Diocese of Norwich Education and Academies Trust

Eden Federation of Church Schools

Hockering Church of England Primary Academy





Eden Federation

HOCKERING CHURCH OF ENGLAND Primary Academy

School Prospectus 2025-2026

Growing Excellence: Nurture….Nourish….Flourish.

Our School Values

Our Aim and Ethos.

Within our Federation we believe in the concept of lifelong learning and that both adults and children learn new things every day. We maintain that learning should be a rewarding and enjoyable experience for everyone; it should be fun. Through our teaching and promotion of the Christian Core Values, we equip children with the skills, knowledge and understanding necessary to be able to make informed choices about the important things in their lives. We believe that appropriate teaching and learning experiences help children to lead happy and rewarding lives.



Aims, Objectives and Ethos

In line with our vision through teaching we aim to:

- deliver life enhancing, nurturing, inspiring, relevant learning experiences which incorporate the National Curriculum; modified where appropriate;
- enable children to become happy, confident, resilient, resourceful, enquiring and independent learners;
- foster children's self-esteem and help them build positive relationships with other people;
- develop children's self-respect and encourage children to respect the ideas, attitudes, values and feelings of others;
- show respect for all cultures and, in doing so, to promote positive attitudes towards other people;
- facilitate considerate and positive relationships between all members of the school community whereby everybody feels valued;
- help children grow into reliable, independent and positive citizens;
- help children through the Christian ethos of the Federation and its links with the church to develop a strong moral code and an understanding of Christian ethics and their relevance to their own lives;
- raise levels of attainment for all pupils, enabling them to achieve their personal best;
- provide a safe and happy place to work;
- promote a thoughtful attitude towards the immediate and wider environment.

About Us

Welcome to Hockering Church of England Primary Academy, a small rural village school with a friendly community atmosphere. In our academy we provide a stable, secure and supportive environment within which everyone feels that their opinions and actions are valued. In this caring atmosphere we are able to cater for the needs of all children, providing exciting learning opportunities which enable them to make good progress and grow in confidence.

Ofsted said in November 2024, Hockering Primary is a 'good' school. (To read the full Ofsted Report go to www.Edenfederation.co.uk or ask for a paper copy at the school office.)



Federation

Hockering Primary is federated with St Peter's, Great Witchingham and Cawston Church of England Primary Academies.

Mrs Newman leads all 4 schools which share one governing body. The federation provides both staff and pupils with exciting new opportunities for teaching and learning.

'Through our commitment to the Christian Core Values we:

Nurture creative, resilient, confident, independent learners who are curious about the world around them.

Nourish learners by providing exciting, inclusive, challenging, spiritually enriching opportunities within a safe learning environment.

Enable learners to **flourish** in to aspirational courageous advocates for change in a local and global context.' (Federation Vision)

Diocese of Norwich Education and Academies Trust

On 1st March 2016 the Federation converted to academy status under the Diocese of Norwich Education and Academies Trust (DNEAT). www.dneat.org

Hockering as a Church of England Academy

School

In addition to being a village academy, Hockering has a distinctive character, which makes the school a place of Christian love and care where all are welcomed and included.



Church

We have strong links with the local church. The children visit the church to celebrate the major Christian festivals, and the priest in-charge regularly visits the school and leads collective worship.





Religious Education and Collective Worship

The children are taught religious education according to The Norfolk Agreed Syllabus. The children learn about festivals, Bible stories and the key features of Christian worship and the other main world faiths. An act of collective worship is held in school every day led by staff or visitors from mixed denominations and faiths.

Parents have the right to withdraw their child from all or part of the religious education and collective worship provided. Please contact the Headteacher if you wish to discuss this further.

We aim to show respect for all cultures and in doing so, to promote positive attitudes towards other people. Also to help children, through the Christian ethos of the Federation and its links with the church, to develop a strong moral code and an understanding of Christian ethics and their relevance to their lives.

Our Creative Curriculum

Teachers at Hockering work hard to make learning irresistible! We are mindful of the need to cover all aspects of the National Curriculum, and follow a topic-based enriching curriculum that provides our children with a greater awareness of local, national and global issues. We have adopted the 'Dimensions Curriculum Learning Means The World' which is a highly relevant primary curriculum based around 4 core world issues: Conservation, Communication, Conflict and Culture.

Teachers think of different creative ways to deliver the curriculum making learning more meaningful and enjoyable for all children.



Some of the activities which support learning in the classroom include:

- Themed days
- Visits to museums and art galleries
- Specialist visitors in school
- Drama and role play
- Use of the outdoor environment
- Residential study trips (KS2)
- Taking part in the Dance Show at the Open Venue
- Joint specialist events with our Cluster Schools
- Specialist sports coaching
- Brain Academy Maths
- Cathedral Outreach Project

We aim to deliver life enhancing, nurturing, inspiring, relevant learning experiences which incorporate the National Curriculum modified where appropriate, and to raise levels of attainment for all pupils, enabling them to achieve their personal best.

Special Educational Needs and Disabilities (SEND)

Hockering is an inclusive school where staff support and plan for children with special educational needs as part of their normal classroom practice. The school is supported by a team of professionals who offer help and advice to both teachers and parents, occasionally working with individual children.

Some children may require additional support to address their individual needs. Parents are consulted and kept informed about this by the school and advised on how to help their child at home.

The SEND Governor works closely with the school SEND co-ordinator to monitor the implementation of the SEND policy.

Homework

We set a variety of homework activities to support work in class. The amount increases throughout the school. More details are given at the initial parent / teacher meetings at the beginning of each year.

We aim to provide a safe and happy place to work, develop children's self respect and encourage children to respect the ideas, attitudes, values and feelings of others.

Behaviour

At Hockering School children are expected to be reasonable and polite. They are encouraged to be caring, sensitive and co-operative with each other and to care for their surroundings. These expectations are constantly reinforced through class discussion and by the way in which all adults in school interact with each other and the children.

During their time at Hockering, the children are encouraged to become responsible and selfdisciplined, and are supported in solving their own problems by discussion and negotiation.

If there is a serious or recurring problem with an individual, we will discuss it with the child's parents or carers. In very exceptional cases, persistent disruptive behaviour which prevents other children from learning or endangers any child's safety, may lead to exclusion.

Incidents of bullying are rare, but are taken very seriously, and are dealt with according to our school policy which is displayed near the school office.

We aim to create an atmosphere which recognises the equal status of children regardless of gender, age, appearance, disability, religion, sexual orientation or ethnicity. The school will not tolerate prejudice, be it spoken or in any other form. Any racial prejudice will be reported to Children's Services and if necessary to the police. Our Single Equality Scheme supports this.

Rewards and celebration assemblies

At Hockering learning achievements are recognised weekly in our Thursday morning Collective Worship.



Working with Parents

We encourage parents to be involved with the life of the academy and the education of the children.

Some of the ways parents can help:

- Hearing children read
- Helping in lessons such as Art or ICT
- Running and helping with after school clubs
- Taking part in school trips

If you have time to help we would be pleased to hear from you.
All helpers in school are asked to complete a police check.

Parents are also offered opportunities to consult with the class teacher and find out what the children have been doing in the following ways:

- Introductory meeting with the class teacher at the beginning of each year
- Individual parent consultations in Autumn and Spring Terms
- Open mornings / afternoons
- Annual written report
- Special assemblies, class assemblies and school productions
- Maths and reading 'cafés'
- Curriculum details for each class are also shared via the website www.Edenfederation.co.uk

We aim to facilitate considerate and positive relationships between all members of the school community whereby everybody feels valued. Also, to help children grow into reliable, independent and positive citizens and promote a thoughtful attitude towards the immediate and wider environment.

Healthy Eating

- All children receive a free piece of fruit to eat every day at morning break.
- All children are encouraged to drink water throughout the day. This can be kept in a plastic bottle in the classroom.

Keeping Fit

- Children are encouraged to walk or cycle to school. Cycling proficiency and pedestrian training are offered to all pupils.
- A variety of sporting opportunities are offered to the children both during school time and after school. The older children are also encouraged to participate in matches with other schools in sports such as Kwik Cricket, Football, Netball, Tag Rugby and Athletics.

- The school is part of the local Sports Partnership which gives opportunities for the pupils to learn new skills with visiting experts and take part in competitions with other schools.



Emotional Health and Well-being

- Children are encouraged to talk through any problems with adults in school in an atmosphere of understanding and respect.
- There is a strict anti-bullying policy

Personal, Social and Health Education

- A programme of personal, social and health education is taught throughout the school based on common themes which are reinforced in collective worship.

- We are currently working to fulfil the statutory guidance for RSE (Relationships & Sex Education) for all children from Reception to Year 6.

Making a positive contribution

At Hockering we encourage the children to be positive members of the wider community by:

- Contributing to the village magazines
- Performing at Community events
- Working with other schools in Norfolk
- Taking part in events organised by the local authority and the trust to promote the academy



Come and see us!

Call the school office on 01603 880310 to arrange a visit!

General Information

School Uniform

We encourage children to wear clothing which is both practical and appropriate for everyday wear.
We have a school uniform which we feel promotes a sense of belonging to the school. This consists of:

- A blue sweatshirt or cardigan with the school logo
- White or blue shirt/polo shirt
- Blue check dress for summer
- Grey trousers / skirt / pinafore
- Flat black shoes
- A blue fleece with the school logo

P.E. Kit (indoor)

- Navy polo shirt
- Navy shorts

P.E. Kit (outdoor)

- Navy T-shirt or polo shirt
- Navy shorts
- Navy Jogging trousers and a warm top for winter
- Trainers

Buying Uniform

Uniform can be purchased direct online from either Birds of Dereham www.schoolwearuk.com. However if you do not have access to the internet, you can call in to Birds of Dereham's shop at Unit D, 13 Yaxham Road, Dereham, NR19 1HB.

It is important that all clothes that children wear or bring into school are clearly named. At the end of each term any unclaimed items are displayed for parents to check before being recycled.

Jewellery

Only small studs and / or a watch may be worn in school. Please note that all jewellery must be removed for P.E and swimming.

Hair Styles

In line with our cluster High School, there should be no extremes of hair colour or styles of hair - including dip dye. Hair must be of natural colour. Students may have grade hair, but may not have patterns designed in.

Swimming

At some stage all our children will have the opportunity to have swimming lessons. They will need:

- A one piece costume or swimming trunks (not Bermuda shorts)
- A towel
- A swimming hat

PLEASE ENSURE THAT ALL ITEMS OF CLOTHING ARE CLEARLY NAMED.

Communication

Communication with parents, ie Newsletters, Trip Letters, Permission Slips, etc will be sent out via our online communication system through the MyEd App. Parents will need to download the app on their mobile phone (further details available from the school office). This is also our method of communicating messages, ie reminders of events, cancelled clubs, etc.

There is also a facility within the app to pay for school lunches, trips, etc and reporting absences can be sent via the system as well.

School Meals

School meals cost £2.80 a day and are provided by Aspens. Menus are devised in accordance with government guidelines and are available from the school office. Meals will need to be paid for in advance via the MyEd App previously mentioned.

If your child is to have a packed lunch it should be brought in a **named** plastic container/lunch bag.

Free school meals

If you think your child is eligible for free school meals, please ask at the office for an application form. All children in Years R, 1 & 2 are entitled to a free school meal.

Attendance

The school gates are opened between 8.35am and 8.45am. Please do not arrive before this time as you will not be able to enter the site.

Holidays during Term Time

Regular school attendance and parent's legal responsibilities

At Hockering Primary Academy our aim is to collaborate with parents to ensure that all our pupils receive the most from their education and reach their future potential.
This guidance is to remind all parents about the law that requires them to ensure that their child attends school regularly. The Government is clear that no child should miss school apart from in exceptional circumstances and schools must take steps to reduce absence to support children's attainment.

Please consider very carefully before requesting permission to take your child out of school during term time.

The important legal information – New from August 19th, 2024

The Government have introduced a single national threshold for when a penalty notice must be considered by all schools in England. This threshold is **10 sessions (usually equivalent to 5 school days) of unauthorised absence within a rolling 10 school week period**. These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence. The period of 10 school weeks can span different terms or school years.

In line with national guidance, the Local Authority (LA) retains the discretion to issue a penalty notice before the threshold is met. This might apply for example, where parents have taken several term time holidays below the national threshold. The LA also retains the discretion to consider going straight to prosecution where appropriate.

A maximum of 2 penalty notices per parent, per child can be issued within a rolling 3-year period. This period will start from the issue of the 1st penalty notice. The national framework also sets out the escalation process which applies to such penalty notices. If the national threshold is met for a third time (or subsequent times) within 3 years, another tool should be used. In Norfolk, where a pupil's attendance has met the national threshold for a third time within 3 years and the parent/s have already been issued with 2 penalty notices within that period, consideration will be given to prosecution under section 444 of the Education Act 1996, which can result in a criminal conviction and fine of up to £2,500.

A parent includes any person who is not a natural parent but who has parental responsibility for the child **or** who has care of the child, as set out in section 576 of the Education Act 1996. Penalty notices will usually be issued to the parent/s with day-to-day responsibility for the child's attendance or the parent/s who have allowed the absence (regardless of which parent has applied for a leave of absence).
The first penalty notice issued to a parent for a child will be charged at £160 to be paid within 28 days. This will be reduced to £80 if paid within 21 days. Where it is deemed appropriate to issue a second penalty notice, the second penalty notice to the same parent for the same child within 3 years of the first offence, is charged at a flat rate of

£160 and is payable within 28 days. **There is no reduced sum available in this instance**.

Part payments or payment plans are not acceptable, and fines must be paid in full within 21 or 28 days, at the rate specified within the penalty notice. There is no right of appeal against a penalty notice.

Working together to improve school attendance advises all schools that they should only grant a leave of absence during term time in exceptional circumstances, considering each request on a case-by-case basis. If a leave of absence is granted, it is for the headteacher to determine the length of time the pupil can be away from school. Although we recognise the value and benefits of family holidays, it is unlikely a leave of absence will be granted for a family holiday as the Government 'does not consider a need or desire for a holiday or other absence for the purpose of leisure and recreation to be an exceptional circumstance.'

The head teacher can authorise absence during term time but only in advance and in exceptional circumstances.

Further information can be found at: https://www.gov.uk/school-attendance-absence

If there is no alternative, an application form (available from the office) must be completed in every case.

Absence

It is important that parents notify the school with a reason for absence as soon as possible. If the school is not notified then the absence will be recorded as **unauthorised**. A telephone call, short note or verbal message to the teacher **by the parent** will be sufficient.

Parking

Please be considerate to neighbours of the school and avoid parking across their driveways, even for a short time.

Mobile Phones

Children **SHOULD NOT** bring mobile phones to school. If for a special reason it is necessary for a child to bring a phone to school it **must** be handed into the office.





Appendices:

1. **Admissions**
2. **Child Protection and Health**
3. **Charging Policy**
4. **Full list of staff and governors**

Appendix 1
Admissions

To read the full policy please visit our website www.Edenfederation.co.uk

Appendix 2
Child Protection and Health

This school is committed to safeguarding and promoting the health and welfare of all pupils as stated in our Child Protection Policy. We are required by law to follow procedures laid down by the Local Safeguarding Children's Board (LSCB), if we see signs, which suggest that one of our children has been a victim of abuse. Use of the procedures in this way is an obligation placed on the school by legislation and in no way infers that any parent/carer is being accused of wrongdoing. Our Safeguarding Policy is displayed in school and a copy is available on request.

Because of the daily contact with children, school staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents should be aware, therefore, that where it appears to a member of the school staff that a child may have been abused, the school is required as part of the Norfolk Area Child Protection Procedures to report the concern immediately. Staff receive appropriate training to enable the school to maintain a safe culture for the children. Great Witchingham is also part of Operation Encompass which enables police to liaise with school on matters of domestic violence.

The school has reviewed its procedures and follows the new guidelines for Safer Recruitment to ensure that all employees understand this commitment. This school complies with the safeguarding of children in relation to safe recruitment and follows the recommendations from Children's Services. On every appointment committee at least one member will have completed the National Safer Recruitment training. All successful applicants are required to undertake a DBS (Disclosure and Barring Service) check.

The school welcomes volunteers to work with the children. Any regular volunteers have to complete a DBS check to ensure the safety of the children. This is a requirement, even when the person is well known to the school.

Please see that your children are in good health before bringing them to school in the morning. If they have been sick in the night or prior to arriving at school please keep them at home for 48 hours since the last bout of sickness/diarrhoea.

If your child needs to take **medication that has been prescribed by a doctor**, during the school day, would you please fill in the appropriate form available from the School Secretary. Hand the medicine, clearly labelled with contents, **the child's name** and the dosage or other instructions, to your child's teacher. Please inform the school about any medical condition your child may have. Children should be responsible for their own inhaler.

Please inform us if you have any concerns about your child or if there are any problems in the family. You can be assured of confidentiality and we will do our best to help your child through any difficult times.

We can seek advice from the school nurse on matters of children's health and welfare.

Appendix 3
Charging Policy

The Governing Body has adopted DNEAT's charging policy. Charges may be made for:

- Music tuition: individual or small group lessons with members of the County Music Service.
- Ingredients and materials for Art or Design and Technology
- Certain Residential and Non-Residential activities.
- Public examinations (e.g. Royal School of Music).

Remission of charges

Only parents who are in receipt of Income Support, Working Families' Credit, Disabled Person's Tax Credit or Income Based Job Seekers Allowance are eligible for remission of charges for activities which take place wholly or partly in school hours.
Parents who have difficulty meeting any charges should discuss the matter in confidence with the Headteacher.

Voluntary Contributions

Parents may be asked to make a voluntary contribution towards additional activities e.g. educational visits, performances by visiting artists.

Refunds

A full refund is given for any child who does not take part in the educational visit, previously paid for, subject to the reduction of any non-refundable deposit.

Any unspent money is shared equally between those parents who have contributed.

Appendix 4

School Staff

Executive Headteacher	Mrs Rebecca Newman
Executive Deputy Headteacher	Mrs Georgina Mace
Head of School	Mrs Roisin Hill

SENDCo	Mr Sean Duffy
Mrs Roisin Hill	Pioneer Class Teacher (Key Stage 2)
Miss Megan Haselton	Pioneer Class Teacher (Key Stage2)
Mrs Louise Field	Discoverers Class Teacher (Key Stage 1)
Mrs Sharon Coupland	Teaching Assistant (PE Lead) / MSA
Mrs Sally Lane	Teaching Assistant / MSA
Mrs Natasha Kerridge	Teaching Assistant / MSA
Mrs Amanda Shaw	School Secretary
Mrs Kaylee Wootton	Caretaker

Eden Federation of Church School Academies Trust Appointed Governors

Mrs Mandy Cameron-Heffer (Chair)
Mrs Rebecca Newman
Mrs Deborah Boldero
Mr Alan Fairchild
Ms Grace Macdonald
Dr Victoria Hurst
Mrs Virginia Stevens
Mrs Elizabeth Plater
Rev Andrew Whitehead
Ms Sharon Brett
Mrs Fiona Flavell