

WELCOME TO



ICENI *ACADEMY*



ICENI ACADEMY

WELCOME TO OUR PROSPECTUS

CONTENTS

- Our Vision
- Our School
- School Organisation
- Admissions Policy
- School Uniform
- Pastoral Care
- Learning
- Children with Educational Needs
- Clubs
- Parents
- Attendance & Punctuality
- Staff and Governors
- Term Dates

ICENI ACADEMY

OUR VISION

INSPIRE

CELEBRATE

CHALLENGE

ACHIEVE

To work together to achieve an excellent learning community through inspiration, creativity and challenge.

To be a school where every person knows they are valued, accepted and celebrated as unique individuals.

To be a safe community where children and adults support each other to be the best that they can be.

ICENI ACADEMY

Our School

Iceni Academy is a community school and takes children in Years 3 - 6 aged between 7 and 11.

It is a two storey building housing classrooms, Library, Meeting Rooms as well as the Hall and offices.

The school is set in pleasant surroundings with a large playing field to the rear and both grassed and hard play areas to the front.



Address & Contact Details

Iceni Academy
Gloucester Avenue
Colchester
Essex
CO2 9AZ

Telephone: 01206 573807

Fax: 01206 540195

E-mail: admin@iceniacademy.co.uk

Website: www.iceniacademy.co.uk

Head of School: Miss L Corby

Chair of Governors: Mr David King



ICENI ACADEMY

School Organisation

As an inclusive school, Icen Academy ensures that all children are catered for with equal concern and care and we ensure that individual needs are met with regard to religion, racial origin, cultural and linguistic backgrounds, disability or sex.

The teacher for each class is responsible for the children's work although at times children do work with other adults and in parts of the school, other than their classroom.

Parents can book appointments to meet teachers at Parent Evenings which are held half-termly. Appointment letters are sent out from the school office.

School Session Times

Registration	08.40 a.m. (Doors open at 8.30 a.m.)
Breaktime	10.50 a.m – 11.05 a.m
Lunchtime	12.10 p.m – 1.00 p.m
School finishes	3.00 p.m

Visits

Visits to Icen Academy are most welcome. Please phone the school office to make an appointment.

Policies

School policies can be viewed in the school office and are available on the website.

ICENI ACADEMY

Draft Admissions Policy

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

Children attending King's Ford Infant School who request a place at IcenI Academy will be allocated a place providing an application is received by the closing date.

In the event of over subscription, any remaining places will be allocated using the following criteria in the order given*:

1. Children Looked After
2. Children living in the priority admission area with a sibling attending the school or King's Ford Infant school.
3. Other children living in the priority admission area.
4. Children living outside the priority admission area with a sibling attending the school or King's Ford Infant school.
5. Remaining applications.

In the event of over subscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given the highest priority.

Exceptional medical circumstances (supported by medical evidence) may override the above.

IcenI Academy year group admission numbers are:

Year Groups 6, 5, 4, 3 60

ICENI ACADEMY

School Uniform

School uniform is an essential part of the ethos of the school. A smart appearance enhances positive attitudes, high personal standards and a sense of personal pride.

Our school uniform colours are navy blue and grey.

Girls

White collared shirt (no polo shirts)

School tie

Grey/black trousers or skirt

Navy blue jumper or cardigan

Navy blue and white gingham dress (summer only)

Plain black, grey, navy or white socks

Plain black, grey or navy tights

Plain black, flat, sensible shoes, trainers or flat black ankle boots (no logos)

Boys

White collared shirt (no polo shirts)

School tie

Grey/black trousers

Navy blue jumper

Plain grey shorts (summer only)

Plain black, navy or grey socks

Plain black sensible shoes or trainers (no logos)

Jumpers, cardigans and ties are available to purchase from the school office.

In wet weather flat black boots/wellingtons with good grip/tread are acceptable for outdoor use but children must have their plain black shoes as above to change into inside the school.

P.E Kit

Plain white round neck t shirt

Navy blue shorts

Black plimsolls

Plain navy blue tracksuit for outdoor PE

Plain black trainers for outdoor PE (no stripes/logos)

A suitable, named bag should be provided to store the PE kit

Navy blue shorts and white t shirts are available to purchase from the school office.

Hair & Jewellery

Children are not allowed to wear jewellery in school. These items are often dangerous in a school setting and this is particularly true of earrings. Girls may wear one pair of small stud earrings. However, these must be removed and left at home on PE days. Earring tape can no longer be used for P.E. A plain wristwatch may also be worn. No other items of jewellery may be worn.

Girls wearing their hair below shoulder length need to wear their hair tied back. Boys should not have hair cut below a No.2 cut.

Make-up and nail varnish is not permitted.

ICENI ACADEMY

Pastoral Care

Iceni Academy is a community based on mutual respect and consideration for others. The values, standards and attitudes of the school community are made clear to the children by example and discussion so that they are absorbed by them and for which the children take ownership, with each year group drawing up their own Code of Conduct.



All staff praise good behaviour and weekly Celebration Assemblies celebrate this.

The children are supported extremely well in their academic and social development in many formal and informal ways.

At lunchtimes the Midday Assistants are responsible for the pupils and we ensure the children respect them in the same way as they do all other members of staff.

ICENI ACADEMY

Learning

At Icen Academy we are all very enthusiastic about creating a curriculum that inspires children to use their imagination and reach their full potential.

At the start of each term the teachers create curriculum maps which are monitored by subject leaders to make sure that we are covering the whole breadth of the National Curriculum so we are sure that whilst we are having a fun time, we are also teaching what we should be.



We believe, as a school, that learning should be exciting and relevant and each classroom has a themed reading area.

All the teachers look for and take every opportunity to learn in our huge grounds and at the end of every term the school comes together to showcase our theme whether that be, for example, in a performance, art gallery or open day.

Parents are encouraged to get involved, especially in our parent/pupil projects where we set a homework assignment for both the pupil and parent to work on together.





ICENI ACADEMY

The National Curriculum, which we follow, includes Literacy, Numeracy, Science, Information and Communication Technology (ICT), Music, Design Technology (DT), History, Geography, Art, Physical Education (PE), Religious Education (RE), Personal, Social and Health (PSHE).

In English, as speakers and listeners, children are encouraged to acquire more confidence and expertise and will have experience of listening and responding in a variety of ways, for example, reading aloud, group discussion, presentations to class. They are encouraged to read an increasingly wide range of texts and develop personal tastes in reading.

In their writing they are encouraged to redraft and revise work, paying attention to clarity and meaning as well as to spelling, punctuation and consistency in such matters as tenses and pronouns. A clear legible cursive style of handwriting is taught.



In Mathematics, the children are taught to manipulate numbers up to 1,000 and beyond, developing the idea of place value established earlier. A knowledge of multiplication tables is considered a vital prerequisite and regular practice will be given. The children also work on fractions and decimals. Shape work includes recognition, symmetry, direction and movement. Data handling is developed and every opportunity for real life maths with a purpose is explored.

As a school, we place great value upon the importance of basic skills to underpin our broad and balanced curriculum.

In Science, the children are encouraged to develop investigative skills alongside the acquisition of factual knowledge of the natural and man-made world. A variety of methods of recording are developed.



In Information Communication Technology (ICT) the children develop skills that are used as tools for learning in other curriculum areas. The school's notepads, wireless network, interactive whiteboards and other resources support this activity. Children are taught keyboard skills.



ICENI ACADEMY

Collective Worship and Religious Education

The school holds daily assemblies which are broadly Christian. They cover a wide range of spiritual and moral themes and festivals and customs from a variety of religions and cultures.

Religious Education is part of the core curriculum and lessons follow the Essex Syllabus for Religious Education.

Parents who wish their children to be withdrawn from assembly or Religious Education should make an appointment with the Headteacher to discuss this and to make alternative arrangements.

Sex Education

Sex education is taught on a two year cycle from year 3 to year 6. This is part of the science topic and is based on Channel 4 resources. This series covers human reproduction and children are given time to discuss issues raised. Parents may only withdraw their child from this programme as outlined in the school's sex education policy.

School governing bodies must have a written statement of the policy they adopt on sex education and make it available free to parents. The statement must be drawn up in consultation with the headteacher. The headteacher must ensure that any sex education is provided in a way that encourages pupils to consider morals and the value of family life.



ICENI ACADEMY

HOMEWORK

Teachers plan homework with the following principles in mind:

- ◇ Ensure that the needs of the individual child are taken into account
- ◇ Enable the child to apply/revise the skills and concepts learned in class
- ◇ Reinforce the partnership with parents by providing opportunities for parents and children to enjoy learning together
- ◇ Use a wide range of resources for learning which may be found outside of the classroom
- ◇ Extend learning through research and resources found either at home or in the local library with parental guidance
- ◇ Encourage pupils to develop the self-discipline and study skills needed for independent learning
- ◇ Prepare for secondary school for Year 6 pupils.

Reading diaries are issued to every child.

ICENI ACADEMY

Arrangements for Children with Additional Needs

Iceni Academy has an inclusive approach to all children. Our special educational needs policy states that “support is seen as an entitlement for those pupils who need it, rather than a special addition to their education”.

We recognise that each child has their own set of needs and particular learning styles and therefore differentiate delivery of information, work set and the level of support offered to each child. Pupils are included in all lessons and are encouraged to be fully involved in their learning. We have a positive whole school approach to all children and believe in promoting the rights of all learners.

When pupils are experiencing particular difficulties, we make special provision for them in an effort to help them move towards independent learning. These pupils are helped in a variety of ways depending upon their individual need – such as group or individual support or differentiated work.

More able pupils are recognised as having their own needs and teachers make provision, where appropriate in the class programme.

1 : 1 tuition is also provided.

Children who have English as an additional language receive specific help, depending on need.

The school special educational needs coordinator (SENCO) oversees the provision we make for those requiring help and works closely with parents. We work with outside agencies to identify areas of need and gain support where appropriate and available.

The Gifted and Talented coordinator oversees the provision of identified children.

ICENI ACADEMY

Clubs

We run a very successful Breakfast Club. It is available to children at Icení Academy.

The Club starts at 8.00 a.m and costs just £1 per day.

We provide a nutritious, healthy breakfast which includes a choice of cereal, toast, yoghurts and a choice of fruit juice, milk or water.

Breakfast Club is a safe, friendly and fun club and is the perfect way for the children to start their day.



ICENI ACADEMY

After School Clubs

The school runs a number of after school Clubs including Football, Gardening, Multiskills and Badminton.



The children really enjoy the opportunity of having these clubs available to them.



ICENI ACADEMY

Healthy Eating

Iceni Academy is a Healthy Eating School with an Enhanced Healthy Eating Award and as such operates a healthy eating policy. We therefore ask that if you are providing your child with a breaktime snack, that it is healthy, i.e fruit or cereal bar for example.

Lunchtimes

Children can either bring in a packed lunch from home or the school kitchen offers hot dinners or jacket potatoes with a selection of toppings as well as a salad bar. Organic fruit yoghurts and fresh fruit are also available daily as an alternative to the dessert of the day.



Tuck Shop

A tuck shop is available at breaktime with healthy snacks and drinks available to purchase.

Sweets and Toys

Children are not allowed to bring sweets, toys, balls, stickers or card collections to school as the loss of these items causes upset to the children concerned.



ICENI ACADEMY

Working with parents

At Icen Academy we are committed to working with parents to ensure that every child can succeed. The more parents know about the school, the more they can support their child at home. The more the school knows and understands each child, the better we can meet their needs. There are half-termly parent evenings for parents to discuss their child's progress with their class teacher. Reports are sent home to parents each term.

Attendance, punctuality and absences

It is vitally important to your child's education that he/she attends school regularly and punctually.

If your child is not well enough to attend school, please telephone the school office on the first and each subsequent day of absence. There is an answer phone so messages can be left. On your child's return to school please send a note to the class teacher detailing the reason for absence.

Punctuality is very important. Involve your child in establishing good routines to ensure that being ready for the day and getting to school on time is as stress free as possible. Late arrivals are recorded at the office and in the register and persistent lateness will lead to a meeting with the Headteacher.

The Educational Welfare Officer (EWO) visits the school every term to check on attendance and punctuality. Cases of poor attendance and persistent lateness will be discussed and may lead to a meeting being called with the family.

If you wish to apply for leave of absence for your child during term time, please complete a request form available on the school website. Please note however that since September 2013, government legislation has changed and leave of absence in term time is only granted for exceptional circumstances.

ICENI ACADEMY

STAFF

Chief Learning Officer Mr S Webb
 Chief Improvement Officer Mrs J Bass

Head of School Miss L Corby

Teaching Staff Mr J Austin
 Mr C Eichstedt
 Mr R Bullivant
 Miss N Taylor
 Mrs K Islam
 Miss H Harvey
 Mr S Berry
 Mr J Poulson

SENCO Mrs G Finch

Non Teaching Staff

Mrs J Sullivan	Pastoral, Safeguarding & Behaviour Lead
Mrs J Warner	Higher Level Teaching Assistant
Mrs C Jarman	Higher Level Teaching Assistant
Mr P Wyard	Higher Level Teaching Assistant, PE Lead
Mrs L Cotter	LSA Year 3, Community Cohesion Lead
Mrs G Barclay	LSA Year 3
Mrs K Parums	LSA Year 3
Mrs K Lamont	LSA Year 4, Midday Supervisor
Mrs M Gammon	LSA Year 4
Mrs K Smith	LSA Year 5
Mrs J Hutchinson	LSA Year 5
Mrs D Robertson	LSA Year 6
Mrs N Whelan	LSA Year 6
Miss J James	LSA Year 6
Mrs N Craven	French Lead
Mrs Graydon	Art & DT Lead
Mr R Hitchener	EAL Lead
Mrs S Szpytma	Office Manager
Mrs N Simpson	Administration Assistant
Mrs L Doherty	Midday Assistant
Ms C Hayley	Midday Assistant
Mr M Hughes	Caretaker



ICENI ACADEMY

Governors

Mr D King

Cllr L Barton

Mrs J Powell

Captain P Hopper

Mrs C Graydon

Mrs K Maison

Mrs R Newton

Mrs J Bass

Mrs T Weavers

Chair of Governors

Community Governor with responsibility for Complaints

Community Governor with responsibility for Child Protection

Community Governor

Parent Governor

Parent Governor

Staff Governor

Connected Learning MAT Governor

Clerk to Governors

ICENI ACADEMY

Term dates

Autumn Term starts	4 th September 2017
Half Term	23 rd – 27 th October 2017
Autumn Term ends	20 th December 2017
Spring Term starts	2 nd January 2018
Half Term	12 th – 16 th February 2018
Spring Term ends	29 th March 2018
Summer Term starts	16 th April 2018
Half Term	28 th May – 4 th June 2018
Summer Term ends	20 th July 2018

Non-Pupil Days

4th/5th September 2017

2nd/3rd January 2018

4th June 2018



ICENI ACADEMY

Notes