

# Debden Primary Academy Prospectus 2018





## WELCOME & MISSION STATEMENT

At Debden Primary Academy together we value, inspire and prepare your child for their future within a happy, caring Christian community.

We pride ourselves in our excellent academic results and the nurturing environment special to our school.

Our mission statement includes three words which sum up our vision for the school:

❖VALUE

❖ASPIRE

❖ACHIEVE



Welcome to Debden Church of England Primary Academy.

I believe that your child should be **VALUED** as an individual and nurtured in a fun and inspiring way.

We **ASPIRE** to give your child an outstanding well rounded education with a firm basis of reading, writing and maths to prepare them for the future.

We believe that **ALL** children should **ACHIEVE** the best they can be.

I believe childhood memories are made at primary school and we want to create these together.

"I am exceptionally proud to be Headteacher at this wonderful school, where we all have high expectations of what we can all achieve.

Please come and have a look around our warm and friendly school to find out what we can offer you and your child. "

**Mrs Louise Gurney**  
**Headteacher**

"From day one my children have loved Debden and have thrived in its nurturing environment."

**Parent**

"At Debden we are happy, the children and staff always smile."

**Parent**







## STAFF AND THE SCHOOL

The staff at Debden are passionate about delivering high quality education and we are fortunate to have experienced teachers and support staff.

### **Headteacher:**

Mrs Louise Gurney

### **Deputy teacher:**

Mrs Jo Fradd

### **Teaching Staff:**

Mrs Rebekah Auty  
Mrs Sarah Bailey  
Miss Hayley Green  
Mrs Rachel Hood  
Mrs Lisa Murrell

### **Learning Support Assistants:**

Mrs Sarah Cameron  
Mrs Sarah Clarke  
Mrs Sally Dale  
Mrs Kathy Dixon  
Mrs Maureen Hare  
Mrs Helen Scott  
Mrs Joy Wheeler  
Mrs Sarah Wilkinson

### **PE Coach**

Mr Harry McKweon

### **Breakfast Club Manager**

Mr Neil O'Sullivan

### **Catering Manager**

Mrs Jen Andrews

### **Office Administrators:**

Mrs Jo Arundell  
Mrs Sally Dale

### **Chair of Governors:**

Mrs Linda Stephenson



Debden Church of England Primary School was built in 1852 to serve the beautiful village of Debden.

In 1978, a modern extension was built to harmonise with the original scheduled building. The school has an adjacent playing field backing on to farm land.

This provides a stimulating environment, the appreciation of which we seek to encourage.

The school serves children who are drawn from families in Debden, its surrounding villages and from Carver Barracks. The school has undergone an extensive building programme which has given the school a new hall and two classrooms.

The outdoor space includes a good sized playground, playing field and a new all-weather surface.

"The school has a strong teaching team and brilliant Learning Support Assistants."

### **Parent**

"We give our children a range of opportunities this includes special trips such as our visit to the Royal Albert Hall."

### **Staff**

"We enjoy our special lessons; my favourite has been the Bug Hunt!"

### **Pupil**





## ADMISSIONS AND THE CURRICULUM

Children who will be five during the start of the academic year can be admitted full time.

Children and parents have the opportunity for stay 'n' play sessions during the summer term.

Children from Carver Barracks attending full-time may be entitled to free transport.

Applications should be received by 31 March for entry the following September.

Applications are considered throughout the year. To find out more contact the school office and arrange a visit.



The aims of the school are to provide a happy, interesting and stimulating environment in which your child can learn, mature and share in the life of the school and the community.

Debden Academy offers an exciting opportunity for your child.

We believe primary education is laying the foundations for secondary school and your child's future.

The focus of the curriculum follows the statutory guidelines of Literacy, Maths and Science. Technology, History, Geography, Music, Art, Personal, Social and Health Education (PHSE) and Physical Education, Information Communication Technology and Religious Education completes the curriculum.

Particular emphasis is placed on basic literacy and mathematical skills. French is offered to Key Stage 2 (Years 3, 4, 5 and 6).

There are opportunities to have instrumental tuition for which full tuition fees are paid in advance. Pupils can learn instruments including clarinet, piano, drums, flute, saxophone and guitar.







## THE CURRICULUM

Laptops are available for your child to use. Newly bought iPads are also a very interesting and stimulating resource we provide for your child.

We strongly recommend you visit our website [www.debdenprimary.co.uk](http://www.debdenprimary.co.uk) to share some of the exciting things we have been learning about.

Children work in groups, as a class, or independently, as appropriate. Practical activities are used to introduce new skills, which are then applied in a variety of challenging situations.

Carefully chosen topics are designed to appeal to children and to bring in to play the full range of National Curriculum subjects, along with other subjects of interest. In this respect, Debden village and its surrounding countryside provide a unique educational resource.

Children are encouraged to observe and record their individual responses in a neat, organised, and articulate manner, using a variety of techniques.



The school lays particular stress on such independent methods of working. In this way, children of widely differing abilities learn to work together and contribute according to their ability.

Knowledge of the human body and how it develops is included in the curriculum. A sex education programme is provided for Year 6 pupils.

As well as administering Standard Assessment Tasks (SATs), the school gives particular attention to the continuous evaluation and assessment of every pupil's development.

Comprehensive records have been developed to enable parents to keep fully in touch with their children's progress and achievements. This system of assessment

ensures continuity between classes and schools.

As a Church of England school, our aim is to recognise and teach Christian traditions and links with Debden Parish Church are strong.

It is also important that children are made aware of the multi-cultural society of which they are part and thus have some knowledge of other faiths. This is achieved through visiting speakers, relevant artefacts and literature.

Personal, social and educational development is fostered through the planned curriculum and the school community.

Throughout the school there is a clear code of practice, promoting values of honesty, tolerance and consideration for others.

It is hoped that these aims will ensure the provision of a broad and balanced education, upon which your child will flourish and realise their full potential enabling them to become confident and responsible citizens of the future.





## SPECIAL EDUCATIONAL NEEDS

The school operates an effective and caring system for identifying and monitoring the needs of all pupils in line with the new code of practice for schools.

Those with special needs, either because they are academically more able or have specific physical or mental disabilities, are particularly targeted.

Extra tuition is provided wherever possible and parental involvement is actively encouraged.

Where necessary individual learning programmes are developed and supported by learning support assistants in or out of the class as appropriate.

## SAFEGUARDING

The role of the school in this area is like that of any good, caring parent. We will protect each child from harm by making use of the expertise of staff or outside bodies.



Our school is committed to the health, safety and wellbeing of all its pupils and we have statutory duties relating to child protection.

If there is cause for concern, we may have to consult with other agencies even before we contact parents or carers. Should this be necessary, be assured that any concerns we have about a child are only discussed within a professional framework and are treated entirely confidentially.

The procedures we follow are laid down by the Essex Area Child Protection Committee. To find out more about the school's role in child protection, or to see our child protection policy, speak to the Headteacher or look on our website. Please see our website for useful links about keeping your child safe online.

"At Debden we are proud that we cater for a wide range of abilities so everyone can be supported and challenged."

**Staff**

"There is always extra support and help when needed for the children."

**Parent**

"The school make the children feel safe in a nurturing environment."

**Parent**







## SPORTING AIMS

The aim of Physical Education is to prepare children to become fit and healthy through participation in an active lifestyle.

The Physical Education curriculum includes individual and team activities, taught at a level appropriate to the needs and capabilities of the pupils.

The school provides a wide range of sporting activities to promote health and fitness.

We have a specialist sports coach who comes to teach the children PE alongside the class teacher in Key Stage 2.



We believe health and fitness should be a corner stone of our school day and are proud that **every child completes a daily mile.**

We also offer **swimming from Year 1 to Year 4**, so that by the time the children leave Debden Academy they are competent swimmers.

Swimming takes place at the Lord Butler Leisure Centre at Saffron Walden.

A voluntary contribution is requested, payable termly or half-termly to cover costs.

There is additional input from a hockey coach and, from year 4, weekly training sessions or matches. The school participates in many local sporting tournaments.

The extra curriculum clubs and our breakfast club offer a range of sports activities before and after school.









## EARLY YEARS

At Debden Academy, we passionately believe that Early Years education is the basis for your child's future achievements.

We believe in an open door policy and partnership between school and parents.

We are proud and delighted to offer weekly Forest School sessions to our Early Years class, as well as all the other year groups, during the year, to make the most of our beautiful surroundings.

We use a secure online learning journal to share photographs of what your child has been learning at school with you at home.



The class teachers work collaboratively to promote the full potential of each child, developing their social and emotional selves in a happy, secure atmosphere echoed throughout school.

Our classes allow us to give each child the attention they need to really thrive.

Each child is offered an introduction to all areas of the curriculum with space to develop their own ideas and skills using play and investigation as a basis for activities. Emphasis is put on developing:

- Reading, phonic and spelling patterns and developing the child as a writer.
- Early mathematical concepts of length, weight and time. Practical activities introduce the child to shape, money and number work.
- Scientific, technological, artistic, musical and physical skills.

Early Years have a dedicated outdoor learning space connected to the classroom that includes the children's own vegetable patch.









## SCHOOL ORGANISATION

Pupils are organised in to classes depending on age. There are mixed year classes for Year 1 to Year 6.

School sessions are as follows:

Morning 8.45am- 12pm  
Afternoon 1pm- 3pm

**We do not expect pupils to be in school before 8.30am.**

Teaching follows the guidelines of the National Curriculum.

Pupils are expected to be outside at breaks and lunchtimes, unless the weather is unsuitable, and should be adequately clothed for this.

Termly or ½ termly letters are sent out to parents advising what your child will be covering in class.

There will also be a reading folder which will contain your child's reading book and reading diary, which you are encouraged to write in daily. With regard to reading books; there is more than one scheme used within school and your child will be given the most appropriate book for their ability and interest.

We would ask you to read with them as part of their homework and to add your comments in the book provided.



At break times we expect those children who bring in a snack only to have a piece of fruit. In promoting healthy eating we do not allow sweets, biscuits or crisps.

The school operates a house system where children of all ages are split into houses and accumulate house points. This gives the children a sense of team spirit.

Entrance to the school is by the black gates at the front of the building and along the path to the west (right) of the school, which leads to the playground at the rear of the school.

For safety reasons, children should not congregate at the front of the building before school starts.

Parents should also meet their children in the playground at end of the day.

The visitors' entrance is by the school office to the left of the school building.

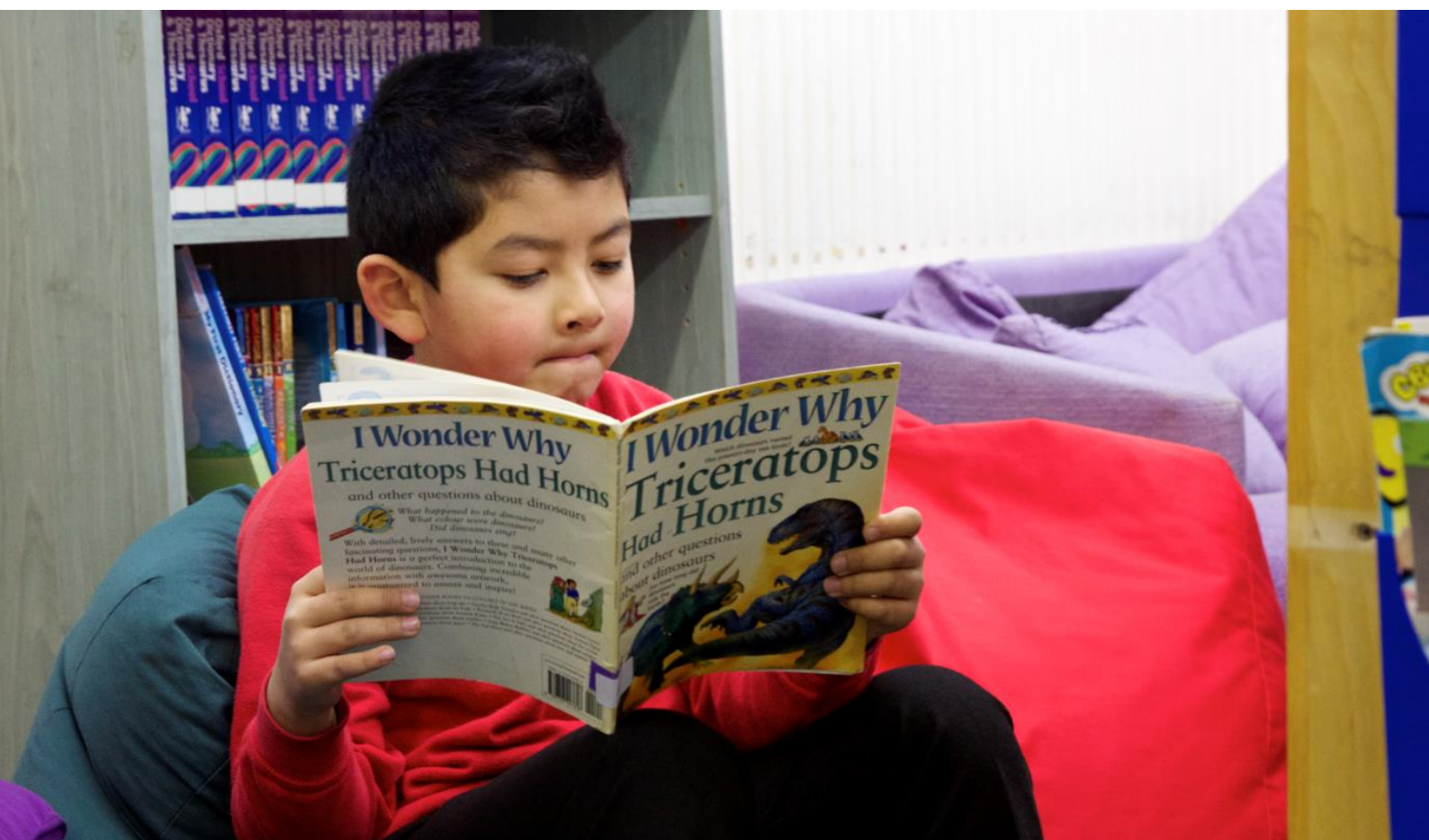
All visitors should report to the school office and sign the visitors book. A security pass system is used in the school to ensure the building is secure.

The out-of-bounds area is marked by fences and gates around the school perimeter and by the entrance to the west pathway.

We also ask parents **not to park on the yellow lines** outside the school at any time but to use the parking facilities at the village hall.







## UNIFORM

The wearing of school uniform is **strongly encouraged**. The school asks everyone to support our school uniform policy to ensure the pupils are always well presented.

### BOYS

Grey trousers  
(shorts in warm weather)

White or red shirt or polo shirt

Red jumper, cardigan,  
sweatshirt

Grey or white socks

Sensible black footwear

### GIRLS

Grey skirt or pinafore  
(red + white checked or  
striped dress in warm  
weather)

White or red blouse or polo  
shirt

Red jumper, cardigan,  
sweatshirt

Grey or white socks

Sensible black footwear

### PE

Red/Black shorts

White T-Shirt

Grey or white socks

Plimsolls or trainers  
(to be kept in school in named  
draw-string bag or similar)



For reasons of safety, the wearing of jewellery is not allowed and must be removed during PE lessons and sports clubs.

We request that all clothing is named.

Uniform can be ordered and purchased in-store or online from Gray Palmer in Saffron Walden:

01799 522159

[www.graypalmer.co.uk](http://www.graypalmer.co.uk)

Second hand uniform is sold by FODS please contact them to find out what is in stock.

It is important that the children wear strong, supportive footwear and use trainers only for PE. Sandals or footwear without toes do not give adequate support and are not permitted.

## SCHOOL RESOURCES

### Learning Support Assistants

Classes are targeted with valuable extra support provided by Learning Support Assistants who promote the school's positive ethos.

### Resources for learning

The school has a well stocked, up-to-date library. Each class has its own reading library where books are appropriately matched to the children's abilities.

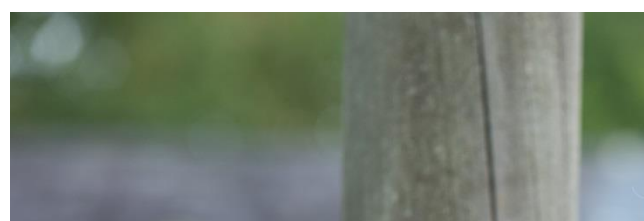
Each class has access to laptops which are used to develop keyboard skills, word processing, data handling and art and design concepts. The computing curriculum is also taught discretely.

### Learning Kitchen

We are exceptionally lucky to have a designated area dedicated to cooking, which may also be used for other curriculum areas.

### Forest School

All years attend Forest School which offers a unique and stimulating learning experience outside that boost confidence, independence and physical and mental wellbeing.









## ABSENCE

If your child is absent, communication, either in person, in writing or by telephone, is required. If a child is not in school by 10am and if we have not heard why we will contact you by telephone.

Unauthorised absences from Debden Academy have been rare and we should like to maintain this good record.

If there are requests for holidays, these will be unauthorised. A form needs to be completed – the headteacher may request a meeting to talk about what your child will be missing.

In exceptional circumstances, days off *may* be authorised.

We encourage medical appointments to be made out of school of hours where possible. If your child is absent due to a medical appointment for more than half a day, a leave of absence form must be completed.

If a child is late, or attends an appointment during school hours, they must report to the office on leaving and returning to school.



## LUNCHES

Children may bring packed lunches or they may have a hot school meal which is provided daily at a cost of £2.30. Lunch menus operate on a 3 week cycle and are changed twice a year. Sample menus are at the end of this prospectus.

School lunches can be ordered with payment on the first day of each week, or paid for termly or half-termly.

Reception to Year 2 are eligible for free school meals.

We are thrilled that our in house catering is homemade using the highest quality local produce.

Good table manners are promoted and the children sit at lunch with their house.

"We understand our school values – kindness, honesty and respect."

**Pupil**

"We have a really good cook who makes great meals."

**Pupil**

"The school office is really helpful."

**Parent**







## HOMEWORK

Homework for KS1 children will largely consist of regular reading, number practice (such as times tables), phonics work if applicable, understanding of books and widening their learning experiences.

As they progress through the school the homework gradually increases and *may* also involve maths activities, science assignments, finding information for topics or more formal written tasks.



Debden operates a home/school liaison policy and as part of this encourage parents to comment appropriately on their child's homework.

## SCHOOL PAYMENTS

Debden is a cashless school. Payments can be made via our online payment system, as well as by cheque made payable to "Debden C of E Primary Academy".

The time for homework per week is roughly:

Years 1 & 2 1 hour

Years 3 & 4 1½ hours

Years 5 & 6 2–2½ hours







## EXTRA CURRICULAR

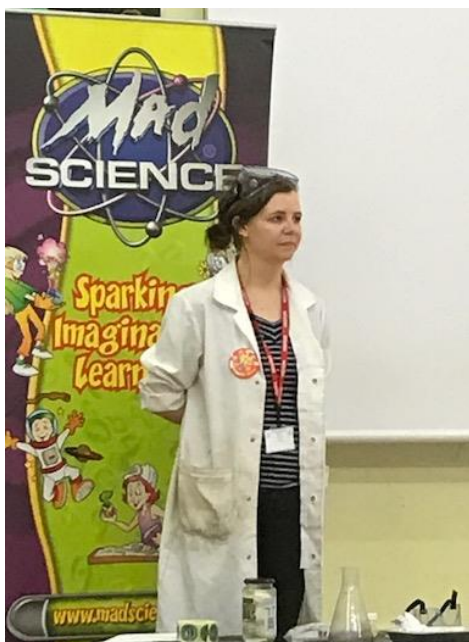
Debden Academy has an extensive programme of extracurricular activities open to all children. These range from Lego club, to sports, orchestra and art.

These are held either at lunchtime or straight after school and usually end by 4.05pm.

For sports events children may wear their own kit and a warm tracksuit is often required.

Some clubs, which teachers run, are free. Others that are run by external agencies are paid for via the School Office or privately.

Clubs offer the opportunity to learn something different, enhance skills and develop new interests.



Examples of after school clubs that have been run recently are Mad Science, Magical Maths, Bedazzle, singing, archery, tag rugby, cookery, dodgeball, football, , hockey and multi-sports.

Debden offers wrap around care with our breakfast club operating from 7.30am, this includes a healthy breakfast, sports and activities. This can be booked on an ad hoc or regular basis.

## PERSONAL ITEMS

Personal play items such as toy cars, balls and dolls should only be brought in with the permission of a member of the teaching staff.

The staff cannot accept responsibility for loss or damage to personal possessions brought into school.

"My children love the after school sports clubs with the coaches.

It's great for me as I work full time and I know they are well looked after, learning new skills and having fun."

**Parent**

"We love Forest School!"

**Pupil**

"The outside space is great for play in all weathers all in a stunning setting!"

**Parent**





## BEHAVIOUR

We encourage good behaviour in line with our behaviour policy. Parents and pupils are aware of the School Code of Conduct and Classroom and Playground Expectations.

Each parent will receive a home/school agreement which we would ask parents to read, sign and return to school.

Should serious matters of discipline arise, parents are consulted immediately.

We have two specific rules that we feel encompass good behaviour; work hard, be kind, and we do encourage children to behave in a responsible and caring way towards each other and each other's property.

We ask that dangerous items should not be brought into school.

## HEALTH & MEDCINES

The school nurse and dentist visit regularly to conduct medical examinations with the permission and/or in the presence of parents.

The school nurse arranges health interviews as required.



The school keeps a register of those children who are asthmatic.

If children require antibiotics or other medicines, parents must either come to school to administer these themselves or complete a form authorising staff to administer these.

First aid is always available. Parents will be informed of any serious accident.

Parents are requested to inform the Headteacher in writing of any change in their child's medical status.

Health and safety inspections are undertaken regularly to ensure the school is safe, clean and well maintained.

## SCHOOL TRIPS & VISITS

There are regular school visits to places of interest and importance during the school year. Parents are informed in writing of all school visits that require transport.

Parents are welcome to accompany us. If parents are using their own vehicles to transport children they should check that they are adequately insured and provide restrained seats.

Voluntary contributions from parents are encouraged, otherwise some trips may have to be cancelled.

Local walks are a frequent extension of classroom work. They often take place at short notice and therefore no parental approval is sought for these.

An annual residential trip is organised for Year 6.

A range of regular school visits are also arranged for all years to enhance our children's learning experience, this often links with classes topic work.

Examples of school visits include a mobile planetarium, animal encounter and talks by the emergency services and children's authors.





## LIAISON

### Primary/Secondary

The school regularly participates in local activities. Effective curricular and pastoral links have been made by staff with the local secondary schools, encouraging progression and continuity between phases.

### Pre-schools

We operate an inclusive transition from pre-school to “big school”. We believe that if your child is happy and settled, then the learning process can begin. Therefore, our Early Years team visit all pre-schools as well as the stay ‘n’ play sessions offered at school, once primary places have been confirmed.

The team make home visits at the beginning of term.

Debden has a strong buddy system for our new starters, where children from reception are buddied with year 5 and 6 pupils who assist the children at break and lunchtime.

### Community

The school is involved in many activities connected with the village and church and pupils take part in family services. The community is invited to special events, services and assemblies throughout the year.



We also have proud links with Tang Ting in Nepal, which Debden village is paired with.

## PARENTS VISITS

Debden Primary Academy operates an open school policy. Thus, parents who wish to visit the school are welcome. They should make an appointment through the Office Manager.

Parents are entitled to inspect the school's curriculum documents, schemes of work, details of complaints procedures, school policies and pupil records. All of these documents are available for consultation on the school website.

Pupils are encouraged to visit the school with their parents in the half-term before they are admitted.

Parents are also encouraged to attend events such as church services and celebratory assemblies every Friday where children share what they have been learning and receive weekly certificates.

## PARENTS EVENINGS

Parents are invited to visit the school to meet their child's class teacher on at least two occasions during the academic year.

More general meetings and workshops on specific topics are also arranged. In addition, parents are welcome to visit the school during the day to see the school at work and help in class activities. We are always looking for volunteers to come and hear readers and help in the library.

A class assembly every year provides parents with an opportunity to see work completed by the children and share in their achievements.

We welcome regular feedback on how the school is doing and ask parents to complete a yearly survey.





## PTA (FODS)

Friends of Debden School (FODS) is an association which brings together parents, governors, staff and the local community. All parents are automatically members of FODS.

FODS activities are organised by a committee. Activities include fundraising events for the benefit of the school, social functions and educational meetings.

Families are encouraged to attend as many events as possible as it gives people an opportunity to meet others in a sociable setting as well as raising vital funds.

FODS consult with staff as to projects and equipment that needs funding.

The committee have funded sports equipment, traversing wall, laptops, gardening and forest school equipment, school visits, maths computer programme for each child and various investments that have a tangible benefit to all pupils.



Fundraising events that FODS organises include movie nights, discos, cake sales, parent social evenings, rambles and school fetes.

## Complaints

We are proud of our strong relationships we have with our parents/carers.

Every effort is made to resolve complaints within the school.

If you have a concern we are always happy to listen and attempt to resolve issues quickly.

When this fails, the complaints procedure should be invoked. A copy of this procedure is available for consultation on the school website.



“It is great being part of FODS and raising funds for the school. The cake sales raise money for each class to spend on items that enhance their learning. Ducklings bought a mud kitchen which the children loved.”

## FODS Committee Member

“We are lucky to have a strong PTA that supports the school.”

## Parent

“The school teaches the children about taking responsibility with our fantastic School Council and roles such Head Girl and Head Boy. We also run a strong buddy system which supports new starters.”

## Governor





## Governing Body

The members of the Governing body come from a variety of backgrounds. The role of the Governors is to work closely with the school staff and the Local Education Authority to set the aims and determine the character of the school.

They appoint staff, oversee the delivery of the National Curriculum, manage the school's budget and develop links with the local community.

The present governors are:

Mrs Linda Stephenson  
Chair

VACANCY  
General Member

VACANCY  
General Member

VACANCY  
Foundation

Mr John Saxon  
Foundation Incumbent

Mrs Sarah Belchambers  
Parent

Mr Liam Tobin  
Parent

Mrs Louise Gurney  
Headteacher

Mrs Sarah Mitchell Executive  
Headteacher

## School Inspections

We are proud to be a multi-academy trust with Great Chesterford CE Primary Academy; our trust is the Great Oak Multi-Academy Trust.

Debden Primary Academy was inspected by the local authority in November 2016, where it was said we were GOOD. In addition the school was rated GOOD in the SIAMS inspection in November 2017.

### Contact details

Debden C of E Primary  
Academy, High Street,  
Debden, Saffron Walden,  
CB11 3LE  
01799 540302

[admin@debden.essex.sch.uk](mailto:admin@debden.essex.sch.uk)  
[www.debdenprimary.co.uk](http://www.debdenprimary.co.uk)





VALUE

ASPIRE

ACHIEVE

