



# CROWTHORNE CHURCH OF ENGLAND PRIMARY SCHOOL



Crowthorne C of E Primary School  
Duke's Ride  
Crowthorne  
Berkshire  
RG45 6ND

Headteacher:  
Mrs Emily Hicks

A very warm welcome to Crowthorne C of E Primary School. I feel very privileged to be the Headteacher of this wonderful school. We are a one-form entry primary school in the heart of our community in Crowthorne where strong relationships are fostered, each child is known and valued as an individual and where the whole school enjoys a close-knit family feel.

Our vision, built on Christian foundations, is for our whole school community to be inspired and enabled to 'live life to the full'. This vision is lived out daily through our engaging curriculum, high quality teaching and learning, varied enhancements to the curriculum and the opportunities provided for extra-curricular activities as well as personal, social and spiritual growth. Our aim is for each child to achieve their potential, academically and personally, and to be ready for the next stage in their education.

Visitors often comment on the positive, purposeful atmosphere that prevails in school as well as the polite, respectful attitudes of the children. You are very welcome to visit to see the school in action for yourself.

Kind Regards,  
Emily Hicks  
Headteacher





## Contact Us

Visits to our school are warmly welcomed and additional information can be found on our website:

<https://www.crowthornecofe.co.uk>

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01344 772089

You are welcome to contact us by e-mail:  
[secretary@crowthornecofe.co.uk](mailto:secretary@crowthornecofe.co.uk)

We also regularly post updates and news using our X (formerly Twitter) account:  
[@CrowthorneCofE](https://twitter.com/CrowthorneCofE)

*"The best thing about this school is that the teachers always encourage me to do well."*

*Year 2 child, June 2025*





## School History and Environment

Following the growth of Crowthorne village after the opening of both Wellington College and Broadmoor Hospital, Crowthorne C of E School first opened in 1875 for the children of the parish. Over the years, Crowthorne has grown significantly and the school is now one of several primary schools in the village.

Our school is for children aged 4 to 11 with one class per year group. With 30 children per class, our capacity is 210 children and we are usually full.

We are fortunate to have a significant amount of outdoor space (to the front and rear of the main school) including several pieces of adventure play equipment. All classrooms are in the main school building where we also have our school hall, a computing suite and a cooking/small group area.

We also have a separate building that houses our library and our canteen.



**Inspiring and enabling our school community to live life to the full, promoting excellence and nurturing respect, honesty, compassion, resilience and collaboration.**

***John 10 v 10:  
Jesus said, "I have come that they may have life, and have it to the full."***

## **Our Vision and Values**

At Crowthorne C of E School, our vision is based on the Bible verse John 10 v10 and is to inspire and enable our whole school community to live life to the full. We believe that this vision statement is inclusive of people of all faiths, worldviews and perspectives and all decisions, policies, procedures and curriculum approaches have this vision at their heart. Although our school is distinctly Christian, we are an inclusive, community school and all are welcome regardless of personal belief.

Our values provide us with a reminder of attributes that we as a school community recognise as being important in enabling us all to learn effectively, thrive together and be well-prepared for life in a global society. We use Bible stories and stories/texts from other religions and cultures to bring these values to life.

Our values are: Respect, Compassion, Honesty, Resilience and Collaboration

During the Summer term of 2025, we undertook a review of our vision and values, acquiring feedback from all key stakeholders (children, staff, parents/carers and governors) to ensure that our vision and values continue to reflect the needs and demographics of our school community and are appropriate for our school as it moves forward. As a result of this review, our vision statement remained the same as it previously had been but some changes were made to the values chosen to guide our daily behaviours and attitudes. Further details of this review is available on request.

## Our Aims

At Crowthorne C of E Primary School, we want the very best for all the children in our care. First and foremost, we want children to feel happy and safe at school as we recognise that children will not be ready to make the most of the learning on offer if they do not feel happy and safe within the school environment.

We aim to help all our children to:

- Develop the skills, knowledge and positive attitudes needed to become lifelong learners
- Try their best in all they do, by celebrating their individual talents and achievements
- Become confident and self-assured, taking responsibility for their own learning and behaviours
- Undertake a wide range of experiences, offering the opportunity for challenge and success, in a caring, secure and happy environment
- Appreciate and respect the Christian beliefs and values inherent to our ethos
- Understand their rights and responsibilities whilst respecting the rights of others



*"Transition to Reception is really impressive. Our son is super happy and settled."*

*Parent,  
September 2024*



*"One of the things we have loved about the school is the focus and efforts made by staff on helping children develop their character, becoming good members of society and taking varied opportunities which are offered."*

*Parent, June 2025*



## **Safeguarding**

The well-being and safety of our children is the top priority for all staff at Crowthorne C of E School and takes precedence over all other activities and tasks.

All staff have completed up-to-date Safeguarding training and are expected to ensure that school policies and procedures are followed. We use an electronic database system to record any safeguarding concerns, involvement with external professionals and outcomes of any meetings.

Within our staff team we have two Designated Safeguarding Leads who oversee the support offered to our vulnerable families and to whom any concerns should immediately be reported. They are:

Mrs Emily Hicks (Headteacher - Designated Safeguarding Lead)

Mrs Caroline Parker (Deputy Head & SENDCo - Deputy Designated Safeguarding Lead)

Access to the school building once the gates are closed is via buzzers that connect to the school office. All members of staff and visitors wear lanyards and the door from the school office to the main school requires a 'fob' to open it. Visitors who do not have a current DBS clearance are expected to be accompanied by a member of school staff at all times.

## Admissions

All admissions to Crowthorne C of E School are dealt with by the Admissions Department at Bracknell Forest Local Authority; we do not hold information regarding waiting lists for particular year groups but the Local Authority can provide this information.

Parents have the right to express a preference for the school they wish their child to attend. Children living in the catchment of the school are more likely to be offered a place but there are a number of other criteria taken into consideration as well. We recommend looking closely at these criteria when applying for a place as the school is often over-subscribed.

Full details can be found on the Bracknell Forest website.

## Wrap-Around Care

Currently there is a breakfast club on site Monday to Thursday and an after school club every day held in our canteen. These clubs are run by In2Care with bookings made directly with them. They are open to children from Reception through to Year 6 and a host of different activities are offered including arts and crafts, games, outdoor play, team games etc. A variety of healthy food options are provided.

We work closely with the staff at In2Care and, although they are a separate organisation, we communicate with them regularly to ensure a smooth transition of the children between the clubs and school.

*"I feel valued and appreciated and as though I make a difference."*

*Member of staff,  
November 2024*





## Staffing

At Crowthorne C of E School we have a very strong, committed staff team who all work extremely hard for the benefit of our whole school community; they are led by our headteacher who has been in post since September 2024 and the rest of the leadership team. As a small school, we are able to get to know each child and family well, always striving to meet individual needs and ensure all children are able to make the most of the opportunities open to them.

All our staff are listed on our website but key individuals are as follows:

Headteacher: Mrs Emily Hicks

Deputy Head & SENDCo: Mrs Caroline Parker

KS2 Phase Leader: Mrs Karen Smith

EYFS & KS1 Phase Leader: Mrs Holly Mitchell

Bursar: Mr Anthony Wilson

Secretary: Mrs Georgina Kitchener

Office Admin: Mrs Yasmin Keynes

Emily Hicks



*"I really enjoy learning new things and having fun with my friends."*

*Year 5 child, June 2025*



## School Organisation

Our school is organised into three phases :

**Early Years (EYFS)**

Reception

**Key Stage 1 (KS1)**

Years 1 and 2

**Key Stage 2 (KS2)**

Years 3, 4, 5 and 6

Each year group has one class with 30 children.

Children are taught in mixed-ability classes throughout the school. Although ability groups may be used in some lessons, we do not use ability sets or 'streaming' in any subject and any groupings used are flexible.

## School Day

8:35am Gates open

8:40am Classroom doors open by 8:40am

Learning begins

8:45am Gates and classroom doors close

8:50am Registers taken

10:15am Morning Break

10:30am Learning continues

12noon EYFS and KS1 Lunch Break (1hr)

12:10pm KS2 Lunch Break (1hr)

1:00pm/1:10pm Registers Taken

Learning begins

3:15pm End of school day

Assemblies are held at different times across the week and take place as classes, phases or the whole school.

## Uniform

All children are expected to wear our school uniform and to be well presented for school, including wearing suitable school shoes.

Our uniform is a dark green V-neck sweatshirt/jumper or dark green cardigan with the school logo or unbranded worn over a white collared shirt/blouse. Girls and boys wear school ties from Reception to Year 6. Children can wear grey trousers, shorts, skirts or pinafore dresses. When the weather is warm, green and white checked dresses are allowed. Plain grey or white socks should be worn, or grey or green tights.

Hair that reaches below the shoulders should be tied back and the only jewellery allowed is a watch and/or small stud earrings.

School uniform can be purchased from 'Brenda's Schoolwear Centre'. Further information can be found on our website. Our PTA also sells second hand uniform.

## Meals

Hot school meals can be ordered in advance or on the day and are cooked on site and provided by Caterlink. They operate a 3 week menu and every day there is a choice of a meat/fish option or a vegetarian option. Filled jacket potatoes and/or sandwiches are often available.

Hot meals have to be paid for online. Children who are entitled to a Free School Meal and all children in EYFS or KS1 can have a meal provided free of charge.

Any child can bring a packed lunch to school. We request that fizzy drinks, chocolate bars and sweets are not included in packed lunches.

Due to the presence of severe allergies, we are a Nut-Free School.



## Special Educational Needs

Our SENDCo is Mrs Caroline Parker although all teachers are 'teachers of SEND' and are aware of the procedures for identifying, assessing, monitoring and making provision for any child with a special education need.

We recognise that some children will find a school setting and learning more challenging than others. At times in their school journey, many children will need some additional support in one or more areas of learning. However, some children may need special education and provision made for them as a result of having Special Educational Needs or a disability.

At Crowthorne C of E, we strongly believe that every child, including those with special educational needs, should be given the opportunity to reach their full potential in school. Our aim is always to be fully inclusive; we strive to meet each child's individual needs through close partnerships with parents/carers and external professionals and, where possible, use the resources available to us to provide bespoke support.

During the Summer of 2025, we installed a Sensory Circuit in our hall to support children who benefit from movement breaks and the opportunity to regulate emotions and refocus on their learning in a physical way.

We have staff trained in providing Speech and Language Support and who have had Autism Awareness training. When possible, we offer Lego Club to specific children as a creative activity to support social skills, teamwork and problem solving.



*Caroline Parker*

## ELSA and other Pastoral Support

We are very fortunate to have Mrs Bradley (one of our Teaching Assistants) who has completed ELSA (Emotional Literacy Support Assistant) training. She works with a small number of individual children and small groups who need some extra support. Mrs Bradley also supports other members of staff with running interventions linked to social skills, anxiety and emotional regulation.

Rafi, a Pets as Therapy Dog, visits the school weekly and enjoys the children reading to him. The children certainly enjoy seeing him too!



## Pupil Premium

Pupil Premium is a grant provided by the government to schools to support the development of and provision for disadvantaged pupils.

We use Pupil Premium funding to support pupils' access to all elements of education and to provide alternative support or intervention within school. Also, it is used to try to remove barriers to access to extra-curricular opportunities and school trips.

Pupil Premium expenditure is reported annually to governors and parents.

Any parent who thinks their child may be eligible for Pupil Premium funding should contact the school office or apply directly online:  
<https://www.bracknell-forest.gov.uk/schools-and-learning/schools/free-school-meals>

## Behaviour

We know that children can only succeed in their learning and feel safe in school when behaviour is positive and that good behaviour stems from clear, consistent expectations. With strong links to our values, we set high expectations for the behaviour of all children whilst also acknowledging that some children may benefit from individualised approaches to learning how to behave appropriately due to additional needs or neurodiversity.

When behaviour expectations are met, children are praised and may also be rewarded e.g. through House or Season points, a sticker, a message home or being awarded a Good Citizen band in our celebration assemblies. On occasions where behaviour expectations are not met, children are reminded of our expectations and school values. Sanctions may be used and parents/carers may be contacted. We value working closely with families to support children's behaviour and to ensure all are able to learn in a safe, calm environment.

Full details can be found in our Behaviour Policy.

## Anti-bullying

At Crowthorne C of E School, we recognise that bullying takes many forms and can take place in any organisation. We actively encourage all members of our community to treat each other with respect (one of our school values) and the children are taught about how to behave appropriately towards others; they are also taught the difference between unkindness and bullying.

Any reported incidents of bullying are treated seriously and responded to immediately. They are dealt with by a member of the Senior Leadership Team and all incidents are recorded.

Full details can be found in our Anti-bullying Policy.



## Curriculum

Our curriculum has been carefully planned to cover all the requirements of the National Curriculum and to ensure progression of knowledge and skills from Early Years through to Year 6. Our teachers have worked hard to plan relevant and engaging units of work with purchased schemes used in some subjects to support the planning process. Our curriculum is ambitious as well as being inclusive of all, with a host of approaches, resources and enhancements (such as theme days, trips and visitors) used to meet the needs of our children.

Subjects are taught discretely but links are made between subjects where relevant. We want our children to experience the best of each subject and to be inspired by a diverse range of 'experts' within each field.

## English

The teaching of phonics begins in Reception and continues throughout Key Stage 1 using the Little Wandle scheme. This links with the development of reading skills which are taught throughout the school with a focus on encouraging a love of reading as well as using texts for a purpose.

Children learn to write in a range of different styles and genres, with high quality texts being used to stimulate the writing process. Modelled and shared writing enable children to develop their skills whilst opportunities for individual creativity and choice are also woven into the curriculum. Sentence construction and grammatical skills are taught explicitly and phonics skills are built upon as children learn spelling rules and patterns as they move from Year 2 into Key Stage 2.

## Maths

Our approach to teaching Maths is to develop fluency as well as problem solving and reasoning in all year groups. We use the Abacus scheme as a structure for our teaching, whilst also focusing on a Maths Mastery approach to ensure children develop a deep understanding of what they learn. Use of concrete resources and pictorial methods is encouraged, prior to moving to more abstract approaches. We recognise the importance of both mental and written calculation skills, as well as the ability to apply number skills to different contexts. Children are encouraged to discuss their learning, explain their mathematical knowledge and investigate concepts.



## Extra-Curricular Clubs

We are proud to offer a variety of extra-curricular clubs each term. These are mostly run by external organisations with some being at lunch times and others after school.

Examples of clubs run recently are:

- Dance
- Gymnastics
- Girls' and boys' football
- Choir
- Chess
- Archery
- Mad Science
- Outdoor project
- Judo

There is a charge for these clubs.

## Assessment

Children's skills, knowledge and progress can be assessed in a wide variety of ways. Teachers and support staff continuously assess the needs of the children they are teaching and adapt their approaches accordingly. This form of assessment is used to plan future lessons as well as to adjust, simplify or extend teaching 'in the moment'. Children are also encouraged to self-assess in order to develop a reflective approach to learning and to increase independence.

At times, formal assessments are necessary and we use a variety of standardised tests in order to gain comparative information about children's recall of knowledge and their skills at one point in time.

Children in Year 1 complete the statutory Phonics screening check while children in Year 6 complete SATs tests. We also complete the Reception Baseline Assessment in the first few weeks of a child's year in Reception and in Year 4 children complete the national Multiplication Tables Check. These are all used as standardised tests to analyse children's progress, inform future provision and provide comparative Local Authority and National data.

## Homework

The most important learning that children can do at home is to read regularly. This applies to children from when they first learn to read throughout their time at primary school. We also encourage children to practise their times tables from Year 2 upwards. We also expect children to practise phonics sounds and/or spellings at home.

Occasionally, children are also asked to complete additional tasks or projects, linked either to a topic they are learning about in class or to a whole school focus. These take a variety of formats and examples include posters, models, powerpoint presentations, cooking, factfiles, artwork and information writing. We are always keen to see any work that children choose to undertake at home.

*"The school is incredibly aspirational for its staff and pupils. There is a highly purposeful and productive atmosphere in classrooms."*

*Ofsted, February 2025*



## Trips and Visitors

Our curriculum is enhanced by educational trips and visitors wherever possible. This not only provides more varied learning experiences but also fosters community links and enables us to benefit from the skills, knowledge and beliefs held within our community.

Our trips range from local visits within Crowthorne to coach trips to locations a little further afield. Children in Years 5 and 6 attend residential trips; in Year 5 this links with curriculum learning and in Year 6 is at an Outdoor and Adventurous Activities centre.

All trips are fully risk-assessed in advance.



*"The best thing about our school is that the teachers are helpful, the children are compassionate and we have a voice."*

*Year 6 child, June 2025*



## Houses & Seasons

Children in EYFS and KS1 are assigned to one of the four seasons: Autumn, Winter, Spring and Summer.

When children move into Year 3, they are then assigned a House via a 'sorting ceremony' that takes place in an assembly. Throughout KS2, the children are then in one of the following Houses: Balmoral, Windsor, Sandringham and Buckingham.

Year 6 children can apply to be House Captains and help to lead House assemblies and run House events during the year.

Season and House points are earned for high standards of learning and for positive behaviour choices/ consideration towards others. Each week the points are collected and announced in our weekly Celebration Assembly.

The House and Season with the most points each half term are rewarded with a non-uniform day.



## Communication & Parental Involvement

At Crowthorne C of E School, we aim to work closely with parents and carers regarding all areas of school life. We seek to ensure our communication is clear and that information about school events, curriculum content and any changes to provision or policy is passed on in a timely manner. We use ParentMail for most communication and our fortnightly Newsletter includes details of events and news in the life of the school. There is also a huge amount of information on our website. We welcome feedback and are always willing to listen to the views of parents and carers and to answer any questions.

Parents and carers are welcome in school and we have a host of events during the school year to which parents/carers are invited. We are always keen for parents to volunteer in school; this can be to hear readers, to support particular events, to enable projects to be completed, to accompany children on trips and many more activities.

*"There is a wonderful sense of community at this school where children look out for each other."*

*Parent, September 2024*

## Pupil Leadership

We aim to provide a range of ways for children to take on leadership roles within school. Children from across the school are able to represent their class as a School Council Representative or as a member of our Eco-Team. We also have Reading Ambassadors who are from a variety of different year groups.

In Year 6, we encourage greater responsibility with all children carrying out prefect duties during the year. They are also able to apply to be House Captains, School Ambassadors or Worship Leaders, giving them an opportunity to have a wider impact across the school.

We want our children to have a voice and to be able to influence decision making in the school and also to learn the skills associated with leadership and representing others.



## Attendance

School attendance is important and we work closely with families to ensure that children are in school whenever possible. Attendance is monitored by our Attendance Officer and any absences must be notified by 9:30am on the first morning of absence. We operate a 'first day contact' whereby we will contact parents if there is an absence for which we have not been notified.

## Collective Worship

Each day, all children participate in a form of collective worship as a class, phase or whole school. Our collective worship is Invitational, Inclusive and Inspirational, largely based on Christian beliefs and principles but also focusing on school values, national and international events and drawing on the beliefs of a variety of world religions, cultures and viewpoints. We enjoy strong relationships with our parish church of St. John's in Crowthorne; the vicar, Revd Laura Wheatley-Downs, and another member of the church community regularly lead collective worship in school and we hold Easter and Christmas services at the church.

## PTA

Our Parent Teacher Association is called 'Friends of Crowthorne C of E' and is comprised of a group of enthusiastic volunteers who support the school by organising a variety of fundraising events throughout the school year. We are very grateful for the contribution they make to the school and the support they offer to our school community.

*"School leaders have faith in me and I am trusted as a teacher."*

*Member of staff,  
November 2024*



*"We deeply appreciate the dedication and commitment your school has shown in upholding the Church of England's vision for education."*

*Parent, June 2025.*



## **Governors**

We are very fortunate to have a very supportive, committed Governing Body who hold the school leadership team to account and take a key role in making decisions affecting the overall running of the school. The governors are a group of individuals who have experience of a variety of employment sectors and bring a range of skills to their role. They meet five times each year as a Full Governing Body and also in smaller committee groups.

Our Chair of Governors is Mr Tony White.

After retiring from a business career and having previous experience of being a Governor in another primary school, I joined the Governing Body in 2018 as a co-opted Governor and initially was Chair of the Finance committee; I then became Chair of Governors in 2022. At the time of joining, I was aware that the management of schools and its governance was continually changing and schools needed support, guidance and assistance that came not just from governors with an education background but also from governors with business experience in order to ensure that schools were able to meet the growing, and ever changing demands of statutory, financial and regulatory legislation. The Governing Body is mandated to ensure that we set the Vision for the school, hold the Headteacher to account for the school's education performance and financial responsibilities. All Governors have a shared vision of providing the very best education for our pupils and ensuring the very best working conditions for all our staff.

Tony White

E-mail: [clerk@crowthornecofe.co.uk](mailto:clerk@crowthornecofe.co.uk)

