

# **Mount Pleasant Junior School**

## **School Prospectus**

## **At Mount Pleasant School Junior School**

### **We Aim to:**

Provide a secure and challenging environment

Look for excellence in each child

Develop each child academically, spiritually, socially  
and emotionally

Be sensitive to the richness and diversity of the children  
and their communities

Be welcoming to parents and responsive to their  
expectations

Work towards equal opportunities for all

## Welcome to Mount Pleasant Junior School

With this booklet I welcome you, parents and children, to Mount Pleasant Junior School. You will find in this booklet much of the information you need at the time when your child enters the school and during the time he or she will be with us.

I would like to extend an invitation for you to visit the school at any time to talk to myself or your child's teacher and to look around. Mothers and Fathers, and other family members, are our partners in the education and care of your children. We value very highly the contact we have with you.

At Mount Pleasant Junior School it is our aim that every child will achieve his or her full potential, particularly in the key areas of English, Mathematics and Science, which are so essential when they move on to secondary and higher education.

Good behaviour and moral education are taught at all times throughout our school. We believe Mount Pleasant children are second to none in Southampton for their good behaviour, respect for others, kindness, courtesy and hard work. We thank our families for helping us to achieve this in the school.

Mount Pleasant Junior is large enough to give children the wide range of educational experience they need between the ages of seven and eleven years.

It is small enough for children to feel they are part of a family community, where I and the teacher know everyone personally.

I look forward to a close relationship with you during the time your child is with us at Mount Pleasant Junior School.

Yours sincerely

**Rob Griffiths - Acting Headteacher**

## Admission of your child to Mount Pleasant Junior Pleasant

All children of the appropriate age (7 to 11 year) have an automatic right of admission to the school if we are now over our standard number in in each class (30). We are happy to receive

applications for children who live outside this area. Please make an appointment to see Mr Wells, Headteacher, if you are interested in bringing your child to our school. your child to our school.

### Parents in School

We try our best to make the school as welcoming as possible for parents. It is so important for a child's progress that we work together. Parents' Evenings are held once a term, but you are encouraged to keep regular contact with your child's class teacher. Teachers can be seen after school. During the day you can also talk to the Headteacher. We are here to help.

Do you have any free time during the day? You could help individual children by sharing books with them or help in the library. Can you tell stories in your home language? If you think you may be able to help in school, please talk to Mrs Kelly in the library or your child's class teacher.

### Homework Club

We run a homework club after school on Tuesdays, Wednesdays, Thursdays and Fridays from 3:15 to 4:15. Much of the work takes place in

the computer room and the library. Materials are provided and there are helpers on hand to assist your child.

### Homework

A great deal of learning is done at at home. We regularly send homework from school. All children are given a homework diary to write their homework

tasks and help them organise themselves. Please ask your child and their teacher about this, and encourage them in their homework tasks.

### Reading

Your child should bring his or her reading book home regularly. Please ensure that he or she shares a book with an older person

everyday if possible. Read to your child, have him or her read to you, and talk about the book.

## Other Clubs

We provide many opportunities for your child to involve themselves in clubs during lunchtimes and after school. Clubs

include, football, badminton, cricket, dance, recorders, drumming, clarinet, gardening, science, library and computer.

## Behaviour

Self discipline is the general attitude to behaviour within the school and children are encouraged to become

responsible community members. We believe in positive discipline based on praise and encouragement. Our motto is

**“ Every lesson is a fresh start,  
every day is a fresh start”.**

## Bullying

We do not tolerate any bullying in the school. We encourage parents and children to tell us very quickly if bullying is taking place. All complaints about bullying are taken very seriously

and acted upon. We are most successful when situations are caught early, so please do not hesitate to let us know if you are worried about your child being teased or bullied.

## Absences and Lateness

If your child needs to be absent from school for any reason, parents must inform the school by letter, telephone or by calling in. Please do not keep your child away from school unless it is

really essential, because important work is always missed and they fall behind. If your child is persistently late you will be contacted by the school.

## Long Holidays

If you are planning to go abroad with your child, try to go during the school holidays. If you must be away during school time you should complete a holiday form in the school office in good time before your departure. Because of the effect of long holidays on childrens' achievement, the governors Mount Pleasant and Maytree schools have agreed the following policy: Permission will be given for two weeks authorised absence.

A place will be held for your child for a further two weeks, but this absence will be unauthorised. After this, your child will be taken off the role and you will have to re-apply for a place on your return.

We will also ask you to complete a questionnaire about your visit and take a pack of work for your child to complete during their absence. In this way the effect on their progress in school is reduced.

## **School Clothing**

The school has a uniform. The main Colour is dark blue, with white or grey. Girls wear salwar kamiz or dress or Trousers with a shirt and cardigan with the school badge. Some wear a white dupatta. Boys wear a school sweatshirt with a school badge and grey or black trousers. School sweatshirt and cardigans can be bought from the school office. Please make sure your child wears clothing appropriate for the weather and all shoes are practical and comfortable.

## **Swimming**

Children in Year 3 will also need swimming costumes as we take them for a 12 week swimming programme at The Quays swimming pool usually in the

## **Sex Education**

Our policy has been decided by the governors. We have agreed that sex education will follow the statutory science National Curriculum. There will be no explicit information given without parent consultation. Year 6 children

## **Religious Education**

The school follows the Southampton and Hampshire's approved scheme for religious education and endeavours, in its acts of collective worship, to be sensitive to the needs of the children. Acts of collective worship take place everyday and are not biased towards any

## **Special Needs**

Children are assessed at the infant school and at Mount Pleasant. If specific problems are observed, a programme to support the child is developed and parents involved. Children may get extra support from a Learning Support Assistant. Targets are set for improvement

Jewellery is not allowed, apart from Sikh Kara and stud earrings. Valuable items should not be brought into school as they can get lost or stolen and the school cannot be responsible. We ask all children to change for PE, games and dance. A t-shirt and shorts or track suit are best. All children must change for these activities. All removable items should be clearly marked with your child's name.

Spring term. Swimming is an essential part of the National Curriculum PE programme and we expect all children to take part.

will also learn about changes to the body and behaviour during puberty. Parents be given the opportunity to approve the teaching resources and materials used for this aspect of the curriculum.

religion, but emphasis the moral codes common to all religions. Parents have the right to withdraw their children from religious education and collective worship. If any parent wishes to do so, they should discuss this matter with the headteacher.

and the progress of the child closely monitored. When learning difficulties cannot be met by the teaching staff alone, outside agencies are involved such as Educational Psychologist or the LEA's Pupil Support Services.

## English as an Additional Language

Children who are new arrivals in the country are given additional support from Bilingual Assistant to help them settle in, join in the curriculum and begin to learn English. They usually learn English very quickly and are soon able to join with all class activities. For all our other

bilingual children, we give them support in their first language when we feel it is necessary. Having so many bilingual children and different languages represented in the school is a real bonus for us. There is so much to learn from each other.

## Charges

Education at Mount Pleasant Junior School is free to children. It is paid for by local and national taxes. The only charges we make are contributions towards the cost of some outings when transport

has to be paid for, or there are admission charges. We try to keep contributions as low as possible. The school has a policy on charges, which you can see on request.

## Health Checks

A school nurse visits the school regularly to monitor the health of the children and you will be advised if she will be seeing your child. If you think there may be

a problem with your child's health, please come and talk to a teacher or the school secretary to arrange for an extra check or a referral to the doctor.

## School Meals

A cooked meal is provided at lunchtime for those children whose parents request it. Money for school meals should be paid

on Monday morning. Your child may be entitled to a free meal and application forms are available at the school office.

## Complaints

If you are unhappy about any aspect of the school please see the headteacher. Most parental concerns can be sorted out in this way.

1. See the class teacher
2. The headteacher if you are not satisfied
3. The Chair of Governors
4. The School's Officer at Frobisher House
5. The Secretary of State for Education and Employment

The school office will help you in following these procedures.

The following procedure is in place to make sure that complaints are dealt with effectively:

## **Governors**

The governors meet regularly to make decisions regarding your child's education. They deal with a whole range of issues including the progress of the children, funding, the school building and national and local

education initiatives. Governors are drawn from parents, school staff and the local community. If you are interested in becoming a governor, please contact the school office.

## **The facilities we offer**

**In addition to eight well equipped classrooms, the spacious and beautifully maintained building housing Mount Pleasant Junior School offers:**

- An attractive library managed by our dedicated librarian
- Many computer in a computer suite
- A music room containing a wide range of musical instruments
- A large hall with a floodlit and curtained stage, and equipment for gymnastics and games
- Another large hall which is carpeted and used by Years 3 and 4 as an extension of their classrooms
- A school office where our secretary welcomes all visitors, and is able to deal with many of your enquiries
- A Multi Use Games Area
- A large playground, landscaped and painted to encourage the creative play of children
- Other environmental area with a pond, used by the children for gardening and science activities
- A small fenced green area with grass, trees and a special play cabin

## **Other Users**

Other users share our building, all making their own contribution to the quality of education offered here.

**They are:**

**Mount Pleasant Media Workshop** which projects with the local community and our children.undertakes photography and computing

**The Community Language Service,** whose administrator is based here, and whose classes in a wide range of languages take place at the school at the week-ends. If you want your children to improve their first language, contact Dr Sarwar Jamil, Community Language Officer, at Mount Pleasant Junior School, telephone number 023 8048 0021, to book them in to week-end classes.

**Southampton Governor Service** has its training base in the school and hosts governors' courses during the evenings.

## SATs Results 2007

We are, once again very pleased with our SATs results.

### 0% Level 4 and above - 2007

English	66%
Mathematics	79%
Science	79%

### Targets set for 2008

English	74%
Mathematics	67%
Science	70%

Our overall trend since 2000 continues to go up faster than the National Average and the league tables for "value added" shows a much truer picture of the progress, placing us near the top of league tables.

## SCHOOL TIMES

Morning session .....	9.00 a.m.	to	12.00 noon
Afternoon session .....	1.00 p.m.	to	3.15 p.m.

## TERM DATES

### SUMMER TERM 2008

	21 <sup>st</sup> April	-	23 <sup>rd</sup> July	2008
Half Term	26 <sup>th</sup> May	-	31 <sup>st</sup> May	2008

### AUTUMN TERM 2008

	3 <sup>rd</sup> September	-	19 <sup>th</sup> December	2008
Half Term	27 <sup>th</sup> October	-	31 <sup>st</sup> October	2008

### SPRING TERM 2009

	5 <sup>th</sup> January	-	3 <sup>rd</sup> April	2009
Half Term	16 <sup>th</sup> February	-	20 <sup>th</sup> February	2009

### SUMMER TERM 2009

	20 <sup>th</sup> April	-	22 <sup>nd</sup> July	2009
Half Term	25 <sup>th</sup> May	-	29 <sup>th</sup> May	2009

There are also five days available for professional day closures during term time. These days are specified by the headteacher and governors of the school.

## ABSENCES

We are obliged by law to list absences at the school over the previous year and these are listed below for the period September 2007 to May 2008

Total number of sessions pupils absent	-	4501
Total number of authorised absences	-	2931
Total number of unauthorised absences	-	1570

The Freedom of Information Act requires publicly funded bodies, including schools, to be clear about the information they publish. We have produced a publication scheme setting out all the information we publish on a regular basis and where to find it. Ask the school office to let you see the scheme or provide you with a copy free of charge.

**Mount Pleasant Junior School**  
**SCHOOL GOVERNORS**  
as at November 2008

**LEA REPRESENTATIVES**

Mr Rashid Brora (Chair)

Dr Sarwar Jamil

**PARENT REPRESENTATIVES**

Mrs F Choudhury

Mrs J Bhatti

Mrs S Chauhan

Mr A Al-Korj

**COMMUNITY GOVERNORS**

Mr D Shukla

Mrs Jill Ghanouni

PC Paul Ground

**STAFF REPRESENTATIVES**

Mr Rob Griffiths (Acting Headteacher)

Mr Dean Haines

Mrs Balbinder Basi

**CLERK TO GOVERNORS**

Mrs Sheila Snart

Miss Sam Osman

All Governors can be contacted via the school:

Mount Pleasant Junior School  
Mount Pleasant Road  
Southampton  
SO14 0WZ  
Tel 023 8022 3634  
Fax 023 8048 0020  
Email [info@mountpleasant.southampton.sch.uk](mailto:info@mountpleasant.southampton.sch.uk)

**SCHOOL STAFF**  
As at January 2009

HEADTEACHER - Rob Griffiths (Acting Headteacher)

DEPUTY HEADTEACHER - Sue Lewis (Acting Deputy)

TEACHERS -	Christine Baxter	Balbinder Basi	Rebekah Griffiths
	Gareth Ryan	Celine Roue	Melissa Tonkin
	Gerry Casson	Brent Tonkin	

**SPECIAL NEEDS**

ASSISTANTS -	Kamla Rathore	Meena Khanna	Nasim Asghar
&	Julia Clarke	Surjit Sahota	Lipia Miah
	Veronica Cossantelli	Maureen Bunting	Randhir Hothi

BILINGUAL ASSISTANTS	Kasia Pochwala	Simin Esfandiari	Salma Hashmi
	Surinder Taak	Barbie Choudhury	Emma Dunford

SEMASS Support Staff: Nader Maymandi

LIBRARIAN -	Sheila Kelly	ADMIN OFFICER -	Sheila Smart
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SITE MANAGER -	Mr D Haines	ADMIN ASSISTANT -	Rebecca Goldsack Sam Osman
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CLEANERS -	Mrs Kaur Mrs Basra	Mrs B Kaur
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LUNCHTIME SUPERVISORS -	Mrs Rathore (Senior Supervisor)	
	Mrs Khanna	Mrs Sahota
	Mrs Bunting	Mrs Clarke

CATERING ASSISTANTS -	Vivian Whitlock	Gurdial Sidhu
	Sukhdev Potiwal	Pritipal Kaur

## DATA PROTECTION ACT

Schools, Local Education Authorities (LEAs), the Department for Education and Skills (DfES), the government department which deals with education, the Qualifications and Curriculum Authority (QCA), Ofsted and the Learning and Skills Council (LSC) all process information on pupils in order to run the education system, and in doing so have to comply with the Data Protection Act 1998. This means, among other things, that the data held about pupils must only be used for specific purposes allowed by law. We are therefore writing to tell you about the types of data held, why that data is held, and to whom it may be passed on.

The **school** holds information on pupils in order to support their teaching and learning, to monitor and report on their progress, to provide appropriate pastoral care, and to assess how well the school as a whole is doing. This information includes contact details, National Curriculum assessment results, attendance information, characteristics such as ethnic group, special educational needs and any relevant medical information. From time to time schools are required to pass on some of this data to LEAs, the DfES and to agencies, such as QCA, Ofsted and LSC, that are prescribed by law.

The **Local Education Authority** uses information about pupils to carry out specific functions for which it is responsible, such as the assessment of any special educational needs the pupil may have, or to encourage participation in decision making such as by voting in the Youth Parliament elections. It also uses the information to derive statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them. The schools, and to assess the performance of schools and set targets for them. The statistics are used in such a way that individual pupils cannot be identified from them.

The **Qualifications and Curriculum Authority** uses information about pupils to administer the National Curriculum tests assessments for Key Stages 1 to 3. The results of these are passed on to DfES in order for it to compile statistics on trends and patterns in levels of achievement. The QCA uses the information to evaluate the effectiveness of the National Curriculum and associated assessment arrangements, and to ensure that these are continually improved.

**Ofsted** uses information about the progress and performance of pupils to help inspectors evaluate the work of schools, to assist schools in their self-evaluation, and as part of Ofsted's assessment of the effectiveness of education initiatives and policy. Inspection reports do not identify individual pupils.

The **Learning and Skills Council** uses information about pupils for statistical purposes, to evaluate and develop education policy and to monitor the performance of the education service as a whole. The statistics (including those based on information provided by the QCA) are used in such a way that individual pupils cannot be identified from them. On occasion information may be shared with other Government departments or agencies strictly for statistical or research purposes only.

The **Department for Education and Skills (DfES)** uses information about pupils for research and statistical purposes, to inform, influence and improve education policy and to monitor the performance of the education service as a whole. The DfES will feed back to LEAs and schools information about their pupils for a variety of purposes that will include data checking exercises, use in self-evaluation analyses and where information is missing because it was not passed on by a former school. The DfES will also provide Ofsted with pupil level data for use in school inspection. Where relevant, pupil information may also be shared with post 16 learning

institutions to minimise the administrative burden on application for a course and to aid the preparation of learning plans.

Pupil information may be matched with other data sources that the Department holds in order to model and monitor pupil's educational progression; and to provide comprehensive information back to LEAs and learning institutions to support their day to day business. The DfES may also use contact details from these sources to obtain samples for statistical surveys: these surveys may be carried out by research agencies working under contract to the Department and participation in such surveys is usually voluntary. The Department may also match data from these sources to data obtained from statistical surveys.

Pupil data may also be shared with other Government Departments and Agencies (including the Office for National Statistics) for statistical or research purposes only. In all cases the matching will require that individualised data is used in the processing operation, but that data will not be processed in such a way that it supports measures or decisions relating to particular individuals or identifies individuals in any results. This data sharing will be approved and controlled by the Department's Chief Statistician.

The DfES may also disclose individual pupil information to independent researchers into the educational achievements of pupils who have a legitimate need for it for their research, but each case will be determined on its merits and subject to the approval of the Department's Chief Statistician.

Pupils, as data subjects, have certain rights under the Data Protection Act, including a general right of access to personal data held on them, with parents exercising this right on their behalf if they are too young to do so themselves. If you wish to access the personal data held about your child, then please contact the relevant organisation in writing:

- the school at Mount Pleasant Junior School, Mount Pleasant Road, Southampton SO14 0W
- the LA's Data Protection Officer at Civic Centre, Southampton SO14 7LY
- the QCA's Data Protection Officer at QCA, Piccadilly, LONDON, W1J 8QA
- Ofsted's Data Protection Officer at Alexandra House, 33 Kingsway, London WC2B 6SE
- LSC's Data Protection Officer at Cheylesmore House, Quinton Road, Coventry, Warwickshire CV1 2WT
- the DfES's Data Protection Officer at DfES, Caxton House, Tothill Street, LONDON SW1H 9NA

In order to fulfil their responsibilities under the Act the organisation may, before responding to this request, seek proof of the requestor's identity and any further information required to locate the information required to locate the information requested.

Separately from the Data Protection Act, regulations provide a pupil's parent (regardless of the age of the pupil) with the right to view, or to have a copy of, their child's educational record at the school. If you wish to exercise this right you should write to the school.