



A happy school makes happy children

*Long Lane Village
Dalbury Lees
Ashbourne
Derbyshire
DE6 5BJ
Telephone / Fax: 01332 824339*

Dear Parents

The Governors and I wish to extend a warm welcome to you and your child. Starting a new school is a major step in your child's life, perhaps the biggest ever taken; we hope that the transition will be happy and enjoyable for your child and for you.

We are a caring and hard working school. We are aware that children gain more if they know that home and school enjoy a close relationship. Our aim is to work with you in educating the children. They will be encouraged to develop to their full potential and succeed as individuals. We will provide equality of opportunity and promote high standards in all aspects of school life.

We encourage parents to become part of the family of our school; helping during school time or becoming involved in events organised by the Friends of Long Lane. You will always be welcome to talk to staff about any concerns held by you or your child.

We hope that this booklet will provide you with helpful information and some understanding of the philosophy, aims and organisation of our school. The information in it is correct at the time of publication.

Yours sincerely

Teresa Bosley (Mrs)
Headteacher

Welcome To Our School

Long Lane Primary School is a Church of England Voluntary Controlled School. It is funded by Derbyshire County Council. We have close links with the Parish Church of Christ Church, Long Lane and with its Rector, Rev Jane Legh.

As a church school we welcome families from the Christian faith, other faiths or no faith.

The school serves the villages of Long Lane, Lees and Dalbury, Thurstaston, Osleston, and Trusley. However, parents can request permission for a child to be admitted from outside this area. Such requests are put before the Governing Body with parents having the right to appeal. Parents considering sending a child to this school are welcome to visit at any time by prior arrangement.

Our children usually join us on the September before their fifth birthday and stay with us until they transfer to secondary school at eleven. At the time of writing, there are 28 children on roll, organised into two classes.

Our School was built in 1866, soon after the church. We are fortunate to have a very pleasant playing field adjacent to the school in addition to the playground.

School meals are cooked on the premises and we operate a family dining system. Children of all ages sit together in small groups with members of staff and the older children assist with laying tables, serving meals and clearing away. All the children look forward to lunch times, which are a valuable social occasion. A few children prefer to bring a packed lunch. This is acceptable. We are required to give the catering service two weeks notice should children wish to change from school lunch to sandwiches or vice versa. We have a whole school food policy as a Health Promoting School.

Mission Statement

Long Lane School aims to provide a secure and stimulating environment where all children are encouraged to achieve their full educational potential in a positive, caring, Christian environment.

Our School Prayer



This is our school.
Let peace dwell here,
Let the rooms be full of contentment,
Let love abide here,
Love of one another,
Love of mankind,
Love of life itself
And love of God.
Let us remember
That as many hands build a house,
So many hearts make a school.
Amen

Our School Aims

To provide a happy, secure learning environment for all children

To actively engage children in learning

To foster a caring, family atmosphere in which everyone's contribution to the life of the school has equal value

To enable a broad, balanced, appropriate and relevant curriculum for every child suited to their needs, abilities and interests

To equip children with the basic literacy, numeracy and reference skills to make full use of the learning opportunities offered in their future Secondary Schools

To allow children to fulfil their own potential

To help all children to gain confidence, self-respect and a positive self-image

To encourage curiosity and open mindedness

To promote a Christian ethos within the life of the school which reflects its Anglican Foundation?

To provide a moral code of behaviour

To encourage children to participate in all the physical and creative arts activities available to them

To prepare children for life in a multi-cultural society by developing knowledge, tolerance and understanding of other faiths and cultures

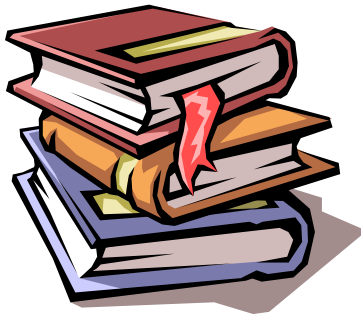
To work in partnership with families and the community

A Happy School Makes Happy Children

The School Community

There are many teams of people who work at Long Lane School to make it a successful community.

HEADTEACHER	Mrs T Bosley
LEAD TEACHER	Mrs A Hall-Luke
TEACHERS	Mrs S McManus
TEACHING ASSISTANTS	Mrs S Keeling
SCHOOL SECRETARY	Mrs T Watts
ADMINISTRATIVE ASSISTANT	Mrs K Murby
COOK	Mrs L Judkins
MIDDAY SUPERVISORS	Miss G Archer Mrs H Edge Mrs L Hollis
CARETAKER	TBA



The Strategic Director for Children and Younger Adults is Ian Thomas.

The Diocesan Director of Education is David Channon, Church House, Full Street, Derby.

The Governing Body



The school has 11 governors and a Clerk to the Governing Body. Parents wishing to raise items for discussion at a Governors' meeting should in the first instance contact a Parent Governor who will pass on information to the Headteacher and Chair of Governors.

The Governors

CHAIR OF GOVERNORS	Mrs K Seymour	Parent
VICE CHAIR	Mrs J Williams	Parent
	TBA	Foundation
	Mrs T Bosley	Headteacher
	Mrs D Taylor	Foundation
	Mr W Gagie	LEA
	TBA	Parent
	TBA	Parent
	Mr R Thomas	Co-Opted

CLERK TO GOVERNORS Mrs T J Watts

The Chair, Vice Chair and Clerk to Governors are elected annually.

There are 2 main committees of the Governing Body:

**Teaching & Learning
Resources & Management**

Admissions



The agreed annual admission limit for the school is ten pupils. Parents of pre-school children are asked to register their children at the school through the LEA admissions procedure. For further information, please contact the school. Children admitted to the Reception group in the September before their fifth birthday. Children born between 1st May and 31st August may commence school in the January before their fifth birthday should the parents feel that this is beneficial. Please discuss this with the Headteacher.

The School Day



Morning session 1	8.55am - 10.45am
Morning break	10.45am - 11.00am
Morning session 2	11.00am - 12.05pm
Lunch break juniors	12.05pm - 1.15pm
Lunch break Infants	12.05pm - 1.15pm
Afternoon sessions	
Infants	1.15pm - 2.15pm
Afternoon break	2.15pm - 2.30pm
	2.30pm - 3.30pm
Juniors	1.15pm - 3.30pm

The School Year

Term 1 2017	Monday 4 th September to Friday 20 th October
Term 2	Monday 30 th October to Tuesday 19 th December
Term 3 2018	Tuesday 2 nd January to Friday 16 th February
Term 4	Monday 26 th February to Friday 23 rd March
Term 5	Monday 9 th April to Friday 25 th May
Term 6	Monday 4 th June to Friday 20 th July

In addition, there will be five INSET DAYS: Monday 4th September 2017, Wednesday 4th October 2017, Friday 3rd November 2017, Tuesday 2nd January 2018, Friday 29th June 2018.

Health

School Health Service

The school doctor carries out selected medicals and medical reviews on children with permission from parents. The school nurse visits the school and is available to discuss your child's health with you if you wish.

All reception children are seen for height, weight, vision and hearing screening. Year R and Y6 children are seen for weight checks annually.



The school nurse joins the junior teacher in providing sex education and information about puberty for upper junior pupils. Our School nurse is based at Ashbourne Health Centre.

Medicines in School

If you require staff to administer medicine to your child, you will need to give us written permission and directions. You will be asked to fill in a medical form that the Headteacher will keep. We will only administer medicine, which has been prescribed by a doctor to be taken four times a day. If prescribed medicines are required three times a day, we ask that you administer these before school, on return from school and at bedtime.

What happens if my child is unable to attend school?

If your child is ill and unable to come to school, we appreciate a telephone call on the first morning of absence and a letter on their return. Any unexplained absence has to be recorded as unauthorised by school, so we do need to know the reasons for all absences please. There are two kinds of absence from school - authorised and unauthorised. Authorised absences are those, which are unavoidable due to illness, family crisis or medical appointments, which cannot be made out of school time.

All other absences are classed as unauthorised and must be reported as such. If your child is absent on holiday during term time, parents should complete a holiday form. **Holidays in term time are not recommended.** Those of more than two weeks in total for any academic year require permission from the Director of Education. School is required to inform the LEA of any child whose absences for family vacations exceed two weeks in any school year.

During 2016/2017, there was 0.28% unauthorised absences.

School Uniform

Parents are asked to mark all clothing for ease of identification.

All children are encouraged to wear correct school uniform. This consists of Grey tailored trousers for boys, grey skirt or pinafore for girls and in winter



months **only**, grey tailored (straight-legged trousers) for girls.

Grey cardigan, V-necked jumper or V-necked sweatshirt with school logo

White shirt or blouse

White polo shirt with school logo for summer

Gold and black school tie

Grey or white socks

Dark coloured, low-heeled shoes. **Trainers are not appropriate except for outdoor P.E. lessons.**

In summer the boys usually wear grey short trousers and a white, short sleeved, open necked shirt or polo shirt with school logo. Girls wear simply designed dresses made in yellow and white check or stripe or school polo shirt with logo and grey skirt. Uniform may be ordered through the school.

P.E. Clothing

We request specific items of P.E. clothing for reasons of hygiene and safety. We would not expect children to use school clothing and footwear for P.E. and games lessons. Our P.E. kit consists of:

Navy shorts or games skirt

Plain white T-shirt or school T-shirt with logo

Plimsolls for indoors, trainers for outdoors

These items should be kept in a labelled shoe bag on the child's coat peg.

NO LARGE SPORTS BAGS PLEASE AS SPACE IS LIMITED.

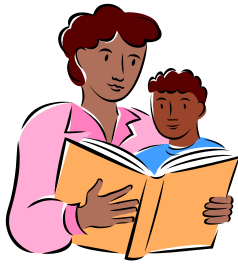
All children will need a swimming costume at some point during the year.

Jewellery

The wearing of jewellery is not permitted except for a watch and single pair of stud earrings. If watches are worn they must be removed for P.E. and swimming.

Nail varnish and make up are not allowed. Children with hair longer than shoulder length should wear it tied back for reasons of hygiene and safety.

Parents and Carers



Parents are always welcome to visit school and to join in our various activities. If an individual consultation is required, then it helps to make an appointment first, but in an emergency, the Headteacher or class teacher can be available preferably after school.

There are two parent interview evenings, one during the Autumn Term and one during the Spring Term.

During the school year, there are several opportunities for parents, staff, children and the community to meet informally. Such occasions include the annual Harvest Service in Christ Church, the inter-school sports event, the school sports day, the Christmas production, Leavers' Service in Christ Church and social functions organised by Friends of Long Lane.

Friends of Long Lane

There is a flourishing community group called Friends of Long Lane (F.O.L.L.). The aim of this group is to support the school in any way it can, and to raise money for funds by organising various events. It is a very informal and friendly group. Every parent is automatically a member and made to feel part of the school very quickly. We hope that you will join us at our meetings and events; a warm welcome is assured.

Out of School Activities

Various community sports ventures are offered during the year. There are a variety of clubs held in school for children throughout the year. In the past year, we have offered choir, gardening, dance, craft, multi sports and booster clubs. Through School Sports Premium we are able to offer before school sports once a week. Key Stage 1 & 2 children are offered brass and fife instrumental tuition through the Derbyshire Music Partnership.

Charging Policy

The Governors have agreed that activities held mainly or wholly in school time will not be charged for, but voluntary contributions may be requested. Events taking place out of school time will be charged to those taking part with an agreement beforehand. A full policy is available on our website.

What about bad weather?



During adverse weather, conditions please listen to Radio Derby's "Snowline" (104.5 FM and 116 MW) in case it is not possible to open the school for the day. Any decision to close the school during the day will be taken in the interests of the children's safety as a consequence of advice received concerning road and weather conditions. We have a text messaging service for important announcements. Staff will remain on the premises until all children are provided for.

Data Protection

We follow the national guidelines with regard to data protection. Basic information about children is held on computer to assist with the efficient organisation of the school and the children's educational needs. We update our records annually. Please complete the form at the end of the brochure and return it to the Headteacher. A full policy is available on our website.

Equal Opportunities

The school strives to ensure that all, irrespective of sex, colour, race, faith or national origins are accorded equal opportunity and challenge to develop their skills most effectively and to their full potential. A full policy is available on our website.

Complaints

We hope that parents feel able to discuss particular concerns informally with the staff or Headteacher. The Local Education Authority also hopes that any concerns caused by the actions of the LEA can be first discussed informally with the appropriate officer. Should the problem remain unsolved, a formal complaint can be lodged with the school's Governing Body, the LEA or the Diocesan Director of Education. The official procedure is available from school.

Special Educational Needs



Nearly all children have special educational needs at some time during their schooling. We are very conscious of the children in our care with special needs, including the most and least able. Meeting the individual needs of our children is the responsibility of all teachers and we have a whole school approach which aims to ensure that all children maximise their potential. Following the statutory Code of Practice, children with special educational needs are given individually tailored support programmes within the classroom environment. Continuity and progress to which every child is entitled are founded on collaboration between staff, Governors, parents and outside support agencies. Whatever we do, your child's interests are firmly at the centre of our hearts, as we know they are of yours.

Pastoral Care

All staff, both teaching and non-teaching, share responsibility for the care of children. It is our aim to provide a happy and caring environment. Should parents be concerned at any time about the quality of their child's life in school, then they are invited to share that concern with the class teacher and Headteacher.

It is important that up to date contact telephone numbers and addresses are supplied to school so that, should your child be taken ill during the day, you can be contacted without delay. Please let us know immediately of any changes or additions to the information held on our school records, particularly with regard to mobile telephone numbers.

Behaviour and Discipline

Our policy on behaviour is an extension of our attitudes towards pastoral care. A positive approach is taken towards good behaviour and pleasant manners. We recognise and reward good social behaviour. Our ultimate aim is for children to exercise self-control and self-discipline. We expect children to view their actions from the point of view of others and to adopt a measure of consideration. If a child's behaviour gives cause for concern, consultation between parents and teachers takes place to give mutual support and encouragement in remedying the situation. Regular reviews are held between pupils and staff so that all points of view are considered over matters of discipline, creating an interesting environment and productive playtimes.

Child Protection

As a school, we have a statutory duty to ensure that every child is protected under the Children Act 1989, 2004 and Working together to Safeguard Children 2015. We therefore endorse the guidance issued by Derbyshire County Council, reviewed in 2016 and will follow all procedures recommended by the abovementioned guidelines. The safety of the children in our care will always be paramount in deciding what action is to be taken. Details of County procedures may be obtained from the Headteacher. The school policy is available to parents on request.

Parental Access to School Document



Parents have the right of access to the following documents:

- ◆ The school brochure
- ◆ The School Profile
- ◆ Curriculum and Aspect policy statements
- ◆ Statutory curriculum orders and statements
- ◆ Her Majesty's Inspectors' Reports about the school
- ◆ Details of complaints procedures
- ◆ The Authorities Agreed Syllabus for R.E.
- ◆ Schemes of work (as available)

Transport

Transport is provided for children if

- a. They are under eight years of age, live more than two miles from the school, and are in the **normal** catchment area of the school.
- b. They are over eight years of age, live more than three miles from the school and are in the **normal** catchment area of the school.

If your child travels to school by car, please park with sensitivity to the needs of local residents.

The Curriculum



The school curriculum comprises all learning and other experiences that the school plans for its pupils. The National Curriculum is an important element of the school curriculum. From September 2014, Long Lane Primary School will follow the National Curriculum 2014. The school has an integrated themed approach to teaching the curriculum.

The School Curriculum Statement

We aim to deliver a high quality education to all children.

We will do this by providing a well-balanced curriculum, which will:

- ◆ Be broad and balanced, based on the requirements of the National Curriculum
- ◆ Be stimulating and challenging in a way that will extend children's knowledge, skills and creativity in order to develop enquiring minds
- ◆ Be committed to the principle of equality for all children
- ◆ Be relevant to the needs and interests of all children
- ◆ Be able to provide all children with the skills to develop their potential intellectually, physically and emotionally
- ◆ Be able to allow each child to question, acquire self-knowledge and develop independence
- ◆ Be able to provide children with the opportunity to develop their own self-esteem
- ◆ Promote British values and prepare our children for life in Modern Britain

The curriculum will be taught using a variety of teaching styles and groupings, as appropriate to the intellectual and emotional development of the needs of the children.

All children will be provided with opportunities to learn from a wide range of experiences.

All teaching will be planned to develop individuals' potential and will take account of both previous and future learning needs.

Children will have regular and constructive feedback about their work.

All children will, commensurate with their ability and maturity, be expected to evaluate their work and social relationships in order to improve personal standards and enhance relationships.

For each subject and for each Key Stage, the National Curriculum programmes of study set out what should be taught, and attainment targets set out expected standards of pupil performance.

Early Years Foundation Stage



Reception children are known as being part of the Early Years Foundation Stage. Children in years 1 and 2 are at Key Stage 1 and children in years 3 to 6 are known as Key Stage 2.

Our curriculum is planned using guidance from The Early Years Foundation Stage document. We teach curriculum through the three prime areas: Communication and Language, Physical Development and Personal, Social and Emotional Development and the specific areas: Literacy, Mathematics, Understanding the World, Expressive Arts and Design. We do this by incorporating a range of practical, teacher-led and child-initiated activities, which encourage independence and high levels of involvement.

The Early Learning Goals are broadly equivalent to level 1 of the National Curriculum.

Key Stages 1 and 2

At Key Stages 1 and 2, the National Curriculum requires children to be taught the statutory subjects of English, Mathematics, Science, Design and Technology, Computing, History, Geography, Art and Design, Music and PE. A Modern Foreign Language is taught at KS2. Under the Education Act 1996, schools must also provide Religious Education. Guidelines for promoting personal, social, and health education (PSHE) and citizenship are also followed.

Children will be regularly assessed during each Key Stage, as they follow the programmes of study laid down by the National Curriculum. Statutory Baseline Assessment takes place as children start school in Reception. Formal statutory assessments take place at the end of Year 2 and Year 6. On-going assessments are carried out throughout the year.

All National Curriculum Programmes of Study are available for parents to inspect on application to the Headteacher.

We hold the "Basic Skills Agency's Quality Mark 2" for high standards of teaching and learning.

English



The school has adopted an integrated approach to Literacy in conjunction with National Curriculum guidelines for English. The teaching of literacy is built around two key principles:

- ♦ The National Curriculum for English
- ♦ A clear focus on instructional method

The skills of speaking and listening, reading and writing are developed within this integrated programme.



Mathematics

Mathematics is essential in everything we construct, everything we calculate and almost every problem we solve in our daily lives. This is reflected in school where the use of mathematical knowledge, skills and understanding is required in all other areas of the curriculum. National Curriculum mathematics allows children's knowledge, skills and understanding in mathematics to develop as they use it in practical activities, to solve relevant and meaningful problems, and to explore the patterns and relationships on which mathematical concepts depend. Children's ability to select and use their knowledge appropriately and accurately is increased by talking about mathematical processes. This is reflected in school where time to discuss numerical operations is given high priority.



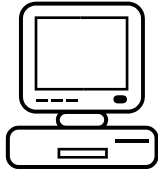
Science

Children follow an investigative approach to science. Activities in and out of the classroom encourage the ability to observe, plan, predict, hypothesise, design and carry out investigations, record and interpret findings. Such aspects as life processes, the Earth, materials, forces, electricity, magnetism, energy sound and light are all covered at each level. Sex education is incorporated in the science curriculum as part of the health education programme.



Design and Technology

Our work in D.T. is planned to ensure that the children have the opportunity to design, make and evaluate regularly and to enable them to develop skills progressively and safely.



Computing

Presently we have an interactive whiteboard in each classroom. There are fourteen laptops and twenty i-pads available for the children to use. The school is linked to the Internet and has its own website (www.longlane.derbyshire.sch.uk). We have a part-time Computing Teaching Assistant/technician who works alongside the class teacher. The children are taught to gather and prepare information, use text, tables, images and sound, to share their ideas and to review and modify their work. It is our aim to integrate Computing into as many aspects of the curriculum as possible.



History

Children have the opportunity to develop awareness of the past and of the way it has shaped the world, they now live in. They develop historical skills to enable them to look for clues in their immediate environment which may tell them about the past. Where possible children are also given the opportunities to handle and use artefacts to help them understand history. Key Stage 2 children learn about events in history and link them in a chronological framework.



Geography

Geography provides an opportunity within the primary curriculum for children to investigate and learn about their own environment as well as global issues in a local and worldwide context. Children develop map work skills and fieldwork techniques, which can be used in the geography of places and themes such as rivers, settlements and environmental change. Part of the geography curriculum is based on immediate, first hand experience from the home and surrounding environment. Children have the opportunity to use the school and village grounds and occasionally undertake educational visits to places further away to study different types of environment.



Art and Design

Through art and design, we aim to stimulate creativity and imagination. Children use colour, form, texture, pattern and different materials and processes to communicate. They explore the work of artists, crafts people and designers in different times and cultures.



Music

Children are taught to listen to and appreciate a wide variety of music; to sing, create, perform and enjoy being part of a musical experience.



Physical Education

Children participate in gymnastics, dance, games, swimming and athletics. They can express themselves through movement and thus develop awareness of their own bodies and surroundings. Games lessons enable children to practise a variety of different skills, using large and small apparatus. Team games include both co-operation and healthy competition. All children presently have the opportunity to swim at Etwall Leisure Centre. We have whole School Activity Policy.



Religious Education

In RE pupils, learn principally about the beliefs and practices of Christianity as a living faith and about other world religions and their importance in Modern Britain by exploring concepts or themes. As a school, we follow the Derbyshire approved scheme for Religious Education 2014. During their time at school, children are encouraged to gain a spiritual awareness in other areas of the curriculum too, e.g. considering the wonder of human life or the beauty to be found in music or art. The daily act of Collective Worship is a very important part of school life as we meet as a family to share spiritual and moral issues together. The Vicar is an important visitor who assists with all aspects of RE. We have a good relationship with the parish. Active members of the parish help lead Collective Worship. We hold special celebrations in Christ Church to which parents and friends are invited. **Parents have the right to withdraw their children from RE and Collective Worship. Those wishing to do so should inform the Headteacher of their intentions.**



Personal, Social and Health Education (PSHE) and Citizenship

PSHE and Citizenship help to give children the knowledge, skills and understanding they need to lead confident, healthy, independent lives and to become informed, active and responsible citizens. PSHE and Citizenship may be taught as separate lessons or linked to other areas of the curriculum.



Sex Education

We recognise that the prime responsibility of bringing up children rests with parents. The Governors of Long Lane School recognise that parents are key figures in helping their children cope with emotional and physical aspects of growing up. The Sex Education teaching at Long Lane aims to support and complement this role. The work on Sex Education is integrated into science, PSHE and Citizenship topics, therefore preventing the subject being presented out of context or giving an unbalanced overemphasis which may encourage undue stress or preoccupation with certain aspects of the work. The school nurse is involved, after planning in conjunction with the class teacher. **Section 241 of the Education Act 1993 gives parents the right to withdraw children from a school's programme of Sex Education, except those elements which are required by the National Curriculum Science Orders.** Parents are invited, however, to view the resources and discuss the programme of work and therefore we hope that it would not be felt necessary to withdraw their children from these activities.

Sex Education in the primary years is about

- ◆ Relating to others
- ◆ Respecting the rights and feelings of others
- ◆ Developing loving, caring relationships
- ◆ Biological and factual information
- ◆ Learning how to say "No" and how to make informed choices
- ◆ Respecting religious, cultural and moral viewpoints



Homework

The Governing Body has adopted a Homework Policy as part of the School's Home School agreement. All children are encouraged to work in partnership with parents when completing their home learning tasks. We recognise and value the contributions made by parents in supporting children's learning. We also recognise the importance of out of school commitments such as music and performing arts, sport and organised clubs such as the Scout and Guide Movements. All contribute to the wider aspects of education and prepare children as adults of tomorrow.

National Curriculum Results

As the number of children at both Key Stage 1 and Key Stage 2 were below 10, the results of individual pupils cannot be published in order to retain confidentiality. Results are published as percentages only.

At **Key Stage 2**, pupils achieving or exceeding the expected level were:

	Teacher Assessment	Test results
Reading	100%	100%
Writing	75%	No test
Maths	100%	100%
Science	100%	No statutory test
SPAG	100%	100%

At **Key stage 1**, pupils achieving or exceeding the expected level were:

	Teacher Assessment
Reading	83%
Writing	100%
Maths	83%

The information in this prospectus was correct at the time of publication.