

Upton St Leonards Church of England Primary School
Building foundations for a love of life and a love of learning

We believe that:

- Every child is entitled to enjoy his/her childhood
- Every child should be valued for his/her individual strengths
- Every child should experience success

Our vision is that children will leave our school with:

- An enquiring mind, a desire for knowledge and a love of learning
- High self esteem and personal expectation, and a sense of achievement
- An understanding and appreciation of Christian values
- A respect for self and others
- A developing spirituality
- A foundation of key skills – linguistic, mathematical, scientific, creative, technical, physical, personal and social

We aim to make our school a place where:

- We foster a love of learning, a love of life, a love of one another, a love of God
- Learning and achievement are rich and creative experiences for every child
- We provide a broad, balanced and stimulating curriculum through which everyone is encouraged to achieve their potential
- Everyone learns as part of our co-operative and supportive community
- We value the contribution that parents make to their children's learning
- People of all faiths and cultures are welcome
- Individual strengths are valued and diversity celebrated
- All are treated equally and given equality of opportunity regardless of gender, special needs, disability, race, religion or background
- Children feel safe and secure
- Children make positive contributions to the school and the wider community
- Everyone respects each other
- Children develop a sense of responsibility for themselves, for each other, for the school, and for the local area and the world
- Children can develop in mind, body and spirit
- Christian values are modelled and taught, and understanding and respect for other faiths are established

Our Staff

Head Teacher

Mr M Allen

Deputy Heads

Mrs M Cordall

School Business Manager

Mrs S Byrne

Inclusion Manager

Miss S Daly

Class Teachers

Reception (RC)

Reception (RL)

Year 1A

Year 1GT

Year 2B

Year 2W

Year 3H

Year 3T

Year 4M

Year 4P

Year 5J

Year 5W/Y

Year 6L

Year 6S

Mrs S Cooper

Mrs K Long

Mr C Allen

Mrs M Turner/Miss V Groves

Miss G Baish

Mrs A Ward

Mrs N Harvey

Mr P Tidmarsh

Miss C McCrudden

Mr E Prince

Mr R Jones

Mrs K Wood/Mrs S Young

Mr A Lewis

Mr D Smith

Part-time Teachers

Ms R Millard Mrs R Nelson Mrs L Adlam

Forest School Leader

Mrs E Lock

Teaching Assistants

Mrs C Perkins

Miss L Morton

Mrs K Mountifield

Miss T Freeman

Mrs E Sawi

Mrs H Shurmer

Mrs J Bailey

Mrs A Gammon

Mrs F Bhaiyat

Mrs H Bradley

Mrs S Hawksworth

Mrs K Crabbe

Mrs S Barr

Mrs A Carpenter

Mrs D Crawford Ms K Davies

Mrs S Croker

Pastoral Support

Mrs K Weale

Mrs L Warren

Midday Supervisory Assistants

Mrs E Rivers

Mrs J James

Mrs K Daw

Mrs L Woodcock

Mrs J Emerson

Mrs A Mulla

Mrs E Lock

Mrs R Eckford

Miss V Barber

Mrs S Ashworth

Ms C Hopkins

Mrs K Cook

Mrs D Crawford

Mrs T Jack

Mrs G Meek

Mrs A Carpenter

Mrs C McGarva

Mrs S Croker

Before and After School Club Leader Club Assistants

Mrs E Lock

Mrs D Crawford

Mrs J Emerson

Mrs R Eckford

Mrs T Jack

Mrs K Daw

Mrs E Rivers

Mrs S Ashworth

Miss D Wright

Secretary

Mrs S Chubb

Admin Assistant/Attendance Officer

Mrs J Childs

Site Manager

Mr A Kent

Cleaners

Glen Cleaning

Catering Manager

Mrs J Kirby

Catering Assistants

Mrs T Veale

Mrs M Davis

Mrs J Lober

Miss D Wright

Peripatetic Music Teachers

Mrs J Haslam (Violin) Mrs P Towers (Piano/Woodwind) Mrs S Griffiths (Guitar)

School Crossing Patrol

Mrs B Slade

Our School Governors

The School Governors delegate the daily management of the school to the Head Teacher, but they are ultimately responsible for the effective and efficient running of the school. They meet regularly and are involved in decisions about the curriculum, the budget, the recruitment and selection of staff, the maintenance and improvement of the premises and also discipline.

Most Governors serve for a 4-year term, the term of office of a co-opted governor is 3 years.

The Governing Body of our school as reconstituted as of 1st March 2015 is as follows:

Local Authority Governors

Members are nominated by the County Council. They are usually members of the local community who have an interest in the school.

Our LA Governor is: Vacant

Parent Governors

2 Governors are elected by the parents. A Parent Governor must have a child at the school at the time of the election.

Our Parent Governors are:

Mr K Gwillam, Mrs C Woodland

Staff Governors

Our Staff Governors are:

Mr M Allen, Mrs K Wood

Foundation Governors

As we are a Church of England School, we also have 3 Foundation Governors:

Mrs V Knight, Mrs S Kent, Plus vacancy

Co-opted Governors

Governors are co-opted by the nominated and elected governors. These are usually members of the local community who can bring some particular expertise to the Governing Body.

Our Co-opted Governors are:

Mr N Eley (Chair of Governors)

Mrs J Bullingham (Vice Chair of Governors),

Mrs K Mountifield, Mr. I Podmore, Mrs S Denholme-Parker, Mr D Locke, Miss C Eley

Associate Governors

Our Deputy Head Mrs M Cordall, and our School Business Manager, Mrs S Byrne and Mr T Smith are Associate Members of the Governing Body.

Clerk to the Governors

Mrs M Reynolds

Admission arrangements

Under national law, children reach school age following their 5th birthday. In Gloucestershire, children are offered a 3 year infant course and children can start primary school in the September of the school year in which they will become 5:

Children born between 1 September 2014 and 31 August 2015 may start school in September 2019

Further details are to be found in the Gloucestershire County Council publication on Primary Admissions and on their website at www.gloucestershire.gov.uk

The admissions for our school are controlled by Gloucestershire County Council. Parents are now able to express a preference, or preferences, for schools. An information book from the Council will explain how to do this.

As far as possible, places will be allocated in accordance with parental preferences. If the number of requests for places is more than the number of places available (60 per year group, with infant classes limited to 30), priority will be given to:

1. Children in Public Care
2. Children with a Statement of Special Educational Needs that names the school they must attend
3. Children wishing to join older brothers/sisters already attending the school.
4. Children with authenticated medical reasons for attending that particular school.
5. Children with the strongest geographical claim.

Children with disabilities are not discriminated against in terms of admissions to our school.

During the April before your child starts school you will be sent a formal offer of a place. If you accept a place for your child at our school, we shall make plans to introduce you and your child to the school. During the Summer Term before the new Reception children start school, we arrange visits and events so that the children will be able to meet each other, meet staff and get to know the school.

Reception parents are invited to an Information Evening, where they will be able to hear about our school routines and the approach to learning followed in the Reception year. We also arrange individual appointments with the Class Teachers.

In order to help our younger children get used to school life, the Reception children attend part time at first. Further details are given in the booklet 'Starting School' which is given out at the Parents Information Evening during the summer term.

We also welcome children of other ages to our school. We are happy to arrange visits so that children are able to meet their new teachers and make some new friends.

School Routines

	Foundation Stage & KS1 (Infants)	KS2 (Juniors)
Start	8.50am (KS1) 8.55am (FS)	8.50am
Break	10.45am- 11.00am	11.05am-11.20am
Midday Break	12.20 – 1.15pm	12.20 – 1.15pm
Afternoon Break	2.30-2.45pm	
End	3.15pm	3.20pm

Pupils should not normally arrive at school before 8.40am. In wet weather, the junior pupils may go straight into their classrooms, provided a teacher is present. Otherwise, pupils may wait in the internal cloakroom areas. The infant children wait under their classroom's veranda until their teacher calls them inside.

At the end of the afternoon session, parents may collect their children from the playground area after they have been dismissed by their teachers. FS and KS1 pupils are dismissed before the older pupils in KS2.

The Crossing Patrol Officer is on duty at Commeline's Mill Farm at the following times:

8.30am to 8.55am and 3.10pm to 3.40pm

Before and After School Club Facilities

At Upton St Leonards we are fortunate to be able to offer a Breakfast Club (Upton Earlies) and an Afterschool club (Upton Lates).

Upton Earlies runs from 7.45am with a healthy breakfast or from 8.15am as a drop off only, each school day during term time.

Upton Lates runs from after school until 4.30pm, 5.30pm or 6pm each school day during term time.

Each session is run by our dedicated, fully trained staff and at very reasonable rates.

School Clothing

Our school uniform is intended to be both smart and practical for children to wear. We hope that it will make life easier for parents as well as giving the children a sense of identity with our school. We ask for parental co-operation in supporting us in encouraging the children to be tidy and appropriately dressed.

Please ensure all clothing is clearly named.

- School sweatshirt or cardigan embroidered with our school logo or plain navy jumper, sweatshirt or cardigan
- A white shirt or light blue polo shirt
- A striped school tie may be worn
- Grey or black 'school style' trousers
- Grey 'school style' shorts for warmer weather
- Girls may wish to wear a grey skirt or pinafore dress instead of trousers or shorts, or a light blue gingham 'school style' dress in the summer
- Black, brown or navy low heel shoes or sandals. These should be suitable for school wear and provide adequate support (not trainers, sling backs, or slip on, mule-style)
- Socks/tights to co-ordinate with the uniform
- School baseball caps are available through school for wearing in strong sunshine

PE Kit:

- Plain t shirt in house colour
- Plain PE style navy shorts
- Plain black daps or trainers for Years R to 2
- Trainers for Years 3 to 6
- Navy tracksuit/joggers for colder weather
- Swimsuit and towel for Y3-Y5

Children should not wear jewellery (necklaces, rings, brooches, earrings etc.) to school. Where earrings cannot be removed from pierced ears, only a small stud should be worn in the interests of safety.

All items of clothing and equipment should be clearly named.

The following items of clothing can be purchased from the National Schoolwear Centre shop in Northgate Street, Gloucester.

- Elasticated school ties
- Navy crew and v-neck sweatshirts
- Navy sweatshirt cardigans
- Sky blue polo shirts
- Reversible jackets
- Fleeces
- Navy baseball caps
- PE t shirt
- PE bags

All are embroidered with the school logo.

Personal Possessions

Pupils must not bring valuables or wear jewellery to school and, should any personal articles be brought in, they must have the pupil's name clearly shown. A good rule for you is not to allow your child to bring to school anything of value or which can be easily damaged. Children are not allowed to bring mobile phones to school.

Drinks and Snacks

The children are welcome to bring a healthy snack of fresh fruit or vegetables (e.g. carrot sticks), dried fruit (e.g. raisins, sultanas, apricots), plain breadsticks, rice cakes, oat cakes, bread and butter or cheese. Crisps, sweets and biscuits are not allowed. The bringing of sweets for playtime is not allowed. Chewing gum and bubble gum are not allowed in school.

Infant children are provided with a piece of fruit or vegetable, usually eaten during the morning break.

All children are provided with a water bottle. It is vital for children's health that they drink plenty of water during the day, and research shows that behaviour and thinking are both improved too. Replacement water bottles are available from our Office (£1.50) and they should be taken home daily for cleaning and refilling.

Water bottles should be filled with water only, please. The children have access to a supply of chilled and filtered water to refill their bottles.

Fizzy drinks are not permitted.

School Meals

School meals are cooked on site and we follow the government's nutritional guidelines. The infant children (Reception to Year 2) are entitled to free school meals. For juniors, payment is made through the online Parent Pay system. The cost of school dinners is £2.20 per day.

Pupils bringing sandwiches should have a suitable small plastic lunch box (not a paper bag) and, if a drink is brought, it should be in a non-glass container with an easy opening top. No cutlery or plates are put out for sandwiches. Water is supplied for all pupils who require a drink at mealtimes and during the day.

Organisation of Classes

The school is organised on the basis of seven separate year groups comprising two Foundation Stage (FS), four Key Stage 1 and eight Key Stage 2 classes, each with its own class teacher. Each year group is a mixed ability group and contains pupils all of a similar age.

School Houses

Within the school there is a house system involving four houses. Your child will be placed in one of these houses at the end of Reception:

Ash: Green Elm: Yellow Oak: Blue Beech: Red

Parent Teacher Association

This is an association of parents, teachers and other friends of the school which organises educational, social and fund-raising functions. All parents who have pupils at the school are automatically members of the Association. An elected Committee organises fund-raising events, with working parties where necessary. Committee meetings are held regularly.

We hope that you will support the PTA in any way you can for the good of the children. Ideas for future events, offers of help and time will always be gratefully accepted.

History of the School

The earliest record of a School in Upton St Leonards appears in the churchwarden's accounts of 1752. It is likely that the School had been established at some earlier date under the auspices of the Society for Promoting Christian Knowledge founded in 1698 and would have taught reading, writing and arithmetic as well as fulfilling its principal aim of teaching religion. As such, Upton could fairly claim to have as long a history of educational provision as any community predating Sunday Schools (first established by Robert Raikes in Gloucester in 1780) and the introduction of compulsory elementary education in 1880.

The School has been in several locations including "the old Kings Head" and in the grounds of Bowden Hall. It was in the latter location that the School's main benefactress first took an interest when Louisa Maria the Dowager Lady Downe, then living at Bowden Hall, paid to have the school buildings at Bowden Hall enlarged and improved. Lady Downe's greater and longer lasting contribution came later in 1849 when she acquired the land in front of the Church and in 1850 when she commissioned the construction of the fine Cotswold Stone school building that was to be the home of Upton School until 1995 and which continues today as the home of the "Chipmunks" Nursery School.

In the 19th Century, the boundaries of Upton St Leonards extended towards Gloucester as far as the Chequers Bridge. As a result, the School could boast as many as 146 pupils as long ago as 1891. For them, though, there was a long journey to and from school and only the Head, one qualified assistant and up to four other staff - variously described as "ex pupil/teacher" or "candidate on probation" - to give lessons.

Over time, the parish boundaries drew back towards the village and the local population grew, with numbers moving towards the 220 pupils of the one form entry school which continued until 1994, with the Juniors in the original Lady Downe built school building and the Infants in buildings on Bondend Road. These Infant buildings were intended originally to be the nucleus of an all new modern (1960's) school on one site.

The School had only seven head teachers between 1853 and 2000 suggesting that it has been as popular to them as it has proved to be to successive generations of pupils and their parents. In modern times, the School has always been oversubscribed and its record of achievement and popularity were factors in the decision in 1993 to enlarge the School to two form entry and to bring the whole school together at Bondend Road in all new buildings.

Further Information

We hope parents find the information included in this Prospectus of value. Should you require any further information, please do not hesitate to contact the school.

The report on our OFSTED Inspection of March 2014 is available at www.ofsted.gov.uk
Our SIAMS Inspection Report of March 2015 (Church School Inspection) is available at www.churchofengland.org as well as on our own school website www.upton-st-leonards.co.uk