

# School Brochure

## *Riverside Primary School*



*Janeway Street, Rotherhithe  
London. SE16 4PS*

*[www.riverside.southwark.sch.uk](http://www.riverside.southwark.sch.uk)*



*Headteacher:  
Jose Lewis*

*Chair of Governors:  
Peter John*

# Welcome to Riverside School/

*We know your child will be happy being  
a Riverside pupil.*

*This brochure will help you get to know something  
about our school and provide useful information.*

*We could not possibly tell you all the  
things that happen in one book.....*

*...so if you need to know anything else,  
please come and speak to us in the  
playground, or make an appointment  
to see us...*

*...or you could visit our website at  
[www.riverside.southwark.sch.uk](http://www.riverside.southwark.sch.uk)*

*Jose Lewis  
Headteacher*

# Travel Information

*Getting to Riverside School is easy!*

## *LONDON UNDERGROUND*

*Bermondsey Tube Station is just across the road.  
It is on the Jubilee Line.*

## *LONDON BUSES*

*188, 47, 381 and C10  
all take you to Jamaica Road.*

## *BRITISH RAIL*

*The nearest train station is London Bridge.  
We are about 10 minutes walk from there  
you can walk by the river  
or use public transport!*

## *MAP OF THE AREA*

*You can find a map of the area on the back page.*

*We look forward to meeting you!*

# STATEMENT OF INTENT

*Riverside School values each pupil and each member of staff as an individual and as part of the school as a community.*



*It is committed to policies and practices, which promote equality for the children and adults within the school, so that everyone has the opportunity to achieve his/her full potential.*



*Our future, as the centre of the community, is not only to educate within the boundaries of curriculum requirements but provide a learning environment that fosters talent and develops our children into knowledgeable, thoughtful members of society.*



*In order to achieve this goal, our priorities will enhance the curriculum as it stands through the development of enrichment, integration and the promotion of good classroom practice.*



*Our priorities all have one principal shared outcome – that is to improve and develop teaching and learning in order to impact positively on the attainment of every pupil and enhance the quality of their educational experience at Riverside School.*

# THE SCHOOL BUILDING

*Our school site has controlled access, which means you need to press the button next to the gate and wait for the gate to be opened. This is for the safety and welfare of all pupils, staff and visitors.*

***All visitors to the school are asked to report to the Office, which you can find on the first floor of the main building.***

*The main building was built in Victorian times. It is a listed building which means it is an important historical building that needs to be preserved. We take great care of our school and want it to be a nice place to work and visit.*



# YEAR GROUPS AND CLASSES

*Riverside School is a community school for children aged 3-11 years of age.*

*We are a one-and-a-half form entry school which means there are 45 pupils in each Year Group. Some classes contain more than one year group.*

*All Primary Schools are organised into three Key Stages. The Key Stages and Year Groups are:*

## **FOUNDATION STAGE**

*Nursery  
Reception*

## **KEY STAGE 1**

*Year 1  
Year 2*

## **KEY STAGE 2**

*Year 3  
Year 4  
Year 5  
Year 6*

*Traditionally, classes at Riverside are named after boats. There are up to 30 pupils in each class. The structure of each class is determined according to age.*

*You can find the Foundation and Key Stage 1 classes in the “new building” or on the ground floor of the main building.*

*You can find Years 3&4 classes on the middle floor of the main building.*

*You can find Years 5&6 classes on the top floor of the main building.*

# ADMISSIONS

*Riverside is a popular Primary School. We admit 45 children to each year group. Class sizes do not exceed 30 pupils.*

*Educational standards are high and the staff work hard to ensure every child achieves well and experiences success.*

*To apply for a place at Riverside you need to apply to Southwark LA.*

*The admissions criteria for community schools can be found on the Southwark website [www.southwark.gov.uk](http://www.southwark.gov.uk)*

*If you are offered a place at Riverside you will be invited to the school. You will need to bring with you your child's birth certificate and, if possible, passport and proof of your address (utility bill, bank statement, etc.).*

## **Reception Year:**

*Southwark LA have a separate system for allocating Reception Year places. You are required to complete a Common Application Form. There are strict closing dates for Reception Year applications.*



*Visits from parents considering applying to the school are welcomed.*



# SCHOOL GOVERNORS

*The school governors are very important to the school. They are responsible for making decisions about all aspects of school life.*

*20% of the Governing Body are Parent Governors. Parent Governors are elected every 4 years. You will be notified of the next election and we welcome your interest.*

*Governors' meetings are held every term. Minutes of these meetings are available on request.*

*Sub-committees have been established to help monitor the finance, curriculum, premises and personnel of the school. They are made up of a group of governors who have particular interests in these areas. Sub-committees report to the governing body each term.*

*Each year the governors hold an informal parents' meeting to let parents know what plans they have for the school and gain your input into how you see the school developing for the future.*

## **The Governors of Riverside School are:**

<i>Mr P John</i>	<i>Chair of Governors</i>
<i>Ms C Castle</i>	<i>Vice Chair of Governors</i>
<i>Ms M Hulatt</i>	<i>Community Governor</i>
<i>Mr L Murray</i>	<i>Community Governor</i>
<i>Ms K Bihr</i>	<i>Parent Governor</i>
<i>Ms M McBrien</i>	<i>Parent Governor</i>
<i>Mr T Stubbington</i>	<i>Parent Governor</i>
<i>Ms K Ezerskaya</i>	<i>Associate Governor</i>
<i>Ms S Meek</i>	<i>Staff Governor</i>
<i>Ms J Lewis</i>	<i>Headteacher</i>

*At present there are no vacancies for governors.*

*All parents have access to the Parent Governors - they are your representatives. Please ask us if you do not know who they are and we will be pleased to introduce you.*



# SCHOOL TIME!

*Here are the important times for everyone to remember.....*

**SCHOOL STARTS.....9.15am**

*(KS2 pupils go straight to their class. FS/KS1 pupils go to their class line where they are met by their teacher)*

**MORNING BREAK..... 10.30/10.45am**

**FS/KS1 LUNCH..... 11.45 am - 12.45 pm**

**KS2 LUNCH.....12.45 pm - 1.30pm**

**KS1 BREAK.....2.15pm**

**SCHOOL ENDS..... 3.15pm**

*(Classes are brought to the playground by the teacher to meet parents)*

*Gates are open at 9.10am and 3.10pm each day.*

*The total compulsory hours per week = **30 hours**.*

*Please remember that class teachers need clear instructions about who has permission to collect your child or if they have written parental permission to go home alone. For your child's protection we do not allow pupils to go home alone during the school day.*

*There are a variety of after school activities organised by teachers available most evenings as well as sports clubs. Tuition takes place outside of school hours for pupils who are invited to attend.*

*For those parents who wish to access our extended hours' services, the school provides:*

**Breakfast Club.....***from 8am. Pupils have the opportunity to start the day with a healthy breakfast, followed by activities that help to start the day well.*

**After School Club....***from 3.15pm to 5.45pm. Pupils from Reception to Y6 can be involved in various activities.*

*There is a charge for both these services - please see a member of staff if you would like to know more.*

# ATTENDANCE AND PUNCTUALITY

*It is a parent's legal obligation to ensure your child attends school regularly and is on time. Regular attendance means your child will achieve their full potential and receive the guidance and support that is readily available at Riverside.*

***Riverside's attendance target is that each pupil will have 95% or better attendance this year.***

*If your child needs to be absent please telephone the school before the start of the school day and give a reason for the absence or email [attendance@riverside.southwark.sch.uk](mailto:attendance@riverside.southwark.sch.uk). Should you not message us, a senior member of staff will call your home and ask for a reason. On your child's return to school an explanation is required (or a letter/certificate from your doctor for prolonged absence). It is expected that unless your child is ill, s/he will be at school.*

*Unexplained absences (or an unacceptable reason for absence) is recorded as "unauthorised". An unauthorised absence is regarded as truancy. It is the school's responsibility to authorise absences.*

*Holiday absences will only be authorised during the month of July for a period not exceeding 10 days. At other times of the year holidays will be unauthorised and it is the school's responsibility to inform the LA. Southwark Council has a Penalty Notice Protocol regarding holidays in term time.*

*If your child is late for any reason please report to the Office. Punctuality is important - lessons in all classes start straight away. Being late significantly affects your child.*

*Pupils with 100% attendance and punctuality will receive a special certificate in July.*

*Attendance (including unauthorised absences) and punctuality is recorded on your child's end-of-year report.*

*The school has to make regular reports on attendance.*

# BEHAVIOUR

*Every Riverside pupil is expected to behave in a polite, respectful way and do their best. Staff treat everyone with respect and understanding.*

*Pupils will learn to respect both themselves and others, whatever their race, sex, background or age. We have a firmly established Equal Opportunities policy that applies to pupils, staff, parents and visitors to the school. We belong to a diverse community which we value and respect.*

*We encourage pupils to work and play co-operatively and resolve difficulties in a calm, responsible way. We aim for self discipline but also support those who are unable to behave appropriately.*

*We expect parents to support the school in promoting good behaviour and working in partnership with staff. You will be asked to sign a contract on admission to the school.*

*We have a variety of awards systems in school, including a special assembly to celebrate all the good things that happen at Riverside.*

*However, we also have systems in place for those children whose behaviour is unacceptable. Bullying, including racism, is never tolerated. Periods of exclusion are used for serious incidents - fortunately this is a rare occurrence at Riverside.*

*We expect our pupils to be ambassadors of the school and expect the good behaviour evident in school to continue outside school.*



*If you have any concerns regarding behaviour, however small, please let us know.*

# CURRICULUM

*At Riverside we treat each pupil as an individual with their own developmental needs.*

*Teachers base work designed to improve the skills and knowledge of a mixed ability class. This may mean organising special groups of similar abilities or individual/group work being taught at different times as well as whole class teaching.*

*Pupils are taught to “have-a-go” and that making mistakes is a key part of learning. We encourage independence and pupils to be proud of their achievements.*

*By the time pupils leave Riverside we aim for them to be confident readers and writers, have developed their mathematical and scientific knowledge and understanding and are equipped with a wide range of skills and talents in all areas of the curriculum, especially ICT, that will be a strong foundation for their future education and lives.*

*We aim for our pupils to develop their own personal skills - to leave us with a strong self image and have a confident, positive attitude towards learning.*

## **Physical Education:**

*We expect all pupils to strive towards a healthy lifestyle and PE is an important part of our curriculum.*

*PE is taught each week and includes aspects of gymnastics, dance and games as well as swimming in Year 5.*

*We encourage all pupils to wear appropriate PE kit for Health and Safety reasons.*

*In addition to PE lessons there are opportunities for pupils to be involved in a wide variety of sports clubs after school, including football, rugby, tennis, cricket and athletics.*

# CURRICULUM

## **Special Needs:**

*Pupils with Special Educational Needs and Disabilities are supported and encouraged to achieve to a high standard. The school follows the Code of Practice for Special Educational Needs and Disabilities. We have a team of managers in place who is available to parents by appointment.*

*We have a range of additional services to support pupils, including an Educational Psychologist, a Speech Therapist and Place2Be.*

## **English as an Additional Language:**

*At Riverside there are many pupils who are able to speak more than one language. We have a specialist teacher who works with pupils who are starting to learn English. We celebrate “Heritage Week” each October to celebrate the diversity of our school population.*



## **Pupil Development:**

*We have trained staff in place to support those families who are experiencing difficulties and/or pupils with developmental needs. We also have access to support agencies that are available to families on request, including a counsellor that visits each week.*

## **Team Managers:**

*Team Managers lead each year group “phase” and are responsible for planning, teaching and assessment for their team.*



# CURRICULUM

## **Religious Education:**

*At Riverside we teach RE through a range of topics that teach children about a wide range of beliefs. All pupils are involved in these lessons to promote understanding and the value of other people's views and beliefs. RE lessons do not include any form of worship but may include visits to special religious places.*

*Assemblies are held each day and follow themes that reflect our diverse population and promote universal values (including British Values) of caring for others and respect for all.*

*Special assemblies take place throughout the year and celebrate special events/festivals. Parents of pupils of differing religions may withdraw their child by requesting withdrawal in writing.*



## **Class outings:**

*Excursions and visits to places of interest to support topics studied are encouraged - we have a wealth of resources on our doorstep and aim to make good use of them.*

*On entry to school you are asked to sign a consent form for visits within the local area.*

*Parents are informed of visits in advance and permission slips are essential for visits beyond that of the local area. All relevant information is included in the letter sent home to parents.*

*As part of their personal and social development Year 6 pupils are expected to take part in a residential school journey programme on the Isle of Wight. This takes place in the Summer Term each year.*

# CURRICULUM

## ***Resources:***

*We have a wide range of resources for your child to access while at school to support their learning. They do not need to bring anything with them.*

## ***Resources to Use at Home and School:***

*When your child starts school at Riverside they will be given:*

*A book bag for you to read all your favourite books...*



*and a laptop for you to work at home and school on things such as Mathletics and REDIwriter.*



*Your child needs to take very good care of these resources — it is their responsibility to take care of them and know when to bring them to school.*



# USEFUL INFORMATION

## **Parental Involvement:**

*We believe children learn best when there is a strong partnership between staff and parents. Parents are actively encouraged to be involved in school life, ranging from, being a school governor, participating in parent projects and/or helping out at social events.*

## **Special Events:**

*Throughout the year many special events take place. These include concerts, shows and special assemblies. Parents are invited to attend and we are sure you will be as enthusiastic and proud of our pupils as we are.*

## **School Dress:**

*Riverside has a school uniform. Sweatshirts, cardigans and t-shirts can be purchased from the Office. Our uniform is inexpensive and practical. You may of course buy plain navy blue uniform from any local retailer.*



*Please label your child's clothes - things often go missing. Lost property can be found in the lobby by the Hall.*

*Jewellery may not be worn to school. For those with pierced ears, studs may be worn. This is for your child's safety.*

# IMPORTANT INFORMATION

## ***Transfer to Secondary School:***

*In Year 6 we provide support and advice for parents and pupils. This is often a very stressful time for all. Southwark Education provide the information required to complete the required online application form. An individual meeting with the Headteacher will be available to you to support you and your child and to assist in the application process.*

## ***Transferring to another Primary School:***

*If your child is moving schools (e.g. if you move house etc.) please notify us in writing of your address and the school your child will be attending. Failure to do so will result in a referral to the Early Help service.*



## ***Child Protection:***

*We have very clear Child Protection procedures at Riverside for the safety and well-being of all our pupils. Staff have a legal responsibility to report any incidents that are cause for concern. Parents are informed of procedures regarding child protection regularly.*

## ***School Policies:***

*Riverside has school policies in place for all areas of the curriculum as well as for the care and welfare of pupils. You can find them on the school website or ask a senior member of staff and they will provide a paper copy.*

# HEALTH AND SAFETY

## **Medicines:**

*We are required only to administer medicines that have been prescribed by a doctor. The medicine needs to be named and brought to the Head of School and a Child Medication Request form completed. Class teachers do not give pupils any form of medication (with the exception of inhalers).*

## **First Aid:**

*Minor cuts and bruises are treated by staff who have all completed basic first aid training. Parents are notified immediately should an injury be more serious and/or involves a bump on the head. It is important for parents to provide an emergency contact telephone number for this reason.*

*There are staff who have a first aid qualification who will attend any incident that is more serious. Should it be necessary the school will call an ambulance immediately and a senior member of staff will escort a pupil to hospital should a parent not be available.*

## **Security**

*The security of the school site is important, which is why we have systems in place. Gates are locked during the day and entry to school is via the entry phone in Farncombe Street.*

*All visitors, including parents, are required to report to the Office on arrival. A badge will be issued to authorised visitors.*

*Pupils who are collected early must be signed out at the Office.*

## **Emergency Procedures**

*Emergency procedures (e.g. in case of fire) are practised each term.*

## **Looking After Our School**

*Riverside School is a non-smoking environment. For Health and Safety reasons dogs are not allowed on school premises.*

## HOW TO FIND OUT MORE

*If you would like to know more about Riverside School you are welcome to contact us by:*

**TELEPHONE..... 020 7237 3227**

**FACSIMILE..... 020 7237 0047**

**EMAIL.....[headteacher@riverside.southwark.sch.uk](mailto:headteacher@riverside.southwark.sch.uk)**

*Or you could log on to our website.....*

*[www.riverside.southwark.sch.uk](http://www.riverside.southwark.sch.uk)*

*Alternatively you can access our most recent OFSTED report .....*

*[www.ofsted.gov.uk](http://www.ofsted.gov.uk)*



*We are very proud of our achievements and enjoy opportunities to tell people about them!*

