

Handbook

2018/19



Welcome to Landscape

Dear Parents/Carers

I would like to take this opportunity to welcome you to Landscape Primary School. Whether it is your child's first school, or you are joining us from another school, I hope your time with us will be happy, productive and rewarding. Hopefully this prospectus will tell you everything you need to know about our school. Further information is available on our website, where you will also find copies of our regular Newsletter and OFSTED report (also available from the office).

Our aims at Landscape are very clear. We aim for all learners to **ACHIEVE** and experience success. We strive to ensure that all members of our school community:

- **A**spire – dare to dream and are confident to challenge themselves. Have high expectations and understand that failure is part of success.
- **C**ollaborate - work with others and engage with an exciting curriculum to achieve the highest outcomes.
- **H**elp – know how to help themselves or others and know how to seek help when needed.
- **I**nspire – are inspired and inspire others by setting an excellent example.
- **E**xcel – are determined to be the best they can be.
- **V**alue – value themselves and others and treat everyone with respect.
- **E**njoy – enjoy learning and thrive in a safe and happy learning environment.



We pride ourselves on being a happy, open and inclusive school where individuals are respected, and collaboration valued. I look forward to working with you in the future and welcoming you into our 'Landscape family.'

Debbie Main
Headteacher

The School Day

8.35am	School site open	Children should not be on site before 8.35am, as there is no one outside to supervise them. If you need to drop your children off early, then our own Kidz Star Club provides child-care (see the Community section of our website). School doors open 8.35am. The corridor areas, cloakroom areas and library will be available for you to wait with your children. Alternatively they are able to play in the playground with you.
8:45 a.m.	Classroom Opens	At 8:45am the first bell will go. This will indicate that the classrooms are open and the children are welcome to go in.
8.55am	School starts	The bell goes at 8.55am and all children should be in their classes for morning registration. Parents should leave the school site at this time. If you are late, you may find that the door is locked and you will have to go through the main reception entrance. Please try and be on time for school every day.
	Assembly	We get together on a Monday for a KS2 assembly at 9:00 and a KS1/EYFS assembly at 10:10. On Tuesday morning we have whole school singing at 9:00. On Thursday at 3pm there is a visitor assembly. On Friday, there will be a celebration assembly at 9:00am.
10.30am	Morning break	All children have a break for twenty minutes. We try to ensure the children go outside for this in all but the worst weather, so make sure your child has a warm coat for winter! At break times, children are allowed to have fruit or a healthy snack bar, but not chocolate or sweets. They can buy snacks from the kitchen.
12.15pm	Lunch	Lunch begins at 12:00 for Early Years and 12:15 for KS1 and KS2 children. Our new hall has a servery and children will get their food from the servery before sitting down for lunch. Packed lunches will get their lunches and make their way to the hall. During lunchtime, the children are supervised by our mealtime assistants. After eating, the children play outside.
2:45pm	Afternoon break	Just our KS1 children have an afternoon break.
3.30pm	End of school	The bell will go at 3.30pm for the end of school. Early Years children meet their parents at the Early Years Unit, Key Stage One children are sent to their parents/carers one by one from the back doors of their classrooms and Key Stage Two children are taken from their classroom to the door by the playground where they are dismissed to make their own way out.

School Uniform and Clothing

We firmly believe that how a child dresses affects his/her attitude to learning and behaviour. At Landscore we would like our children to take pride in their appearance to give them a sense of belonging. Our school uniform is smart and practical.

The school uniform is as follows:

- Grey or black trousers, shorts, pinafore dress, skirt or short sleeved blue gingham dress (no jeans or jogging bottoms please)
- White or blue shirt or polo shirt – school logo polo shirts available
- Royal blue sweatshirt or cardigan – with school logo preferred
- Black, grey or white tights
- Black, grey or white socks
- Black, brown or dark blue school shoes, ankle boots or sandals -secured to the foot (not trainers, fashion shoes, crocs or shoes with a heel)
- Royal blue fleece with school logo (optional)



Please note: Appropriate school dress means that fashion clothing should be avoided, including hair decorations. Nail varnish, make-up and temporary tattoos are not permitted. No jewellery other than wristwatches and plain stud earrings are allowed.

All items of school clothing should be clearly labelled preferably with a sewn/iron on name tape.

Our branded uniform items are sold through Town and Country in Crediton - they stock sweatshirts, cardigans, polo shirts and baseball caps with our school logo.

Physical Education and Games Kit

Children in years 2-6 should also have a PE kit in school consisting of:

Navy blue/ Black shorts

Navy blue/ Black tracksuit or leggings (for outside PE in the winter)

Team coloured T-shirt (purchased from school)

Plimsolls or trainers



All PE kits must be free from any large logo or brand name.

Due to the shortage of space, a named cloth bag to keep this kit in would be very useful as it can be easily stored or hung on a hook.

Trainers must be worn for outdoor games as they give additional support and protection. However, these must not be the same shoes as worn in class.

Teaching Staff

Mrs Debbie Main Headteacher
Mr Patrick Seller Deputy Headteacher / Designated Safeguarding Lead

Early Years /Year 1

Miss Louise Brown Early Years Leader
Mrs Steph Williams PSHE Co-ordinator (Job share)
Miss Carolin Montfoort Music Co-ordinator (Job share)
Miss Gabbi Coney Deputy Safeguarding Lead / History Co-ordinator

Year 2

Mrs Linda Williamson Literacy Lead /Art Co-ordinator (Job share)
Mrs Sarah Williams DT Co-ordinator / PE Lead (Job share)
Miss Abbey Davey KS1 Maths Lead

Year 3/4

Mr Owain Hadden Senior Leader/Team 2 Leader / ICT Co-ordinator
Mr Charlie Poustie (Job share)
Mrs Mei-Lin Houston Geography Co-ordinator (Job share)
Mr Jonathon Wilcox Outdoor Education Lead (Job share)
Miss Katie Hughes SENDCo (Job share)
Miss Jenny Maddison Science Co-ordinator

Year 5/6

Mr Howard Williams Team 3 Leader / Student Mentor Co-ordinator
Ms Kate McKeon Joint Literacy Lead
Mr Dan Rees

Part Time Teachers

Mrs Emily Morgan Music specialist
Mr Adam Bilcock PE teacher

Support Staff

Senior Administrator Mrs Chris Spear
Admin Assistant/Reception Mrs Hayley Dickinson / Miss Caroline Stoye
Premises and Safety Administrator Mrs Judith Harris
IT Technician Mr Richard Gale

<u>Teaching Assistants</u>		<u>Mealtime Assistants</u>
Mr Chris Mann	Mr Dominic Stacey	
Mrs Sally Townson	Mrs Tamsin Cumming	
Mrs Dee Saunders	Miss Jo Simpson	Mrs Aire Lee
Mrs Karen Kirby	Mrs Lucy Hillan	Mrs Yvonne Jones
Miss Debbie Sparham	Mrs Rebecca Kibbey	Mr Jake Anderson
Mrs Gen Barker	Mrs Penny Powlesland	Mrs Elizabeth Dunton
Mrs Sarah Cornwall	Mrs Carol Mears	Mrs Sarah Tiley
Mrs Hayley Smith	Miss Kat Wilcox	Mrs Rosalind Keenan
Mrs Debbie Gregory	Mrs Tracy Hooper	Mrs Louise Williams
	Mrs Lisa Rogers	

Kitchen Manager
Kitchen Assistants
Caretaker
School Nurse

Mrs Yvonne Gale
 Miss Debbie Jones
 Mr Kurt Adamson
 Mrs Juliet Phillips

Mrs Julie Dawe
 Miss Rachel French

Landscore's Curriculum


At Landscore, we believe in making learning fun so we



constantly evaluate our curriculum to ensure it is creative and interesting. Our core learning values help to develop 'life long' learners who are **resourceful, flexible, reflective** and able to **persevere**.



We teach some subjects discretely and some as part of a topic and we always endeavour to give the children real-life challenges as part of their topic. Broadly, the subjects will be delivered as follows:

Discrete	Topic
<ul style="list-style-type: none"> • Music (although will be informed by the topic when possible) • Leap into Life/Physical Education • French • Religious Education • Phonics, spelling, grammar, hand-writing • Mathematics • Computing (skills) • Guided reading • Personal, Social, Health Education • Sex and Relationships Education 	<ul style="list-style-type: none"> • History • Geography • Art and Design • English • Design and Technology • Science (where relevant) • Computing (application) 
There will be times when elements of any subject could be taught discretely or within a topic.	

Key features of Landscore's curriculum



When planning our curriculum topics, we try to ensure they:

- Have **real, purposeful outcomes** and will benefit the pupils, school or community





- Start with a **"challenge"** (eg: Can we turn our school into an art gallery? Can we be a healthier school?) and pupils will be actively engaged in breaking down that challenge into manageable steps

- Are **flexible** enough to respond to the schools needs and major events in the wider world

- Enable the **systematic teaching of skills**
- Are **engaging and accessible** to all children



Whole School Topic Plan Overview

Whole school topic plan Year A

	Autumn	Spring	Summer
Early Years	Topics and themes are flexible because we always plan with the needs and interests of the children in mind. Topics we have done in the past have been 'Time to Rhyme', 'Owl Babies', 'Superheroes', 'The true story of the Three Little Pigs', 'Long Long Ago (Dinosaurs)' 'All about me', 'Lost and Found', 'Beside the Sea', '...And then', 'Up up and away'		
Years 1 and 2	Stones and Bones	Travel and Transport	Fairy Weddings
Years 3 and 4	The Ancient Greeks	10,000 BC	Mountains and Moors
Years 5 and 6	The Egyptians	Design and Build:	South America and the rainforest

Whole school topic plan Year B

	Autumn	Spring	Summer
Early Years	Topics and themes are flexible because we always plan with the needs and interests of the children in mind.		
Year 1 and 2	Castles	The Four Seasons	Australia
Years 3 and 4	How did the Romans expand their empire?	Making a splash- The water cycle	Then and Now Local history
Years 5 and 6	The Victorians	The Mayans	All Creature s Great and Small Europe + Fieldwork Rivers (Fieldwork skills)

School Meals



Our school dinners are provided by Devon Norse and are excellent. They are all cooked and served on the premises. There is a cafeteria service with a choice of meat, cheese and vegetables all locally sourced and a daily dessert option plus fruit or yoghurt. The menu is available to view on the Landscore website under the Parents/Information section.

The cost of a school meal is £2.20. All lunches must be paid for in advance, either weekly or half termly on a Monday (or the first day of the half term). Dinners can be paid for using www.schoolmoney.co.uk (please request a User ID and passcode from the School Office) or give the payment to your child's class teacher in an envelope, with their name, teacher/class and amount clearly marked on the front. Cheques should be made payable to "Devon County Council". If your child is away at any time during the week, the credit will be carried forward to the next week automatically, or returned to you at the end of term.

Year 5 & 6 children have a self-service area in the Hall where they dish up their own meals.

Packed lunches can be brought to school and tables are provided for these children.

We are quite happy for children to bring fruit to eat at break times, but chocolate, sweets and chewing gum are not allowed. The following are available daily from the kitchen at break times:

- Milk, 25p
- Orange Juice, 30p
- Fruit bags, 40p
- Whole fruit, 25p
- Half fruit, 15p
- Melon/grapes, 30p



Landscore Governors

The Governing Body of Landscore School is responsible for ensuring that the school is run to promote pupil achievement. Its duties include:

- setting strategic direction, policies and objectives
- deciding the school budget
- reviewing progress against the school's budget and objectives
- appointing, challenging and supporting the Headteacher.

The governing body is made up of:

- three parent governors, elected by parents
- one Local Authority governor, appointed by the LA
- one staff governor, elected by staff
- one headteacher
- five co-opted governors, chosen by the governing body to bring specific skills and experience to the governing body

The Governors are always happy to hear your views, and every meeting of the Full Governing Body includes time to discuss anything raised by parents.

The Chair of Governors is	Mr David Smith
The Clerk to the Governors is	Judith Harris Email: clerk@landscore-primary.devon.sch.uk
Contact Point	Landscore Primary School, Threshers, Crediton, Devon, EX17 3JH

Names	Type of Governor
Mrs Elizabeth Dunton	Parent
Mrs Hazel Hodge	Co-opted
Mr David Smith	Co-opted
Mr Ernie Lloyd	Co-opted
Mrs Liz Brookes-Hocking	Co-opted
Mrs Debbie Main	Headteacher
Mr Richard Whitehouse	Co-opted
Mrs Sarah Saunders	Parent
Mrs Rachel Morgan	Parent
Mr Patrick Seller	Staff Governor
Governor vacancy	Local Authority
Governor vacancy	Co-opted

LANDSCORE PTA MISSION STATEMENT

'The aim of the Landscore Parent Teacher Association is to enhance the workings of the school. It strives to ensure that all the children at Landscore School benefit from its activities and fundraising'

All parents and carers of children at Landscore School are automatically voting members of the PTA and as such, are warmly invited to attend any of the PTA meetings which take place at the school. We currently meet on a Tuesday evening (twice half termly) at 7pm. The meetings are very informal and usually last an hour. Representatives of the teaching staff plus the PTA members meet to discuss current issues and forthcoming social and fundraising events.

We aim to pay for, or contribute towards, items which are not included in the school budget. We also like to focus on a particular project each year and have in the past contributed towards the play equipment in the adventure play area and the Cob Shelter/Hairy House amongst other things. In addition to this, the PTA has subsidised school trips and class events and have provided equipment such as cameras and videos.

The PTA committee is elected at the start of each academic year at the AGM which takes place in October. All parents and carers are welcome to become involved with the PTA either as part of the committee or on a more informal basis by helping at one of our events. We have PTA notice boards outside the entrance to the school in the playground and in the cloakroom area - all information regarding events and meetings is displayed here.

The PTA has a programme of fundraising events which take place throughout the year which includes:

Festive Fair – our Christmas Fair, which takes place in December, with a wide variety of stalls and games. Father Christmas also visits and the Festive Fair is a great way to start the Christmas Season!

Festival on the Field – this takes place in July and is our main fundraising event. There are lots of stalls, competitions, music and games together with displays from local societies and clubs. There is a bar and barbecue and a great atmosphere - whatever the weather!

In addition to this, we have a variety of other events which take place throughout the year and includes regular school discos and 'Wear What You Like' days, a quiz night, film evenings and wine tasting to name but a few!!

If you have any questions or would like to know how to get involved please email pta@landscore-primary.devon.sch.uk

Volunteering in School

We are always very grateful for the fantastic help we get from volunteers. These are often parents, sometimes grandparents and occasionally members of the local community with no links to the school. Reading with the children, helping with art, sharing specialist skills and helping out on trips, volunteers ensure that teachers get the support they need to provide the children with exciting and worthwhile activities.



At Landscore, our volunteering procedures are designed in order to make sure anyone wishing to help in school receives proper induction, is well supported and is able to use their skills to best effect. This induction process will also allow us to comply with national guidance on safeguarding children and safer recruitment. Safer recruitment covers the ways schools ensure that those they employ to work with children, including volunteers, are suitable for the role.

As I have said, volunteers in school carry out a range of activities, some on a regular basis, and some when the need arises, such as accompanying children on trips. It would be useful therefore if we could add to the record we have of all our current volunteers, both regular and “casual” and gather information about those of you who might like to help in school in any capacity in the future. We have a volunteer application form which is available from the school office or you can download it from our website (parents’ link). In completing and returning the form, we will not only have a clear picture of all those who would like to come and help children in school, but also be able to better support you as a volunteer and ensure that good safety procedures are followed. We will not be able to accept volunteer help from any individual who has not completed the form.

If you have any questions, please come and see me or Miss Brown, Landscore’s Volunteer Co-ordinator.

Term Dates 2019-20

	Sep-2019				
Monday	02	09	16	23	30
Tuesday	03	10	17	24	
Wednesday	04	11	18	25	
Thursday	05	12	19	26	
Friday	06	13	20	27	
Saturday	07	14	21	28	
Sunday	08	15	22	29	

	Oct-2019				
	07	14	21	28	
01	08	15	22	29	
02	09	16	23	30	
03	10	17	24	31	
04	11	18	25		
05	12	19	26		
06	13	20	27		

	Nov-2019				
	04	11	18	25	
	05	12	19	26	
	06	13	20	27	
	07	14	21	28	
01	08	15	22	29	
02	09	16	23	30	
03	10	17	24		

	Dec-2019				
Monday	02	09	16	23	30
Tuesday	03	10	17	24	31
Wednesday	04	11	18	25	
Thursday	05	12	19	26	
Friday	06	13	20	27	
Saturday	07	14	21	28	
Sunday	08	15	22	29	

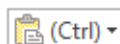
	Jan-2020				
	06	13	20	27	
	07	14	21	28	
01	08	15	22	29	
02	09	16	23	30	
03	10	17	24	31	
04	11	18	25		
05	12	19	26		

	Feb-2020				
	03	10	17	24	
	04	11	18	25	
	05	12	19	26	
	06	13	20	27	
	07	14	21	28	
01	08	15	22	29	
02	09	16	23		

	Mar-2020				
Monday	02	09	16	23	30
Tuesday	03	10	17	24	31
Wednesday	04	11	18	25	
Thursday	05	12	19	26	
Friday	06	13	20	27	
Saturday	07	14	21	28	
Sunday	08	15	22	29	

	Apr-2020				
	06	13	20	27	
	07	14	21	28	
01	08	15	22	29	
02	09	16	23	30	
03	10	17	24		
04	11	18	25		
05	12	19	26		

	May-2020				
	04	11	18	25	
	05	12	19	26	
	06	13	20	27	
	07	14	21	28	
01	08	15	22	29	
02	09	16	23	30	
03	10	17	24	31	



	Jun-2020				
Monday	01	08	15	22	29
Tuesday	02	09	16	23	30
Wednesday	03	10	17	24	
Thursday	04	11	18	25	
Friday	05	12	19	26	
Saturday	06	13	20	27	
Sunday	07	14	21	28	

	Jul-2020				
	06	13	20	27	
	07	14	21	28	
01	08	15	22	29	
02	09	16	23	30	
03	10	17	24	31	
04	11	18	25		
05	12	19	26		

	Aug-2020				
03	10	17	24	31	
04	11	18	25		
05	12	19	26		
06	13	20	27		
07	14	21	28		
08	15	22	29		
09	16	23	30		