TRIDENT
PREPARATORY
KALUMBILA

2027 / TRIDENT PREPARATORY KALUMBILA

Family Handbook

A guide to learning and school life in Kalumbila, Zambia



Welcome to Trident

Welcome to Trident Preparatory Kalumbila. We are an international preparatory school in Trident Woodlands Estate, Kalumbila. Our pupils and staff bring together different cultures, languages and experiences. We value the perspective each family brings to our school community.

We want children to feel known, safe and ready to learn. In the classroom, on the sports field and through the arts, pupils are encouraged to ask thoughtful questions, work with others and take increasing responsibility for their learning. This handbook explains how school and home can work together to support that growth.

Our Trident values

Integrity We act honestly and honour our commitments.

Respect We treat people with courtesy, care for our surroundings and welcome different cultures, faiths and beliefs.

Reflection We consider what went well, learn from mistakes and think about what to do next.

Responsibility We take ownership of our choices and care for ourselves, others and our community.

Innovation We ask questions, explore new ideas and work together to solve problems.

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Learning and home learning

Cambridge Early Years and Cambridge Primary provide the framework for our curriculum. We combine explicit teaching and guided practice with structured inquiry. Pupils ask questions, investigate ideas and explain what they discover, drawing on the knowledge and skills they have built in lessons. In the early years, purposeful play and conversation build language, confidence and independence.

How we assess learning

In the Foundation Phase (Pre-Nursery to Year 2), Learning and Transition Profiles draw on observations, everyday activities and samples of work. They record each child's progress and help the next teacher plan appropriate support and challenge.

In Years 3 to 6, termly MAP Growth testing helps teachers track academic growth and plan next steps. Cambridge Progression Tests in Term 3 show how well pupils have met curriculum expectations. Year 6 pupils also sit Cambridge Primary Checkpoint in English, mathematics and science. Families receive end-of-term reports through Ed-Admin.

Learning at home

Short, purposeful tasks help pupils consolidate classroom learning and develop independent habits. Daily reading is the priority. Families can help by establishing a regular routine, encouraging children to attempt work independently and letting the teacher know if tasks regularly take longer than expected.

Year group	Daily guide	Typical activities
Pre-Nursery and Nursery	Teacher discretion	Shared reading, songs, conversation and practical play.
Reception	10–15 minutes	Shared reading, phonics, letter formation and counting.
Year 1	15–20 minutes	Reading, phonics, spelling, handwriting and number bonds.
Year 2	20–25 minutes	Reading, spelling, handwriting where needed and number fluency.
Year 3	30 minutes	Reading, vocabulary, times tables and literacy or mathematics practice.
Year 4	35 minutes	Reading, spelling, mathematics reasoning and occasional enquiry.
Year 5	40 minutes	Reading, mathematics, spelling, writing or project preparation.
Year 6	45–60 minutes	Reading, mathematics, writing, research or assessment preparation.

Times are approximate. Teachers adjust activities according to pupils' needs and classroom learning. Pre-Nursery and Nursery have no formal written homework.

Wellbeing and Learning Support

Feeling safe and ready to learn

We ask pupils to arrive on time, treat others with courtesy and take care of school property. English is our shared language for classroom learning and group activities. We value the other languages pupils bring to school and encourage children to include everyone in conversations.

Staff use the Trident values to guide conversations about behaviour and recognise positive choices. Weekly assemblies celebrate effort, progress and achievement, including Star of the Week and accomplishments beyond school. Our end-of-year Speech Day recognises achievement across school life.

Raising a concern

Children can speak to their class teacher or another trusted adult at school. Families can raise a concern with the class teacher or contact the school office to speak with the Safeguarding Lead. In an emergency, the school contacts parents or guardians and arranges immediate assistance as needed.

How the three tiers work

Learning Support helps pupils access learning and make progress. The class teacher and Learning Support team use classroom observations, assessment and pupils' response to support to decide what help is appropriate. Teachers also provide extension for pupils ready for further challenge.

Tier	What pupils may receive
Tier 1 Classroom support	All pupils receive inclusive classroom teaching. Teachers adapt instructions, resources, practice and challenge to meet a range of needs.
Tier 2 Targeted support	Pupils who need extra practice in a particular area may receive focused support alongside classroom teaching, often in a small group. Staff monitor progress and review the next steps.
Tier 3 Individualised support	Pupils with more persistent or complex needs may receive more intensive, individualised provision. This may include an Individual Learning Plan and specialist input where appropriate.

The school discusses additional provision and any proposed specialist assessment with families. Support can change as pupils' needs and progress change.

The school day

Arrival and collection

Drop-off opens at 07:00 in the designated area in front of the administration building. Registration is at 07:20 am. Please ensure your child arrives before registration. Pupils remain on the school premises during the school day.

From Monday to Thursday, the school day ends at the following times:

- Early Years Foundation Stage (EYFS) finishes at 12:40.
- Key Stage 1 (Years 1 and 2) finishes at 13:10, including the afternoon activity.
- Key Stage 2 (Years 3 to 6) finishes at 14:40, including the afternoon activity.

Every Friday, whole-school assembly begins at 12:40 and the school day ends at 13:10 for all pupils.

Please use the car park when collecting children after afternoon activities.

Breaks snacks and lunch

Part of the day	Time
Morning break	09:30–09:50
Second break	11:20–11:40
Lunch for pupils staying into the afternoon	13:10–13:40

Please send a healthy snack and, where needed, a packed lunch. Label lunch boxes and water bottles clearly. Drinking water is available throughout the day. We encourage foods such as fruit and sandwiches. If a child brings a fizzy drink, staff will ask them to keep it in their bag and offer water instead.

Families may arrange prepaid lunches through the Trident Woodlands Estate club. Please submit proof of payment to the school office each month so the lunch order can be confirmed.

Visiting school

All visitors should report to the school office on arrival. To discuss your child’s learning, please make an appointment with the class teacher so the conversation can take place outside teaching time.

Uniform and personal presentation

Our uniform helps pupils feel part of the school community and dress suitably for an active school day. Please label all items. The school office can help families purchase uniform and clarify what is needed.

When	What to wear
Everyday uniform	Green and grey school golf shirt, grey shorts or skort, short grey sports socks, and predominantly black or white sports trainers. Pupils also need a school hat or cap.
Cold weather	Green and grey school tracksuit over the uniform, with the shirt collar visible. A plain white vest may be worn under the shirt. The green school Drimac is also available.
Swimming	School swimming trunks or a one-piece swimsuit, as appropriate, and a swimming cap. Goggles are optional.

Hair nails and jewellery

Hair should be neat, clear of the face and arranged so hats and swimming caps fit securely. Tie back long hair and use simple accessories in black, white, blue or brown. Extensions should match the natural hair colour, lie flat and be secured away from the face. Beads and decorative clips should be left at home.

Keep nails short and clean. Nail varnish and nail colouring are unsuitable for school. Pupils may wear a wristwatch or a medical bracelet or necklace. Girls may wear plain round gold or silver studs up to 4 mm, or plain round gold or silver sleepers up to 14 mm.

Non-uniform days

On designated non-uniform days, pupils should wear neat, comfortable clothing suitable for school activities. Please avoid very tight garments or very short shorts, skirts and dresses. Wear either the school uniform or suitable non-uniform clothing as directed for the day.

Sport clubs and outdoor learning

Afternoon activities

Clubs give pupils opportunities to develop interests and practise skills beyond the classroom. Afternoon activities take place from Monday to Thursday, with a programme that changes each term. The termly programme provides the applicable year groups, participation expectations and collection arrangements.

Sports during the year include swimming, athletics, football, cross-country, netball and tag rugby. Selected pupils may take part in the Trident Tigers Swimming Club. Please give school activities priority when arranging outside commitments such as tennis or golf.

Our houses

Pupils join a house when they enter the school. Siblings are usually placed in the same house. Our houses are named after Zambian rivers.

House	Colour
Kabompo	Blue
Kafue	Red
Kalungwishi	Yellow

Inter-house sport and cultural events give pupils opportunities to represent their house, support one another and work towards a shared goal.

Camps and outdoor learning

Outdoor experiences help children develop confidence, independence and teamwork. In Years 1 and 2, a school sleepover introduces pupils to spending a night away from home. In Years 3 and 4, activities at the Trident Woodlands Estate fishing camp build on this experience through group and individual challenges.

Year 5 and Year 6 pupils travel to Ndubaluba Outdoor Centre in Mkushi. The camp gives pupils opportunities to solve problems together and take responsibility for shared tasks. The school shares practical arrangements with families before each trip.

Working with families

Staying informed

Channel	What it is used for
Email	Formal letters, school updates and notices.
WhatsApp	Class and whole-school reminders, including changes to activity times. Please keep your mobile number up to date with the school office.
Ed-Admin / SOCS	Use Ed-Admin for end-of-term reports and SOCS for school calendar information.
Meetings	Orientation at the start of the year and parent–teacher meetings to discuss individual progress.

Questions and concerns

The class teacher is usually the first point of contact for questions about your child's learning or wellbeing. The school office can help you arrange a meeting or direct your enquiry to school leadership. If a concern needs further review, the office can explain how to contact the Executive Head or Educore leadership.

For urgent messages during the school day, contact the school office so staff can reach the right person promptly.

Parent Committee

The Parent Committee (PC) helps bring families together and supports school community events. Families interested in volunteering for an event, school trip or classroom contribution are welcome to speak with the school office.

School office

Email Tridentprepkal@educoreservices.com

Telephone 0965 476 352

Our staff

Meet the staff who teach and support pupils at Trident Preparatory Kalumbila.



Mrs Astrid Fourie
Head



Mrs Ethel Moolo
Pre-Nursery and Nursery



Mrs Tryness Zwayo
Reception

Portrait pending

Mrs Cleo De Walle
Years 1 and 2



Mrs Sarah Coleshaw
Years 3 and 4



Mr Lawrence Siyingwa
Years 5 and 6



Mr Jonathan Ngwenya
Art and Music Teacher

Our staff continued



Mr Jones Mwiza
Administrator



Mr Ruddy Mukora
Ground Foreman



Mr Brian Nyabvure
Coach



Mr Clifford Musonda
Swimming Coach



Mrs Florence Jere
Class Assistant



Miss Christobel Songiso
Class Assistant