



# Framfield Church of England Primary School



**Prospectus  
For entry in 2024/2025**

**Be the Best You Can Be;  
Living 'life in all its fullness' (John 10:10)**

In our Church of England Federation, we take strength in collaboration, yet celebrate uniqueness. As schools, we may be small but together we encourage children to be the best they can be so they are ready to make their mark on the world. We welcome the child yet embrace the whole family. We celebrate our rural environment yet aspire to look beyond our boundaries. We strive for knowledge and gratefully accept opportunities that come our way to enable us to live life in all its fullness. We all take a pride in our Federation as we follow in Jesus' example.

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Framfield Church of England Primary School  
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East Sussex  
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[www.framfieldcep.e-sussex.sch.uk](http://www.framfieldcep.e-sussex.sch.uk)

Interim Headteacher: Claire Roberts

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## Welcome to Framfield CE Primary School

Framfield Church of England (CE) Primary School is a small school situated at the heart of an East Sussex village. We have close, positive relationships with all sections of our local community, including the parish church. Our aim is to provide a stimulating, safe and happy environment, rooted in Christian values, for all our pupils.

In September 2015, Framfield CE School joined with neighbouring Blackboys CE School to form the St Thomas à Becket Federation. The Federation builds on a very successful informal partnership between the schools from September 2012 to July 2015. It is led by a Headteacher in each school and a single governing body with responsibility for the two schools. Working within a federated structure means that we can use best practice from two schools, share staff expertise and offer all our pupils opportunities to work and learn together.

At Framfield School we are very proud of the progress, achievement and attainment of all our children. We have high expectations of behaviour and manners for the whole school community and an excellent reputation for the support and challenge we offer to our pupils and their families.

*“Pupils enjoy school. They behave well in class, listen attentively to their teachers and concentrate on their work. Consequently, an above-average amount of pupils achieve the expected standard, or better, in reading and mathematics. The vibrant curriculum provides stimulus to write and use the skills learned in mathematics and science.” - Ofsted June 2019.*

We provide an exciting, engaging and creative cross-curricular scheme of work. This approach enables our children to gain a greater understanding of the skills they will need both in their education and in their personal lives, and nurtures a love of learning and challenge. Our Ofsted report said *“Your curriculum is vibrant and exciting. You provide a wide range of visits, visitors and engaging practical activities for all pupils. These experiences contribute positively to the pupils’ enjoyment of school and their understanding of their place in their community, country and the world.”*

We feel strongly that, when an individual child joins our school, we are welcoming the whole family. We therefore work hard to build a positive relationship and maintain effective communication with each family. Our Ofsted report 2015 said: *“Most parents choose the school because of the nurturing environment that has been created. They believe that the school cares well for the children and enables them to flourish in a ‘family atmosphere’.”*

You may also like to visit the website of Blackboys CE Primary School, the other school in the St Thomas à Becket Federation ([www.blackboys.e-sussex.sch.uk](http://www.blackboys.e-sussex.sch.uk)); and the websites of St Thomas à Becket Church, Framfield ([www.framfieldchurch.org.uk](http://www.framfieldchurch.org.uk)) and the Diocese of Chichester ([www.chichester.anglican.org](http://www.chichester.anglican.org)).

## Over-arching Intent/Vision:

To raise the aspiration of all pupils to “Be the very best they can be”, through providing an engaging and Christian environment alongside an exciting broad and balanced curriculum striving to develop the skills, attitudes and Christian values of the whole Federation Community to face the new challenges of the 21<sup>st</sup> century with the confidence.

## Our Aims

- To nurture an environment in which the **Christian ethos** is celebrated in all areas of **school life**.
- To nurture **all children** and enable them to achieve their **personal and academic potential** and to value each child’s contribution.
- To create a **friendly and secure learning environment** where children and adults work together with fun, enjoyment and enthusiasm.
- To help children discover a sense of **awe and wonder** of the world in which they live and to develop a concern for its **sustainability**.
- To offer **stimulating, challenging and creative learning experiences**, in which provision is made to cater for all pupils’ needs.
- To promote a **healthy life-style** through a positive attitude to physical and mental activity.
- To maintain a **highly performing and effective learning environment**.
- To empower our pupils by helping them to manage risk and to **meet challenges positively**.
- To ensure pupils are taught **life skills** to enable them to make a positive contribution to society in our continuously changing world.
- To create an atmosphere of **mutual respect** for all by cultivating an appreciation of **multi-cultural diversity**, preparing children to develop into citizens of the twenty-first century who are tolerant and confident.

These aims **underpin the work of the whole school** and form the basis for our partnership between staff, pupils, families, governors, community and Church.



## Our Ethos

Framfield CE Primary School is a place where pupils, families, staff, governors and the community can learn together. It is a happy school with an atmosphere of calm co-operation and mutual respect. Every child is valued. Our pupils enjoy a stimulating and challenging learning environment and we offer a wide range of hands-on experiences.

As a school community we aim to foster self-discipline, caring, understanding, co-operation, enthusiasm, perseverance and independence. All our children are given opportunities to help them to develop to their full potential.

Relationships with families are positive and informative: parents/carers are actively encouraged to participate in their children's education and are aware of the targets set for both the school and for their children.

All achievements are celebrated by the whole school. The staff have high expectations and everyone recognises quality.

As a church-aided school we are committed to providing our children with an education based on a strong Christian foundation.



## OFSTED and Diocesan Inspections

Our last Ofsted inspection took place in June 2019 and our last Diocesan inspection took place in July 2017.

## St Thomas á Becket Church of England Federation Governors

We have a very committed, highly skilled group of Governors who support and challenge the school to 'Be the best it can be'. Details of the current Federation Governors can be found on the school website.

## School Policies and Documents

All school policies are available to view on the school website.

## Staff

Interim Headteacher	Claire Roberts
Owls Class teacher (Year R/1 & 2)	Nicky Kent
Puffins Class teacher (Years 3 & 4)	Simone Cranston (3 days) / Sarah Pepper (2 days)
Eagles Class teacher (Year 5 & 6)	Stephanie Lancaster
Special Needs Coordinator	Sophie Levey
Bursar	Heather Camsell
Secretaries	Hollie Maughan (3 days) Emma Doherty (2 days)
Support Staff	Sandra Duncan   Debbie Cosshall Bethan Arthur   Jo Fenton   Val Tungate
Caretaker	Jeff Lyons



## About the school



Framfield CE School was founded in 1837 supported by St Thomas à Becket Parish Church and it still retains its Church of England Aided status today.

The school building has undergone modernisation, extension and improvements over the years and has a welcoming interior with spacious classrooms. A building programme in 2008 gave us new classrooms, a new cloakroom with accessible toilet and shower facilities, a library and group work rooms, as well as a kitchen for the children to cook in. Two years ago, the front of the building was redeveloped to give us a larger library and well-appointed learning space which we have named the James Room. We have a dedicated Early Years play area which is designed to be used as an outside classroom. The playground has games markings and a permanent outdoor climbing structure. Our very rural situation means that we are able to extend our learning outside into our local community.

We offer our own in-house wrap around childcare. Breakfast club is open 07:45-08:35am, the children will have quiet table top activities and will be offered items from the following range: a choice of cereals, pain au chocolat, croissants, fruit, fruit juice, milk. After school club is available from 3:15-5:30pm on Mondays, Tuesdays, Wednesday and Thursdays and 3:15-4:15pm on Fridays. During after school club the children have the option of physical activity (outside wherever possible), daily craft, games and laptop computers (only for a limited time at the end of a session). Children will be offered a drink of squash and a biscuit.

We currently have 86 pupils on roll. The school is divided into three classes.

Owls Class	Reception and Years 1 & 2
Puffins Class	Years 3 & 4
Eagles Class	Year 5 & 6

In Reception your child will be assigned a 'buddy' - usually an older child for the youngest children - who will support them as they learn about their new school. For children from after Year 1, a buddy will be assigned from their class group. In this way we offer a friendly face from the first day to help your children settle in.



Reception pupils with their buddies

In addition to membership of a class, each child belongs to a house - these are named after native trees: Oak, Ash, Chestnut and Beech. Each house meets regularly to discuss important events, choose tasks to complete and to have fun together. The houses are all mixed ages and supported by one of the class teachers.





## Aided Status

The Church of England is a major provider of statutory education (for more information see <http://www.churchofengland.org>), with about 4,500 Church of England primary schools and more than 200 secondary schools. It also supports work in higher education. The Catholic Church too has aided schools and there are a variety of schools founded by livery companies such as the Skinners School in Tunbridge Wells.

Church of England (CE) schools are different from local education authority 'county' schools in that they have another layer of control through a Diocesan Board of Education - in our case, the Diocese of Chichester ([www.chichester.anglican.org](http://www.chichester.anglican.org)). CE schools are designated either Voluntary Aided or Voluntary Controlled (more information at [www.churchofengland.org](http://www.churchofengland.org)).

Framfield has Voluntary Aided (VA) status, with union by way of its trust deed to the National Society (Church of England). In VA schools the governing body is responsible for 10% of the costs of both repairs to the outside of the building and of any major building work. Governors have considerable control over staffing, curriculum matters, finance and admissions. Their powers have grown since the 1986 Education Act and are more extensive than in a 'county' school.

Aided schools are committed to children receiving an education in which there is an important Christian element.

Our school, in harmony with its links with our parish church of St Thomas à Becket in Framfield, is proud of its Church of England connection and roots.

Under the direction of the Senior Leadership Team, governors and the Diocese, the school seeks to maintain and develop its duties and commitment towards religious education and worship.

The RE Leader co-ordinates the religious education in the school. The scheme of work is broadly in line with the Diocese of Chichester's Scheme for Primary Schools. Christian festivals and seasonal events may at times be incorporated into, or be in addition to, ongoing activities.

An act of worship is held daily for all children. Prayers are part of the routine for each class. Parents/carers are invited to attend class assemblies which take place several times a year.

A 2017 Diocese of Chichester inspection judged Framfield to be a good school where

*"The school, through its distinctive Christian character, is outstanding at meeting the needs of all learners."*

## Parental/Carer Choice

While we hope that all children will be involved in our religious and spiritual life, it is accepted that parents have the right to withdraw their children from acts of worship or religious studies.

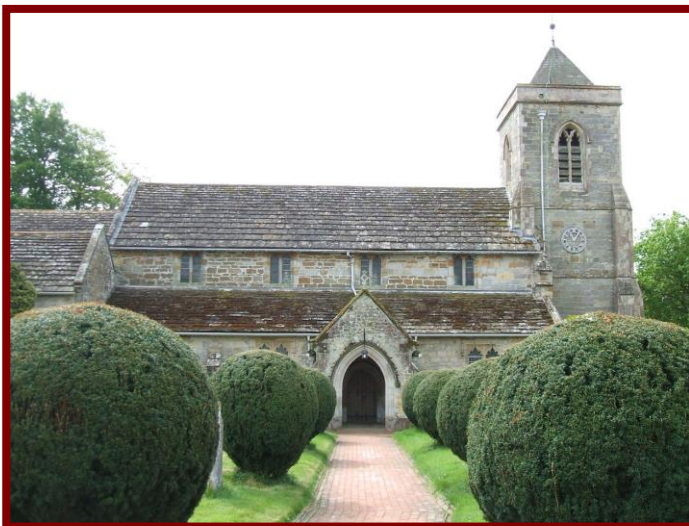
## Worship

The daily act of collective worship in schools required by law (1944 Education Act) is consistent with the faith and practice of the Church of England. It is accepted that the parish church in Framfield or other Church of England place of worship be used for occasional acts of collective worship. The school does its best to attend the parish church to celebrate the major Christian festivals.

All pupils in attendance at the school are expected to take part in acts of worship unless the parent/carers requests that they be wholly or partly excused from so doing.

Our acts of worship are conducted as whole school, EYS, KS1 and KS2 groups, or occasionally as class groups or house groups.

Arrangements for the collective acts of worship are made by the governing body after consultation with the Headteacher.



## Curriculum

Framfield School aims to produce successful learners, confident individuals and responsible citizens. Our priority is to ensure that all our pupils are fluent in literacy, numeracy and computing but, building on these basics, we also wish to develop their learning and thinking skills.

Our curriculum is therefore designed to engage pupils' interest and to develop knowledge, skills and understanding. Since every child is different, we personalise the curriculum to each child's individual needs.

Pupils follow a broad, balanced programme that equips them with the necessary skills in Mathematics, English and all other requirements of the National Curriculum. Where appropriate, the curriculum is taught creatively through topics or themes and aims to extend pupils' skills as well as to impart knowledge. Examples of class topics can be seen in the curriculum newsletters on the school website.

Above all, we want our children to enjoy learning and participating in school activities. We aim for them to develop a thirst and enthusiasm for learning, as well as the skills to become independent.



<b>English</b>	This is based on the 2014 National Curriculum. Children are taught reading, writing, spelling, handwriting, speaking and listening. There is a focus on the use of quality published books by a range of authors.
<b>Mathematics</b>	This is based on the White Rose scheme which follows the 2014 National Curriculum. This includes covers number work, calculations, problems and shape, space and measures. We use a mastery approach to mathematics, with a focus on fluency, reasoning and problem-solving skills.
<b>Science</b>	This is taught through practical activities, experiments and investigations, which develop scientific thinking, skills and knowledge. The school focuses strongly on using and applying knowledge in a practical sense.
<b>Computing</b>	All classes have interactive whiteboards and laptop computers are widely used to support learning in all classes. Computing is taught both as a subject and as a support for other areas of the curriculum.
<b>Design and Technology</b>	Children generate their own ideas and work with a variety of materials in the making of a structure or mechanism and learn a variety of practical skills.
<b>Art</b>	Children are encouraged to experiment with their own creativity. From an early age they are introduced to colour mixing and tone. All children have a sketchbook in which to record their ideas. They work with a variety of media - clay, printing, paint and pastels - and in both 2D and 3D - and are encouraged to look at the work of major artists to support their learning.
<b>Music</b>	Children sing and perform together and have the opportunity to use percussion instruments. They listen to music by a wide range of composers. Parents/carers can pay for individual music lessons - we currently have specialists who come into the school to teach the violin, ukulele, guitar and ukulele. KS1 pupils perform in a Nativity at Christmas and KS2 pupils perform in a Summer production.
<b>Physical Education</b>	Children develop skills in dance, gymnastics, athletics and games. KS2 children have swimming lessons at Maynards Green Primary School. A sports coach delivers one session per week for all classes, and a further weekly session is led by a class teacher. Outdoor and adventurous activity skills (OAA) are taught during a bi-annual residential trip for the upper KS2 children. Years 5 and 6 pupils also have the opportunity to gain "Bikeability" qualification.

<b>Religious Education</b>	Children learn about a variety of religions although the main focus is on Christianity. We follow the Diocesan-agreed syllabus and ensure that our pupils develop an awareness of different cultures and creeds.
<b>Geography</b>	Children learn about their environment and the people who live in it. They are taught enquiry and mapping skills.
<b>History</b>	Children learn about the past and famous people. They develop an understanding of historical time and the skills of historical research.
<b>Personal, Health &amp; Social Education (PHSE)</b>	Children are taught in themes; some of this work is delivered through 'circle time' and some is included in topic work. Themes include Caring and Self Respect, Knowledge and Life Skills, Feelings, Emotions and Attitudes, and Good Health.
<b>Citizenship</b>	Children are encouraged to become informed citizens, to develop skills of enquiry and communication and learn how to be responsible.
<b>Sex &amp; Relationship Education</b>	This is taught within the PHSE curriculum. Foundations are laid in the early years and built upon during the children's progress through the school.
<b>Modern Foreign Languages (MFL)</b>	MFL is taught in KS2 classes and is used at other times within the school day to further support learning.

## **The Foundation Stage**

At Framfield we believe that the early years of a child's life are an integral stage in which the foundations for future development are established. Activities and first-hand experience are the keys to learning and lay the foundations for the National Curriculum. We base our curriculum upon the four overarching themes of the Early Years Foundation Stage:

- A unique child
- Positive relationships
- Enabling environments
- Learning and development

Our Foundation Stage Curriculum aims to develop each child to his/her full potential. We foster the child's own interests and offer activities that extend, enrich and develop them. Children are taught within a safe, stimulating and accessible environment that facilitates independent skills.

The Foundation Curriculum is based on three prime areas and four specific areas



of learning.

The prime areas are: personal, social and emotional development; physical development; and communication and language.

The specific areas are: literacy, mathematics, understanding of the world; and expressive art and design.

The reason for the focus of the three prime areas is because they are viewed as essential for children's future learning and healthy development. Prime areas focus will strengthen the specific areas.

Since we recognise that children enter the Reception class at different starting points and with different pre-school experiences we work closely with parents/carers on the transition between settings to ensure progression and continuity of learning throughout the early years period.

### Sporting Aims and Provision

The school has a comprehensive PE curriculum and we take up an increasing number of opportunities to use the facilities at Uckfield College. This has included participation in gymnastics, dance, indoor athletics, multi-skills, badminton, football, netball, hockey and cricket events. The PE subject leader is a keen advocate for every child attending clubs and ultimately finding the sport that they enjoy.

In Key Stage 2, Year 4 pupils learn to swim at Maynards Green Primary School, for which voluntary contributions are requested to help cover the cost. All lessons are taught by fully qualified instructors.

We also offer a variety of sports after-school clubs. These vary from term to term but can include netball, football (run by our Federation partner school), gymnastics, table tennis and tennis. We offer some activities that are charged.

Keeping fit and healthy is a priority in our school and we use sport not only to support these aims but also to engender a sense of fair play, team building and challenge.



## **Educational Visits**

We have educational visits which provide a great addition to the pupils' learning. Each class will take part in 2 workshops or educational visits throughout the academic year. Year 5/6 class will have the opportunity to go on a residential trip to places such as PGL at Windmill Hill; these occur every two years and coincide with our federated school: Blackboys CE Primary. Parents/carers are asked to make voluntary contributions to cover the cost of these trips.

## **Involvement in our School**

The school values all support and help provided by governors, parents/carers and friends of the school both in and out of the classroom. This includes helping with reading, or with cookery lessons, making costumes and providing transport on school trips.

*Please note that all our volunteer helpers are required to have an enhanced DBS (previously known as a CRB) check.*

## **Consultation and Involvement**

Our parents/carers are regularly consulted on a range of school issues, often through questionnaires or in school meetings. Parents/carers are kept well informed on school activities and changes through a variety of communication methods - see below.

## **PTFA**

We have an enthusiastic and hardworking Parent Teacher and Friends Association that is structured to support fundraising for the school. The PTFA meets regularly to plan fundraising events and special functions. Fundraising events are held throughout the school year and include Winter and Summer Fairs.

## **Communication**

We ask new parents/carers to provide us with contact details which include an emergency contact number, a mobile number and email address. We communicate by telephone, texting and emailing (via ParentMail).

We also publish a fortnightly newsletter and send out individual and class letters.

At the beginning of each term class teachers hold Curriculum Meetings to inform parents/carers about what is happening in the class that term and to advise them on practical matters such as PE kits, homework etc.

There is also an information board on the entrance to the playground, showing information for parents/carers.

## **Open Door Policy**

We would like all our parents/carers to feel that our members of staff are approachable and accessible. With our 'open door' policy parents/carers are

welcome to discuss any points relating to their child after school hours, preferably by appointment. The school has an excellent reputation for its nurturing and welcoming atmosphere, so please feel free to come in to see us whenever you need to.

### **The School Day**

The school gates open at 8:35am to allow children to enter the playground. Children enter school by 8:45am, ready to start learning. There is a 'kiss & drop service' operated by staff and volunteers from outside the memorial hall.

Session times are:	Morning	8:45am to 12:00pm
	Afternoon	1:00pm to 3:15pm

There is a mid-morning break for the whole school at 10:30am.

### **School Meals**

Lunchtime is 12pm-1pm. Children may decide daily whether to have a school lunch or a packed lunch. A menu is displayed in the school and circulated to parents/carers termly.

#### EYS & KS1 (Years R, 1 & 2)

All pupils within years R-2 are entitled to universal infant free school meals (UIFSM).

#### KS2 (Years 3-6)

Lunches currently cost £2.97 per day. In collaboration with our school dinner providers, Chartwells, we are using a web-based payment service called ParentPay.

### **Packed Lunches**

Children are asked to bring packed lunches in suitable container. Drinks must not be brought to school in glass bottles or cans, and sweets are not allowed. We also do not allow any nuts to be brought into school, this includes sesame seeds.

### **Medical Matters**

Prior to your child starting school you will be asked to complete a health questionnaire for and on behalf of your child.

Here you can advise the school of any medical matters of concern including any allergies (to elastoplast for example) or special diets etc. All children have a school health record.

The school works in co-operation with the school nurse and other healthcare professionals as required. The school nurse, who visits periodically throughout the school year to look after the children's welfare, can be contacted by telephone if required (current number available from the school secretary).

## Administration of Medicine

It would be much appreciated if medicines are *not* brought into school unless absolutely necessary. Antibiotics, for example, can be prescribed in three doses per day, eliminating the need for a lunchtime dose. If it is necessary for medication or treatment to be administered during the school day, parents/carers will be asked to complete and sign the relevant form. We have a specific policy and protocol for administering prescribed essential medication. Please ask for a copy of this if necessary.

## School Uniform

The purpose of a school uniform is to create a sense of corporate identity, in which pupils can be equal and proud of belonging to their school. It is practical and reasonably priced. All items are available from a uniform supplier PMG Schoolwear. Orders can be placed online at [www.pmgsschoolwear.co.uk](http://www.pmgsschoolwear.co.uk) or by phone on 01895 809321.

	Reception to Year 4	Year 5 and 6
Autumn & Spring Term	<p>Grey trousers or shorts, white polo shirt, maroon school sweater/jumper, grey or black socks.</p> <p style="text-align: center;"><b>OR</b></p> <p>Grey skirt, pinafore dress or plain grey school trousers, white polo shirt, white socks and maroon school sweater or cardigan. Charcoal grey or Black tights.</p> <p>Traditional black school shoes.</p>	<p>Grey trousers or shorts, white shirt and school tie, maroon school v neck sweater/jumper. Grey or black socks.</p> <p style="text-align: center;"><b>OR</b></p> <p>Grey skirt, pinafore dress or plain grey school trousers, white shirt/blouse and school tie, white socks and maroon school v neck sweater/cardigan. Charcoal or black tights.</p> <p>Traditional black school shoes.</p>
Summer Term	<p>Grey shorts or trousers with white polo shirt. Grey or black socks.</p> <p style="text-align: center;"><b>OR</b></p> <p>Maroon/pink gingham dress or grey skirt with white polo shirt and white socks</p> <p>Traditional black school shoes.</p>	<p>As above.</p> <p style="text-align: center;"><b>OR</b></p> <p>A maroon/pink gingham dress with white socks can be worn.</p> <p>Traditional black school shoes.</p>

P.E Kit	<p>Black shorts (plain grey or black jogging bottoms / leggings in winter), White T-Shirt, socks and black plimsolls or trainers.</p> <p>Children in Eagles and Puffins classes may wear plain colour trainers for outdoor games.</p> <p><b>Swimming Kit:</b> trunks and towel OR one piece swimming costume and towel.</p>
<p><b>Long hair should always be tied back using a hairband. Hair accessories should be small and discrete, fit for the purpose of holding hair, not for decoration. Plain/neutral colours or 'Framfield maroon' colour would be best.</b></p>	

Fleeces are available in school colours and provide a very useful addition on cool days. Shoes should be black lace ups or velcro fastenings, with low heels. School book bags can also be purchased from PMG School wear.

**We also ask that the following points are observed:**

- Parents/carers not to send pupils to school in unsuitable footwear (e.g. no fluorescent socks or shoes)
- On PE days, your child should come to school dressed in their kit and they will stay in it for the day.
- With the exception of a watch, children should not wear jewellery to school. Only 'sleeper studs' may be worn with pierced ears. All studs should be removed/covered during PE.
- Long hair should be tied back at all times. Hair bands, if worn, must be plain and preferably of the school colour. The use of excessive hair gel to create elaborate hair styles is not permitted.

**In the event of extreme weather warnings being issued by ESCC, ties will be able to be removed. We will notify parents/carers via the ParentMail service.**



Map showing Parish Boundary

