



The Leys Primary and Nursery School



Learning Today ...



Leading Tomorrow...



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SCHOOL ETHOS

On behalf of the pupils, staff, parents and governors, I would like to offer you a very warm welcome to The Leys Primary and Nursery School. We hope you will find all the information you require!

We have a team of very dedicated professionals here at The Leys, who aim to ensure the best possible outcome for every child in our school. We are a school who welcomes the rich diversity offered by our local community, and every member of our school community is valued and respected.

Our school motto is 'Learning today.. Leading tomorrow; we believe every child has the potential to be whatever they want to be. We have high aspirations and high expectations of them all. A primary school's job is to prepare pupils for secondary school and as such we want to give our pupils experience in as many different aspects of learning as possible. When they leave us at the end of Year 6 we want them to want to learn more, to be curious and inquisitive. Therefore, it is necessary that we open their minds to so many different possibilities. We strive to provide an excellent education for all our pupils within a caring, stimulating and motivating learning environment. At The Leys we offer a stimulating well-resourced environment and aim to develop our children's independence as learners.

We aim to provide excellent teaching and learning for all pupils in the school, in a safe and stimulating environment. We want your child to have the best education possible, developing the skills and confidence to prepare them well for the future. We are also committed to a curriculum that is creative, relevant and enjoyable. We focus on pupils' developing a strong self-belief, while at the same time setting high standards for behaviour and conduct. I expect ALL our pupils to be 'role models' for others in our local and wider community!

We are a school who listens! We are committed to developing a close partnership between home and school to involve you in every step of your child's time here, and further increase your child's enjoyment of learning. As a result we are always interested in your views and ideas! I will always make myself available if you have any concerns or queries that other staff members can't answer for you.

We strive to be an outstanding school. In my view "outstanding pupils" deserve an "outstanding education"! We are well on the way on this journey and our results are evidence of this! We are grateful that we have our whole school community behind us!

We are always very proud of ALL our pupils' and their achievements!



School Values

When families join the Leys they are asked to make a strong commitment to our school values:

Inclusivity

We provide opportunities to learn, succeed and be happy that are equal for all children regardless of ability, gender, race or special need.

Empathy

We support pupils to strengthen relationships by understanding how we learn, feel and think differently.

Respect

We help children to learn tolerance and respect for other people, their beliefs and their belongings.

Aspiration

We provide a caring, secure and stimulating learning environment where pupils are happy and confident as they aspire to achieve.

Determination

We teach our pupils if you don't succeed at first in what you are doing, try it over and over again until you get it perfect and how you want it

Empowerment

We develop self-esteem, self-discipline, self-respect and confidence to meet the changes and challenges in their life ahead, and so that they are ready for the next stage of their education.

We encourage these values during the school day, and pupils are often rewarded at our Celebration Assembly when they have demonstrated these qualities in school. Once a term pupils vote for classmates who demonstrate these values.

They are presented with an ambassador award by Governors, and eat with Governors at the Governor table.



British Values

What are 'fundamental British values'?

We actively nurture the spiritual, moral, social and cultural (SMSC) development of our pupils. This includes promoting fundamental British values.

The government defines these as:

- *Democracy*
- *The rule of law*
- *Individual liberty*
- *Mutual respect and tolerance of different faiths and beliefs*

What does this mean for my child?

Programmes for learning about fundamental British values are integrated into the curriculum to prepare children and young people for life in modern Britain.

This includes helping pupils understand:

- *The importance of combatting discrimination*
- *How we can influence decision-making by taking part in democratic processes like voting and petitioning*
- *Our freedom under British law to choose different faiths and beliefs*
- *That the law is there to keep us safe*

We celebrate British cultural events and all pupils take part in our pupil parliament to contribute to the decision making in our school.



Talk of the Town School



The Leys is a Talk of the Town school.

What is Talk of the Town?

Talk of the Town is a national research project aimed at improving children's speech, language and communication skills. These skills are really important for improving understanding during lessons, for helping to read and write, for learning new words and for making friends.

Being good at talking and listening helps children to:

- LEARN
- READ
- FEEL CONFIDENT
- MAKE FRIENDS

Key aims of Talk of the Town?

- Early identification of children and young people with speech, language and communication needs (SLCN)
- Joint working between parents and practitioners across health and education
- Positive outcomes for children and young people with improved speech, language and communication skills

A sustainable approach, so that policy and practice continues to support positive outcomes



Anti-bullying

At the Leys Primary school we have zero tolerance to BULLYING. When anyone joins our school, they sign up to this agreement. We have the highest expectations of personal conduct and behaviour, and we expect all members of the school community to be role models and responsible citizens.

We have worked very hard to ensure all our pupils are safe from peer on peer abuse, improve the effectiveness of our anti-bullying practice in order to reduce hurtful behaviour and pupil vulnerability. In recognition of our efforts we were awarded the Hertfordshire Anti-Bullying Accreditation Award in 2016.

Our approach is to build positive relationships between peers through a 'listening' and 'nurturing' school. We take time to help the children to think about their emotions and behaviour. We do this through:

- Whole class circle time - children are able to discuss any problems that have happened.
- Anti-bullying week - teachers set work to raise awareness of bullying and how to deal with it.
- Peaceful Problem Solving cards - contains a script to help children solve problems calmly.
- Protective behaviours lessons - helps children to know how to keep themselves safe through recognising their own feelings.
- Social skills groups - builds confidence in making and maintaining friendships, teaching children valuable skills
- Peer mentors - Trained by the school to provide positive support for their peers.

All staff have Anti-bullying induction when they join the school, to ensure they can recognise the ways Bullying can present itself:

- PHYSICAL
- EMOTIONAL
- VERBAL
- PREJUDICIAL- RACE, RELIGION, NATIONALITY
- CYBER-BULLYING
- HOMOPHOBIC
- RELATIONAL AGGRESSION



Dyslexia Friendly School

We are an inclusive school and we have achieved the British Dyslexia Association quality mark. As such teachers are trained and supported to identify and respond to the difficulties that a dyslexic learner may encounter. We have a zero tolerance of failure and believe if a child cannot learn the way we teach, then we must teach them in a way that enables them to learn. We recognise that a multi-sensory approach to teaching and dyslexia friendly classrooms promote positive and effective learning for all pupils, and that strategies that support dyslexic pupils are good for all children.

Metacognition

We have been part of a whole school project to encourage all pupils to reflect on their learning from an early age. This involves pupils recognising what they can already do well, looking for next steps and problem solving in order to accelerate progress. Teachers are fully involved - teaching and guiding pupils to a greater understanding.



SAFEGUARDING PUPILS

At the Leys we work hard to maintain an environment where children are safe and secure. We have the highest expectations of staff, governors and volunteers to adhere to important policies and guidance to protect pupils at all times.

- **All suspicions and allegations of abuse will be taken seriously and responded to swiftly**
- **The welfare of every child remains paramount**
- **All children have the right to be protected from harm**
- **All staff and volunteers working at the school have a responsibility to report concerns to the designated member of staff**

We have clear staff recruitment and selection procedures, ensuring that all staff (including volunteers) who have unsupervised access to children, have been appropriately checked for their suitability through the Disclosure Barring Check.

Children know that they can approach any of the adults in school if they are worried and that they will receive a consistent supportive response.

The curriculum is designed to ensure there are opportunities for children to develop the skills they need to recognise and stay safe from abuse. At the Leys we offer a safe and nurturing environment free from discrimination where children can learn and develop happily.

The persons in our school responsible for child protection are:

- **Sally Clibbon DSL (Family worker)**
- **Davinder Khangura (HT)**
- **Alison Barr (DHT)**



SCHOOL ORGANISATION

The Leys Primary and Nursery School is a large two and a half form entry school with over 520 pupils. At present this means that in some year groups we have 2 classes and some 3 classes.

The school has grown by 135 pupils since 2012.

We have had three new classrooms built to accommodate our growing population.

Admissions

- Admission to Nursery**

Visits to the school by prospective parents take place early in the Spring term.

Apply online www.hertsdirect.org/nurseryadmissions

Places will be allocated via the school.

- Admission to Reception**

Visits to the school by prospective parents take place in the Autumn term.

Apply online www.hertsdirect.org/admissions.

- In year admissions**


Visits to the school are welcome. Please contact the school for more information.

Apply online www.hertsdirect.org/admissions

Transition

Our aim is to ensure your child has a smooth transition into our school and settle quickly. Once your place has been confirmed by the Admissions team, you will have contact with our Admissions Officer. We write to parents and carers of pupils who are joining Reception and Nursery Classes in May. We invite you in to meet us and introduce your children to their new teacher and classmates.

Class arrangements 2021-2022

Nursery	Campbell		
Reception	Jeffers	Murphy	
Year 1	Waddell	Kerr	
Year 2	Donaldson	Gravett	
Year 3	Dahl	Freeman	
Year 4	Strong	Morpurgo	
Year 5	Tolkien	Rosen	Lewis
Year 6	Shakespeare	Dickens	Kiplin



★ **School Uniform** *Girls uniform*

Summer uniform	Winter uniform
White polo shirt. Black trousers or skirt, Red cardigan OR school sweatshirt OR school red fleece.	White polo shirt. Black trousers or skirt. Red cardigan OR sweatshirt OR school's red fleece
Red checked dress. Red cardigan.	White school socks. Black school shoes. Tights
White school socks. Black school shoes.	

Boys uniform

Summer uniform	Winter uniform
White polo shirt Black trousers or shorts School's red sweatshirt AND/OR school red fleece	White polo shirt Black trousers School's red sweat- shirt AND/OR school red fleece
Black school socks. Black school shoes.	Black school socks. Black school shoes



P.E. KIT

Plain white t-shirt and black shorts or jogging bottoms (in the winter)
Black plimsolls for indoors and trainers for outdoors.



Pupils may wear boots to school in winter but **MUST** change into their black school shoes when they arrive at school.

Junior pupils may wear trainers in the playground, however they must change back into school shoes when they go back into class.

Please order school uniform online at:
<http://www.mapac.com/education>
The link will be on our website.

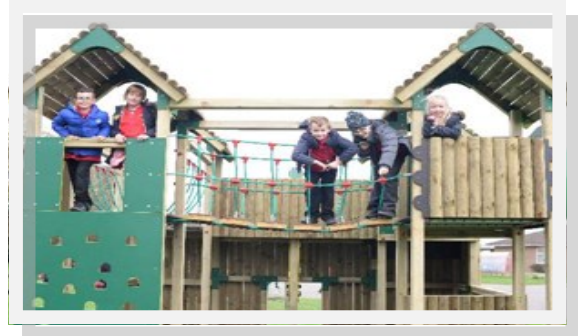
★ *Lunchtime Arrangements*

Hertfordshire Catering provides school meals at the Leys. The menu is always available on our website. Each day the children choose from a red, green and yellow option.

Options are always available for pupils who are vegetarian, and pupils who choose a Halal meal. Pupils who have food allergies require a **medical plan to be in place**. This can be organised by the school.

ALL INFANT PUPILS are eligible for a FREE SCHOOL MEAL. Junior pupils who are not eligible for a free school meal will be charged by the school at a set price. Pupils may choose to bring a healthy packed lunch to school. Lunch registers are taken daily therefore there is some flexibility if pupils prefer a school meal on occasion. The lunchtime session is staggered :

- 11.45-12.30 Nursery (in Nursery)
- 11.50-1.00 Reception
- 12.00-1.00 Year 1 and 2
- 12.00-1.00 Year 3 and 4
- 12.15-1.15 Year 5 and 6



At Lunchtime we have the following activities available for pupils:

- A range of playground games organised by Lunchtime staff
 - The Hub
 - Games Club
 - Other clubs led by class teachers
- Pupils have the opportunity to enjoy playing in our extensive playgrounds at lunchtime. We encourage and offer support and training for our pupils to develop leadership skills by applying to become:
- Peer Leaders
 - Sports Leaders

We have developed systems to create peaceful playgrounds, which includes using peaceful problem solving cards. We train our staff to respond positively to pupils while maintaining high expectations for pupil conduct and behaviour. Our Lunchtime Manager is Mrs Caslake.



Please see our school website to pay for school meals online



The school meal menu is always available on the school website.



CURRICULUM

We aim to offer pupils a wide range of experiences through engaging lessons as part of a creative curriculum. Lessons are all designed to ensure pupils are challenged through learning that will lead to mastery.

Whole School Events

Every term we have theme weeks that we share across the whole school. Sometimes they are curriculum events such as History Week, and sometimes they are awareness weeks such as Internet Safety week. You will always be informed of these in our school and class newsletters

STEAM Learning weeks

STEAM- is an educational approach which focuses on one or more of the four disciplines of science, technology, engineering, and math. In an era when technical and scientific skills are increasingly important in the workforce, exposing children to STEM learning in the early years is key. Currently, only 26% of STEM jobs are held by women. It is important to ensure that girls as well as boys are exposed to and encouraged in the area of STEM.

Each term we dedicate a week of learning to STEAM; Science, Technology, Engineering, Arts and Mathematics. The week will have a whole school focus with a list of activities to follow in the above subjects.



Outdoor & Active Learning

At our school we are increasing the number of lessons taking place outdoors, along with an increase in active learning; we have recently purchased orienteering equipment, and we have now timetabled weekly University Challenge sessions to take place with a focus on active learning. Active Maths and English sessions will take place weekly for catch up and consolidation lessons.

Learning Topics

All year groups will have a lead topic they focus on during the half term. The key objectives will be shared with you in the class newsletter. They will also have an 'event' to lead on, develop or end the topic called SUPER STARTER, MARVELLOUS MIDDLE, or FANTASTIC FINISH. The topic will lead on two or three subjects e.g. English, History and Art, and both **thinking skills** and **learning values** will be integrated into the topic. In the Early years the topic will be fully integrated into their indoor, and outdoor learning, as well as teacher led work where appropriate.



Inclusion

We are committed to providing for the needs of all pupils who join our school. This includes pupils who are more able, gifted and talented in areas of the curriculum; pupils who have English as an additional language; or pupils who are looked after or have a special educational need. The School has an Equality Scheme in place in line with the Equality Act 2010 (available to view on website).

◇ **Special Educational Needs or Disability**

The school has a 'Statement of local offer' on our website in response to the SEND Code of Practice 2014, which explains how the school can support pupils with a range of needs. Any prospective parent may contact Mrs Barr for more information as required.

◇ **English as an Additional Language**

EAL pupils are supported in class to learn English and given additional support to accelerate their progress as necessary. Parents and carers are invited to a group on Thursday afternoon to help them improve their English and understand how to support their children at school.

◇ **More Able Gifted and Talented**

At the Leys we believe all children have the potential to be "gifted and talented" and everyone is encouraged to work to their full potential and to follow their own interests. We aim to promote the strengths of ALL pupils. We stretch and challenge all aspects of learning, raising achievement and aspiration throughout.

We provide challenge in all lessons to encourage their talents, as well as involve pupils in extra-curricular opportunities; for example Maths clubs, English (Writers Club), Science club, Sports clubs, Art Club and Chess club.

◇ **Pupil Premium funding for Disadvantaged pupils**

The school receives extra funding which aims to: Raise the attainment of disadvantaged pupils and closing the gap with their peers. Pupils who qualify:

Pupils in year groups reception to year 6 who have qualified for Free School Meals
Looked-after children (LAC) defined in the Children Act 1989 as one who is in the care of, or provided with accommodation by, an English local authority

Children who have ceased to be looked after by a local authority in England and Wales because of adoption, a special guardianship order, a child arrangements order or a residence order

Pupils in year groups reception to year 11 recorded as Ever 5 Service Child or in receipt of a child pension from the Ministry of Defence
Every year the school allocates pupil premium funding in an overview of spending which is available online. The school then reports on the impact of the funding at the end of the year. This information is available on the school website. Our aim is to work closely with parents and carers to ensure positive outcomes for pupils.





Shared Home Learning

At the Leys we believe that Shared Home Learning is a powerful tool that can help to promote a love of learning, developing and extending learning beyond the classroom.

- it provides pupils with the opportunity to develop mastery of key skills or knowledge learnt in the classroom.
- it encourages children to practise and apply what they are learning,
- it should be both purposeful and useful
- it supports the development of independent learning skills and study habits.
- **it provides parents with an opportunity to take part and support their child in the learning process.**

Shared Home Learning forms a regular part of the curriculum in Reception, Key Stage One and Two, although the range of activities, and the amount of time spent on homework differs across the School.



"I am a Reader"

Whether your child reads a small book or a lengthy novel; fiction or non - fiction; a comic or a magazine; a recipe when cooking or the ingredient contents of their cereal; road signs or adverts; or the instructions from a game; they are a reader. Reading opens the mind. Not only does it widen knowledge of vocabulary, cultures and understanding of stories in general, it can increase concentration and, if read to, children become better listeners. All tools that your child will need throughout their education. If you Google 'why is reading important' , a plethora of articles and studies are available explaining why it is invaluable and essential but I think Dr Seuss sums it up quite succinctly. **'The more that you read, the more things you will know. The more that you learn, the more places you'll go.'**

Join our reading community.

Online learning

We have subscribed to a range of online websites to promote learning in a range of ways. Pupils will be given a log in when they start our school, and log on as often as they wish. Sometimes this will be the homework task. If your child doesn't have access to online learning, we can arrange for them to have the same opportunities in school. All sites ensure that your child's data is protected.

Google classroom

All pupils at our school have access to their own google classroom, which is managed by their class teacher. We use this platform both at school and at home, to submit homework, share learning and complete online activities.



★ Early Years Foundation Stage

Throughout the Early Years children experience an exciting curriculum, both indoors and outdoors, designed to meet the needs of young children. This is fun, creative and play based and challenges each child to achieve their full potential.

Children in the EYFS receive an educational programme that is based on three prime and four specific areas of learning.

We plan our activities to cover these areas, taking into account each child's individual interests

<u>Prime areas are:-</u>	<u>Specific areas are:-</u>
Personal, Social and Emotional Development Communication and Language Physical Development	Literacy Mathematics Understanding the World Expressive Arts and Design

and learning needs. All of these areas of learning and development are delivered together and are supported through planned, purposeful play, with a balance of adult led and child-initiated activities. Young children learn best through first-hand experience and our planning provides lots opportunities for investigation and problem solving.



from child initiated play to more structured learning opportunities. Pupils continue to have daily opportunities to develop core skills in English and Mathematics, they learn phonics and read every day. Throughout Key stage 1 learning is offered through a creative curriculum where key skills are learnt through a topic. For example 'Around the World' could include English, Geography, History, Art, Music.

Pupils will take part in the National Year 1 Phonics Test in June.

Pupils will take part in the National Key stage 1 SATS tests during the Summer term of Year 2.

★ Key Stage 2

Pupils will enter Year 3 with a range of key skills. During their four years in the Juniors they are encouraged to become independent and resilient learners. Pupils continue to learn through a creative curriculum. Subjects covered are English, Mathematics, Science, Computing, History, Geography, Music, Art, Physical Education, Design and Technology, French, and Religious Education.

Pupils will take part in the National Key stage 2 SATS tests during the Summer term of Year 6.

★ Key stage 1

During the first term in Year 1 we offer a transition programme, to enable the pupils to move

SCHOOL IN PARTNERSHIP WITH PARENTS AND CARERS

Communication



The school keep parents and carers informed through:

- **Letters** sent out as necessary.
- **Text messages**—important information, dates and reminders.
- **Weekly newsletter**-information about school events, updates on education, dates, photos and descriptions of pupil/class achievements (also on website).
- **Class newsletters**-these will be sent out every half-term with updates on your child's learning
- **School website**:-www.leys.herts.sch.uk
- **School blog**- on website celebrating the achievements of our pupils.
- **Facebook**-the Facebook page is used to share important events, and send out reminders as necessary.
- **Marvellous Me' APP** which will be managed by your child's class teacher. You will receive a range of 'good news' notifications and messages, and have the opportunity to 'Hi five' back to your child in the classroom! This is a great way parents (and grandparents!) can keep up with news from the classroom!
-



Keeping you informed about progress and achievement

Transition meetings are held at the end of the Summer term if pupils are joining our school or moving phase. For other year groups meetings are held at the beginning of term in September. The meeting is to fully inform parents about the year ahead for their child.

Working Together Wednesdays (or Thursdays) parents and carers of pupils in Nursery and Reception are invited in to share learning. During this visit they can look at their child's learning journal to keep track of their progress and next steps towards meeting their learning goals. Year 1 leads Working together

Stay & Share - parents and carers of pupils from Year 1 to Year 6 are invited in to their child's classroom share learning and take part in reading sessions.

Autumn-parent/teacher meetings take place in October. Parents and carers receive a Mid term report at this meeting.

Spring-parent/teacher meetings take place in February. Parents and carers receive a Mid term report at this meeting.

Summer-parents and carers receive an end of term report on progress and achievement in July.



Learning in Partnership with Parents and Carers

Early Years

Parents and carers are invited in every week for **Working together Wednesdays**. Each half term parents and carers have the opportunity to join their children in a **learning workshop**. The programme for the year will be sent to you early in the academic year. You will also be invited to **phonics sessions** to support your child's progress with reading as well as **performances and celebration events** throughout the year.

Key stage 1

Parents and carers of pupils in Year 1 and 2 will be invited to **learning workshops and Stay & Share sessions** to support you support your child's learning at home. Parents and carers are expected to attend **Phonics sessions** to help prepare pupils for the Year 1 Phonics check in June. You will also be invited to **learning events, assemblies, performances and celebration events** throughout the year.

Key stage 2

For parents and carers of pupils in Years 3 to 6 you will be invited to **learning events, Stay & Share sessions, assemblies, performances and celebration events** throughout the year. We also lead a range of **learning workshops** to support you support your child's learning at home. We are currently developing our online resources to support parents and carers at home.

PARENT FORUM

During the term parents and carers are invited to meet with the Head teacher, Leaders and Family Worker to discuss a range of items to help us continue to develop and improve our school. Any parent or carers is welcome. Their input has helped us improve our parent partnership, and develop important school policies.



SUPPORT GROUP FOR PARENTS AND CARERS WITH CHILDREN WITH ADDITIONAL NEEDS

We currently run a termly coffee morning for parents with children diagnosed (or on a waiting list for a diagnosis) with ADHD, ADD or Autism. This is an informal group that meets to share information, advice, support and understanding about the needs of this group of children and the difficulties in parenting them! We also run an annual training session for parents of children with Dyslexia. This provides information about the main issues and how to support your child with homework, reading and spelling.



★ **Volunteers**

We welcome parents and carers as volunteers, especially to help with Reading in the morning and Golden time on Friday. Please note that all regular volunteers must have a Disclosure and barring service check.

★ **Friends of the Leys P.T.A.**

The Friends of the Leys actively support our school organising events to support our **Dream school projects**. They organise Discos every term for the pupils and a very popular Fair in the summer. They are always looking for volunteers to help and support them with events, and they are interested in new ideas to raise money.



★ **Governors**

The Leys has an active Governing Body who are working hard behind the scenes to ensure that we are preparing all the pupils well for the future in this ever changing climate. We have been careful to take our time over becoming an Academy, and all future decisions will be based on the best interests of our school and its community. Information on website.

★ **Pilgrims Way Pre-school**

The Leys has close links with our local pre-school Pilgrims Way which is on our site. They have access to our facilities in the school, and have strong links with our Teaching team in the Early Years. We fully support the high quality provision they offer.

WRAP AROUND CARE

Fun & Games Clubs- Breakfast & After-school Club is based in the Lunchtime Hall, Junior Block of The Leys Primary and Nursery School. They provide a friendly, fun and safe environment together with high-quality childcare for all pupils aged 3 - 13.

The Breakfast club opens at 7.30am
The Afterschool club runs every school day in the Junior School building from 3:15pm - 6:00pm.

Snacks and drinks are provided in line with their healthy eating policy.
For more information please either pop into the club any day after school or contact:
email: admin@leys.herts.sch.uk

