



THE OLD SCHOOL  
HENSTEAD

INDEPENDENT PREPARATORY SCHOOL

*Prospectus 2023/24*





*Giving children a confident start since 1979.*



THE OLD SCHOOL  
**HENSTEAD**  
INDEPENDENT PREPARATORY SCHOOL

# Headteacher's Welcome

Welcome to The Old School Henstead. We are a unique independent school for boys and girls aged 2½ to 11. Each pupil within our happy and thriving school is an individual and is encouraged to make the most of every opportunity to allow them to discover, appreciate and develop their talents. Most importantly, we want them to flourish.

We are passionate about our pupils developing a genuine love of learning across all areas of the curriculum. Throughout their Henstead journey, they will be closely supported by caring and knowledgeable staff and enjoy all the benefits of our small class sizes.

A stimulating and positive environment encourages children to enjoy learning and grow in confidence, with an emphasis on the value of developing good working patterns, together with sound organisational skills. Pupils are encouraged to develop self-reliance and a sense of responsibility, helping to prepare them for life beyond school. Whilst we celebrate academic prowess, we passionately believe that is only half the Henstead journey. We offer as many opportunities to excel outside the classroom, as to excel within it.

Our curriculum promotes a healthy balance between academic advancement and a wide variety of artistic, musical, sporting and outdoor pursuits. This provides a genuine all-round education for every single one of our pupils. Our diverse choice of activities is designed to inspire young minds, encourage pupils to try something new and provide them with a rich variety of experience. In a typical school year, Old School Henstead pupils will attend day and residential trips that involve canoeing, walking, outdoor adventure, museums, sports training and so much more.

We recognise that, as our children continue to learn beyond the classroom and take on new responsibilities and challenges, their confidence will also grow, helping to prepare them for an ever-evolving world.

We welcome individual visits from parents and children. Please feel free to contact the office to make an appointment. We also offer Taster Days to prospective pupils, so they may spend time with us to experience it for themselves, to meet the teachers and fellow classmates.

If you have any specific questions, please contact me directly, either by email at [m.clifton@theoldschoolhenstead.co.uk](mailto:m.clifton@theoldschoolhenstead.co.uk) or by phone on 01502 741150.

*Miss M J Clifton*

Headteacher



# Our School Values

**We believe that every child deserves the opportunity to become a lifelong and resilient learner.**

Life at The Old School Henstead is underpinned by a Christian ethos and welcomes children of all faiths and none. We nurture the development of children's intellectual, creative, spiritual, physical and emotional capabilities whilst providing a broad curriculum complemented by regular opportunities for personal development and adventure.



**Confidence**



**Resilience**



**Empathy**



**Adventure**



**Teamwork**



**Excellence**

# What Our Parents Say

**“Our children are so happy at Henstead; they always want to come to school, and are smiling both at drop off and pick up. Can’t ask for more than that!”**



**“The residential trips are fantastic! Exciting, adventurous, team building, trust, leadership and independence. A small, friendly environment gives the children opportunities to get involved in all aspects of school life.”**

**“We saw such a difference in our daughter when she joined The Old School Henstead, having spent two years in our local primary school. She grew so much in confidence, both with her academic studies, but also in sport and music.”**



**“A small school with a huge beating heart.”**



**“My son has increased in confidence since being at The Old School Henstead. From a child that would shy away from new experiences to one who will try everything put before him.”**

**“We are delighted to have chosen The Old School Henstead. It is wonderful to see our son look forward to school with such enthusiasm and watch him thriving in a positive and encouraging environment. A real strength of the school is the inspiring staff whose dedication is reflected in such highly motivated and well-rounded children.”**



**“The Old School really is a unique “family”, who not only want the best for our children, but also instill the real life values of teamwork, support and confidence.”**



# Our School Day

The school day starts at 8.30 for Nursery children and 8.35 for pupils in Reception year upwards, with registration at 8.45am. Children may be pre-booked into the early morning Breakfast Club, which opens at 7.45am. Children arriving early (at any time between 8.15am and 8.35am) will be looked after until 8.35am, when they go to their classrooms.

- **Morning break is from 10.50am to 11.10am**
- **Lunchtime is from 12.20pm to 1.25pm**
- **Afternoon break is from 2.30pm to 2.45pm (Lower School)**

Nursery children may attend for full or half-day sessions\* during term time. (See fees page for full details of options and timings). The day ends at 3.30pm for children in Nursery, 3.35pm for children in Reception to Year 2 and at 4.10pm for Years 3 to 6.

Children in Reception to Year 2 who need to wait until 4.10pm are cared for in a supervised activity or prep session. After this additional care is provided until 5.30pm Monday to Friday for children in all year groups.

Our term dates and calendar of events can be found on our website.

*\*We accept Suffolk County Council Early Education Funding of 15 hours per week for sessions in our Nursery and Reception classes. Please contact the office, [office@theoldschoolhenstead.co.uk](mailto:office@theoldschoolhenstead.co.uk) for more details.*

## After School Clubs

A range of supervised activities take place after school each day, from Monday to Thursday, for children in Reception upwards. The activities on offer vary from term to term. Examples include: Athletics, Archery, Arts & Crafts, Chess, Lego, Rugby, Rounders, Mindfulness & Yoga, Dance, Cricket, Football, Netball, Hockey, Multi-Sports, Unihoc, Dodgeball, Racquet Sports and Model Gliders.

## Prep

Parents of pupils in Reception upwards have the option of an after school prep session every day until 5.30pm. Children complete their daily homework whilst under supervision, before having the option to complete independent work, reading or creative activities. A small fee is charged for this service.



## Lunches

At lunchtime a freshly cooked hot lunch is available every day, together with a dessert. Organic produce from the school garden is incorporated wherever possible. Children are also welcome to bring in their own packed lunch if preferred. In Nursery, mid-morning and mid-afternoon healthy snacks (such as fruit, vegetable sticks, cheese cubes) are provided. Water is on offer throughout the day and children are encouraged to drink whenever they wish.

# Early Years Foundation Stage

The Early Years Foundation Stage at the Old School Henstead is where your child's journey to a life-long love of learning and exploration begins. Within the Foundation Stage, the environment is carefully planned and curated to enable children to play, explore and learn effectively whilst building and supporting self-confidence, independence, decision making and problem-solving. Our setting is carefully adapted throughout the year to enable children to grow and develop with their environment and build skills that challenge them throughout the year.

## Putting YOUR child at the centre of the curriculum

At Henstead, we follow a child-led approach to planning. All aspects of the seven areas of learning and beyond are explored through the interests of the children to ensure pupils are always engaged and excited. We observe children at play and design our curriculum around current topics, themes and ideas that emerge from their exploration. We use our professional knowledge to craft challenging and engaging experiences that help children meet the end of Reception year early learning goals and, in the shorter term, progress towards their next steps. In addition to this, our children are lucky to receive expert tuition in, art, swimming, music, games and Spanish from dedicated, experienced teachers throughout the wider school.



## Outdoor Learning

Here in Early Years at the Old School Henstead, we believe that a well-rounded curriculum should take place both inside and outside the classroom. Outdoor learning is valued highly within the Early Years, ensuring children develop a connection and love for the world around them. We make use of our expansive grounds and outdoor areas to enhance all children's learning experiences throughout their time in the Early Years and beyond.

# Our Aims:

In the Early Years Foundation Stage we aim to...

- Create a happy and safe environment in which children thrive and love to learn and explore.
- Provide a diverse and engaging curriculum, led by the children's questions, ideas and personal interests.
- Thoroughly support children's development throughout the seven areas and learning and beyond.
- Value each unique child and their strengths, needs and goals, enabling them to become confident, resilient and independent learners.
- Create strong parental links and positive relationships between home and school.
- Encourage and support children to become happy, healthy, well-rounded pupils who will go on to become life-long learners throughout their time at The Old School Henstead and beyond.



# Teaching & Learning

We are driven by the determination to cultivate our young minds for the future. With a curriculum which prioritises a solid core and enrichment lessons through our extensive foundation provisions, we are aware of the power of a well-rounded and broadened curriculum geared to ensuring excellent personal development and academic attainment.

The world in which our children will enter as adults is constantly changing which requires adaptability, problem-solving and inquiry. As such, we offer all pupils with learning opportunities which nurture their inquisitive minds and develop their sense of wonder.

Our taught curriculum, and therefore timetable allocation, position the core subjects of English and mathematics at its nexus. We firmly believe in encouraging a lifelong love of literature through the introduction of high-quality reading materials and writing opportunities, alongside inspiring our learners to appreciate the joys and magic of maths. During lessons, our experienced teachers offer well-structured lessons which prompt opportunities for the children to take risks, engage and become active participants in their learning journeys.

Due to our small class sizes, teachers can personalise each child's learning journey by providing individualised challenges for their needs through systematic target setting, small group learning and regular one-to-one consultations.



## Assessment

Assessment is one of the key tools in ensuring each pupil makes solid progress. Through collaboration, we encourage our pupils to share responsibility for their learning by contributing to target setting and to reflect on the progress they are making. The school utilises both formative and summative assessments to determine the progress our pupils are making and to identify areas of focus for future lessons. The latter of which includes cognitive ability testing and progress tests in English, mathematics, spelling and reading. These occur thrice yearly and support our teachers when making judgements for the pupil report grades.



## Humanities

Over the course of the academic year, pupils are given the opportunity to study topics based on both history and geography where they answer inquiry questions during each Humanities session.

The children are encouraged to think about the impact history and significant figures have had on their own identities and the challenges of our time, as well as understand the complexity of different lives, the process of change, the diversity of societies and relationships between different groups. Key skills are developed throughout our history topics such as thinking critically by being able to evaluate evidence and the reliability of different sources as well as being able to develop an argument and justify their thinking.

Both human and physical processes are explored in our geography sessions. Children are encouraged to look closely at the world around them and think about how and why social and natural structures are as they are. Pupils learn about our diverse planet; learning about the formation of rivers and mountains to the impact of natural disasters.

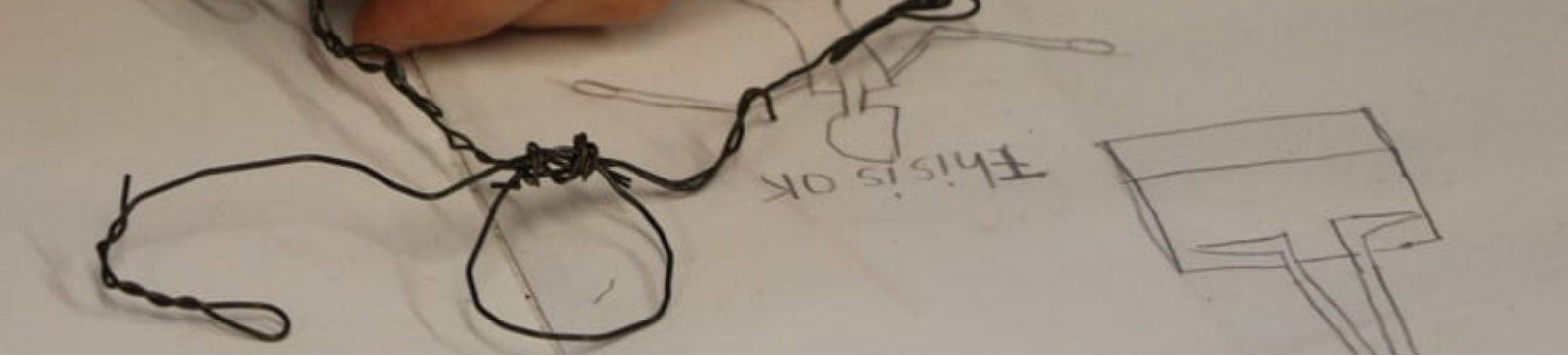
## Languages

Learning languages can help with confidence, communication and developing a curiosity for the wider world and varying cultures. At The Old School Henstead we are pleased to be able to offer languages from Spanish in the Early Years, to French from Year 1 to Year 6. All children are encouraged to participate and interact through our educational games, stories, songs and fun activities, such as Boules and sampling French breakfast foods.

In Year Six, pupils are introduced to Latin following the Minimus scheme of work, implemented by Classics for All at Oxford University. Our intent is to teach Latin to support vocabulary development, build a deeper understanding of grammatical structures in English and foreign languages, and promote the learning of derivatives of language alongside historical stories.

We see that our children thoroughly enjoy learning a new language. It helps them feel a real sense of achievement mastering and using new phrases.





## Art & Design

At The Old School Henstead we believe that the arts are vital to every child's development by giving them the chance to be creative, build confidence, learn new skills and above all have fun. Children from Reception to Year 6 enjoy a double art lesson every week in the designated art classroom with a specialist teacher.

Our art classroom is a light-filled creative hub where pupils are encouraged to explore different techniques such as printmaking, drawing, jewellery design, painting and ceramics whilst being inspired by artists from around the world. Topics from EYFS to Year 3 are linked to the humanities curriculum. Our aim is to provide meaningful and lasting connections with other areas of the curriculum. We ensure that we engage, inspire and challenge the children to develop a creative mind as well nurture and develop artistic talent for all levels.

## Music

Music-making is a very important part of life at The Old School Henstead, with each class from Nursery to Year 6 receiving three lessons as part of the curriculum every week. These lessons feature a mixture of singing, practical instrumental work on tuned percussion and recorder, and topic-based exploration. The Senior and Junior Choirs rehearse every week and lead the singing at our regular services at St Mary's Church and in daily assemblies. In addition to this we have, over the years, been very proud of the achievements of the Senior Choir at local, regional and national music festivals. The choir regularly sings for the Children in Need charity and in 2019 was featured doing so on national television.

Many pupils subscribe to weekly music lessons with our specialist music teachers; we currently offer tuition in piano, violin, guitar and singing. In addition, we offer a weekly after-school Music club for any pupils wishing to gain extra experience in music-making.



# Drama

In keeping with The Old School Henstead's focus on building our pupils' confidence, Drama and Dance is a key part of our curriculum. Over the course of the academic year, children play drama games, are involved in building their improvisation skills and learn about physical theatre. One term is spent focusing on the works of Shakespeare where the children explore characterisation and the use of language on stage. In addition to this, Dance is studied for a term where the children learn choreography and work towards creating a performance for the rest of the school based on a theme tied into learning in other areas of the curriculum.

The Junior and Senior summer shows are our traditional climax to the year. Each are produced at an exceptional level of professionalism by talented and dedicated staff and includes every child from Nursery to the top of the Senior School, at an appropriate level of performance. The shows always provide a memorable send off for our leavers.

LAMDA tuition is offered in the school with a peripatetic teacher which proves to further improve children's confidence, communication, presenting and public speaking abilities



# Sports

We believe passionately in using sport as a tool to improve our children's emotional well-being and self-esteem. At The Old School Henstead all pupils are given the opportunity to represent the school in a range of competitive sports which include cross country running, hockey and football. We compete against local schools and further afield in both regional and national competitions.

Each child has regular lessons in team games and athletics according to season, delivered by our specialist PE teacher. Children in Year 3 to Year 6 have sport and physical activity sessions twice a week and the school has regular fixtures against many local independent schools. Children in the junior and early years sections of the school have weekly physical education lessons focused on developing skills, hand-eye coordination and boosting self-confidence.

Each child has a weekly swimming lesson at the Waveney Valley Leisure Centre in Bungay, where the school has exclusive use of the facility. We recognise how important it is for our children to understand water safety, we believe all children should have the opportunity to learn how to swim and be taught how to stay safe in and around water.





## Outdoor Education

Outdoor Education is an important part of the curriculum, for it is inclusive, builds confidence and encourages supervised and sensible risk taking. At The Old School Henstead we are committed to the learning opportunities that are to be found outside the classroom – as varied and challenging as those enjoyed indoors. Our learning trail, dedicated nursery playground, trim trail, pond area and kitchen garden exemplify our commitment to ensuring that outdoor education facilities at The Old School Henstead are first rate.

Our broad range of outdoor education excursions support the range of educational experiences on offer. The whole school takes part in Big Day Out, visiting venues such as the Capital and Cambridge. In the summer, Reception, Year One, Year Two and Year Three have outdoor days at Ringsfield Hall. Activities such as Forest School, Earth Trek, Shipwrecked, Bushcraft and Survival will have something for everyone. Year Four tackles the orienteering and coastal treasure hunt with a nautical theme, staying overnight at Warden's Trust Centre. Year Five heads for the North Norfolk Coast, with a multi-activity two night stay at West Runton. For Year Six, the Leavers trip centres on Wales, with the programme geared to providing our boys and girls with the skills they will need to move on to Senior School.

It is also important that, as a school, we act together to help others and develop our own resources. We completed the Three Peaks and The Henstead Hundred, a cycle challenge for parents of some 100 miles (just over) in support of our building fund. In the last few years the children tackled the Henstead Hike, a challenging coastal walk, in aid of different charities: Walking with the Wounded, CLIC Sargent, East Anglian Air Ambulance and to raise money for a community defibrillator.



# Pastoral

## Assemblies

Assemblies are an important starting point of the day at The Old School Henstead. Our assemblies are designed to inspire pupils to appreciate all that life has to offer and to settle for nothing less than their very best. Every morning children from Reception upwards attend assemblies which are themed, on a termly basis, around the Christian ethos and core values of the school. In addition to whole school assemblies, there are also House assemblies, Show and Tell assemblies and pupil-led form assemblies.

## Forms

The form teacher plays a vital role in the daily life of each pupil. The form teacher is the first point of contact for any queries or concerns. Pupils are registered by the form teacher every morning and spend time together at the end of each day. Contact with form teachers is encouraged and can be arranged through the school planner (Years 3 to 6), message book (Reception to Year 2), via email or in person at the beginning or end of day. Regular form updates are posted on Google Classroom. Each form has a mascot that is awarded weekly to the pupil who best demonstrates the core values of the school.

## Houses

The school has an active house system that encourages pupils to interact and collaborate with pupils outside their own year group. Weekly house assemblies form a basis for a wide range of house activities including sports competitions, artistic and cultural pursuits. House points are awarded for good work and behaviour, which contribute to the end of year award of the Inter-house Cup.

# School Council

The School Council has two representatives from every year from Year 1 to Year 6, with Reception electing their representatives in the Summer Term. New representatives are elected every term. Designed to give all the children in the school a voice, class representatives meet every week to inform the Council of any issues or ideas generated by their classes. There are often good suggestions for improvements around the school and in the classrooms, plus some wonderful ideas for learning. Minutes are taken, which are communicated to the Headmaster. It is a real opportunity for the boys and girls to contribute to the development of the life of the school.



# Fees & Charges - Academic Year 2022-2023

## Nursery Fees (per session)\*:

8.30am – 11.30 am: £24.20      8.30am – 12.30 pm : £30.85 (includes lunch)

12.30pm – 3.30 pm :£24.20                      Full Day : £50.50 (includes lunch)

Early Years Funding may be used for the following sessions:

8.30am – 11.30am or 12.30 pm – 3.30pm, Term Time

\*We accept Suffolk County Council Early Years Funding of 15 hours per week for sessions in our Nursery and Reception classes. Please contact the Office for details.

## Reception – Year 6 Fees (per term; three terms per academic year):

| Reception\* £2,533\* | Year 1 £2,869 | Year 2 £2,990 | Year 3-6 £3,640 |

Included                      Tuition, Personal Accident Insurance.

Optional Extras              Fee Refund Scheme and Milk.

Hot Lunch                      £3.60 per day; invoiced termly (includes a hot meal and dessert.)

Breakfast Club              7.45am – 8.35am      £5.65

Early Morning Club      8.15am – 8.35am      £2.60

Prep Club                      3.30pm – 4.10pm      Free of charge

Homework Club              4.10pm –5.30pm      £5.65

After School Activities (These are optional and invoiced at the beginning of each term.)

**REGISTRATION FEE**              A registration fee of £100 is required for each pupil and is non-refundable. (Not applicable to Nursery.)

**ADMINISTRATION FEE**              (Nursery only) £50 one-off fee which includes all food and swimming lessons.

**DEPOSIT**              (Not applicable to Nursery children.) One deposit of £250 is required per pupil payable the term prior to entry in the school. The deposit is refundable within one month of your child leaving the school, without interest, less any outstanding charges. The deposit is not refundable if your child, once accepted to the School, does not take up a place at the School.

**SIBLING REDUCTIONS**              Parents with three or more children at The Old School Henstead (from the same family at the same time) currently attract a sibling reduction of 15% on the fee of the youngest child.

*Fees for each term are payable in full on or before the first day of that term. As per the current terms and conditions one full term's notice is required in writing to the Headmaster by the first day of term or a term's fee in lieu of notice is payable. For ways to pay, please refer to the Fees page on the school website. The preferred method of payment is directly into the school's bank account, details of which you will find on your invoice. Fees and charges may also be paid by cheque (payable to "The Old School Henstead Educational Trust Limited" and marked "A/C payee only"). Any fees and/or charges (to include lunch bills, music lessons, After School Clubs and activities) that remain unpaid at the due date will incur a 4% above bank base rate surcharge per month plus an administration fee of £50.*



## Our Governors

NICOLAS KINGSLEY, Chair of Governors, has been a partner at Sprake & Kingsley since 1991, having practised law in Norfolk since 1976. Nic was appointed a governor in 2009, lives locally and has three children (all long out of school!). He is committed to the school and its ethos and is interested personally in sport of all sorts, being involved locally in Rugby Union, which he still plays. He is also a trustee of the Philip Wayre Wildlife Trust as well as Honorary Secretary of Crusaders RUFC. He is a (worried) supporter of NCFC.

KAREN PHILLIPS, is a local solicitor and former parent of the school. Karen lives in Norwich with her partner and slightly eccentric Westie. She has worked in Suffolk for nearly twenty years. Karen is a Partner at Bungay solicitor's Sprake & Kingsley where she assists clients with civil disputes and dispute resolution, with a particular interest in employment/HR issues. Karen has been associated with the school for ten years, has been a governor since 2010 and has a particular interest in assisting the school from a legal perspective.

PAUL SMITH, MA, MEd, graduated from Queens' College Cambridge with a degree in Geography and a blue in rugby football. He started his educational career at St John's School, Leatherhead and moved into school leadership as Second Master at the Royal Grammar School, Worcester, then into two headships: six years at Oswestry School, Shropshire and eleven years at Truro School, Cornwall. During his time at Truro School he was elected to the HMC

membership Committee and became a member of Cornwall Rural County Council. Paul is married to Kathy and has two daughters and four grandsons. Paul is also a governor at the Royal Hospital School, where he chairs the Education Committee.

JON SLAY, BSc (Hons) QTS, was educated at Brunel University. After a spell as an Insurance broker in London, he took his first teaching post in 2001 at Orwell Park Prep School. He then moved to Framlingham College in 2006, where he has held several different roles including Head of Hockey, Head of Year, Director of Sport and his current role of Housemaster. Jon has a passion for sport. He played U17 County cricket, hockey for England up to Under 21 level and represented Great Britain. He is also involved in the Duke of Edinburgh's Award at the College.

DR MEGAN HARDMAN, MBBS, MRCP is a GP who also works in A & E and undertakes pre-hospital care. She was born in Great Yarmouth and trained at Guys and St Thomas's in London before joining the Army. After seven years working as an Army GP, and after an Operational Tour in Afghanistan, she moved to Suffolk. She has been involved in educating medical students from UEA and continues to mentor junior doctors in pre-hospital trauma settings. She has three children; two have moved on to senior school and one is currently at The Old School Henstead. She is Chair of the Medical Equestrian Association, medical advisor to Riding for the Disabled and spends her spare time riding.







# THE OLD SCHOOL HENSTEAD

---

INDEPENDENT PREPARATORY SCHOOL

Tel. +44 (0) 1502 741150  
E-mail: [office@theoldschoolhenstead.co.uk](mailto:office@theoldschoolhenstead.co.uk).

The Old School Henstead  
Toad Row  
Henstead  
NR34 7LG