

PROSPECTUS

2023 – 2024



Deepcar
St. John's C.E.
Junior School

WHERE THE
INDIVIDUAL
MATTERS



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Dear Parents,

On behalf of the children, staff and governors, I would like to introduce you to Deepcar St John's. I hope you enjoy finding out about our school.

The school's vision statement is 'to create a welcoming Christian community of mutual love and care, where all are valued for who they are, where everyone is inspired to reach their full potential'.

We are a church school, a status that we take seriously, and which impacts positively on an ethos which ensures that each individual is treated as special and important.

The children are very proud of their school and we are very proud of our children. They love Learning; care for each other and are very respectful of adults. They are our best ambassadors!

While it is my priority that the education your child receives here with us will enable them to achieve their academic potential and progress confidently into the next phase of their education, it is also part of my vision that all our children are filled with positive experiences, that they are aware of the endless possibilities that await them and that they are nurtured, in order to develop within them, a confidence to embrace whatever comes their way.

If you would like to know more about our school, you are very welcome to come and visit. The children of Deepcar St John's very much enjoy talking about and sharing their achievements and our successes.

Yours sincerely

Miss Louise Jones

Executive Headteacher



What is a Church of England School?

St John's is a Church of England Junior School which develops its religious character in accordance with the principles of the Church at parish and diocesan level. It is the purpose of all Church Schools to serve the community in which they are located.

This is our vision:

'To create a welcoming Christian community of mutual love and care, where all are valued for who they are, where everyone is inspired to reach their full potential.'

The school aims to serve its community by providing education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experiences it offers all its pupils.

We work closely with St John's church and have links with other churches in the valley. Clergy and other church members are actively involved in the life of the school and regularly join us for Collective Worship, which takes place each morning. The school has special services at Church at various times throughout the year observing the major Christian festivals.

Our teaching in Religious Education is mainly Christian but we teach about other faiths as well. The curriculum takes account of the guidelines set by the Government. In everything we do we are trying to develop the children academically and personally.

We want them to enjoy school life whilst at the same time giving them the opportunity to become the best they can be at Deepcar St John's.



School Governors

The Governing Body has an extremely important part to play in the life of any school. Our Voluntary Governing Body include representatives from the Parish of St. John's, Deepcar, the Diocese of Sheffield, the Local Authority (LA), parents of pupils, the local council, and the teaching staff of the school.

Governors are appointed to help:

- Decide and monitor what is taught
- Set standards of behaviour
- Interview and select staff
- Decide and monitor how the school budget is set and spent
- Be involved in and monitor other areas such as Health and Safety, Premises, School Inspection and Planning, Child Protection, Special Needs and reporting to parents
- Oversee the performance management of all staff.
- Governors carry the financial responsibilities for the upkeep of the school building.

For more details on the roles and responsibilities of our current Governing body, please visit the school website.

<https://www.deepcar-st-johns.sheffield.sch.uk/st-john-s/governors>



Beginning School

A structured induction programme enables children from Royd Nurse Infant School to meet their new teachers and spend time in their new class before they start school in September. We want all children to feel comfortable about their impending move to our School.

Similarly, parents are met and invited to St. John's for a welcome session before children join us in September. The school will provide information and answer questions at the meeting.

Should you wish your child/ren to join us from any other school after the September intake please ensure there are vacancies. Do not assume your child automatically gets a place in a school simply because you have moved into the catchment area. If admission is agreed your child will remain on his/her previous school register until the first morning they begin at St. John's.

Please inform the school Finance Clerk of the previous school in order for us to inform them of your child's admission and to request school records as both of these are legal requirements.

More information and our Admissions Policy can be found on the school website.

<https://www.deepcar-st-johns.sheffield.sch.uk/st-john-s/admissions>

The School Day

Timings

8.40 am Gates open, children come into School

8.50 am Registration closes

9.20 am - 9.40 am Collective Worship

10.40 am - 10.55 am Morning Break (15 minutes)

12.10 pm Lunch time (1 hour)

1.10 pm Afternoon Registration

3.20 pm End of the School day

3.30 pm Afterschool Clubs

4.30 pm End of After School Clubs

Arrival

Children should arrive at School for 8.40am, where they should go straight to their classroom. Year 3 and 4 children via the right hand side of the gate and year 5 and 6 to the left. Please ensure that your child arrives at school on time. If children arrive after 8.50am they should enter School via the main entrance and register at the School office.

Children must use the pedestrian walkways. No child should go onto the driveway and car parking areas. We cannot guarantee the safety of, or accept responsibility for, any child using the latter. It is a very busy main entrance.

Parents are responsible for supervising their own children. Please do not allow them to climb on the school fence and the walls belonging to the properties near the school.

Neither dogs or smoking are permitted within the school grounds.

Departure

At the end of the school day children will be taken to the main entrance gates by a member of staff, who will oversee the children being met by their parents or carers. Please notify your child's class teacher or the school office if someone different is collecting your child. If arrangements change throughout the day, please contact the school office, who will then inform the appropriate member of staff.

If you would like your child to walk home alone, please collect a form from the School Office as your written permission is necessary.

If your child is not collected, they will be taken back into school, and asked to wait in the school office. A phone call will then be made using the emergency contact details that we have on file. It is vital that we are notified immediately of any changes to your contact information.

Pupils travelling by car

Parents cannot use the School car park for "picking up" and "dropping off" children at the start and the end of the school day. We frequently experience problems with the congested area along St. Margaret Avenue at School start and finish and at School functions. There are numerous incidents of the bus being stuck or held up, minor bumps and thoughtless parking across the driveways of our neighbours.

Please park thoughtfully to support the School in this matter.

Adverse Weather Conditions

Every effort is made in bad weather to ensure that the School is open to receive children in the morning. If for any reason the School is not open a message will be sent out via SchoolComms and on the school Facebook page.

If snow falls heavily overnight, the leadership team will make a decision as soon as possible as to if the school will be opening as usual or delaying the time of arrival or closing for the day. Miss Jones will also liaise with head teachers within our locality so that a joint decision across the area can be made.

Children from Secondary School cannot take our pupils from School unless School has received prior notice from their parents or carers.

Thank you in advance for your co-operation.

Lunches/Snacks

Children may have their midday meal at School or may bring a packed lunch from home. School lunches currently cost £2 per day and should be paid for on your child's Parentpay account.

A varied menu is available daily. Menus can be found on their website:

www.taylorshaw.com or on the school website. Children are asked their hot meal choices at the beginning of the school day, so there is always a chosen meal ready for them.

If your child has specific dietary needs please discuss this with the school.

If you feel that you are eligible for income based Free School meals, please contact the school office for more information.

Sandwich boxes are stored on class trolleys in the dining hall to ensure safe keeping and prevent children returning to classrooms unsupervised at lunchtime.

Due to allergies, please do not send any products containing nuts to school.

Lunchtime is an extremely busy and efficiently run part of the day in which there is a lot of movement and play supervised by lunchtime supervisors, teaching assistants and Sports Coaches.

Drinks

We ask parents to send children with water to drink in a sports bottle each day. Please do not send juice or fizzy drinks.

Children have access to their water bottle throughout the day and can refill bottles from the taps in their classroom.

A carton of juice can be sent with your child's packed lunch to have at lunchtime.

Snacks

Children can bring a healthy snack to have at break time, a piece of fruit, yoghurts or vegetable sticks for example.

School Uniform

All children should wear school uniform. We believe that wearing our uniform encourages a sense of belonging and pride in our school community.

In September 2022, a new uniform was introduced and will be phased in up to September 2025, current pupils can wear the old uniform until the phase has ended.

Children should wear:

Royal blue school sweater or cardigan with the school logo.

Pale blue/white polo shirt either with or without the school logo.

Grey skirt/pinafore dress, trousers or shorts.

A blue gingham dress may be worn during the summer months.

Children may only wear black school shoes or plain black trainers. 'Clumpy' shoes, high heels, strappy sandals and open toed sandals are unsuitable.

School t-shirts, sweatshirts, cardigans, PE kits and book bags can be purchased from www.schooltrends.co.uk where you will find prices and sizes.

No jewellery should be worn except watches and stud earrings, which must be removed for PE lessons by the child, unfortunately staff members are not allowed to assist with this.

Please ensure that your child has a coat with them as we do go out to play even when it is raining.

More information and our Uniform Policy can be found on the school website.

Please ensure that all items of clothing are clearly named.



P.E. Kit

White T Shirt, plain or with the School name and logo

Plain black shorts/PE skirt

Navy Blue tracksuit top/bottoms for outside PE in cold weather

Black plimsolls for indoor use - Trainers are not allowed for indoor PE.

Trainers for outdoor use

Long hair needs to be tied back for PE lessons.

Lost property

Names items are immediately returned to the child. Please ensure all items of clothing and belongings are clearly labelled. All unnamed items are placed in the lost property box in the hall. Parents are welcome to come into school and look for lost items. At the end of term, all unclaimed items are recycled.

School Attendance

Regular School attendance is very important and if children are to receive full advantage of School education it is important they attend regularly. The Department for Education publish strict guidelines for Schools in accordance with the law regarding attendance.

Registers, alongside absence notes from parents, are checked regularly by the school's Learning Mentor and attendance is also recorded on every child's annual report.

There are two types of absence:-

Authorised - a child has a legitimate reason for being away from school and the school has been informed of the reason as soon as possible.

Unauthorised - when a child is recorded absent without authority. Without authority is where the absence, according to DfE guidelines, is not legitimate, e.g. there is no reason for absence: shopping, holiday time, looking after other brothers or sisters, birthdays, etc. Absence for 'family holiday' will not be authorised.

Only under exceptional circumstances will time away from school be authorised. This is in line with DfE guidance. Fines will be given by the local Authority for absences of more than five days. Informing the school of a holiday does not automatically authorise the absence, only the Head teacher can do this.

Please contact School by phone if your child is, or has to be, away from School for any reason. For your child's safety, if they have to leave school for an appointment, then they must be collected from the School Office at the Main Entrance.



Medication and Illness

Medication

We request that parents notify school of any particular medical conditions or allergies so that staff are aware of the needs of the child.

Medicines for short term illnesses, for example pain relief medicine or antibiotics, can usually be given by members of staff authorised to do so. A form needs to be filled in and medication needs to be left in the school office. All medicines must have named and labelled with the official pharmacy dispensing label.

Please do not send any medicine or tablets to School which your child may leave in their coat or drawer.

Illness

If your child has an illness which can be 'passed on', such as German Measles please inform School as soon as possible, so that we can inform anyone who may be at risk.

Should your child have sickness or diarrhoea she/he should stay away from School until 48 hours after final vomiting or episode of diarrhoea. If your child is taken ill during the School day, then we will contact you either at home or at work. Could you please make sure that all emergency contact telephone numbers are kept up to date.

If your child needs to be excused some lessons because of illness, e.g. P.E., swimming, then please send a note to the class teacher.

Health and Safety

It is one of our prime responsibilities to keep all our children safe. We strive to ensure a safe environment but it is vital that all children obey all School rules which are designed to ensure safety and order in our School.

The School is well maintained and monitored by staff designated as safety officers and by the Head teacher. All staff are instructed to challenge adults and older children who are either in School or on the grounds. Our excellent record can be upheld if the following points are followed:

Children are not permitted to:

Leave the School premises during School hours

Play near the boundary fences or the School car park.

Go into stockrooms.

Use the first aid boxes.

Remain in School during breaks (unless directed by a member of staff)

Wear offensive or inappropriate clothing and footwear.

Whilst you are known to your child's teacher, you may not be known to other members of staff. It is important therefore that you report to the School office. You will be asked to wait in the entrance foyer whilst we fetch your child for you.

Please do not wander around the corridors and the School grounds (includes playgrounds). You may not enter class through the cloakrooms at the back of your child's class. Junior children are expected to make their own way into School from the gates via the appropriate classroom door.

If children are waiting by the School gates at 'home time' and no one arrives to collect them please teach them to go back into School, via main entrance, after a short time. Children are safe and secure in reception and there are School staff around to reassure them.

Positive behaviour

Good behaviour and discipline are the key foundations of good education. Without an orderly atmosphere, effective teaching and learning cannot take place. If children are permitted to misbehave at School, they prejudice their own educational chances and worse, they disrupt the education of children around them. It is the basic entitlement of all children at St. John's school to feel safe and secure and to enjoy being in a good learning environment.

All pupils are expected to behave in a responsible manner, both to themselves and to others, showing consideration, courtesy and respect for other people at all times. The School has a 'Positive Behaviour Policy' (given to all parents) which describes rewards and sanctions, our expectations, how poor behaviour is monitored and discouraged, the disciplinary stages and action and how incidents are reported. There is also an anti-bullying policy.

A confidential record is kept of all incidents of poor behaviour to enable us to monitor, give sanctions and action one-to-one support if necessary.

In summary our code of behaviour below outlines our expectations:-

Every pupil has the right to learn without being distracted by the bad behaviour of others. Every pupil in our school is valued - physical or verbal abuse will not be tolerated.

We encourage mutual respect, understanding and tolerance towards all members of the School. We do not accept discrimination in any form.

Bullying is against our values and ethos and will be dealt with appropriately.

All children should respect School property and the property of others.

We encourage good behaviour and praise achievements. Our behaviour practice is very much based on rewarding good behaviour. Should children persist in making the wrong choices with regard to their behaviour parents will be informed and asked into school to discuss the problem.

In extreme cases there are clear guidelines which the Governors and Head teacher would act upon in excluding a child from School. In the event of any damage being caused by pupils, to books, equipment, School fabric etc. the Governors wish parents to know that they will be responsible for replacement.

The schools Positive Behaviour Policy can be found on the school website.

Provision for children with Special Educational Needs / Disabilities

In aiming to meet the individual needs of every child and by constantly monitoring their progress and achievements against national norms, (the general standards of achievement expected of children across the country) we can identify children who need extra support. Children may need support with their work if they are:

- a) Having problems, or experiencing difficulty, with their work
- b) Are particularly gifted and need additional challenge

Support is given in many ways if a child is identified as having a Special Educational Need/ Disability. Additional resources are available from the School or, in more exceptional cases, provided by the LA.

This support may include individual work programmes, small group work and ideas for parents and children to work on together at home. If you, or we, are particularly concerned about your child's learning then we will ask you to come to School and discuss their progress then decide whether or not additional help should be requested. In this case the initial Note of Concern is monitored by the School's SENCO (Special Educational Needs Co-ordinator). The extent of any problem assessed and decisions taken to decide what, if any, extra help can be made available.

If you have any concerns about your child's progress, please make an appointment and discuss it with their class teacher, Miss Steward, the SENCO or the Head teacher.

Miss J Steward - Special Education Needs and/or Disabilities Co-ordinator

Assessment

We baseline children on entry to our school so that we have an accurate starting point. The overwhelming majority of schools do this. The National Curriculum tells the teacher what to teach and the expectations for each year group.

We will inform you every term of where your child is working in Reading, Writing and Maths according to Age Related Expectations. Evidence of your child's attainment is moderated by staff throughout the year to ensure a fair assessment is made.

A Year 6 child sits National Tests (SATs) in May. These tests are provided by, and marked by an external examining board. For Reading, Spelling, Punctuation, Grammar and Maths, results are sent to you when we receive them in July. Writing is by Teacher Assessment.

Parents Evenings

Three Parents Evenings are available to discuss your child's progress and welfare. The Spring Term Parents Evening is considered to be the major one and will be a time to discuss the Annual Report.

The first Parents evening is an opportunity to meet the 'new' teacher and the July evening an opportunity, if required, to discuss their end of year report. Each child receives a brief termly report in December and July and a fuller

Annual Report in March.



Charging and Remissions Policy

St. John's places a strong emphasis on giving children first-hand experiences and so organises out-of-School activities which take place both during and after School time.

This would not be possible without the willing and enthusiastic support of parents.

For this we require your continued financial support and encouragement.

Regulations mean that Schools are allowed to invite parents (and others) to make voluntary contributions for travel, admissions and other costs. No additional funding is made available to the School to pay for these activities.

To enable a wide programme of activities to continue and to enrich your child's learning at St. John's, we hope that parents would make voluntary contributions, whenever financially possible, towards the cost of activities.

Payment of trips and residentials are made using ParentPay.

A Summary of Compulsory Charges

The Governing Body reserves the right to make a charge in the following circumstances:- The board and lodging element of residential activities. Activities deemed to be optional extras within and outside of School hours. Cost of provision of materials for Art/Craft and Home Food Technology if parents wish children to own the finished product. If you have any questions please contact the Headteacher.

The schools charging and remissions policy can be found on the school website.

Child protection

Changes in the law, notably the Children's Act (1989), mean that staff in Schools have a duty to report any concerns that they may have of any child who may be suffering significant harm, particularly as a consequence of possible abuse. It is a Department for Children, Schools and Families requirement that each School in the country nominates a senior member of staff who will have special responsibility for Child Protection.

In Sheffield, this member of staff, known as the Child Protection Liaison

Teacher,

has been in receipt of training in this area, and can be trusted to deal with all these matters with professional confidentiality.

As a School, we have close contacts with the School Health Service, Family and Community Services and the Police, any or all of whom may become involved if abuse is suspected or alleged.

The Child Protection Liaison Teacher at St John's is Miss J. Steward. The Deputy CPLT is Mrs J Needham. The School has a responsibility to collate basic information such as who has parental responsibility for a child, and to pass this information to the relevant agencies if so requested. In the event of an investigation into possible child abuse, the School has a duty to co-operate with the investigating agencies to the best of their ability to promote the welfare of the child.

Whilst the School will always attempt to work in partnership with parents and try to ensure that parents are fully informed of, and participate in, any action concerning their child, if there is a conflict of interest, the welfare of the child must be the paramount consideration.

Should you wish to discuss Child Protection and the safety of your child, or indeed, any other topic involving your child, please contact the School.



Pastoral Care

Class teachers are concerned not only with the children's educational progress but also with their personal and social development. We try to combine high expectations with a sympathetic approach.

Sometimes, however, problems do arise and we advise parents of these at an early stage. We hope that you, as parents, will do the same and contact us promptly if you are aware of any problems. A new baby in the family, a death, or some upset at home can cause a child to behave differently at School, just as worries about School work or an argument with a school friend can cause behaviour problems at home.

Homework

Homework should be seen as a valuable contribution towards a child's progress - an opportunity for quality time between parent and child, shared learning experiences and cementing the home-School relationship.

Teachers will set homework each week, this could be maths, English or both. The homework will be followed up in class so it is essential that your child completes this at home in order to keep up with what they are learning in school.

Any written work should not be onerous for the child. It should not lead to a stressful time where the enjoyment of learning is lost and there are conflicts between child / parent / teacher and learning / teaching methods.



Curriculum

At St John's we follow the National Curriculum under a themed approach and promote a rich and engaging curriculum. Our School motto is "where the individual matters" and we will work with our children to achieve their full potential as rounded individuals;

achieve high standards in all areas of the curriculum;

develop themselves as confident,

self- motivated, independent and collaborative learners;

be able to adapt to new challenges and opportunities;

be active contributors to the School and to the wider community;

value themselves;

value and care for others in the local community and the wider world;

understand and accept the rights and responsibilities of being citizens of the future;

learn about, value and enjoy our diverse society.

At St John's good quality learning is characterised by: -

Observable pupil progress (the acquisition of knowledge, skills and understanding) -

Pupils' application and concentration on tasks that demand intellectual and creative engagement -

Pupils ability to work independently and collaboratively - The development of cognitive and affective skills- i.e.: Enquiry Problem solving Creative thinking Information processing Reasoning Evaluation Self awareness Managing feelings Motivation Empathy Social skills Communication Making links

Deepcar St John's expects all pupils to make good progress in the core and Foundation subjects following the National Curriculum.

English

English literacy and language skills, including phonics, comprehension, reading, writing and speaking and listening are taught daily. We are committed to developing writing for real audiences, and linking English to other areas of the curriculum.

Maths

Mathematics is taught daily so that all pupils will become fluent in the fundamentals of maths, be able to reason mathematically by following a line of enquiry and solve problems by applying their skills to a variety of problems.

Science

Science is taught as a practical subject to ensure that all pupils will develop scientific knowledge and conceptual understanding through topics based on either biology, chemistry and physics; understand how to carry out a scientific enquiry using fair testing in order to help them answer certain questions and to understand the uses and implications of science today and for the future.

Computing

Children will be taught the new demands of Computing: to understand and apply the basic principles and concepts of computer science, to be able to write computer programmes to solve problems and evaluate these; be confident, competent and responsible users of IT. IT is an increasingly important subject which will be vital to our pupils in the future. We have an ICT Suite, a PC in every classroom and a class set of netbooks. All classrooms and other teaching areas are equipped with an interactive whiteboard. The skills learnt by our pupils are applied across the curriculum.

Foundation Subjects

Deepcar St John's offers a broad and balanced curriculum aiming to develop pupils' skills in a cross curricular approach whenever possible. We do this through a creative curriculum and we block teach certain subjects such as Art and Design Technology.

By spending a whole day each half term on Art or DT the children consolidate their skills and produce a finished piece. French is taught by a bi-lingual class teacher who follows a language programme.

PE

PE is taught by the class teacher who has received training from a qualified PE teacher or sports coaches, and also from our Sports Coach. A full range of skills are taught and children benefit from learning in our well equipped school hall and outside using the spacious school grounds we enjoy.

Religious Education

This follows both the Blackburn Diocesan Agreed Syllabus and Understanding Christianity by RE Today. We seek to promote the spiritual, moral and cultural development of pupils by encouraging respect, understanding and tolerance for all faiths and to those who adhere to them.

Parents have the right to withdraw their child or children from Religious Education, which forms part of the school's basic curriculum. To exercise this right parents are asked to write to the head teacher of their desire to exercise the right to withdrawal from RE.

The head teacher will invite parents into school to discuss their concerns, clarify the nature of the RE provided by the school and set out the options open to the parents as set out in education law. Where a pupil is withdrawn from RE and they do not take part in alternative religious education they will be supervised by an appropriate member of staff whilst doing work set by their parents which will seek to further their knowledge and understanding of their parents beliefs and values. Parents do not have to give a reason to exercise their right to withdrawal.

Adult helpers

A valuable and welcome contribution is made by volunteer helpers in School. We welcome grandparents, parents, student teachers, students on placement from secondary schools and sporting organisations. Under the guidance of teachers they hear children read (a welcome favourite!), help children use computers or work with them searching the Internet (very welcome and an opportunity to brush up your own ICT skills), help and supervise baking and craft activities, help out on School visits, and help the class teacher. All helpers/volunteers work within sight and earshot of a teaching member of staff. Under requirements of the Children's Act helpers must undertake a Disclosure Barring Check.

If you would like to be part of this valuable team, have a word with the class teacher, but please remember you are not there to only help and supervise your own child.

Teamwork

Each child belongs to one of four houses named by animals:-

- Panther
- Lion
- Tiger
- Leopard

Good work, effort and good deeds are recognised by awarding team points. The winning House receive the House Cup weekly and there is an 'end of term treat' for the overall winning House. Houses are used for inter-School sport and small competitive tournaments held throughout the School year. The whole idea is to highlight and reward good work and give a positive feel about the School.

Support staff

In School we also employ Teaching Assistants. TAs support the class teacher in class and teach smaller groups within the class under the direction of the class teacher. Sometimes a group of children will have time outside the classroom being taught in a small group to reinforce prior learning. All TAs are skilled in moving children's learning forward.

Complaints

The Governing Body adopted a procedure for dealing with complaints in line with the policy document from the Sheffield Education Department which has been approved by the Secretary of State.

This document is available from School or the Local Authority. Briefly the procedure allows for complaints to be dealt with as quickly as possible and settled within a reasonable period of time.

The process consists of several stages including the informal and formal steps. Our main aim is to ensure that either the complaint is settled or that it proceeds to the next stage.

Our School procedure for dealing with complaints is set out below:

- We expect all our pupils, staff and parents to listen carefully and respectfully to each other.
- Minor complaints should be dealt with by the class teacher. If you are not satisfied with this, please contact the Head teacher.
- All serious complaints must be explained to the Head teacher so that a full investigation can be made.
- Parents who are unhappy about some aspect of School life should contact us at once.
The Headteacher will always meet concerned parents to try to resolve problems.
- Any parent who is still unhappy after this should contact the Chair of Governors. Finally, a parent can also make a complaint directly to the Education Committee by contacting the Education Office at Howden House.

Just to say..... I do hope this Prospectus gives you a good flavour of life at St John's. We look forward to working with, if you choose to send your child to our School.

Miss L Jones

Executive Headteacher





St Margaret Avenue, Deepcar,
Sheffield S36 2TE

TEACH A CHILD THE WAY
HE SHOULD GO, AND WHEN
HE GROWS OLD HE SHALL
NOT TURN FROM IT
PROVERBS 22.0

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