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Westhead Lathom St James' C.E. Primary School

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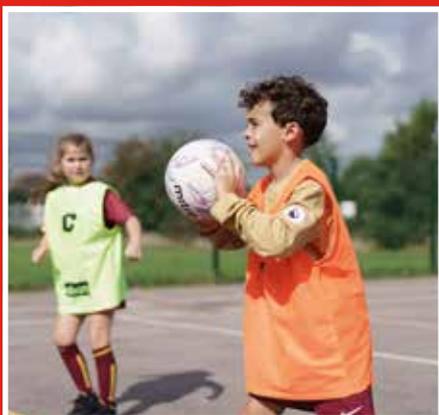




Westhead Lathom

St James'

C.E. Primary School



PROSPECTUS

Welcome to Westhead Lathom



It is my privilege to welcome you to the Westhead Lathom St James' C.E. Primary School prospectus. I trust you will find all the information you require and invite you to make an appointment to meet us in person and see for yourself our wonderful school.

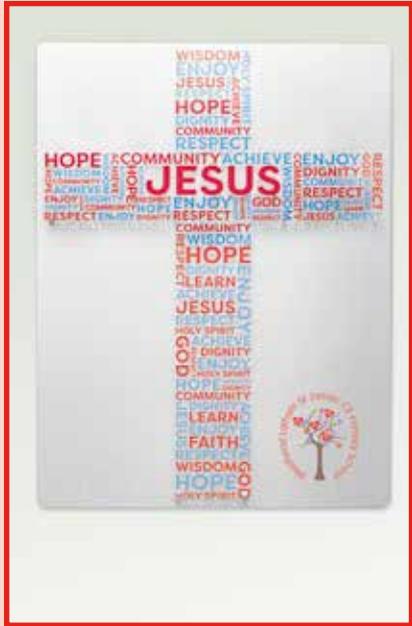
Westhead Lathom St James' C.E. Primary School really is the heartbeat of the local community. We are a smaller than average, semi-rural school with strong links with the local church - St James' in Westhead - as well as the wider community. As a church school, our Christian values are central to everything we do and the clergy regularly visit school to join us in our collective worship.

The caring, family ethos at St James' ensures that all children feel a sense of belonging and security. This can be seen as you walk around school and are greeted by our wonderful children. Behaviour at St James' is exemplary and often complimented when we take our pupils on visits out of school.

At the heart of every successful school are the children and here at St James' we seek to provide the best possible start in life for all of our pupils. Children's first experience of education should be positive and life enriching, filled with lessons that are vibrant and engaging which draw children into the learning experience, developing their thirst for knowledge; something which I know that the staff here are committed to achieving.

Every opportunity is taken to ensure that learning is purposeful, meaningful and fun. Our personalised curriculum is designed specifically with our pupils, their backgrounds and our locality in mind. Staff make excellent use of the links with church, the local area, and wider community in order to provide a range of experiences that enrich and enhance the children's day to day learning. In addition, all of our pupils take part in: Forest School sessions; a wide range of PE lessons and sporting events (led by specialist coaches); visits and residentials, and musical productions.

St James' C.E. Primary School



The links between home and school are key to a successful working relationship and in achieving the best for each child. Effective partnerships between home and school are based on mutual trust and respect, and shared responsibility for the education of the children and young people at the school. I look forward to building positive relationships with you as parents and working together to foster your child(ren)'s enthusiasm and love of learning.

Although small in size our facilities are fantastic! Our Victorian building is exceptionally well maintained and we have an extensive outdoor area including a multi-use games area; school garden; story telling area and forest school.

The staff and governors here at St James' are very proud of all of our pupils' many achievements and hope that you will visit us soon where the children would love to show you around.

Helen Clark

Headteacher

OUR VISION

'A curriculum that is challenging, inspiring and engaging; in which all pupils flourish spiritually, creatively and academically to become confident young people.'

'With God's power working in us, God can do much, much more than anything we can ask or imagine.'

Ephesians 3:20 New Century Version (NCV)

Letter from Chair of Governors

I am delighted to welcome you to Westhead Lathom St James' C of E Primary School, at the heart of the community of Westhead. As you read about our school, I trust that you will be encouraged to discover more through a visit to gain a real understanding of how we operate and how the school's values underpin daily practice at St James'.

As a governing body, we are immensely proud of everything the school has achieved and continues to achieve within our local community. We are blessed with truly lovely children in our school and our committed staff team ensures that they flourish through opportunity, support and guidance to be the very best they can be.

Ofsted has judged our school to be outstanding in all areas. This is a fantastic accolade to the hard work of our pupils, staff and parents, but I absolutely assure you that this has not led to any complacency as we constantly seek to develop in all areas. Our children are particularly proud of their successes and their efforts in all areas and actively put into practice what they have learnt. They are totally committed to the wider life of the school with performances and sporting activities being a real highlight of life at St James'.

Parents, the local community and the Church are extremely supportive of the school and partnership working is highly valued. Our children have the benefit of a highly supportive and active PTA and are blessed with frequent visits from the Church Ministry Team and visits to the Church.

It is only through visiting our school that you will truly experience the excitement and love of learning that we all share. Please come and see for yourself what makes our school a special place to learn and grow.

Paul Livesley

Chair of Governors



The Governing Body

Staff Governors

Miss H Clark (Headteacher)
Mr D Peetoom

Foundation Governors

Mr T Fellows

LEA Representatives

Mrs L Jackson (Vice-Chair)

Co-opted Governors

Mr P Livesley (Chair)
Miss L Westhead
Dr S Field

Parent Governors

Mr M Walmsley
Mrs C Hitchlock
Mrs J Marshall
Mrs H Davidson
Mrs A Elesedy

The Team

<i>Headteacher</i>	Miss H Clark
<i>Ladybirds/Butterflies (Nursery/Reception)</i>	Teacher: Mrs J Gardner
<i>TA3 / Forest School Leader</i>	Mrs C Glover
<i>Busy Bees (Y1 & Y2)</i>	Teacher: Mrs S Cusick
<i>Eager Beavers (Y3 & Y4)</i>	Teacher: Mr D Peetoom
<i>Wise Owls (Y5 & Y6)</i>	Teacher: Miss K Tither
<i>Office Manager</i>	Mrs L Tither
<i>Teaching Assistants</i>	Miss M Duffy (HLTA) Mrs M Jones Mrs J Showering (HLTA) Mrs S Taylor Mrs L Wood Mrs L Parkinson (TA3) Miss S Jones
<i>Welfare Assistants</i>	Mrs C Walmsley Mrs J Whalley-Smith Mrs L Parkinson Mrs G Prior
<i>Meals Service</i>	Mrs D McDougall
<i>Cleaner</i>	Mrs D McDougall

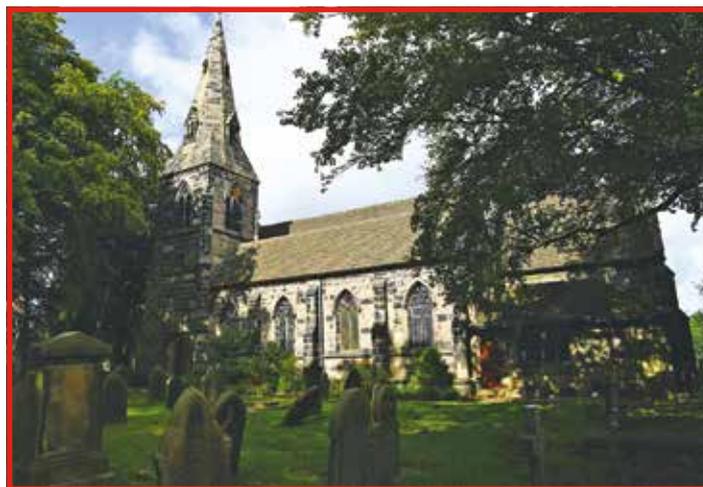
Breakfast & After School Club

<i>Club Co-ordinator</i>	Mrs M Jones
<i>Club Assistant</i>	Miss S Jones
<i>Club Assistant</i>	Mrs C Walmsley

Church Links

Westhead Lathom St James' C.E. Primary School has a very special link with St James' Church in Westhead. The teachings of Jesus are central to all that we do in school resulting in a fantastic ethos where all people feel valued.

Values from the Sermon on the Mount permeate through all that we do. The school regularly visits church for services and there are a variety of joint community events throughout the year with which the school is involved.



School Organisation

Primary education at St James' consists of eight year groups from Nursery to Year 6 taught in four mixed age classes which reflect the Key Stages. Children are grouped in classes according to their age. The age range and composition of classes could vary from year to year depending on the numbers in the individual age groups. However, care is taken to ensure all children develop and progress at a suitable pace to meet the requirements of the Early Years Foundation Stage and National Curriculum programmes of study. Parents may speak to the headteacher at any time if they wish to see school policies, National Curriculum Documents, Inspection reports or DfE circulars.

The school is organised into four classes:

Ladybirds/Butterflies	Nursery/Reception
Busy Bees	Year 1 / Year 2
Eager Beavers	Year 3 / Year 4
Wise Owls	Year 5 / Year 6



The School Day

School starts at 8.55 a.m. At 8.45 a.m. a member of staff welcomes the children at the gate on the side path of school onto the playground. Children in Ladybirds and Butterflies come in through the front garden, all other children walk onto the playground.

If you have any messages, for your child's teacher, in the morning then pass these to the member of staff on gate duty. The class register will close at 9.10 a.m. After this time, children are marked late on the register. Any child arriving after 9.30 a.m. is marked absent for the morning session. If you have an urgent message, then please call the office directly.

Session Times

Morning: 8.55 a.m. – 12.10 p.m.

Afternoon: 1.00 p.m. – 3.30 p.m.

Playtime: 10.30 a.m. – 11.00 a.m.

There are additional playtimes for younger children. At home time a member of staff will be at the door or on the playground to dismiss the children. We will not let a child go until their known adult collects them. If someone different is collecting your child please phone school and let us know.

If children are driven to school, for safety reasons please do not park or stop on or opposite the yellow zigzag lines. The landlord of The Prince Albert Pub, Wigan Road has very kindly agreed to allow parents to park on their car park.

Please drive in on the left-hand entrance and out on the right as this one-way system allows better visibility and general safety. For the safety of children and parents we encourage you to make use of this arrangement, which avoids heavy traffic congestion on School Lane.

Admission Arrangements

The school's annual intake is 15 children. Children are welcome to enrol for a number of sessions at our pre-school nursery (Ladybirds) which shares the classroom with Reception children (Butterflies). Both year groups follow the Early Years Foundation Stage curriculum, differentiated to suit their individual needs.

Admission into Reception is decided by Lancashire Education Authority's admission department according to their criteria. Information on our Admission Policy is available on the school's website. Please note that attendance at our school nursery is not a criteria for a Reception place.

Parents are welcome to visit school to soak up the

atmosphere and see our school in action before making a decision to send their child to Westhead Lathom St. James'. Parents may call unannounced but are encouraged to make an appointment to visit school so that there will be someone available to escort them around the building.

Parents apply for a school place online almost a year before their child is due to start school. The application closing date is mid-January, www.lancashire.gov.uk/e-admissions. If you have any problems, please call the school office or ask a member of staff who will be happy to help you.

What parents say:

"Lessons are fun and interesting and she really wants to do well to please her teacher."



Starting School

Reception pupils usually join us in the September before their 5th birthday. If a child has not spent time in our Nursery, in the summer term prior to the child beginning school we arrange activities, home visits and meetings with parents so that the children can become familiar with their new teachers and surroundings. This helps to make the transition from home to school as easy as possible.

Preparation for School

Starting Nursery and Reception at school is a milestone in both a child's and their parents' lives. Here are a few ways you can make it easier for your child and prepare them for the separation and their new environment.

- Can your child attempt to dress and undress themselves?
- Can your child use the toilet alone?
- Has your child had the opportunity to be away from Mum and Dad for three hours or more, knowing that they will return as promised?
- Can your child tidy away their toys?
- Does your child know when to use the words "please" and "thank you"?
- Can your child play alongside others, taking turns?
- Can your child sit still for five minutes if concentrating on an activity?
- Does your child like to look at books and are they read stories regularly?
- Finally is your child looking forward to coming to school?

What Ofsted say:

"The school is very welcoming and caring."



Uniform

Uniform can be purchased from a number of supermarkets, department stores etc. Premier Sports, Ormskirk also stock a supply of our uniform with our embroidered logo including school fleeces, waterproof jackets and hats.

Please remember to mark **EVERY** item of clothing with your child's name.

- Grey trousers/shorts or skirt /pinafore dress
- White shirt or blouse and red tie or white polo shirt
- Red sweatshirt or cardigan
- Optional red fleece
- Black Shoes
- During the summer months girls red checked dresses may be worn

Nursery Uniform

- Nursery children wear polo shirt, red sweatshirt and grey or black jogging pants or leggings with trainers. Premier Sports sell embroidered Nursery polos and sweatshirts.

P. E. Kit

- White T-shirt or polo shirt
- Red shorts
- Black pumps
- In cold weather black, grey or red tracksuits / jogging bottoms
- Trainers may be worn instead of pumps
- Football boots and shin-pads may be worn when appropriate
- Swimming in years 1 to 6 – costume, towel and cap are compulsory

If the children are having an apparatus lesson they should not wear anything on their feet (L.C.C. guidelines).

Please remember to mark EVERY item of clothing with your child's name. P.E. kit should be kept in a drawstring bag marked with the child's name. This is kept in school and sent home every half term.



Jewellery

Items of jewellery can cause accidents, a great deal of pain to a child and frustration for the teacher. Therefore we request you do not allow your child to wear jewellery in school. It is not allowed during any kind of physical activity i.e. games, P.E., swimming. Before having your child's ears pierced please consider the problems this may cause in school. Earrings left in for P.E. need to be covered with sticking plasters. Watches may be worn but children must remember they are responsible for their own things.

Forest School

Throughout the year every class spends time in the forest area of our school. The Forest School Leader helps the children to learn and appreciate an outdoor setting with natural materials. They learn many new skills such as whittling, den building, making natural dyes and creating works of art.

Forest School Kit

- T-shirt/Sweatshirt
- Jogging bottoms or leggings
- Wellington boots
- Waterproof jacket

All labelled in a named bag.



Curriculum

The school curriculum is very important. At Westhead Lathom St James', we have a personalised curriculum which is tailored to meet the individual needs of our children. We believe learning should be a fun and rewarding experience through which children successfully learn a variety of skills that will equip them for the opportunities, responsibilities and experiences in high school and later life within our diverse society.

We ensure that our curriculum is effectively linked to the 'real world'. Our curriculum provides children with an appropriate level of challenge so that they can make very good progress and learn new skills. Westhead Lathom St James' delivers a balanced and broad curriculum which promotes the spiritual, moral, cultural, mental and physical development of the pupils, where their unique potential is unlocked and nurtured, within a stimulating outdoor and indoor environment.

Pupils within the Foundation Stage follow recommendations set out in the Early Years Foundation Stage curriculum.

This involves the pupils learning through three prime areas:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development and four specific areas:
 - Literacy
 - Mathematics
 - Understanding of the World
 - Expressive Art & Design

The children within this age range explore through play and investigation. In addition to all of the aforementioned subjects, the children are taught to respect and care for each other and their environment. They are encouraged to take pride in themselves, their work and their school.

Pupils who are in Year 1 upwards follow the National Curriculum requirements in all curriculum areas which include: English, mathematics, science, computing, design technology, art and design, physical education, history, geography, music, citizenship and Spanish. In addition to these subjects we teach R. E. upon which we place a special emphasis as a church school.

Where possible, we teach themed units which cover more than one subject area at a time. We have four mixed age classes. Within each lesson, each teacher provides a general introduction to the whole class and then differentiates the tasks to each ability/age group in the class, working with each group in turn. Mixed age classes require a broad rolling programme of themes so that children are not repeating topics.

Please see our school web site for links to each class and a brief overview of themes taught in classes.



Homework

We expect that children will read at home to an adult regularly. We ask parents to spend a few minutes hearing their child read in a quiet, relaxed atmosphere.

Reading and becoming a fluent reader are important skills for life. Through learning stories children are exposed to a wide range of words which helps build their vocabulary. We set a reading target of four or more times a week at home. As pupils progress through the school their homework becomes more structured and in year six specific tasks are set in order to establish independence in preparation for their time at secondary school. Teachers will set work according to the needs of individuals and of each age group. This may include:

- Reading and comprehension
- Learning spellings and multiplication tables
- Mathematical investigations
- Research tasks for projects
- Specific tasks if a child has a particular difficulty

Please refer to each class' section on our school web site:
www.wlsj.lancs.sch.uk



Religious Education

Religious Education is taught and children are provided with an understanding of Christianity and its principles and practice, and also about other world religions. They will be encouraged to develop tolerance and knowledge of others, and so come to an understanding of the place, meaning and significance of religion in human experience.

The law requires all pupils to take part in a daily act of collective worship. Your child will normally attend and participate but if you wish to withdraw your child from this please contact the headteacher to arrange this.

Sex and Relationship Education

SRE at Westhead Lathom St. James' supports our children through their physical, emotional and moral development. Pupils learn to develop confidence in listening, speaking and thinking about feelings and relationships e.g. friendships. They learn to name parts of the body and how their body works, how to protect themselves and to understand the changes in their body as they approach puberty.

Formal SRE will be taught through compulsory science lessons and PSHE (Personal, Social, Health Education) lessons. Parents may withdraw their child from some SRE lessons but not compulsory science lessons. If you wish to withdraw your child please see the headteacher.



Discipline/Code of Conduct

In order to maintain the high standards of behaviour the school operates an assertive discipline programme. This programme consists of rules with pupils receiving positive recognition in the form of Dojo points and certificates for following them. This promotes self-discipline and encourages respect for adults and their peers. We praise the behaviour we want to see.

Westhead Lathom St. James' has a busy and effective School Council and Ethos Group who have had a positive impact on the school as a whole. As a team, we strive to involve the children in lots of appropriate decision making within our school. We frequently discuss our Code of Conduct with the children to ensure it is as precise and as relevant as possible. All children in our school are fully aware of the Code of Conduct and apply it to everything they do. This makes for an extremely harmonious atmosphere in school where children are ready to learn.

Anti-Bullying

Bullying will not be tolerated at our school. Bullied children are unhappy children. We believe that children should do their best to behave towards others with respect and consideration. All children have the right to a safe, secure and caring environment in which to learn. Our school anti-bullying policy defines bullying as –

“Hurtful behaviour which may have some of the following features:

Repeated over time;

- directed at people who feel difficulty in defending themselves and their property;
- physical abuse including hitting, kicking, pushing and spitting;
- verbal abuse – including threats, insults and derogatory remarks;
- deliberately isolating other children or spreading lies or malicious rumours about them;
- exhibited by one person onto one or more victims;
- exhibited by more than one person onto one or more victims.”

We encourage the children to tell us of any instances of bullying. As parents, you can help by letting us know if anyone is having a problem so that we can work quickly to put things right. We encourage all our children to ignore acts of provocation or intimidation and seek the help of an adult immediately, rather than retaliate.

Policies for Emotional Health & Well-Being, Anti Bullying and Behaviour are in place to guide and reinforce these principles.



Special Educational Needs and Disability (SEND)

At Westhead Lathom St James', we create a happy caring and secure environment, where we value our children and encourage each individual to strive for the highest standards of achievement. We ensure that our young people go into the world as independent, responsible citizens with a love for learning and high self-esteem.

We have effective routes of identification based upon staff observation, advice of specialists and specific tests/assessments. If a parent would like to read a full copy of the SEND policy then they can borrow one from the school office or alternatively download it from our web site.

Equal Opportunities

At Westhead Lathom St. James' C.E. School we are committed to ensuring equal treatment of all our pupils, parents/carers, employees and any others involved in the school community.

In line with our duties to promote single equalities, the Governing body and staff of the school are committed to equality of opportunity in education and to good relations with those of all racial, cultural and religious backgrounds.

Children are treated equally and have the same opportunities regardless of disability, gender, race or colour, age or faith. Positive steps are taken to avoid stereotyping and provide positive role model examples. Constant monitoring of resources and literature is undertaken to provide positive images and good role models.



Access for Disabled

There is a fully equipped, spacious disabled toilet centrally located within the school.

The school also has ramped access to the main entrance which leads to all areas of the school. A ramp is also in situ to access the studio.

We have an 'Accessibility Plan' and a 'Single Equalities policy' which outline current provision and future developments to ensure we continue to adapt to meet the needs of the community we serve.

What parents say:
"The afterschool clubs and sports are second to none."





Attendance

Attendance at Westhead Lathom St James' is excellent. If children feel safe and secure in their learning environment, and enjoy school, then there is less chance that they will be absent. If your child is absent you must:

- Contact us as soon as possible on the first day of absence, either by phone or you can call into school and report to reception.
- Further consecutive days of absence require details in writing upon return to school.

If your child is absent we will:

- Telephone you on the first day of absence if we have not heard from you.
- Invite you in to discuss the situation with the headteacher if absences persist.

We would be grateful if children could be kept at home until 48 hrs after the last episode of vomiting/diarrhoea virus.

Leave in Term Time

Taking a child out of school in term time will affect their schooling as much as any other absence and we expect parents to help us by not taking children away in term time. Remember that any savings you think you may make by taking a holiday in term time are offset by the cost to your child's education and a sizeable fine.

All applications for leave must be made, in advance, by the parent meeting with the headteacher first, then using the 'Request for leave of absence' form from the school office. Requests will only be authorised if the circumstances surrounding the request are considered to be exceptional.



Food and Drink

School Meals

Children can bring their own packed lunch or buy a cooked meal. School meals are not cooked on the premises but are cooked and brought from a nearby school to be served at lunchtime. Healthy menus provide two portions of fruit or vegetables daily. Please contact the school for the current cost of a school meal, which must be paid in advance for the week each Monday morning. Cheques are accepted and should be made payable to 'Lancashire County Council'.

School dinners are provided, free of charge, to all children in reception, year 1 and year 2. If you are in receipt of certain benefits you may be eligible for free school meals and registering could raise extra money for our school to fund valuable support.

Please contact school if you think you may be eligible (even if your child is in reception, year 1 or year 2) and we will assist you to register.

Nursery children opting to stay for lunch must bring a packed lunch and will be invoiced monthly at a minimum rate to cover staff costs.

As a healthy school we encourage our children to bring healthy packed lunches. Packed lunches should be in a labelled lunch box with a drink in a sealed container (no glass bottles please). The children are supervised by midday welfare assistants.



Milk

By registering your child for our school milk scheme they will receive a 189ml (third of a pint) carton of semi-skimmed milk every day. Thanks to government subsidies, school milk is free for all under-fives and is subsidised at around £15 a term for children aged five or older. Go to **www.coolmilk.com** or contact Cool Milk directly on 0800 142 2972 to register your child.



Mid Morning Break

We are a healthy school and aim to encourage healthy eating. Under the National Fruit in Schools Initiative, children in Ladybirds, Butterflies and Busy Bees receive a piece of fruit, free-of-charge in school daily. To marry in with this initiative, all children in other years bring in a portion of fruit for their play-time snack. In addition, toast is sold on a regular basis. No other snacks are allowed.

Water

According to national research, dehydration in children can impair concentration and health and affect their learning. Children may therefore bring a sports type water bottle into school to be kept in the classroom, filled with water only (no juice or fizzy drinks please) to drink during lessons, when appropriate. The bottle must have a push down top with the child's name clearly marked on the outside. The storage and care of their water bottle is each child's responsibility. Teachers will organise the day-to-day storage of the water bottles.



Healthy Schools

We have been awarded the National Healthy Schools standard. There are many initiatives in school that encourage children to lead a healthy lifestyle. Examples including - all children having access all day to water, fruit provided for KS1 children at break time; KS2 children are encouraged to eat fruit as their morning snack.

Weather permitting, our children aim to run a mile each day.

Health and Welfare

The school has close links with health professionals including the school nurse and oral health practitioner. The school nurse can be contacted on 0333 358 3397.

If there are minor problems concerning illness or accidents at school these can usually be dealt with by the staff. However, it is important that parents can be contacted if a more serious problem arises. It is vital therefore, that emergency contact addresses and telephone numbers for parents or close relations/ friends are kept up-to-date. If these are changed, please inform school in writing.

Administration of Medication

The administering of medicines to children is parents' responsibility, except in cases of life support medication, such as for asthma, epilepsy or diabetes. Usually medication is only needed three times a day i.e. before school, after school and before bedtime. Since very few medications need to be administered in the middle of the day when children are well enough to be at school, it should not be necessary for medicines to be administered in school time.

However, in exceptional circumstances, the situation will be considered on an individual basis. Parents should bring medicines to the school office and complete the relevant paperwork.

MEDICINES SHOULD NOT BE BROUGHT INTO SCHOOL BY CHILDREN.

Inhalers for asthma must be clearly labelled with the child's name. These will be kept in the respective classroom. It may be helpful to have one inhaler at home and another at school.

Allergies

Some children have serious reactions to certain foods, perhaps even life threatening. If your child has allergies or food intolerances please let us know and we will ensure that the situation is managed effectively within school.

Safeguarding and Child Protection

At Westhead Lathom St. James' the children feel safe, happy and secure in their learning environment. We believe in giving each and every child their chance to shine and be successful. We plan and deliver activities that build up children's self-esteem. School has a great deal of day to day contact with children and is well placed to notice signs of ill-treatment, neglect or other form of abuse. We follow strict County guidelines regarding child protection. It should be noted that if a member of staff has specific concerns about a child's welfare, records will be kept and passed to social services to ensure the child is safe.



Parental Involvement

We are always delighted to welcome parent helpers into our school. All volunteers require DBS clearance. Currently, parents mainly help with reading but occasionally they help with one-off projects. If you have a particular skill or would like to help generally in the classroom we would love to hear from you. The more parents we have in school the more your children benefit!

We have an active Parent Teacher Association which organises many fund raising and social events. This enables the school to buy many 'extras' for the benefit of the children. Notice of these events is given in newsletters. We are always happy to welcome new members. The work that the PTA do is greatly appreciated by the school.



Parents' Evenings

Children learn best when home and school work together. We are always happy to discuss your child's progress with you although after school is often easier than before school when staff are welcoming the children. There will also be opportunities for you to look at your child's work and discuss their progress at parents' evenings in the Autumn and Spring terms. In the summer every child will receive a written report.

School Council

We have an active School Council at Lathom St. James'. All children in school have an opportunity to join the Council. Our School Council has been the driving force behind many aspects of school development. The Council were responsible for introducing fruit as a playtime snack for KS2; ensuring all children in school have access to chilled water, introducing Dojo points and revising the school motto.

As a school we greatly value their hard work and refreshing ideas which inject relevance and our school values into the ethos of St James'.

Educational Visits

We believe that visits are an important part of your child's education as they bring their learning alive. Charges for visits are not compulsory and school pays for, or will subsidise, what it can. However, school funds are limited and we do ask for a contribution towards the cost so that trips can go ahead. If you have difficulty making a contribution please see the headteacher.

What Ofsted say:

"Teaching inspires pupils to achieve well and develop a genuine love of learning."





Min-Y-Don

We are also keen supporters of extended educational visits to an accredited Outdoor Pursuits Centre, Min-Y-Don Christian Outdoor Adventure Centre at Arthog on the Welsh coast. The children are eligible to take part in this annual adventure holiday when they are in years 5 and 6. The children leave school on Monday morning and arrive at the idyllic setting amidst woodland. They settle into their dormitories and then launch into a variety of activities:-

- **Abseiling**
- **Milk crate climbing**
- **Kayaking**
- **Zip wire**
- **Rock climbing**
- **Canoeing**
- **Team problem solving**
- **Ropes courses**

It is a safe, caring atmosphere. Each visit is carefully organised and risk assessments are submitted to the educational visits coordinator and the headteacher for approval.

Clubs

It is our philosophy that lunchtime and after-school activities play an important part in the all-round development of children. The clubs enable the staff to form very positive relationships with the children.

Throughout the year we put on a variety of clubs. Most clubs are free of charge. The clubs include: rugby, cricket, gardening, netball, gymnastics, dance, mindfulness, choir, cookery, forest school and computing. In addition, our Y6s are provided with the opportunity to obtain the Rotary Junior Community Award. We review our extra-curricular provision each year to ensure it matches the needs of our children.



Breakfast and After School Club

Mrs Jones, our out of school club coordinator, works to provide the highest quality care and play opportunities for the children who attend. A full range of activities are arranged to include games, arts and crafts, energetic play, role play and sport. A quiet area is also provided for doing homework or just to relax and read books.

Breakfast club is open every weekday during term time and runs from 8.00 a.m. to 8.55 a.m. Homework club runs from 3.30 p.m. to 4.30 p.m.

After School Club is held every school evening during term time from 3.30 p.m. to 5.30 p.m.

Please contact the school office or see Mrs Jones if you would like your child to attend.





Complaints

A document covering the curriculum is available at the school for inspection and a copy will be given, if requested, to any parent wishing to make a complaint under these arrangements.

The school also subscribes to the LA scheme for resolving general complaints that may be made against the school. The school will always try to resolve difficulties or complaints at the earliest possible stage through discussion between teachers and parents or the head and parents.

Occasionally it may be necessary to refer the matter to a small sub-committee of Governors if a complaint cannot be resolved.

Should it still prove impossible to resolve the complaint following consideration by the Governing Body, it can be referred to an independent panel set up by the LA. None of the members of the panel may have a connection with either the school or the complainant. It is usual for the complainant and the school to seek to reach a prior agreement and to accept the findings of the independent panel.

A copy of the LA's arrangements for the consideration of complaints is available from the school office.



Access to Information

Copies of any documents referred to in this prospectus, or of documents referred to under paragraphs 5 and 6 of the Education (School Curriculum and Related Information) Regulations, 1989, may be inspected or obtained at the school, upon written request to the headteacher.

Reasonable written notice should be given when access is required.

National Curriculum Test Results

Westhead Lathom St. James' C.E. Primary School strives for each child to reach their own true potential.

The SATs results confirm this and can be found on our school website.

Transfer to High School

In the Autumn term before year 6 children are due to move on, parents will be sent details of secondary schools and the application procedures.

The majority of our children transfer to Ormskirk School. We have close links with this school. A 'taster day' is available for all year 6 children and there is an 'open evening' to which parents and children are invited.



And finally...

We hope that you have found this information useful in helping you to make the important decision of the right school for your child. If you have any further questions, please do not hesitate to telephone Miss Clark or visit school.





What the children say:

"We love the variety of sports clubs after school."

What the children say:

"Our school has really good teachers."

What the children say:

"I like all the nice people."