of a child's absence, a member of staff will telephone home to check on reasons for the absence. Attendance is monitored very closely and any concerns are referred to the Local Authority Inclusion Officer.

## Appointments

All routine appointments should be made outside school hours. If this cannot be avoided, parents need to contact the main school office for authorisation in advance. A parent or named representative must collect the child from the school office.

## Contact Details

It is essential that we have a current telephone number so that we can contact you if your child becomes ill or is injured in school. It is important to inform school of any changes to contact details for your child as soon as possible if your family circumstances change.

## Holidays in Term Time

Holiday absence during term time interrupts the continuity of teaching and learning and disrupts the educational progress of individual children. St. James', along with the Local Authority, aim to minimise the amount of time lost to term time holidays. The school policy actively discourages parents from arranging holidays during term time. Authorised absence will only be given in exceptional circumstances.

## Child Protection

Our aim is for all children to feel secure and happy in their environment. We strive to provide such an environment at St. James' through caring

for each individual child by building their self esteem and helping them to achieve success in all areas. Because of day-to-day contact with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. As part of the Local Authority Child Protection Procedures, the school has a duty to report any concerns to the Children's Services Department.

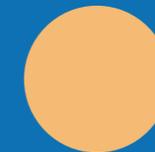
Any concerns regarding a child's welfare will be reported to the Designated Safeguarding Lead in school.

## Pupil Premium

Pupil Premium is additional funding given for children who meet specific criteria. St. James' is committed to providing effective resources and ensuring vital support is in place.

Parents are urged to check whether they are entitled to this funding.

If you would like assistance or to discuss this further, please enquire at the school office.



# Useful information

## Links with the Church

During the year all pupils attend St. James' Church for particular services. Parents, families and members of the community are always very welcome to attend these events.

## Charging Policy

During the course of the year the School endeavours to provide Educational trips that enhance classroom activities. Parents may be requested to provide voluntary funds towards different activities.

## Complaints Procedure

A full copy of the complaints procedure is available from the school office or to download from the school website.

## Medicines in School

St. James' policy is that medicines will not normally be administered by staff. Parents are able to arrange a time when they can come to school to give medication to their own child. However, on no account should children be given medicine or tablets to bring into school. In the case of any medical needs, we ask that parents give full details on the pupil data sheet that is given out for completion at the start of each year and inform school of any updates immediately. A medical letter is needed to confirm this.

## Health and Safety

Any minor accidents occurring during the school day will be treated by members of staff who have completed basic first aid training. In more serious circumstances children will be sent to hospital and parents will be contacted as soon as possible. It is essential that we have up-to-date emergency contact numbers in case of such an incident occurring.

Being mindful of the health and safety of all our children we ask parents:  
Not to smoke on school premises, take extra care when driving and parking around the school, not to bring dogs onto the school premises and not to discard chewing gum on the floor.

## School Website

The school website is hub of useful information. Here you will find the most up to date school holidays patterns, staff lists, letters home and much more.

## School App

The School Spider app is used for daily parent communication and updates. School products, such as meals, can also be purchased.



# Useful information



## Pupil Voice

At St. James' we regularly consult with pupils on all key aspects of school life such as pupil's experiences as learners, well being, behaviour and safety. Children are encouraged to take on positions of responsibility including becoming members on the Worship Committee, Eco-Council, Online Safety Champions, Prefects, Wellbeing Club & the Student Senior Leadership Team.

## School Council

Children from Year 1 to 6 have the opportunity to stand for election to be part of the School Council. The Council plays a vital role in informing school about pupils' views.

## School Rules

Our overall aim within the school is to produce a caring atmosphere where children show a mutual respect for each other. The School Values are used to promote positive behaviour. School rules are kept to a minimum and are for the safety and welfare of the children.

We aim to encourage acceptable standards of behaviour, which promote respect for people and property, developing patterns of behaviour, which are suitable throughout life. Good behaviour is encouraged through a system of positive rewards.

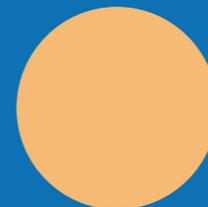
## School Meals

Vegetarian and Halal school meals are cooked on the premises but children may bring their own packed lunch if they wish.

All children in Key Stage 1 are eligible for free school meals. For children in Key Stage 2 who have a school meal, money is payable in advance via the school app. If your child is entitled to Pupil Premium funding they may also have a free school meal.

Children who bring packed lunches to school should make sure the food is in a suitable container. For safety reasons, no cans or glass bottles are permitted. We promote healthy eating at St. James' and ask parents

to help us with this message when sending packed lunches in to school. Please label your child's lunch box with name and class.





**St James' Blackburn**

C of E Primary School

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**Tel: 01254 698335**

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