

Whitehall Junior School
Delves Road
WS1 3JY



Head Teacher: Mrs. Elizabeth Attwood
Deputy Head Teacher: Mrs. Yvonne Collins
Assistant Heads of School: Mr. Raj Singh & Mr. Chris Miles

Telephone: 01922 720778

E-Mail: postbox@whitehall-j.walsall.sch.uk

Website: www.whitehall-j.walsall.sch.uk

Come find us on 'Myschoolapp' available on Apple Store and Google Market.

Due to the pandemic certain information in this brochure may change during the school year.
We will endeavour to keep you informed of those changes through the normal school
communications.

Whitehall Junior Community School



Aims of the School

- To provide a safe and caring environment in which everyone can interact and learn
- To create an atmosphere which encourages self discipline within a framework of respect for self and others
- To provide a broad, balanced, differentiated, well resourced and relevant curriculum within which delivery of the national curriculum is facilitated
- To promote spiritual, moral, cultural, mental and physical development of pupils at the school
- To pursue excellence in all we attempt
- To help develop in individuals an appreciation of achievements in art, music, science, technology and literature and to encourage them to achieve personal satisfaction for themselves in these areas
- To help pupils acquire self respect, self confidence and self motivation so that the learning process may continue throughout school and adult life in order that they can become successfully independent
- To further develop links with the community

The Governors of the School

Mrs C Jones – Chairperson
Mrs E Attwood – Head teacher
Mr Simon Middleton – Vice Chairperson
Ms Ravat – Community
Ms S Ahmed – Community and Vice Chair
Mr. Yasin – Community
Mrs Collins – Staff
Mrs S. Jeewa – Community
Mr Ayaz Mumtaz – Parent
Suzannah Ensor-Cook –Parent
Mr Kilkenny - Community

Services for Schools – Clerk of the Governing Body

The Governors serve for a term of four years. They are responsible for the running of the school in all aspects, curriculum, expenditure, buildings etc. Many of these duties are delegated to the Headteacher. The Governors meet at least once a term.

Teaching Staff – from September 2021

Mrs E Attwood – Head teacher
Mrs Y Collins – Deputy Head teacher
Mr. R. Singh – Assistant Head Teacher
Mr. C. Miles – Assistant Head Teacher

Year 3 –Miss Johal, Miss. Guest, Mrs Burrowson-Kurn Mrs Collins
Year 4 –Mr Foster, Mr Miles, Miss Sharma, Mr Hill, Mrs Wheeler
Year 5 – Mrs. Cattell, Miss Flavel Miss Sheldon, Miss Sandhu
Year 6 – Mr Singh, Mrs. Patel, Mrs. F. Jalal, Mrs. J. Wilding,
PPA – Mrs. J. Lawrence, Mrs Wilkins.

Support Staff

Mrs W Davies – School Business Manager
Mrs P Tahir – Office Manager – Integris
Mrs S Cox- Receptionist - Integris
Mrs Scott – Designated Senior Person for Child Protection and Safeguarding
Mrs. T. Botfield – Designated Senior Person for Child Protection & Safeguarding
Mrs A Patel - Family Liaison/Health outreach Co-ordinator
Mr. D Hickman – Caretaker
Mrs.C Williams– Catering Manager
Mrs. C. Bayliss – Lunchtime Supervisor

Teaching Assistants

Mrs N Barkat
Mrs S Kaur
Mrs P Kaur
Mrs S Reynolds
Mrs C Stanley
Mrs. M. Shokat
Mrs L Stuart
Mrs. B Tozer
Mrs P Webster
Miss. A. Rogers
Miss. R. Graham
Mrs. N. Kalsoom
Ms. H. Gibson
Mrs. S. Tahir
Mrs T Haneef

A message from your Chair of Governors – Mrs C Jones

The Role of the Governing Body

Our school is managed by the Governing Body which is made up of 11 members. The Governors serve for a period of four years and subject to eligibility can be re-appointed. At the first meeting in school year the Governing Body elects a Chair and Vice Chair.

At the termly meeting of the Governing Body the Head teacher submits a comprehensive written report. This comprises information on pupil attendance, special needs, children's extra-curricular activities such as music, sport, trips, visits and events, curricular developments and staffing matters, including attendance, performance management and training and development. The Head teacher submits draft school policies for consideration and the approval of the Governing Body.

The Governing Body also has to scrutinise SATS results and consider whether national and local targets are being met and formulate appropriate action plans. Following the Ofsted Inspection the Governing Body takes appropriate action in line with the recommendation in the Ofsted Report.

The Governing Body is very appreciative of the contribution the teachers and non-teaching staff make to the children's extra-curricular activities and on behalf of the Governors I express thanks for this dedication.

Colleen Jones

Chair of the Governing Body.

Child Protection Statement

Our school recognises our moral and statutory responsibility to safeguard and promote the welfare of all pupils. We will endeavour to provide a safe and welcoming environment where children are respected and valued. We will be alert to the signs of abuse and maltreatment and will follow our procedures to ensure that children receive effective support and protection.

Please also refer to 'Keeping Children Safe in Education' guidelines 2020

Mrs Scott & Mrs Botfield – Designated Senior Persons for Child Protection and Safeguarding

Calling all families!!!

Hi, Parents and Children

I would like introduce myself, my name is Anisha Patel and I am the Health and Family support coordinator at Whitehall Junior School.

Some areas of my role are Supporting Children and their families who attend our school, supporting them with: To work towards Early Intervention's and prevention's. These Include

- Behaviour management training sessions
- Freedom programme (effects of Domestic violence and living with a controller)
- Solihull Parenting Programme
- Parenting Puzzle(Behaviour management)
- I will deliver training/support and advice in groups and 1-1(also support parents who have English as a second language.)
- Self-esteem workshops
- Setting up coffee mornings
- I work with the children at the school by, using Tools such the My star to initially assess them and use the Family Star to assess the family's- discussing Wishes and Feelings
- My role is to work in a holistic approach; take in consideration the family as a whole.
- I provide targeted support to families, working with families 1-1
- My role is also, to signpost parents and provide them with advice and guidance.

I work very closely with Mrs Botfield (Safeguarding Leader)

Please, if you have any worries or concerns regarding children in the school and require support please do not hesitate to come and speak to me.

Thank you

Anisha Patel

Health and Family support coordinator

Admission to School

All children will begin school at the start of the autumn term in September. For any admission places please contact Walsall School Admissions on 01922 652585 for further information. We can admit 90 children into each year group.

Classes are organised in mixed ability groups according to their age. Class groups are changed at the beginning of each year when pupils move to their next class.

In the event of us being oversubscribed the LA will use the following criteria to make a fair selection.

- Does your child have an older brother or sister in the school?
- Has your child attended Whitehall Infant School?
- Any social or medical conditions which need to be taken into account?
- How far do you live from the school as the crow flies?

Attendance

Attending school regularly and on time is a good habit for your child to get into. Children with high attendance receive special certificates at end of year and each week the class with the highest attendance get a special treat of their choice.

Children should only miss school for illness, medical appointments or particular family circumstances which may be discussed with the teacher.

If your child is absent you must inform the school by telephone on the first morning of absence (**01922 720778**), or by letter when he/she returns. Parents are able to text the school on **07717308524** for your child's absence.

When leaving a message on the school telephone or mobile please **speak clearly** and report your child's **name, class, nature of illness** and expected **date of return**

This absence will then be recorded as authorised. Should you fail to report an absence you will be contacted. The Government have made it clear that they believe unauthorised absences to be truancy. The number of authorised and unauthorised absences your child has had during the year will be written on your Child's report.

Should your child be persistently absent for any reason, authorised or unauthorised an Education Welfare Officer may visit you.

Parents, please arrange appointments for dental or medical, after school or in the school holidays if at all possible. This would minimise disruption to your child's education.

Where this is not possible, we require you to show us a valid appointment card on the day before the absence. We will not allow a child to go home on their own.

The School Day

The school day is divided into two sessions.

However due to the pandemic and pupils mixing we have had to have staggered times for start, finish and break and lunchtimes. This will continue for the foreseeable future-

Y6 and Y4 – 9am – 3pm

Y5 and Y3 – 9.10am – 3.10pm

If this has changed by 1st September 2021 we will let you know by normal school communication. Please ensure we continue to follow guidance to keep our school community healthy and safe.

Leave of Absence in Term Times

WHITEHALL JUNIOR SCHOOL WILL NOT AUTHORISE ANY LEAVE OF ABSENCE (INCLUDING HOLIDAYS) TAKEN OUT OF THE SCHOOL TERM.

Taking holidays in term time will affect your child's schooling as much as any other absence and we expect parents to help us by not taking children away in school time.

Remember that any savings you think you may make by taking a holiday in school time are offset by the cost to your child's education.

There is NO automatic entitlement in law to time off in school time to go on holiday. *Therefore ALL holidays taken from school are UNAUTHORISED and you may be fined.*

Punctuality

It is very important that your child arrives in school on time to start the day. However, children should not come too early. We cannot be responsible for children who arrive before their staggered time or who remain in the playground after school, unless there is an organised school activity. Also, some children spend time before and after school playing on the swings and slides in the field adjacent to the school. This is not school property and we cannot be responsible for the children in this area.

If you know that your child is going to be late you should inform the school as soon as possible. It is much better for a child who has overslept or who is late for some other reason to come to school as soon as possible rather than to take the morning or day off.

We consider a child to be late if he/she is not in class 5 minutes after the bell. The number of times your child is late will be included in his / her report at the end of the year.

We occasionally have 'spot' checks when children who are late have to serve a playtime detention. Children who are consistently late may lose the opportunity to be given positions of responsibility in school.

First Day of Absence

All absences need to be notified on the first day either by:

- Telephone – **01922 720778** – answering machine available (24 hours) please leave message.
- Text – mobile number (**07717308524**) quoting child's full name, class and reason for absence and expected date of return.
- Download 'My School app' you can notify your child's absences via the app or any personal detail's that may have changed for example telephone numbers/address- *see page 17*

Lunchtime Arrangements

PARENT PAY

School will only accept ONLINE payments - NO CASH
(We are a cashless school)

IMPORTANT INFORMATION – PLEASE READ

Your child may stay for a school dinner or bring in a packed lunch. The cost of a school dinner is £11.00 per week (£2.20 per day). Your child may qualify for free school meals. Please bring in your letter from the Council to school to confirm that your child is entitled to FSM.

Before your child starts school in September you will need to sign up with PARENTPAY and pay online. No payment no dinner. You will need to make arrangements for your child to have a packed lunch for dinner.

Please see leaflet attached. More information to follow.

The School is a business and cannot afford to lose money the same as any other small business. If there is a short fall it is the children who will suffer due to the financial burden on the school when some parents don't/won't pay.

PLEASE SUPPORT YOUR CHILD'S SCHOOL.

Packed lunches should be sent in a secure container clearly labelled with your child's name and class. Please ensure your child brings their lunchbox home each night. If a child leaves his/her lunchbox in school for an extended period, it may be thrown away in the interest of hygiene.

If you are eligible for your child to receive free school meals, please apply, even if you don't want the meals. The school receives additional funding for every child eligible.

Morning break time your child may bring in a mid - morning snack. In line with our Healthy Schools we encourage children to bring healthy snacks in such as a piece of fruit or a fruit bar.

Your child may not bring any games, toys, mobile phones, playing cards, CD's, iPods (no expensive items as school will not take responsibility) chewing gum or bubble gum.

School Uniform (*Please see pages 11 and 12*)

We encourage the children to wear school uniform for the following reasons;

1. It looks smart,
2. Children do not compete for the latest fashions etc. so uniform creates less expense and less hassle for parents,
3. It encourages positive behaviour.

All pupils should wear

The school uniform is Green sweatshirt/Cardigans, white polo shirt carrying school logo. These may be bought from the office and are currently available in the following sizes.

Also available from Clive Mark in saddler Centre, Crested School wear in Walsall Arcade and Tesco's - now stock Whitehall Junior School Uniform.

You can order online at <https://myclothing.com/>

School price list

Sweatshirts} CHEST SIZE	PRICE
28" to 34"	£8.00
36 " +	£11.00
Cardigan 28"-34"	£11.00
Cardigan 36+"	£12.50
Poloshirts} all sizes	£6.00

Outdoor weather proof coats ordered at time of request

White/Grey socks

Black shoes (no trainers)

Book Bags £5.00

BOYS

Green sweatshirt with logo

White shirt

GIRLS

Green sweatshirt/cardigan with logo

White shirt or white blouse

Grey trousers/shorts

Grey skirt

Green/white cotton Gingham dress (Summer)

Girls who wish to cover their legs for cultural or religious reasons may wear white leggings. Head scarves may be worn as part of school uniform

Head scarves

They should be green/black and should be above shoulder length and tucked in for Health and Safety.

P.E. Kits (*see pages 13*)

P.E. kits must be worn for indoor and outdoor P.E. These should consist of:

- Plain White T-shirt
- Black shorts/leggings
- Black joggers
- Black pumps or plain black trainers
- Head scarves are not permitted due to health and safety reasons, however if girls need to keep their head covered plain black sports hijab caps can be worn.

During the pandemic we are asking pupils to come in to school in their PE kits.

Swimming

Swimming is a National Curriculum subject requirement and is compulsory for all children. However, due to the ongoing pandemic we will need to advise you later as to whether this will restart.

ALL ITEMS OF CLOTHING SHOULD BE NAMED

If anything is lost please come into school immediately. If we receive prompt notification and the item is **NAMED** you are almost certain to get your missing article returned.

On the day of any P.E children should not wear any form of jewellery including watches. If a child does wear jewellery it must be removed before the activity takes place. Where jewellery is removed staff will not be responsible for safekeeping. Jewellery that cannot be removed owing to religious beliefs must be taped or secured in some other way. Where jewellery cannot be removed the child will not be allowed to take part in the activity.

Please encourage children never to leave personal or valuable items in their desk drawers overnight.

Your child cannot bring any games, toys, mobile phones, playing cards, CD's, iPods (no expensive items as school will not take responsibility) chewing gum or bubble gum

Boys Uniform

Bottled green sweatshirt embroidered with school badge, Grey trousers, white polo shirt, Black school shoes.



Girls

Bottled green sweatshirt embroidered with school badge, Grey trousers, white polo shirt, Black school shoes, Green or black head scarf falling only to the shoulder.



Bottled green cardigan embroidered with school badge, Grey pinafore/skirt, Grey leggings or tights, white polo shirt, Black school shoes, Green or black head scarf falling only to the shoulder.



Girls Summer Uniform

Green and White Checked cotton dress with white leggings/ tights, Black school shoes
NO sandals or open toe shoes are allowed due to Health and Safety reason



Boys Summer Uniform

Grey shorts, white polo shirt with school logo or plain, Black school shoes



P.E. KIT

White plain T-Shirt, Black Short/leggings, Black joggers, Black pumps or trainers, Black hijab cap(for religious reasons)



SWIMMING KIT FOR BOYS- Swimming trunks NO Shorts, towel and swimming cap



SWIMMING KIT FOR GIRLS- Swimming costume No Bikinis, swimming costume to cover legs and arms for religious reason , a towel ,swimming cap



Our Curriculum

Whitehall Junior School delivers all the subjects of the National curriculum plus Personal, Social and Health Education and Religious Education, where we follow Education Walsall's published curriculum. We teach the subjects through a combination of theme related and single subject lessons. Since 2021 we have to teach Relationship and Health Education. This will be taught sensitively and age appropriate.

Our policy is to teach the pupils in ability classes. A full and varied curriculum is taught throughout the school day with the afternoon having a focus on history, geography, French, RE, PE, art, music, D&T or ICT.

Children with physical or severe learning difficulties who hold a statement of special educational need or an Education Health Care Plan are given their own learning programmes designed by the class teacher and the SENCO. These children are supported by classroom assistants who are funded by the Local Education Authority.

It is the responsibility of class teachers to help all children attain high academic standards across the school.

We have high expectations of behaviour for children in the school. Our behaviour policy, based on the philosophy of positive encouragement with clear sets of rewards and sanctions, has now been rewritten and is being followed by all staff. Our children are frequently congratulated when we take them to outside visits and events

Religious Education

In R.E. we follow Education Walsall's recommended curriculum, which involves the study of four main religions with the emphasis on Christianity.

Personal and Social Education

Our programme of P.S.H.E. includes Relationships and Health Education, which has been reviewed by Governors. All topics will be taught sensitively and will be age appropriate.

Music

In addition to the normal curriculum enjoyed by all the children those who show special aptitude receive extra tuition from staff, in and out of lesson time.

Physical Education

Every child **must** undertake two hours of physical activity a week. P.E. is **NOT** an optional subject.

In addition to competitive sport, we run extracurricular activities during the year.

Extra Curricular Activities

Whitehall has a fine tradition of sporting achievement especially in football, cricket, netball and athletics. Our many successes are owing to the hard work of staff out of school hours.

Following the pandemic we have changed our after school clubs to ensure each year group has its own after school club. From September we will have Y3 on a Monday, Y4 on Wednesday Y5 on Thursday and Y6 on Friday.

Collective Worship

Each day the children come together for collective worship, which usually involves a story and a time for reflection and may be in year groups.

Fridays are our celebration assemblies when Merit certificates are given out.

Parents have the right to withdraw their children from acts of collective worship.

Information Technology

We believe the ability to use Information and Communication Technology is a vital life skill in modern society.

Children are taught computing skills as a discrete subject and as an integrated aspect of other curriculum areas. The ICT suite has been refurbished, since our latest Ofsted, with the latest hardware and software available. There are also new mini suites in each of the year groups. Each classroom has internet access and interactive whiteboards.

Internet safety is a very important issue; all children access lessons on how to keep themselves safe whilst using the internet.

Parents and Carers

We warmly welcome parents and carers into our school. We have a good Parent Focus Group who meet regularly to discuss initiatives within the school. All parents and carers are invited to these meetings.

We also welcome parents and carers to join us for INSPIRE lessons where you are invited in to join your child's class for a lesson to see what they do and how they are taught.

At present we are not allowing these lessons to continue due to the pandemic

Having successfully been granted the Leading Parent Partnership Award for the third time in 2021, we are so proud that this achievement continues to knowledge how closely we work with parents and carers. We have continued to strive to act upon parents and carers suggestions. The school's staffing structure has continued to evolve

to further enhance our relationship with families demonstrating our commitment to strengthen the links between school and home.

Early Birds Club for Breakfast

The Early Birds club is held every day from 8.00 a.m. For breakfast there is available cereal or toast with a drink, this is included within the cost

Early Birds Club provides a healthy stimulating start to the day where children can foster good relationships, improving their social and emotional development.

If you wish for your child to attend the Early Birds Club please contact the Office for more information and a booking form. There is a payment of £10.00 a week for the service and all payments are to be made on Parent Pay.

Healthy School

At Whitehall we actively encourage children to assume healthy lifestyles. We encourage children to play ball games in certain areas of the playground. We provide a range of equipment for all pupils to use.

Improve your links with your school

Download My School App

Free texts – download the app on your android or smartphone now!

You need access to Wi-Fi or 3G/4G (go to your Apple App Store/Google Play)
(any problems please see office staff)

We are now using My School App to communicate with our parents and carers. The benefits to you include:

- Instant access to an up to date calendar. You can add any event to your own calendar on the phone, with just one tap on the screen.
- Keep up to date what's happening at the school. Read bite-sized news items and swipe through the school image gallery.
- Report your child's absences to the school-one touch dialling/email
- The school can send you important messages and helpful reminders.

You will

- Receive letters more reliably and promptly
- Get a short text message if we need to contact you urgently
- Still get paper letters if you don't have email
- Not need to rely on your child for delivery
- Be able to reply by email or text

We can

- Send more letters and information
- Save money on admin time, printing and paper
- Contact you urgently when necessary

The school will use the email address and mobile number that we hold for the Priority one contact(s) in our database.

If you change your contact details, address you can let the school know through MySchoolApp.

Your details will not be used for any other purpose than school business. You will **not** receive any spam or marketing material.

PLEASE VISIT OUR SCHOOL WEB SITE FOR ALL YOUR NEWS AND UPDATES
AND DOWNLOAD MY SCHOOL APP

www.whitehall-j.walsall.sch.uk

Security

The school is completely enclosed within a perimeter fence. Updated surveillance cameras monitor all sides of the building. Anti vandal spikes are installed to prevent access to the roof. All windows either have bars or grilles fitted to minimise vandalism and break-ins. Anti-vandal paint has been applied to the top of the perimeter fence to stop trespassers.

Children enter the building through doors at each corner which automatically lock at the beginning of the day.

The public may enter the building at the front via reception but are barred from proceeding beyond this by secured doors. Visitors can only gain access within the school once authorisation is given. No access is available from side or back doors, please report to reception. **Please respect these rules for the safety of your children, staff and the school.**

To gain access to the school reception during the day you will need to enter by the side gate on the service road. Please press the buzzer, explain who you are and who you wish to see, the office will then release the gate for you to enter.

Car Parking at the school by parents collecting or dropping off children is a constant concern for us. Parents should note that if you collect your children along the service road adjacent to the school, it is your responsibility to see your children safety across the road. During peak times children and parents can access and exit through the large gates which lead onto the playground.

If you collect or drop your child on Delves Road, please do not park close to the zebra crossing as this imposes a real threat to children crossing.

Please **DO NOT** park in front of the gates as these are the access points for emergency vehicles i.e. ambulance and fire engines.

After school Activities / Arrival - Home time – Top Gate will be open for you to gain entry onto school premises to collect your child/ children and you must leave school premises via the double gates off the playground. Access via side gate will not be granted at these times.

I hope you have found this brochure useful and if your child is already attending you will keep it for future reference. If you have any comments you would like to make about its contents or appearance I would be very pleased to hear them.

We have chosen a wallet type jacket so that you can keep further information that we send out during the year.

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**WHITEHALL JUNIOR SCHOOL**  
**SCHOOL HOLIDAY DATES FOR 2021/2022**

|                     | OPEN                                                     | CLOSE                                                 |
|---------------------|----------------------------------------------------------|-------------------------------------------------------|
| Autumn Term<br>2021 | Thursday 2 <sup>nd</sup> Sept<br>Mon 1 <sup>st</sup> Nov | Fri 22 <sup>nd</sup> Oct<br>Fri 17 <sup>th</sup> Dec  |
| Spring Term<br>2022 | Tues 4 <sup>th</sup> Jan<br>Mon 28 <sup>th</sup> Feb     | Fri 18 <sup>th</sup> Feb<br>Fri 8 <sup>th</sup> Apr   |
| Summer Term<br>2023 | Mon 25 <sup>th</sup> April<br>Mon 6 <sup>th</sup> June   | Fri 27 <sup>th</sup> May<br>Fri 22 <sup>nd</sup> July |

Thursday 2<sup>nd</sup> & 3<sup>rd</sup> September are Training Day's – school closed to pupils.

Tuesday 6<sup>th</sup> September – School open to pupils at 9.00 a.m.

Monday 2<sup>nd</sup> May – May Day Bank Holiday

**SCHOOL RESULTS**

**Key stage 2 school and national level data**

**Here is the link to OFSTED's Data Dashboard.**

**<http://dashboard.ofsted.gov.uk/dash.php?urn=104162>**