



# Ulcombe Church of England Primary School

## Prospectus



Head of School : Ms Emma Masters  
Executive Headteacher: Miss Emma Hickling  
Chair of Governors: Mrs Annie Allum

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## OUR SCHOOL

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Opened in the early 1900's Ulcombe is a mixed community primary school admitting pupils aged four to eleven years from the village of Ulcombe and neighbouring hamlets. We are a 3 class school with a maximum of 105 pupils on roll.

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### BUILDINGS

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The original school building was extended in the 1970's to include four classrooms, and toilet blocks. The school also benefits from a library / small group work room, the school hall, and a kitchen offering hot school meals prepared on site by Caterlink.

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### FOUNDATION STAGE

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For the youngest children, we have a large self-contained teaching area with their own toilets and a two tiered fenced outside area, directly linked to the Foundation Stage classroom. This is a valuable resource for our youngest children and is used daily for creative play and learning.

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### GROUNDS

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Our school is set in attractive grounds with many trees. We

benefit from a range of outdoor resources such as a classroom canopy, gym equipment and climbing frames.

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### PLAYGROUND

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The main playground is large and the children have plenty of room to blow off steam! The field adjacent to the playground has seating under the trees, providing shade during hot weather alongside our canopy which seats 30 children.

The games, together with our Adventure Trail, make the time outside of the classroom fun and sociable, encouraging our children to enjoy being outside in the fresh air and taking exercise.

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### PLAYING FIELD

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There is an extensive playing field with pitches marked out for seasonal games. Children are encouraged to play on the field during dry weather, and in previous years it has become a winter wonderland of igloos and snowmen!

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## OUR VISION

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Ulcombe Church of England School is a nurturing, inclusive learning space, where our uniqueness inspires trust and welcomes diversity. Our children all flourish (for however long they are with us), in an environment where learning through making choices is not only embraced but discussed and, when needed, forgiven. This allows our learners to become positive role models in *their* wider communities. The whole school community works together in unity to ensure that our practice fully reflects the passage of Corinthians 12:12-14. The children and adults feel included and appreciated as one body with diverse cultures learning, working and flourishing together to accept everyone and nurture their aspirations for the future.

We believe that it is important to celebrate personal achievement and in addition to praise, we award certificates, house points and stickers through our Christian values of Hope, Resilience, Endurance and Trust. These are celebrated weekly in assembly. We recognise achievement in all areas of school life, academic and social. Good behaviour at lunch time is rewarded with a place on the special table.

Ulcombe Primary School is part of the ASPIRE (A School Partnership in Rural England) Federation with Kingswood Primary School, Platts Heath Primary School and Leeds and Broomfield C of E Primary School. The mission of the ASPIRE Federation is to nurture curiosity and creativity through an inspiring, broad and engaging curriculum, where learning is at the heart of all that we do. Our children learn to become resilient and self-assured in environments where pastoral care is excellent. Everyone is challenged and encouraged to thrive and achieve as individuals, preparing them for their role as caring citizens in modern Britain.

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## BEHAVIOUR AND DISCIPLINE

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We have only three golden rules, which all the children are familiar with.

- 1) Be Safe
- 2) Be Ready
- 3) Be Respectful

For good work and behaviour, the Star of the Week can be nominated by either

children or staff. The sanctions are the same throughout the school. As a Nurture accredited school we tackle any behaviour issues with a restorative approach.

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## **STARTING SCHOOL**

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## **ADMISSIONS**

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The admission policy at this school means that subject to places being available:

- A child whose fifth birthday falls between 1 September and 31 August will be offered a place as from the beginning of the Term 1.
- Children have a phased entry into school – beginning with mornings only for the first two weeks and then starting full-time in the third week.

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## **MAKING YOUR CHOICE**

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When the time comes for you to make a decision about the school that you wish your child to attend, it is only right that you should make an informed choice, by visiting schools to get a feel for the environment in which they will be working and see the children at work. We welcome parents visiting us at Ulcombe, and will be happy to show you around the school by appointment or during one of our three annual open mornings / afternoons.

We hold open Mornings/Afternoons for Parents during Terms 2 and 3 so that you have time to make this important decision, and we will be happy to meet with you and answer any questions that you may have.

We plan our induction programme for new parents prior to the beginning of the academic year in which they will be admitted.

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## **WORKING TOGETHER**

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### **NEWSLETTER**

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Published weekly, our Newsletter is an excellent way of telling you what is happening at school. It tells of our children's achievements, notices, learning links, and news from the staff. This is sent via email on a Monday.

In addition to this a weekly newsletter from Ms Hickling the Executive Head Teacher of the Aspire Federation is also sent with key information for families.

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### **PARENT/TEACHER CONSULTATIONS**

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These are held during Term 2 and Term 6, in addition to occasional drop in sessions after school to discuss your child's targets. This enables parents and teachers to keep a close eye on children's progress.

During these meetings you are invited to look through your child's books to really get a feel for the learning journey they have taken.

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### **ANNUAL REPORTS**

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Annual reports are sent to parents in Term 4. These give an overview of your child's progress against National Attainment targets. They also give an overview of your child as a learner.

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### **EXTRA CURRICULAR ACTIVITIES**

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We offer a number of additional activities for children to take part in. Currently on offer are:

Football  
Yoga  
Dance  
Choir  
Hama Beads

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## **ATTENDANCE**

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We hope that our children will want to come to school. We record the attendance and punctuality each week in the newsletter. The attendance leader or the federation also sends out attendance newsletters three times per year.

Each class has the opportunity to win either Attendance Ted or Punctuality Pup each week. This is awarded during our celebration worship which takes place every Friday and parents and family members are encouraged to attend.

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## **HEALTH, SAFETY AND WELFARE**

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All aspects of Health and Safety around the school are very important to us. The school has Governors who are assigned the task of checking the school thoroughly on a regular basis

and discussing any requirements with the Head of School. To ensure that the office knows at all times who is in school, all visitors are requested to enter through the main front entrance and sign in the visitor's book. The front door remains secure at all times. For additional safe keeping of your children we request that parents' cars do not enter the car park, and do not drop off or collect children in the entrance to the car park.

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## **EDUCATIONAL VISITS**

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Parents are given full details of any planned visit prior to the event. Detailed procedures are in place for the organisation of any off site visit and the use of coaches, private transport and the level of supervision is closely monitored. Recent visits have included Otterden estate, Chessington World of Adventures, Bedgebury Pinetum and a residential trip to Swattenden.

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## **CURRICULUM**

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A variety of teaching and learning styles are used to help the children to achieve the very best that they can. Children may sometimes have work set for them individually, or be required to work as a group on a collaborative basis. Children are always grouped by ability not age, and these groups are reviewed every term, following an assessment.

New technology plays a large part in the classroom, and at Ulcombe we have interactive CleverTouch boards in all of the Classrooms. These, together with more traditional resources, provide the children with a wide range of skills which will be useful to them for the rest of their lives.

Whole school planning ensures curriculum coverage for each year group. The curriculum is creative and is based around topics, the children's questions and interests inform the planning of each unit. English, Mathematics, Science, Information Communication Technology (ICT), Humanities (Geography & History), the Arts , Religious Education, Design Technology, Personal Social Health & Citizenship Education and Physical Education are taught throughout the school during that week linked to the theme. Speakers are sometimes invited in or educational visits organised.



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## **RELIGIOUS AND MORAL EDUCATION AND WORSHIP**

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Our aim in teaching Religious Education in this school is to provide a broad and balanced curriculum promoting the spiritual and moral growth of pupils and developing an appreciation of Christianity and other principal religions.

Children take part in a Daily Act of Worship as is the requirement for all Church of England Schools. For this we follow the Diocese of Canterbury Plans. One of these worships is led weekly by the local vicar and his team from All Saints Church.

Celebration worship is held weekly at 2.45 on a Friday, where parents/carers are invited to attend. We seek, at this time, to celebrate all that is best in achievement, whether it be the children in their work, play and behaviour.

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## **WELLBEING AND MENTAL HEALTH**

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Wellbeing and Mental Health is at the forefront of all we do at Ulcombe, and across ASPIRE.

These areas are threaded throughout our school day so that every child can learn, thrive, be safe and happy in school.

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## **ADDITIONAL AND SPECIAL EDUCATIONAL NEEDS**

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We believe that all pupils are entitled to experience all areas of the curriculum at an appropriate level irrespective of disability, gender or race through positive and structured teaching and expectations.

The early identification of children who have exceptional ability or talent or who have any difficulty is essential and as in all areas, the partnership between home and school is vitally important.

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## **ARRANGEMENTS FOR DISABLED PUPILS**

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Parents of children with a disability are asked to speak to the Head of School at the earliest opportunity as soon as they are offered a place at the school. She will arrange a meeting at a mutually convenient time to discuss the ways in which we can make provision so that any disability does not hinder her/him from taking a full part in the life of the school.

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## **LIAISON WITH SECONDARY SCHOOLS**

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During their child's final year at primary school parents receive information about the arrangements for secondary transfer. Parents have the opportunity to visit a range of secondary schools. Free transport is available for pupils attending secondary schools according to the Authority guidelines.

Meetings and individual consultations are arranged for parents of pupils during their final year at Ulcombe to help with the selection of the most appropriate secondary school for their child.

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### **SCHOOL MEALS**

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Dinners are prepared on site and there is always a choice of a main dish or a vegetarian option, with fruit available as an alternative to the second course. Free school meals are provided by the Government for children in Year R, Year 1 and Year 2. Packed lunches can be eaten in the dining hall should you prefer.

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### **FRUIT**

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We encourage healthy eating and provide every child in the school with a piece of fruit should they wish to have it. This is alongside the Government's School Fruit and Vegetable Scheme. Milk is also available; please contact the School Office for details. Children are also encouraged to drink water throughout the day and can take small bottles of water into the classroom.

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### **WHAT DO WE WEAR?**

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Our uniform recently changed in the summer of 2021, with it becoming policy in September 2022. All pupils are encouraged to wear an Active Wear school uniform and it greatly

enhances the ethos of our School. Our uniform is:  
Hooded sweatshirt or hooded jacket in school colour with Logo.  
Plain white t-shirt or logoed white t-shirt.  
Black jogging bottoms/ black sports leggings/ black shorts/ black skirt

All items can be bought with the logo.

Footwear can be Black trainers or plimsolls.

Traditional uniform can be worn on days that the children do not have PE:

Sweatshirt or cardigan in school colour with logo.  
White polo shirt/ logoed white polo shirt.  
Black trousers/ skirt/ pinafore/ black shorts.  
Summer only - checked dress in school colour.  
Black school shoes.