



Ashill VC Primary School



www.ashillschool.co.uk



Prospectus 2023/24

(Updated November 2023)

Welcome from the Headteacher

Dear Parent or Carer,

First of all, as headteacher, I'd like to welcome you to Ashill V.C. Primary School.

I have been headteacher here at Ashill V.C. Primary School since September 2015, previously having been the school's Senior Teacher from April 2013.

We are very proud of our school. Whether you know the school well, or are enquiring for the first time, we hope you gain an insight into our school, either by visiting us or reading our prospectus.

This school prospectus will give you further information about the school, although don't forget to visit our website, which includes additional details.

Naturally, we hope you gain a positive feel for our school. If you have any questions or would like to arrange a visit, we would always be happy to accommodate, so please feel free to get in touch via our secretary, Mrs Butters. She can be contacted in person at the school office or by phone or email.

Many thanks once again,

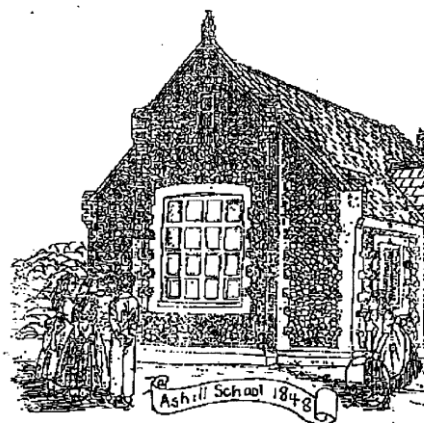
Yours sincerely,



Steve Creasey
Headteacher



A Brief History of Ashill School



The first school in Ashill was built using funds raised by Reverend Bartholomew Edwards, and opened in 1848. Reverend Bartholomew has the distinction of appearing in the Guinness Book of Records as the longest serving incumbent of a single parish: he managed a total of 76 years, from 1813 to 1889!

In 1876 the school house and adjoining classroom were built by the National Society, and the name was changed to Ashill National School.

A kitchen was added to the school in 1947, and in 1957 the school house was taken over by Norfolk Education Committee, only to be sold in 1979. The old school building has just recently been converted into a residential property.

A new, larger building was built behind this and was opened in 1989 by the Bishop of Lynn, The Right Reverend David Bentley.

The present building consists of one floor with large grounds comprising a generous field and playground. There is a forest learning area, a reflection garden and a gardening area where we grow fruit and vegetables. There are four classrooms, a staffroom, a group room, a library and a hall.

In November 2019, a significant extension to the school hall, kitchen and offices was completed.

The school office is situated by the staff car park.

For safeguarding reasons, from 9:00am to 3:15pm, all external doors and gates are kept locked. The only access, during these hours, to the school is through the gate on The Oaks, leading to the main entrance where you will be greeted by our secretary. As the office is unmanned at times, a bell on the outside wall gains the attention of those inside.

We ask all visitors to go to the main school office to sign in on arrival where they will be given a school badge, and also to sign out on departure.



Ofsted

The school last received a section 5, graded inspection from Ofsted in September 2023. Overall, the school continues to be graded as 'Good' overall with the grading of 'Outstanding' in leadership and management and personal development. To view the most recent inspection reports, please visit:

<https://reports.ofsted.gov.uk/provider/21/121026>



SIAMS

As a Church of England primary school, we are inspected every five years under the Statutory Inspection of Anglican and Methodist Schools (SIAMS), which evaluates our Christian practice and distinctiveness. In November 2019, the school was judged 'Good' in all seven areas. Please see our website for the SIAMS report.

Renewing our Vision and Values

In September 2022 we set our new vision and values.

All parents, staff and governors were consulted and were able to contribute ideas, along with pupils of the school who met in the summer term prior to the new academic year.



**“For I know the plans I have for you,” declared the Lord, “Plans to prosper you and not to harm you, plans to give you hope and a future.”
(Jeremiah 29:11)**

Our vision, guided by our Christian ethos, is to create an inclusive school family where every child is nurtured to grow and thrive, be confident in showing their strengths and achieve their ambitions in the world.

We aim to achieve this through our values of:
Resilience, Kindness, Respect, Aspiration, Curiosity and Independence

Safeguarding

We take the safeguarding of our pupils and staff very seriously. All staff receive regular safeguarding training and are kept up to date with new guidance and procedures, and we follow the school policy for safeguarding, which has been written in accordance with National and Norfolk Guidelines. We have governors and staff trained on the safer recruitment of staff, and all adults involved with the children must have an up to date DBS check.



From a young age children are taught to take care of themselves in lessons such as caring for each other or stranger danger. They are also given advice on who they can turn to for help, and there is an anonymous 'worry box' where children can write down a concern that they wish an adult to be aware of.

We have three Designated Teachers for Safeguarding. These members of staff have attended additional training and deal with any matters in the school relating to such concerns. The designated safeguarding members of staff are Steve Creasey (Headteacher), Joanna Boote (Senior Teacher and SENCO) and Charlotte Thornhill (Class Teacher).

All visitors are strongly encouraged to take and read one of our safeguarding leaflets upon signing in to the school. This gives full details of our safeguarding procedures.

Data Protection (GDPR)

As a school, we comply fully with GDPR and every year we will give you the opportunity to consent to how we use photos, video and any other media, both in and out of school. We also share information with trusted companies and services and more detail can be found on our school website under the page 'GDPR'. Parents have the right to withdraw or amend their consent at any time. Please contact the school office for more details.

The School Community

Ashill Voluntary Controlled Primary School is a local authority school taking children from the ages of 4 to 11 (Reception to Year 6).

Ashill VC Primary School is a Voluntary Controlled (Church of England) School meaning that there is a statutory requirement that a proportion of the Governing Body is Foundation Governors appointed by the Church with one of these members appointed by the Bishop of Kings Lynn. With our current constitution we are required to have three Foundation Governors on the Governing Body. This means that they are involved in implementing policies in the school, and that we have close links with the local Churches.

The majority of children come from Ashill, but a number of the children also travel from Great and Little Cressingham, Hilborough and Threxton. We are the catchment school for these villages. We also currently have pupils from out of our catchment area, including families from Watton, Holme Hale, Necton, Carbrooke, Saham Toney, Saham Hills and Ovington.

We take children from a number of playgroups and nurseries in the area, although mainly from the First Steps pre-school in the village. Although our catchment secondary school is Wayland Academy, children can choose other neighbouring schools depending on the school admissions policy.

Our Classes

We currently have five classes at Ashill VC Primary School and our number of pupils per year group is 15, meaning the school has a maximum of 105 pupils, ranging from Reception through to Year 6 (Ages 4 to 11). We occasionally take more than 15 pupils a year but this is only in exceptional circumstances.

Bumblebee Class	Reception:	Up to 15 pupils
Squirrel Class	Year 1/2:	Up to 30 pupils
Hedgehog Class	Year 3/4:	Up to 30 pupils
Badger Class	Year 5/6:	Up to 30 pupils



All children spend the vast majority of their time with their class teacher who is responsible not only for their academic progress but also for their pastoral care.

Houses

The children are organised into houses on entry to the school, and those in the same family will usually be in the same house. They are Ash (Red), Oak (Yellow) and Conifer (Blue). The houses are used for awards such as housepoints, and on occasions such as sports day. Children in Year 5 and 6 are elected each year as house captains and vice captains.

Admission Procedures

All admission requests are dealt with by the admissions team at the Local Authority, as opposed to the school. Forms and guidance can be collected from the school but the Admissions Team will respond to parents about the availability of places. Our admission number per year group is set at 15 pupils. For the past five years we have been full or oversubscribed for pupils joining us in Reception and in other year groups. We currently have 109 pupils in the school.

Contact Details for the admissions team:

Admissions
Room 7
County Hall
Martineau Lane
Norwich
NR1 2DH

Telephone: 0344 800 8020
Fax: 01603 223722
Email: admissions@norfolk.gov.uk



All admissions for pupils starting school (Reception) are administered through the Local Authority. Forms are sent to all parents in the Autumn Term and have to be completed by the end of December prior to the year the child is due to start school. Online applications are welcomed. Parents are informed of places in the April leading up to the September the child will start. Children begin school the September following their fourth birthday and although a place is offered from this point, a child legally does not have to start school full time until the term following their fifth birthday.

Pupils will be offered a full time place from the September following their fourth birthday. In special circumstances, parents have the right to request part time hours and this should be discussed with the school.



Parents who are considering asking for their child/ren to be admitted to the school are encouraged to contact the Head Teacher who will always be pleased to meet them. We also hold an open afternoon in the Autumn term for prospective parents.

Should you be successful in gaining a place at Ashill V.C. Primary School, we will contact you regarding several pupil days that we organise during the summer term, to ensure a smooth transition for September. There will be an information evening for parents during this term and we also provide a booklet for parents of Reception children.

Admission of Pupils with a Statement of Special Educational Needs

The school does not discriminate against pupils with disabilities or special educational needs. If, following consultation between the school, parents/carers, local authority and any outside agencies such as health and psychology, it is felt that Ashill VC Primary School can offer the best educational experience for such a child, the school will do all it can to ensure that the pupil's admission and subsequent education are handled as smoothly and effectively as for other pupils.

School Meals

In line with Government policy, we offer all pupils in Reception, Year 1 and Year 2 a free hot meal each day. The system is known as Universal Infant Free School Meals (UIFSM) and means that children can order a hot meal each day in school. They can order the 'main meal' from the menu or a jacket potato with a choice of topping. Vegetarian options can also be ordered and there is a packed lunch option as well.



Hot Meals

Hot dinners are available each day (currently priced at £2.30 per day), and can be booked on a daily, weekly or termly basis at the school office or via the schoolmoney app. Packed lunches can also be ordered. Dinners are provided by NORSE Catering Services and are delivered in insulated containers from the kitchens at Necton Primary School. Meals include a main course and dessert. There is always fresh water available in the dining hall. A menu is available from the school office.

Should you have any questions about the lunches, or if you think you could be entitled to free school meals, please contact the school office.

Packed Lunches

Please ensure that children bring their packed lunch in a named, sealed container. Glass bottles and hot flasks containing soup or hot drinks are not allowed for safety reasons. We try to encourage all pupils to eat a healthy lunch and would ask parents to consider this when packing lunch boxes.

Mid-Morning Snacks

Children are allowed to bring in a small snack for playtime if they wish. Snacks should be healthy and need to come from the list available in school, and packed separately to their lunch box as there is no access to these during the day.

All children in Reception, Year One and Year Two receive a piece of fruit or vegetable as a mid-morning snack (there is no cost for this) as part of the National School Fruit and Veg Scheme.

Drinks

If parents wish their child to have milk at morning break they should book and pay for this at the school office or via the school payment app, 'School Money'. Payments must be made in advance and it is not possible to give refunds if a child misses their milk through absence as this has to be ordered in advance.

Pupils who are under 5 years old are entitled to milk free of charge up until their 5th birthday. Please speak to the school office if you would like to book this.

Children may bring squash as part of their packed lunch, but at other times in the day only water is permitted. Water fountains with built-in coolers are available in the cloakrooms and water bottles can be refilled during the day and are allowed in classrooms.

Dress

School Uniform

Our school uniform consists of the following:

- Green sweatshirts or cardigans, green or white polo shirts, shirts or blouses, and grey or black skirts/dresses or trousers/ shorts.
- School jumpers, cardigans or t-shirts do not need to have the school logo. In the summer green checked dresses can also be worn.
- Socks and tights should be dark (e.g. black, grey or dark green) or white in colour and plain.
- Only black, flat soled, plain, closed toed shoes (or trainers on PE days) should be worn to school.
- Boots or shoes with a heel are not permitted due to safety reasons.
- Skirts should be of an appropriate length and style (knee-length or below and not too tight fitting).
- Coats should be dark in colour and of suitable warmth for the type of weather.

Uniform can be purchased through Birds of Dereham. We currently request that this is purchased online and can either be delivered to you for a small fee or Birds offer a 'click and collect' service.

<https://www.birdsofdereham.com>

We are currently able to provide some items of school uniform for pupils eligible for Pupil Premium and this is funded through the school's allocation of Pupil Premium money. If your child is eligible for Free School Meals, please enquire at the school office.



PE / Games Kit

It is essential that all children have a full PE kit to change into. This should consist of a plain t-shirt (with or without the school logo) in their house colour, black shorts, and trainers or plimsolls.

We try to play outdoor games whenever possible, including in cold weather (as our school hall is very small!). In these conditions children are also allowed to wear tracksuits, hats, gloves and as many sweatshirts as necessary.

At present, the class teacher will inform you of the days when the children have P.E. and we ask that the children come to school in their P.E. kit.

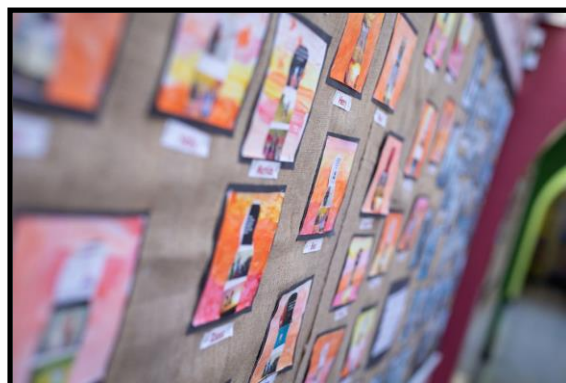
Jewellery

Jewellery, including wristbands, in school presents a safety risk. The only jewellery allowed in school is small studs or sleepers for children with pierced ears. Wristwatches may be worn, but the school accepts no responsibility for loss or damage. Watches with hourly chimes and alarms should be set to silent mode as they are very disruptive during lessons. No jewellery can be worn in PE or swimming sessions, so this must be removed before school or the child must be able to remove it themselves as school staff are not permitted to do this.

Home / School Links

Parent / Teacher Contact

Parents' evenings are held in the Autumn and Spring terms, and there is an opportunity to meet with the class teacher to discuss the written report in the Summer term. Parents also have the opportunity to meet their child's teacher, see some of their child's work and discuss their work at regular times throughout the year through our parent drop-ins.



Parents are also invited to regular coffee mornings/afternoons, as well as cafes held by the classes which encourage children and parents to work together.

If concerns arise at any other time, please call at the office to make an appointment to speak to your child's teacher.

Emergency Contacts/End of Day Forms

At the beginning of each year we ask parents to give us details of themselves, other family members or friends who are happy to be an 'emergency contact' for your child. We ask that you ensure these alternate contacts have consented to their details being held and shared with us. We ask these details are regularly updated. Please be assured that, under the new General Data Protection Regulations, this information is only held for the purpose of contacting in an emergency.

We also strongly encourage parents to complete an 'end of day' form, which in the event of a parent running late or being unable to pick up, your child can be cared for by a 'trusted' adult that you provide details of.

Family Involvement in Learning

Parents and extended family members are encouraged to become involved in school life. We have parents regularly coming into school for workshops, curriculum cafes, Friends events and to support pupils with specific activities during curriculum enhancement weeks, as well as with group and individual reading and class trips or visits.

The Headteacher and individual teachers will be pleased to hear from anyone who can help. We hope our curriculum has been broadened and enriched through parents' and friends' support. Regular helpers are requested to comply with DBS regulations.

Reports

Annual reports are sent out in July.

Publication Scheme

The Freedom of Information Act requires publicly funded bodies, including schools, to be clear about the information they publish. We have produced a publication scheme setting out all the information we publish on a regular basis and where to find it. Ask the school office to let you see the scheme or provide you with a copy free of charge. It is also available on the school website.

Parent / Teacher Association

We have a thriving Friends of Ashill School, who work extremely hard organising fund-raising events. Their contribution is invaluable to the school, and we would struggle to provide many of the 'extras' that make children's time at school more enjoyable without their help. They also pay

for all of the school buses for trips, which cut the costs to parents considerably. Meetings are held regularly, and all parents are welcome to come along.

Community Links

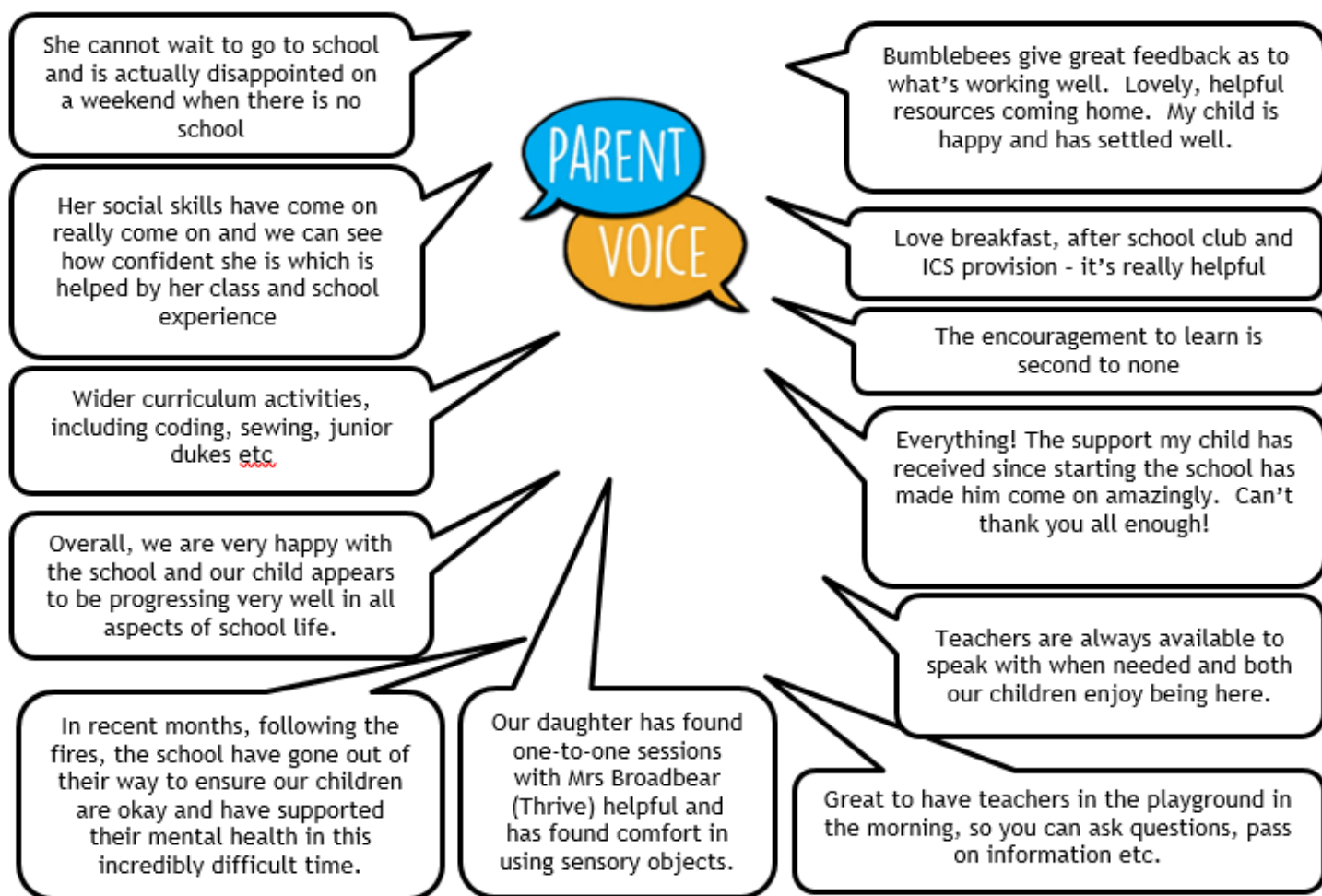
Within our own community, we have good links with St Nicholas, our Parish Church, and the Fountain of Life Church also based within the village.

We are part of a local partnership of schools including Heartwood Primary and Necton Primary, that work well together and children have varied opportunities throughout the year to work alongside pupils from other schools with activities ranging from creative days, gifted and talented sessions and sporting events.



Parent Survey

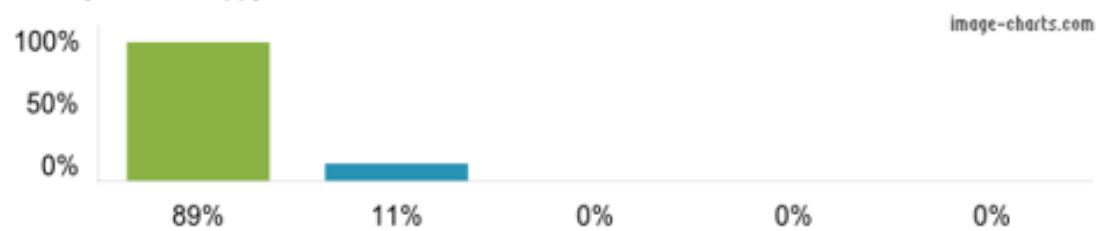
In our parent survey (March 2023), we were incredibly pleased with the views of our parents with significant, unanimous agreement in so many areas. As well as the results of the individual 'Parent View' questions, here's what some of our parent/carers said:



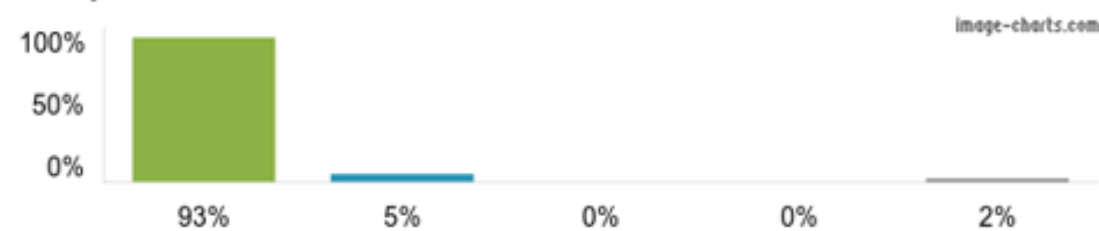
Parent Survey Results – Ofsted September 2023

These are the results from our most recent parent survey carried out during our most recent inspection. We welcome parent views and issue a survey twice a year. On all surveys there is the opportunity to write what is going well and what areas could be addressed. In addition to this, at least one survey a year will focus on a particular area that we are looking to develop. In recent years this has included themes such as communication, curriculum and collective worship.

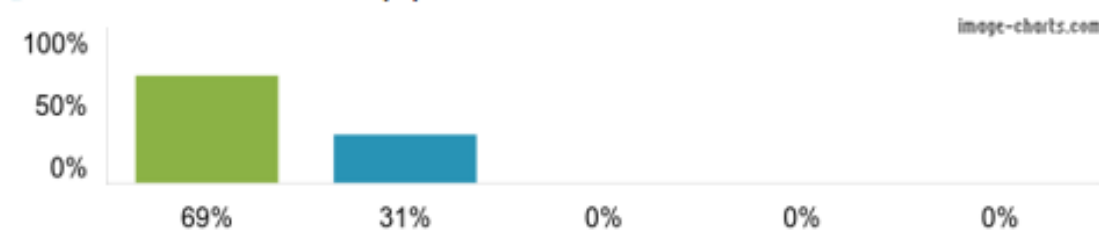
> 1. My child is happy at this school.



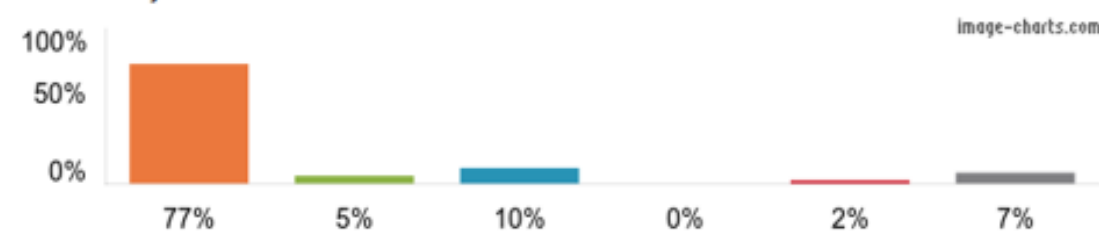
> 2. My child feels safe at this school.



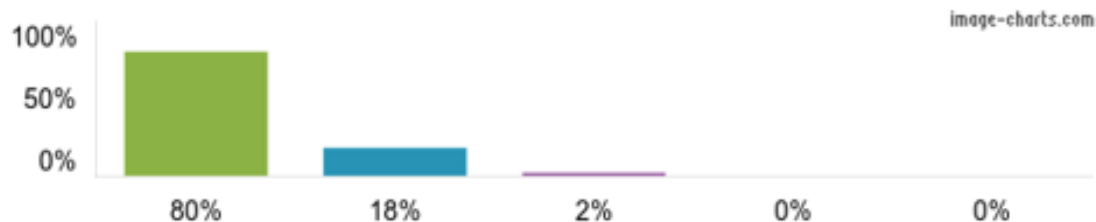
> 3. The school makes sure its pupils are well behaved.



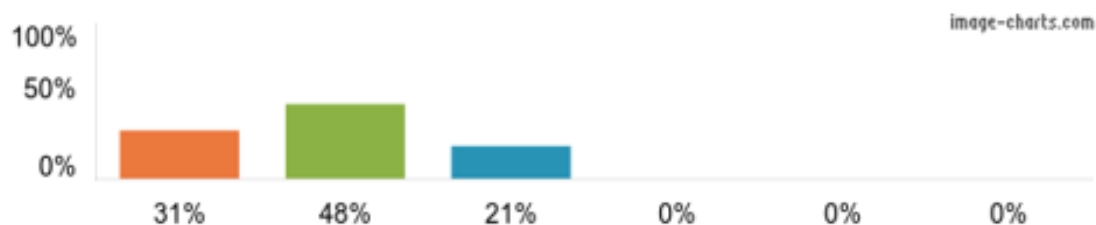
> 4. My child has been bullied and the school dealt with the bullying quickly and effectively.



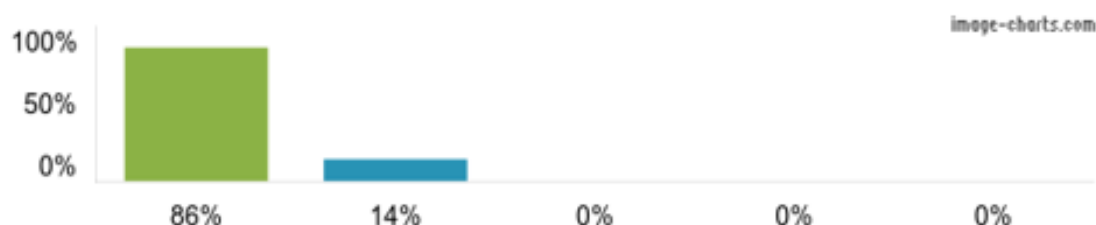
➤ 5. The school makes me aware of what my child will learn during the year.



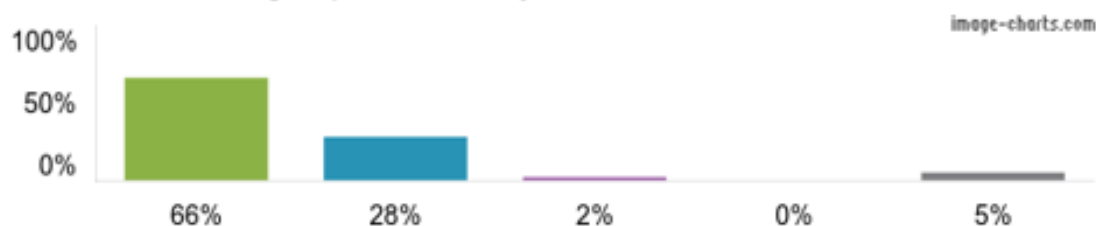
➤ 6. When I have raised concerns with the school they have been dealt with properly.



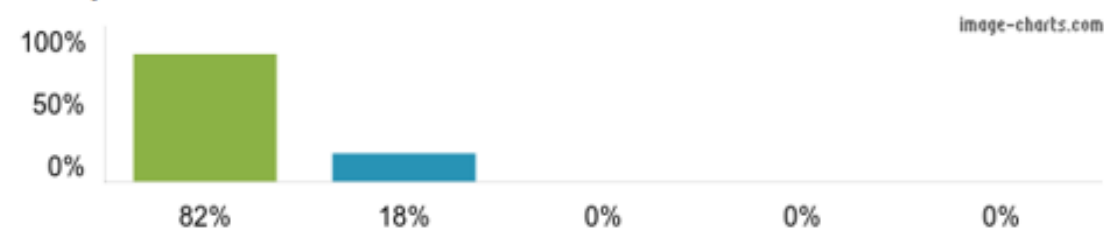
➤ 7. My child has SEND, and the school gives them the support they need to succeed.



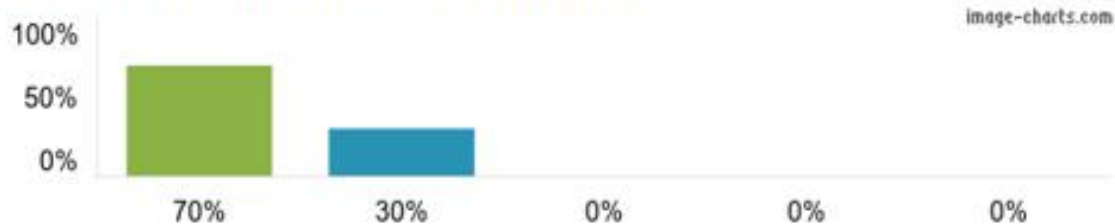
➤ 8. The school has high expectations for my child.



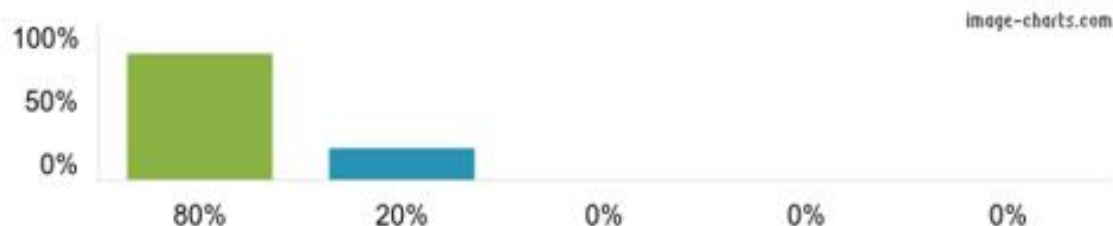
➤ 9. My child does well at this school.



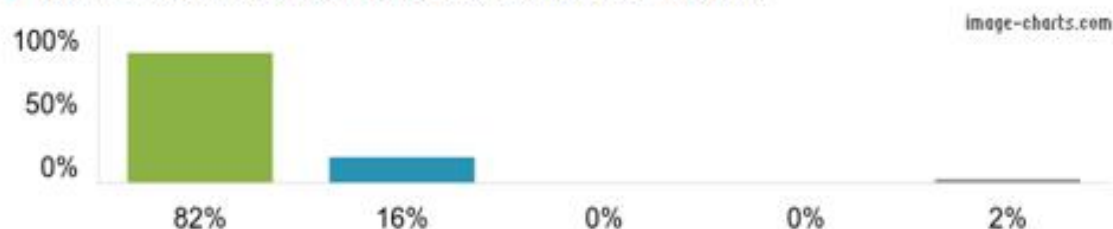
➤ 10. The school lets me know how my child is doing.



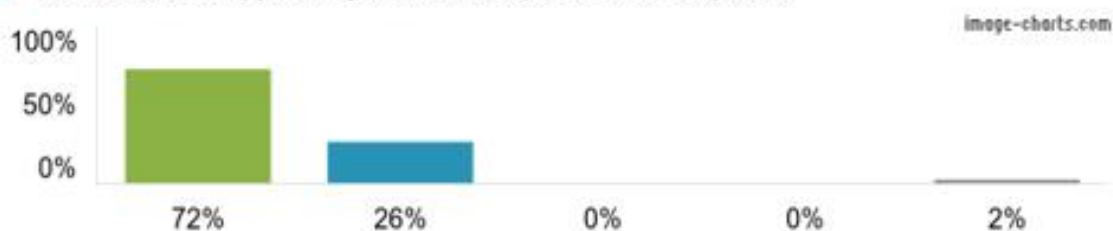
➤ 11. There is a good range of subjects available to my child at this school.



➤ 12. My child can take part in clubs and activities at this school.



➤ 13. The school supports my child's wider personal development.



➤ 14. I would recommend this school to another parent.



Attendance

It is parents' responsibility to ensure their children attend school regularly and punctually. If you are aware in advance that your child will not be in school please inform us in person, by telephone (01760 440403) or in writing.

We have a 'First Day Calling Policy' in school where parents will be contacted by telephone to enquire why a pupil is absent during the morning of the first absence if we have not already be notified by yourselves. This is for a number of reasons but in part to ensure that parent(s)/carers are aware their child(ren) has not arrived in school.



Lateness

If pupils arrive in class after the register has been taken they will receive a 'late' mark which is noted in their attendance record. It is vital that children are in school at the start of the day to ensure they do not miss essential information about their day and the start of lessons.

Those pupils with persistent lateness can be referred to the Local Authority Attendance Team for further investigation.

Frequent Absence

In cases where a pupil begins to develop a pattern of absences, the school will try to resolve the problem with the parent/s. If this is unsuccessful the school will refer to the School Health Adviser if the problem appears to be a medical one. In other cases the school will seek advice from the school's Attendance Improvement team.

Holiday in Term Time

We do not authorise any holiday during term time. As of November 2014, we adopted FPNs (Fixed Penalty Notices) whereby parents can be issued with a fixed penalty notice for taking children on holiday during the school year. We have not made this decision lightly and have considered the impact that holidays in term time can have on the progress of pupils, as well as impact upon others, when staff have to spend additional time helping children to catch up, upon their return. Should you feel there is an exceptional reason or circumstance that you need to take your child on holiday in term time, please contact the headteacher to discuss the matter further.



Special Educational Needs

We strive to provide the best education possible for all our pupils, and we fully recognise our responsibilities towards those with Special Educational Needs (children with either significantly greater difficulty in learning than the majority of children of the same age or a disability preventing or hindering the child making use of the educational facilities).

We offer an inclusive education for children of all abilities.

Children identified as having special educational needs go on to the School's SEN Register. Children on the register have an Individual Education Plan prepared by their class teacher and this is reviewed regularly with the school's Special Educational Needs Co-ordinator, (SENCO), and the child's parents. There may be times where we feel outside involvement may be needed, such as speech and language support and educational psychologists, and in these cases we will always consult parents before involving these external services.

Termly meetings are held with the Local Authority School Support Team, to provide the school with additional advice for pupils where needed.

Our SENCO is Mrs Jo Boote. However, any concerns or questions should initially be discussed with the class teacher, as they are involved in the day to day teaching of the pupil.

Pastoral Care

All staff are committed to providing care and guidance for the children during the school day. Any difficulties or problems are dealt with by the class teacher in the first instance or an appropriate member of staff.

If you are experiencing a period of family difficulty – such as bereavement, illness, conflict – which you think may affect your child, we would ask that you share that information confidentially with us. This will enable us to deal with their problems or difficulties sensitively.

Children learn most effectively when they feel safe, secure and happy. We hope that you feel that you can come and share your concerns with us – so that we can discuss ways to help your child.

Equal Opportunities

We are committed to achieving equal opportunities through our education provision. The whole curriculum is available to everyone irrespective of race, sex, disability, age and class. We aim to ensure the highest level of achievement for all children.

Our policy on equal opportunities is concerned with enabling all children to achieve their fullest potential, develop all their talents and ensure all their contributions are equally valued.

Behaviour which is deemed racist is unacceptable in the school and there is a procedure for recording any such intolerable actions.



Looked After Children

The term 'looked after' refers to children who are under 18 and have been provided with care and accommodation by children's services. Our main aim is to ensure the health and safety of looked after children, who often come from families who have experienced extreme hardship and upheaval, whilst working as closely as possible with the birth parents.

Any disruption to home life often means that looked after children need extra support to achieve their true academic potential. We will work closely with the virtual school and children's services to ensure the arrangements in the care plan are kept to. The care plan describes how the child's health, education and welfare will be supported, along with how to maintain contact with family and friends.

Religious Education and Collective Worship

Ashill School is a Voluntary Controlled (Church of England) School within the Diocese of Norwich, which means that some members of the Governing Body are nominated by the Church, and that school worship must reflect the Anglican tradition.

An act of Collective Worship takes place daily in the school and links with our Parish Church and the Fountain of Life Church mean members of both churches now visit the school to lead worship regularly. We are developing our Collective Worship in the school to provide pupils with opportunities to become more actively involved in its delivery as well as in providing a clear time for reflection.



Through religious education we aim to help children explore their own moral responsibilities and come to an understanding of their own feelings about social and personal issues. It involves thinking about a range of emotions such as respect, forgiveness and wonder at the natural world. In religious education lessons, children will learn about major world religions so that, through knowledge, children will be better placed to develop as tolerant and understanding members of society.

Religious education at the school follows the Norfolk Agreed Syllabus and aims to develop religious literacy through the lenses of Theology, Philosophy and Human / Social Sciences to enable children to hold balanced and well informed conversations about religion and world views. Parents have the right to withdraw their children from Religious Education and collective worship if they wish. Children will be supervised in other classes in this instance. If a parent is considering withdrawing their child, they are invited to discuss the matter with the headteacher.

Behaviour

At Ashill we foster a sense of community, and expect children to behave as responsible members of that community. We praise and reward good behaviour in order to set a good example to all. Children are motivated by our restorative approach, which focuses on recognising and celebrating the positive achievements of children.

We insist on good manners throughout the school, and encourage children to reflect on the ways in which their words or actions affect others. Parents can help by encouraging a positive attitude towards school discipline.



Bullying, whether verbal, physical or cyber, is not tolerated at school. Children discuss the causes and effects of bullying in lessons, and the class and school councils work to help ensure children are not bullied at school. If a child is being bullied, they may find it difficult to talk about at school.

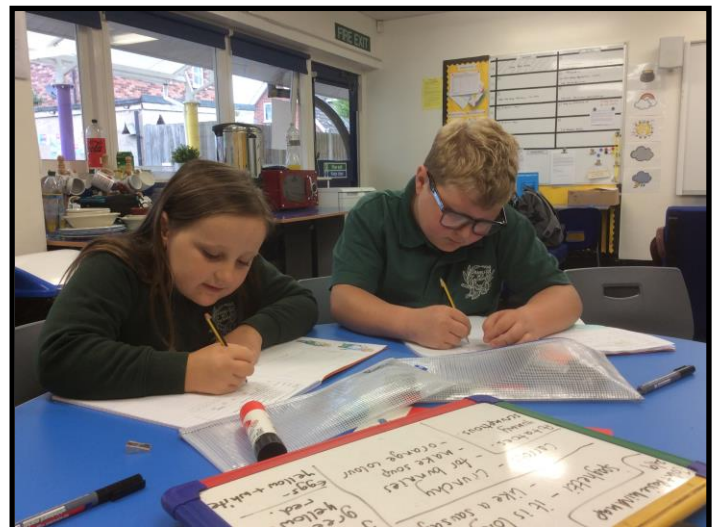
Parents who think their child is a victim of bullying are asked to let the school know straight away. If we don't know it's happening, we can't deal with it!

Although we endeavour to focus on the positive behaviours, children whose conduct is not acceptable will face consequences such as withdrawal of privileges. If behaviour does not improve, parents will be invited to school to discuss the matter.

Behaviours for Learning

At Ashill we strongly encourage children to adopt positive behaviours for learning and actively encourage pupils to be aware of their own behaviours to ensure they reach their full potential in their learning.

Examples of behaviours for learning include, working with increased independence, persevering in their work and listening to the opinions of others.



School Health and Safety

All pupils are expected to:

- exercise personal responsibility for the health and safety of themselves and others
- observe standards of dress consistent with safety and hygiene
- observe all the health and safety rules of the school, in particular the instructions of staff given in an emergency
- to use and not wilfully misuse, neglect or interfere with things provided for their health and safety.



Further details are available in the Health and Safety Policy.

Medicines

It is the policy of the school and the Education Authority that medicines should not be brought to school or administered by school staff. In most cases doses of medicines should be taken before and after school. However, if this is not possible parents should arrange with the office to attend the school and administer the medicine to their own child. If the need does arise for medicines to be taken in school time, please discuss this with the headteacher who may be able to arrange for this to happen as long as the required paperwork has been completed.

The exception to this rule is the use of inhalers by children for asthma. Most children with inhalers are capable of using them themselves. The school should be notified when a child needs to use an inhaler, and staff will be made aware of this need. Inhalers will be kept in the classroom and should be taken home in the school holidays.

Before any medicine, including inhalers, is administered at school, a form (MED1) needs to be completed and signed by a parent / carer. Please ask at the office or see the school website for details.

Smoking

The school building and grounds are a smoke-free zone. This applies to all those who enter the site for any purpose, including contractors.

Medicals

Health checks, 'Height and Weight' and dental inspections take place periodically. The checks are carried out by NHS staff at the school, and you will always be notified of any checks in advance.

Illness / Injury at School

When a child becomes ill at school we make every effort to contact parents / carers – please ensure the office has up to date contact numbers for emergency use. If neither you nor your emergency contact is available, we will try to help your child at school. Please remember that our facilities are very limited, and sick children are better off receiving attention at home. In serious cases, if we are unable to contact you, we will seek appropriate medical help, acting in loco parentis.

Nut Free Zone

Since September 2019 we have become a nut free school. This is a direct response to a pupil with a severe allergy to nuts. We kindly request that any products that 'contain nuts' are not brought in or consumed at school, to therefore reduce the risk of any allergic reaction. We thank you for your co-operation.

The School Curriculum

The curriculum covers the full range of primary school subjects as set out in the National Curriculum and the Early Years Foundation Stage Curriculum.

In 2019, we reviewed our curriculum and consulted parents and children on how the curriculum should be shaped for the future. Since this survey, staff have produced a curriculum that allows for both opportunity and variety, in addition to preparing our children for the next steps in their learning and life ahead.



Teaching, Learning and Assessing

At Ashill we use a variety of teaching strategies to meet the needs of all children. We provide visual, auditory and hands-on learning experiences, and allow the children to work individually as well as in pairs, mixed ability and ability groups, and as a whole class.

We constantly monitor the progress of all children and adapt our planning and adult support accordingly. Work is marked to show what the children have done well, and annotated with any areas that could be developed in the future. Children are given specific, individual targets in Maths and English to ensure they progress in their learning. Older children are also responsible for assessing the success of some of their own work. There is a whole school tracking system in place which follows the progress of all children from when they join us in the Early Years Foundation Stage to when they leave in Year 6.

Early Years Foundation Stage

In the Reception class, the experience given to the children is dictated by the Early Years Foundation Stage Framework. This begins in the Nurseries and Playgroups and continues until they start KS1 in Squirrel Class.

The overarching principles of the framework are followed. Every child is a **unique child**. Children learn to be strong and independent through **positive relationships**; children learn and develop well in **enabling environments**; and children **develop and learn in different ways and at different rates**.

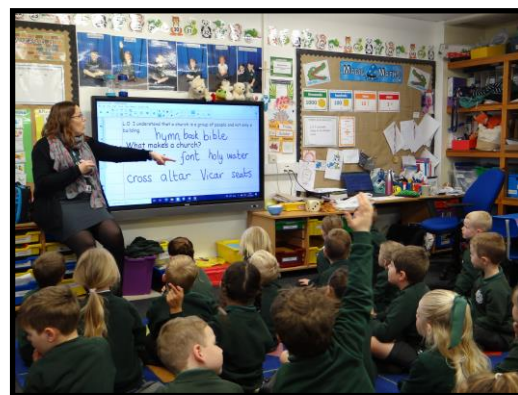


The prime areas of learning are: Communication and Language, Physical Development and Personal, Social and Emotional Development; followed by the specific areas which are: Literacy, Mathematics, Understanding the World, and Expressive Arts and Design. There is a balance of adult led and play based independent activities, with much of the work geared around the interests of the children, and it is often child initiated.

Key Stages 1 and 2

Across all ages, but particularly across Key Stage 1 and 2, we encourage a knowledge and skills based curriculum that enables children to enquire and question.

From Year 1 to Year 6, we follow the National Curriculum. Subjects in the national curriculum include Maths, English, Science, P.E., Computing, History, Geography, Art, Technology, Languages and Music. We also continue to teach PSHE, in addition to R.E. under the guidance of the diocese of Norwich.



In Key Stages 1 and 2 children follow a cycle of topics. This cycle is designed to ensure coverage, without repetition, of the full National Curriculum programmes of study. The topics cover a combination of history, geography, art, design technology, RE, music, PSHE and PE where appropriate. There will be individual subject teaching wherever required to ensure full coverage of the National Curriculum.

Primary Languages

In Key Stage Two children are taught French. They have the equivalent of one lesson a week and, not only do they learn some of the language, children are taught about the culture and traditions of the country.



Personal, Social, Health and Citizenship Education

This subject area is aimed at teaching children the knowledge and skills they will need to lead confident, healthy and independent lives, and to become responsible, active citizens. In January 2022, our teaching of PSHE was reviewed following the pandemic, to ensure the needs of our children were fully met.

As children progress through the school, they are encouraged to become increasingly responsible for their own behaviour and learning, and to voice their opinions (politely) about their school experience. Each class has its own elected council, and these feed into the School Council.

The School Council work to address concerns and issues which are raised by pupils.



Relationship, Health and Sex Education (RHSE)

The Relationship, Health and Sex Education in the school was reviewed in the summer of 2021 and agreed by all parents, staff and governors. This is taught in the summer term and prior to the lessons beginning, we will send parents/carers a brief synopsis of the lessons taught. You can also view our RHSE policy on our website.



Enhancing the Curriculum

We incorporate educational visits in each class throughout the year to support and extend the learning within the classroom. These often make up the more memorable parts of a child's school career, and provide opportunities to experience things we cannot access in school.



In Years 5 and 6 children are invited to take part in a week long residential trip out of county every other year. It is a week of outdoor activities such as kayaking, archery and abseiling, and is very popular! From September 2019, we have also offered an additional residential which is more local and for three days/two nights. In 2024, this will be extended to Year 3 and 4 for a one night, two day residential.

Since September 2022, our school has signed up to the 'dukes' awards, a series of age-related

awards based upon the Duke of Edinburgh Award Scheme. With the 'dukes' awards, children are encouraged to pursue different and new challenges outside of school.

Forest Learning

Since the summer of 2023, we have developed our outdoor learning opportunities and we're beginning to schedule 'forest learning' sessions, where our children have the opportunity to be creative and work with the natural world around them.



ICS

Since May 2021, our school has worked in partnership with ICS Coaching and Active Norfolk to offer regular holiday clubs for all of our children. These sessions aim to provide children with a

variety of activities to improve both their physical and mental health through a range of sport, art, science and cooking activities. The school uses the Sports Premium and Pupil premium grants to ensure this is affordable and accessible to all.



Thrive

Since the lockdowns of 2020 and 2021, due to the global coronavirus pandemic, the importance of developing the whole child, both academically and pastorally, has never been so important. From September 2022, our school will have two trained Thrive practitioners, aimed at supporting children to become emotionally resilient and better placed to engage with life and learning.



One-to-One counselling

To support individual pupils, since 2016 our school has bought into one-to-one counselling, which has enabled us to support the emotional and pastoral needs of a number of children over the years, including those that have experienced bereavement, family separation and trauma.

Charging Policy

The school does not make any charge for items either used by the children, or made by them during normal educational activities.

Charges will be made for residential visits, or for items made in activities which take place outside normal education. These cannot be funded wholly through the school's budget, and rely upon voluntary contributions. If we are to continue to arrange such activities, it is vital that parents do contribute when they are able. If a parent has difficulty making a contribution for an educational activity within school hours, their child will not be penalised and may take part in the activity, but it will make it more difficult for the school to organise future activities.

We are fortunate at Ashill Primary to have a very strong and committed PTA (Parent Teacher Association) who pay for the coach costs for all school trips. This means the cost to parents is always kept to a minimum.

If contributions received by the school exceed the cost of an activity, the excess funds will be returned to parents on a 'pro rata' basis according to the size of contribution made.

When extra-curricular activities are run by an external provider who makes a charge, this charge will be passed on to the parents of those children choosing to take part.

School Money

Since January 2020, our school uses 'school money', which enables parents to pay via an online payment service. This can be used for payments such as school dinners, trips etc.



We are now a 'cashless' school, so we therefore ask that payments are made via this app or by card at the school office.

Complaints Procedure

Staff at the school are committed to providing the best possible education for all our children, and to caring properly for their health, safety and welfare. We hope that your child's time at the school will be a happy one, and that problems will be few and minor in nature.

Misunderstandings can arise however, and even the best-intentioned and well organised schools can occasionally make mistakes. If you do experience any worry or concern, please let us know. It is far better to discuss a problem at an early stage than to let it develop over time.

In the first instance you should make an appointment to see your child's teacher to discuss your concern. If you still have worries after this, you should arrange to see the headteacher who will investigate further.

On the rare occasions that we are unable to resolve an issue, the headteacher will advise you of the chair of governors to whom you should set out your concerns in writing. You will also be given a copy of the school's complaints procedure policy.

A copy of the procedure is available on the school's website or by request from the school office.

The School Day

Breakfast Club

Breakfast club is an optional club that runs every morning from 8:00 a.m. until the beginning of the school day. To book your child into Breakfast Club, or to enquire as to how much it costs, please speak to Mrs Butters in the school office.

08.45 Children should arrive at the school, as this is when a member of staff from each class is on the playground. Children can arrive anytime between 8:45am and 8:55am and come straight into school.

08:55 School gates are closed and locked

09:00 Register

09:05 1st and 2nd teaching session

10:40 Break

10:55 3rd teaching session

12:00 Lunch.

13:00 4th and 5th teaching session

14:50 Collective Worship/Assembly

15:15 End of school. Parents are welcome to wait in the playground to collect their children.
Parents of children in our Reception class can pick up at the outside classroom door.

After School Club

After School Club runs from 3:15pm to 5:30pm each day. Please enquire via the school office if you'd like to register and book your child in.



School Staff

(As of November 2023)

Headteacher Mr Steve Creasey

Senior Teacher and SENCO Mrs Jo Boote

Reception **Bumblebee Class** Mrs Claire Hooper (Mon – Wed)
Mr Tim Boote (Thurs – Fri)

Year 1/2 **Squirrel Class** Mrs Jo Boote

Year 3/4 **Hedgehog Class** Mrs Claire Filby

Year 5/6 **Badger Class** Miss Charlotte Thornhill (Mon - Thurs)
Mr Toby Gooch (Fri)

Teaching Assistants Mrs Maria Grigg (HLTA)
Mr Iain Brown (HLTA)
Mrs Claire Carter
Mrs Esther Baker
Mrs Tanya Bell
Mrs Sue Broadbear
Miss Nicola Wooldridge (HLTA)
Miss Kylie Elvin
Mrs Sam Ormes

Secretary Mrs Carol Butters

Midday Supervisors Mrs Di Borgars
Miss Kylie Elvin
Mrs Nicola Mower
Mrs Sam Ormes

Servery Assistant Mrs Natalie Ellis (Norse)

Breakfast Club Mrs Sue Broadbear
Mrs Jackie Elvin

After School Club Mrs Di Borgars
Miss Nicola Wooldridge
Mrs Esther Baker

Caretaker Mr Steve Titman

Cleaner Mr John Moore (Norse)

The School Governing Body

Foundation:	Rosemary Norton (Chair) Simon Dack (Vice Chair) Robbie Fulcher Angela Phillips
LA:	(Vacancy)
Staff:	Jo Boote
Parent:	Simon Mawditt Amy Crawley Gareth Norman Kimberley Martin
Co-opted:	(Vacancy)
Headteacher:	Steve Creasey
Clerk:	Brenda Wilkinson



The Full Governing Body meets every half term with additional sub-committees meeting a various times in the year.

Should you need to contact our Governing Body for any reason, please do so by writing to the school marking your envelope as 'Confidential' and addressed to the Chair of Governors, Dr Rosemary Norton.

Further information on the roles and responsibilities of the Governing Body are available on the school website.

Contact Details

All general enquiries should be addressed to the secretary, Mrs Carol Butters.

Telephone: 01760 440403
Fax: 01760 440403

Email: office@ashill.norfolk.sch.uk
Website: www.ashillschool.co.uk

Ashill V.C. Primary School
The Oaks
Ashill
Thetford
IP25 7AP



Copies of documentation and policies can be requested through the Freedom of Information Scheme, which is available from the school office or on the website. Many of our policies are on the school website for you to access.