



Aston Hall  
Junior & Infant School

# WHOLE SCHOOL PROSPECTUS

2023/24

**ASTON HALL  
JUNIOR & INFANT SCHOOL**

Church Lane, Aston, Sheffield, S26 2AX

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**HEADTEACHER:** Mr S Holmes



WICKERSLEY  
PARTNERSHIP  
TRUST.

## Introduction

We are part of Wickersley Partnership Trust. Our head teacher is Mr Scott Holmes, with Mrs Ditchburn our Assistant Headteacher.

At Aston Hall there are approximately 305 children on roll with a capacity of 315

School consists of eleven classes

- 2 x Foundation Stage 2 classes
- 3 x Key Stage One classes
- 6 x Key Stage Two classes

## Welcome from the Headteacher

Welcome to Aston Hall J&I. Our pupils are the beating heart of our school. We nurture the development of knowledge, confidence, creativity, skills and understanding to help our children develop into happy, healthy, caring and successful local, national and global citizens. We do this in a safe, inclusive, democratic and positive learning environment where every individual is valued, self-belief is encouraged and each individual is able to achieve their full potential.

We instil in our children respect, resilience, pride, aspiration & independence, aiming to send all young people into an ever-changing world able and qualified to play their full part in it.

We hope our prospectus will give you an insight into how the school works, what will be expected of your child and how we can work in partnership to provide the best possible education for your child.

Thank you, Mr Holmes

## Starting/Joining School

Starting school is a big step for children and their parents. We try to make this time as easy and enjoyable as possible and hope that this booklet will help us to achieve this. We encourage you to be extremely positive with them about starting school and to talk to him or her about the enjoyable and interesting activities in which he/she will be able to take part.

## Foundation Stage Curriculum

The Foundation Stage Curriculum is divided into seven 'Areas of Learning' . You will probably notice that many of the activities provided in the Foundation Stage area are similar to some of those available in a nursery or Early Years Units, e.g. sand, water, role play areas, construction etc. These activities are available because in school, play continues to be an important and enjoyable way in which children learn.

Having familiar activities to engage in can also make children feel more comfortable and help them make a smooth transition from nursery to school.

## Reading Books

Across all Key Stages at Aston Hall reading activities are planned for and undertaken right from your child's first day at school. We will encourage children to choose a book and share at home. Reading with your child is important to help your child build both their language and vocabulary skills together with their understanding of books.

Once your child is at a level where they can access the words within a book they may start to bring home school reading scheme books to share with you.

## Parent / Staff Relationships

We work very hard to try to get things right for all of our children. Most of the time, we succeed, but if there is an occasion when something goes wrong - **PLEASE TELL US!** We will always listen to your views and do our best to sort things out in a way that is best for all of us, in partnership. In this way, we aim to ensure that your child gets the best education possible. We look forward to a happy and rewarding relationship with you and your child.

## Dojo (Reward system and home-school communication)

At Aston Hall we use a reward and communication system called Dojo. Children are rewarded with 'dojos' in school for a variety of things, many of which link to 'The Aston Hall way'. Teachers will use dojo to share learning experiences, post additional activities / resources and provide essential updates / messages via the class story. You are able to communicate with us via this app and message teachers / the headteacher directly.

## Before School

Our school gate opens at **8:30am** for children to enter the school yard. The doors open at **8.35am** every morning where children are encouraged to come into school and start their morning activity. Your child should be at school for **8:45am** at the latest when doors close and registration is taken. Mr Holmes or another member of school staff will always endeavour to be on the yard and available should you need to speak to someone when you drop your child off in the morning.

## After School

End of school arrangements changed in September 2021, and all children must be collected from their classroom where they will be released on sight to their parents/carers or other approved adult. Parents can provide 'release from school' permission where your child will be released from class by their teacher. This would allow them to walk home, meet a parent at the car, meet a parent with a sibling elsewhere on site or meet a parent outside the school grounds etc. If, for any reason, there is no one waiting for them, children stay with the teacher until someone arrives. You can help by ensuring that your child knows who is coming to collect them. Please inform your child's teacher / the school office if someone different is picking up. The school gate opens at **3pm**, with Foundation stage finishing at **3:10pm**, KS1 at **3:15pm** and KS2 at **3:20pm**.

## School Security

In the interests of safety, the doors leading to all classes (**8:45am**) and the gates around school playgrounds (**9am**) are locked when all children are inside. If your child arrives late, it is necessary to come in via the main entrance and notify the School Administrator of your child's late arrival. During school hours, the only access to the school is via the front entrance.

## Attendance and absence

The school and children work hard to achieve our attendance school target of **97%** set by Wickersley Partnership Trust. Each week we celebrate good attendance in our Monday assembly and students receive certificates throughout the year.

If your child needs to be absent from school for any reason, please write for permission from the Headteacher. This does not apply to term-time holidays where a form must be completed. (These are rarely authorised except in **exceptional circumstances which must be evidenced**) For medical appointments, please call into the office with details and show the appointment letter or text confirmation. For illness or unforeseen absences, please inform us by telephone or verbal message by **9.15am** on that day.

## School Lunches

We encourage all children to have a nutritious school lunch. The meals provided are cooked on the premises and variety is of high priority. Our school cook invites you to view the meals offered any lunchtime. There are always four choices for the children to choose from, including a hot meat main meal, a hot vegetarian main meal, jacket potato and a sandwich selection as well accompaniments and a dessert (including fresh fruit & yoghurt). Lunchtime is **12-1pm (11:45-12:45pm for Foundation stage)**

## Free School Meals

All children in Foundation, Year 1 and Year 2 are entitled to free school meals. If you are on a low income and in receipt of certain benefits, your child will be entitled to additional support as well as free school meals (eg free milk).

Benefit Related Free School Meals – Am I eligible? Am I Eligible to Apply for Benefit Related Free School Meals?

If as parents/carers you receive one of the following, you may be able to claim for benefit related Free School Meals and the benefits this brings, including free activities · Income support · Income Based Jobseekers' Allowance · Income-related Employment and Support Allowance · Support under part VI of the Immigration and Asylum Act 1999 · The Guaranteed element of State Pension Credit · Child Tax Credit, provided you are not also entitled to Working Tax Credit, and have an annual income, of no more than £16,190 (as of 2014 financial year) as assessed by Her Majesty's Revenue and Customs ·

Working Tax Credit run-on - paid for four weeks after you stop qualifying for Working Tax Credit Free School Meals Helpline – **01709 336066**.

The Free School Meals Team can assess your claim using an eligibility checker to confirm entitlement. Applications can be made over the phone or by accessing the following link: <https://www.rotherham.gov.uk/benefits/free-school-meals>

**\*\*If you already receive this for a sibling you still need apply for each individual child. \*\***

## Self-help skills

Your child will avoid frustration and over-reliance on the teacher if he or she can manage some basic self-help skills before starting school in foundation stage. Encourage your child to be as independent as possible. Important skills include:

- Putting on and fastening own coat
- Putting on and fastening own shoes (please do not send your child in lace up shoes if they are unable to fasten them independently)
- Ability to dress and undress independently (PE)

We promote further independence as children move through school, and encourage them to be organised for school by ensuring they bring everything they need with them on a daily basis, as well as being accountable for ensuring letters and other information sent home with them make it to parents/carers.

## Emergency Contact/ Medical Information

Before your child starts / joins school, you will be given a confidential form to complete. It is essential that you fill in this form and return it to school prior to the summer holidays. It is particularly important that you provide us with at least one emergency contact number. If your child is ill, or has an accident at school, we will need to get in touch with you or a named contact without delay. It is also important that we are kept up to date with details of illness, allergies and regular medication. You should notify us of any changes to contact numbers, most often mobile phones, so that our records are up to date. We may ask on an annual basis for you to complete these forms again to check our details are up-to-date. If your child is asthmatic, please ensure an inhaler is kept in school from the first day, clearly labelled with your child's name and accompanied by a signed medicine form stating the correct dosage.

## School Uniform

The school colours are royal blue and gold and we strongly encourage parents to buy school clothes in these colours. Our school uniform policy (which has been revised for September 2022 due to the introduction of a new school logo):

- black or grey trousers, skirt or pinafore
- gold or royal blue polo shirt
- royal blue sweatshirt or cardigan
- navy blue fleece
- blue/yellow checked summer dresses (during the summer, many of the girls prefer to wear these with royal blue cardigans.)

### Your child will also need:

- A pair of wellies.
- PE kit – white polo shirt, black shorts, a black tracksuit (no hoods, zips or large logos please) and trainers for outdoor PE.
- PE/pump bag
- Book bag - an essential item for carrying reading books and letters home.

School logo polo t-shirts, sweatshirts, cardigans, fleeces, reversible coats and book bags are available to purchase from **Pinders**. Lots of supermarkets have plain uniform available also.

The sweatshirts and polo shirts are easy for young children to get on and off. When buying other items of uniform - e.g. skirts, dresses or trousers - try to think about how your child will cope with getting them on and off by themselves depending on their age.

### Jewellery

The wearing of jewellery is not allowed. However, very small stud earrings are permissible. These earrings must be removed for PE by parents before the child comes to school on PE days. During the healing process following piercing (6 weeks), pupils may have their ears taped up by parents before school on PE days. We strongly encourage any parents who wish to have their child's ears pierced to do so at the beginning of the summer holidays to maximise the time for healing before coming back to school. Teachers are not permitted to take earrings out or cover them up.

### Labelling

Please make sure that all of your child's belongings including his/her PE Kit are clearly labelled with his or her name. We often have to spend a great deal of time trying to find the owners of unlabelled items. Just a few unlabelled sweatshirts, for example, can cause havoc in a busy class! Lost property can be viewed by asking Mrs Heydon or Ms Washbrook in the school office.

**School address:**

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Church Lane,  
Aston,  
Sheffield,  
S26 2AX

**Telephone:** 0114 287 9811

**E-mail:** [office@astonhallschool.org](mailto:office@astonhallschool.org)

**Website:** <http://astonhallschool.co.uk/>



## WE ARE EQUIPPED TO LEARN

WE SAY PLEASE  
AND THANK YOU

We are prepared  
to make mistakes

WE ARE KIND AND CARING | **WE LISTEN  
TO OTHERS**



WE BELIEVE IN OURSELVES

**WE WORK HARD**



*We dream big*



**WE ARE PROUD OF OUR ACHIEVEMENTS**

**WE TAKE PRIDE IN OUR APPEARANCE**

*We take responsibility for our actions*



### Aston Hall J&I Vision

Our students are the beating heart of our school. We nurture the development of knowledge, confidence, creativity, skills and understanding to help them develop into happy, healthy, caring and successful local, national and global citizens. We do this in a safe, inclusive, democratic and positive learning environment where every individual is valued, diversity is celebrated, self-belief is encouraged and each individual is able to achieve their full potential.

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- Mr. S Holmes, Headteacher



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