

# *Achieve Independence Aspire*

*As an Inclusive Community built on friendship and love, Christian values inspire us through faith in God and hope for the future. Every child is empowered to recognise their God-Given potential and to become lifelong learners. We work together to ensure we achieve our aspirations and achieve independence.*



## Prospectus 2019 - 20

# Charing CEP School

# Contents

- Welcome and Introduction (3)
- Our Vision and Values (4)
- Our School (5)
- Parents as Partners (6-7)
- Parent Governors (8)
- Starting at Charing CEP School(9)
- Curriculum (10)
- Visits & Visitors (11)
- Core Values (12)
- Subjects (13-17)
- Inclusion and Equality (18)
- Behaviour (19)
- School Uniform( 20)
- School Meals (21)
- Homework (22)
- Personal Belongings (23)
- Other Information (24-26)
- Further Information (27)



# Welcome to Charing CEP School!

This prospectus has been put together by the children, staff and Governors of our school. We trust that it helps you to gain an understanding of how our school is organised, and to appreciate the exciting opportunities we offer to our children. We are continually implementing changes to improve our educational provision, we are also conscious of its rich history. All schools have their own distinctive 'feel' which makes all of us unique. We believe that the 'special feel' at Charing CEP School is to do with our caring and friendly atmosphere. We always enjoy opportunities to share the varied memories of those who have previously been associated with the school, as this emphasises just how much it means to so many people. Our school is continuing to develop in many exciting ways, providing quality experiences at an age appropriate level for our children. We are a Church school, and an important part of our values is our respect for the individual as part of the family of God. It is also our aim to nurture each other, both spiritually and academically, to help us understand and use the special gifts we all have. We have created a very special ethos here, which is rooted in our links with St. Peter and St. Paul, our local church, and the Christian faith. This underpins our approach to education, with a strong emphasis given to supporting our children's pastoral needs as well as their educational progress.

I am extremely proud to lead a team of talented staff who are committed to achieving high standards and providing the very best opportunities for our children. Staff, supported by Governors, work hard to deliver a rich and challenging curriculum; to prepare children for their future and to help them acquire skills and enthusiasm needed to pursue learning for the rest of their lives.

We look forward to welcoming you to be part of our school and to work together for the benefit of our children.

Mrs Katie Wratten – Executive Headteacher



# Our Vision and Values

Pupil voice - Our Christian values are really important to make our friends special.



Our vision reflects a passionate commitment to learning and recognition of the uniqueness of individual learners. It is driven by our desire to offer the best possible education for our children in partnership with parents and the community.

Charing CEP School serves its community by working in partnership to provide an education of the highest quality within the context of Christian belief and practice, and the understanding of shared values with respect and learning for all faiths.. As a school, it is important to us to celebrate the diversity of the community and to be committed to the principles of inclusion and equality.

British values are fundamental expressions of what we think and believe. As a school we encourage children to think about personal and social values to develop the capacity to be effective future citizens.

## Our Vision:

*As an Inclusive Community built on friendship and love, Christian values inspire us through faith in God and hope for the future. Everyone is empowered to recognise their God-Given potential and to become lifelong learners. We work together to ensure we achieve our aspiration and achieve independence.*



# Our School

We are a Primary School with 5 year groups

4 – 5 - Reception

5 – 6 – Year 1

6 – 7 – Year 2

7 - 8 years – Year 3

8 – 9 years – Year 4

9 – 10 years – Year 5

10 – 11 years – Year 6



Reception are their own group, Year 1 and Year 2 are a joint group, Year 3 and 4 are a joint group, year 5 are their own group and year 6 are their own group. We have the capacity for 20 children in each year group. We take care to ensure that all classes are mixed in terms of age, gender, ability, behaviour, attitudes and confidence.

# Parents as Partners

We welcome parents and carers into Charing CEP School. There are many opportunities for parents to become involved in the life of the school and to gain a greater understanding of our work. The values and ideas of parents are greatly appreciated.

We carry out DBS checks for adults working as volunteers in the school. If you are able to help, please let the office know. We welcome everyone on board. It is also useful to know if you have any ideas for parents workshops.

We communicate with parents in a variety of ways. We have a weekly newsletter, questionnaires, informal feedback to staff on the playground, workshops and we are introducing 'work alongside' sessions. Parents are invited to Celebration Worship and to Learning Conferences twice a year. We have a Sports Day and Performances.

Staff are always happy to meet with parents and carers to talk through any concerns or ideas. It makes a huge difference.



# Parents as Partners

We have a home/school agreement to support the partnership between home and school. We welcome parental engagement. The school's website is up to date and has a wealth of information – please let us know if you believe we should add something else.

[www.charingschool.org.uk](http://www.charingschool.org.uk)

We have a Facebook page which is for sharing school information and celebrations. Facebook: Charing CE Primary School

- Our PTFA organises many social events and activities for the school. The support is invaluable. Money raised supports extra facilities and equipment.
- The PTFA needs the support of parents to ensure it can continue to enrich the lives of all the children. As a new member of our school community we would really like it if you could add any support to the association.
- Events this year have included –
  - Christmas Disco
  - Breakfast with Santa
  - Leavers Ball
  - Pancake Competition
  - Charing 10K
  - Charing Fete
  - Quiz Night



# Parent Governors

The Governing Body of the school is made up of people from a variety of backgrounds. The school governors are a group of individuals, who are elected, nominated or co-opted and are representatives of parents, staff, the Church, Aquila and the local community. School Governors, alongside the Headteacher and Senior Leadership team, are responsible for setting the strategic direction of the school. Meetings are held termly and individual Governors carry out monitoring visits.

The Governing Body are supported by the Trustees of Aquila.

If we have vacancies for Parent Governors, we will add the request via a newsletter.



# Starting at Charing CEP School

Starting in a new school is a very important time for you, your child and us as a school. We invite parents to one of our open days in terms 1 and 2 when they are considering a place for their child. Children who join the school throughout the year are also invited to have a walk round to give them a feel for the school and to help them become familiar with the surroundings and routines of the school.

We have a 'Welcome Evening' where we share our values, curriculum and answer any questions.

All the children at Charing CEP School have transition opportunities throughout term 6. We have 4 Friday mornings where all children go to their next class to feel confident for the new academic year.



# The Curriculum

The School Curriculum comprises all learning and other experiences that we plan for our pupils from their starting points.

The central aims of our curriculum are to work in collaboration with families and the local community to provide opportunities for all pupils to learn and to *Achieve, Aspire and be Independent*; to promote pupils' spiritual, moral, social and cultural development and prepare all pupils for the opportunities, responsibilities and experiences of life. The curriculum of the school is organised through the National Curriculum so that children are stimulated, encouraged and challenged to develop their potential and personality to the full.

At Charing CEP School our curriculum is constantly evolving to develop the skills needed for children to become successful learners, help prepare them for modern life and empower them to achieve success in the future. This is the main drive behind how we design, plan and deliver our curriculum.

Our curriculum is planned in themes that capture interests and imaginations of our children e.g. Space, Titanic, Circus etc. Each term is started with a curriculum launch day which engages and motivates children as well as giving teachers a starting point.



# Visits and Visitors

**School trips and visits** are an integral part of the education for children at Charing CEP School. We value the opportunities such visits offer our children and the commitment of staff in undertaking them.

Trips include year group visits aimed at bringing learning alive and providing first hand experiences. We also have extra curricular outings such as activities with the school choir, church and sporting events.

**Visitors into school** have a valuable role to play and contribute to many aspects of the life and work of the school. They deliver workshops, reading resources and activities across all subjects. Visitors also provide a link with the wider community – children have the opportunity to work alongside artists, musicians, authors, police, health professional, scientists and others.

**Clubs** are offered every term to children to participate in. At any time a wide range of clubs are on offer. These are revised every seasonal term. Some clubs involve a cost due to outside companies.

**Volunteers** are very much appreciated in school. If you are interested in supporting this please contact the office we welcome you on board!



# Core Values

Love  
Friendship  
Kindness  
Truth  
Hope

*Our Code of Conduct recognises that we are all part of God's creation. We believe we should respect and value the gifts that God gives us, including understanding and forgiveness. Our Christian Values underpin some of the decisions we make regarding sanctions for breaking our codes of behaviour. We have a group of children who are 'Worship Warriors' to support the school development*



# Subjects

## English

English is a vital way of communicating in school, in public life and internationally. In studying English, pupils develop skills in speaking and listening, reading, writing, spelling, handwriting and many other aspects. The development of these skills enable the children to express themselves creatively and imaginatively and to communicate with others effectively. We follow the National Curriculum and believe the development of English is best ensured by providing a rich and varied linguistic environment.

Talking, supports learning, in all areas and we encourage children to talk clearly and confidently. Our aim for reading is to read with fluency, confidence and understanding. This is achieved through Focused Reading as well as instilling a genuine desire to read for pleasure and purpose through personal reading and resources. We have Reader Leaders in each year group who support readers and ensure the library is engaging.

## Mathematics

Mathematics is essential to everyday life. Through teaching and learning in this area we ensure that children become confident in their knowledge of Maths through mastery and reasoning. Our teaching programme is based on the National Curriculum and is linked to the White Rose system. The main areas are number, measurement, geometry and statistics. We have Maths Masters in every year group who support children in working at the same point together.



# Subjects - cont....

## Religious Education and Collective Worship

Religious education is not part of the National Curriculum but must be taught by law in all schools. We are a Church of England school and hold a strong commitment to teaching the principles of Christianity. Through RE children learn to understand the nature of religion and beliefs which have influenced the lives of million of people and heavily influenced the development of human cultures. We also focus on children learning more about themselves and their place in the world from their increasingly academic and creative exploration of religions and beliefs. The RE curriculum respects all faiths.

A daily Collective Worship takes place as a school. It is an important part of our school day. A representative from the local church leads some of the collective worships. Every week the children take part in a celebratory worship. Parents have the right to withdraw their children from RE and Collective Worship and should talk to the teacher if this is their intention.

## Science

Science stimulates and excites pupils' curiosity about events and things in the world around them. It also satisfies curiosity with knowledge. Science is developed through evaluating explanations and evidencing and modelling. Children are encouraged to ask questions, make predictions and carry out a fair test. We also link the environment and other curriculum areas together.

## Computing

Computing prepares pupils to participate in a digital world in which work and other activities are increasingly transformed by access to varied and developing technology.



# Subjects cont.....

## **Geography and History**

The teaching of Geography and History is through planned themes which are incorporated into an overall framework. Through Geography, children are given the opportunity of an awareness of immediate surrounding, local community and how people use other environments. They undertake fieldwork and geographical enquiries and encounter different societies and cultures. This helps them to understand how we all rely on each other.

History shows how the past in Britain and the wider world has had an impact on the world today. We discuss how the past has influenced the present, what the past society was like and how the beliefs and cultures have changed. The focus for history is to find evidence and reach conclusions. Both of these subjects develop skills for life.

## **Art and DT**

DT (Design and Technology) helps children to prepare for the rapidly changing technology in life. Children are helped to develop their skills that enable them to think creatively and imaginatively to design, make and evaluate products.

Art is a natural source of pleasure. We encourage children to develop their creativity and imaginative talents through these subjects.



# Subjects cont....

## Music

Our children are encouraged to sing daily. Through their music lessons, they are encouraged to compose and work creatively with sound. We have an external music teacher in year 4 who supports their awareness, understanding and appreciation of music through instrumental tuition. We have a school choir and there are also a variety of performances throughout the year. In addition to this we have links to Music for Schools who deliver small group instrumental lessons on a weekly basis.

## Languages

Learning different languages provides excitement, enjoyment and confidence for children. French is taught in all classes. Our focus is to develop children's confidence in speaking and listening to another language.

## PE & Sport

The focus of this subject is to develop the promotion of physical activity and well-being. We have team activities, class events and whole year groups exercising together. All children take a minimum of 2 hours of PE and sporting activities every week. Lessons are supported by a Sports Coach. In addition we have a variety of activities at lunchtime and after school clubs. We also have tournaments with other schools.

A well-balanced programme of PE and sporting activities is provided for all children that links to many areas including dance, gymnastics and games.

Swimming takes place in years 3 and 4 for 10 weeks with the aim that all children can: swim 25 metres, use 2 or more different strokes and perform self-rescue.

Year 6 have the opportunity to take part in a residential visit to an Activity Centre. A range of outdoor and adventurous pursuits are offered.



## **PSHE (Personal, Social, Health Education)**

PSHE is a very important area of the curriculum that helps all children to grow and develop as individuals and as members of families and the community. Through PSHE children develop skills and attitudes they need as adults.

We encourage children to take part in a wide range of activities which will contribute to their lives. Reflecting on their experiences is important. It also helps them to understand how they develop personally and socially.

Our PSHE curriculum has been planned with all the other Ashford schools to ensure consistency in the community. Our focus is that the children will leave Charing CEP School as self-confident people with high self-esteem.

Effective relationships and sex education is also a key focus. Our programme is designed to meet the expectations of the DFE and Diocese. Parents will have the right to withdraw their children from all or any part of the sex education provided. A written request should be provided to the class teacher.

Mindfulness – daily 5 minute session to reflect and prepare children for their learning.

### **Staff Voice -**

"Our commitment to outstanding personal development is reflected in the achievements of the children."



# Inclusion and Equality

## Equality

At Charing CEP School we are committed to ensuring equality of education and opportunity for all children, parents, staff and carers receiving services from the school, irrespective of race, gender, disability, faith, religion or socio-economic background. Having a culture of inclusion and diversity in which everyone is connected to the school and feel proud of their identity is a focus.

As a school we ensure that any child with a disability can play as full a part as possible in school life.

## Safeguarding

We are fully committed to safeguarding and promoting the welfare of children. Staff work hard to maintain the environment where children feel safe and secure. We frequently remind children to speak to an adult if they are worried and that they will always receive consistent support.

We follow the DFE annual '*Keeping Children Safe in Education*' and adapt any changes where needed. If you need to know more please contact Mr Bird as the DSL (Designated Safeguarding Lead) with Mrs Golden, Mrs Hawkins and Mrs Hammond as assistant DSL.

## Inclusion

Our policies underpin our practice in all areas to ensure that every child *Achieves, Celebrates and Succeeds*. There is consistency for each individual in ensuring that they are supported, including interventions. All our lessons are differentiated appropriately and the school follows the 2014 SEND Code of Practice. Parents will be notified if their child is added to the SEN register and are invited to meet with the SENCo. Clear targets will always be in place and the partnership is valuable.



# Behaviour

- We believe that children learn best in a well-organised, calm and secure environment. We make it clear that purposeful and self-disciplined behaviour is the focus to support the children in developing confidence, feeling safe and happy. We have time for reflection if children fall out to ensure behaviour is managed well.
- As a caring church school we have the highest expectations in terms of learning, behaviour and attitudes. Our children are fantastic at developing their own potentials and work well together with pride. This is supported by Restorative Justice which children are very positive about.
- The school rules are consistent and promoted in all classes. Our school system is to emphasise praise, recognition and rewards. We focus on our Christian values to celebrate the contributions to the school community.
- We use Behaviour System's which the children really enjoy as they can recognise each others strengths'.
- All forms of bullying and harassment are unacceptable and are not tolerated in the school environment. All incidents are followed up by staff using our anti bullying policy. All children are clear what bullying is and how it is different to falling out.



# School Uniform

**All clothing should be clearly marked with the child's name.**

School uniform is compulsory.

The school colours are royal blue, pale blue and grey.

What children wear to school reflects their learning. It also portrays the school ethos and shared positive values. We have a smart, but simple, uniform.

There is a royal blue sweatshirt and grey or black trousers and skirts.

We recommend an apron for Art.

Children are asked to wear black, white or grey socks with sensible shoes – not trainers please.

Jewellery, other than watches, is not permitted and studs are only to be worn in pierced ears – not on PE days though please.

It is important for everyone to wear correct clothing for physical activities.

Please ensure long hair is tied back.



# School Meals

- Nourish Catering Company are the company who provide our school meals.
- Example menus are available from the school office. Should your child have any special dietary requirements they can be catered for.
- Alternatively parents may provide a packed lunch for their child (no fizzy or canned drinks or sweet treats please).
- Our lunchtime supervisors who look after the children have a variety of activities they plan for every day.



## Snack Time

Our KS1 children are provided with fruit for a mid-morning snack. We encourage you to provide some fruit or a healthy snack for KS2. We ask you not to send your child with chocolate, crisps or sweets of any kind.

## Water

Research shows that brains need water to stay active and alert. All children are encouraged to bring a water bottle into school daily.



# Homework

A variety of enjoyable homework tasks are set at the start of each term for the children to complete by the start of the following term. This includes some creative and investigative activities. Your child will bring home a sheet containing the homework set for each term.

We are very keen that homework should not become a burden to any child or be perceived as a form of punishment. Children should work hard at school and will need time to rest, socialise and play at home. A book for Maths and English is sent home weekly for children to reflect on their learning. This helps us to ensure the children have no gaps in learning. We expect a minimum of 4 pieces of work a term from the grid that is produced for each year group every term.

**Reading** is the most important homework activity that can be undertaken at home.

Daily Guided Reading is given to help children get ready for the next day.

It is helpful if an adult can question them about their understanding of what they have read. Please ask your child's class teacher if you require support with this.

Whilst it is your child's responsibility to remember their things, please help us by signing the reading record books and writing any comment you may wish in them. The expectations vary according to KS/Year groups.

## Homework is celebrated every term!

Supporting your child in **learning multiplication and division tables** is also very helpful. Other useful activities to practice are:

- Recognising and being able to write numbers to 10, then 20, then 100 and above
- Learning their addition and subtraction bonds to 10 and 20.
- Telling the time, using both analogue and digital clocks.
- Understanding and remembering facts about measurement (e.g. 100cm in a metre or 1000g in 1kg)
- Learning the numbers that add together to make 100 or 1000.



# Personal Belongings

The following rules are designed to protect the children.

## MOBILE PHONES

Any Mobile Phones must be handed in to the office at the start of the school day and collected at the end. We remind children not to use their phones as they enter and leave the school site.



## Lost Property

Naming all items reduces the risk of items going missing. Any items of lost property are stored with Mrs Hawkins, our FLO, in the office. If your child has lost something then Mrs Hawkins may know where it is. We do keep lost property for a reasonable amount of time; but it is difficult to identify items that aren't named. Mrs Hawkins has displays of lost property at the end of each term.



# Other Information

## Absence

- If your child is unable to attend school for any reason please contact the school office to let us know. If your child has sickness or diarrhoea we ask that he / she doesn't return for 48 hours as this can be very infectious. If it is not infectious please ask your GP to confirm this.
- To encourage high levels of attendance, certificates are awarded every term for 100% attendance. For those who have 100% attendance throughout the school year we have termly rewards. Any class that has attendance over 96.6% achieves a reward, 8 rewards are a 'Golden Afternoon'. This is to celebrate the attendance of all children, even if they have been absent due to sickness. The National expectation for attendance is 96.6% and our FLO supports anyone who is below this level. We also have a raffle, 3 times a year, for anyone who has 96.6% or above. Absence due to hospital operation or family funeral is treated differently.

## Punctuality

- The school doors open at 8.40am. We ask all children to arrive before 8.55am when the school day official starts. This has a positive impact on all children. If your child is late please take them to the school office and sign them in. At the end of the school day, children are brought to the gate by their teacher. Only with parental permission, can children leave the site without an adult.

Pupil voice -

*"We have lots of celebrations for attendance. We have certificates every term. Our class are near to getting a Golden Afternoon for good attendance this year!"*



# Other Information

## Medical Issues

When children start school parents are asked to complete a form outlining any medical history, including allergies suffered, that we should all be aware of. It is important that these records are kept up to date.

## First Aid

Basic First Aid is given in school when necessary by qualified First Aiders. If an accident needs hospital attention we will make every effort to contact Parents/Carers. We ask Parents/Carers to ensure they keep their contact details up to date so that we can make contact in an emergency. All injuries are recorded.

## Medicines

The school has the responsibility and welfare of pupils and regularly review arrangements to ensure that the medical needs of pupils are met at school.

There may be times when your child needs to take medication. Any medicines should be taken to the school office and labelled clearly with your child's name and the contents / dosage and dates. This includes asthma inhalers.

Parents/Carers are requested to complete a Medicine Administration Form. Asthma inhalers and other emergency medication are kept with the child.

# Other Information

## Sun Protection

During warm summer months all children should have a named sun hat in school which they are encouraged to wear when playing outside.

School staff are not permitted to apply sun cream to children but we ask that you apply a long lasting sunscreen before school in sunny weather. Children may reapply their own cream which must be in a clear, named container.

## Smoking

We operate a no smoking policy. Smoking / vaping are not permitted on site.

## Money

Any payments can be made to the school office and an online system will be going live in the near future. Where possible we look for free activities or negotiate a lower cost.

## Complaints

Any concerns about any school matters should first be discussed with the Class Teacher. If the concern is not resolved follow the Complaints Policy expectations on our website. It is important that all parties follow the policy to respect and support each other.

## Family Support

Please contact our FLO, Alice Hawkins, if you would like some advice on any aspect of parenting.



# Further information

We hope you have found this prospectus useful.

If you have any questions regarding the contents of this document, please do not hesitate to ask at the school office.

Further information about the school can be found on our website: [www.charingschool.org.uk](http://www.charingschool.org.uk)

**Charing C of E Primary School**  
School Road  
Charing  
Ashford  
TN27 0JN

**Tel 01233 712277**  
[office@charing.kent.sch.uk](mailto:office@charing.kent.sch.uk)

[www.charingschool.org.uk](http://www.charingschool.org.uk)

**Mrs Katie Wratten**  
Executive Headteacher

**Mr Tom Bird**  
Headteacher

