



Welcome to Swavesey Primary School

<https://www.swavesey.cambs.sch.uk/>

Our Class Structure



We are a school of 10 classes.

Class	Teacher/s	Year Groups
Rabbits	Miss Cotton	Reception
Otters	Miss Lawton	Reception and Year 1
Foxes	Mrs Cowburn and Mrs Kellam	Year 1 and Year 2
Squirrels	Mrs Spevack	Year 2
Swans	Mrs Sprawson	Year 3 and Year 4
Badgers	Miss McAuley and Mrs Kellam	Year 3 and Year 4
Kingfishers	Mrs Namur and Miss Proctor	Year 3 and Year 4
Ravens	Mr Pawlett	Year 5 and Year 6
Owls	Mr O'Neill	Year 5 and Year 6
Swallows	Miss Higgins	Year 5 and Year 6



Our Class Structure

Many of our classes are of mixed year groups. There are many ways we support both year groups in one class such as:

- *Regular planning time in teams to ensure consistency of work and expectations across year groups*
- *Where the curriculums differ, activities and expectations of each year group also differs*
- *The support of additional adults in class to intervene and support children where necessary or appropriate*
- *Monitoring and moderating the work of children in the same year group across classes ensuring consistent expectations.*

School Staffroom



Head Teacher	Mrs Anna-Claire Norden	
Deputy Head Teacher	Mrs Lucy Poskitt (Pupil Premium Leader, Early Years Phase Leader)	
SENCo	Mrs Ann Crossman	
PPA and Teaching cover	Mrs Laurence Millard 0.2 (PPA) Mrs Helen Leonard 0.2 (PPA) and TA in Key Stage 2 Mrs Alison Turian (Sports Coordinator) Mrs Lorraine Stevenson (one to one)	
Finance and Administration	Mrs Wendy Whistler (Business Manager) Mrs Linda Miller (Clerk to Governors) Mrs Tina Carminati (Office and Finance Administrator) Mrs Helen Mould (EY & P Administrator) Miss Kathryn Pipe (Office and Finance Administrator)	
Midday Supervisors	Mrs Eileen Oakes Mrs Kelly Gaskin	Mrs Tonia Mullally Miss Haixia Ye
Premises Team	Mr Gary Bidwell (Caretaker) Mr Thomas Ambrose Danyelle Welch (& M. Sup)	

Our Schools Value and Aims



Our school aims to develop children who are:

- happy, healthy and confident
- ready, independent, life long learners
- resilient, resourceful and reflective learners
- responsible, honest global citizens

Through:

- A safe, stimulating and healthy environment
- Teaching which is inspiring, inclusive and active
 - A broad challenging curriculum
- Encouraging creativity, individualism and team work
- Celebration of successes in all aspects of achievement
- Excellent partnerships with parents, governors and the community



5 R's

- These are our core principles of independent learning.
- The following words are used across the school to encourage the children to become independent learners.
 - *Responsible
 - *Ready
 - *Resilient
 - *Resourceful
 - *Reflective

Children can be nominated for a 5R certificate which will be given in a whole school assembly by Mrs Norden.

Reception have named dinosaurs which we use in class to promote these values.

I am STICKOSAURUS



I stick at tasks and don't give up.

I am SOLVEOSAURUS REX.

I think how to solve problems.

I am *resourceful*.



I am TRYATOPS.

I try things in different ways.

I try again and again.

I am *resilient*.



I am EXPLOROSAURUS.

I explore everything around me.

I am *ready* to learn.



I am THINKODOCUS.

I think carefully about what I learn.

I am a *reflective* learner.



I am SHAREOLOPHUS.

I share my ideas and resources.

I am *responsible*.





Celebrations

All celebration, in whichever form is deemed appropriate, should be a reward for effort and achievement not used to 'bribe' a child into doing or achieving.

Smilies

Children are given a 'House' colour- blue, green, red, yellow or purple.

Once children have earned 10 smilies on a chart, they achieve a house coloured token. House tokens are displayed in the entrance hall and the house with the most tokens at the end of each term receives extra playtime as a special treat!

Smilies can be given on the achievement of 'something' for which they have had to work such as:

- Outstanding effort
- Showing the 5Rs
- Having a growth mindset.
- Showing courtesy and having polite manners.

Leap into Learning

Leap into Learning certificates can be awarded to any child who has excelled in effort, and or achievement in any aspect of their development showing that they have really 'leapt' into the learning opportunity.



Lunchtimes

Children in reception, year 1 and year 2 are entitled to a free school meal under the Universal Infant Free School Meal scheme.

Children in key stage two can pay for a school meal for £2.30 via MCaS.

Termly menus are sent home for families to see.

As well as hot school meals, we also offer children a school packed lunch consisting of a cheese, ham or tuna sandwich as well as other delicious treats!



Pupil Premium Funding

All children from reception through to year 2 are entitled to a free school meal every day.

Alongside this you can apply for Pupil Premium funding which allows your child to continue receiving free school meals throughout key stage 2 (year 3 onwards).

If you are eligible for Pupil Premium funding ([click here to find out more on our website](#)) then the school receives additional funding that can be used to support your child. This can include financial support for trips, extra curricular activities etc.



P.E curriculum and PE kit

- Twice a week we have a PE session. As a school, we are part of the 'Golden Mile' running initiative.
- All children change into PE kit. This consists of:
 - 1. House colour t-shirt**
 - 2. Shorts**
 - 3. Jogging bottoms**
 - 4. Long sleeved jumper/hoodie**
 - 5. Outdoor trainers (preferably in a plastic bag to prevent other items of clothing getting muddy!)**
- PE kit may be purchased via our school website.

School Uniform



- Children are encouraged to wear black or grey trousers, shorts or skirts with a white or red polo shirt, a red jumper and black shoes.
- All items **MUST** be clearly labelled with first and surname. This includes uniform, book bags, water bottles, coats etc.
- School uniform can be purchased via a link on our school website.

Medical Matters



- Any sickness or diarrhoea **must** be followed by 48 hrs absence.
- Head lice is common! Please check regularly and treat as recommended.
- Any absence requires an email or telephone call to school.
- Only essential medicine should be brought to school e.g medicine that needs to be administered 4 times a day.
- Medicines must be in the original container, clearly named and labelled and can only be administered by completion of a form at the office.
- All medical conditions must be highlighted to school with correct medication provided and monitored.
- If your child becomes unwell at school we will contact you either to discuss this or ask you to collect them. Please ensure your contact details are up to date throughout your child's time at Swavesey Primary School.

Parent Partnerships



You are essential partners in your child's learning journey and we really value your knowledge and input. We encourage parents to be involved as much as possible.

We have many ways of keeping in touch with you including:

- Termly parent consultations in Autumn and Spring
- Ongoing Tapestry observations for children in early years
- Information meetings in the Autumn term
- Regular emails through My Child at School (MCaS)
- Reception weekly newsletter
- Informal discussions (either on the playground or can be arranged via emailing the office)
- School 'Splash' newsletter

We welcome volunteers in class with readers etc please speak to Mrs Norden if you are interested in becoming a parent volunteers.

PTA



- The PTA arrange many events throughout the year which we hope you will enjoy and support.
 - For the events to be successful we need more hands! Many hands make light work! Helping at events might include setting up the events, serving refreshments, helping teachers supervise, facepainting, baking cakes/ selling cakes, filling popcorn bags for our film nights or generally tidying up after an event.
 - We can only run these events if we have help. All the PTA members have commitments and children and cannot always attend all our events. For the fundraising to continue we really do need your help!
- Our PTA have their own Facebook page so please feel free to contact them if you are able to assist in any way.

Thank you!



Please use our school website for further information such as term dates, policies etc.

<https://www.swavesey.cambs.sch.uk/>

Any thoughts, questions or queries can be emailed via office@swavesey.cambs.sch.uk and a member of our team will get back to you.

We look forward to welcoming you to Swavesey Primary School.