



Upwell Academy



Our Prospectus





Upwell Academy

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Welcome

Upwell Academy opened in March 2017 and is sponsored by the Eastern Multi-Academy Trust. Our academy is very much part of the local community and being part of the Trust family builds on this.

We have high aspirations for all our pupils and aim to provide a safe, stimulating and challenging environment where children can develop a love of learning and excel.

This prospectus will give you a good idea of what our academy is like. You can also find more detailed information on our website upwellacademy.co.uk or even better, arrange a visit to our academy to meet our staff and wonderful children.

Haidee Norman
Principal

The Eastern Multi-Academy Trust, governors, staff and pupils are very proud of Upwell Academy and have produced this prospectus, which we hope will give you all the information you need and help you to share our pride.

Education is an ever evolving area, often throwing up challenges which I believe we should see as opportunities. We are working very hard to ensure that our pupils receive the best and in turn we expect the best from them.

In this prospectus, I hope that as well as including information useful to you and your children, we have also been able to give you a feel for the ethos of the academy – one of inclusion, equality, excellence, enjoyment and very high expectation and aspiration.

Dr. Duncan Ramsey
Chief Executive
Eastern Multi-Academy Trust







Academy history

Upwell Academy is a non-denominational academy sponsored by the Eastern Multi-Academy Trust. We provide education for approximately 200 children aged 4 to 11 in Upwell and the surrounding areas.

The school was built in 1878 and the original school house still provides the academy with an entrance lobby, offices and staff room.

A new hall was completed in 2006 while the existing hall was converted to a classroom and library area. A mobile classroom was removed to create a larger play area and the Bramley Room was refurbished to accommodate our Breakfast Club. Most recently, two additional classrooms were added to provide a superb learning environment for upper Key Stage 2.

The academy has its own playing field and two garden areas to support learning.



Ethos and values

At Upwell Academy we value all of our pupils equally and their ideas are respected. Their feelings of self-worth are generated by teachers who offer advice, encouragement and praise. We feel that all children should have equal access to the resources and opportunities available in the academy.

The lessons taught at the academy contribute to the pupils emotional, physical, intellectual, social and spiritual growth, which will progress at the right pace for each child.

Core values

Upwell Academy takes pride in being a happy and successful academy based on 4 core principles:

Children feeling safe, which leads to independence

Opportunities to succeed, which lead to high aspirations and drive

Respect for everyone, which leads to acceptable social skills

Enjoyment in learning, which leads to a happy and successful academy





The curriculum

The curriculum offers many opportunities for learning. It includes the formal programme of lessons and extra-curricular activities that enrich academy life.

English

Reading, writing, speaking & listening and discussion form the basis of our teaching. The ability to read is crucial to a child's progress in all subjects and much emphasis is placed on teaching them to become a fluent and independent reader. Once your child can read fluently, the teaching of reading does not stop and the skills of finding information, comprehension and literature are developed. Structured reading schemes are used throughout the academy.

Parents have an important role to play in supporting literacy development and you are expected to support reading and related activities at home. You are encouraged to note comments about the books shared in a reading diary, which will be taken to and from the academy each day. At all ages our pupils are encouraged to read for pleasure and each class library has a selection of books. Pupils can choose their own books and you are asked to read with them and talk about the content of the book.

Pupils will write in a variety of genres, for a variety of purposes and audiences (including prose, poetry, fiction and factual). High standards of handwriting and presentation are developed. Spelling and grammar are taught systematically and the skills of editing and re-drafting are also incorporated.



Maths

Each class has a daily lesson in mathematics, covering a range of topics including calculation, fractions & decimals, measures, time, shape, position & direction and statistics. Some lessons allow our pupils to practise new skills whilst others incorporate an element of problem solving so they are challenged and encouraged to think further. Pupils also have personal 'key skills' targets which they work towards and are expected to perfect and refine these at home as well as in the academy.

Science

The youngest pupils in the academy approach science from the perspective of knowledge and understanding of the world, while the teaching of science takes place as a cycle of scientific themes in Key Stages 1 and 2.

Science work is very much of a practical nature and pupils are encouraged to make detailed observations, pose their own questions, devise experiments, reflect critically upon their results and communicate their findings. Learning through experimentation is underpinned with scientific theory, combined with formal teaching where appropriate.

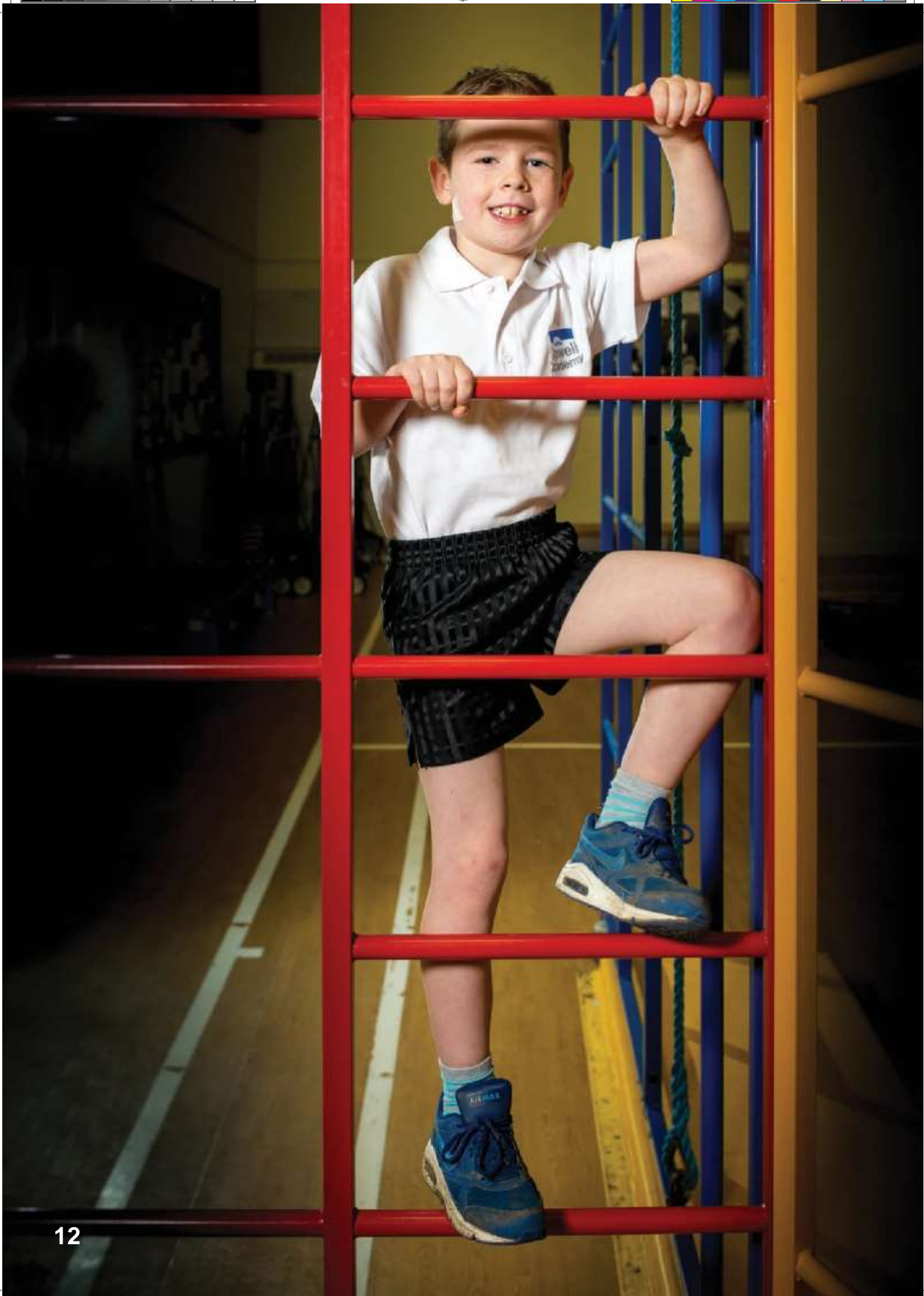
Computing

Pupils are given a number of opportunities to learn about computing, beginning in Reception, where they become familiar with IT equipment including computers, iPads and digital cameras.

In Key Stage 1 pupils build upon this knowledge and learn to use equipment for specific outcomes.

Pupils in Key Stage 2 use their knowledge to solve problems and are encouraged to make relevant IT choices. We also use LEGO® WeDo to support learning in computing and design technology.

Within computing lessons, all pupils are taught about the safe use of the internet.



Physical education

PE is a compulsory part of the National Curriculum and all pupils take part unless there are medical grounds for not doing so. We teach athletics, dance, gymnastics and games, developing life skills such as team work and cooperation.

Key Stage 2 pupils swim at Downham Market swimming pool during the course of the year. Transport costs for Years 5 & 6 pupils are met from the academy's budget but parents of Years 3 & 4 pupils are requested to contribute towards the cost of the coach. Swimming hats must be worn if a child has long hair and these are available to purchase from the academy.

Pupils are taught to observe general safety rules with regard to equipment and apparatus, understand the importance of correct clothing and footwear, encouraged to observe the importance of fair play and develop good sporting behaviour.

PE kit should be kept at the academy all week and taken home for washing at the end of the week.

Pupils in Years 3 to 6 have the opportunity to take part in football, netball, crosscountry, cricket and rounders as extra-curricular activities.

There is an annual athletics sports event and the academy takes part in inter-school matches around the area as well as the Downham Market cluster of schools, which give opportunities to compete at county level.





History

Pupils develop an awareness of the past through topic-based work and are introduced to a range of historical sources, including artefacts, photographs and pictures. They are taught about important events and developments in Britain's past, as well as local history. Through this work pupils develop a knowledge of change over time. We incorporate appropriate visits to support this work.

Geography

Pupils develop their knowledge in specific areas including mapwork, fieldwork, climate & landscape, populations & settlements and environmental issues. Whenever it is appropriate visits are made into the village or to other places of interest.

Art

Every opportunity is given for pupils to undertake a balanced programme of art and design through the activities of drawing, painting, printing, sculpture, textiles and construction. They will work in 2 and 3 dimensions and use a variety of scales, sometimes individually but also in groups or as a whole class. Pupils are encouraged to develop a range of skills and techniques which they can use for creating, discovering and recording the quality of things.

Pupils have the opportunity to observe, investigate and discuss the work of artists in a range of styles from a variety of cultures and periods in history.

The academy has Artsmark status and pupils contribute to an annual art exhibition.

Drama

Drama provides important opportunities for speaking, listening and role play. Pupils are able to express themselves, develop characters and extend language, which helps to develop self confidence.

Music

Pupils are given the opportunity to create, compose and record music of their own, as well as performing and listening to music in a variety of styles from different periods and cultures. This is designed to extend their musical experience and knowledge.

Private music lessons are also available for those wishing to learn a woodwind instrument from Year 4.



Health and Sex Education

Pupils are made aware of the need for healthy bodies, the importance of exercise and eating a sensible diet. They are taught the importance of personal hygiene from Reception onwards e.g. washing hands before eating.

Throughout the academy, pupils learn how humans develop from babies to adults. They are also taught about different types of relationships and families. They are taught specifically about puberty and the reasons for it in Year 6. All learning is age appropriate and sensitive to gender, cultures and beliefs. Parents are reminded their child can be withdrawn from all or part of sex education, except those aspects included in the science element of the National Curriculum.



Modern Foreign Languages (MFL)

All pupils in Key Stage 2 must study a foreign language for 60 minutes per week. They will have the opportunity to develop their interest in the culture of other nations. We teach French, as this is the locally agreed transition language to prepare pupils for high school.

Religious Education and Collective Worship

Religious Education is taught in accordance with the New Norfolk Agreed Syllabus.

There is a daily act of worship for all pupils and assemblies of a non-denominational, broadly Christian nature.

Parents who wish their child to be withdrawn from RE or collective worship should contact the principal.



Uniform

At Upwell Academy, our uniform is formal, clearly defined and we expect all pupils to wear it correctly with pride. All pupils should wear the appropriate uniform unless there is a valid medical or cultural reason why they cannot wear a particular item or why they have to wear an additional garment.

The uniform consists of:

- Grey trousers or skirt
- White buttoned shirt or blouse
- White, grey or black socks or tights
- Academy tie
- Academy jumper or cardigan with the academy logo
- Formal black shoes

For Years 5 and 6, a black blazer with the academy logo is also required.

Uniform can be ordered direct with our suppliers, Stratfords, based in King's Lynn at **stratfords.com**

The Physical Education (PE) uniform consists of:

- Plimsolls/trainers
- Black shorts
- Academy polo shirt

For safety reasons trainers are not allowed for indoor activities, but may be worn for outside sessions. Please provide a named bag for PE kits. PE kits should be brought in on Monday and taken home on Friday each week.

Please make sure all items of clothing and shoes are named.

Hair and jewellery

Long hair should be tied back and we expect all pupils to have an appropriate hairstyle and natural colour. Spikes, braids, mohicans and other 'trends' are not permitted, with the exception of "fun days".

We ask for your cooperation in ensuring that pupils do not wear jewellery. Pupils with pierced ears must wear studs and not hoops as they can prove dangerous during playtimes. Watches may be worn but we cannot accept any responsibility for their loss or damage.

All earrings must be removed for all PE and games activities. This rule will be enforced and pupils cannot miss PE lessons because of problems with earrings.



Admissions

We follow the admissions criteria of the Eastern Multi-Academy Trust. A copy of the Trust's admissions policy can be found at upwellacademy.co.uk

We are always happy to show prospective parents around the academy so that you can get a feel of what our academy is like. Please call us on **01945 773220** to book an appointment.

Norfolk County Council manages all admissions on our behalf and more information can be found at norfolk.gov.uk

Children coming into Reception are admitted in September of the academy year when they have their 5th birthday (i.e. between 1st September and 31st August).



Academy day

Pupils should arrive between 8.50am and 8.55am. At 8.50am they will be allowed to enter the academy and proceed to their classrooms, where learning activities are provided.

Session 1	9am - 10.30am
Break	10.30am - 10.45am
Session 2	10.45am - 12.00pm
Lunch	12pm - 1pm
Session 3	1pm - 3.15pm (Infants take a short break during session 3)

Term dates can be found at upwellacademy.co.uk

We currently operate a Breakfast Club which must be pre-booked. We welcome pupils at 7.50am and provide a selection of food before they join their class at 8.50am. For more information please contact the academy office.



Academy lunch

Healthy hot lunches are cooked on the premises and menus are sent out weekly to all pupils. These need to be returned with payment by Thursday lunchtime.

Special dietary needs can be catered for and parents should contact the academy in the first instance. Pupils may purchase a fruit snack or drink from the healthy snack trolley at break time.

All Reception and Key Stage 1 pupils are entitled to a free school meal and application forms are available from the academy office.

Pupils may bring a packed lunch in a named box, but please do not send them with a fizzy drink or sweets.

We are a nut-free academy and ask that nuts/nut products are not brought in as a snack or in lunch boxes.





Food Allergies and Intolerances

Please speak to a member of staff, prior to ordering food, if you require information on any ingredients used in our recipes

Upwell Academy







Community

Friends of the School Association (FOSA)

Upwell's Friends of the School Association is a voluntary association (PTA) that aims to help enrich the learning environment at Upwell Academy.

It is our philosophy that working together for a better future for our pupils really can make a difference. All money raised from events is reinvested into the academy, ensuring that pupils remember their experience at Upwell Academy. We look forward to inviting you into our team to share these experiences.

To find out more visit upwellacademy.co.uk





More information

Attendance

It is important that we are notified of the reasons for any pupil being absent.

Parents/carers are expected to telephone the academy by 9.15am at the beginning of any day of absence. Unless the academy receives a telephone call the absence will be recorded as unauthorised.

We expect holidays to be taken outside of term time; in exceptional circumstances parents should request the principal's agreement via a holiday absence form available from the academy office.

Extended absences can mean that pupils miss important elements of their studies. When this happens we request parents come into the academy to see the class teacher and collect material to be completed at home.

Medical

If your child becomes ill or is involved in an accident every effort will be made to contact you. If this is not possible, arrangements may be made for them to be treated at the health centre. Please notify us of any change of address and let us have any alternative phone numbers, in case of emergency.

Regular medical and dental examinations are carried out.



Confidentiality

The academy respects everyone's right to privacy and will always seek consent before sharing information with other agencies. However, there may be occasions when confidentiality has to be broken because someone is at risk from harm and appropriate agencies will be contacted.

The academy policy is available at upwellacademy.co.uk

Equal opportunities

The governors and staff at Upwell Academy are committed to providing the full range of opportunities for all pupils regardless of gender, disability, ethnicity, sexual orientation or social, cultural or religious background. All pupils have equal access to the curriculum, and the right to a learning environment which dispels ignorance, prejudice and stereotyping.

The entire academy community has the right to protection from insult, abuse and bullying of any kind. Discrimination on the basis of colour, culture, origin, gender, sexual orientation or ability is unacceptable.

A copy of our Single Equality Scheme can be found at upwellacademy.co.uk

Administering of medicines

If your child is on regular, prescribed medication which needs to be administered during the academy day please ensure the medicine, labelled clearly with your child's name, is taken to the academy office. This should be accompanied by a signed medication consent form.

Further details on the medication policy can be found at upwellacademy.co.uk

Leaving the academy

Pupils are not allowed to leave Upwell Academy during academy hours unless collected by a parent/carer or the class teacher has received a note stating who will be collecting them.

All pupils are accompanied by the teacher to a collecting adult or older sibling, as arranged. They are not allowed to meet parents at the gate.

Local governing body

The purpose of the governing body is to work with the academy on planning developing policies and keeping the academy under review so that all pupils achieve their full potential.

For more information about the governing body visit upwellacademy.co.uk

Policies and procedures

For more information on policies and procedures visit upwellacademy.co.uk

Safeguarding

The care and well-being of pupils is of prime concern for all of us.

As an establishment we have the duty to ensure that pupils are not exposed to avoidable risk of harm and danger. For this reason we ask that all parents report to reception before entering the academy. We also take e-safety seriously and staff are fully trained in this area.

Parents who have any safeguarding concerns should report them to the head teacher.

In the case of actual or suspected abuse it is the responsibility of the academy to follow procedures and guidelines laid down by the Local Safeguarding Children Board.

The academy policy is available at upwellacademy.co.uk

Special Educational Needs (SEND)

Some pupils may have a special educational need or disability (SEND), including exceptional abilities, a learning difficulty or a physical disability. At Upwell Academy we have a whole academy approach of inclusion to special educational needs and significant support is given to those with SEND.

The academy policy is available at upwellacademy.co.uk











Upwell Academy



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Eastern Multi-Academy Trust
Empower - Motivate - Aspire - Transform