



**School Prospectus**

**2021/22**

**Edenham (Church of England) Primary School**

**School Lane, Edenham, Bourne, Lincs**

**PE10 0LP**

**Phone: 01778 591207**

**Executive Head Teacher: Mrs A Flack**

**<http://www.edenham.lincs.sch.uk>**

Dear Parents/Carers

Edenham Church of England Primary School is passionate about learning and prides itself on the quality of education it offers. Academic excellence is important to us, as is our commitment to creativity and the arts. The curriculum is varied and exciting, and develops independent learners equipped with the skills and confidence to take on the challenges of the 21<sup>st</sup> Century. Our dedicated team of teachers and support staff provides a caring and stimulating environment in which children thrive. As a result, our children are happy, sociable and confident.

We pride ourselves on building and maintaining a true sense of 'family' where everyone within the school community knows that they are cared for; that their needs are taken into account before decisions are made. This goes hand in hand with the Christian values we embrace as a Church School. Pupils, staff and the Governing Body enjoy excellent relationships with our local church and village community, and share many special events throughout the year, such as Christmas and Easter services, Remembrance Day, Community lunches and our annual Summer Fete.

Where you decide to have your child educated is one of the most important decisions you will make. You will want them to achieve their best, to be happy, to develop their social skills and increase their confidence. These are all very important to us, and we believe that through working with you we can ensure that your hopes for them become a reality.

The key to this is ensuring that standards are as high as they can be. As a staff we are committed to doing all we can to ensure that teaching, learning and standards of behaviour are high. We offer a wide and varied curriculum which encourages children to grow and develop academically, socially, culturally and emotionally. As a Church School we are deeply committed to children's spiritual development, and are focused on our Christian Values: Respect, Hope, Forgiveness, Compassion, Courage and Perseverance.

We hope that this prospectus gives you a flavour of what we can offer your family, but to gain a deeper understanding of our school please do come and have a look around.

Mrs A Flack

Executive Head Teacher

## **GOVERNORS OF THE SCHOOL**

Mr David Clements

Mrs Karen Lawrie

Mrs Nicola Lawton

Mr Martin Sutton

Fr Edward Martin

Clerk to the Governors

Mrs Sarah Leith

## **STAFF TEAM**

### **Teaching Staff**

Executive Head Teacher:

Mrs A Flack

Head of School:

Mr M Pasqualino

SENCO:

Mrs Z Halden

### **Teachers:**

Mrs Robinson

Miss Jarvis

Miss L Moylan

Miss E Glover

### **Teaching Assistants:**

Mrs S Robert

Mrs L Wilson

Mrs M Locke

### **Administrators**

Mrs N Burnside

Miss A Wade

### **Business & Operations Partner:**

Mrs S Rix

### **Mid-day Supervisors:**

Miss A Wade

Mr K Alder

Mrs S Haddow

Mrs M Locke

**Site Manager:** Mr J Wardill

**Caretaker:** Mr K Alder

## Edenham C of E Primary School's Intent



Firstly, and most importantly, we want to ensure all our children are inspired, believe in themselves and one another and achieve all they are capable of, but our intent goes further than this, our intent is not only for our children but all of our community.

### **A love of learning**

We want to be able to remember more, know more and learn more, this means children developing their knowledge and skills within our curriculum and their own personal interests, but also adults developing their practice, learning from one another and the children we are lucky enough to work with. As part of this we are becoming more resourceful, being able to adapt - using what we have available to us - to become successful and ensure that we are continuously present, giving everything our total effort.

### **A love of our environment**

As young people and adults we care about our environment, whether this be our school environment, the local area or global. Not only do we care about our environment but we want to ensure we have the knowledge and capabilities to not only identify, research and understand issues but to help do something about them. We are lucky enough to attend school in a wonderful environment each day, and we want to ensure that we appreciate, respect and maintain that.

### **Prepared for the future**

Our future is ever-changing, for children and adults. This is why we see it as essential that we develop into: independent people who are capable of thinking and acting for ourselves, philosophical learners who are able to absorb information and reach educated conclusions, confident humans that can use these characteristics to make a positive difference in their own, and other peoples, lives.

## **Inspire Believe Achieve**

Our aim is to inspire and encourage our children to believe in their ability to succeed through learning. This vision will enable them to achieve and succeed in reaching their full potential and beyond, now and for their future.

Within our school we work very hard to create a team of teachers, non-teaching and support staff that will support each child in reaching their potential. Many who visit us comment on the strength of our 'staff team' and their shared commitment to help every child in the school achieve their best.

We value the broad and balanced curriculum which our staff offers and all children are able to access not only academic, but creative and physical areas of the National Curriculum fully, so that they receive the highest standard of education.

Intent:

## **Aims**

We are a school that prides itself on our Christian values and aims to ensure all of our pupils feel happy, secure and valued, enabling them to make a worthwhile contribution as young people within their community.

Our school provides a gateway for children to discover, explore and learn in a caring environment. Childhood is a magical, wonderful time and our pupils follow a varied and active programme designed to give them the opportunity to build confidence and learn everything they will need for their future.

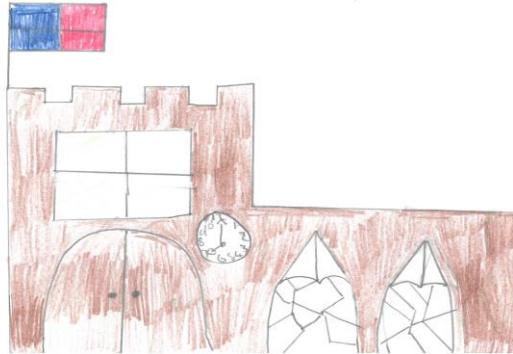
We will provide all children with a happy, safe and secure environment.





Inspire, Believe, Achieve

We go to St Michael's  
and All Angels Church  
regularly.



### **COMMUNITY LINKS**

As a Church of England school we have strong links with the local Church. All classes contribute in the church services throughout the year. We also hold our Harvest Festival, Carol Service and other services at the church led by local clergy, to which we invite the local community. A representative of the Church regularly comes into school to lead our Collective Worship.

### **SCHOOL CHARTER**

We do as we are told the first time

\*

We do not disturb the learning of others

\*

We use kind words and actions

\*

We show respect for others and their property

Very occasionally individual children disregard school rules. In these isolated cases parents will be contacted so that the problem can be resolved as quickly as possible together.

There is an anti-bullying policy in school which is printed at the end of this prospectus. If your child is made unhappy by others, please let us know so that we can deal with the issue before it becomes a bullying problem.





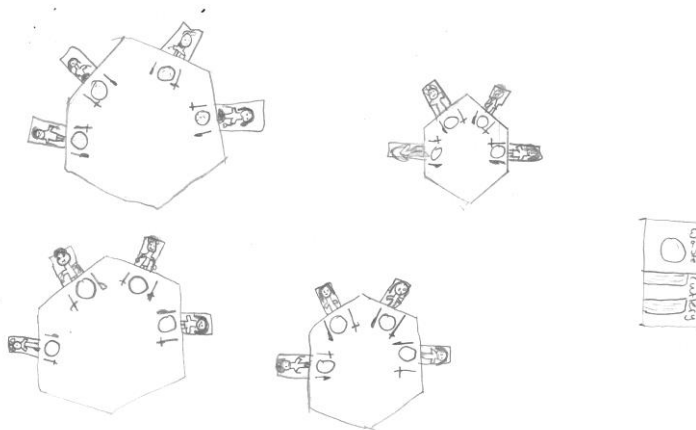
We enjoy playing with our friends at playtime

### TRANSPORT

Transport is provided by the local authority which is available each day. The bus is able to stop at various destinations dropping off at school at 8.30am. This is all available at the end of the day leaving at 3.15pm. If this is of interest to you please contact Lincolnshire County Council Tel:

Children travelling on the school bus will be expected to behave in a quiet and orderly manner. Parents must accept responsibility for their child's standard of behaviour on these occasions. Parents of children who persistently misbehave on the bus will be asked to make alternative arrangements until the matter can be resolved.

If for any reason your child is not to travel home on the school bus, the school must be informed, preferably in writing. Only those children who are registered to use the school transport may do so.



At lunchtime we eat in the hall

We try to encourage our pupils to be as independent as possible and to this end after the newness of school has worn off, we encourage them to come into the school building alone. At the end of the day children are lined up outside on the playground and then given to parents and carers to be collected.

## **ADMISSIONS POLICY**

It is our school policy to have one annual intake of children. This is in the September of the academic year in which the child becomes five. (The academic year runs from 1st September to 31st August inclusive).

Before your child starts with us we are more than happy (and encourage) any such concerns, to be discussed with the Executive Head or Head of school. We are very keen for the children to have a happy and confident start to their education.

Parents who wish their child to join our school mid-year must contact the admissions department in Lincoln who will take them through the process. – Tel: 01522 553304 or e-mail [admissionspolicy@lincolnshire.gov.uk](mailto:admissionspolicy@lincolnshire.gov.uk)

When we are over-subscribed, we follow the guidelines and policies in the 'Going to School in Lincolnshire' booklet.

Prospective parents are very welcome and once again encouraged, to make an appointment with the school, to view the school and discuss their child's future.

We have a meeting for new parents in the summer term where you can meet members of staff who will be teaching your children. There will also be an opportunity to ask any questions.

We hold some very successful sessions for new children during the summer term when they can try out some school activities for themselves.



## SCHOOL UNIFORM

We have a school uniform. This consists of a navy blue sweatshirt or cardigan, white polo shirt/blouse and grey trousers/skirt. In the summer a blue and white gingham dress may be worn. All uniform with the school logo on can be purchased through [www.kitman.co.uk](http://www.kitman.co.uk), a link and more details can be found on the school website. Children are required to wear smart/sensible shoes, suitable for school. No trainers or Ugg type boots.

Your child will require clothing for P.E. for these lessons the children need a white tee-shirt or polo shirt, navy or black shorts, tracksuit bottoms or p.e. skirt, navy sweatshirt or Edenham hoody and plimsolls.

During the year, children will also require outdoor kit suitable for use on the playing field.

P.E. bags (and book bags) are available from our online suppliers. Both are printed with the school logo. Children should not bring large sports bags to school as these take up far too much cloakroom/locker space.

Please ensure that all your child's clothing is clearly marked with his/her name. It is amazing how alike all royal blue jumpers, or black plimsolls are, when they are away from their owners! We have a lost property bin which is located near the hall.

Pupils with pierced ears may wear a small single stud-earring or a pair of small stud-earrings to school. For safety reasons, children must not wear rings to school. Long hair is to be tied back and children should have sensible haircuts. (No severely shaven or coloured hair is acceptable.)

Children must not wear make-up or nail polish.

We welcome parents' and carers' support in ensuring that hair styles are suitable for school.

In extreme circumstances and/or where a parent refuses to support the school policy, the school will take additional measures in line with school policy and LA guidance.

Please refer to our Uniform Policy for further information.

## **BEHAVIOUR**

High standards of behaviour are expected at our school. We want all members of our community to feel happy and valued; therefore, we will promote the need for politeness and respect for others and their property.

### OBJECTIVES

- All members of the school community will be encouraged to have due regard for their own and others' safety.
- All members of the school community should be aware of the feelings and needs of others and react in a sensitive way.
- The children will be reminded regularly about acceptable behaviour.
- Praise, encouragement and rewards in the form of stickers and certificates will be given when the pupils show good standards of behaviour and when work has been done to the best of that child's ability.
- It will be made clear that children who need to share worries or require extra support can find guidance and help within school.

## **SCHOOL CLUBS**

In the past we have been very pleased to be able to provide the children with a wide range of extra curricular activities. Hopefully the following activities will be available to children at certain times during the year:

- Forest School
- Football
- A Range of Sports
- Art
- Gardening
- Music
- Choir
- Drama
- Snag Golf
- Yoga

## **CLASS ORGANISATION**

This school caters for children from the academic year in which they become five to the year in which they become eleven years of age. These are Year R (Reception) to Year 6. The children are divided into four classes. At present there are Reception, Y1/2, Y3/4, Y5/6 classes, which are divided into three Key Stages: EYFS (the Reception class) Key Stage One (Years 1 and 2) and Key Stage Two (Years 3 through to Year 6).



## **COMPUTING**

iPads are used to enhance the work done in school. Each classroom has an LCD interactive screen which enable the teachers to access a very wide range of resources. Children will also have the opportunity to carry out research using the internet under supervision, after they and their parents have signed our internet use agreement.



## **P.E.**

P.E. is a part of the National Curriculum. We encourage our pupils to take part in individual and team sports as often as possible including extra-curricular activities mentioned in this prospectus. Pupils have opportunities to represent us at a wide variety of sports events and competitions.

It is therefore very important that every child has their P.E. kit in school at the appropriate times. The preferred PE kit is white tee shirt or polo shirt with navy or black shorts and plimsolls or trainers and warmer clothes for work outdoors. Please refer to the uniform policy for further information.



If your child is unfit to do P.E. (including games and swimming) please inform the teacher involved, preferably by letter or email.

Earrings must be removed for PE lessons as we do not tape over them, No other jewellery should be worn for P.E.

## **HOME/SCHOOL AGREEMENT**

In line with government policy, we have a home/school agreement, which you will be asked to sign when your child enters school. There is a copy of this document at the end of the prospectus for you to look at.

## **SCHOOL DAY**

8:45am Learning Opportunities start from with registration at 9:00am.

Lunch time starts at 12:00 (staggered sittings to allow hot lunch delivery) and finishes at 1:00pm.

12:00 noon is lunch time for EYFS & KS1 pupils, 12:15pm is lunchtime for KS2 pupils

3:15pm School day finishes

Wrap around care can be provided by Red Deer Rangers more details can be found at <https://www.red-deer-rangers.co.uk/>

## TERM DATES 2021-2022

<b>TERM 1</b>	<p><i>Thursday 2<sup>nd</sup> and Friday 3<sup>rd</sup> September 2021 – Staff Training Day</i></p> <p>Monday 6<sup>th</sup> September 2021 – Beginning of Term 1</p> <p>Thursday 21<sup>st</sup> October 2021 – End of Term 1</p> <p><i>Friday 22<sup>nd</sup> October 2021 – Staff Training Day</i></p>
<b>TERM 2</b>	<p>Monday 1<sup>st</sup> November 2021 – Beginning of Term 2</p> <p>Friday 17<sup>th</sup> December 2021 – End of Term 2</p>
<b>TERM 3</b>	<p>Tuesday 4<sup>th</sup> January 2022 – Beginning of Term 3</p> <p>Friday 11<sup>th</sup> February 2022 – End of Term 3</p>
<b>TERM 4</b>	<p>Monday 21<sup>st</sup> February 2022 – Beginning of Term 4</p> <p>Thursday 31<sup>st</sup> March 2022 – End of Term 4</p> <p><i>Friday 1<sup>st</sup> April 2022 – Staff Training Day</i></p> <p><i>Bank Holidays – Good Friday 15<sup>th</sup> April &amp; Easter Monday 18<sup>th</sup> April 2022</i></p>
<b>TERM 5</b>	<p>Wednesday 20<sup>th</sup> April 2022 - Beginning of Term 5</p> <p><i>Bank Holidays – Monday 2<sup>nd</sup> May 2022 – May Day</i></p> <p>Friday 27<sup>th</sup> May 2022 – End of Term 5</p> <p><i>Bank Holidays – Thursday 2<sup>nd</sup> and Friday 3<sup>rd</sup> June 2022</i></p>

## **EQUAL OPPORTUNITIES**

In promoting Equal Opportunities in education it is our aim to ensure that everyone – staff, parents and pupils – are treated equally, fairly and justly, regardless of disability, gender, race, religion and racial, ethnic, national or social origins. We aim to promote equal opportunities for all in all aspects of school life. A policy statement is available in school for parents to read.

## **CURRICULUM**

From September 2014 the revised National Curriculum consists of:

- The three core subject of Mathematics, English, and Science
- The foundation subjects of Geography, History, Design and Technology, Computing, Music, Art and Design, Languages, PSHE and P.E.

Religious Education is taught according to the Locally Agreed Syllabus for Lincolnshire. Under section 9 of the 1988 Education Act, a pupil may be excused wholly or partly from attendance at religious worship in school, or from receiving religious education given in school, or both, if this is against your religious convictions. Please notify the Head Teacher in writing outlining the alternative arrangements which you will be making for your child.

All subjects will be taught using a number of different methods that may involve individual, group or class teaching. During topic or project work, a number of core or foundation subjects may be covered within the same piece of work.

The National Curriculum documents dealing with the content of the core and foundation subjects are kept within school and are available for any parents who wish to see them. The policy documents dealing with each subject area are reviewed on a regular basis and are presented to the governors.

### **HOMEWORK**

All of our pupils are expected to read at home as well as at school. To achieve this, reading books will be sent home on a regular basis as will other homework. Children will have a homework diary so you will be kept fully informed of what we are expecting them to do. Homework consisting of Mathematics and Reading Eggs will be set consistently across the school. A choice of half termly tasks can also be completed with children selecting these from our homework menu.

### **HEALTH & SEX EDUCATION**

Health and sex education forms part of our school curriculum. This area is of such a nature that we feel that parents should also be involved. As from September 1994 certain parts of what had been traditionally described as sex education were removed from the National Curriculum. Parents are given a right to withdraw their children from anything other than the National Curriculum (Education Act 1993).

### **SWIMMING**

The ASA say nationally only 50% of children leave school being able to swim 25m. It is our intention to ensure each child can swim 25m by the time they leave us in Year 6.

### **SCHOOL BUILDING**

Our school is situated on School Lane in Edenham, which is just off the main road running through the village. It was built on its present site in 1873.

### **DISABLED ACCESS**

Changes have been made to the original school building to improve the access for all pupils. 4 classrooms now have doors to the playground which are wide enough for a wheelchair user. We also have a toilet for disabled use and an entrance which can easily be accessed by a disabled person.

### **FUND-RAISING**

We hold many fundraising events each year, all with a specified goal to help support the school. We are always looking for volunteers to help with these events and others. If you would like to get involved in this or any other aspect of your child's schooling please get in touch with us. Each year the pupils also raise money for selected charities, particularly those that help children, both at home and abroad.

## **CHARGING FOR SCHOOL ACTIVITIES**

In compliance with the Education Reform Act 1988, the following policy for charging has been drawn up:

For school journeys and visits the school will request contributions from parents to cover these activities. If sufficient contributions are not forthcoming, the activity will not take place. No individual child will be excluded from these activities because of lack of contributions.

In the case of residential visits, parents will be charged for board and lodgings. Exceptions to this maybe offered to children/families in receipt of Pupil Premium funding.

Charges will be levied for 'optional extras' i.e. activities outside school time not related to statutory duties.

## **SPECIAL EDUCATIONAL NEEDS**

Pupils with special educational needs are those children with learning difficulties or disabilities as set down in the 1981 Education Act and also those children who are exceptionally able and talented. About 20% of children have learning difficulties at some time during their school life. Usually this can be taken care of in the classroom by the class teacher. We have adopted the three stages for identifying and meeting special education needs as set down by Lincolnshire County Council which follows the guidelines set down in detail in the Code of Practice on Special Educational Needs.

If it is felt that other expert opinion, or help is required then parents will be notified as to the nature of the problem and the steps that may have to be taken. If parents have any concern over the progress of their child, then please do not hesitate to contact school.

## **CHILDREN REQUIRING SUPPORT**

The children are informed that all the staff are there to support them, in not only academic ways, but also when they have problems or worries that they wish to share. Sometimes these problems may be of the sort that the school are not able to deal with. It may be necessary to involve other agencies like the Social Services or the school nurse to ensure that the children's needs are met.

## **INSURANCE**

The school does not offer personal accident insurance to either pupils or their belongings but does cover its legal liabilities. The insurance market offers personal accident cover for pupils 24 hours a day. Parents may not be aware of this, and if they wish to avail themselves of this cover for their children, they should make enquiries with insurance brokers or companies accordingly.

## **PERSONAL PROPERTY**

Pupils are responsible for the security of their personal possessions whilst on school premises.

## **RESIDENTIAL TRIPS**

In Year 6 we offer a residential trip to all our Year 6 class to the Hilltop Centre in Norfolk. A number of different adventurous activities are available including zip wires, climbing and archery. We have found this trip to be a very exciting and worthwhile occasion.

## **SCHOOL VISITS**

Children are taken to a number of places of interest throughout the year which may be local or further afield. These visits stimulate interest and enthusiasm for their work. The school undertakes a risk assessment for all trips. The school has an Educational Visits Co-ordinator who ensures that we follow county and national guidelines.

As many of you already know, from time to time we take the children off the school premises to walk round the village or to visit St. Michaels and All Angels Church. Sometimes we visit the church for a service or possibly to rehearse a performance and we might walk through the village to develop work started in the classroom.

## **SECONDARY EDUCATION**

Our children transfer at eleven years of age to secondary education usually, to one of the schools below:

- Bourne Grammar School
- Bourne Academy
- Charles Read Academy
- Casterton College

You and your child will state your preferred secondary school with due regard to the results of two 11+ tests that are held during September when your child is in Year 6. These tests are organised by the Head Teachers of Bourne Grammar School. The results of the selection procedure are communicated directly to parents.

## **HEALTH**

We will occasionally, with your permission, refer a child who needs extra support to the Educational Psychologist, Speech Therapist or other specialist agencies. If there are any problems that may affect your child's progress then please let us know. On the other hand if anything is noticed at school we will inform you.

## **MEDICINES**

The revised statutory guidance from the Department of Education states that "staff must not give prescription medicine or undertake healthcare procedures to pupils without appropriate training and training must be updated to reflect any individual healthcare plan". Medicines should only be taken to school where it would be detrimental to a child's health if the medicine were not administered during the school day and these types of medicines will form a care plan for those individual children.

## **ILLNESS/ACCIDENTS**

If an illness or accident arises we make every effort to contact you and see that your child is taken home. If this is impossible, your child will be well cared for until it is possible to contact you or an adult delegated by you. In severe cases arrangements will be made to transport your child to hospital. A number of staff are trained in First Aid.

## **HEADLICE**

From time to time as in any school there are isolated outbreaks of head lice. If you do find that your child has head lice, please do not feel embarrassed because they tend to like clean hair. We would ask you to inform us as soon as possible so that we can remind the children to be vigilant. Any information given will be in confidence.

## **INFECTIOUS DISEASES**

In the case of infectious diseases the final decision about exclusion or re-admission rests with the Head Teacher. If a parent returns a child to school before the time shown on the leaflet 'Notifiable Diseases in Lincolnshire', the Head teacher is entitled to refuse admission.

## **ABSENCES**

Under the 1995 Regulations a pupil's absence may be treated as authorised if not attending:

- because of sickness or any unavoidable cause,
- on a day set apart by the religious body to which his/her parent belongs for religious observance,
- because the child is not within walking distance of school and the Local Authority has not provided transport,
- with leave granted by the head teacher.

We also have to publish information about absences and therefore it is very important that any absences are followed by a note of explanation. Parents/Carers must inform us, by telephone or otherwise, about their child's non-attendance every day of absence. If children are absent without notification we will make contact to the parents or carers for information.



Parentally condoned unjustified absence can be a problem from time to time. It can be every bit as damaging as the more traditional forms of truancy. Parents are reminded that only the school, within the context of the law, can approve absence, not parents. The fact that a parent has offered a note or other notification in relation to a particular absence does not, of itself, oblige the school to accept it if the school does not accept the explanation offered as a valid reason for absence. If, after further investigation doubt remains about explanations offered or where no explanation is forthcoming, the absence will be treated as unauthorised. The school has a legal obligation to keep records of all absences. The Educational Welfare Officer monitors absences and Attendance Panel Meetings are held with regard to pupils giving cause for concern. Parents will be informed by letter if their child's level of absence is giving concern.

We ask families not to take holidays during term time. An absence due to family holidays will only be authorised in exceptional circumstances.