

Learning together to be the best we can



Clavering Primary School



Our vision

We believe that education involves children, parents, staff, governors, the community and the responsible authority, and that for optimum benefit all need to collaborate to support the process of learning.

We all have an important part to play.

Working in partnership we aim to:

- Provide a supportive, positive, healthy, caring and safe environment
- Recognise the needs and aspirations of all members of the school community and provide opportunities for children and staff to make the best possible progress and attain the highest personal achievements
- Provide a child-centred environment that enables each child to develop their personality, skills, aptitudes and academic abilities, and gain a lifetime enthusiasm for independent learning
- Offer a flexible and differentiated curriculum where 'Every Child Matters', which develops lively and inquiring minds; is stimulating, motivating and fun; enables children to acquire knowledge and the relevant skills to lead full and useful lives
- Educate the 'whole' child and enable him or her to go forward equipped to flourish in an ever-changing world
- Encourage and expect each child to develop the highest standards of respect and care for themselves; others; their environment regardless of gender, race and ability; and in doing so become valued members of the communities to which they belong



Welcome

Clavering Primary School is a very special place.

At our school we aim to provide a caring, supportive and inclusive environment, which has high expectations and values all members within the school community. We respect the needs and aspirations of all individuals and provide opportunities for all pupils to make the best possible progress and attain the highest personal achievements.

The school has a tradition of being a caring and friendly environment for children; this ethos stems from the high calibre and commitment of staff and governors where we encourage all children to be enthusiastic and committed learners who aim to develop their confidence, capacity to learn and work independently and collaboratively.

We hope that you will learn much about our school from this prospectus. Feel free to make an appointment to come and visit the school as we would welcome the opportunity to meet with you and there is no better way to find out about the school than to see it in action. Should you require any further information, please do not hesitate to contact us.

Miss R. Allsop B.Ed., M.Ed., NPQH
Head Teacher

The School

Clavering Primary School is a village school built to serve the needs of the local community. The main building, completed in 1973, houses four classrooms. Three additional new classrooms and a toilet block opened in 2002. We use the hall for P.E. and as a dining room. In 2010 a library, an extended staff room and offices were added, and an independent pre-school was built within the school grounds.

There are two playgrounds and a good-sized playing field. Our grounds have been developed over the years by Clavering Conservation Society, children, parents and staff. They include a pond, a meadow patch, a marsh area, hedgerows and trees, a herb garden, a vegetable garden, a soft fruit patch, an orchard and a shrubbery. The children have also established a "peace garden". The Friends of Clavering School have purchased additional equipment to enhance the play facilities and have funded the construction of a gazebo which doubles as an outdoor classroom in the summer.

As well as providing an environment for educating local children, our school also attracts a number of pupils from villages outside its priority area. A school bus is available for children who live outside the village but within the priority area.

Clavering School is part of a cluster group with other local schools. This group chooses various projects on which to focus and together we are able to give children additional benefits.

We expect all children to wear school uniform and we have chosen garments for their comfort, smartness and easy care.

Partnership with Parents

The School likes to be in close touch with parents and it achieves the best results when there is an effective partnership between the home and school. There are many opportunities to visit the school and to see various activities taking place. It is important that parents should feel a part of the life of the school and we encourage you to be involved in the school during the day, helping with practical activities such as art, craft and reading, as well as joining us on excursions. We know that not every parent is able to be involved in the daily life of the school; however, your support in other aspects of school life such as clubs, special events and fetes, demonstrates a positive attitude towards the school and helps to develop a similar positive attitude amongst the children. In the Spring Term 2011 the school will be establishing a Parents Forum where parent representatives from each class will meet with Governors and management.

We will provide you with a home-school agreement for each child. This will set out the support that the school expects from parents in helping to educate their child. Homework is an important part of school life and allows children to reinforce and extend their knowledge; to research work for a lesson and to share with parents what they are working on in class. Your child will bring home a home/school link book, which will provide a means of communication between parents and the school. All children will be expected to read for a short time each evening.

Parents' Evenings and Reports



At the beginning of each year, there is an informal evening to meet your child's class teacher, who will outline their expectations and curriculum focus for that year. Formal consultations between parents and class teachers take place during the autumn and spring terms. The school also holds an Open Day each year and Tray Days each term. There are displays of work and it gives the children the opportunity to share their work with you as a parent.

Each child will be given a written report at the end of the school year. It will give a careful review of their academic performance and general development, and will outline what is expected of them as they progress through the school.

Informal meetings with class teachers may take place more frequently, and the Head Teacher is always available either by telephone or by appointment.

Governance

The role of the Governing Body is to set a broad strategy for the school's development; to monitor and evaluate the progress of its strategy and regularly review the framework for the school in light of that progress; to be accountable to parents, pupils, the local authority and the wider community; to act in accordance with statutory regulations and the School's Instrument of Government and act fairly and without prejudice at all times.

The Friends of Clavering School

This is a very active organisation which enables parents to become involved in another aspect of school life. Every parent is automatically a member of the Association. The Friends of Clavering School, through its committee, organises many events such as summer and Christmas fetes, dances and quiz nights and raises funds for a variety of projects for the school.



Social and Emotional Well-being within our School Community

At Clavering Primary School we value the five national outcomes of the 'Every Child Matters' agenda: being healthy, staying safe, enjoying and achieving, making a positive contribution and achieving economic well-being. The promotion of positive social and emotional well-being helps children to understand and express their feelings, build their confidence and emotional resilience, and therefore their capacity to learn. The school 'Behaviour Policy' and 'Anti-Bullying Policy' strike a healthy balance between rewards and sanctions and clearly explains how positive behaviour is rewarded and promoted. All pupils learn to explore, express and manage their feelings and we promote the importance of empathising with others. We firmly believe that an early intervention approach helps to safeguard the well-being of our pupils as well as encouraging them to play their part in creating a society in which everyone is treated with dignity and respect. All staff promote social and emotional well-being and the school has regular celebration activities, reflecting achievement and positive events across the curriculum.

To compliment this we run a play leader scheme whereby we train our year 6 children to organise and develop playground games, support conflict resolution working alongside the Midday Assistants and monitor our 'Buddy Bench' if pupils need someone to play with.

Daily Assembly is a special time in school when children and staff gather together to celebrate their sense of being a community. We explore spiritual, moral, social and cultural issues during the Assembly as well as discussing ways of showing that we value one another for who we are and what we do. Our assemblies include a daily act of collective worship. Occasionally we have special assemblies when we invite parents and members of the village community to join us.

Forest Schools

This highly successful venture into outdoor learning has grown from the regular visits at Pelham Environmental Centre, for the reception class, to the point where other classes can take advantage of a beautiful wooded site, known as Snail Wood, nearer the school. With several members of staff now trained to guide the expeditions and with continued help from parents, all of Key Stage I will benefit from the practical study of natural history, development of observational and social skills and of course having fun in the open air.

Healthy Schools

We pride ourselves on our 'Healthy Schools' Award. The Award depends on our ability to provide: healthy and nutritious lunches; our commitment to the health of our children's well-being at work and play; the preservation of the environment and to recycling.

We encourage families to walk to school. Although this may be difficult for some, we have negotiated with the local shop and the Fox and Hounds Public House for park and walk facilities. We have also organised, with help from the Essex County Council, a Walking Bus from the Fox and Hounds. To further enhance the work of 'Healthy Schools' we hold a Friendship Week during the Autumn Term.

Eco Schools

The Eco School Initiative encourages the children to focus on environmental issues within the classroom, school grounds and at home. We have been awarded the Bronze and Silver Eco School Awards.

School Council

The School Council is very important to the school, because it gives the children a voice. Representatives from each year are appointed by their peer group. Together they tackle some of the real issues involved in the life of the school. They have recently included the setting up and running of a healthy tuck shop.

The House System

We introduced a House System to the school in September 2006 to encourage the sense of community between the older and younger children. The House names and colours are:

Oliver (chef and ex pupil)

Wymarc (1st Lord of Clavering)

Wales (astronomer who sailed with Captain Cook)

Ludgate (a local historian)

Saville (Clavering teacher for 50 years)

Class Structure

There are approximately 160 children on the school roll.

Foundation Stage includes:

Reception (4 – 5 year olds)

From September 2011 all schools will provide for the admission of all children in the September following their fourth birthday. At Clavering we will also offer two entry dates for early years children. Children who have their fifth birthday during the Autumn Term will begin a full day from September. Children who become five in the Spring and Summer Terms will begin with a half day in the Autumn Term and attend full time from the following January.

In Reception, children work with their teacher and a full time Nursery Nurse.

Key Stage I includes: Year 1 (5 – 6 year olds) and Year 2 (6 - 7 year olds) who work with their teacher and a Learning Support Assistant.

Key Stage II includes: Year 3 (7 – 8 year olds); Year 4 (8 – 9 year olds); Year 5 (9 – 10 year olds) and Year 6 (10 – 11 year olds) who all work with their teacher and a Learning Support Assistant.

For all children morning sessions are 8.50am until 12.15pm. Two members of staff will be on duty, in the playground and at the entrance gate, from 8.40am each morning. Afternoon sessions are from 1.15pm to 3.15pm.

The Curriculum

The School has redesigned the curriculum in order to bring a cross curricular approach to the teaching and learning. We teach some of the subjects together from time to time under a theme or topic and we teach some independently depending on the content that is being delivered.

About school

“Fun things
and teachers
make me
happy”

The Foundation Stage Curriculum includes:

- ◆ Personal, social and emotional development
- ◆ Mathematical development
- ◆ Physical development
- ◆ Communication, language and literacy
- ◆ Knowledge and understanding of the world
- ◆ Creative development

Across the Key Stages we have a broad and balanced curriculum, and children have access to all of these subjects:

- ◆ Numeracy
- ◆ Literacy
- ◆ Science
- ◆ Geography
- ◆ History
- ◆ Religious Education
- ◆ ICT
- ◆ Art
- ◆ Design and Technology
- ◆ Personal, Social, Health Education
- ◆ Physical Education
- ◆ Music



We aim to make learning creative, fun and purposeful for the children through the use of art and drama, school trips and through our cross curricular teaching. Your child will sometimes work individually, sometimes in a group and sometimes as a member of a class, depending upon the nature of the activity and the particular learning outcomes the teacher intends. At times we will organise groups by ability.

We focus the curriculum on excellence and enjoyment but still fulfilling the National Curriculum requirements and the Every Child Matters Agenda:

**Being healthy; staying safe; enjoying and achieving;
making a positive contribution; achieving economic wellbeing**

Assessment for Learning

At Clavering Primary School we believe that effective assessment as part of the day to day teaching and learning, with high levels of pupil involvement, is the most effective way to raise standards and improve learning. This kind of effective assessment is in the form of:

- sharing the learning objective and the formation of the success criteria with the children
- oral and written feedback linked to the learning objective and success criteria giving each pupil next step advice in their learning
- use of questioning throughout the learning process to challenge thinking and develop understanding
- self and peer assessment where pupils work with peers to discuss their work next to the success criteria developing their independence and understanding.

Sport



At Clavering School we provide regular opportunities for children to develop their games skills. As they progress through the school they are encouraged to practise these skills in team games. These take place during lessons as well as in a range of extra-curricular activities. There are a wide variety of clubs available such as Football, Hockey, Dance, Netball, Tag Rugby, Rounders and Athletics. From time to time we also have visiting specialist coaches.

The school is a member of the School's Sport Partnership in Uttlesford and regularly participates in sporting tournaments and competitions.

The school offers swimming lessons to children in Years 1 to 4 and to any older children who have not achieved the statutory requirement

The House System provides the children with the opportunities to take part in sporting activities and to represent their house. These events enable the children to work in teams; this encourages them to provide mutual support and emphasises the importance of each individual member's contribution to the success of the team.

Extra-Curricular Activities

Essex Music and Youth Arts provide extra music tuition within the school. This can include woodwind, strings, brass and keyboard.

In addition other clubs are available during the year, these include: Art; Choir; Mini-bridge Dance, Gardening, Book Club and Maths. After-school clubs finish between 4.00pm and 4.30pm.

Special Educational Needs

We are fully inclusive taking children of all abilities. We realise that some children will, permanently or from time to time, have significantly greater difficulty in learning than the majority of children of their age. Some may have disabilities which prevent or hinder them from making use of the facilities provided for our children. We will give these children individual consideration and make special provision for them, working in partnership with others as necessary.

Accessibility Action Plan

We have had a disabled lift installed between the new building and the old building and have adapted the toilet facilities. We have a slope to the main entrance for easy access.

Admission

The Essex LEA will contact all parents of children of a suitable age directly. You must apply for a place for your child by the end of February for a September entry; places are allocated centrally during March and April. The Essex LEA will send offer or refusal letters for places at all schools to all children within Essex at the beginning of May.

The Schools' Register of Interest is part of the appendix.

Admissions Policy

There is no guarantee of a place for children living in the priority area.

In the event of oversubscription places will be allocated using the following criteria in the order given:

1. Children looked after.
2. Children living in the priority admission area with a sibling attending the school.
3. Other children living in the priority admission area.
4. Children living outside the priority admission area with a sibling attending the school.
5. Remaining applications.

In the event of over subscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given the highest priority. Exceptional medical circumstances (supported by medical evidence) may override the above.

All children who are offered a place for a September entry will be invited to an 'Induction Morning' during the latter part of the Summer Term.

At other times during the year, the Head Teacher has the authority to accept admissions. This will usually depend on the number of children in the class concerned. Children who are registered to join the school at any other time will be invited to a 'Foster Day' during the half term before they begin.

Life after Clavering Primary School

We are most fortunate to be surrounded by good secondary schools in Newport, Saffron Walden and Stansted.



Quiet time ...!



“Clavering Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share in this commitment”

For further Information

Please contact the School Office at:

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