

## School Organisation

### THE SCHOOL DAY

8.30am	Staff on Rota to supervise the school entrance
8.55	Pips sound to mark start of school day Registration in class - in hall for assembly by 9.00am
9.25 - 10.25	First lesson
10.25 - 10.40	PLAY TIME
10.40 - 11.55	KS1 teaching time up to lunch
10.40 - 12.20	KS2 teaching time up to lunch
12.20 - 1.10	Lunch
1.10 - 1.15	Afternoon registration
1.15	Afternoon session begins
3.15	End of school day.

On a Friday from 2pm *Golden Time* is used as a reward for good behaviour.

In all classes the 'Traffic Lights' system is used to encourage good behaviour. The system allows children to visualise when their behaviour is not acceptable. All children start on the blue shape and then are moved up the traffic lights if they are not being respectful and following school rules.

The children can earn their way back with good behaviour and attitude. Children who are on the red traffic light in their class miss *Golden Time* and go to the designated 'Thinking Class' to reflect upon their attitude and behaviour.

## COLLECTIVE WORSHIP & ASSEMBLY TIMES

On Monday the assembly is led by the Headteacher to allow teaching teams to discuss planning, curriculum, organization and assessments. A focus is decided upon by the SMT

Tuesday morning is a SEAL assembly (Social and Emotional Aspects of Learning). Links to news stories and topical events included.

Tuesday Class Mass - every two weeks two classes join together to celebrate the word of God through Mass. Focus decided upon with school priest.

Wednesday assemblies for the whole school. A focus is decided upon by the SMT

Thursday's SINGING assembly is alternated between all staff

On Fridays there is a whole school 'Learning celebration' assembly which we award badges to individuals for the following:

- Birthday
- Play time
- Curriculum
- PSHE
- Special events
- Star of the week