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Message from Chair of Governors



Firstly may I, on behalf of the Governors, extend you a warm welcome to Leedstown CP School and we look forward to meeting you in the near future at our caring, sharing and giving school.

At our last Ofsted inspection the school was judged to be a good school. The inspector found the school to be a “thriving community where pupils of all ages get on well together. Their behaviour is good. Pupils say they feel safe because their teachers care for them”.

The fabric of the school has been extended as the number of pupils has increased, with a new infant classroom being built, along with offices and further refurbishments. All our classrooms have recently been updated providing fantastic learning environments for the children with ICT provision in all classes. The school now has a light modern feeling although still retaining its traditional features.

Leedstown School has a wonderful school hall which now accommodates a daily breakfast club which runs from 8.00am to 8.50 am, giving parents and carers the opportunity to leave their children early to help meet work or other family commitments. There are also a variety of After School clubs including sports, craft and art activities.

There is a strong committed school team spirit drawn from across the community of pupils, staff, parents, friends and governors, which ensure our efforts are directed into providing the best learning environment for all the pupils.

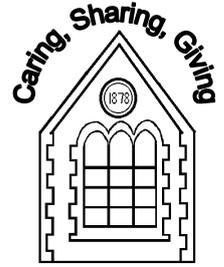
The Governors recognise the need to continually develop a healthy school atmosphere and invite you to take the opportunity to read our prospectus and visit the school.

We are confident you will find a vibrant progressive school community and look forward to meeting you.

Belinda Body.

Chair of Governors
Leedstown C P School

Message from the Headteacher



A very warm welcome to Leedstown Community Primary School.

It is my pleasure to introduce you to our school. We are an extremely caring community which recognises the individuality of each child. We support each individual by encouraging the celebration of success and in promoting an understanding of the next steps in learning.

Here at Leedstown, you will find an extremely experienced and committed team of staff and governors who work tirelessly for the children in our care. Our *Friends* group also provide an invaluable contribution to our school community through the many fundraising events that they organise. They are always keen to welcome new members.

We are proud of the variety of learning experiences that are provided for the children both within lessons and as part of extra-curricular activities. Both sports and arts are equally promoted and our newly formed choir promises great things!

We really value working in partnership with parents/carers to support each child as effectively as possible, ensuring that they really do make the most of their time at Leedstown. Throughout the year we seek parental opinion regarding school development and a regular Family Forum takes place which enables a very valuable dialogue between home and school.

This prospectus offers you the opportunity to find out a little more about life at Leedstown and if you are a prospective parent we warmly invite you to come and have a look around and meet us in person.

I look forward to meeting you,

Nicola Neale

About our school



Our School is situated on the Townshend Road, a short distance west of the main crossroads in the village, it is surrounded by open fields and enjoys breathtaking views over the Godolphin Hill, where China Clay was first discovered in Cornwall. The area is steeped in Cornish History.

The school has been in existence since 1878, first as an all age school but following the 1944 Education Act, children of 11 and over moved to Secondary Schools in the area and Leedstown became purely primary.

Children between the ages of 4 and 11 attend our school and work in three classes. The classes are small enabling each child to receive maximum support.

Leedstown School has grown in reputation and our numbers have approximately doubled over the last eight years.

We hope our school will continue to grow to a size which retains its village school atmosphere while allowing staff and children to add more variety to the daily life of the school.



Vision, values, aims



Vision

Learning and achieving together for a brighter future.

Values

We promote a caring and friendly school, which encourages tolerance and responsibility towards others and ourselves, enabling children to grow in confidence and achieve their full potential.

At Leedstown CP School we aim to

1. Develop positive attitudes, self-discipline, values and beliefs.
2. Encourage confidence, endeavour, respect, honesty and humour.
3. Offer equal opportunity and access to a broad, balanced and exciting curriculum.
4. Foster a good relationship with the local community and value its contribution to the life of the school.
5. Help children enjoy and respect a multi cultural society.
6. Enable children to develop increasing fitness and physical control alongside knowledge and respect for their bodies.

Expectations



Expected Values

We expect and have an excellent standard of behaviour from our pupils. All pupils are given opportunities to further their understanding of a range of values through whole school assemblies, class assemblies and circle time.

We have a set of Golden Rules that are supported by our work on values.

1. We are kind and show respect to each other.
2. We are polite and helpful
3. We work hard.
4. We are responsible at school.

The Golden Rules are not used in isolation but are taught through the range of values that we use throughout the year. Values that our pupils have identified as being important to them are:

- Respect
- Honesty
- Kindness
- Responsibility towards others and ourselves

Parents and school



Home/School Agreement

Our Home/School Agreement tries to summarise the expectations of groups who have a key interest in education at our school—namely the school, parents and pupils.

Our Agreement is reviewed and sent to parents at the start of each academic year or when a pupil joins our school.

Our Home/School Agreement is available on request from the School Office.

Home/School Links

Parents are welcomed into our school, children benefit when teachers and parents work in partnership with each other. If you have any queries, concerns or ideas about any aspect of school life please do not hesitate to speak to your child's teacher or Headteacher. A small problem can often be sorted out right away, saving a lot of worry later on.

The best time to talk is after school, however there may be occasions when you need to see a member of staff in the morning. If this is the case please try and speak to the member of staff before 8.50 am.

Our Newsletter is emailed or sent home weekly, if you do not receive one please ask for a copy in the school office.



Governors and school



The Governing Body meets once per term as a whole and more frequently in smaller committees.

There is an annual meeting of governors and parents when governors report back on the previous year and parents are able to comment on aspects of school life and raise appropriate questions.

Complaints—if you do have a problem, talk first to the class teacher. If you feel that the situation is still difficult, talk to the Headteacher.

A Complaints Policy/ Procedure is available in the School Office. At present the Headteacher is the School Complaints Officer.

In the small number of situations when the difficulty is still not resolved then write to the Chair of Governors care of the school and the governing body will try to find a solution that is agreeable to all.

Joining and leaving Leedstown



Admissions

The school operates the policy of the Local Education Authority, as endorsed by our Governors, on admissions. Details available on request from the school.

If you would like your child(ren) to join us, please come and visit us first so that we can both make sure that the school offers what you are looking for. Choosing the right school is vitally important. We want it to be a positive choice on your part showing that you intend to support us and signify acceptance of the policies of the school.

All admissions are processed by the local authority. Providing that we have room, a place will be reserved for your child(ren). If an appropriate place is not available then you may place your child on our waiting list. You also have the right of appeal to the local Education Authority if there is not a place available. Details on who to contact can be obtained from the school office.

Many of our children attend the Happy Feet Pre-School before commencing their education at Leedstown School. This is not a prerequisite for their entry into the school. Happy Feet sessions run daily from 9am to 12 noon Monday to Friday and from 9am to 3pm on Thursdays throughout the school term and you are welcome to come along and meet the Pre-School Leader on any of those days.

Transfer to Secondary school

Children of Leedstown school normally transfer to Hayle Community School and free transport is provided from Leedstown to Hayle for those children.

Some children opt to go to Helston Community School.

We enjoy close liaison with all our satellite secondary schools and information concerning them is freely available on request.

Things you need to know



Breakfast Club

08.00—08.50 Daily

School hours—Happy Feet Pre-School

09.00-12.00 Monday—Friday

School hours

08.50-15.15

Attendance—Regular attendance and punctuality are important if a child is to gain maximum benefit from his or her education and develop good habits for life. National expectations are 95%

We do hope that you will not take family holidays during the school term as this can be disruptive to your child's education. If you have to take a holiday in term time, the maximum holiday allowance is 10 school days in any school year. Permission to take your child out of school should be obtained from the Headteacher through the school office.

Absence and illness—In the event of your child being away from school a note should be handed to the class teacher on return. It would be most helpful if you could telephone the school on the first day of your child's absence to let us know why he or she is unable to attend school.

Lunchtime—Children may have school meals which are cooked at Sithney school, delivered and then served by a member of their catering staff. Dinner money should be in an envelope or money bag clearly marked with your child's name.

Packed lunch—Children may bring a packed lunch to school. As a Healthy School we do encourage you to provide a healthy lunch. Sweets and fizzy drinks are not allowed.

School Uniform



We feel our school uniform promotes a sense of identity and encourages feelings of co-operation, team spirit and pride in the school.
Winter uniform is worn from September until the Easter holidays.

For Girls Winter – Navy skirt or trousers, red polo shirt, navy V-necked sweater or cardigan.

Summer - Red Gingham dresses.

Shoes - Dark blue or black, not trainers.

For Boys Winter - Charcoal trousers, red polo shirt, navy V-necked sweater.

Summer - Grey shorts, red polo shirt.

Shoes - Black, not trainers

P.E. & Games Equipment:

Girls/ Boys P.E. shoes, black shorts/jogging bottoms, red T-shirt, navy sweatshirt, white socks and P.E. kit bag.
(Football boots will be of use in the Juniors and Year 2)

Fleeces, sweatshirts, polo shirts and T-shirts are available from the school office..

For swimming boys will need a sensible pair of swimming trunks—girls will need a sensible one-piece costume.

It is essential that all items of clothing and equipment be clearly marked with the name of your child.

School Uniform



Please ensure that your child is capable of making a good attempt at dressing him/herself as this will make the teacher's time easier at the beginning and end of P.E. lessons.

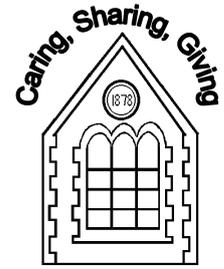
We believe that if we are to have a school uniform it should be supported. Could we therefore ask parents to especially keep the following rules in mind.

1. Trainers are not part of our school uniform
2. Red T-shirts or polo shirts to be worn for P.E.
3. The wearing of earrings (excepts studs) and other jewellery is not allowed.

The Staff and Governors of Leedstown School are strongly in favour of a school uniform. We believe it gives the school a sense of identity and when rigidly enforced helps with the overall discipline of the school.

* Rule 2 is not always followed very well. Please do not send children to school in trainers. Shoes in winter and possibly sandals in summer. If they create a fuss send them to Mrs Neale!!

Health and Welfare



Healthy Schools

We were first awarded our Healthy Schools Status in July 2004 and were re-accredited in 2010-14. Our role as a 'Healthy' school is very important to us, with pupils being given opportunities to broaden their understanding of what being healthy means in a variety of ways.

Our two year PSHE (Personal Social and Health Education) rolling programme supports our role as a 'Healthy' school. We have six topics that are covered over two years, one each term. Being Healthy, Being Aware, Being Happy, Being Fit, Being Safe and Being Caring.

Our work as a Healthy School is also supported by our efforts in completing a 'School Travel Plan' in 2006, the school received an award for our Outstanding School Travel Plan in November 2006.

All Juniors are able to purchase fresh fruit during the break. This has been available for a number of years and is thoroughly enjoyed. The range of fruit available includes apples, oranges and pears as well as pineapples, melon and kiwi fruit. We are also part of the School Fruit and Vegetable Scheme which provides free fruit and vegetables for all infant children at break times.

Pupils are encouraged to drink water through the day and it has been shown to help maintain their concentration. Pupils are provided with a drink bottle, which they keep on their desk during lessons.

The Curriculum



Curriculum Delivery

Initially, children are taught in small groups and individually but as the pupils progress through the school more whole class teaching is in evidence.

Different styles of teaching are used to deliver the Foundation stage but again these become more subject based as the pupils move through the school. The Staff use the Qualifications and Curriculum Authority Schemes of work for the foundation subjects and sciences. These schemes of work can be seen by parents if they wish by contacting their child's teacher. Teaching staff expertise is kept up to date through our links with the Cornwall Advisory Service and In Service Training.

The delivery of the curriculum is enhanced by class or whole school visits to places of educational interest. These visits are well supervised and researched by the teaching staff.

Visits to the school by people who have a special interest or contribution to make to our school and its links with the community are also regular features. Such visits bring the school into sharp focus within the community and serve to bring the children's education to life.

Special Needs



Some children do have special education needs. Such needs are diagnosed as early as possible and parents are made aware of the situation at an early stage.

With parents' co-operation the pupils follow:-

- a An individual education programme (IEP) with the class teacher in class.
- b An individual education programme with the Ancillary Support in small groups.
- c Specialist help brought in from outside bodies - speech therapy, audiology services etc.
- d Extra help as provided through the Local Education Authority and its Learning Support Services.

Gifted children also have special educational needs and we endeavour to provide for these children with equal vigour.

Religious Education and Collective Worship



Religious Education takes place in accordance with the Local Education Authority's agreed syllabus. This is available for you to inspect upon request.

Whole School assemblies occur through the week with a celebration assembly on Friday.

Children have separate class assemblies on the other days, held within their own classrooms.

All assemblies are of a broadly Christian character and they link with our weekly virtues.

A pupil may, pursuant to section 389 of the 1996 Act, be excused wholly or partly from attendance at religious worship or from receiving religious education given in the school, or both, if parents so request.

The school's guidance on Withdrawal from Religious Education and Collective Worship can be obtained on request from the School Office.

French

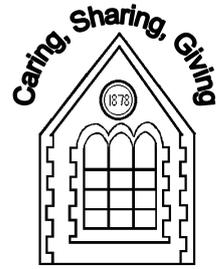


With the development of links with European countries an understanding of a Modern Foreign Language has become more important. This has been recognised by the Government and there has been a move for Language lessons to be provided in all Primary Schools.

As a feeder school for Hayle School we have developed strong links with the language department. In previous years we have worked with Japanese students and Year 5 and 6 have a weekly French lesson with a specialist teacher from Hayle School.

All other pupils have French lessons provided by a language teacher.

Homework



At Leedstown School we believe homework for all children is important. We are sure that homework can make a vital contribution to children's progress at school.

This policy has been written using the Department of Education and Employment's "Homework Guidelines for Primary Schools" (April 1998).

Purpose of Homework

1. Consolidate and reinforce skills and understanding, particularly in Literacy and Numeracy.
2. Provide opportunities for parents and pupils to work together and enjoy the learning experience.
3. Encourage self discipline and prepare the upper junior children for secondary transfer.
4. To develop the home/school partnership.
5. To help children from an early age to view homework in a positive light and not view it as an unnecessary chore.

Homework at Key Stage 1 (Infants)

The homework at this age will focus on reading, handwriting and groups of target words that pupils need to learn to support their work in the classroom.

Work sent home will usually need to be completed with the active support of parents/carers.

Homework at Key Stage 2 (Juniors)

As children progress through the junior age range they should gradually be encouraged to work independently.

Homework



As the amount of homework increases, children should get into the habit of devoting a regular period of time to work quietly on their own. It is important that Year 6 children are ready for secondary transfer.

Type and Amount of Homework

Year R	Regular reading practise and sharing stories. Finding out about the class topic.
Year 1/2	1 hour per week reading, handwriting, target words
Years 3/4	1.5 hours per week reading, times tables, spelling
Year 5/6	30 minutes per day reading, spelling, times tables, and handwriting

Approximately once a half term year 5 and 6 will be given an extended piece of Homework that will provide an opportunity to develop research skills. This will have a longer period of time to be completed in, providing pupils with an opportunity to plan their Homework rather than having to squeeze it in to evenings when they have their own clubs and activities.

The School's Commitment

Leedstown School will aim to adhere to the above homework policy during the school year. There may be variations according to class focus and special school events.

The Parent's Commitment

Parents should do their best to ensure that children are given the opportunity and help needed to complete their homework on time and to the best of their ability.

Homework



The Children's Commitment

Children should do their best to take home, complete and return homework to school on time and in good condition.

School Homework Bag

We believe each child should have a school homework bag to enable them to carry and protect their reading books and other work. We believe an identical bag for each child is a good idea so that it almost becomes part of the school uniform.

Seeing other children carrying their bags means it would be far less likely that homework will be forgotten

Extra-curricular activities



Our extra-curricular activities provide opportunities for pupils to develop skills and introduce themselves to a new sport or activity.

These activities have been supported by teaching and non-teaching staff, parents, Junior Sports Leaders from Hayle School and other clubs such as Hayle Football Club.

Music Children are given the opportunity to learn the guitar, flute, clarinet, recorder, drums and piano with lessons taking place at various times during the week. We also have a school choir which meets weekly and performs at various events throughout the year.

Sport After school clubs vary throughout the year depending on the season. They include: football, tag rugby, netball, hockey, cricket, tennis and rounders.

Other With the development of our Fruit and Vegetable garden Gardening Club has become a well supported activity after school as well as our Art and Craft club. A Healthy Meals club has proved to be popular with our pupils.

Other sport During the year all children are provided with swimming lessons as well as an opportunity to improve their gymnastic skills at Swallows gym in Helston.

School trips



The Education Reform Act states that schools may ask for voluntary contributions towards school activities such as swimming, live theatre, school visits and trips away.

These requests are always carefully considered and kept to a minimum sufficient to allow us to offer a reasonable range of opportunities to enrich your children's educational experiences at school. Whilst the school is only able to ask for voluntary contributions, a trip may be cancelled if the level of contributions is not enough to make the trip viable.

Residential visits that take place mainly outside of school times will be offered at a fixed charge.

All trips are subsidised to some extent from the school funds.

Friends of Leedstown School



The Friends of Leedstown School are a hard working group of parents who meet regularly at school and support activities in school. They organise events from Summer Fetes, to Quiz Nights to Duck Races (the yellow, rubber kind!) to raise funds for the school. They have purchased interactive whiteboards and digital projectors for all three classrooms following the completion of the Infant extension and most recently purchased a seventeen seater minibus for the school.

The Friends meet in the Staff Room at Leedstown School usually in the afternoons before the end of the school day and new members are always welcome.

Jubilee mugs presented by Crowan Parish Council and the Friends of Leedstown School



Staff list



Headteacher	Mrs. Nicola Neale (Upper Junior Class)
Teachers	Mrs. Ros Stoyles (Lower Junior Class) Mrs. Susan Jones (Infant Class) Mrs. Lucie Averill (Head's Relief)
Teaching Assistants	Mrs. Elizabeth Prior Mrs. Carol Mueller Mrs. Tamsin Harris Mrs. Diane Moyle Mrs. Kerry Pascoe Mrs. Melanie Young
Lunchtime Supervisors	Miss Sophy Marles Mr Rob Prudames
Breakfastclub Supervisor	Miss Deborah Lockitt
Site Supervisor	Mrs. Lynne Collingridge
School Secretary	Miss Emma Ginnever
Visiting Staff	Miss Eva Cuevas (French) - Hayle School
Staff Governors	Mrs. Nicola Neale (Headteacher) Mrs. Susan Jones (Teacher Governor)
Chair of Governors Vice Chair	Mrs Belinda Body Mrs Gillian Cross
Co-opted Governors	Mr William Rogers
LEA Governors	Dr. Loveday Jenkin
Parent Governors	Mr. Kevin Cooke Mrs Caroline Pellow
Foundation Governor	Mrs Kerry Pascoe
Associate Governors	Mrs Tamsin Harris Mr Glen Gilbert

School Dates and Data



Autumn Term 2013	Weds 4th Sept—Fri 20th Dec
Half Term	Mon 28th Oct—Fri 1st Nov
Spring Term 2014	Mon 6th Jan—Fri 4th April
Half Term	Mon 17th Feb—Fri 21st Feb
Summer Term 2014	Tues 22nd Apr—Thurs 24th Jul
Half Term	Mon 26th May—Fri 30th May

Public Holidays

Christmas Day (in lieu)	25/12/13
Boxing Day	26/12/13
New Year's Day (in lieu)	01/01/14
Good Friday	18/04/14
Easter Monday	21/04/14
May Holiday	05/05/14
Spring Bank Holiday	26/05/14
Summer Bank Holiday	25/08/14

195 days are included in the school calendar. Schools will be open to pupils for 190 days. The additional 5 days are allotted for In-Service Training.

School Details



**Leedstown Community Primary School
Townshend Road,
Leedstown,
Hayle,
CORNWALL.
TR27 6AA**

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