

Churchtown Primary School

Prospectus



Caring, Believing, Achieving

Churchtown Primary School

Dear Parents/Guardians

Thank-you for your interest in Churchtown Primary School. I hope you will find our Prospectus both interesting and informative.

As a parent you want the very best for your child which is what we seek to offer through a positive ethos, a warm and welcoming atmosphere and high quality teaching and learning opportunities. We are a small, happy, caring school with pupils who are motivated and keen to learn. At Churchtown Primary School each child is valued and all efforts are made to ensure that everyone reaches their full potential. Positive relationships reach out from the school into the local community and beyond.

This Prospectus will give you a flavour of things in Churchtown Primary School and should you wish to visit the school for more information we would be delighted to welcome you—please feel free to contact the Executive Principal to arrange a visit.

We hope that you will share with us in making these important years in your child's life a successful and enjoyable experience.

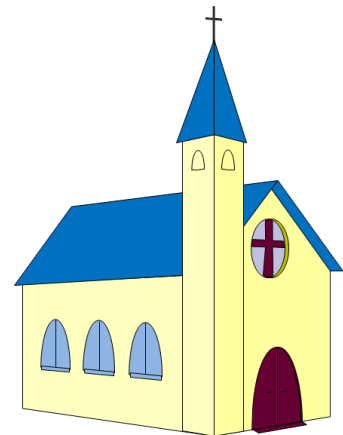
Yours sincerely,

A. Cunningham
(Executive Principal)

Churchtown Primary School
36 Muff Road
Cookstown
BT80

Tel No: (028) 8676 5075

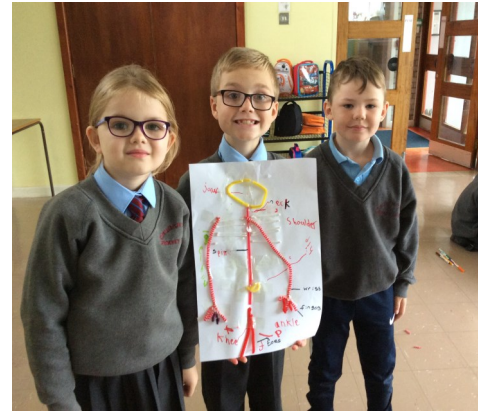
E-mail: info@churchtown.cookstown.ni.sch.uk
Website: www.churchtownps.co.uk



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Our School

Vision & Aims

"Caring...Believing...Achieving"

A notable feature of Churchtown Primary School is its friendly, family atmosphere and strong sense of community. Relationships at all levels are excellent and the teachers know the children well. The children show respect for their teachers and they care for one another; their standards of behaviour are exemplary.



Core Values

In Churchtown Primary School we value

KINDNESS

We will listen to and value the opinions of others

PERSEVERANCE

We will work hard and always give of our best

CONSIDERATION

We will look after each other and all property

HONESTY

We will tell the truth

ENJOYMENT

We will enjoy all opportunities to learn and experience together

COMMUNITY

We will thrive as an important part of our local community

Our School

Board of Governors

Chairperson:	Mrs C Feathers	
Secretary:	Mrs A Cunningham	
Transferors:	Mr T Bell Mrs S Lees	Rev A Cross Mr K Ruddell
Parent Representatives:	Mrs L Woods	Mrs G Pearson
EA Representatives:	Mrs C Feathers	Mr A Mitchell
Teacher's Representative:	Mrs F Martin	
Executive Principal:	Mrs A Cunningham (non-voting member)	

The governors of Churchtown Primary School are ultimately responsible for the overall management of the school. In accordance with the Scheme of Management for Controlled Schools, some of their duties include:

- ♦ The oversight of the curriculum.
- ♦ The control of the budget.
- ♦ The provision of information to parents.
- ♦ The selection of staff.
- ♦ The maintenance of the premises. (Shared responsibility with EA).
- ♦ The Admissions Policy.
- ♦ Fostering links with the local community.

Teaching Staff

Mrs E Johnston	P1-P2
Miss R Lennox	P3-4
Mrs A Johnston	P5-7 (Mon-Wed)
Mrs F Martin	P5-7 (Thu-Fri)

Non-Teaching Staff

Secretary:	Mrs J Smyth
Building Supervisor:	Ms Laura Wylie
Classroom Assistants:	Mrs C Anderson Mrs M Mulgrew Mrs H McFarland Mrs JA Bell
Catering Staff:	Ms A Heagney



Our School

The School Building

Churchtown Primary School is located in an attractive rural setting between Cookstown and Moneymore. The children come from the village of Churchtown and the surrounding townlands. The school occupies a large and spacious site with ample indoor and outdoor facilities.

Inside, the school is bright and spacious and the teaching accommodation allows teachers to facilitate learning for classes and smaller groups.

Our two well equipped classrooms, learning areas, assembly/PE hall enable us to meet the requirements of the Northern Ireland Curriculum. In a technologically rich environment children are stimulated and motivated to learn.

Outdoors there is a large grass pitch and safely enclosed playground that has recently been enhanced with the addition of a playhouse and new play equipment.



Our School

Class Organisation

Churchtown Primary has three classes, with children ranging in age from 4 to 11 years old. P1-2 are taught together, P3-4 are taught together and P4-7 are taught together. Both of our classes are mixed ability and in order to meet individual needs children will, at times, be taught in ability groups within their year group/class.

Primary 1 & 2 Foundation Stage
Primary 3 & 4 Key Stage 1
Primary 5, 6 & 7 Key Stage 2



Times of the Day

8.45 am—9.00 a.m.	Arrival (Assembly Hall/Outside)
9.00 a.m.	School Starts
9.00 am —10.45am	Lessons
10.45 am—11.00 am	Morning Break
11.00 am—12.15 pm	Lessons
12.15 pm—1.00 p.m.	Lunch
1.00 pm—2.00 pm	Lessons
2.00 p.m.	P1-2 finish (P3 finish Wed-Fri)
2.00 p.m.—3.00 p.m.	Afternoon Classes
3.00 p.m.	P4—P7 finish (P3 finish Mon-Tues)
3.00 p.m.—4.00 p.m.	After School Clubs

Afternoon Timetable 2.00—3.00 p.m.

In order to ensure the children have access to a broad and balanced curriculum, we have planned the afternoon period with emphasis on the Creative and Expressive Studies, namely:

- ♦ Music
- ♦ Physical Education
- ♦ Drama
- ♦ Personal Development & Mutual Understanding

Each Friday afternoon we have Golden Time. The pupils can choose from different options and this time is a reward for work, attitude and behaviour throughout the week. Some of the activities that the children enjoy include computer/iPad time; art activities; outdoor play; construction play etc.

Our School

Break & Lunch

Morning break is held between 10.30 and 10:45 am. We adopt a healthy eating policy in relation to the mid-morning snack and you will need to provide a healthy food choice for your child each day: Monday-Friday, for example fruit or vegetables, cheese, pancake, sandwich etc.

Children are encouraged to drink water throughout the day, so should bring in a drinking container filled with water which can be topped up, if required.

Pupils play outside during break. On wet days the children stay indoors. Older pupils are given additional responsibilities to help with certain duties, and to assist the younger pupils during playtime and to help with the play equipment.



Lunch break is 12.00 to 12:45pm. Parents can choose whether they would like their child to have a packed lunch or school meal. School meals are brought to the premises — the cost of a school meal is set by the Education Authority and will be advised to you at the start of the school year.

Parents receive a menu in advance to make their choice and can opt for which week they would like to receive school meals. Payment is on a weekly basis and should be sent in on a Monday.

Families in receipt of Income Support /Job Seekers Allowance and/or Child Tax Credit may be entitled to free school meals. Application forms will be provided on request.



Our School

School Uniform

We are extremely proud of our beautiful school uniform in Churchtown Primary School. The uniform is:

- ♦ Grey v-neck jumper with school logo worn over a blue shirt with the school tie.
- ♦ Grey skirt or pinafore for girls; grey trousers for boys.
- ♦ White socks or grey tights for girls.
- ♦ Sensible black school shoes.
- ♦ We also have a school coat that is optional.



On PE days the pupils come to school dressed for PE.
The PE uniform is:

- ♦ Grey v-neck jumper with school logo worn over a blue polo shirt with the school name.
- ♦ Plain navy shorts and plain navy tracksuit bottoms.
- ♦ In the pursuit of safety all pupils must wear suitable non-slip footwear i.e. trainers.



Our School

Admission

Churchtown Primary School will admit all children of appropriate age whose parents wish them to attend the school.

We make provision for 12 children in each year group and places are available for P2-P7 children whose parents wish them to move school.

We make every effort to ensure that your child is happy and feels secure as they make the transition to Churchtown Primary School. To achieve this we invite you to the school so that you can tell us more about your child and we can explain our admissions and other arrangements. We feel it is important to meet with you no matter which year group your child is joining.

Copies of the Open Enrolment to Primary Schools booklet and an application form may be obtained from the school office.



Attendance

A record of your child's attendance during the year is carefully maintained and its accuracy depends on your co-operation.

Whenever possible, please let the school know if your child is going to be absent. Pupils absent for any period of time must hand in a note on day of return, written by the parent or guardian stating the reason for absence. Long absences must be covered by an accompanying doctor's certificate.

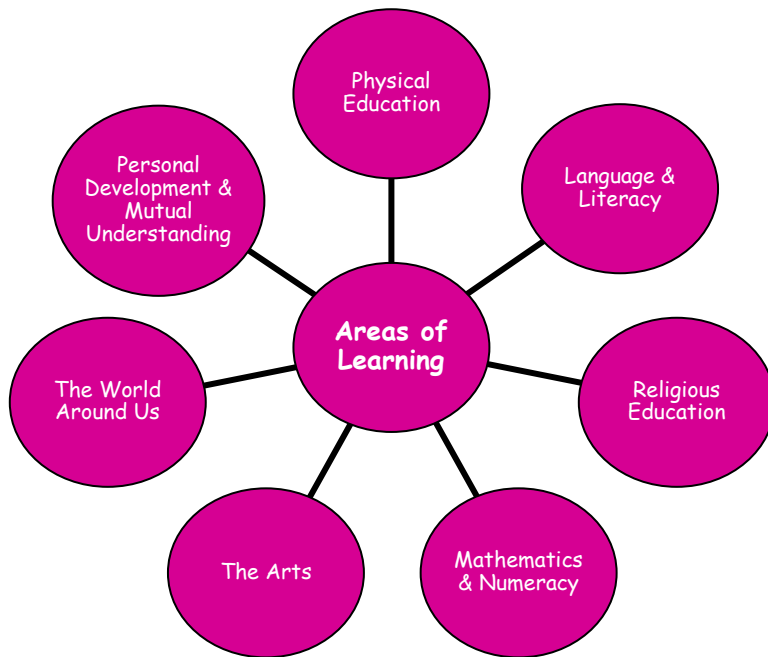
We respectfully remind parents that family holidays should only be arranged during holiday closures to avoid interruption of teaching and learning. Punctuality and good attendance is important to your child's progress. We ask for your support in ensuring each is sustained throughout the year. We have a record of high attendance, consistently falling above 95%.

Full attendance is awarded with certificates each half-term and annually.

Curriculum

Introduction

The curriculum of the school consists of the activities and experiences designed to promote the personal, social and academic development of our children. It includes the Areas of Learning and Skills and Capabilities as determined in the Northern Ireland Curriculum 2007 and the wider curricular activities and experiences available. Although the Areas of Learning are set out separately teachers will, where appropriate, integrate learning across the six areas to make relevant connections for children.



At the heart of the curriculum lies an explicit emphasis on the development of skills and capabilities for lifelong learning and for operating effectively in society. Through opportunities to engage in active learning contexts across all areas of the curriculum, children should progressively develop:

Cross-Curricular Skills:

- ♦ Communication
- ♦ Using Mathematics
- ♦ Using Information and Communications Technology

Thinking Skills and Personal Capabilities:

- ♦ Thinking, Problem-Solving and Decision-Making
- ♦ Self Management
- ♦ Working with Others
- ♦ Managing Information
- ♦ Being Creative



Curriculum

ICT

ICT in Churchtown Primary School is used to empower pupils, develop self-esteem and promote positive attitudes to learning. Children develop the skills of using ICT by engaging in meaningful research and purposeful activities set in relevant contexts.

Additionally through the creative use of ICT we seek to improve pupils' thinking skills, providing them with opportunities to become independent, self-motivated and flexible learners.



The children have a wide range of resources in ICT to enhance their learning experiences. Each classroom is equipped with an interactive whiteboard, PC's and digital cameras and we also have a number of lap-tops. Pupils in the Foundation Stage and in Key Stage one make use of Bee-Bots for programming.

Our most exciting recent development has been the introduction of i-pads in school. These state of the art devises are used by pupils in all classes to support learning and teaching. In particular the pupils access apps on Literacy and Numeracy, finding the i-pads easy to use and very stimulating. Pupils in Key Stage 2 use the devises to create movies, songs and digital stories.



Curriculum

Special Educational Needs

If your child does not make appropriate progress we will want to find out why. By closely monitoring progress especially in literacy and numeracy, we hope to identify children having difficulties as soon as possible. A range of provision is made for children who may have learning and/or physical difficulties. The school's Special Needs policy provides further details and is available on request.

The class teacher will cater for the individual needs of each child, supported by the school's Special Educational Needs Co-ordinator, relevant outside agencies and classroom assistants where appropriate. Additional teaching may be provided within the school and we have successful intervention programmes in operation, catering for a range of needs. Whatever arrangements are proposed, you will be fully consulted.

Assessment

The assessment of children's progress is an integral part of the learning and teaching process. It will contribute to a holistic view of the child—that is, the child's personal, social, physical and intellectual achievements.

Assessment activities and outcomes help children in the learning process by providing opportunities to: inform children, parents and teachers about individual progress and enable diagnosis of individual development needs and the identification of appropriate learning targets.

Particular attention will be given to assessing progress in developing early literacy and numeracy skills in Years 1 and 2. In Years 3 to 7 ongoing teacher observation and assessment will be supplemented by the use of appropriate diagnostic and standardized tests, including the use of statutory assessments in Years 4 to 7.

Assessment for Learning is an integral part of our assessment procedures, requiring children to engage in self and peer assessment. The opportunities provided for children to review and comment upon their own progress will encourage them to think about how they are learning, and identify their strengths and development needs.



Curriculum

Physical Education

The school's PE policy sets out aims which are designed to :

- Encourage a positive attitude to sport.
- Provide opportunities for participation to every child.
- Improve physical skills.
- Provide new experiences and set new challenges.



The children participate in a number of tournaments and competitions throughout the year. Each class has a minimum of one session of physical education per week during which sports skills are taught. P4-P7 are given swimming lessons at different times in the school year and also attend sporting classes at Moneymore Recreation Centre.

We are fortunate to have a large school playing field, a hard core pitch and a multi-purpose hall for indoor sporting activities.

Children in Primary 6&7 are also encouraged to participate in the National Cycling Proficiency Scheme bi-annually.



Curriculum

Religious Education

Non-denominational religious education will be available to all children.

Assemblies provide an opportunity for collective worship and celebration. Ministers and other members of the community are invited regularly to talk to the whole school and individual class groups. If parents wish to withdraw their children from Religious Education, they will be accommodated.

Our Harvest and Easter services have a strong Christian emphasis and we enjoy the messages from an invited speaker at these services. At Christmas the children participate in a school play, most often based around the Nativity story.



Homework

Homework is an important part of school life. It provides children with an opportunity to practice and consolidate work done in school. It encourages the development of self discipline and independence. It gives you an opportunity to see what your child has been doing in school and is a valuable means of emphasizing the special place home and school give to learning and study.

Homework is regularly set for all children. For P1 children homework will mainly focus on reading, early mathematics and related activities. P2 and P3 children will continue with reading and mathematics; spellings; tables and some written activities will also be introduced. In P4 to P7 a range of learning and written homework will also be included.

As your child progresses through the school, homework will gradually become more demanding but less direct parental supervision should be required.

Enriching the Curriculum

Our programme of after school activities, events and visits is continually evolving to meet the needs and requests of the children.

The school is fortunate to have additional facilities which make the development of a range of interesting and worthwhile activities possible.



Extra Curricular Activities

We offer sporting opportunities to all of the pupils enrolled in our school. Staff and other qualified instructors give the children the opportunity to participate in school and after school hours. During the year pupils are able to take part in a range of sports including:

Soccer

Hockey

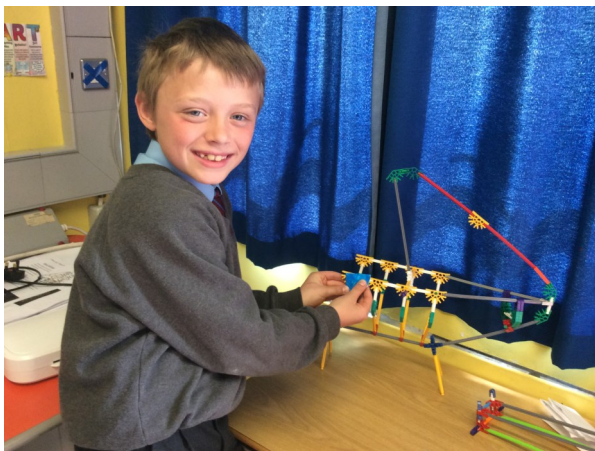
Swimming

Gymnastics

Athletics

Multi-Skills

The children have opportunities to represent the school in several sporting tournaments and each year we hold our Sports day as a joint event with Lissan Primary School. We are always very proud of the boys and girls who represent the school for these events, not only for their accomplishments, but for their sportsmanlike behaviour.



In addition to the sports clubs already mentioned pupils also have the opportunity to participate in many other activities both in and out of school hours:

Scripture Union

iPad Club

Lego Club

Arts & Crafts

Cycling Proficiency

K'Nex Club

Enriching the Curriculum

Eco-Committee

Churchtown Primary School has a thriving Eco-committee which is the driving force behind the school's participation in the Eco-Schools programme. The committee meet on a monthly basis to oversee many aspects of promoting our school environment, reducing waste, conserving energy, developing biodiversity and promoting healthy living.

The committee organises gardening events in the Spring and Autumn and also secured the support of local businesses. The boys and girls are currently working towards our second Eco-Club flag!



After school provision is available in school each day for P1-3 pupils from 2-3pm. This club is facilitated by Classroom Assistants Pupils engage in a variety of activities such as indoor/ outdoor play, use of iPads, craft activities, board games etc.



Enriching the Curriculum

Educational Visits



In connection with The World Around Us curriculum educational visits are great opportunities to inspire and stimulate the children. First hand experiences and real life situations are hugely beneficial to creating exciting, quality learning and we value the role they play in school life. Some of the places visited by the children include:

- ♦ Lissan House
- ♦ Ballinderry River
- ♦ Titanic, Belfast
- ♦ Forest School @ the Jungle
- ♦ Springhill House
- ♦ LCC
- ♦ Lafarge, Cookstown
- ♦ Bushmills Fishery

Each year pupils also enjoy visits along with friends from Lissan Primary School to participate in cross-community and sports activities.



Enriching the Curriculum

Shared Education

Churchtown Primary School is currently involved in the Department of Education's Shared Education Programme. We are linked up with St. Columb's Primary School, Draperstown and will be engaging in the programme for the next few years.

Shared Education occurs when schools from different sectors come together in local partnerships with the objective of providing enhanced outcomes for all young people through collaborative working.



For pupils this means participating in shared classes which have been jointly planned, delivered and evaluated by teachers from across the partner schools.

For parents it means having the chance to take part in shared events within partner schools and for the wider community it offers an opportunity for groups and individuals to engage with local schools in a very different way to that previously experienced.

This year pupils in P1-3 are involved in a play-based programme to develop their outdoor learning experiences. Pupils in P4-7 work together in a range of digital and creative workshops.



As well as visiting each other's schools pupils will also avail of trips to local forests, activity centres and the AMMA centre to name a few!

Enriching the Curriculum

We invite a variety of visitors into the school to help enhance our curriculum. Visitors bring with them a passion for what they do, which can be used to support our children's learning.

The range of visitors includes:

PSNI—bullying, internet safety, stranger danger & citizenship
Road Safety Officers
Dog's Trust
Sports coaches
NI Fire Service
School Nurse
RNLI
Action Cancer puppet show
Women's Aid Helping Hands Programme
Time Steps
Mid Ulster Council
Cancer Focus

Representatives from various professions also come in to speak to the children and often answer questions posed by the pupils. These local links help to enrich school life and include visitors such as a vet, baker, postman, nurse, architect, babies, senior citizens to share experiences from the past.



Rewards in School

Our emphasis is on the positive approach of praise and encouragement for both academic, social and behavioural matters. We consistently seek to acknowledge the effort, positive attitudes, achievements and good behaviour of all children to develop their self esteem as well as acknowledge success.

Pupils are encouraged and rewarded in many ways including:-

- * A quiet word or smile/kind look
- * A written comment on pupils work
- * Visit to another teacher for commendation.
- * Public word of praise in class or assembly.
- * Class reward systems including stickers, charts, certificates, prizes
- * Star Pupil of the week certificate in assembly
- * Star Reader awards
- * Monthly Head teacher awards
- * Favourable report comments
- * Involvement in school teams



Home/School Links

Contact with School

Positive home-school relationships are essential if your child is to fully benefit from all that our school has to offer.

Our 'open door' policy means that parents may see the Executive Principal at any time, but for your convenience, it is helpful if you phone the school office to check that she is available.

On occasions other than the scheduled parent/teacher meetings, parents may wish to meet with the class teacher. This can be facilitated either before or after school.



Communication with Parents

Two way communication is essential if the partnership between parents and school is to remain strong and effective and we therefore endeavour to keep parents fully informed and involved in all aspects of school life. Just as we would encourage you to keep the class teacher notified about relevant matters, we will also make immediate contact if we have any concerns or worries relating to your child.

Routine communication with most families is through the use of text messaging and the "Churchtown News". We use this system to keep parents informed about school activities, reminders of upcoming events or in an emergency, to send instant messages e.g. if something is cancelled.

Another useful source of information is the school website—www.churchtownps.co.uk

Parent/Teacher Consultations

In October all parents have an individual interview with teachers to review progress. This is an important interview as, at this early stage in the year, teachers are able to advise parents as to how they can support their child's learning.

This is followed up with another interview in February. After the Annual Report is issued in June parents who request it will be provided with another face to face interview.



Home/School Links

Parent Support Group

Churchtown Primary School has a long history of well established close links with parents and a thriving Parent Support Group. All parents are automatically members of the PSG. The committee is a voluntary group of parents who are willing to work on behalf of all the parents, planning social activities and fund-raising events throughout the school year.

The PSG Committee meet in the school from time to time, normally once or twice a term and thanks to the support of all parents and teachers, they make a lot of money for the school and all of the children benefit from their fund-raising efforts.

In the past few years, the PSG has presented the school with :

- * Equipment for the playground
- * iPads
- * Literacy—Reading Scheme materials
- * Outdoor playhouse and play resources
- * 2 Clevertouch Boards

Some of the events they have organised have included Quiz Nights, raffles, cake sales, Breakfast with Santa and Christmas parties. In addition the PSG provide refreshments at a number of important events throughout the year.



General Information

Health & Safety

We consider the safety of your child of paramount importance and ensure that the school does everything possible to keep everybody, children and staff alike, safe.

The school has a controlled access policy. Parents or others wishing to visit during the school day should only use the main entrance doors at the front of the building.

In the interest of safety children will not be allowed to leave the school during the day. Where a child has to leave, for example to visit a doctor or dentist, you are asked to send a note to your child's class teacher briefly outlining the arrangements being made for the collection of your child. It would be useful if you could let us know if your child is likely to be returning to school later in the day.



Cash and Valuables

We would prefer children not to bring cash to school unless absolutely necessary. We cannot take responsibility for watches, jewellery or valuables and therefore discourage them from coming into school.

Children are not to bring mobile phones into school—they are not needed. The school office will be able to contact parents if required.



General Information

Pastoral Care

As a small school we place a very strong emphasis on Pastoral Care and have a very warm and welcoming family atmosphere where each person in the school community has a concern and regard for others.

We believe a key element in the pastoral care of your child is a close relationship between home and school. Together in partnership we aim to promote self esteem and develop confidence, encourage positive attitudes and high standards of behaviour for every child. If you have any worries about your child please come to see us. We will be happy to meet you. If we have any worries we will make contact with you. Sometimes children become upset by events outside of school; a change in home circumstances, illness or death in the family can be very distressing for them.

Sometimes children become upset by events in school—these might involve falling out with friends, fears about being bullied or worries about not coping with work. Please let us know if you feel your child needs a little extra support at such times.

As a school committed to offering excellence in pastoral care to all our pupils, Churchtown offers support for those children in need. Primary aged children are in the early stages of their personal, emotional, social and educational development. As such they deserve the highest standards of pastoral care and support to assist them to develop their full potential.



General Information

Behaviour & Discipline

Every child has a right to be educated in an environment where they feel safe, secure, happy and confident and every child has a responsibility to behave in a manner which allows this to happen.

We have two key statements that describe acceptable behaviour:

- * Each child is expected to behave in a responsible way both to themselves and others, showing consideration, courtesy and respect at all times; and
- * Each child is expected to take care of the property, buildings and grounds of the school.

From our two key statements a list of related school rules has been drawn up. The golden rules are frequently explained in a language that is appropriate to the age of the children and displayed in classrooms.

We strive to form good relationships with children helping them to develop their self-esteem. We believe true success and increased self-esteem occurs when children learn how you expect them to behave and then choose that behaviour as their own.

We are concerned with helping children to set and achieve their personal, social and academic goals within a supportive atmosphere. Each teacher has a pastoral role and works to establish stable, supportive relationships with the children in their care, encouraging them to become increasingly capable of making independent, responsible choices.

When we are following up incidents of misbehaviour we try to discuss feelings and attitudes and more appropriate forms of behaviour with the children concerned.

Our aim is to promote positive behaviour by helping each child to behave in a responsible way, showing consideration, courtesy and respect to others in school and on the way to and from school. Through our teaching and example we expect children to be responsible and accountable for the actions they take.



General Information

Child Protection

Churchtown Primary School has adopted the EA Child Protection Policy and Procedures. We recognise the contribution that all staff and volunteers make in helping to make our school a safe environment. We promote a child-centred ethos where children are listened to by adults and taken seriously.

We recognise that everyone in our school community has a part to play in safeguarding the children in our care. We ensure that all members of staff, teaching and non teaching, and all adults who have contact with the children in our school, have been subject to appropriate vetting procedures and have been provided with Child Protection training.

We also want to keep parents informed about Child Protection. We encourage all parents to make a point of accessing the information displayed on our Child Protection notice board which is prominently displayed in the main school foyer. We will also issue information from time to time to keep parents updated on important Child Protection matters. Our Child Protection and other related policies are available on the school website or by request from the office.

Parents or others who have any child protection concerns should raise these immediately with the Designated Teacher. We recognise that raising a concern is always difficult but the over-riding issue must always be the safety of the child.



General Information

School Holidays & Closures

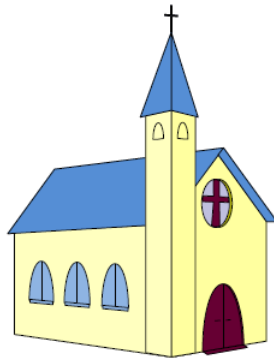
The dates of school holidays and any exceptional closures will be circulated to parents at the start of the school year and is available from the school website.

The school day ends for all children at 12 noon on the last day of each term. A reminder notice concerning holidays and closures will be sent out via Seesaw.



Thank you for taking the time to read our school prospectus. We recognise that choosing the right school for your child, whether they are just starting out or moving, is an important decision and would encourage you to visit the school as this prospectus can only provide a snapshot of all that goes on at Churchtown Primary!

Churchtown Primary School



"Caring...Believing...Achieving"