



The Manor

*A foundation school with
a performing arts specialism*



www.themanorcambridge.org • 01223 508742 • office@manorcc.org.uk

Founder member of The North Cambridge Community Trust



“The rate of improvement in student attainment is exceptional.”

OFSTED, 2010

“I note [your OfSTED] report praises the rapid improvements in leadership and mana



Welcome from the Principal

Welcome to our prospectus for the 2011–12 academic year, showcasing our school and highlighting some of our achievements over the last few years.

I am fiercely proud to be the Principal of The Manor.

We are resolute in the pursuit of excellence and our goal is to see all our students achieving (and indeed exceeding) their target grades in an atmosphere of mutual respect, tolerance and positive behaviour. Our school continues to improve; results have increased dramatically, numbers in our new Year 7 have doubled, and OfSTED graded us as “good with outstanding capacity to improve further” in 2010. We are also exploring closer partnership working, which promises to be extremely exciting.

This prospectus will help to give you a flavour of the excellent work we do in this small and vibrant learning community. There is, of course, no substitute for seeing the school for yourself and so I urge you to come and visit. Contact the school on 01223 508742 and I shall take pleasure in personally showing you round our school.

I very much look forward to meeting you.

Ben Slade, Principal





The Manor: a thriving Foundation School

The Manor is a small community-based school in open and spacious grounds. With around 450 students on roll from September 2011, staff are able to give close personal attention to every student while still providing a broad, balanced and challenging curriculum.

On 1 September 2010 Manor Community College changed its status to become a Foundation School supported by The North Cambridge Community Trust. It benefits from the support of the Local Authority as a maintained school, but is also supported by a charity, referred to as a Trust.

The Trust can appoint up to four Foundation Governors to the Governing Body of The Manor. The

Governing Body is responsible for the employment of staff and the setting of admissions arrangements, as well as the day-to-day management of the land and buildings. The Chair of Governors and the Principal of The Manor act as ex-officio trustees, strengthening the partnership between the Trust and the school.

Our nine Trustees represent our close connections and partnerships with businesses, education institutions, public services and community groups in the local area.

We are currently exploring closer partnership working with one of our current Trust partners, which is extremely exciting.

Our mission and values

We strive to put students first in our decision making. We are committed to developing both the academic and vocational talent of the future.

Attainment: We are determined to continue to increase further the number of students who achieve the 'gold standard' of five GCSEs at A*–C, including English and Mathematics.

Aspiration: We work with our neighbouring sixth form colleges and further education institutions to ensure that all our students continue their education

after leaving us. We also encourage all students to achieve their full potential.

Enjoyment: We recognise and celebrate success. We encourage our students to enjoy learning and to increase their own personal development and self esteem.

Equity: We are committed to equal opportunities for all and we welcome young people from all cultures, backgrounds and beliefs.



“The Manor delivers good-quality education for each of its students, irrespective of circumstance, background or ability.”

OFSTED, 2010





The school specialism

The Manor continues to be a specialist Performing Arts school, following its successful redesignation in 2010, and holds the Arts Mark Gold Award from the Arts Council of England. The school specialism is integral to the enrichment of the curriculum. Across all subjects students are encouraged to develop the five positive Attitudes to Learning of the specialism: Performance, Creativity, Independence, Teamwork and Effort.

The performing arts are an excellent practical way of exploring different cultures and celebrating diversity. At The Manor, students have engaged in projects investigating their own cultural backgrounds and celebrating and contributing to the diversity of local and international communities. Experience and participation in Drama, Art and Music provide important sources of both enjoyment and achievement for our students.

The curriculum

The Manor is committed to ensuring all students undertake an appropriate, broad and balanced curriculum throughout their time with us. We want all students to aspire to high achievement in a wide range of disciplines from the academic to the vocational.

The Key Stage 3 curriculum gives students a taste of all of major subject areas. They study the core subjects – Maths, English and Science – plus PE, Music, ICT, History, Art, Drama, Design Technology, Geography, Cultural Studies and a foreign language.

During Year 9, students select the courses they will study at Key Stage 4. These could be vocational courses such as Construction, Hair or Health and Social Care as well as more traditional subjects such as History, Geography or Languages. Students are guided through the Options process through a programme of information, advice and guidance (IAG). There is then

an information evening when parents and students have an opportunity to discuss the choices available with subject teachers. This evening is followed by individual interviews to confirm option choices. It is our aim to ensure that students select courses which are appropriate to their future choice of study and career.

Having been guided through the design of their curriculum at Key Stage 4, all students study a core of English, Maths, Science, PE, ICT and Cultural Studies, plus their choice of option subjects. A variety of pathways are available to students which support those who find the work difficult and to stretch the most able. Some students will follow courses at Foundation Learning level whilst others may study vocational or academic courses at a higher level. We are also giving all students the opportunity to gain the new English Baccalaureate and, as such, will be offering French, Spanish and other languages going forward.



Community enrichment

The Manor is part of the local community, and students take an active role in reaching out to friends and neighbours. Events for Senior Citizens and local primary schools are just some of the regular activities that The Manor students initiate and run. Recently, over 700 local residents visited the school for its centenary celebrations.

Students have contributed to community activities such as art exhibitions at Lion Yard, the Cambridge Re-use and Recycle Network, and carol singing in Arbury Court and Alex Wood House.

The Manor works in partnership with local businesses and groups, including our Trust partners.

Curriculum enrichment

The school has a vibrant enrichment programme at lunchtimes and after school every day of the week. The programme provides a wide variety of learning opportunities in activities as diverse as yoga, judo, horse riding and gardening.

Lunchtime clubs are increasing all the time as students take responsibility for setting them up or helping staff to run them.

After-school activities include a homework club, study support groups and access to the Steven Hawking Library and Study Zone.

School trips in 2010–2011 ranged from an outward bound residential course in Wales to specialist workshops and seminars at the University of Cambridge.

Visitors to The Manor who have enriched the 'in-school' experience for our students have included the Britten Sinfonia, a survivor of Auschwitz, local church leaders, dance groups, Cambridge University Press and our new Patron, Julie Spence, former Chief Constable of Cambridgeshire.



ated, and they pitched in with great answers to challenging questions." – Dr Pixie McKenna, Presenter, Channel 4



“The school is a safe and vibrant learning community.”

OFSTED, 2010



Partnership with parents

We encourage parents to share in our celebrations, school performances and extra-curricular activities.

We take seriously our responsibility to keep parents and carers informed of their children's progress, and do so through regular reports and review meetings. It is of paramount importance to us that any issues are resolved swiftly and fairly.

If parents or carers have a concern about their child, the first point of contact is their child's Form Tutor. They can be contacted either by telephone on (01223)

508742, through the student School Planner, by letter or by email (office@manorcc.org.uk).

If the concern is more serious, relating to matters such as behaviour or bullying, these will be dealt with by the relevant year Leader of Learning or, if necessary, the Principal.

We know each of our students very well, so it is easy to put parents and carers in touch with the member of staff who can help.

Attendance and punctuality

Routine daily attendance at school is an important life skill for our students to establish.

Very occasionally your child may be unwell to an extent that it is not possible for them to come to school. If this is the case we ask that the school is informed before 8.30am.

Absences during term time for doctor's or dentist's appointments should be avoided. Holidays during term time are not permitted.

The school day begins at 8.45am with either an assembly or tutor time. Students are expected to be punctual and ready to learn not only at the beginning of the day but also for all lessons.

Being on time for lessons is an important part of students being able to be independent learners in their future careers and education.



Behaviour

Good behaviour involves respect for each other and allows all students to engage in learning. The Manor has a clear Code of Conduct, displayed in classrooms and public areas. There is also a system of rewards for good behaviour, improvement and endeavour.

We are proud of our student leaders, Principal Boy and Girl and our Senior Student Leadership Team. Our Student Voice Forum is an active part of the school community.

Students need to be able to engage in their learning and feel safe and free from prejudice. At The Manor,

bullying is not tolerated in any form. The students know this. The school's Student Voice Forum has developed its own Anti-Bullying Charter which applies to all aspects of bullying, including cyber-bullying.

The Manor is a calm and well-ordered environment where the boundaries are clear. Each student is known and understood as an individual and respected as such within the school community.

We deal swiftly and fairly with concerns and complaints from students and parents.

Student support and guidance

The Manor has three Leaders of Learning – one for Years 7 and 8, another for Years 9 and 10 and a third for Year 11. Form groups are also small, with around 25 students; each form is cared for by a Form Tutor who sees each student at least twice a day. From their Form Tutor, students receive personal and ongoing advice, information, and support in their academic and school life and sessions in personal development.

Specific 'themes for living', which include economic well being, healthy living, diversity in the community and keeping safe, are investigated through group discussions, often with external speakers.

Students are encouraged to take advantage of the various opportunities for them to access their own self help and support. There are boys' and girls' clubs run by the Youth Service, drop-in sessions with the school nurse, and sessions with school counsellors on friendships and relationships, safety and health, and personal and emotional matters.

In years 10 and 11, students are given individual advice about suitable curriculum choices and courses from Form Tutors and subject staff.

We have a busy Student and Family Support team offering ongoing support for attendance, behaviour and attitudes to school and learning.



were able to join in a performance with the professional string trio." – Creative Learning Director, Britten Sinfonia



The transition from primary school

Total commitment to transition is reflected in our school at every level with the Associate Primary School Cluster represented by a new trustee and member of our governing body.

We recognise that the transition between primary and secondary school is a daunting process for parents, carers and students alike. To help primary students prepare for secondary school, staff and students from The Manor begin making links with students in primary schools from an early age (Year 4 upwards). Students of varying ages from The Associate Primary Cluster frequently participate in sporting, artistic and academic pursuits at the school throughout the school year. Projects range from sports festivals, Art exhibitions and taster lessons to Science weeks, performances and summer schools. These activities are planned in partnership with primary schools to ensure that the young people are at ease about transferring to The Manor in the September of Year 7.

For students with special and additional educational needs we recognise that the move can be even more worrying. In an effort to alleviate these concerns the school is fortunate to work in partnership with Romsey Mill and their well-established transitions programme. This allows us to provide more intensive support in the form of additional school visits, residential trips and group workshops. These activities are invaluable when preparing more vulnerable students to make the transition to secondary school. The school has established fantastic working relationships

with colleagues in primary schools. In the months preceding the students' arrival in September we take full advantage of this to ensure that we receive the necessary information in time to prepare a suitable programme of support for all of these young people.

The Manor has an extremely open, friendly and welcoming "feel" and parents of primary-school-aged children are encouraged to come and see us at various times throughout the year. Whilst it is possible to make an individual appointment to be shown around the school by our Principal or one of our Leaders of Learning at any time (telephone Lucy on (01223) 508742, the following dates are also available without appointment:

The Manor Open Evening: 7pm, Tuesday 4 October 2011. A fantastic opportunity for parents and prospective students to visit the school, meet our teachers and students and see the school in action.

Open Day Tours: Thursday 15 September and Wednesday 21 September 2011. Parents, carers and prospective students are invited to tour the school.

You are considering The Manor at an extremely exciting time in its development. Results are increasing year on year and places are filling up faster and faster. If you have any queries about the admissions process, please contact the Admissions Department at Cambridgeshire County Council on 01223 699102 or by post at OCYPS, Castle Court, Cambridge, CB3 0AP.



...y child's move from primary school to The Manor were really thorough. She settled in brilliantly." – Year 7 parent



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Specialist Schools
and Academies Trust
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