

Castle View Primary and Nursery School

Meadway Halton Brook Runcorn Cheshire
WA7 2DZ



**Where high standards are expected,
practised and achieved.**

Prospectus



Castle View Primary School Prospectus

**Welcome to
Castle View Primary School.
Where high standards are
expected, practised and achieved.**

At Castle View Primary we aim to welcome each child into a happy, secure and stimulating environment. High standards are expected, practised and achieved. We provide quality learning experiences which match and challenge the individual needs of the children, secure progression and promote a positive attitude to learning. The school community is one in which all children, staff, parents/carers and governors work together and feel valued.

Looking for a place in our school?

For prospective parents, we prefer the personal touch and so offer individual meetings and viewings of the school, with the Headteacher by appointment. Please contact the office on **01928 563 970** or email the Headteacher, Miss Melarangi, on **sec.castleview@haltonlearning.net** to arrange an appointment.



A welcome note from our Headteacher.

Welcome to Castle View Primary School. The Staff, Governors, Pupils and Parents are extremely proud of our school and the way that everyone works together to make it a happy place to work and learn.

At Castle View Primary School, we want the very best for your child. We want them to enjoy being at this school and to be successful in all that they do whilst growing in a creative and stimulating environment.

We value your help and support as we strongly believe that your child will learn more effectively when home and schoolwork together. We will always find time for you to share your concerns with us. Your child's class teacher is only too pleased to meet with you, at a mutually convenient time, to discuss any concerns you may have. You can also arrange to see me. So that I can be available to meet with you, please contact the school office to make an appointment.

Miss H Melarangi
Headteacher



Our School Day

Key Stage 1	Key Stage 2
Doors open 8.40 a.m.	Doors open 8.40 a.m.
Registration 8.45 a.m.	Registration 8.45 a.m.
Lesson time 8.45 am—10.30 a.m.	Lesson time 8.45 a.m. — 10.30 a.m.
Break 10.30 a.m. to 10.45 a.m.	Break 10.30 a.m. to 10.45 a.m.
Lesson Time 10.45 a.m. –12.00 p.m.	Lesson Time 10.45 a.m. –12.00 p.m.
Lunch 12.00 a.m. -12.55 p.m.	Lunch 12.00 a.m. -12.55 pm p.m.
Lesson Time 12.55 p.m. –3.10 p.m.	Lesson Time 12.55 p.m. –3.10 p.m.
3.10 p.m. Finish	3.10 p.m. Finish

This gives 32.5 hours total teaching time per week at Key Stage 1 & 2.

Punctuality/Attendance

Our school doors open at 8.40am so children can settle and be ready to start the day.

Registration is at 8.45am. Children arriving after registration will be marked as 'late' by their class teacher. Children arriving more than 30 minutes after the start of registration, without good reason, are counted as unauthorised absence.

Registers are taken again at 12.55pm. If your child is not present at that time the same rules apply.

If you know your child will be absent from school, please contact the school office. Please notify us by 9.30am at the very latest so we know that your child is safe. If you have not made contact with us by 9.30am, then we will make contact with you. If we are unable to make contact with you, we may make a home visit to check your child is safe. If we are still unable to make contact with you, and there are reasons for concern, then we may make the decision to contact the police.



School uniform

- Green sweatshirt/cardigan with small, white, school motif.
- Grey/black trousers or skirt, green/white checkered summer dress.
- Plain white shirt/white polo shirt.
- Grey/white socks or grey/green woollen tights for cold weather.
- Black shoes suitable for school use.

PE Uniform

Indoor

- Navy/Black Shorts
- White, plain t-shirt
- Pumps

Outdoor

- Navy/black shorts
- White, plain t-shirt
- Grey/black tracksuit bottoms/leggings (No obvious brand names or logos)
- Pumps/outdoor trainers



Uniform can be purchased from 'Office Bridge' over the phone or online. Please allow enough time for delivery to ensure your child is prepared for their first school day.

School policy on the wearing of jewellery

Due to health and safety concerns, we discourage the wearing of any jewellery at school. Participation in Physical Education and swimming activities is not allowed if jewellery is being worn.

We discourage extreme haircuts as this only serves as a distraction to the child and others in the class. We also ask that hooped earrings are not worn.

Though we will try our best to locate any lost property, we cannot be held responsible for any loss. Therefore, we ask that any uniform or property is clearly labelled with your child's name.



Teaching and Learning

We follow the National Curriculum which ensures every child has the opportunity to become the best they can be, both academically and socially. The National Curriculum applies to all our children and entitles them to the following subjects:

- English
- Mathematics
- Science
- Computing
- Geography
- History
- Art
- Design & Technology
- Physical Education
- PSHE & Citizenship
- Music
- Languages (Key Stage 2 only)

At Castle View Primary School, our curriculum is constantly evolving to develop the skills needed for our children to become independent, successful learners and to help equip them with skills for life.

ENGLISH

In reading and writing, pupils experience a wide range of texts through a variety of creative approaches. Children take books home to read from our well-equipped, school library as we aim for children to develop a lifelong love for reading. Pupils are encouraged to communicate effectively through their written work and present this work to a high standard. Children learn to develop their spoken language across the whole school curriculum. We highly value the application of spoken language for expression and theatrical performance. In order to develop this further, we source expert drama tuition to enhance and broaden the children's experiences. They work with specialist drama teachers to create and perform plays such as those written by Shakespeare.

MATHEMATICS

Mathematics teaches children how to make sense of the world around them through developing an ability to calculate, reason and solve problems. Within lessons, children are given a wide range of practical, verbal, and written opportunities, to develop their fluency, reasoning and problem-solving skills. At Castle View Primary School, pupils are provided with rich experiences where they can practise their knowledge of number facts, rules, and patterns as well as talk through strategies, discuss possible answers and justify their outcomes. With enthusiasm, curiosity and enjoyment, pupils are challenged to apply their knowledge to a variety of problems and develop a real sense of achievement within the subject.



SCIENCE

Science is well embedded in our curriculum and the children thoroughly enjoy participating in these lessons. Children are always active through our science lessons, as we believe children develop a greater depth of understanding of the subject if they are allowed to investigate practically and develop their own scientific questions. Each class has the opportunity to work with a specialist science teacher to develop skills and experiences. Every Science lesson has an element of scientific enquiry, to ensure the children develop skills in a fun and practical way. By the time the children reach Year 6, our children can plan, resource, and carry out their own investigations.

GEOGRAPHY/HISTORY

At Castle View Primary School, these subjects are generally delivered through 'Research Themes' (topics), with a cross-curricular approach. We believe this provides children with a deeper level of learning. Children showcase their knowledge and understanding not just in written form but in other ways, such as: Art/DT masterpieces, 'Green Screen' recordings, iMovie's, and drama performances.

COMPUTING

We are fortunate enough to be well resourced with technology which enables teachers to deliver the Computing Curriculum successfully and in-depth. Using our class set of iPads, laptops and other technology devices, children are able to develop multimedia skills to be active participants in a digital world. Children enjoy using our technology in a variety of ways, such as researching, creating E-books and iMovie's, and contributing to our school blog. By the time children leave our school in Year 6, they have the ability to independently use and apply their technology skills to all areas of our curriculum.

ART

Children are provided with opportunities to explore a wide variety of media to produce both replicated and unique pieces of art in many forms. This includes, drawing, painting, 3D sculptures, sewing and printing. Each year, we host a whole school Art Exhibition, in which, children produce individual and whole class pieces to celebrate our wonderful expressions of creativity. Children also have opportunities throughout the year to work alongside professional artists and specialised teachers, to explore and enhance new skills. They are also introduced to art of different styles, periods, and cultures, through cross-curricular projects.

MODERN FOREIGN LANGUAGES

Learning a foreign language provides an important cultural experience in preparation for the future. At Castle View Primary School, we teach Spanish to our children. Children are given the opportunity to develop their spoken language and enhance their pronunciation of vocabulary. Lessons are delivered in fun and stimulating ways so that confidence and a love of the language can be built.



PERFORMANCE ART

At Castle View, we value the whole range of creative arts– Dance, Drama, Music, Art and Design. We employ a number of experts who regularly come into school to support our work in these areas. This has often been linked to the class theme. We have had a number of very successful performances and our school displays show case the children's outstanding results in these areas.

PHYSICAL EDUCATION

Our PE lessons provide opportunity for all children to develop skills in Football, Tennis, Hockey, Dance, Gymnastics, Athletics, Rounders, Netball, Cricket, Swimming, as well as other sports. This wide coverage of sport allows all children to discover at least one sport they enjoy. To further develop their love of sport, children are given opportunities to participate in inter-school and intra-school games, tournaments, sports days and competitions.

RELIGIOUS EDUCATION

Learning the importance of religion and accepting other cultures, is extremely important within today's society. At Castle View Primary School, we teach about a range of religions and cultures. We also engage in activities where the children have the opportunity to discuss topics with a philosophical view. Children learn to ask questions as well as accept other opinions and ideas to mirror modern day life. Focus weeks are used within school to allow children to learn about different religions and religious celebrations, as well as discuss the morality of topics.

PSHE & CITIZENSHIP

Understanding PSHE (Personal, Social, Citizenship and Health Education) is imperative for a child's holistic education. At Castle View Primary School, children learn to understand their own feelings and the feelings of others around them.

SEAL (social, emotional aspects of learning) groups are used within school to further support some children in their understanding of emotional situations. Our PSHE curriculum helps our children to develop life skills to ensure they are well prepared, to respect and contribute to the wider society and life in Britain. Again, focus weeks are used within school to ensure that children are exposed to a wide variety of aspects such as Keep Me Safe Week and Anti – Bullying week. Every year we hold an aspirations day, where the children have the opportunity to meet a variety of professionals and people in the workplace, to inspire their aspiration for the future.

MUSIC

Music is a creative subject and helps all children to develop imagination, listen attentively and express personal thoughts and feelings. At our school, we have a Specialist Music Teacher, who offers specialist music tuition to all our children. All children enjoy using their voices expressively to perform, as well as learning to play tuned and untuned instruments musically.



DESIGN TECHNOLOGY

Across the school, we work on various DT projects based on the themes that each class are learning about. Through these projects, children are able to develop a range of techniques and skills, such as: working with a variety of mechanisms, learning about a range of foods and using different textiles to create. At Castle View Primary School, our focused weeks include DT, where the children decide how they would like to develop their current interests in this area. We work with the local high school to develop the children's projects which also allows for excellent CPD opportunities for our staff.

Activities Beyond Lesson Time

There is a full programme of free after school activities. These Clubs are organised by staff in the lunch break and after school hours.

Different activities are offered to different age groups. These activities change during the year and include:

- Football
- High-fives
- Athletics
- Rounders
- Gym
- Computers
- Homework
- Craft
- Baking
- Spanish and Games
- Gardening

Children's Curriculum Records

At Castle View Primary School, we are continually assessing all our pupils so that they can be set appropriate and challenging work. This ensures that all children have all opportunities to succeed. We hold two parents' evenings and write one formal report, each academic year. Should at any time you wish to discuss your child's progress, or have any queries or concerns, you are welcome to come in and make an appointment to speak with the Class Teacher. Please contact the school office to arrange a mutually agreed appointment.



Early Years Foundation Stage

The Foundation Curriculum is made up of seven areas.:

- *Personal, Social and Emotional Development*
- *Communication and Language*
- *Physical Development*
- *Literacy*
- *Mathematical*
- *Understanding of the World*
- *Expressive Art and Design*

In the Early Years Foundation Stage (Nursery and Reception) we offer the children a structured play environment which gives rich opportunities to develop in all aspects of the seven areas of learning.

The children learn to work together and to develop as individuals with the support and encouragement of their parents/carers and teachers. They develop social, academic, and physical skills which are appropriate to their own stage of development, whilst learning to be self-motivated and self-reliant learners.

What Happens When Children First Come to Our School?

Parents are invited with their children to an initial visit in the term before they start school. Parents are asked to encourage their child to be independent; particularly when dressing for example, buttoning or zipping up coats and putting on shoes. Further dates are then given for your child to come to school for short periods of time, as this helps a child transition from home to school and builds up the length of stay.

A school pack is given to all new starters to encourage reading, drawing, cutting skills and game sharing, as well as current information about the school day.

Each term, the Foundation Stage classes hold 'Stay and Play' sessions where parents/carers are invited to join the children to share their learning environment and their learning journeys, which showcase all of the children's hard work.



Classes

We try hard to keep our class sizes relatively small and currently, our Reception and Year One class have a maximum of 24 children. As the children progress through the school, we still aim to keep class sizes small, around 24 or less, as we feel this is better for your child's education. This does mean that some classes have different ages in the same class. We are well resourced with Teaching Assistants and so each class works alongside a Teaching Assistants to plan work to meet the individual needs of all pupils in the class. This also means that pupils often work in smaller groups. Staff work closely together at all stages to ensure progress and continuity.

We value parental input, as we believe parents know their child best. Staff are always available at the end of sessions to talk to parents about a child's learning or to discuss any concerns they may have.

Special Educational Needs and Disabilities

All children are unique and special. We aim to provide a broad and balanced curriculum for all. The majority of children make progress within the normal classroom setting. For a variety of reasons, some children may require more specialised help in school. Our provision for children requiring extra support is based upon the S.E.N.D. Code of Practice (2014). We have a dedicated Special Educational Needs Coordinator, who will provide advice and support for children and their families. The school also works with outside agencies to support some of our children. The outside agencies we work with include, Education Psychologists, Speech Therapists, Local Authority — Special Educational Needs Team, Educational Welfare Support and Community Police.

Pupils With Gifted and Talented Status

The school has an effective system of tracking pupil progress and achievement. As a result, pupils displaying as Gifted and Talented are identified and carefully planned learning opportunities are provided for these children. Our school has an effective Gifted and Talented Coordinator who provides the children with ample opportunities, both inside and outside school, to flourish and develop their talents further.

Educational Visits

School visits take place throughout the year and are linked to classroom work. It is important that all children attend. Costs are always kept to a minimum as we often subsidise these visits. We always ask parents for voluntary contributions and are dependent on your willingness to pay to ensure that these visits can take place.

Homework

Homework can make an important contribution to a child's progress at school. As well as reinforcing learning in the classroom, homework helps a child to develop the skills and attitudes they will need for successful, independent, lifelong learning. At Castle View Primary School, homework tasks are set for every child. Teachers will plan tasks that include an opportunity for each child to express themselves and demonstrate their own learning in a style of their choice. The amount and content of this varies depending upon the year group. It is vital that you support your child to ensure they have completed their homework on time and to the best of their ability. Please see your child's class teacher if you have any concerns about homework.



School Council

Our school has an active School Council which has representation from every class. The School Council is fully involved in the life of the school – raising issues and making decisions that affect all of its pupils.

ASEMBLIES

Daily assemblies take place. Each week we hold assemblies to celebrate achievements, good work and behaviour. There are also class assemblies. Through these assemblies, we teach the social and emotional aspects of learning and diversity through culture.

Helping Our School and Others

Charities

We believe children gain tremendously by being aware that their efforts can help people less fortunate. Castle View Primary School supports many charities, such as, Sport Relief, Children in Need, NSPCC, The British Heart Foundation, Marie Curie and our local Cancer charity, Halton Haven Hospice.

To raise money, the children hold different events, including singing assemblies, class activities, coffee mornings and non-uniform days. The school community is always extremely generous on these occasions and your support at these events would be welcomed. If you are able to offer any fundraising help in anyway, please let us know as we would love to hear your ideas!

Fundraising For Our School

Our Bingo evenings are always very popular with local families and their children. We also hold a termly disco, which is very well attended. Money raised is used to enhance the curriculum we offer the children, such as subsidising school trips to reduce the costs for all children.

Community Links

We are very proud of the close links we have forged with our local community. We have a regular visit from our designated school police officer and we have excellent links with the Four Estates Community Centre. These strong links ensure the children are given opportunities to contribute to their local community. Such events in the past have included: singing at the local care home, creating food parcels for the local church and picking fruit and vegetables from our garden and distributing it to the local community. Halton Family Learning run from the school. These courses have been very popular with parents and have included making a story book with your child and carrying out science investigations.



School Meals and Healthy Eating

Parents have two choices for their children: -

- ◆ A hot/cold, healthy school lunch
- ◆ A packed lunch

We encourage healthy eating for children, so our School Menu ensures a balanced diet. On Fridays we provide a 'Meat-free Friday' school meal, as well as veggie options every day of the week.

Here is an example for a healthy options meal from the menu:

An Example of a School Meal

Roast Chicken,
baby roasted potatoes,
mash,
mixed vegetables,
stuffing
and gravy

OR

Quorn sausage,
baby roasted potatoes,
mash,
mixed vegetables,
stuffing
and vegetable gravy

A selection of puddings including
fresh fruit or
fruit yogurts

Milk or water



Packed Lunch

If your child has a packed lunch, please ensure that their lunch box is labelled with the child's full name as many lunch boxes look the same. We discourage children eating sweets in school.

Please note we are a 'nut free' school.

Please pack a healthy lunch.

We suggest:

- Filled sandwiches, wraps or bagels
- Pasta salad
- Cous Cous
- Cheese cubes
- Chopped vegetables with dip
- Chopped fresh fruits
- Yogurt/fromage frais
- Dried fruits such as raisins, sultanas and dried apricots
- Milk
- Water
- Low sugar fruit juices
- Due to severe allergies in school we insist **NO NUTS!**

Lunch With Your Child.

Each year, we arrange a visit for parents to come to school and have lunch with your child. This will give you the opportunity to sample our school hot lunches as well as enjoying lunch with your child.



Safeguarding and Protecting Your Child

Castle View Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Mrs Hidden is our designated person for safeguarding and child protection, with Miss Melarangi as deputy Safeguarding lead. All staff receive regular safeguarding and child protection training. Should you ever have a safeguarding concern about a child, please contact our safeguarding lead through the school office.

Accidents In School

For emergency us, we need three emergency contact telephone numbers. Minor cuts and grazes are dealt with in school, in ways recommended by the Borough Council. We have staff that hold First Aid at Work certificates and Paediatric First Aid certificates. At the beginning of the academic school year, we ask parents/carers to complete an asthma and allergy form. If there are any changes in circumstances, we ask parents/carers to inform us immediately.

School Nurse

We are fortunate to have our own School Nurse who works at Lister Road Clinic.

She talks to children about general health issues on a regular basis. The Nurse is always available to talk to parents and can be contacted on

Tel: 01928 593056

The School Health Team make regular visits to the school to oversee your child's general health and wellbeing.

School Security

The school security consists of high perimeter fences, high gates with spinners and a door security system. There is a signing in system for all staff and visitors. All visitors are not left unsupervised and are required to sign in our visitor's book and wear an identity badge. Parents must enter the school through the main office only. The school doors and side gates are locked at 8.50am. For the children's safety, all gates to the school are locked at all times apart from drop off and pick up times.

Keeping You Informed

We have a school website that is updated regularly with all the key information you may require as a parent of a child in our school. We use regular twitter updates to provide you with an insight of what is currently happening in school and we often blog to showcase our work.

Teachers regularly communicate what is coming up in each class, through termly curriculum newsletters. We also provide a general whole school newsletter where you will find key information and important dates to remember. Both newsletters are sent home with your child, but a copy can always be found on our website.

To access our website and school blog please visit:

www.castleviewprimaryschool.co.uk

Our Twitter account is.

@Castle_ViewPS

**Admissions**

Castle View's admission pupil number per year group is 24. Please come into school for admission details and further information.

**School Addresses:**

Castle View Primary School
Mead Way
Halton Brook
Runcorn, Cheshire
WA7 2DZ
Telephone: 01928 563970
Fax No: 01928 581417
E-mail: sec.castleview@haltonlearning.net

Headteacher:

Miss. H. Melarangi

Chair of Governors:

Mr. D. Jones



School Governors

The Governors oversee the running of Castle View Primary School, and they try to ensure the needs of the pupils, parents/carers, staff, and LEA are met. They are not paid for their services to the school.

Working alongside our Headteacher, Miss Melarangi, we have the following members on our Governing body:

Mr D Jones	Chair
Mrs J Gavin	Vice Chair Governor
Ms E Garner	Local Authority Governor
Mrs C Robbins	Co-opted Governor
Ms L Hughes	Co-opted Governor
Mrs S Hudson	Associate Governor
Mrs J Hidden	Associate Governor
Mrs K Allan	Parent Governor
Miss A Sheady	Staff Governor

Being a school governor is a challenging but hugely rewarding role. It gives you the chance to make a real difference to the children at Castle View Primary School and give something back to your local community. It also enables you to develop your skills in a board-level environment. Every school needs governing boards that have a balance and diversity of knowledge, skills, and experience to enable it to be effective. At times, there becomes a vacancy to join the Governing Body at Castle View Primary School, and so, if you feel you have the time and the skills to offer, we would be delighted to receive your application. There is plenty of free training available to help you learn about education and your role as a governor.



Castle View Team

HEADTEACHER/ DEPUTY DSL	Miss H Melarangi	TEACHING ASSISTANTS	Mrs C Richards
DEPUTY HEADTEACHER/ DSL	Mrs J Hidden		Mrs K Burgon
			Mrs T Pichilingi
TEACHERS	Mrs L Gordon		Mrs C Wright
	Mrs C Johnston		Ms M Falconer
	Miss E Bedford		Ms E Roberts
	Miss L Mulholland		Mrs L Williams
	Mrs R Vick		Miss H Fraser
	Miss A Sheady		
	Miss M Santos		
		APPRENTICE TEACHING ASSISTANTS	Mr J Williams
			Mr C Williams
		CARETAKER	Mrs A Jenkins
		MIDDAY ASSISTANT/ CLEANER	Mrs G New
		MIDDAY ASSISTANTS	Mrs G Blanchard
			Mrs D Gardiner
SENCO	Miss L Mulholland		Mrs C Wright

SPECIALIST TEACHER OF MUSIC	Mrs E Shakespeare		Miss S Brown
SPECIALIST TEACHER OF DRAMA	Miss R Hepworth		Mrs M Jones
BUSINESS MANAGER	Mrs S Hudson	OFFICE ADMIN	Miss E Russell