

CORNHOLME J. I & N SCHOOL

PROSPECTUS

MISSION STATEMENT

Cornholme School aims to be an integrated part of the community where children and staff are encouraged to achieve their full potential intellectually and personally in a happy, caring and purposeful way. Through raising self esteem in a safe school environment, the children will hopefully become valued members of a caring society.

General Aims:-

1. To identify and satisfy the intellectual, social and emotional needs of all the children in school.
2. To provide a welcoming, stimulating and supportive environment where the children learn respect, independence, responsibility and self-discipline.
3. To promote an understanding and value of all cultures, customs and religions in our close and wider community.
4. To encourage a happy, caring and purposeful environment.

GENERAL INFORMATION RELATING TO THE SCHOOL

The school is a co-education Community Primary School for day pupils.

The Headteacher is:- Mr A Sapey

The Chair of the Governors is:- Ms J Catterick

Clerk to Governors is:- Mrs M Tregellas

Other Governors at the present time are:-

Mrs O Jennings, Ms J Green, Mr I Coveney, Mrs D Langley, Mr S Greenhalgh, Mrs K Marsha, J Pendlebury, Ms J Vasey, Mrs S Yelland, Mrs P Lally, Mrs H Sutcliffe, Mrs H Chapman.

The number of children on roll in each year group in September 2005 was:-

| | |
|--------------|------------|
| Nursery | 20 |
| Reception | 23 |
| Year 1 | 26 |
| Year 2 | 26 |
| Year 3 | 27 |
| Year 4 | 24 |
| Year 5 | 29 |
| Year 6 | 22 |
| <u>TOTAL</u> | <u>193</u> |

The number of full time teaching staff employed, including the Headteacher, as at September 2005 is 9. We also have 1 part time teacher, 7 teaching assistants, an IT technician, 5 support assistants, a full-time nursery nurse, 6 mid-day supervisors, an office administrator, a clerical assistant and a caretaker.

The times of the School Day are:-

| | Morning | Afternoon |
|-----------------|--------------|-------------|
| Nursery | 9.00 - 11.30 | 1.00 - 3.20 |
| KSI & Reception | 9.00 - 12.00 | 1.30 - 3.30 |
| KS2 | 9.00 - 12.00 | 1.00 - 3.30 |

SCHOOL BUILDINGS AND GROUNDS

The school was built in 1899 and present accommodation comprises a Hall, Foundation Stage Unit, 7 Classrooms, Library and Computer Suite. Playgrounds surround the school and there is a small garden area which is earmarked to site a Community Centre as funds become available.

A separate, safe playground has been created for the Foundation Stage which contains a shelter for waiting parents and also allows year round outdoor play provision.

A programme of playground improvements is under way which will see the provision of murals and seating areas in the junior yard.

HOLIDAY DATES – 2006 / 2007

| | <u>Close</u> | <u>Re-open</u> |
|-----------------|--------------|----------------|
| Easter | Fri 7 Apl | Mon 24 April |
| May Day | Mon 1 May | |
| Local Elections | Thurs 4 May | |
| Half Term | Fri 26 May | Mon 5 June |
| Midsummer | Fri 21 July | Mon 4 Sept |
| Half Term | Fri 20 Oct | Tues 31 Oct |
| Christmas | Thurs 22 Dec | Mon 8 Jan |
| Half Term | Fri 16 Feb | Mon 26 Feb |
| Easter | Fri 30 Mar | Mon 16 April |

ARRANGEMENTS FOR PARENTS WISHING TO VISIT SCHOOL

Prospective parents may visit at any time but may need to arrange a convenient time to be shown round the school. All children may have prior visits with their parents before starting school.

Parents are encouraged to discuss problems with teachers as and when they arise.

SCHOOL DRESS / UNIFORM

Children are expected to wear appropriate clothing for school and encouraged to wear our uniform, although this is not compulsory.

School uniform comprises:

Royal blue sweatshirt,

White polo shirt,

Grey or black skirt / trousers,

Royal blue polar fleece for outerwear.

Sweatshirts, polo shirts and fleeces are available to order from the school office.

PE shorts are provided from Y2 but children should provide their own t-shirt. A pair of pumps is necessary for some activities but much indoor PE work is done barefoot. Swimwear is required for Y3 to Y6 pupils. Hair must be tied back for all PE activities, including swimming.

Wearing jewellery to school is not encouraged but children with pierced ears are allowed small studs.

Jewellery must, however, be removed for all PE activities (by the children themselves). To avoid having to miss PE lessons we recommend that children should only have their ears pierced at the start of the summer holidays.

High heeled shoes, open toed sandals and bare feet / midriffs are not allowed in school.

PTA / COMMUNITY LINKS

A very supportive Parent and Teacher's Association raises money for the school and helps with community links. Other community events include concert performances and a senior citizens' coffee morning. The school's singing club meets to prepare for any performances they are invited to give which may be both in, or out, of school. Pupil's artwork is used in local exhibitions and handicraft entries are encouraged for Todmorden Agricultural Show. Multi-cultural links are encouraged by a programme of visits by Year 3 pupils to the local Buddhist Centre, Mosque and by an inter class exchange with a Bradford school.

SCHOOL DISCIPLINE

In school there is a positive approach to discipline with much praise being given for good behaviour and attitudes. All members of staff are aware of the school's policy and are able to award house points, achievement stickers and certificates as well as verbal praise to a child, usually in the weekly Appreciation Assembly. Great emphasis is laid on building a child's self esteem to help them achieve their desired self image.

Policies are in place to deal with bullying and other unacceptable behaviour.

ACTIVITIES AVAILABLE TO PUPILS IN THE SCHOOL

There are opportunities for children to participate in extra-curricular activities / clubs such as brass instrument tuition, football, cricket, dance, netball, computers and chess.

Children are encouraged to join classes organised by the Calderdale School of Music and peripatetic music teachers give violin, guitar, flute and keyboard lessons to individual children. Other instruments can be taught on request.

The school has a play leader scheme run by older, trained, play leaders for Reception, Y1 and Y2 children at lunchtimes and a 'Buddy' scheme which also operates at playtimes and lunchtime.

Y6 take part in an annual weekend residential visit to an Activity Centre and organise fund raising events to help with costs.

SPORTING AIMS AND PROVISION FOR SPORT AND PE

In line with our Physical Education (PE) Policy, the school feels that PE contributes to the overall education of children by helping them develop a positive attitude to the benefits of exercise. It also develops physical and social attributes that prepare them for the opportunities, experiences and challenges they might meet later in their adult life. The school was awarded the national Healthy Schools award for the second time in 2003 and is currently engaged in its third application.

The school is part of the Calderdale Schools Sports Partnership which provides sporting opportunities both in and out of school. In school we play games in the school hall whilst team games, such as football and netball, are often played in 'club' time, after school or at weekends. Y5 and Y6 pupils use Todmorden Leisure Centre for a PE lesson, teams enter the Todmorden Carnival 5-a-side football competition and inter-school matches are played in football, cricket and rugby as appropriate as well as the local school's swimming gala. In KS1 75 minutes of PE is provided whilst in KS2 this is extended. This encompasses individual and team sport.

Facilities are restricted at school with no grass area available. Nevertheless regular use is made of specialists as much as possible eg. Cricket, Football and Rugby clubs in the area. All KS2 children have a weekly swimming lesson. We have close sporting links with Burnley Football Club, Todmorden Cricket Club and Halifax Blue Sox and were awarded 'The Active Mark' for PE in 2002 by Sport England for encouraging exercise in school. Mr Johnson, Y4 teacher, has been accepted as a Calderdale 'leading' teachers for PE.

PE shorts are provided from Y2 but children should provide their own t-shirt. A pair of pumps is necessary for some activities but most indoor PE work is done barefoot. Swimwear is required for Y3 to Y6 pupils. Hair must be tied back for all PE activities, including swimming. All jewellery must be removed for all PE activities (by the children themselves). To avoid having to miss PE lessons we recommend that children should only have their ears pierced at the start of the summer holidays.

CHARGING AND REMISSIONS POLICY

The school supports the principle of free education for all its pupils. The school also recognises the value of using educational opportunities available from outside the school. All activities offered wholly or mainly during school time, will be available to all pupils regardless of their parents' ability or willingness to meet the cost. Parents may however be asked if they would like to make a voluntary contribution.

The full cost of optional activities wholly or mainly outside school hours may be charged. Further information on the school policy on charging and remissions is available from the school office.

MEALS AT SCHOOL

Free milk and fruit are provided for all children from Nursery to Y2. School dinners are taken at two sittings and a choice of meals is provided each day. The dedicated kitchen staff will also cater for vegetarian and other special dietary needs on request. Children bringing packed lunches also eat in the dining hall. Water is provided for all children and we ask that other drinks are not brought into school.

Children from Y1 to Y6 may have their own bottle of water in class and are encouraged to drink regularly. Younger children are allowed free access to water on request to the class teacher. There are 2 water coolers in school.

A school meal costs £1.50 per day. Applications for Free School Meals may be made direct to the Benefits Assessment Unit of Calderdale MBC, Northgate House, Halifax, HX 1 1UN

TRANSPORT ARRANGEMENTS

Junior children are taken by private hire bus for swimming lessons on Tuesday or Wednesday. Pupils are encouraged to join the Yellow Bus scheme which serves the school, from Todmorden for travel to and from school, if they live too far away to walk. Information is available from METRO Travel on 0113 348 1122. The school submitted a successful travel plan to the LEA which attracted funding that was used to provide a shelter for parents and our youngest children.

COMPLAINTS PROCEDURE

The Local Authority has established a complaints procedure concerning the curricular responsibilities of the Local Authority and / or the Governing Body of the school. The areas covered by the complaints procedure include matters relating to the implementation and delivery of the National Curriculum. The Local Authority does not have the authority to investigate any other complaints.

Where a parent has a complaint which is covered by the complaints procedure, he or she should discuss the matter informally with the Headteacher. If the matter is not resolved, the parent should notify the Group Director of Schools and Children's Services, Northgate House, Northgate, Halifax, in writing, giving details of the complaint. The procedures then provide for the complaint to be considered formally by the school governors and / or the Local Authority, as appropriate. Copies of the complaints procedure can be obtained from any school maintained by the Calderdale Authority, the central and area offices of the Council and all public libraries in Calderdale. All other complaints should be directed to the school. Governing Bodies have a legal responsibility to investigate all such complaints.

DOCUMENTS AVAILABLE FOR INSPECTION

The documents indicated below are available for inspection. Any person wishing to inspect one or more of the documents is asked to contact the Headteacher who will arrange a mutually convenient date and time when the required documents will be made available at the school. It is regretted that the documents may not be taken off the school premises. Some of the documents can be made available to you if you so wish but a charge may be made to cover the costs of production.

The documents available for inspection are:

- (i) Statutory instruments, circulars and administration memoranda issued by the Department for Education and Skills concerning the curriculum.
- (ii) Schemes of Work used in school.

- (ii) The Local Authority's complaints procedures.
- (iii) The agreed syllabus for Religious Education from the Local Authority.

Policies are displayed on the school's web site: www.cornholmeschool.co.uk

AUTHORISED AND UNAUTHORISED ABSENCES

Authorised and Unauthorised Absence 2004 / 2005 for the period up to 24 May 2005

- | | | | |
|----|---|---|-----|
| 1. | The total number of registered pupils (statutory school age) | = | 198 |
| 2. | The percentage of half days (sessions) missed through authorised absence | = | 4.5 |
| 3. | The percentage of half days (sessions) missed through unauthorised absence | = | 0 |

SCHOOL INSPECTION

In November 2005 our school had an OFSTED School Inspection. The inspection report is one of which to be very proud. The Governors and staff feel that it reflects the hard work of all who work in the school and the commitment of the pupils to their school and education.

What the Inspector said:

"This is a good school with some outstanding features. It provides good value for money. The school judges its effectiveness as good and the inspection confirms this.

Pupils make good progress because teaching is consistently good throughout the school.

Pupil's personal development is outstanding.

Pupil's behaviour is excellent they work hard, love coming to school and take great pride in their achievements.

Leadership and management are good.

Provision in the Foundation Stage is good.

Care, guidance and support are outstanding. This is an inclusive school where levels of care are first rate and the staff are meticulous in ensuring each child is safe and happy."

The full report can be found on the school website; www.cornholmeschool.co.uk

STUDENT TEACHERS

It is the school's policy to share the expertise we have in school by training students to become teachers. Students visit regularly but are always under the supervision of a member of staff.

CURRICULUM

Foundation Stage

The school implemented the Foundation Stage in September 2000. This Government Framework for Early Years Education covers six areas of learning:

- a) Personal, social and emotional development
- b) Communication, language and literacy development
- c) Creative development
- d) Physical development
- e) Knowledge and understanding of the world
- f) Mathematics development

The Foundation Stage links into the National Curriculum which begins in Year 1.

Primary Strategy

Mathematics

Numeracy hour is well established throughout the school with children in Key Stages 1 and 2 taking part in a daily Maths lesson. Foundation Stage pupils undertake daily mathematical activities.

The focus for each lesson has been set out by the Government as part of a nationwide drive to raise standards in Numeracy for all children.

The daily Maths lesson lasts between 45 minutes and 1 hour depending on how old the children are. It involves mental Maths as well as whole class and group work and helps children become strong in all the skills of Numeracy.

English / Literacy

Language and learning are fundamentally linked and the school aims to teach good communication skills throughout the school.

Cursive writing is introduced in the Foundation Stage and children are encouraged to write neatly in our school style. Written work will cover an increasingly wide variety of styles (e.g. imagined, narrative, report writing etc.) throughout the school.

In year R children are taught the basic skills of reading – two reading bays are provided to encourage children to choose their own reading books. There is a wide variety of books and stories – the main scheme being the Oxford Reading Tree. Much emphasis is laid on reading in the early years using a storybook approach which starts in the Foundation Stage. Reading workshops, paired reading projects

and book weeks are all part of our yearly approach to reading for both parents and children. Book clubs and fairs are organised throughout the year.

In KS2, particular reading skills are developed, which include comprehension and the ability to scan. A lending library has been established which has a variety of reference books, videos and specialist books that the children may borrow / access. Donations of books and videos / DVDs are always welcomed. Literacy hour is now well established throughout the school.

The time spent on curriculum work (excluding lunch and breaktimes, registration and assembly) is 4.5 hours each day in KS2 and 4 hours in KS1.

ARRANGEMENTS MADE FOR CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

The school aims to work in partnership with parents to ensure that we meet the needs of all our children. Parents are consulted and advised about their child's progress. Children who are identified as having a special need will be given an individual education plan (IEP), which will be shared with parents. These plans may be short or long term depending on the need but will be reviewed regularly and progress discussed.

Very able pupils are given appropriately differentiated work and extra small group teaching when needed. To help support more complex needs, the school makes use of the LEA Support Services. The school's Special Need's Co-ordinator (SENCO) liaises with relevant services and the parents. If a child is identified as needing more support than can be given by differentiating the normal curriculum, then support assistants may work with them in class. If a child still needs extra help they may be put forward for statutory assessment, which may lead to a Statement, this means that special provision must be made for their education and usually includes a specific amount of support time.

Cornholme School adheres to the Code of Practice for Special Needs and aims to be a fully accessible school. Ramps and a chair lift are fitted to enable access to all areas of the school by wheelchair and toilet facilities for the disabled were provided in summer 2005.

The school works within Calderdale's admission arrangements to support the inclusion, wherever possible, of children with disabilities.

As an inclusive school every care is taken to ensure that all children are treated equally.

Copies of the school's SEN Policy and Accessibility Plan are available on request.

PUPIL'S PROGRESS AND ATTAINMENT

Maths and Reading tests are given twice yearly for children in Years 2 to 5. Standard Assessment Tasks (SATs) are carried out with seven year olds (Y2) and eleven year olds (Y6). These results are given to parents during the summer term in which they are performed.

Year 6 booster groups, for English and Maths, are held before and after school in the Spring Term.

Optional SATs are also carried out in Years 3, 4 and 5 for Maths and English.

Reports are sent to parents during the Summer Term. Parents' Evenings are held in the Autumn and Spring Terms.

In 2002 we were awarded a School Achievement Award for improving test results since 1998.

RELIGIOUS EDUCATION

The school follows the Calderdale RE guidelines. Television and radio programmes are used, from time to time, to supplement the daily worship. Members from particular faiths occasionally take assemblies on Wednesdays.

The school will make arrangements for parents to exercise their right of withdrawal from religious worship and instruction under Section 25 of the 1944 Education Act

SEX EDUCATION

Using the materials 'Health for Life', sex education is taught throughout the school from Reception Class. At appropriate stages throughout their primary school life children develop a moralistic and healthy view to family life and sex, within the three areas of:

Me and my relationships
Me and my community
Me and looking after myself

HOMEWORK

Activities which will reinforce, or extend, a child's learning at home will be given in line with Government and LEA guidelines, Please see the school's policy for details.

ORGANISATION WITHIN THE SCHOOL

There is a Foundation Stage Unit (formally Nursery and Reception classes) and six classes. Children are taught within classes of a single age.

PASTORAL, SOCIAL AND WELFARE NEEDS OF PUPILS

The pastoral welfare of each child is the responsibility of the class teacher under the general supervision of the Headteacher.

The class teacher and Headteacher have regular contact with the Education Welfare Officer and school nurse. Other professionals are consulted when necessary.

Parents are invited to discuss their child's social and welfare problems as they arise.

If a child becomes ill at school, parents are contacted and asked to collect their child. 'Contact' forms are available for the school's use in contacting parents. Rarely, children may be taken to hospital immediately whilst parents are being contacted.

Notes are sent home to alert parents to bumped heads or outbreaks of head lice.

Cornholme School has held the Healthy School Award and the Roy Castle Clean Air Award since 1996.

Whilst care has been taken to ensure that the information given is as up to date as possible circumstances may determine that slight changes are made between annual updates.

Adam Sapey, Headteacher
Joyce Catterick, Chair of Governors
February 2006