



Wotton House

International School Gloucestershire

Prep

Rewilding for a Technical Generation

Parent Handbook

2021/2022

It takes a village to raise a child ~ African Proverb



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VISION STATEMENT

Wotton House International School is based in the heart of Gloucester and is part of the International Village Education group. Our mission is to actively help children develop the confidence, skills and knowledge necessary to thrive in the modern world.

AIMS

Our students will have:

- a sense of their place in their community and an understanding of their responsibilities within their world
- a spirit of enthusiasm for learning, throughout our in-school and outdoor learning activities
- qualities including tolerance, resilience, grit, leadership, courage, patience, empathy and emotional intelligence
- key cognitive skills of critical thinking, argumentation, logic, hypothesis testing, evidence evaluation and problem solving
- a sound knowledge base and a sense of themselves as a scholar.



It takes a village to raise a child ~ African Proverb



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WELCOME TO WOTTON HOUSE PREP DEPARTMENT

"At Wotton House children can come and learn in the most beautiful school grounds with invigorating outdoor activities to creative art and design classes."

Prep Student

Introduction

Welcome to Wotton House Prep Department. We have prepared this Handbook to help parents and their children prepare for starting their international learning journey. It is essential that you have a really clear idea of how Wotton House Prep works, and how we will work together. Our priority, to inspire and encourage your child, igniting creativity and curiosity. We pride ourselves in providing a rich and diverse education, based on engaging first hand experiences, exploration and motivated study. Our team of experienced professionals make up our own 'school village' in which we strive to collaborate with individuals and their families to deliver the best possible learning opportunities for your son or daughter during their time with us.

The information that follows is not exhaustive: undoubtedly families will have questions that are not covered in this booklet – please do not hesitate to ask! The school website is also a fantastic source of information and is regularly updated.

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Uniform

At Wotton House we don't have a strict uniform for our students. We believe that our students should have an opportunity to rehearse the decision making that will be expected throughout their adult lives; making choices for their comfort and practicality. We do expect students to be smart in their appearance during classroom sessions, but anticipate a more relaxed style for outdoor and adventurous activities.

For weekly PE lessons it is essential that students wear trainers. We also request that students wear navy tracksuit bottoms and a white polo top. We do offer the option of a hoodie with school logo, as well as a white polo top which is suitable for use in PE. Please contact mandy.owen@iveuk.com for details.

We appreciate the support of families in ensuring your son or daughter's clothing is the correct size and not ripped or damaged. As in all schools, there are occasions where clothing could be lost so rigorous labelling is essential please.

“There is no uniform, which makes you feel more comfortable. This puts you in the right frame of mind to learn. Everyone feels better in their own clothes.”

Prep Student

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The First Day of Term

The first day at school is designed to welcome you to Wotton House Prep School. There will be lots of information to take in, but don't worry if you forget where something is; just ask and you will be pointed in the right direction. There are plenty of staff and students available to help you on your way.

The Prep classrooms are situated off the main entrance hall. These beautiful rooms have high ceilings and huge windows that give plenty of natural light and scope for the imagination; it is a wonderful space for learning and embracing our successes. Pupils' work is displayed on the walls, progress is valued and differences are celebrated!

Mrs Emma Edwards, Head of Prep will be your main point of contact. Please do feel free to email with any questions you may have: emma.edwards@iveuk.com

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Equipment List

Please ensure your son or daughter arrives at school ready to learn and equipped with the following. *Please note we are asking students to bring their own resources like scissors and glue to avoid the sharing of resources in line with our Covid-19 risk assessments.*

- A pencil case containing the following:
 - HB pencil
 - Colouring pencils
 - Felt-tipped pens
 - A fountain pen or rollerball
 - A 30cm ruler
 - A protractor
 - A pencil sharpener
 - Classroom scissors (rounded tips please)
 - A glue stick
 - A calculator
- A water bottle
- A healthy snack for break time, no nuts please
- Suncream if required
- A coat for cold or wet days
- Sports / PE kit
 - Students need navy tracksuit bottoms, a white polo shirt, trainers and socks. There are branded products available if requested; these have the school's logo. Please contact mandy.owen@iveuk.com for details. No jewellery please.
 - Outdoor and adventurous days at The Wilderness will require robust footwear, preferably walking trainers or boots that provide ankle support. Please also send your child with several layers and a rainproof coat. A good-sized packed lunch is also required when visiting the Wilderness because the students are very active.
- Chromebook for lessons - these are issued to all students at the start of the Autumn Term, and are included in your registration fee.

Please ensure that all personal items are clearly marked with your child's name.

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A Typical School Day

08:40-09:00	Tutor time: pupils go to their classrooms for registration
09:00-09:45	Lesson 1
09:45-10:30	Lesson 2
10:30-10:50	Morning Break
10:50-11:35	Lesson 3
11:35-12:20	Lesson 4
12:20-13:00	Lesson 5
13:00-14:00	Lunch
14:00-14:45	Lesson 6
14:45-15:30	Lesson 7

Collection is between 15:30 and 15:45 every day, unless the students are at The Wilderness Centre.

Note: It may be possible to arrange late collection, subject to staffing. In the event that you need this, please contact us. **We regret that we may need to charge an additional £5 daily late stay fee.** This means if you arrive after 3:45pm a daily fee will be added to your bill.

Your son or daughter's safety is important to us, please inform us yourself either via a note, a phone call or an email if there are any changes to collection arrangements.

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Sport

At Wotton House we offer an exciting programme of sports, including weekly skills sessions at school and outdoor and adventurous activities at The Wilderness Centre.

Our provision for the Autumn Term 2021 includes swimming at the local pool, GL1 in Gloucester. Students will be taught by the professional swimming instructors with our school staff available throughout. Students of course will need to bring a towel and swimming costume to school on Wednesdays. All long hair must be tied back for these lessons. Please note the swimming sessions do carry an extra cost, which is billed termly, in advance.

For gymnastics lessons, students will have bare feet. We request that jewellery is not worn for PE as it can get caught or cause injury to the wearer or other members of the class.



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The Wilderness Centre

“We go to The Wilderness Centre once a week, have all sorts of adventures, and do amazing activities.”

Prep Student

Children will visit The Wilderness Centre on a weekly basis, where they will embark on activities inspired by their classroom curriculum as well as having an opportunity to explore the wonderful outdoor learning environment. Our activities centre around rewilding but may include:

- Archery
- Problem solving - teamwork, cooperation and planning.
- Bushcraft - from fire lighting to shelter building and survival.
- Crate stack - a great team high-ropes activity.
- Orienteering
- Climbing at the climbing wall
- Tunnel trail
- Environmental studies



The Wilderness Centre is set in almost 30 acres and there is plenty of space for the students to enjoy and immerse themselves in the outdoors. They do need to consider the different types of activities on offer and ensure they are suitably dressed, that their footwear is comfortable and practical and that they have a change of clothing, sun protection and waterproofs, as required.

Students will participate in our rewilding project, working towards their John Muir Award and working collaboratively to enhance the landscape.

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Wilderness Days

08:30-09:00	Students depart Wotton House and travel by minibus.
09:00	Bus arrives at The Wilderness Centre, or parents drop-off.
09:00-11:00	Lessons with Mrs Edwards/ John Muir Award
11:00-11:20	Morning Break
11:00-13:00	Lessons with Mrs Edwards / John Muir Award
12:40-13:40	Lunch
13:40-15:30	Art and Design
15:30	Bus returns to school or parents collect.
16:00-16:15	Collection from school.



****The children will need to bring their own packed lunch and water bottle for their Wilderness days, we ask that these do not contain any nuts.***

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Illness

If your son or daughter is going to be absent from school due to illness, parents are asked to email or telephone the school before 09:00am. In addition an explanatory note, signed by a parent, should be brought into school on their return in order for us to fulfil our legal obligation to account for and record any absences.

If your son or daughter seems unwell, please do allow them time to recuperate at home. If they are sick, please allow 48 hours before sending them back into school and naturally if there are any symptoms that could cause suspicion of Covid-19 then please stay at home and follow the school guidance.

If your child feels unwell during the school day their class teacher will ensure they are as comfortable as possible. Where necessary, we will contact you by telephone and request that you collect your child. We will always phone if your son or daughter is in notable distress, vomits, or has a head injury.

In more serious cases, should your child require hospital treatment, they would be accompanied by a member of staff and that person would remain with your child until you arrive. This is one of the reasons why we ask you to provide us with a set of emergency contact numbers on the Personal Information Sheet, that will cover all foreseeable contingencies. If any of your emergency contact numbers change during the school year, it is very important to inform the School Office so that we can ensure each Personal Information sheet is up-to-date.

Parents are asked to give details in writing if they wish their daughter to take or use prescribed medicines, e.g. antibiotics, asthma inhalers. Please complete a form (available from the school office) for medicines that will need to be taken for more than one day. The only other medicines we administer are Paracetamol or Calpol, and only if parents have given permission in the Personal Information Sheet. In

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cases of prolonged illness or, should a student need regular medication, the school may seek advice from the individual's GP in order to best support their needs.

We need a completed health questionnaire for each student at Wotton House Prep. These are provided along with the admission form when you enroll, if in doubt please contact the school office who will be happy to help.



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School Policies

All of our school policies are available on request from the School Office. All of our policies are based on the principle of promoting the well-being of our students, and of safeguarding their health and security. Please do not hesitate to contact the School Office if you would like a copy of a specific policy or, alternatively, they can be downloaded from the school website, <https://www.wottonhouseschool.co.uk/>

Please ensure you have read and understood the home-school agreement.

Mobile Phones

We ask that our Prep children do not bring mobile phones into school, and also politely request that parents refrain from using them on the school site, where possible. Where phones are required before or after school, we ask that they are deposited with the teacher at the start of the day and they will be kept safe in the main school office until school ends.

Safeguarding

Wotton House Prep is committed to safeguarding all members of the school community and our visitors. The school's procedures operate in line with the Department for Education's statutory guidance. The school is committed to cooperating fully with other agencies on matters relating to child protection. If you have any concerns about the welfare of the students, please report them immediately to the safeguarding staff. The Wotton House Child Protection and Safeguarding Policy is available on the school website and by request at the school office. The policy operates as part of a wider suite of policies.

Senior Designated Member of Staff for Safeguarding: Becky Gwynn

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Contact Information

Wotton House International School

Horton Road,

Gloucester

GL1 3PR

T: +44 (0)1452 764248

W: <https://www.wottonhouseschool.co.uk/>

E: info@wottonhouseschool.co.uk

E: emma.edwards@iveuk.com

The Wilderness Centre

Plump Hill,

Mitcheldean

Gloucestershire

GL17 0HA

T: +44 (0)1594 542567

W: www.wilderness-centre.co.uk

E: info@wilderness-centre.co.uk

***"This is Wotton House, a school where
children can explore their imagination to
the fullest and find what is right for
them."***

Prep Student

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