



# Supplementary Prospectus



Edward Worlledge  
Ormiston Academy

**[OAT]**  
Ormiston Academies Trust  
**AN OAT ACADEMY**

# Welcome



Dear Parents,

A very warm welcome to Edward Worlledge Ormiston Academy, proud to be a member of Ormiston Academies Trust. Our philosophy is one of continuous improvement,

driven by a profound moral purpose: we are committed to providing excellent learning opportunities for every child, regardless of background or location.

We are immensely proud of our happy and nurturing ethos, where each child is valued and supported as an individual. Our children are at the heart of everything that we do and they have a strong voice in the decisions that we make.

Visits to our academy are most welcome. We very much look forward to working with you and your child.

**Craig Honey**, Principal



## Supplementary information 2025-26

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## **EWOA values**

At Edward Worlledge Ormiston Academy we operate under our “5 Rules to Success:

- Be kind to each other
- Dream BIG
- It can be done
- Hard work works
- Give something back

## **OAT vision**

We are proud that our aims tie in closely with Ormiston Academies Trust’s mission statement and values:

- Ambition: We believe everyone can achieve and strive for excellence in all we do.
- Learning: We are committed to continuous learning, seeing growth and development as the path to improvement.
- Perseverance: We embrace challenges and grow by tackling difficult things.
- Collaboration: We achieve more by working together.
- Inclusion: We break down barriers to ensure everyone can learn, grow, and participate.

## **Admissions policy**

Children can join Edward Worlledge Ormiston Academy in our Reception class in the September prior to a child’s fifth birthday. Should more places be required than the academy can offer, there are clear procedures to follow in order to select children for the places available.

Children transferring to our academy from another school or academy, will be placed in the class appropriate to their age. Staff will monitor them closely to ensure as smooth a transition as possible. The academy requires up-to-date contact details so that we may contact you in the event of a problem. Please let us know if your details change so that we can update our records.

## **The curriculum**

Our whole curriculum is shaped by our academy vision which aims to provide inclusive, high quality educational experiences in and beyond the classroom. We support this by providing opportunities for children to build both knowledge and skills and apply their understanding both in the classroom and in the wider world. We aim for high standards of achievement for our pupils, and to ensure that they leave our academy ready to succeed at secondary school.

We have built a curriculum that is ambitious and designed to provide pupils with the knowledge, skills and cultural capital they will need to succeed in life. Pupils study the full curriculum, guided by the national curriculum expectations.

The acquisition of key vocabulary and the development of reading is essential in preparing children for the next step in their education and to be life-long learners. As a result, we prioritise vocabulary acquisition and reading within our wider curriculum. Our curriculum supports building and retaining knowledge through:

- Placing vocabulary and language development at the heart of all learning and underpins the curriculum.

- High expectations of academic achievement are supported by a rich and varied wider curriculum, including enrichment opportunities, which enhance learning and also serve to support pupils' personal development.
- Whole-school timetabling, mapping and careful sequencing ensures not only coverage, but a broad and balanced curriculum, through which knowledge, understanding and skills have been carefully considered across key stages to support breadth and balance.
- Links between areas of knowledge are maximised and made explicit.
- Systematic and overt opportunities for children to revisit, apply and extend previous knowledge and skills are interwoven throughout the curriculum.
- Progression, both within and across year groups, is carefully planned to ensure that pupils are able to develop and build upon their conceptual understanding over time.
- Direct teaching approaches serve to maximise the impact of teaching.
- A range of assessment measures (formative and summative) are outlined in our Teaching and Learning policy.
- Subject leaders support the wider planning of the curriculum as well as leading CPD to develop teachers' subject knowledge and pedagogical practice, as well as monitoring the impact of the curriculum.

## Personal development

It is our belief that wellbeing needs to be taught and explored explicitly (through aspects of the curriculum such as healthy eating, Mental Health Week, etc.) and implicitly through the way that all members of the school community are expected to

care for each other, listen to each other and respect each other. Our approach to supporting positive behaviour mirrors this and encourages pupils to develop their emotional literacy and to be able to acknowledge and discuss their feelings and emotions.

## The academy day

### 8:30am

- The academy gates are open from 8:30am.
- Reception and Year 1 pupils enter via Gordon Road gate and are met by a teacher.
- Pupils in years 1 to 6 line up on the playground and are collected by their teachers at 8:40am.
- Gates are locked at 8:45am, all pupils arriving after this time must go through the academy office.

### 8:55am

- Registration closes. All pupils arriving after this time will receive a late mark in the register.

### Break

- Reception, Year 1 and Year 2 are provided with a healthy snack.
- Years 3 to 6 have the option to bring a healthy snack from home or purchase tuck from the kitchen (range of items – yoghurts, crumpets, pancakes etc.)

### Lunch

- Staggered lunch breaks for all pupils – starting with Reception through to Year 6
- All year groups have the option to order the main dinner, vegetarian option, a jacket potato, a school packed lunch (pic 'n' mix) or to bring a packed lunch from home (we are a nut-free academy).

- Reception, Year 1 and Year 2 receive Universal Free School Meals.
- Your child may also be entitled to Free School Meals – for more information contact the academy office or visit <https://www.norfolk.gov.uk/education-and-learning/schools/school-meals-and-milk>

### 3:00pm

- End of academy day

## Wrap-around care/ enrichment clubs

**Breakfast club** – runs from 7:45am, costing £2.00 per session, per child (to be booked in advance).

Pupils are able to enjoy a tasty breakfast, then move on to play games in the main hall. At 8:30am, pupils go to the main playground to line up.

**Care club** – runs from 3:00pm till 5:00pm, costing £2.50 per hour, per child (to be booked in advance). Children can choose from a variety of games and activities, and snacks and juice are also provided. Pupils must be collected from the office at 4:00pm or 5:00pm.

**Enrichment clubs** – A wide range of enrichment clubs and activities is organised outside normal academy hours. During the year these may include ICT, art, drama, choir and sport. We run a new sign up each half-term, promoting new and exciting clubs – costing £2.00 per session (commitment for full half term).

## Attendance

Our yearly whole-academy attendance target is 96.0%. Attendance is an important part of giving your child the best start in life. When your child attends regularly they take an important step towards reaching their full potential and are given the greatest opportunity to learn new things and develop their skills. Regular attendance at school promotes pupil wellbeing, maximises progress in learning and helps pupils reach their potential. The attendance pattern for all children is monitored weekly with the school seeking to work actively with parents to ensure a regular pattern is maintained.

Good attendance is fundamental to a successful and fulfilling school experience. It is our duty to promote 100% attendance for all children. For our children to take full advantage of the educational opportunities offered it is vital that they are at school, on time, every day the school is open, unless the reason for the absence is unavoidable.

All children have the right to an education and we have put in place appropriate procedures to support this. We believe that the most important factor in promoting good attendance is development of positive attitudes towards school and learning.

## Holidays

Children should not be taken out of the academy for holidays during term time. In exceptional circumstances parents must request a leave of absence request form from our academy office. Requests should be made at least two weeks prior to the holiday being taken.

## Absence, illness and medication

If your child is taken ill during the academy day, you or a nominated person will be contacted. All injuries are treated with care and are entered into our accident reporting system. Where necessary, parents will receive notification of any first aid administered.

Where possible, medications should be administered at home. When medication needs to be administered during academy hours, it must be brought to the academy office and a medical administration form must be completed. All medicines should be clearly labelled.

Parents should ensure that children who need to use an inhaler (e.g. asthmatics) have an inhaler at the academy each day. A care plan form must be completed and all inhalers are kept in the pupil's classroom.

## Standards of behaviour

High standards of behaviour are expected within our academy at all times. The academy has a clear Behaviour Policy, which is understood and implemented by everyone.

The policy focuses on high expectations and rewarding good behaviour. Poor behaviour is addressed through a range of strategies in line with the Behaviour Policy and the needs of the child. The policy is reviewed annually and is available on the academy website.

## Pastoral care

The class teacher is the first point of contact if there are any concerns in relation to a child's work or wellbeing. If a meeting with the class teacher is required, an appointment needs to be made via the academy office or via a letter or email to the class teacher.

Matters of a more serious nature will be referred to the Principal, Vice Principal or Assistant Principal. Parents are requested to contact the main office as soon as possible for any issue that is perceived to be urgent. The academy has a designated Family Liaison/Pastoral Worker who is available to parents on a regular basis. Parents/carers must contact the main office to arrange an appointment with this worker.

## Health and safety

The academy adopts Ormiston Academies Trust's (OAT's) policies and procedures for health and safety. To ensure Edward Worlledge Ormiston Academy is a safe environment, we request that everyone complies with the following site rules:

- No cycling inside the school gates.
- No dogs, other than assistance dogs.
- No smoking/vaping anywhere on site; there are *no exceptions* to this rule.
- No use of abusive language and violence.
- No use of mobile phones or cameras.
- No use of car parks unless visiting.

Children are permitted to bring bicycles to the academy, which can be kept in our cycle shed. This is entirely at the owner's risk. Cycles must be in a roadworthy condition and pupils must wear a cycle helmet.

## **Collective worship**

Assemblies are conducted in a manner that is sensitive to the individual faiths and beliefs of all members of the academy. Assemblies also address moral and social issues and develop in children a sense of community spirit. Parents who wish to withdraw their children from the devotional part of the morning assembly are invited to discuss this matter with the Principal.

## **Sex and relationships education**

Sex Education is taught as part of the broader context of the academy's Personal, Social and Health Education and Science curriculum. There is a steady progression from Reception to Year 6, introducing various aspects of personal care, health and relationships. Parents/carers are welcome to view materials from our Sex Education curriculum in advance.

Changes from September 2021 mean that children must participate in Health and Relationships lessons, but parents still have the right to withdraw their children from the academy's Sex Education programme, where it is separate to teaching around Health and Relationships.

In the event of a parent wishing to withdraw their child, the Principal will invite the parents/carers to discuss any concerns. The Principal will be required to keep a record of parents wishing to withdraw their children.

## **Safeguarding and child protection**

We believe that our academy should provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of the individual child. We recognise the importance of providing an environment within our academy that will help children feel safe and respected.

We recognise the importance of enabling children to talk openly about anything that worries them, and to feel confident that they will be listened to. We will work with parents to build an understanding of the academy's responsibilities to ensure the welfare of all the children, including need for referrals to other agencies in some situations.

Safeguarding arrangements in our academy are underpinned by two key principles:

- Safeguarding is everyone's responsibility; all staff, governors and volunteers should play their full part in keeping children safe; and
- A child-centred approach; a clear understanding of the needs and views of children.

## **Equality statement**

At Edward Worlledge Ormiston Academy we promote a positive attitude to equality by enabling all people involved in the academy community to contribute to, and gain full access to, all activities.

Our academy aims to meet its obligations under the public sector equality duty by having due regard to the need to:



- Eliminate discrimination and other conduct that is prohibited by the Equality Act 2010
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it
- Foster good relations across all characteristics
  - between people who share a protected characteristic and people who do not share it

## Special Educational Needs and Disabilities (SEND)

At Edward Worlledge we place great importance on identifying SEND early, so that we can help children as quickly as possible. We recognise that children learn in different ways and can have different kinds or levels of SEND. Children make progress at different rates and have different ways in which they learn best. As an academy, we take this into account in the way we organise and teach lessons.

Children making slower progress or having particular difficulties in one area, are given additional help and differentiated work to help them succeed. We also currently operate two Specialist Internal Provisions to support children with more complex needs.

## Educational visits

We recognise the valuable contribution that a wide range of activities and experiences can make towards a pupils' personal and social education. We aim to promote and provide such activities, both as part of a broader curriculum and as additional optional activities. The academy always subsidises trips, however, parents are sometimes asked to make a voluntary contribution towards the cost.

In addition, there is a residential trip opportunity for Years 3 to 6 during the academy year. Letters are usually sent out in September/October outlining the trip for your child's year group with the details of the activity, date and total cost.

## Pupil jobs

As an academy we work really hard to give our children a large voice within our community and encourage them to take on roles and responsibilities around the academy. As such we have a number of roles that children in Years 3 to 6 can apply for, including: School Leaders, Senior Prefect, Prefect, Peer Mentor, Kindness Ambassador, School Equality Council and Sporting Ambassadors.

## Complaints procedure

If you are unhappy with any aspect of your child's education at our academy, we will be pleased to discuss your concerns. In the first instance you should approach your child's class teacher. In the unlikely event of a matter being unresolved, you should inform the Principal, who will direct you to the formal complaints procedure.

## Uniform

All children are expected to wear our academy uniform at all times, with the exception of some visits out of the academy. Jewellery is not permitted in the academy, other than a wrist watch and one stud earring in each ear.

Please note: *jewellery must not be worn on the days children are taking part in PE or games lessons.*

The academy prides itself on the smartness of its pupils, and therefore will not permit extreme haircuts, hair colouring or the wearing of make-up/nail varnish and false nails. We expect parents and carers to support this policy. All children are expected to have a warm coat during winter months ('hoodies' with logos are not permitted).

### **Main uniform**

*Reception, Year 1 and Year 2:*

- White polo shirt
- Black trousers/shorts or skirt
- Black pinafore dress or purple checked dress
- Academy branded purple jumper or cardigan
- Black shoes or boots (no knee-high or heels)

*Years 3, 4, 5 and 6:*

- White collared shirt
- Black trousers/shorts or skirt
- Black pinafore dress or purple checked dress
- Academy branded purple jumper or cardigan
- Academy branded striped tie (Years 3, 4 and 5)
- Academy branded purple tie (Year 6 – provided free of charge at the start of academic year)
- Black shoes or boots (no knee-high or heels)

### **PE kit**

- Coloured PE T-shirt (in line with allocated house team colour)
- Black jogging bottoms, leggings or shorts
- Black or white trainers
- Black plimsolls
- Plain navy/black jogging trousers and academy jumper or cardigan for outside games during winter

## **Where can I buy uniform?**

### **Generic uniform**

Items such as polo shirts, shirts, trousers, skirts, dresses etc. can be purchased from any local clothing supplier or supermarket.

### **Academy branded uniform**

Any academy branded items such as jumpers, cardigans, ties, backpacks etc. can be purchased from Harrisons Schoolwear.

Harrisons Schoolwear is located at 73 Southtown Road, Great Yarmouth, NR31 ODY.

Website: <https://hschoolwear.co.uk/>

Contact: 01493 662214

### **Other uniform items**

PE T-shirts are available to purchase from the academy office (on Parentmail), costing £2.50 each. Swim hats are available to purchase from the academy office (on Parentmail), costing £1.00 each.

### **Second-hand uniform**

We stock a large variety of second-hand uniform in school. This includes shirts, trousers, jumpers and cardigans etc. For more information please speak to your child's class teacher or contact the academy office.

### **Valuables and jewellery**

Jewellery of any sort can be dangerous in playgrounds and during PE. and must not be worn. Pupils with pierced ear lobes may wear only one pair of stud earrings to attend school and these must be removed during PE.

Name tapes, or names marked in indelible pen, on all clothing make it possible for lost items to be returned to their owners.

## Parents and friends association

The Edward Worlledge Friends' Association is a charity fundraising committee run by parents of children at the academy, some of the staff and community. It helps provide all those little extras that enhance the children's lives.

All parents automatically become members of the Friends' Association when their child joins Edward Worlledge.

The social and fund-raising events organised by the energetic and successful Friends' Committee continue to provide money for much needed facilities and resources for the children.

Most activities are designed to be 'family events' but there are some that are aimed specifically at a solely parent audience.

The academy is indebted to the work of the Friends' Association and all the parents who support us. We would like to take this opportunity to say a huge thank you for such fantastic support!

**More indepth information can be found on our website, [edwardworlledgeoa.co.uk](http://edwardworlledgeoa.co.uk)**



*At Edward Worlledge Ormiston Academy, we are committed to ensuring that every child has the greatest opportunities to have a happy and successful childhood.*



## Edward Worlledge Ormiston Academy

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