



Little Gaddesden C. of E. Primary School

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Headteacher: Lorna Elkes

PROSPECTUS

Together in Community

Built on our Christian values, rooted in the parable of the Good Samaritan

Dear Parents,

This prospectus is intended to let you know more about the life and work of Little Gaddesden Primary School, a Church of England Voluntary Aided school. Additional information can be found on the school's website, and I shall be very happy to answer any questions you may have.

We do our best to provide a supportive and caring environment for all our children, by providing a wide range of balanced learning opportunities and by helping them all grow into independent and responsible people.

We also believe that we can only achieve the best for your child by close co-operation between home and school. There will be many opportunities for you to get involved in your child's education and we are always willing to talk to you about any aspect of your child's development.

We have a school [Supplementary Information Form](#) that we ask to be completed for children starting school in the Reception class. If you are looking for an in-year place or your child is as yet too young to apply for a place in Reception, please contact the school office for more information. (Admin@littlegaddesden.herts.sch.uk).

Although this prospectus is only an introduction to Little Gaddesden School, we hope that it gives you a realistic impression. However, the best way to judge the school is to see us in action. Please contact us for an appointment to meet me and to tour the school.

Finally, I hope that we shall be able to work with you and your child to make the first years of school successful and enjoyable.

Yours sincerely,

Lorna Elkes
Headteacher



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OUR SCHOOL AND COMMUNITY

We are a Church of England village school, founded in 1854. Originally based in a back room at the nearby Bridgewater Arms, the school moved to its current site in 1858. Since then our buildings have grown considerably, integrating modern technology with the school's Victorian roots and providing learning for about 100 children aged between four and eleven. As a voluntary aided school, linked to the Diocese of St Albans, our popularity is based on our Christian values and our rural location.

The village of Little Gaddesden lies adjacent to the National Trust's Ashridge Estate, with some 5,000 acres of open downland and woods, close to Ivinghoe Beacon, in an area of great natural beauty. Ashridge Park belonged to the Bridgewater family and many village houses were built in the nineteenth century by Lady Marion Alford. The present Ashridge House, rebuilt in 1814, now houses an International Business School.

The School has a close association with the parish church, which is dedicated to St Peter & St Paul. The village hall, next to the school, is the venue for many clubs and activities, including the Pre-School. Opposite is the sports field, used by the school and by village sports teams. There is a village shop, with a post office, and a lively pub, the Bridgewater Arms.

Several interesting characters have been closely associated with the school. Florence Wright was a pupil for eight years, and subsequently taught at the school for 46 years, from 1891 to 1937. Vicars Bell, headmaster between 1929 and 1963, was also a well-known author and lecturer. Among his books are two volumes about Little Gaddesden, an account of his career as a village schoolmaster and several detective novels.

AIMS OF THE SCHOOL

Within a Christian ethos, Little Gaddesden School aims:-

- to provide a happy, supportive and caring environment, in which children can learn with a sense of purpose, enjoyment and self-fulfilment;
- to enable all our children to achieve their full potential through a broad, balanced and interesting curriculum, meeting the requirements of the Foundation Stage and National Curriculum;
- to enable them to gain the personal skills necessary to live as independent, self-motivated and caring individuals;
- to provide an attractive, safe and stimulating environment;
- to encourage members of the school community to take a personal pride in themselves, their work, their achievements and their school, and to value and respect all cultures;
- to promote good standards of behaviour and self-discipline, and to encourage pupils to take responsibility for themselves and the school environment;
- to develop the successful working relationship between staff, governors and parents, to ensure that high academic and social standards are achieved and maintained;
- to encourage the children to feel part of, and to contribute to, the life of the village community.



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OFSTED REPORT

Our most recent **Ofsted inspection** was in October 2024. The report is available at:

<http://www.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/117443>

USEFUL INFORMATION

Age range 4-11, taught in four classes. Total on roll = up to 105 pupils

The School Day: 8.50am to 12.00 noon & 1.00pm to 3.20pm. School lunch is available, cooked on the premises.

Access to the playground is from 8:40am. Children can come into school from 8:45am. Registers are taken at 8.50 am. School ends at 3:20pm.

Children arriving after 8:50am will need to come into school via the front door where they will be met by a member of staff. A parent/carer must sign them in providing a reason for their lateness.

For pupils arriving after 9:20am we are required to mark them as being on site – ‘U’, but this will not count as a present mark and it will mean that they have an unauthorised absence.

Progress reports: Written reports are issued annually, during the summer term, and parents’ consultations are arranged during autumn and spring terms.

Dress code: (summary): A school yellow polo shirt with either a school green cardigan or a school green sweatshirt; grey or black skirt/trousers; black shoes. Full details for school uniform, including details of PE kit, is included on the [website](#).

Absences: If your child is unable to attend school, please notify the office by 9:20 am each day that your child is absent via 01442 842464 or admin@littlegaddesden.herts.sch.uk. Where possible, we ask that routine dental and medical appointments are not made during the school day.

In line with Department for Education guidelines we do not expect holidays to be taken during term time. Any such absence would normally be recorded as unauthorised absence. (Exceptional circumstances should be discussed with the Headteacher) There are recent changes to the law regarding unauthorised absence and [penalty notices](#). The school receives visits from the School Attendance Officer who monitors pupil absence numbers on a regular basis.

Safeguarding & Child Protection: Little Gaddesden School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

School clubs: A wide range of activities – both sporting and non-sporting – are available before and after school at different times of year, including chess, drama, running, French, football, dance.

Wraparound after-school care: From September 2024, CASCADE KIDS will be providing



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after-school extended provision. Children will be able to attend either from the end of school or after one of our after-school clubs. Snacks and light tea will be provided, followed by a range of activities. [BOOK HERE](#)

School Choir: We have a very successful school choir, who enjoy performing. They have been regular performers at the Tring Christmas fayre as well as our local care home.

Charges to parents: Music tuition, school photographs, residential trips, plus voluntary contributions for educational visits, swimming lessons, certain educational items and visiting theatre groups and musicians.

Admissions: *(The current Admissions Policy can be found on the school website.)*

All admissions are coordinated by Hertfordshire County Council. Further information about this application procedure is available from the admissions page of the Council's website via www.hertfordshire.gov.uk. We ask that you also complete the school's Supplementary Information Form and return it to the school office either in paper form or email via admin@littlegaddesden.herts.sch.uk

The school's Governing Body is keen to offer a school place to all children who live in Little Gaddesden village, and we are happy to accept other children when there are places available in line with the criteria set out in the school's published Admissions Policy. Parents considering applying for a place at Little Gaddesden School are encouraged to contact the school to make an appointment to visit. Children due to join the Reception class in September will spend some time at school during the previous term.

Secondary transfers: Most children move on at the age of 11 to secondary schools in Berkhamsted, Tring or Hemel Hempstead depending on their home address.

THE SCHOOL CURRICULUM

Our approach to the National Curriculum hinges on our belief that all children are entitled to the widest possible range of learning experiences in practical, academic, social and spiritual spheres. Our broad curriculum is balanced with the need to provide regular and continuous practice in basic skills. It is also organised to help develop a child's autonomy, foster curiosity and provide enjoyment and interest.

The 1988 Education Act requires that every maintained school should make provision for **Religious Education** for all pupils, and for a curriculum consisting of three core subjects: **Maths, Science** and **English**, plus the following foundation subjects: **Art, Geography, History, Music, Physical Education, Computing, Design & Technology** and **PSHE** (Personal, Social & Health Education).

Religious Education and Worship:



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The Religious Education curriculum follows the teachings of the Church of England. We aim to set positive standards of behaviour and morality, based on Christian ideals, rather than merely accepting or reflecting existing social or moral standards. In addition to detailed study of Christianity, our children look at four other major religious beliefs, with comparative work on cultural diversity.

Parents have the legal right to withdraw their children from Religious Education. In this event, details for alternative provision would be discussed with the Headteacher.

Collective Worship

Our daily act of Collective Worship, designed to develop Christian knowledge and spirituality, is central to the life of our school. The whole school regularly attends special services in the Parish Church, at which parents and villagers are welcome.

Parents have the legal right to withdraw their children from the act of Collective Worship.

Mathematics

The National Curriculum details the expectations for each year group with progression throughout the school. Mathematical skills are promoted through multiplication tables, mental arithmetic, practical activities, specific investigations and project work.

English

Our English curriculum offers many opportunities for communication through talking, listening, reading and writing. Spelling, punctuation, grammar and good handwriting are important elements in the children's work. Children in Key Stage 1 have a daily session of phonics using the 'SoundsWrite' Systematic Synthetic Phonics programme delivered by trained staff. Each classroom has a fiction library, and the school has a well-stocked reference library.

Science

Science teaching follows National Curriculum requirements, covering topics which encourage children to ask questions of the world in which they live.

Sex and Drugs Education are taught throughout the school at an appropriate level, with more specific lessons in Class 4.

History and Geography

These subjects are taught according to National Curriculum requirements through a topic-based approach. Visits to places of interest are arranged to complement work done in these lessons.

Modern Foreign Languages (MFL)



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MFL are taught as a regular timetabled subject in Key Stage 2 where pupils have in recent years had the opportunity to develop basic knowledge of Spanish and French. Younger pupils can attend a weekly French club run by an external provider (at additional cost to parents).

Music

Within music lessons, children participate in singing and curriculum music learning including listening to and appraising different music genres. They have the opportunity to create and compose music. We enjoy visits by professional musicians and the school choir participates in various local events, often with other schools.

Violin, flute, drums, piano, guitar, recorder and singing lessons can be arranged with visiting teachers (whose tuition fees are payable by parents). It may be possible to arrange tuition with other instruments.



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Art

Our overall aims are to develop in our children a lasting satisfaction in their own creative abilities, to foster observational skills and to develop manipulative skills through handling a range of tools and materials.

Design & Technology

We follow the National Curriculum requirements closely, including projects involving design and construction. Children are encouraged to use creative thinking and designs with a practical purpose. All children participate in Food Technology, designing and making food for a range of occasions.

Computing

We focus on developing digital literacy with our pupils and a strong emphasis on responsible and safe use of technology. As a Google school, pupils have access to chromebooks using resources such as Purple Mash and Google Education Fundamentals as part of their learning.

PSHE

We aim to promote the Personal, Social & Health Education of every pupil. It is vitally important for us that all our children are adequately prepared for the future. We make use of resources from the PSHE Association to help children understand the importance of good physical and mental health. Relationship Education focuses on positive healthy relationships and establishing personal space and boundaries at an age appropriate level.

Physical Education

We greatly value our children's participation in school sports. There is an outdoor tarmacked area and a large indoor hall. We have the use of the village sports field, directly opposite the school, which we can also use for football matches against local schools. We enjoy participating in athletics events, at both inter-village and district levels. Children in Year 3 and Year 4 go swimming for a term each year.

RESIDENTIAL VISITS

Class 4 pupils attend two residential visits over a two year period, during the second half of the summer term. In alternate years, there is a five day visit to the Isle of Wight for historical, geographic and environmental study, and a three day visit to an activities centre, for outdoor and adventure pursuits as part of the PE curriculum. The children are usually accompanied on these visits by the Headteacher, their class teacher and one other member of staff. Parents are asked to pay for these visits, although costs are kept as low as possible.



SPECIAL EDUCATIONAL NEEDS

The staff and governors are committed to providing the highest levels of achievement for every child admitted to the school. The teachers have high expectations of every child and will accentuate the positive in behaviour, work and attitude. They recognise that learning is most successful when it takes place in a happy, sensitive and secure environment. They will encourage every pupil to show concern for others and to value each others' contributions.

The implementation of our aims, and our approach to supporting children's learning, is included in our Special Educational Needs Policy document. Further details are available on the [SEND](#) area of the school website.

Admission for a child with Special Needs is, as for all children, in line with the governors' Admissions Policy. A meeting would be held with all concerned if a child with an EHC Plan were to attend school, so that appropriate provision could be made. The following paragraphs outline the facilities we have in the school for Special Needs children.

Staff Support for Children with Special Educational Needs:

Special Educational Needs Co-ordinator (SENDCo).

Special Facilities:

- ~ wheelchair ramp at main entrances
- ~ toilet with wheelchair access
- ~ higher and lower handrails on staircases
- ~ enlarging photocopier
- ~ carpeted classrooms to enhance audibility

Other Agencies:

Any SEND concerns are raised at weekly staff meetings and when necessary the school SENDCo. The school nurses visit the school for hearing and sight tests when children start in our Reception Class. Issues are also discussed with the SEND link governor. Specialist support and advice is sought if needed and referrals to specific agencies is made if required. This may include speech therapy, Pupils or family support services, CAMHS.

PASTORAL CARE

Links with the Church

The school holds Harvest, Christmas and Easter Services at the church. In addition, a Year 6 Leavers' service takes place at the end of the Summer Term. All these services are well supported by parents and friends.



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Support for Children

The school works in partnership with parents to support children in every way possible. However, the Children Act 2004 places a clear responsibility on schools to ensure that they work together with other agencies to safeguard and promote the welfare of all children. As a result, if concerns are raised within the School, or if a child or parent reports a situation involving possible abuse, we would not be able to guarantee confidentiality. The situation would have to be referred to Social Services, in line with Government and Hertfordshire policy.

Health and Welfare

The school nurses services checks hearing, eyesight, height and weight at selected stages. The school nurses service can offer support if you have any concerns regarding your child's health and welfare.

If you suspect that your child may be suffering from an infectious disease, such as chicken pox, your G.P. will be able to advise you on the length of time he or she should remain absent from school.

If children are sick, we request that they are kept away from school for a full 48 hours.



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