



Lord Scudamore Academy

Prospectus

2021-2022



Welcome to Lord Scudamore Academy

Welcome to Lord Scudamore and our Nursery. Lord Scudamore Academy is a large three form entry primary academy serving the centre of Hereford. We have a 52 place Nursery and cater for children aged between 3 and 11.

The school provides a stimulating work environment which is very spacious with good sized classrooms, pleasant grounds with forest school areas and large playgrounds.

We provide a safe, caring and happy community in which children can learn. The curriculum is rich, varied and enjoyable and is matched to the needs of each individual. This ensures that all children make good progress and achieve skills to become lifelong learners. We encourage all parents to be involved in their child's education through developing partnerships and providing support.

The school also has wrap-a-round care with Breakfast Club starting at 7.45am and After School Club available until 5.30pm.

Our Nursery provides full and part time places for 3 and 4 year olds. Children are admitted into Reception in the September of the academic year in which they will be 5 years old.

We hope that you find this prospectus informative. Please visit our school website to find out further information about our fantastic school, dedicated staff, supportive governors and amazing children.

We look forward to welcoming you at Lord Scudamore Academy.

Our Aims

The general philosophy and aims of Lord Scudamore Academy are that they should prepare your child for future life:

- Academically
- Socially, Morally and Spiritually
- Physically
- Creatively

In these areas, we aim for every child to be given the opportunity to develop their full potential. We place attention on the basics of literacy, numeracy and scientific understanding, without which the wider curriculum cannot be developed.

All parents want to help their children to achieve their very best at school. All the staff at Lord Scudamore Academy have the same aim. By working together, we will ensure that our efforts are put to good use.

We hope this booklet will be of help to you whilst your child is at Lord Scudamore Academy.



Our School Proverb is...

L-Love learning.

S-Support each other.

A-Achieve and grow in our own way.

Contacts

Head Teacher	Mrs A Taylor
Heads of School	Mrs S Morris-Davies Mrs R Wargen
Safeguarding Manager	Mrs J McColl
Special Education Needs Manager	Mrs Z Beecham
Finance Director	Mrs N Jones
Address	Friars Street Hereford HR4 0AS
Telephone	01432 273951
School email	admin@lordscudamore.hmfa.org.uk
School website	www.lordscudamore.hmfa.org.uk
Nursery and Reception Facebook page	www.facebook.com/lr.hmfa.org.uk
School Facebook	https://www.facebook.com/lordscudamore
School Twitter	https://twitter.com/LordScudamoreAc

Applying for a place

Applications should be made online at:

www.herefordshire.gov.uk/schools-education/primary-school-admissions/3

During the term prior to your child starting Reception, parents, carers and children are invited to 'stay and play' sessions. This will provide you with an opportunity to find out more about our school, play with your child in their new classroom and ask any questions. The children will also be invited to other 'stay and play' sessions to build their confidence and prepare them for starting school. Parents are welcome to telephone and make an appointment through the office staff to come and view our school.

Safeguarding and Child Protection

Lord Scudamore Academy is committed to safeguarding and promoting the welfare of all of its pupils. Mrs McColl is the Designated Safeguarding Lead and is always happy to speak to you.

Ofsted commented "Keeping children safe is at the heart of your work. You have created a team, led by your safeguarding and child welfare manager, which ensures that the school is a safe environment for pupils and that they are well cared for at all times."

Our Safeguarding and Child Protection policy is available for parents on our website.

Starting Nursery and Reception

Children can attend Lord Scudamore Academy Nursery from the age of 3 on a part time or full-time basis; with some children being entitled to free full-time places. If you have any questions, please contact the school office manager who will support you in understanding the LEA criteria for allocations.

Application forms for Nursery places can be obtained at the school office.



Children start Reception in the September of the academic year in which they are five. Those children attending our school Nursery are not automatically offered places in Reception.

School Uniform

Our school uniform colours are navy and grey. Children are asked to wear:

- Grey skirts, pinafores or trousers
- White polo shirts
- Navy sweatshirts, jumpers or cardigans
- Flat black shoes - no trainers

PE Kit

- Navy shorts
- Red T-shirt
- Trainers
- Navy sweatshirts and joggers for the autumn/winter



Hair Accessories, Nail Varnish and Jewellery

For health and safety reasons we do not allow children to wear accessories. The exceptions to this rule are earring studs in pierced ears, and small objects of religious significance.

Hair bands, ribbons/bows or 'scrunchies' should be plain and either blue or black. Hair bands should not have large flowers attached. Make up and nail varnish should not be worn to school unless for an out of school hours' function, for example a school disco.

Personal / Lost Property

Children should not bring valuable items to school. The school cannot be held responsible for damage or loss of personal property. All items of clothing, including coats, should be clearly labelled with your child's name.

School Times

Nursery Start and Finish Times

Morning Session 8:45am - 11:45am

Afternoon Session 12:15pm - 3:15pm

If your child is staying all day lunch club is from 11:45 - 12.15 at a cost of £2.00 per day.

Reception

8:50am - 2:50pm

Key Stage One (Year 1 and Year 2)

8:50am - 3:05pm

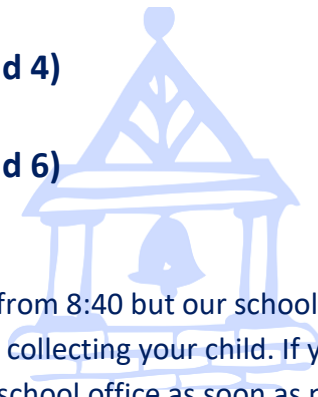
Key Stage Two (Years 3 and 4)

8:50am - 3:10pm

Key Stage Two (Years 5 and 6)

8:50am - 3:10pm

Children can come into school from 8:40 but our school day begins at 8:50. Please be prompt when dropping off and collecting your child. If you are going to be late, then please call the school office as soon as possible.



Attendance and Punctuality

Please ensure that your child attends school regularly and punctually. By law, schools have to account for every single absence and it is very important that you telephone the school office by 9.30am on 01432 273951. If you do not call the school, then the school will contact you by phone to find out the reason, as absence is monitored on a daily basis. Where there is no response, a safe and well check in person to the family home may happen as a safeguarding procedure to ensure the welfare of the child at all times.

The school gates are open 8.30am each day, but please remain with your child until the teacher is present.

The school cannot authorise leave in term time for holidays. Any parents who take their child out of school during term time may be fined.

Bringing and Collecting Children

Please ensure that we are aware of all adults that can collect your child and that we have their details at the office.

Please let us know if a child is allowed to go home on their own; a letter giving permission will be required. Parents must inform us if they wish us to release children into the care of anyone under the age of sixteen e.g. older brothers and sisters.

Lunchtimes

Our lunchtime supervisors and learning support assistants ensure that the children are looked after during lunchtimes and encourage children to participate in outdoor activities. Play leaders from Years 5 and 6 also organise games in Key Stage 1.

Nutritious meals and sandwiches are made for us daily by our kitchen staff. There is a choice of food each day at a cost of £2.45 per day. School meals must be paid for weekly in advance by visiting www.parentpay.co.uk and logging in with your unique password.

Children in Reception, Year 1 and Year 2 are provided with a school meal at no cost under the Government's Universal Free School Meals initiative, so therefore, we expect that all children will have a school meal. Hot meals and sandwiches are available daily.



Children in Nursery or Key Stage 2 may choose to bring in a packed lunch instead of having a school meal. These must be sent in a named lunch box with a carry handle. We are a healthy school so please do not give your children fizzy drinks or chocolate. Please only give your children what you know they will eat as we notice a great deal of waste from packed lunches.

In school we have children who suffer from severe nut allergies. Please could we take this opportunity to remind everyone that our school endeavours to have a “No Nuts Policy”. The following items should not be bought into school: Packs of nuts, peanut butter sandwiches, Nutella chocolate spread sandwiches, fruit and cereal bars that contain nuts, chocolate bars or sweets that contain nuts, Sesame seed rolls (children allergic to nuts may also have a severe reaction to sesame) and cakes made with nuts.

Your family may be eligible for free school if you are on a low income. Please ask the office staff for an application form.

It is important that the school knows of those eligible for free school meals even if you do not want your child to have them. This is because some of the funding the school receive is based on free school meal entitlement.

Refreshments

Lord Scudamore Academy is part of the National Fruit Scheme. Children in Early Years and Key Stage 1 receive fruit during morning break and those in Key Stage 2 are able to bring to school a piece of fruit or healthy alternative. Children are encouraged to drink water freely during the school day and we encourage all children to bring in a named water bottle daily. Water machines are located around school. Children in Nursery and Reception are provided with their own water bottles at the start of the school year.

Parents Information

Home / School Agreement

When children start school, we ask parents to carefully read and sign our Home/School Partnership Agreement. A good relationship between home and school supports your child in making the best of their schooling. It states our commitment to you as a school and the commitment we ask you to make for your child. It also asks children to take responsibility for what is expected of them to maximise their learning.

Reporting to Parents

Consultation evenings and open days, including those for prospective parents, are held regularly during the school year to inform you about the progress being made by your child and addressing any concerns that you or we may have. Parents and carers will receive a written report at the end of each academic year.

Parent Workshops

During the academic year, you will have multiple opportunities to support your child with their education. These are valuable to both you and your child whilst also being enjoyable! Some of the things we offer are:

- meet with the class teacher
- come into school and explore your child's books
- participate in workshops
- take part in activities organised by the PTA

Homework

Children are requested to read regularly, preferably supported by their parents or carers three or four times a week. Other homework is set depending upon the age of the child, and will include online learning and spelling. Please encourage and support your child with their homework as this consolidates the learning they are doing in school. Books bags, for carrying homework, are given to each child when starting school.

Contacting Parents

We will share information, newsletters and other information with you to keep you informed about what we are doing in school. To do this quickly and efficiently, we have the facility to send email messages. Therefore, it is vital that your email addresses are kept up-to-date and any changes are updated at the school office immediately.

Those parents who do not have an email address can request copies of the letters and newsletters in the main school office.

Our school website, www.lordscudamore.hmfa.org.uk is regularly updated with the newsletters, policies and other information. In an emergency, e.g. in severe weather conditions, the website will be updated with school closures.

Policies

Our school policies are available on the school website, policies that are required by law and those relating to the curriculum.

GDPR

The school have privacy notices setting out the personal data we collect, what we use it for and how this data is shared. Our privacy notices can be found at www.lordscudamore.hmfa.org.uk.

Photograph & Video Usage

Lord Scudamore Academy and Nursery requests the consent of parents to use images and videos of their child for a variety of different purposes. Without your consent, the school will not use images and videos of your child. Similarly, if there are only certain

conditions under which you would like images and videos of your child to be used, the school will abide by the conditions you outline on the consent form. If you take a photo or video footage of your child at events in school, then you are not permitted to post these on any social media sites. These can only be used for personal use and not in the public domain.



Residential and Educational Visits

A number of day visits are arranged for every class each year. These are all educational visits and are closely linked to the work and topics the children are learning about. As well as the range of day trips or visitors in school, we also arrange residential trips for our upper Key Stage 2 children.



Wraparound Care

Breakfast Club is available for all children from 7:45am every morning. There are a variety of breakfast options for the children to choose from and a range of different activities to entertain them. We also provide a variety of after



school sports and activities for children from Years 1 – 6. For those parents who need to access after school care for their children, there is a chargeable provision that runs until 5.30pm. It is led by qualified staff from within school and needs to be booked and paid for in advance using

www.scopay.com. This is our preferred method of payment.

SEND and Pupils with Disabilities

Some children may have a special educational need during their school life. This may be:

- A difficulty with cognition and learning
- Social, emotional and mental health difficulties
- Communication and interaction needs
- Sensory and/or physical needs

Lord Scudamore Academy closely adheres to the SEND Code of Practice, and fully involves parents, carers and children when appropriate. Children with identified Special Educational Needs may receive the support of specialist staff from outside agencies and they may work in small groups with a teacher or a learning support assistant. Some children may also require the use of specialised equipment. Parents/carers are kept fully informed if their child is

on the SEND register through regular meetings to discuss their child's progress against their individual targets.

Medical Information

Lord Scudamore Academy follows the guidelines on the administration of medication and first aid as issued by the Department for Education and the Local Authority. Parents of children with conditions, such as asthma, must ensure that the school has all the relevant details and that the child always has adequate medication in school. All medication administered in school must be prescribed and a consent form must be completed; this form can be obtained from the school office.

Medicines of any sort should NOT be brought into school without the prior knowledge and consent of the school.

First Aid

In cases of minor accidents, appropriate basic first aid is administered and parents are informed. If your child has a more serious accident during the day, every effort is made to contact parents and the child will be cared for by one of our qualified first aiders. In the case of a child needing hospital care, we always try to contact parents, but if this is not possible we will ensure a child is taken to hospital by ambulance for treatment and parents are contacted as soon as possible. This being the case, it is vital that the school has up-to-date contact numbers at all times.

School Nurse

Children are screened throughout school for hearing, vision and height and weight checks. It is important to inform us of any medical issues which may affect your child's progress at school. Parents are informed if further examinations or referrals are necessary.

Head-lice

It is a parent's responsibility to check your child's hair regularly. If you find eggs or lice, do not be embarrassed to ask for advice in school. It is nothing to be ashamed of – head-lice do not discriminate!

Pastoral Care

Our pastoral team offer support and advice for all children.

Health & Safety

The health and safety of your children at Lord Scudamore Academy is of paramount importance whilst in our care, and we request that you fully comply with the school's rules and regulations.

- We aim to maintain a high standard of hygiene and children are encouraged to wash their hands after going to the toilet and before eating.
- Dogs are not allowed on site unless they are guide dogs. However, we do have a trained (school dog) Scarlett, who is integral to our planned nurturing sessions.
- Children who ride their bikes or scooters to school should not ride them inside the school grounds.

The Curriculum

The curriculum at Lord Scudamore Academy is designed to meet the requirements of the National Curriculum. A strong emphasis is placed on speaking, listening, reading, writing and mathematics.

The National Curriculum consists of English, Mathematics, Science, Religious Education, Computing, History, Geography, Art, Music, PE and Design & Technology.

The Early Years Foundation Stage curriculum is taught across Nursery and Reception. Learning and topics are developed through play and children's interests. In Nursery, a happy, safe and welcoming environment is important to help children settle into school. We establish firm relationships between families and school, involving parents as fully as possible. In Reception we value and build on Nursery experiences, making strong links with our own and our feeder nurseries to support children to be well prepared for the transition into Reception. Our Reception classrooms are bright and inviting, and they each have a teacher and full-time classroom support assistant. We also have a

well-resourced and very exciting outdoor learning area, which enables all areas of the Foundation Stage Curriculum to be accessed outside.



Pupil's work is either subject based or



organised through a topic approach spanning two or more subjects. It also

includes cross-curricular areas such as health education and environmental studies, always taking account of equal opportunities. Staff, with consideration of the varying abilities, use both whole class and group teaching strategies. Our work is carefully structured so that each year the children's knowledge and skills are reinforced and extended. Extra help is available for those children who have additional needs.

We have a whole school approach to our work, with all staff working closely together enabling each child to make an easy progression from one year to the next. We have good relations with the local secondary schools, ensuring that the transition from primary to secondary goes as smoothly as possible. Additionally, we also provide support from outside agencies for children who may require specialised work to overcome barriers to learning.



English

At Lord Scudamore Academy, the teaching of English is underpinned by the expectations and programmes of study set out by the DfE's National Curriculum. The overarching aim of our English curriculum is to promote high standards of language and literacy by equipping pupils with a strong command of the spoken and written language. This ensures that the children are able to

communicate effectively and gain the skills they need to become life-long learners.

We also aim to develop the children's fluency and love of literature through widespread reading for enjoyment across the school. We do this by sharing quality texts and exploring topics which inspire and excite young readers and writers and by allowing the children time to explore the rich knowledge and variety offered in a wide range of literature. In terms of teaching the skills of reading, we use phonics as the route to learning reading through decoding. We follow the Floppy's Phonics scheme. Throughout school, children take part in whole class reading sessions, as well as guided reading sessions, when they learn and practise the skills necessary to engage with, understand and interpret texts.



Our children are frequently provided with a range of purposeful writing opportunities where they are encouraged to be creative in a way that they communicate their ideas to a range of audiences and for a variety of different purposes. Alongside this, children are taught the importance of the use of correct spelling, punctuation and grammar in order to communicate their views, opinions, ideas and emotions effectively.

Mathematics

Mathematics plays an essential role in our world today and therefore it is important to educate our pupils through developing their skills, knowledge, understanding and enjoyment, and promote relevance and purpose to everyday situations. At Lord Scudamore Academy, we believe that it is important for all our pupils to become competent mathematicians. We strive to embed the skills and processes necessary to enable children to use and apply their maths learning in a variety of contexts. We aim to develop children's enjoyment of maths and



provide opportunities for children to build a conceptual understanding of maths before applying their knowledge to everyday problems and challenges. Mastery of maths means a deep, long-term, secure and adaptable understanding of the subject.

We want children at Lord Scudamore Academy to have:

- fluency (rapid and accurate recall and application of facts and concepts)
- a growing confidence to reason mathematically
- the ability to apply maths to solve problems and test hypotheses

Our approach to the teaching of mathematics develops the children's ability to work both independently and collaboratively as part of a team. Through mathematical talk, children will develop the ability to articulate and discuss their thinking through reasoning and problem-solving activities. At Lord Scudamore Academy, we recognise that in order for pupils to progress to deeper and more complex problems, children need to be confident and fluent across each yearly objective.

To ensure our pupils acquire a deeper understanding in their mathematical learning journey, we have developed a bespoke curriculum alongside the expertise of Tara Loughran – Primary Mathematics consultant. We also use The White Rose Maths Hub schemes of learning. Within these, each National Curriculum objective is broken down into fluency, reasoning and problem solving. Our teachers use the learning challenges to teach for mastery - an approach to extend and deepen the understanding of pupils within each year group. As a school, we also use 'TTRockstars' for the children to practise their times tables at home and at school.

Nursery and Reception covers a range of areas of mathematics including: number and place value, addition, subtraction, shape, space and measure. We place a strong emphasis on fluency in the fundamentals of mathematics, through varied and frequent practice with increasingly complex problems over time, so that pupils develop a concrete understanding which can then be developed and transferred to conceptual understanding. A high focus is placed on using concrete resources such as Numicon, and ten frames.

Science

Science expands and extends children's knowledge and understanding of the world. We emphasise investigative and experimental science to encourage children's curiosity and aid their understanding. By the end of Key Stage 1, they will have started to look at a variety of living things, including humans and what we need to stay healthy, simple properties of materials, seasonal changes and discovering facts for themselves, as well as extending their skills and knowledge of working scientifically. By the end of Key Stage 2, most pupils will know about living things adapting to their environment, about the formation of rocks, the use of simple electrical circuits and sound. They will develop an understanding of the physics, chemistry and biology strands of science and be able to plan their own experiments, collect data and analyse the results.



Computing

Computing is an integral part of life at Lord Scudamore Academy. All children are given the opportunity to develop their digital literacy skills through a range of technologies and activities. From Nursery right through to year 6, children will use computational thinking to problem solve, to develop their understanding of programming and to play and create games. Children are taught information technology to enhance their presentation skills, where many children write, record and display their work for their peers to see.

Online Safety is taught across all year groups to enable children to understand the risks that they may be exposed to when using the World Wide Web. We ensure that children are equipped with the skills and knowledge of how to be a good online citizen and to confidently report any incidents.



Religious Education

Religious education and collective worship are in accordance with the 1988 Education Act and the Local Authority agreed syllabus on Religious Education and LEA guidelines. Our approach to worship is that it reflects the broad tradition of Christian belief without being distinctive of any particular denomination. We also ensure that children have experiences of all the other major faiths.

We see RE as a tool to encourage pupils to develop their own beliefs and values, nurture respect and understanding of others, develop a sense of responsibility and enhance self-esteem.

Parents have a right to withdraw their children from the whole or part of the programme of collective worship and should contact the Head Teacher if they wish to do so.

Sports Provision and Physical Education

Our PE scheme of work progressively builds on key knowledge, skills and techniques which, combined with varied and flexible teaching styles, provides stimulating, challenging and enjoyable learning opportunities for pupils. These lessons are delivered either by class teachers or our specialist PE teacher.

Basic athletic skills are developed throughout the school and children also have the opportunity to play team games, such as football, rounders and cricket. All children in Years 3 and 4 have swimming lessons each year to ensure they meet the basic requirement of swimming 25m before they leave primary school.

Outside specialist coaches teach sport across the school supported by our own staff.



Health Education

We use the Jigsaw 3-11 curriculum which offers a comprehensive programme for Primary PSHE including statutory Relationships and Health Education, in a spiral, progressive and fully planned scheme of work, giving children relevant learning experiences to help them navigate their world and to develop positive relationships with themselves and others. With a strong emphasis on emotional literacy, building resilience and nurturing mental and physical health, Jigsaw 3-11 properly equips schools to deliver engaging and relevant PSHE within a whole-school approach.

Jigsaw lessons also include mindfulness allowing children to advance their emotional awareness, concentration and focus.

Assessment

In Early Years, assessment is an integral part of teaching and planning. Reception children will be assessed on entry as part of the Government's new compulsory base line assessment from September 2021 and at the end of the Reception year. Children will be assessed against Early Learning Goals for the Government Profile submission.

In Years 2 and 6, the children are assessed through end of Key Stage assessments, involving tests, tasks and teacher assessment. Information and meetings with parents will be provided when your child is in the specific year group.

In June, children in Year 1 are required to be tested on their knowledge and application of phonics. This is done through children reading real and pseudo (nonsense) words in a national phonics test which is done individually and sensitively by the class teacher.

Children in other year groups will also take tests in reading, mathematics and grammar & punctuation which help prepare the children for their SATs. The results from these supports our teacher assessment and monitor the children's progress

Further information is available at:

Lord Scudamore Academy

Friars Street

Hereford

HR4 0JU

Telephone: 01432 273951

Email: admin@lordscudamore.hmfa.org.uk

Website: www.lordscudamore.hmfa.org.uk

Head Teacher: Mrs A Taylor

Chair of Governors: Mr Luke Conod

(Please contact via the school)

