



*Christleton Primary  
School*

*Be the best you can be*

*Prospectus*



Dear Parent,

May we take this opportunity to welcome you and your child to Christleton Primary School.

Choosing the right school is one of the most important decisions you will ever make. Understandably parents want the best possible start for their children and look for a school with the right mixture of high educational standards and an environment where their child can be happy, thrive and succeed. We believe that Christleton Primary School will provide this for your child.

In partnership with the governors and parents, all staff constantly strive to give the children the best possible education and to provide opportunities for pupils to reach the highest possible standards in all areas of school life in a safe, secure and caring environment. The curriculum is rich, child-centered, interesting and exciting, whilst also being aspirational and always offering our pupils a challenge. Pupils are encouraged to work from first-hand experiences which develop their interest and motivate their learning by giving them a sense of purpose for their work.

Education should be an exciting journey and every child should leave our school with a love of learning that will remain with them throughout their lives. As our pupils develop we encourage them to take responsibility for their own learning and in doing so, become more independent in thought and action. Confidence and self-esteem is raised through success and praise for effort and achievement, developing a positive attitude to school and education.

The staff, governors, parents and pupils are extremely proud of our school and the way that everyone works together to make it a happy place to work and learn.

This prospectus is intended to provide you with a range of information and help you to familiarise yourself with the values and routines of school life. I would also strongly encourage you to visit the school as this gives you the opportunity to see these in action.

Kind regards

*Mr Mitchell*  
(Headteacher)

## Our School

A warm welcome to Christleton Primary School and thank you for taking the time to consider our school for your child.

Christleton Primary School is set in the heart of the village of Christleton, just outside the historic city of Chester. We have a unique, semi-open plan environment to accommodate our seven classes. In total we have 210 children on roll (30 in each class).

Our school is surrounded by beautiful grounds which include two playgrounds, a large field, an established forest school area, an orchard, two outdoor libraries, a kitchen garden, a traversing wall, a well-equipped outdoor gym, and a fantastic, recently installed adventure trail. Around the circumference of the field, we also have a track which is used daily to provide exercise and promote healthy life choices.



The school building consists of seven well-appointed classrooms, a hall which is used for a range of activities, including a space for the children to eat their school dinners, which are cooked on site. . A central, well-stocked school library, and the school office.

Our school is a happy place where we aim to deliver a warm and caring environment providing everyone with the opportunity to shine and fulfil their potential. This is underpinned by our motto 'Be the Best You can Be'.

## Vision

Our school is a place of learning where everyone is valued and positively encouraged to achieve their full potential in a safe and caring environment.

## Aims

At Christleton Primary School we undertake to:

- Raise levels of attainment for all pupils, enabling them to achieve their full potential
- Encourage learners to be confident, disciplined, enquiring and decisive
- Foster a love of learning in a safe and happy environment
- Develop self-respect, esteem and personal responsibility linked to the needs, awareness and Respect of others
- Foster skills that allow the development of considerate and positive relationships with others throughout the community
- Ensure equal opportunities in relation to gender, race, class, special needs and belief
- Respect and value other cultures
- Promote a thoughtful attitude towards the immediate and wider environment



## Ethos

The ethos and atmosphere underpin the agreed aims of the school. Teachers will provide a broad and balanced curriculum, which will develop the skills, concepts and knowledge necessary for future learning. In the course of their daily work, the staff will contribute to the development of this ethos through:

- Providing a stimulating working environment at all times, in which each child can achieve their full potential
- Providing a welcoming environment, in which kindness, courtesy and respect are key
- Providing positive role models
- Providing a fair and disciplined environment in line with the school's Behaviour and Discipline Policy
- Maintaining purposeful and informative planning, recordkeeping and assessment documents, in line with school policy



- Developing links with the local and wider community
- Allow individual pupils' successes and achievements to be celebrated
- Welcoming, supporting and training of teaching and non-teaching staff and students

## Values

- **Respect** - fair play; knowing one's own limits; and taking care of one's health and the environment
- **Excellence** - how to give the best of oneself, on the field of play or in life; taking part; and progressing according to one's own objectives
- **Friendship** - how, through sport, to understand each other despite any differences
- **Determination** - the drive and motivation to overcome both physical and mental barriers in order to achieve your goals
- **Courage** - having the self-belief and confidence to overcome adversity and face difficulty
- **Equality** - showing respect and humility towards all those around you in the spirit of fair play
- **Inspiration** - to be motivated by the achievements and actions of others and to be a positive example to others



## Year Groups

Christleton Primary School is a one form entry school meaning we have one class in each year group.



Our classes are organised as follows

Foundation stage

Key stage 1

Key stage 2

Reception class (Children aged 4-5 years)

Infants – Years 1 and 2 (Children aged 5-7 years)

Juniors – Years 3 to 6 (Children aged 7-11 years)

## Visiting / joining the school

Undoubtedly one of the best ways to get to know a school is to visit in person. There is nothing like seeing a school first hand, observing the children enjoying their learning, seeing the facilities and meeting the staff. It also provides you with the opportunity to ask any questions you may have.

We therefore encourage all prospective families to make an appointment to visit our school for a tour



## Admission to School

All applications for children starting school in Reception (children aged 4 and 5 years) should be submitted to Cheshire West and Chester Local Authority and are determined centrally according to schools published admission numbers and the authority's oversubscription criteria.

Our school has an admission limit at 30 children in each age group throughout the school. Applications for in-year admissions/transfers are submitted and considered directly by the school in accordance with the published admission numbers and oversubscription criteria. For further information, please visit

<http://www.cheshirewestandchester.gov.uk/residents/education-and-learning.aspx>

## Starting School

We recognise what a significant event starting school is for a child and also their family. We have therefore planned events to ensure that the children have an enjoyable experience at school and parents feel informed and supported in this process. This induction process will include meeting the teacher, visiting the site, stay and play sessions as well as a staggered start in September. Further information about starting school is provided to parents once a place has been offered and accepted.



## Our Curriculum

Here at Christleton We strive to give children the best possible education and to provide opportunities for pupils to reach the highest possible standards in all areas of school life in a safe, secure and caring environment.

Our curriculum is rich, child-centred, interesting and exciting, whilst also being aspirational and always offering our pupils a challenge. Pupils are encouraged to work from first-hand experiences which develop their interest and motivate their learning by giving them a sense of purpose for their work.

We believe that education should be an exciting journey and every child should leave our school with a love of learning that will remain with them throughout their lives.

We believe it is important that our curriculum continuously evolves and remains bespoke to our children. It should represent them, their interests and the wider community in which they live.

We value pupil voice within our curriculum and engage the children in pre-planning activities before each context for learning. Their input is used to inform planning, ensuring that engaging learning activities are developed.

Delivering the content of the national curriculum ensures children are provided with a broad, balanced, challenging and progressive curriculum which is tailored to their needs.

Whether in the classroom or outdoors, we endeavour to provide a range of opportunities for children to develop themselves both academically and socially. We maximise the use of our well-appointed site enhance our curriculum. Our aim is that children follow the same course of work, they are entitled to do difficult things and we support them on their way. This support and challenge ensures that we continue to achieve consistently high standards and that our children are prepared to thrive as the progress through the school and on to the next stage in their education.

We strive to enable our children to develop their individual skills and interests whether academic, creative, social or sporting. We provide opportunities for our children to build good relationships through friendships and create opportunities for them to work together in partnerships and small groups.

We actively encourage our children to live happy and healthy lives, whilst encouraging them to strive to be the best that they can be.



## The National Curriculum

The National Curriculum covers the subjects of English, Mathematics, Science, Computing, History, Geography, Physical Education (PE), Design Technology (DT), Modern Languages (KS2-in our school, currently French), Music, Art and Design. Religious Education (RE) is taught following the local syllabus. We also teach a programme of Personal, Social, Health and Citizenship Education (PSHCE). There are statutory and non-statutory requirements that we fulfill as a school.

### Extra-Curricular Activities

In addition to the work done in school time, we endeavour to provide a wide range of extra-curricular activities. These activities are important as they provide opportunities for children to enjoy and experience a wide range of pursuits. As part of this extra-curricular provision the school is committed to providing opportunities for competition against other local primary schools.



### Educational Visits



The school utilises the local area to enrich the curriculum whenever possible. We also make use of day trips when it is beneficial to the children's learning.

In the junior years, the school organises a range of residential (overnight) visits. Currently the school visits, The Beeston Centre in Year 3, The Marle Hall centre in Year 4 and 5 and finally the Conway Centre in Year 6.

These visits are an integral part of the curriculum and provide the children with many learning experiences. Parents are asked to make a voluntary contribution towards the costs of the visits.

### Working together

We pride ourselves on being a part of the community, representing it and contributing to it. The key to our success is our fundamental desire to work with our stakeholders, whether that be parents, children, staff, governors or the wider community. We actively encourage you to be an integral part of your child's educational journey, welcoming you into school to share in events, performances and successes.



## Communication

Communication between home and school is vital and we work very hard to ensure that key messages are communicated promptly and clearly. The school utilises many platforms to ensure that communication reaches the widest audience possible.

### Newsletter

A newsletter is e-mailed fortnightly on a Friday and placed on the school website. This will contain information on forthcoming events, as well as reviewing news connected to the school. Please take the time to read this as it really is a valuable source of information.

### Website

The school website <http://www.christletonprimaryschool.co.uk> provides a wealth of information including key dates, class information, policies and contact details.

### Twitter

The school has its own Twitter account @Christletonpri. This account is updated daily and provides a snapshot of school life. Links to the school newsletter as well as reminders of events are also posted on this account. (if you do not have a Twitter account it can be viewed through the school website).

### Seesaw and Tapestry

Parents of children within our Reception class will have access to Tapestry whilst parents of children in years 1 – 6 will have access to Seesaw. Both of these platforms are used to share information between school and home. Parents can also use them to contact their child's teacher directly.

### Behaviour and discipline

This school believes that pupils have a right to be taught and the teachers the right to teach. We have very high expectations of our pupils in relation to their attitude, their work and their behaviour. We strive to create a culture in which there is visible consistency with visible kindness to allow exceptional behaviour to flourish. Good behaviour should be rewarded and sanctions imposed when behaviour is not appropriate. Our behaviour and discipline policy aims to ensure that all children are treated equally and fairly and is based on a calm, consistent insistence of high standards of behaviour from all at all times throughout the school. It encourages pupils to behave in a responsible manner towards others, showing respect, consideration and kindness. It is important that first attention is provided to good behaviour which should be recognised and rewarded. If pupils are praised when it is merited, then a positive climate is established in which pupils' self-esteem is nurtured.

Our behaviour expectations are simple.

We expect children to be **Ready, Responsible, Respectful and kind.**





## Child Protection/Safeguarding

Because of day to day contact with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour, or failure to develop. Parents/Carers should be aware, therefore, that the school follows the Local Authority guidelines-Safeguarding Children in Education (Cheshire West and Chester). The Lead Safeguarding Officer is Mr Oliver Mitchell and the Deputy is Mrs Hughes. All staff have received the appropriate Safeguarding training which is regularly updated as per national guidelines. A copy of the school's Child Protection /Safeguarding policy is available on request and is also available on the school's website.



## Attendance



Good attendance is essential if pupils are to take full advantage of school and gain the appropriate skills, which will equip them for life. The school will monitor attendance and ensure quick and early intervention if a problem is identified. All staff will encourage good attendance and will liaise with home and partner agencies if this is appropriate. Good attendance will be seen as an achievement in its own right and recognised as such by the school.

## Illness

If your child is ill, the school should be informed by calling 01244 981 189. This should take place as soon as possible on the first day of absence and on subsequent days if your child continues to be unwell

In cases of infectious diseases, it is essential that the school is informed as soon as possible. If your child has diarrhoea OR sickness, he/she should not return to school for 48 hours after the last bout of illness. If your child has diarrhoea AND sickness, he/she should not return to school for 48 hours after the last bout of illness

## Illness and accidents

We may need to contact you if your child becomes ill or has an accident during the day.

We will:

- Contact you by telephone using the information that you have provided on your child's data collection sheet.
- Contact the alternative emergency numbers you have provided.
- Act as quickly as possible to send for an ambulance if there is illness or an accident of a serious nature. We will contact you if this is the case.



## Medical conditions

If children have any medical needs they will be supported as appropriate in school. We ask parents to keep school updated regarding any changes to medical requirements. If your child suffers from asthma, we have a specific form for you to fill in and your child's name will be put onto our asthma register.

## Medicines in school

As a school we have agreed to supervise children receiving **prescribed** medication in school, providing clear instructions are given and that all such medicines are stored in the refrigerator/first aid cabinet located in the staffroom or in the case of inhalers, in the appropriate classes. Short term and long term medication forms are available in school; please complete the appropriate form and return to school with the prescribed medication. **Medicine cannot be administered if the form is not filled in.**



## Our School Day

At 8.45am our school gates are opened, they remain open until 9.00am. At the same time the classroom doors are opened, allowing children access their classroom and to be welcomed by their teaching staff.

Mr Mitchell, the headteacher, or another member of the SLT, will generally be available on the school playground at drop off to ensure a smooth start to the day.

## An overview of a typical school Day

Foundation Stage / Years 1	
8.55am	Registration
9.00am	Session 1 (30 Minutes)
9.30am	Session 2 (60 Minutes)
10.30am	Assembly
10.45am	Morning Break
11.00am	Session 3 (60 minutes)
12.00pm	Session 4 (15 Minutes)
12.15pm	Lunch
1.15	Session 5 (60 Minutes)
2.15	Afternoon break / Daily Mile
2.30pm	Session 6 (40 minutes)
3.15pm	End of School Day

Year 2, year 3, year 4, year 5 and year 6	
8.50am	Registration
9.00am	Session 1 (30 Minutes)
9.30am	Session 2 (60 Minutes)
10.30am	Assembly
10.45am	Morning Break
11.00am	Session 3 (60 minutes)
12.00pm	Session 4 (15 Minutes)
12.15pm	Lunch
1.15	Session 5 (60 Minutes)
2.15	Afternoon break / Daily Mile
2.30pm	Session 6 (50 minutes)
3.20pm	End of School Day

## Lunchtime

School lunches take place in the school hall between 12.00pm and 1.15pm.

The cost of school lunches is £2.45 per day. Lunches should be paid for in advance via the 'ParentPay' system. Information about how to register and add credit will be provided for you.

Of course, children can choose to bring their own packed lunch to school should they wish.

Throughout the year we will also provide several 'themed lunches'. These lunches may be to celebrate certain events or occasions. These themed days will always be communicated in advance.

## Wrap around care

We are fortunate to be able to offer wrap around care for those who require it. Hettys provide this care on behalf of the school and operate out of the school hall. Their sessions run from 07:45-08:45 and 15:15-17:45. Further details can be requested from the school office.

## Bicycles and scooters

At Christleton we actively encourage the children to cycle / scoot into school in order to promote both a healthy lifestyle and eco awareness, however, all children **must** wear a helmet and 'walk' their cycle / scooter across the Key Stage 2 playground to the bike sheds.

## Voluntary One Way System

Parents are asked to use our voluntary one way system through the village, wherever possible, to try to alleviate some of the dangers that could occur to children on their way to and from school. School should be accessed from Faulkners Lane (by Law College) as this will enable all children to be dropped off from vehicles directly on to the site side of the road. If you are unable to find a spot near the school, please park carefully in Woodfield or along Quarry Lane **without** blocking the road for village users and access to people's houses.

Please keep the school entrance clear in case it is needed for emergency vehicles, and to improve visibility for those walking home using the footpaths.



## Visitors to the school

All visitors, parents and helpers use the main entrance to the school and sign in via our entry system upon arrival. Here all visitors will be issued with a visitors' badge which should be worn at all times.

## School Uniform

We encourage all our children to take a pride in their appearance and the school. The school uniform is part of this pride and consists of:

- Royal blue sweatshirt or cardigan with embroidered school name and emblem
- Sky blue polo shirts with embroidered school name and emblem
- Navy / Black or Grey trousers/shorts/skirts/pinafores – available at all local department stores
- Light blue gingham dresses for Summer/early Autumn - available at all local department stores
- A school book bag (this will be provided for you when your child starts school in the Reception class)
- School shoes – black or dark brown

School uniform items can be ordered via the school website by following the link:

[www.myschoolstyle.com](http://www.myschoolstyle.com)

**Please ensure all uniform is clearly labelled.**



### PE Kit

The children should wear a navy PE t-shirt and navy shorts for PE activities. For gymnastics and dance the children are encouraged to wear plimsolls or perform in bare feet. For games activities, the children can wear trainers, however, they will require football boots and shin pads for football and rugby from Year 4 onwards. When the weather is cold the children can wear the schools PE hoodie, a tracksuit and or a light waterproof coat for outdoor activities.



### Jewellery

No jewellery is permitted in school except for wristwatches and, in the case of pierced ears, small stud earrings. Any wristwatches and/or stud earrings must be removed for PE lessons to comply with Health and Safety Legislation. Please note taping earrings does not reduce the risk and children who cannot remove earrings will not be able to do PE. It is therefore advisable that on days when your child is doing PE, earrings are removed. To help us with this, please can any ear piercing be done at the end of the summer term. Nail varnish should not be worn for school.

## Loss or Damage to Personal Property

Parents are asked to note that the Local Authority does not accept any responsibility for loss or damage to personal property whilst on or left on the Authority's premises. Therefore, please ensure that nothing of value is brought into school.

## Transfer of Pupils

Whilst we are very much part of our local community we do not, have a nursery or pre-school onsite.

We therefore accept children from a variety of settings and have developed excellent relationships with all local nurseries and pre-schools to ensure a smooth transition into the school.

Children transfer to a variety of high schools at the end of Year 6. Christleton High School will take the majority of the children, with other schools being the chosen destination of others. All children transferring to Christleton High School are given the opportunity to attend an Induction Day. There are also opportunities for the children to visit other high schools through a series of transition days. Details of these will be given by the Year 6 teacher/s at the appropriate time. We take great care to prepare our children for these events and developed excellent links with these schools.



## Complaints

The Governors of Christleton Primary School recognise that there may be circumstances when staff, parents or other parties wish to appeal against school decisions.

To encourage resolution of such situations the Governing Body has adopted a Complaints Procedure.

### **This procedure is devised with the intention that it will:**

Usually be possible to resolve problems by informal means.

- Be simple to use and understand.
- Be non-adversarial.
- Provide confidentiality.
- Allow problems to be handled swiftly.
- Address all the points at issue.
- Inform future practice so that the problem is unlikely to recur.

Full details of the procedure may be obtained from the School Office and school website. In the event of a complaint which cannot be resolved by discussion with the Head teacher and staff, written details should be sent to the Chair of Governors at the school address.

Transitions





## Contact details

### **Christleton Primary School**

Quarry Lane  
Christleton  
Chester  
CH3 7AY

01244981189

[www.christletonprimaryschool.co.uk](http://www.christletonprimaryschool.co.uk)

[head@christletonprimary.cheshire.sch.uk](mailto:head@christletonprimary.cheshire.sch.uk)

@christletonpri

