

**Welcome
to
Long Marston
VA C of E Primary School**



**Information For
New Parents
(In-Year)**



A Message from the Headteacher...

I'd like to warmly welcome you to Long Marston. I am thrilled that you have chosen our school for your child's education. At Long Marston we aim to work in partnership with parents; we believe that a child's education is enhanced when there is a positive relationship between home and school. Working together we can build each child's confidence by creating a happy atmosphere and sharing high expectations of achievement and behaviour. Our school prides itself on its warm, welcoming and caring ethos. We know our children leave us as well rounded individuals who have the skills to thrive in life.

Our curriculum is engaging, stimulating and fun and our children want to come to school. From running the daily mile to toasting marshmallows at forest school, every day brings new experiences. Threading through the decisions we make for your child is our school's motto 'Together we grow and flourish with hope'.

We are lucky to have close links with All Saints Church in the village and Rev. Jane Banister is a regular visitor to school assemblies and welcomes us to church every half term.

We look forward to working with you and if you have any questions, please come and talk to us; we will always try to help.

Laura Whateley





A Message from Chair of Governors

On behalf of the Governing Body, may I welcome you and your child to Long Marston School.

My name is Debbie Stevens, I am proud to be the Chair of Governors here at Long Marston. If you would like to know more about the membership of the Governing Body, then do please look at the school website www.longmarston.herts.sch.uk – go to “About Us” signpost, then “Meet the Governors”.

We have two staff governors, one local authority appointed governor, two elected parent governors, and six foundation governors. Governors meet regularly to monitor and review school procedures and policies, as well as support school activities. The role of the Governing Body is strategic rather than day to day, which basically means that the staff can answer any questions far better than we can!

Long Marston is a church school and our local team vicar, the Reverend Jane Banister, is a governor here; an active and highly valued member of our community. If you would like to know more about the Tring Team Parish, then please go to www.tringteamparish.org.uk. There will be information about events and services across the parish.

I look forward to meeting you, if there is anything you would like to know do contact me through the school.

Debbie Stevens



THE CHURCH
OF ENGLAND



The School Day



The gate opens at 8.40 a.m. so that the school day can start promptly at 8.45 a.m. with registration.

The morning starts with guided reading. We have carefully chosen exciting books to encourage a passion for reading. English and Maths lessons also are in the morning, divided up by Collective worship and playtime. In the afternoon, children engage in our exciting curriculum from French to PE, they will be busy learning new, exciting skills.

Adventure Playground



We are lucky to have a wonderful adventure playground and fitness trail. Each class is allocated a day a week of exclusive use. Girls need to put shorts or leggings on if they are wearing a dress.

Awards



The school has a system of rewarding children for their efforts. There are certificates for outstanding effort and Star Awards each week for attitude to learning and behaviour. The children are allocated houses when they arrive and compete for house points. Your child will either be in Larks, Martins or Swifts. Playtime behaviour is rewarded with the chance to gain an extra playtime!

School Website



The school website has a wealth of information including the school calendar and copies of the newsletters and letters. There is information on our curriculum, policies, term dates, clubs and much more. Please check it out at: www.longmarston.herts.sch.uk

Communicating your child's progress

Close communication between home and school supports your child's progress and helps us to make learning relevant for your child. Your child's teacher is on the playground every day, after school and you are welcome to speak to them then. Alternatively, if you give the office a ring the teacher will call you back at the soonest convenient time. More formally, progress is reported termly through parents' meetings and also in an end of year report. In book bags, children will bring home a little red communication book. This is to record any messages or to let teachers know about anything significant happening in your child's life. This also records what they read at home. This is a two-way communication book so please note any messages you'd like the teacher to know. We are always happy to speak with parents and Laura Whateley (Headteacher) is happy to meet with you any time.

Curriculum

All subjects on the curriculum are carefully planned and sequence. The knowledge, skills and vocabulary that your child will be learning in each half term in each subject can be found on our website.

Forest school



Every class in the school participates in forest school during the year. This encourages teamwork and an appreciation of the natural world. This session is child-led and Mr Gilby, our forest school leader, gives children risk-taking opportunities in a carefully planned way. As a church school, we believe a love of nature provides a part of children's spiritual development.

Medicines



Should your child require prescription medicine whilst at school you will need to fill in a medicine form for the School Office. These can be found on the school website (click [here](#)).

Clubs for Reception to Year 6



There are various clubs before and after school as well as at lunchtime. These include martial arts, French, drama, traditional crafts, drama, adventure and multi sports. At the end of each term you will receive information about all the clubs available for the following term, any cost involved and how your child can join. We also offer breakfast and after school club which runs from 8-8.40 and 3.15-5.30 Mon-Thurs and 3.15-4.30 Friday.

Reading



When your child starts school they will receive a reading book. You will need to write in the Link Book if you have an urgent message for teachers. Our reading is logged on the Boomreader app which gives points for the amount of reading they do and the teacher can log in and see this too.

It is important to encourage your child to read regularly with you; this could be their school book, books from home, the library and words they see around them.



Music and Collective Worship

All children are involved in whole school collective worship which is usually led by Revd. Jane Banister, our school vicar, or Mrs Whateley. On a Friday we have Celebration Assembly and children throughout the school share achievements from outside of school.

Toys

Children are allowed to bring **one** small toy only to play with at break and lunch times. This should be small enough to fit in their drawer. Please don't send in their most precious possessions as things can become lost or broken.

If your child receives a trophy, has a souvenir from a special trip or a special photo or item of interest then they are welcome to bring this in to share.



Holiday in School Time

Absence during term time due to holiday is unauthorised. There is a form available on the school website to inform the School Office of the absence in advance.

School Houses

Each child will become a member of one of the school houses: Larks (**blue**), Martins (**yellow**) or Swifts (**red**). The children collect house points for their work and behaviour throughout the week. Each Friday the House Trophy is awarded in assembly to the winning house. Sports Day in the summer term finds the houses competing against each other. Siblings are always put in the same house to make cheering easier for the parents!

Lost Property



We can't stress strongly enough that all your child's clothes are labelled, particularly clothes with the school logo as they all look alike. Named clothes can be easily returned. If you do lose something, please ask if you can have a look around the cloakroom after school when it is empty. They will do their best to help you find the missing belongings. It is helpful if you can emphasise to your child the importance of keeping their things together in their bag in the cloakroom.

PE



Classes have PE activities **twice a week**. Please ensure your child wears their PE kit to school on PE days.

Nut Free



As some of our children have severe allergies to nuts we are a **NUT free school**. Please check any packed lunch items that are sent into school to ensure we keep our children safe. This also applies if you send in any cakes into school for example for cake sales or the Christmas Fair.

Parking

Parking **inside the school grounds** is not allowed and **is for staff cars only**. If you do drive to school, we would be grateful if you would park either at the front or behind the Village Hall and use the crossing patrol. It is better not to park on the road as this obscures the view for the crossing patrol and makes it difficult for the school bus to manoeuvre.

Child Safety

For your child's safety there are security locks on the doors into school. If you need to get into school at anytime please ring the door bell at the main entrance.

Footwear

We ask that children wear plain black trainers so that they can run safely. All shoes should be fastened with Velcro please. These trainers will be used for indoors, playtime and PE lessons.



Discussing your Child's Progress

There are formal Parent Consultation evenings during the Autumn and Spring term where you have an opportunity to discuss your child's progress with your child's teacher. All children receive a School Report during the Summer term. However, if you would like to talk to the teacher at another time you could make an appointment through the School Office or speak to your child's class teacher after school. Any questions can also be asked through the Link Book, which your child will receive at the start of the term. School life is busy but we will always make time to speak with parents about their child.



Absence

If your child will be absent from school, you need to have notified the School Office by 9.30 a.m. on each day of absence, via the email address parents@longmarston.herts.sch.uk.



Arriving and Leaving School



School starts at 8.45 a.m. Please try to be prompt as some children get upset if they are late for school. However don't come too early, a few minutes before the bell goes is fine. **Please note the bell is rung at 8.40 a.m.** so pupils are ready for lessons at 8.45 a.m.

In the first few days, it is tempting to want to go into the cloakroom with your child however, space is limited and we would prefer if you could leave your child with their teacher. They will soon settle into their new school routine.

The bell for the **end of school goes at 3.15 p.m.** Children who are taking the coach home leave school first. The bell is only rung once the coach has left so it is inevitable that occasionally the children are a little late out, please be patient. You collect your child from the playground at the back of the school

Staff

Tanya Garner-Veal	CL1	Teacher
Caroline Buckley	CL1	Teacher / Teaching Assistant
Lisa Lamont	CL1	Teaching Assistant
Laura Annett	CL2	Teacher
Louisa Whitson	CL2	Teaching Assistant
Lisa Rogers	CL2	Teaching Assistant
Lorraine Stephenson	CL3	Teacher
Katie Dell	CL3	Breakfast Club Leader and TA
Kirsty Whelan	CL4	Teacher
Rosy Whiting	CL4	Teacher
Emma Adams	CL4	Teaching Assistant
Wendy Soar	CL5	Teacher
Audrey McEnergy	CL5	Teaching Assistant
Amy Cleaver	INCO	Co-ordinator and Teacher

Support Staff

Natalie Godfrey	Emma Fisher
Agnes Bruton	Sally Slater
Nicola Hodge	Leona Bugden
Valerie Grange	Helen Judd

Office Staff

Alison Godwin	Charlotte Smith
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Premises Staff

Ian Thomas	Michael Collier
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For more information please visit our school website.

www.longmarston.herts.sch.uk