Prospectus

The CARE Federation

WOODLAND VIEW JUNIOR SCHOOL





AWAKENING TALENTS
DEVELOPING STRENGTHS

01603 898 292

www.woodlandview.norfolk.sch.uk/

officewv@carefed.org.uk

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The Vision and Values of The Care Federation

Our **community** supports our children to accept new challenges and be resilient in the face of adversity; to have humour, a willingness to laugh, and be graceful in difficult situations. We will open doors to opportunity and eyes to possibility – unlocking curious minds with knowledge that will allow our children to achieve **excellence** and realise their ambitions. We proudly insist upon **respect** for all as we walk with every child to seize their best **adventure**.

We do this because we **CARE**.



Dear Families,

We are delighted to welcome you all to Woodland View Junior School. We hope that the time your child spends at our school is a happy and rewarding one.

At Woodland View Junior School, we work together to awaken the talents and develop the strengths of every child. This is a school to be proud of, where every member of the school community plays their part in making a positive difference to our children.

The school's vision is built on our values which can be found at the front of this prospectus. These are central to our work in school and underpin our curriculum.

Our school is welcoming and vibrant, with extensive grounds and resources to facilitate excellent learning. As well as calm, organised classrooms, we boast a dedicated music and drama room, art room, library, and break out learning spaces both indoors and outdoors.

Our curriculum is strong and delivered by teachers with the highest expectations for progress; they take the time to really understand and care for every child. Our children demonstrate their success in so many ways: as their independence grows they take on responsibilities, participate in a wide range of events, and are always excellent ambassadors for their own learning as well as for our school.

Our school community offers you much more than just a school for your child. We are a community that aims high! Throughout your child's individual journey, we will work with you, valuing hard work and perseverance whilst instilling a joy for learning and ensuring they are ready for their next stage in education.

The relationships we have with you as parents and carers are very important to us. We believe that children make the best progress when there is an open and honest relationship between home and school. We will keep you regularly updated of your child's work in school and their progress. Our colleagues are always happy to talk to you about your child's progress or any questions you may have.

We hope you find the information contained in this prospectus useful and answers any questions you may have. If you would like to know anything else please, do not hesitate to contact the school.
We look forward to welcoming you.



Yours sincerely,
Ms H. Jordan
Executive Headteacher

Meet our Team:



Executive Headteacher:
Ms Heidi Jordan



Head of School:
Mrs Heallen Payne



SENDCo:
Mrs Victoria Marshall



Parental Support Advisor:
Mrs Juliette Kidd

Business Manager:
Mrs Michelle Smith

School Finance Officer:
Miss Fran Baker

Administration Officer:
Mrs Stephanie Drane

Midday Supervisory Assistant:
Miss Sharon Evans

Catering Team:
Miss Ivana Iorio

Caretaker:
Mr Andi Browne

Key Holder:
Mr Kevin Pearce

Cleaning Team:
Miss Sharon Evans
Mrs Donna Gilbert

Meet our Teaching Team:

Teachers:

Mrs Kate Heley
Miss Alice Redgrave
Mr Sam White
Ms Charlotte Watson
Mrs Rachel Whiles



Higher Level Teaching Assistants:

Mrs Juliette Kidd
Mrs Rhiannon Wassell

Teaching Assistants:

Mrs Sarah Wilson
Mrs Julie Rust
Mrs Karen Peters
Mrs Carol Hardiman
Mrs Lisa Boulter
Ms Karen O'Connor
Ms Courtney Perry

Meet our Federation Governors:

Chair of Governors:

Ms Jo Thompson



Co-opted Governors:

Ms Martyne Ellisons

Mrs June Sewell

Mr Kyle Radcliffe

Staff Governor:

Mrs Abbie Beaumont

Associate Governors:

Mrs Claire Munday

Mrs Felicity Jackson

Miss Nicola Owen

Mrs Heallen Payne

Parent Governor:

Mrs Nichola Threadgold

Mrs Phoebe Casson-Lavendar

Our full Governing Body meets twice a term and is responsible for decisions regarding the general running of the school, the curriculum, finance, recruitment, maintenance of buildings, and reviewing policies.

If you wish to contact a school governor, please email officewv@carefed.org.uk

Day-to-day organisation: Admissions

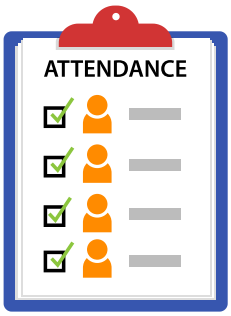
Woodland View Junior School is a Local Authority school for pupils aged 7 to 11 years old. The arrangement of classes varies from year to year depending on numbers; sometimes mixed year group classes are necessary, this can vary from one year to the next.

All of our admissions are managed by Norfolk County Council's admissions team. To learn more please visit: https://www.norfolk.gov.uk/norfolkjunioradmissions

OFSTED

OFSTED: Our school was last inspected in October 2024 and maintained a 'Good' rating. A copy of the inspection report can be found under the 'Key Information' section of our school website: https://www.woodlandview.norfolk.sch.uk/key-information/ofsted/

Attendance



The school can only authorise an absence for ill health and exceptional circumstances. If your child is absent from school, you must phone us on the first day of absence, before 9.05am. There is an answer machine available to leave a message outside office hours. If we have not received a message by 9.30am we will phone you to find out why your child is not in school.

We can not authorise a leave of absence for term time holiday, The exceptional circumstances we are able to authorise can be viewed on our website: https://www.woodlandview.norfolk.sch.uk/our-school/attendance/ Please familiarise yourself with the government guidance regarding penalty notices.



If plans change for collecting your child at the end of the day please phone the office on **01603 898292** to let us know who will be collecting your child.

Day-to-day organisation

Our School Day

Pupils must arrive at school between 8:35am and 8.40am. A teacher will be on the gate to greet you as you arrive. We encourage you to join in with our daily morning walk as we wait for school to begin.

08:30 – 08:40	Gates open
08:40	Registration
8:50	Lesson Time
10:30 - 10:45	Morning Break
10:45 - 12:05	Lesson Time
12:05 - 12:55	Lunch Time
12:55 - 15:10	Lesson Time
15:10	End of the day

Good to know...



We are a **NUT FREE** school.



Water is always available. Children should bring a named water bottle to have in the classroom. Children may bring juice to be enjoyed at lunchtime.



Children may bring a healthy snack to school, in a clearly named container, to eat at break time.



For lunch we offer a wide range of hot meals, or children can bring their own packed lunch from home. We encourage healthy eating at school and request that no sweets, nuts or fizzy drinks are included in packed lunches. The school dinner menu can be found on our school website. Lunches are ordered via SchoolMoney a week in advance, all orders must be placed by 12 noon on a Friday

Medical Information and Procedures



All colleagues receive regular First Aid training. Should you wish to discuss our medical procedures, please contact the school office on 01603 898292.

Office Hours:



Our office is open from 8.30am to 3.30pm each day. Outside of these times an answer machine is in operation. Please leave a message and a member of our team will call you back as soon as possible.

Keeping up to date!

There are many ways you can stay up to date with your child's school journey, such as:

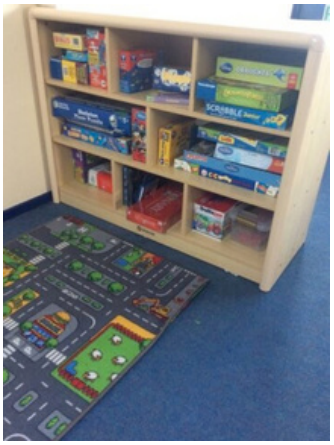
- Saying hello on the school gate.
- Join our morning walks before school and talk with the teachers.
- Join Pupil progress meetings with the class teacher three times a year.
- Newsletters and weekly bulletins.
- Open Evenings.
- Curriculum workshops.
- School Events e.g. plays, assemblies, sports days.
- End of year written reports.



Before and After School Care



We offer before and after school care from 7.00am until 6.00pm based in our 'ARC'. The morning sessions cost £7 and the afternoon sessions cost £9. Food and activities are included! Places must be booked in advance. You can find out more about this service on our website: https://www.woodlandview.norfolk.sch.uk/before-after-school-care/



Volunteers:

We value voluntary help in school for trips, to listen to readers, with clubs, or to help at special events. In order to volunteer in school you will need to complete an online disclosure form and be checked by the Disclosure and Barring Service (DBS). If you would like to help in school, please arrange a time with the school office to find out more and complete the necessary checks.



School Uniform

Our uniform is available online from Birds of Dereham. www.birdsofdereham.com Uniform ordered on the website can be delivered to school free of charge (use code SPIXWORTH19) or delivered to your home for a small fee.

All items can also be easily sourced from any retailer, plain blue jumpers can be worn instead of ones with a logo.



We have a pre-loved uniform shop where all items are 50p.

Uniform	**Plain grey or black trousers, shorts, or skirt**
	Plain white polo shirt, or collar blouse, or shirt
	Navy round neck sweatshirt or cardigan with the federation logo
	Flat black shoes (Not boots or trainers)
Optional uniform	Blue checked gingham dresses can be worn in the summer term only.
PE Kit	Light blue round neck t-shirt (either plain or with the federation logo on)
	Black or navy sports shorts - not cycling shorts
	Black or navy jogging bottoms
	Navy quarter zip fleece with the federation logo. (Children may wear their school sweatshirt/cardigan)

Children may wear one pair of stud earrings and/or a watch. Earrings must be taped for PE lessons. No other jewellery should be worn. Long hair must be tied back at all times.

Our Curriculum

Our curriculum is designed to foster a curiosity for learning and prepare pupils to continue their education journey. To find out more about our curriculum please visit our website: https://www.woodlandview.norfolk.sch.uk/learning/curriculum/



Alongside following the National Curriculum, we offer a broad range of extra-curricular activities to enhance learning. These include:

Assemblies

School trips

Aspiration Days

Visitors

50 Things to do before you leave Woodland View!

School Trips

School trips form an exciting part of our curriculum. Places we have been to recently include: Gressenhall, Hickling Broad, London and the Royal Norfolk Show.

The Governors reserve the right to ask for voluntary contributions towards such trips. Parents are advised that the continuance of an activity may depend on the amount of voluntary contributions received, once it has been decided that a visit will go ahead no child will be excluded from taking part in the trip.



Supporting Children: Free School Meals

If your child is eligible for free school meals, and you register them for this, we will receive extra funding called ‘Pupil Premium’. If your child is eligible for free school meals they will also qualify for the Norfolk Holiday Activity and Food Programme.

This funding was first introduced in 2011. It is provided for children who:

- Are registered for free school meals – even if they choose to have a home packed lunch
- Have been registered for free school meals at any point in the past six years
- Are, or have been, in care (Looked After Child – LAC)
- Have parents in the armed forces

You may be able to get free school meals if you receive:

- Income support
- Income-based Job Seeker’s Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Pension Credit
- Support under the Immigration and Asylum Act 1999

From September 2026 ALL Universal Credit households qualify regardless of income.

You can get further information from our school office or the Norfolk County Council Site: https://www.norfolk.gov.uk/38166

Special Educational Needs and Disabilities

For information regarding the support we provide tor children with additional needs, please read the School Infomration Report on our school wesbite: https://www.woodlandview.norfolk.sch.uk/key-information/send/

Engaging in our school community

Volunteering: As part of our enrichment offer, we encourage our pupils to volunteer for a wide range of roles and responsibilities within school to promote confidence, motivation, self-esteem and a sense of community.

Year Group	Role
All	• School Council • Eco Council • Maths Ambassador • Science Ambassador • E-Safety Champion
4	• Playground Lunchtime Buddy
5	• Play Leader
6	• House Captain • Pre-loved Uniform Shop • Librarian

House Teams: All children are allocated a House Team on arrival to our school. Teams are named after the family names on the Spixworth village sign:









House Points are earned by children demonstrating our school CARE values - Community, Adventure, Respect and Excellence, and for following our school rules. Ready, Respectful, Safe

Certificates are awarded in our Achievement Assemblies for effort and attainment.

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The Friends of Spixworth Schools

The Friends of Spixworth Schools is a dedicated committee of parent/guardian volunteers who work hard to support Woodland View Junior School and Spixworth Infant School.

The aim of 'The Friends' is to advance the education of pupils by engaging in activities or providing facilities or equipment which support the schools.

Everyone is welcome to join 'The Friends', whether you can attend meetings, help to plan and run events or just support from afar - all contributions are valued!

Examples of recent events include:

- Non-uniform days
- Discos
- Designing Christmas Cards
- Raisin Challenge
- Fair
- Colour run
- Selling Ice Pops
- Bake Sales
- Colour Hamper Raffle



In recent years 'The Friends' support has provided our schools wirh:

- Play equipment
- A diverse range of books for classrooms and the library
- A gardening grant
- Year six leaver gifts



Friends of Spixworth Schools

Our Awards and Achievements

- We are a United Nations (UN) Rights Respecting School: Silver Award School.
- We have achieved the Norfolk Dyslexia Quality Mark.
- We have achieved the Young Carers Tick which recognises the support we give to our Young Carers.
- We have four Mental Health Trained Champions and a Senior Mental Health Lead.
- We have colleagues trained to deliver ELSA (Emotional Literacy Support), Working on Worries (parent-led Cognitive Behaviour Therapy), Drawing and Talking Therapy, PEEP (Parents Early Education Partnership Programme and Stormbreak (Social Emotional Mental Health).
- We invest in our colleagues: recent qualifications achieved by the team include: NPQH (National Professional Qualification in Headship), NPQSL(Senior Leader), NPQSEN (Special Educational Needs), NPQLBC (Leading Behaviour and Culture).
- We are proud to be a Viscount Nelson Education Network (VNET) member, working with schools across Norfolk on school-led improvement.
- We are proud to be a member of the Momentum Learning Collaborative (MLC) sharing learning and working to deliver sustainable improvement across schools.
- We participate in the Norfolk School Sports Partnership.
- We are a Healthy School.
- We are Growing in Grief Awareness.







The CARE Federation





WOODLAND VIEW JUNIOR SCHOOL





