

ELVEDEN C OF E PRIMARY ACADEMY



Prospectus 2024-25



Elveden C of E
Primary Academy





Welcome from the Head of School

Dear Prospective Families,

Welcome to our Church of England school, where our commitment to fostering a nurturing and inclusive environment is at the heart of all we do. As the head of school, it is with great pleasure that I invite you to consider joining our vibrant learning community, where each child is valued as an individual and celebrated for their unique potential.

We take pride in our core values of trust, respect, forgiveness, and hope. These principles not only guide our interactions within the school but also extend to our relationships with families and the wider community. In nurturing these values, we aim to develop not only academically proficient students but also compassionate and responsible citizens.

Our school is a family, where parents, staff, and children work collaboratively to create a supportive atmosphere that encourages both personal and academic growth. We believe that education should be a joyful journey, and we strive to instil a love of learning that lasts a lifetime. I warmly invite you to explore our prospectus further, and I look forward to the possibility of welcoming you and your child into our community.

Together, let us grow in faith and knowledge.

Yours sincerely,
Mrs Anna Syer



Mrs A Syer

Welcome from the CEO

I would like to extend a very warm welcome to Elveden C of E Primary Academy.

As a thriving church school, our aim is to ensure your child thrives in a warm, inclusive environment where all members of the school community are valued. We work closely with the Diocese and cathedral and provide many opportunities for those with faith and those with none. We value pupil voice and aim to provide children with the tools they need to be happy, successful individuals so they can reach their potential, wherever their talents take them.

The school is part of Elveden Schools Trust and this means that staff, children and Academy Committee members from all schools work together to raise expectations and deliver school improvement at the highest level. We would love your child to be part of our family of schools and to share with you the work that we do, please do visit us so you can see the school ethos in practice and ask any questions you may have.

Mrs Lorna Rourke
CEO



Lorna Rourke
CEO

Welcome from the Trust Chair

It gives us great pleasure to welcome you to the recently formed Elveden Schools Trust. As a trust we aim to support our schools to provide high quality education that is open to all, encouraging each individual to reach their true potential. That every young person will benefit from a well rounded educational experience that has also been enjoyable and a positive time of their lives.

We believe this will be achievable through collaborative practice and sharing of expertise. That all schools will be stronger from being part of our trust.

I am very proud and privileged to be the Chair of Trustees for the trust and extend my personal welcome and I am looking forward to working alongside the schools on our journey to excellence.

Lynne Proudlock

Our

TRUST AND ADMIN TEAM



Cat Bond
CFO/COO



Leah Goddard
Administrator

Sue Ogden
Business Manager



About Our School



Children start at Elveden in the year in which they turn 5 (Reception) and leave at the age of 11 (Year 6). The school has a hall used for collective worship, assemblies and indoor P.E. Outside, we have a vast range of spaces to explore. We have the use of a hard playground as well as a grassed area with climbing frames, exercise equipment and a 'Spiritual classroom'. We also have a wellbeing garden which can be accessed from the KS1 and LKS2 classrooms in main school. When dry, the children have the use of the village green for sports and playtimes as well as the local cricket ground. There are additional play equipment facilities outside of the lunch hall which children can use during their lunch hour. We are an 'Outdoor play and Learning' school (OPAL) which provides children with the opportunity to play collaboratively in a multitude of ways during lunchtime, engaging with all age groups across the school. EYFS and LKS2 have weekly 'Forest School' sessions at our Forest school site, with other year groups experiencing this at different times throughout the year. Most recently, we have been able to build a Multi-Use Games Area, which the children in KS2 use as part of their PE lessons and is also available to hire by the local community outside of school hours.

As a Church of England school, we regularly visit the Elveden church of St. Andrew and St. Patrick, to gather together with our families e.g. Harvest Festival, Christingle and Easter Service. We also visit with the children every half term for Collective Worship where children have the opportunity to learn about worship and take Eucharist if they wish.

Our school day begins at 8.35am and ends at 3.50pm. Our term dates are different to some other Suffolk schools due to our longer days. These can be found on our school website:

<https://www.elveden.suffolk.sch.uk/web> Break time is between 10.30am and 10.45am, and lunchtime is between 12.00pm and 1.00pm.

Our Vision and Values

‘Let Your Light Shine’

We celebrate the uniqueness of every child and encourage them to shine before others in turn giving glory to the heavenly father and preparing them for life’s journey

‘Let your light shine before men, that they may see your good works and glorify your father in heaven’

Matthew 5:16

It is our aim at Elveden C of E Primary Academy for our children to have a lifelong love of learning and to be confident articulate individuals, with both a positive attitude to work and a social conscience: everything we do is of significance and part of our Christian mission.

Our vision statement outlines the aspirations we have for our school and its children. At Elveden Academy, our vision is embedded in everything we do and is the foundation of our practice. We believe in providing a culture of opportunity for all of our children so they are prepared for their life ahead. We aim for profound personal development of all. Our R.E. contributes to the spirituality of our children, it builds community cohesion and our Christian Distinctiveness is threaded right through the heart of our school and the rich, broad, 'beyond expectation' curriculum we provide.

Our Values:

RESPECT
FORGIVENESS

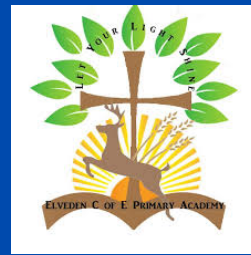
TRUST
HOPE

As a Church of England school, all of what to do is shaped by our Christian values of Hope, Trust, Respect and Forgiveness. These underpin all we do and we believe this is fundamental to our children growing into active citizens ready for life in the 21st Century. We prepare all children to make exceptional contributions to the global society and our curriculum enriches lives spiritually, culturally, socially and morally. It is important that our clearly communicated and lived out values are also understood at home, with the potential for our whole school community to be influenced and changed by them. It is this living out of our values which genuinely defines our school and makes us distinctive.

These link to our shared British values of tolerance, mutual respect, individual liberty, democracy and the rule of law.

We believe our actions and impact within the local community and wider world are what really shows the core beliefs that we build our school upon. There are many examples on our website of how we, as a school live out our vision in our wider community.

Safeguarding



At Elveden C of E Primary Academy, we take the safeguarding of all children and the wider community extremely seriously.

Safeguarding takes into account the safety and well being of all pupils. This may be on site at the school or beyond the school gates outside of the school.

We have an experienced safeguarding team who meet weekly to discuss concerns and how to support children and families. They also act quickly if there is a serious concern. All of our staff are trained in safeguarding and are taught how to act swiftly to keep the children protected.

We also teach the children how to keep safe through assemblies, PSHE lessons and visits from agencies such as the NSPCC.



Early Help Offer

At Elveden C of E Primary Academy, we understand that family life can sometimes be difficult and complicated. From time to time, there are many situations where you need extra help and support. To support and advise you at such times, we have an Early Help offer.

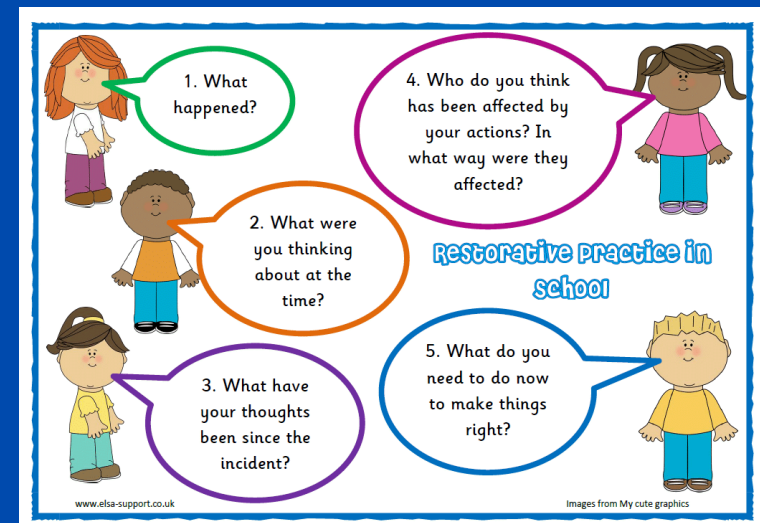
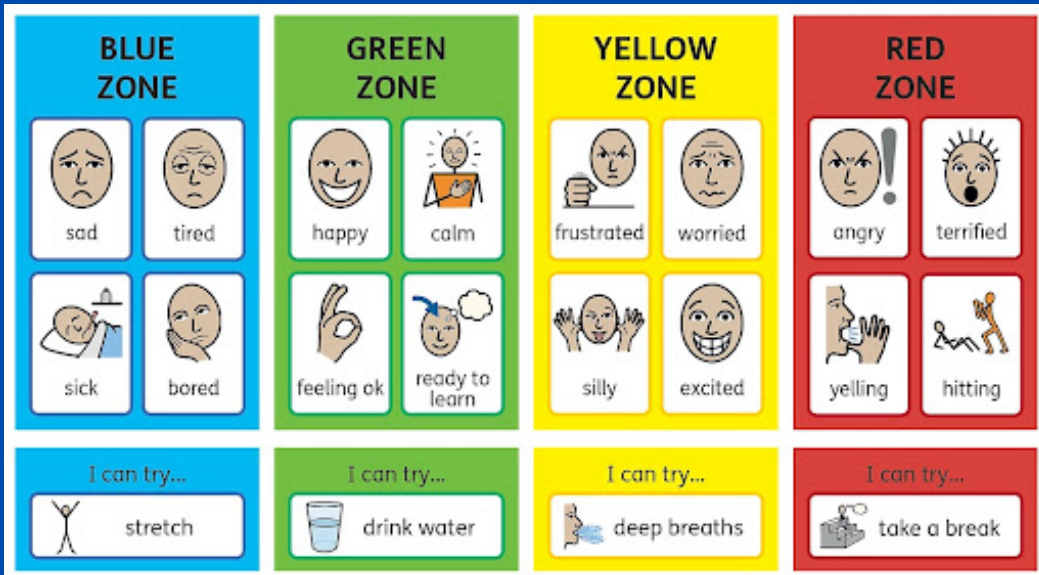
Our class teachers, SENDCo and safeguarding team work hard to provide support. This can be in school with our trained support staff or may involve signposting families to agencies who can help.

We work closely with mental health teams, local foodbanks, attendance officers, family workers and young carers groups. We also offer parent and carer workshops in school or online.

Behaviour

We have a very clear approach to behaviour at Elveden C of E Primary Academy. We have high expectations of our pupils, who understand that their best behaviour leads to their best learning. We expect the children to 'Let their light shine' in everything they do by showing they are calm and engaged. Their behaviour gets acknowledged on class recognition boards and special green notes sent to share with families and carers. We also recognise positive behaviour with phone calls, post cards and conversations with parents.

Our pupils learn to regulate their behaviour by using the Zones of Regulation. This helps children to identify their mood and feelings. The children work best when they are in the green zone and develop a 'toolbox' of techniques to help them if they become yellow (wobbly or anxious), blue (unhappy) or red (angry). We understand that everyone makes mistakes with their behaviour. If this happens, the children are given time to reflect and have a restorative conversation with an adult about how to 'put things right'.



EYFS

Squirrel Class



Mrs Sanders



Mrs Westbrook

The EYFS TEAM



Mrs Gray

At Elveden, EYFS are taught the seven areas of learning and development from the Early Years Framework:

- o Literacy
- o Mathematics
- o Personal, Social and Emotional Development
- o Physical development
- o Understanding of the World
- o Expressive Arts and Design
- o Communication and Language

They do this through a range of activities, from directed play, exploring time, group work and more formal sessions in Phonics and Maths.

We begin the children's school journey before they join us. EYFS staff have conversations with families and pre-school settings before beginning a series of visits into the school. These visits begin with families accompanying the children and end with the children spending a morning in school by themselves. The staff also make home visits to see the children in a more relaxed environment. In September, the children begin school following a staggered timetable to ensure the transition is a positive and happy experience for them all.



Key Stage One Fox Class



Miss Goody



Miss March



We respect the fact that our Key Stage One children still have developing brains and benefit from a less formalised approach to learning. In Fox Class, we champion the Early Excellence approach and incorporate Continuous Provision into our learning.

This approach helps to aid the transition from EYFS and helps also to develop social skills, speaking and listening and also enables the children to learn in a way that they are able to pursue their own avenues of learning enquiries.

The children also receive CUSP Reading and Writing input and the White Rose Approach in Mathematics. In topic lessons, our children receive a curriculum that is based around our locality and focusing on some key aspects of our local history.





Mrs Maguire

Mrs Thorndyke

Key Stage Two



Miss Jennings



Mrs Harvey

Year 3/4: Badger Class

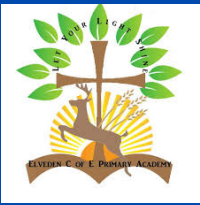
Year 5/6: Red Deer Class

Key Stage Two continue with daily Reading, Writing and Maths lessons. This is through CUSP and the White Rose Schemes. They move from learning phonics to beginning more structured spelling session focusing on patterns and statutory word lists.

At Elveden C of E Primary Academy, the children from Y1-Y6 follow a 2 year cycle of learning. One year Red Deer may be studying the Anglo Saxons and the next year may be the Victorians. As with KS1, the curriculum has been designed carefully considering out locality, trying to ensure that all of their learning is meaningful to staff and children.



The Curriculum



At Elveden C of E Primary Academy, we carefully plan the curriculum to ensure that it is personal to our school and fully meets the requirements of the new National Curriculum (2014). We also ensure that it provides the following:

- Breadth - Children are introduced to a wide range of knowledge, understanding and skills.
- Balance - Each part is given sufficient time.
- Thematic – Topics are planned to enable children to make connections between subjects.
- Relevance - Subjects are taught so that they relate to children’s own experiences and build on prior learning.
- Differentiation - What is taught is matched to children’s abilities.

All children are taught the subjects of the National Curriculum: English, Mathematics, Religious Education, Science, Computing, History, Geography, Art, DT, PE, Music, French and PSHE/RSE. Further information about our broad and balanced curriculum intent, implementation and impact, can be found on our website.

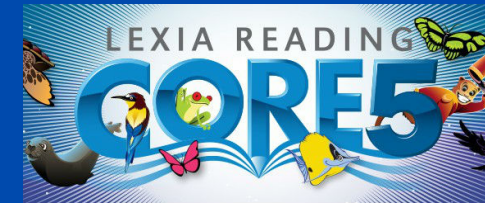
Children are taught in a variety of groups including family groups and mixed ability groups.





Home Learning

Due to our longer school day, we keep the home learning to a minimum at Elveden C of E Primary Academy.



Home Learning Guidelines

English

Reception	<ul style="list-style-type: none"> Daily reading practise (Essential Read or phonic decodable book)
Key Stage 1	Year 1 and 2: <ul style="list-style-type: none"> Daily reading practise (1 read must be Lexia practice)
Lower Key Stage 2	Year 3 and 4: <ul style="list-style-type: none"> Daily reading practise (1 read must be Lexia practice)
Upper Key Stage 2	Year 5 and 6: <ul style="list-style-type: none"> Daily reading practise (1 read must be Lexia practice)

Maths

Reception	<ul style="list-style-type: none"> Maths Shed
Year 1:	<ul style="list-style-type: none"> Maths Shed
Year 2:	<ul style="list-style-type: none"> Maths Shed
Lower Key Stage 2	Year 3 and 4: <ul style="list-style-type: none"> Maths Shed
Upper Key Stage 2	Year 5 and 6: <ul style="list-style-type: none"> Maths Shed

Holiday Home Learning

All Years:	<ul style="list-style-type: none"> At the end of each half term, all children will be set a "creative project" in connection with their upcoming topic or linked to R.E.
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Pastoral

INCLUSION

We know that, at times, children may require pastoral support as well as academic support.

We offer a dedicated Nurture Club with our wonderful Mrs Bird.

We are lucky that Mrs Bird is also a trained ELSA (Emotional Literacy Support Assistant). She works with children who may be going through a tricky time with feelings of anxiety or dysregulation.

She is also training to be a THRIVE practitioner who provides targeted support when children are struggling with their mental health.



Mrs Bird

At Elveden C of E Primary Academy, our aim is to ensure that all children, whatever their need or disability, make good progress throughout their school

life. We have an experienced SENDCo who provides support for class teachers. Teachers plan programmes which ensure that each child makes progress from their starting point. Teachers adapt and provide appropriate teaching techniques and resources.

Our SENDCo (Mrs Maguire) helps to co-ordinate a range of groups and interventions run by support staff, many of whom are trained in programmes which bolster a particular need.

Our SENDCO also provides support for families with all aspects of special educational needs. We use outside services to support us in ensuring that your child has specialist provision where a need has been identified.



Mrs Maguire

Forest School



Our Forest School sessions provide a safe environment where all children can acquire new skills in a woodland environment: they get to take risks, build resilience, make autonomous choices about their own learning and initiate free play with those around them. Our sessions help our children to appreciate and respect their natural environment, whilst building a bank of valuable outdoor learning experiences where each one of them can truly shine. In addition to this, our Forest School sessions are inclusive as they encourage all learning styles and uncover ‘multiple intelligences’ in our children, which will allow them to develop holistically alongside each other.





Wrap Around Care

BREAKFAST AND AFTER SCHOOL CLUB

We offer Breakfast Club every day of the week to children from all year groups. Breakfast Club begins at 7.45am. Children are taken to their classes at 8.30am.

Children are offered cereals, toast, fruit and drinks. Breakfast club is £5 per session.



We also offer After School Club five days a week. Parents can book for the first hour until 4.50pm or can book until 5.30pm.

Children are offered a light tea of wraps or sandwiches, fruit, biscuits and drinks.

Children have the chance to play, do arts and crafts and use the playground facilities.

Bookings and payments can be made online through Arbor. A discount for pupil premium children is available and we also offer sibling discount. The cost is £5 for the first hour and an extra £3 for the extra 40 minutes.



Sports at Elveden



We are very proud to be a Platinum Sports Partnership school, which recognises the outstanding provision for sport we provide for our children. The school teaches PE, dance and swimming in line with the national curriculum. Children in Key Stage 2 go swimming for a term each year, throughout key stage 2. All children will have the opportunity to participate in gymnastics, dance, team games and other sports activities with children from other local schools. A variety of sports clubs also run after school during the year. We also have our very own MUGA, which means we are able to teach tactical sports to ensure children are ready for high school and beyond.





OPAL-Outdoor Play and Learning

Elveden C of E Primary Academy is committed to providing a high quality educational experience for all our pupils and our Outdoor Play and Learning (OPAL) provision is no exception. As a Church School, we have 4 Christian values: Respect, Trust, Hope and Forgiveness which are inextricably intertwined with our Christian vision, mission statement, physical and mental well-being.

Respectful- play with our resources respectfully and use our words and hands kindly.

Trustworthy- think about ourselves, others and how we can be trusted when we play.

Hopeful- not give up with our play, try new things and be hopeful in new play and new friendships.

Forgiving- be aware of how others like to play, be forgiving and move on with friendships if conflicts arise when we play together.

Our OPAL sessions provide a safe, stimulating, flexible, diverse and nurturing play environment through the use of playful resources. These aims are effectively interwoven within the free play ideology. In our outdoor play zones our children can acquire new skills such as taking risks, building resilience, making autonomous choices about their play processes and experiences and engage in initiating free play with others. In addition to this, our OPAL sessions actively encourage all learning styles and uncover 'multiple intelligences' in our children, which support their holistic development.

We are also very proud to be an OPAL Platinum Flagship School!



The
OPAL TEAM

Uniform

MATTERS

At Elveden C of E Primary Academy, we seek to have the highest expectations for our children in their learning and their behaviour. Part of this means ensuring that the children are wearing the correct uniform for the day. One of our expectations is about “Being Ready” and having the correct uniform is part of that. From September, we will be focusing on ensuring the children are in the correct uniform. We appreciate parents support with this.

Our Uniform consists of:

- Navy jumper/cardigan with school logo
- White shirt for KS2 or polo shirt for EYFS and KS1
- School Tie for KS2 (clip ons only for agreed sensory needs)
- Black grey trousers/shorts/skirt (blue check summer dresses allowed)
- Plain white/ grey/ black socks or tights
- Black school shoes (no boots but black trainers that are

ALL black with no coloured markings, black soles and black laces are acceptable)

Our P.E. Uniform consists of:

- Black shorts with elasticated waist.
- Plain black tracksuit bottoms.
- White plain t-shirt.
- Trainers for outdoor P.E.
- Navy blue or black sweatshirt for cold weather

Where to get our uniform...

We hold a small stock of school sweat shirts, cardigans, PE t-shirts, school book and PE bags. Items can also be ordered online at:



A link to this and other uniform information can be found on our website:
https://.elveden.suffolk.sch.uk/web/school_uniform/482395

[WWW](http://www.elveden.suffolk.sch.uk)



We have lots of spare uniform that has been collected by the office available from the school office for a small charge.



Religious Education and Collective Worship

In this school, collective worship and religious education are in accordance with the Church of England faith. Parents may, if they wish, withdraw their children from the arrangements for daily worship and religious education, and it would be helpful if such requests were made to the Headteacher in writing. As an Anglican Christian school, at least 50% of our RE lessons are Christianity based. We also learn about the other world faiths and our curriculum focuses on the spiritual, moral, social and cultural development of the individual.

Elveden C of E Primary Academy are linked with Chitipi school in Malawi and regularly raise funds to support them. Most recently, we took part in a sponsored dance and staff from the school have visited Chitipi to teach and to take donations. This is an extremely important part of Elveden Academy and children learn about this as part of our personalised curriculum.



School MEALS



School dinners cost £2.65. All children in YR, Y1 and Y2 are entitled to a free hot school meal. For KS2, please pay for school dinners in advance via Arbor (This will be set up when your child starts school). This is also the method we use for trips etc. We aim to be a cashless school except for donations and exceptional circumstances. Please see the school administrator if you wish to apply for free school meals as this will also ensure your child is supported with subsidised school trips, uniform, clubs, activities etc. Our meals are currently provided through Appetito, who delivery ingredients to our School Kitchen at the Elveden Courtyard. Meals are then cooked by our chef- Mrs Chappell.

We also provide a healthy snack at breaktime for 50p, which are usually homemade and very popular.

If you prefer to provide a packed lunch please ensure that the meal does not contain sweets, nuts or chocolate as we are a healthy school. Drinks in lunchboxes should be fresh juice, water or milk. Fresh fruit or vegetables are available free of charge each day at playtime for EYFS/Key Stage 1. Key stage 2 children are welcome to bring fruit from home for snack time. Let us know if for any reason your child cannot eat certain foods. We are an 'allergen aware' schools so any food containing nuts is strictly forbidden. We also have a 'Snack Shack' run by KS2 children at break times whereby children across the school can purchase a range of snacks for 50p. Children can bring water bottles to school but we ask that this is water only, to aid concentration and brain function.

We thank you for your consideration in this.

Extra Information

Charging Policy

During their time in school, your child will be involved in a range of outside activities during the school day. These may involve visits to a museum or theatre. In such circumstances, we will inform you first and seek your permission, we may also ask for a contribution from you to support us in paying for the visit in order for this to go ahead. In doing so, we will not seek to disqualify anyone from taking part.

Local Walking Visits

Children are sometimes taken on walking visits within Elveden as part of the curriculum. We ask that all parents sign the allocated permission slip when their child starts at the school which will cover them for the whole time that they attend Elveden Academy.

Photography

There may be times when children are photographed or videoed as part of normal school activities. Any parent who does not wish their child to be photographed in this way is asked to make their wishes known to the school office in writing.

Complaints

We hope that you will never need to complain but if you do, please follow the link on our website to the complaints procedure, speaking to the class teacher in the first instance.

A full copy of the complaints procedure is available on our website.

Severe Weather/emergency closure

We will use our school facebook page, Pupil Asset and our school website which will be updated to show if the school is closed. Suffolk County Council also lists any school closures on their website but please be aware that this is not always updated straight away. If this is the case, remote learning will be used via Google Classroom or Tapestry (EYFS)