

## The aims of the school

At Cambo First School we strive to provide our children with an excellent education through creative, broad and balanced learning opportunities. We want all of our pupils to perform to their maximum potential, academically, physically and socially in an atmosphere where they can grow and acquire appropriate skills, values and attitudes. We positively believe that a strong global relationship with others across the world is necessary to help our children grow and become effective citizens. We have therefore developed effective, real life links with schools and children in the Gambia. We provide a caring environment in which every child feels valued and respected. We listen to children and offer them our honest opinions

We believe that we can best achieve our aims by working in close partnership with families. We feel that the school is at the heart of the local community and we strive to maintain and develop as many links as possible with people around us.

The Governors and staff are committed to working together to maintain and further develop standards of achievement in all curriculum areas and to provide an excellent, safe, secure, happy, high achieving and worthwhile education for all.

As always our aim is to continue to improve levels of attainment and quality of provision for every child and to provide a school, which works in partnership with, and is accountable to the community it serves.





## Admissions

Cambo First School is situated just outside the village of Cambo, in the heart of rural Northumberland, 12 miles west of Morpeth. Children come to the school from the area marked the designated catchment area. Transport is provided free to children who live within this area when: -

(a) Up to 8 years old they live more than 2 miles away from school.

(b) Over 8 years old they live more than 3 miles from school.

While transport arrangements are made directly between parents and County Hall, we do appreciate how frustrating this area can be and if problems are incurred, then the school would endeavour to make contact numbers available, and to support and advise in any way we can.

Children from outside the area are very welcome to come to Cambo School and their parents are requested to apply for permission from the Director of Education before 17<sup>th</sup> December.

It is now necessary for all parents to express a preference for the school they wish their child to attend.

Priority is given which meets the criteria in descending order of merit.

- i. pupils living within the catchment area of the school and those on whose behalf firm evidence is presented that they will live in the catchment area by the appropriate admission date;
- ii. pupils on whose behalf evidence of exceptional medical or social need is presented (this will normally have to be supported by a professionally involved third party);
- iii. pupils whose requests are based on a need to maintain continuity of educational provisions within the feeder pattern of Northumberland's system of first, middle and high schools;

- iv. pupils who have an older brother or sister who already attend the school and who is expected to be on roll at the school at the time of admission;
- v. pupils on whose behalf preference is given on grounds of other than those outlined above.

### **Information about the school**

Cambo First School caters for the educational needs of pupils in the 4-9 age range. There are presently 30 pupils. The pupils are organised into two classes. The first class has Reception, Year 1 and 2 children. The second class has Year 3 and 4 pupils. There are currently 16 children in class one and 14 children in class two. It is a traditional village school in an attractive setting with large playing fields. There are two classrooms, a group room and a separate hall. The community is widespread, drawing pupils from several villages.

At 9+ pupils normally transfer to Morpeth Chantry Middle School and subsequently to The King Edward VI High School. However, children can also transfer to Coates Endowed Middle School in Ponteland and then to Ponteland High School, or to Rothbury Middle and then to King Edward VI High School. Children can also transfer to Newminster Middle School, Morpeth and then on to King Edward VI High School.

The staff and governors are pleased to welcome you to Cambo First School. If your child is joining us for the first time, we look forward to beginning a happy and successful relationship. If you already have, or have had, a child at Cambo School, we are pleased to renew our partnership with you.



## Our School Community



Mrs Paula Cummings	Head Teacher and Governor, Class teacher for Reception, Year 1. and Year 2 Co-ordinator for Mathematics, Information Technology, Religious Education, Special Educational Needs, Early Years, Physical Education and Complaints Co-ordinator
Mrs Christine Maddison	Class Teacher and Governor, class teacher for Years 3 and 4. Co-ordinator for English, Science, History, Geography, Art and Music
Mrs Elizabeth Patterson	Part time Class 1 teacher for reception, year 1 and year 2
Mrs I sobel Anderson	Teaching assistant providing classroom support in class 1, to individuals and groups of children with special educational needs. Co-opted governor responsible for Music, Special Educational Needs, child protection/ Information Sharing and Governor Training
Mrs Ruth Foley	Teaching assistant providing classroom support in class 2, to individuals and groups of children with special educational needs
Mrs Carol Flatman	School secretary
Mrs Margaret Middleton	School Cook
Mr Gary Flatman	Caretaker
Mrs Janey Monks	Pre-school leader and Lunchtime supervisor

Mrs Tracey Brodie	After school and Youth Leader
Mrs Sharon Birdsall	Pre-school assistant and lunchtime supervisor
Mrs Jayne Wright	Pre-school assistant
Mrs Paula Cummings Mrs Carol Flatman	Breakfast Club
Mrs Pam Walker	Chairperson of Governors and responsible for Early Years, Special Educational Needs and Religious Education
Mrs Laura Ronn	Vice Chairperson of Governors, responsible for Literacy, Art and SEN
Mr Gary Flatman	LA Governor responsible Health and Safety, Physical Education, Head Teachers performance management and Target Setting
Mr Frank Cowan	Co-opted governor responsible for Music
Caroline Dower	Parent Governor responsible for History, Geography and Science
Mr Jon Monks	Parent Governor responsible for History, Geography and Science
Mrs Joy Carr	LA Governor responsible for I.C.T, Emergency Contact and Head Teachers Performance Management
Mr Simon Eaton	Parent Governor responsible for RE, Numeracy, Food in School's and Head Teachers Performance Management
Ms Felicity Wheeler	Parent Governor responsible for Art, Technology, Extended Services and target setting



## Visit by parents

Parents and families are always welcome at Cambo First School. We hold open afternoons in Autumn and Spring so that you can come and discuss your child's progress. Parents and families are also invited to attend special events. We are happy to discuss any concerns at other times, although an appointment may have to be made. In addition, we welcome the help of parents in classrooms.

## Entry and exit to school by children



## Entry

School starts at 8:55am all children must enter school via the lower car park. Children who come to school via school transport or parental transport cannot be left in school unsupervised before 8:45am. The rear entrance doors are opened at 8:45am by staff. All children must enter the premises when the school doors are opened they are not allowed to play outside. Children must be supervised prior to 8:45am as no school supervision is available prior to 8:45am.

## End of the day

At the end of the day the children are escorted via a member of staff down to the lower car park. The gate is opened and children are delivered to parents, agreed carers or bus and taxi drivers.

No child is allowed to go beyond the gate without a parent or being placed on transport. Any child who is not picked up from school must be taken back into the building. Parents are contacted via the emergency contact list. If a parent is more than 15 minutes late their child is placed in the after school facility and the head teacher or senior teacher is informed

## School Attendance

If you need to take your child out of school during the day, it is very important that you let us know in advance, and that you collect them from their class teacher. Leave of absence due to holidays may be granted in accordance with DSFE regulations, at the discretion of the Head Teacher. It is not recommended that parents take children out of school during term time as this can hinder their educational development. If your child should be absent from school for any reason it is your responsibility to contact us stating the reason for absence. This is very important, as the school is legally required to report reasons for absence.

### Autumn

Period : 03/09/2007 to 21/12/2007

Reg Group - 1 + 2

Pupils in DOB Range 01/09/1991 - 31/08/2002

Group	Total No of Pupils	Authorised Absences			Unauthorised Absences		
		No of Pupils	% of Pupils	% of Sessions	No of Pupils	% of Pupils	% of Sessions
1	14	12	85.7	7.1	0	0.0	0.0
2	15	13	86.7	7.4	0	0.0	0.0
<b>Totals</b>	29	25	86.2	7.3	0	0.0	0.0

### Spring Term

Period : 07/01/2008 to 04/04/2008

Reg Group - 1 + 2

Pupils in DOB Range 01/09/1991 - 31/08/2002

Group	Total No of Pupils	Authorised Absences			Unauthorised Absences		
		No of Pupils	% of Pupils	% of Sessions	No of Pupils	% of Pupils	% of Sessions
1	14	10	71.4	2.8	0	0.0	0.0
2	15	8	53.3	5.6	0	0.0	0.0
<b>Totals</b>	29	18	62.1	4.3	0	0.0	0.0

### Summer

Period : 21/04/2008 to 23/07/2008

Reg Group - 1 + 2

Pupils in DOB Range 01/09/1991 - 31/08/2002

Group	Total No of Pupils	Authorised Absences			Unauthorised Absences		
		No of Pupils	% of Pupils	% of Sessions	No of Pupils	% of Pupils	% of Sessions
1	14	11	78.6	4.8	0	0.0	0.0
2	14	12	85.7	4.9	0	0.0	0.0
<b>Totals</b>	28	23	82.1	4.9	0	0.0	0.0



### Teaching Methods

Children are taught, as a whole class, in groups and individually, where appropriate. Work is matched to children's ability by setting and grouping children in different ways. Lesson planning and delivery is developed to incorporate the learning styles of the children. We also enhance the children's learning through a variety of creative and specialist teaching in e.g. Music Physical Education, Drama and French. We want learning to be fun!



### The Curriculum

The National Curriculum requires that children study the following subjects: English, Mathematics, Science, Design and Technology, Information Technology, History, Geography, Art, Music, P.S.H.E., Physical Education. In addition each school must provide Religious Education and an act of daily worship.

At Cambo First School we have grouped these subjects in to six areas of learning and our curriculum is organised in this way:

- Knowledge and Understanding of the World
- Mathematical Development
- Physical Development
- Creative Development
- Personal, Social and Emotional Development
- Communication, Language and Literacy

Literacy and Numeracy and Science where pertinent are taught as discrete subjects.

All children at Cambo are assessed on entry and at the beginning of each year. Targets of achievement are set in Literacy, Numeracy and Science. This enables staff to stretch each individual with reference to attainment. Progress is tracked half termly. Children are taught in mixed ability/age classes which means that they can achieve at a very high level. The children are encouraged to self evaluate and set their own personal targets where ever and whenever possible. Attainment in all areas of the curriculum is well above the Local Authority average. Children at Cambo make excellent progress in all areas.

Within the National Curriculum, programmes of study set out the essential learning in each subject. There are national tests for children at ages 7, 11 and 14, called Standardised Assessment Tasks (S.A.T.s). At age 7 these assessments are planned as part of daily lessons.

The provisional 2007/2008 results for children at the end of Key Stage 1, outlining achievement in Northumberland, can be found on the next page.



## Communication, Language and Literacy

### English

We place great emphasis on the teaching of reading. Our reading scheme is carefully graded to give children broad experience at each level of their reading development. The children are also encouraged to use reference books and to read for information as well as enjoyment.

We use a multi-sensory approach to reading so that children learn from simultaneous visual, auditory and kinaesthetic activities which are designed to secure their essential phonic knowledge and skill. The process includes:

- blending phonemes,
- segmenting words applying phonological knowledge and skills to reading and spelling
- learning high frequency words

We want the children to be good communicators and so we encourage them to speak with confidence using appropriate forms of speech. We also develop the capacity to listen with attention and understand the viewpoint expressed by others. Our main aim in developing writing skills is to enable our children to express their ideas in a variety of ways, using accurate spelling and punctuation.

The literacy hour takes place in each class every day. The hour begins with shared text work, followed by sound, word and sentence work. Children are then given group tasks. The teacher works with one or two groups. The hour concludes with a plenary, where all children come together again to share and explain learning.



## Numeracy Development Mathematics

We aim to give children a powerful means of communication. This includes the ability to solve problems, understand numbers, shapes and relationships, and to predict likely results. We try to arouse a lively interest and pleasure in mathematics and in its creative use in everyday life. The children are encouraged to work independently and co-operatively to develop skills. A daily dedicated mathematics lesson is structured in accordance with The National Numeracy Strategy. The lesson begins with a short mental activity to sharpen skills and develop strategies. The lesson continues with direct teaching of the whole class. The focus for this session is taken from The Numeracy Strategy. The children then spend time in groups before coming together at the end of the lesson to share and explain learning.



## Knowledge and Understanding of the World Science

Pupils have the opportunities to develop knowledge and understanding in many areas of science. The children learn about life and living processes, materials and their properties, and physical processes through experiments and investigations. Individual and group skills of planning, decision-making, investigating and communicating results, as well as observing, classifying, recording, making and testing hypotheses, designing experiments and drawing information from evidence are vital to science – based activities, but can also be applied to everyday life.



## Information Communication Technology

Pupils are encouraged to use IT equipment to communicate ideas and handle information. The use and purpose of everyday devices are also considered through controlling and modelling. ICT is integrated into all areas of the curriculum where pertinent as a teaching and learning tool.



## Geography

Children are introduced to the study of the local area as well as extending their knowledge of other parts of the world. We encourage children to appreciate the variety of physical and human features around them and how to protect the environment.



## History

The study of history develops skills, which enable children to interpret the world around them, and which help them to understand the relationship between the past and the present.



### Creative Development

Children gain a great deal of pleasure and satisfaction from experiences, which provide a means of self-expression. They are given the opportunity to experience a variety of activities and use a wide range of materials. They are taught observe and record, to use their imagination and creativity and to respond to the work of other artists. They are also given opportunities to draw, paint, design and make products and to work with textiles.



### Design and Technology

Pupils are encouraged to develop designing and making skills as well as developing their knowledge and understanding of how things work. Focused practical tasks enable pupils to develop and practise particular skills and knowledge. There are also opportunities for pupils to investigate, disassemble and evaluate simple products, applications and structures.



### **Physical Development**

Children are given experiences of gymnastics, dance, outdoor and adventurous activities, individual and team games and swimming in order to develop good body co-ordination and control. We offer an excellent after school programme regarding physical education.



### **Personal, Social and Emotional Development**

Children are rewarded for good behaviour, as well as kindness to others. They are encouraged to think about the feelings of others and to help wherever possible, in and around school and also within the community. We also encourage children to think about the needs of others within our world community and to offer support through school projects.

In Religious education, the school follows the scheme recommended by Q.C.A., which explores aspects of the Christian church and other world faiths.

We are also pleased to welcome visitors to provide us with knowledge and insight into their values and beliefs. We encourage children to ask questions, make comments and be tolerant of the viewpoints expressed by others.

We would appreciate information about your beliefs so that we can be sensitive to children's family experiences.

Parents have the right to withdraw children from religious education and/or collective worship. Please contact the Head Teacher if you wish to discuss this matter.

Children and young people need the self-awareness, positive self-esteem and confidence to:

- ❑ stay as healthy as possible;
- ❑ keep themselves and others safe;
- ❑ have worthwhile and fulfilling relationships;
- ❑ respect the differences between people;
- ❑ develop independence and responsibility;
- ❑ play an active role as members of a democratic society; make the most of their own and other's abilities;

Education for citizenship at key stage 1 to 4, comprises three interrelated strands.

- ❑ *Social and moral responsibility.* Pupils learning from the very beginning self-confidence and socially and morally responsible behaviour both in and beyond the classroom, towards those in authority and towards each other.
- ❑ *Community involvement.* Pupils learning how to become helpfully involved in the life and concerns of their neighbourhood and communities, including learning through community involvement and service.
- ❑ *Political literacy.* Pupils learning about the institutions, issues, problems and practices of our democracy and how citizens can make themselves effective in public life, locally, regionally and nationally through skills and values as well as knowledge – this can be termed political literacy, which encompasses more than political knowledge alone.

### **Sex Education**

Sex education is not taught formally in our school. However, if questions arise through science work involving animals and living things, or through other school topics, we will answer children's question as openly and honestly as we can.

## Special curricular provision and arrangements for children with special educational needs

Children with particular learning or other special needs can benefit from specialist help. This may be because they experience particular learning difficulties or because they show exceptional ability. Special help is given in the classroom whenever possible. If a child does not make the expected progress, parents will be informed and additional arrangements will be made. If a child continues to have problems, we will seek support from outside specialists.



## Curriculum for Early Years Children

The National Curriculum is formally taught from year one onwards.

When children first come to school their curriculum is organised in six areas of learning as follows: Personal and Social and Emotional Development, Communication, Language and Literacy, Mathematic, Knowledge and understanding of the world, Creative development and Physical Development. This curriculum is called the Foundation Stage.



## Outdoor Provision

We believe that "play" is the most important indoor and outdoor activity for young children. Our outdoor provision provides young and older children with safe dynamic experiences that have a lot of meaning. They are usually led by the child. We have a rich outdoor environment full of irresistible stimuli,

contexts for play, exploration and talk, plenty of real experiences and contact with the natural world and community.

Our outdoor space and curriculum harness the special nature of the outdoors thus complimenting and extending our indoor provision.

We also try to ensure that our children have access to activities and venues that are not within the community.



### Extra- curricular Activities

Cambo School offers a brilliant variety of after school activities ranging from art to sport.

On Fridays we offer football training between 3:30 – 4:30 which takes place on the school field. It is run by one of our parents, Mr Donald Aynsley. There is no charge for this activity.

On Monday's Mrs Rogers and Alison Douglass run a Healthy Eating Club. Each year group has four sessions.

On Wednesday's and Thursday's we offer a variety of activities over the year e.g. tri golf, art, dance, craft, cheer leading, dodgeball, tennis etc the list is endless.

Mr Richard Wallhead and Gillian Birnie, specialist music teachers visit school on a weekly basis to teach individual music lessons. Children learn to play guitar, violin, recorders, pennywhistle and keyboards. A charge is made for this activity. Lessons take place during the school day.

Mrs Ritson, a specialist music teacher attends school fortnightly to support our teaching of music in each class. No charge is made for this activity.

Various professionals come into school to deliver specialist PE and other curricular subjects where pertinent e.g. cricket, football, rugby, drama, French and tennis.

Year 4 pupils take part in a residential visit with year four children from other schools in the area. This provides an opportunity for new friends to be made before transfer to middle schools.

We work closely with our federation partners St Helen's Longhorsley and Whalton First School on shared, creative curriculum opportunities for our children. This enables children from three small schools to socialise and learn together.

### **Sporting aims, provisions and achievements**

Cambo First School is part of the Schools Sports Partnership this allows us to take part in a variety of sporting competitions and activities with other schools in the Morpeth area.

As part of the Physical development curriculum children take part in gymnastics, dance, athletics, games and swimming during each school year. At least two hours is dedicated to sports and physical education each week.

After school there are also opportunities for children to take part in football, swimming, and cycling proficiency.

The school has a playing field and a hall with large items of apparatus. We are well resourced with reference to small apparatus.

The school uses the coaching skills of Newcastle United Football Team, The Kwik Cricket Association, The Falcons Rugby Club and Ponteland Tennis Club. The local tennis club, rugby club, Gateshead stadium and golf club regularly invite the children to participate in events.

### **Assessment**

We aim to identify children with special educational needs, with either high or low achievement, and implement a suitable learning programme.

Assessment is part of the learning and teaching process; it informs future planning and ensures that work is matched to children's needs. We involve children in the process of reviewing and monitoring and help them to set realistic targets.

Twice a year in autumn and spring there is an opportunity for teachers and parents to meet and discuss children's progress. However, if there are any concerns regarding specific children the teacher of the class would contact the parents immediately. We encourage parents to contact us if they are in any way concerned about their child.

At the end of every year the children bring home a written report about their work and progress. Parents are invited to add comments and then return the reports to school.



### Homework

Many successful class projects rely on children bringing in materials, which they (and parents) have found. Teachers may suggest activities to extend children's learning at home. The children have reading diaries in which parents are invited to write comments about their reading progress. Spellings are given to children to learn each week. The children also have maths homework diaries. They are given maths homework every Friday.



### School uniform

Suggested school colours are blue and grey. Sweatshirts, fleeces and polo shirts can be ordered through the school office. An order form is enclosed. For physical education children need to change clothes. We would recommend that they have a white t-shirt, navy shorts and black plimsolls, kept in a P.E. bag, provided by the school.

All children have the opportunity to go swimming during school time. They need a costume and a towel. All items of clothing need to be named.

## Jewellery

Children are allowed to wear watches for school, but should not wear any other items of jewellery. If any parents do want to have their child's ears pierced, they should please consider having this done at the beginning of the summer holidays. Children are not allowed to take part in P.E. lessons until they can remove their own earrings.

## Personal property

Children should not bring expensive items to school, as their safety cannot be guaranteed. The authority cannot accept responsibility for the loss or theft of personal property.



## Medical matters

In the event of accident or illness, we will care for your child and seek further advice if necessary. We ask all parents to provide us with an emergency contact number so they can be notified.

## Child protection

There may be an occasion when we need to contact social services, without notifying you, because we are concerned about your child. We have a child protection policy and guidelines in school and each member of staff has been briefed about procedure.

## Charging policy

By law, schools may not charge for educational activities within school hours. Charges may be made for individual music tuition, swimming, excursions, residential visits and optional extras, not directly connected with the National Curriculum. However, in order to offer your child as many opportunities as possible, there will be occasions when we will ask parents to make voluntary contributions to help finance school events. Children of parents who do not contribute will not be excluded, but contributions will have to be made up from school funds. The P.T.A. work very hard to raise funds and lend financial support to many events.

## School rules

Adults and children try to help each other and respect each other at all times. Adults and children provide good role models in and around school for children to copy. Good behaviour and positive attitudes are rewarded and recognition is given in weekly assemblies. Children collect stickers on a card and "Owl" badges are given when the cards are full.

We have a list of rules to help guide us in knowing what is the right thing to do:-

Be proud of yourself, your behaviour and your appearance.

Keep the school tidy.

Walk quietly around school; never run or shout.

Smile at people you pass, look to see if they are happy, or if you think there may be a problem. Tell someone if you are worried.

Make sure that all your belongings are named, so that if they are lost and then found, they can be returned.

You can bring water to school to drink at break time, school milk is free to children under 5, after this there is a termly charge of £7.00.

Fruit is provided by school. Sweets are not allowed. Money should be handed to an adult and never left in the cloakroom, in case it gets lost.

The outside apparatus can only be used when an adult is supervising, as someone could fall and hurt themselves.



## From Home to School

Babies and toddlers, pre-school groups and school work together closely. Pre-school sessions are run in the school hall, Monday – Friday mornings between 9am and 11:30am. Children from the age of 2½ years can join us at pre school for a charge of £4.50 per session. The group is now registered, which means that it can apply for Government Early Years Funding for 3 and 4 year olds. However, 3 year old funding is not guaranteed and has to be applied for termly. It is also subject to Ofsted inspections. The

Birth - 3 frame work and the Foundation Stage curriculum are the basis for the group's planning. Pre-school staff meet regularly with the foundation stage coordinator/ Head Teacher to ensure continuity and progression in the provision for young children.

On Friday afternoons we offer a stay 'n' play toddler group from 1:30pm - 3:00pm. The cost is, under 1 year olds 50p, 1 - 4 year olds £2.00 per session. Parents/carers must stay with their child/children.

There were 6 requests for admission to reception last year.

Reception children are admitted at the beginning of the autumn term in the school year in which they are five. We welcome parents' support in making transitions as smooth as possible.

Parents, children and teachers have negotiated a home/school agreement, which follows on the next page. Please can you fill in the slip at the end of the agreement and return it to school, thank you.





### Out of School Wrap Around Club

We are proud to say that Cambo First School is a fully extended school. We offer care prior to and after school. We also offer some holiday provision.

The After School Club runs from Monday to Thursday from 3.15pm until 6pm. We also offer a Youth Club which runs on a Monday and Thursday from 4.15pm - 6pm. This is run by Tracey Brodie and Debbie Lloyd. Various activities are offered. Sessions cost £2 per hour. If you would like your child to attend After School Club or Youth Club please telephone 07799073201 and speak directly to Tracey. After school is subject to Ofsted inspection.

The breakfast Club is run by Paula Cummings and Carol Flatman. It operates Monday-Friday from 8.00am-9.00am and sessions cost £1. A healthy breakfast is served using wholegrain cereal and toast with fresh juice, milk or water. We have regular themed breakfasts e.g. French breakfast. All children and adults are welcome.

At Cambo we presently have a summer school for one week of the summer holidays. We hope to extend this in the coming year. It operates from 9:30am - 3:00pm. The summer school is run by Tracey Brodie and Carol Flatman. The cost is £10.00 per day

## HOME SCHOOL CHILD AGREEMENT

The school will:

- a) Value pupils as individuals and promote well being of pupils – self esteem.
- b) Encourage respect for self and others.
- c) Care for the pupil's safety and happiness/well being.
- d) Encourage pupils to do their best at all times.
- e) Provide a broad and balanced curriculum setting realistic targets.
- f) Provide information about the curriculum.
- g) Have regular contact with the family to keep them informed of their child's progress.
- h) Encourage pupils to take care of their environment and surroundings.
- i) Maintain an open and welcoming environment and offer opportunities for pupils to become involved in the daily life of the school.

The Child will:

- a) Make the most of the opportunities offered by the school and tell an adult if he/she has a problem.
- b) Be polite and show respect for others.
- c) Be responsible for his/her behaviour, and for staying on-task with his/her own work.
- d) Do all his/her class work and homework to the best of his/her ability.
- e) Have respect for all property and equipment.
- f) Attend school regularly, and properly equipped.
- g) Be tidy in appearance.

The family will:

- a) See that the child goes to school regularly, on time and properly equipped for lessons.
- b) Contact the school to provide an explanation for absences.
- c) Let the school know about any concerns or problems that might affect the child's behaviour.
- d) Support the school's policies and guidelines for behaviour.
- e) Support the child in homework and other opportunities for home learning.
- f) Attend parents' evenings and discussions about the progress of the child.
- g) Get to know about the child's life at school.
- h) Maintain good communications with the school/teacher.

Together we will:

Support pupils' learning to help them achieve their best.

Teacher's signature

Family signature

Child's signature

## Community links

There is an active P.T.A. in school, which organises many social, educational and fund-raising events to which everyone is most welcome. We have a notice board to advertise such events in the children's cloakroom.

Information can also be obtained from Mrs Fiona Simpson, the P.T.A. chairperson, or Mrs Tracey Brodie the P.T.A. secretary.

A newsletter is produced every month and families are invited to contribute. The various church newsletters are also available to all.



## School meals

We are very lucky to have a brilliant cook at Cambo, Mrs Margaret Middleton. She ensures that school meals are cooked on the premises and provide a varied, balanced and nutritious diet. Fresh meat or poultry is served twice a week, fish once and cheese, eggs, sausages, pizza feature on other days. Children are encouraged to eat fresh vegetables, and to try all the foods on offer. Chips are rarely served. Traditional puddings with custard are alternated with homemade cakes or pastries, served with a drink of water or milk. Yoghurt and fresh fruit are offered as an alternative to the main sweet. Vegetarian or special diet meals can be arranged.

Northumberland Contracting has a Food and Health Policy document, which follows Government nutritional guidelines, based on The School Food Trust report.

Facilities are also provided for children to eat packed lunches.

The school secretary collects dinner money every Monday and Friday.

Pupils whose parents are in receipt of Income Support are entitled to free school meals. Further details are available by telephoning 01670 533033 or see Mrs Flatman.

## Hartburn and Trevelyan Trust

Parents of children at Cambo School may apply to The Hartburn Trust or The Trevelyan Trust for financial support. The trusts can help with the purchase of educational materials or with the cost of educational activities. Please see Mrs Cummings.

## The Arthur Trevelyan Scholarship

This trust exists to benefit students residing in the Parochial Parish of Cambo, with a preference towards those educated at Cambo First School. Families may apply to the Trust for financial support with the continuing education for their children. This support may help to pay for books, equipment or other expenses incurred by families relating to their children's education. Please make written applications to one of the Trustees:

Mrs P. Cummings	Cambo First School
Mr. D. Ronn	The National Trust, Regional Office, Scots Gap
Rev Dagmar Winter	The Vicarage Kirkwhelpington

Applications are limited to one per student per academic year, and no more than three applications in total (receipts are requested).

Unfortunately, the Trustees do not feel that it falls within the Trust to support the cost of university/college tuition fees or any associated subsistence expenses.

The closing date for applications is December 1<sup>st</sup> annually.



## School Office

The school secretary works Monday 8:00am – 3:15pm, Tuesday and Wednesday 8:00am – 12noon and Fridays from 8:00am – 4:00pm. An answer-phone operates at all times. Messages are listened to at morning break, lunchtime and before the end of the school day.

If you have any queries concerning any matters within this prospectus, or you require further information or documents, please do not hesitate to contact us.

We would also welcome comments and suggestions for next year's prospectus.



### Useful contact numbers

Director of Children's Services (Mr Trevor Doughty) 01670 533000  
Director of Schools and Family Support [Mr Robin Casson] 01670 533000  
Head of School Improvement (Mr Tony Mays) 01670 533000  
Chair of School Governors (Mrs Pamela Walker) 01670 772301  
School Transport office (Lyndsey Miles) 01670 534323  
Snaiths Travel (Alison) 01830 520609



### Complaints procedure

Please contact the Head Teacher, at school; or one of the governors if you have any concerns. Governors can be approached individually or contacted through the school office if you prefer.