



# Parent Handbook



Part of the



THE BEAM TRUST

## **Greetings and a warm welcome to Ravenbank.**



I am proud to welcome you to Ravenbank School. I am lucky enough to serve as the head of a school committed to each child's intellectual, character, and creative development. At Ravenbank, we have a solid vision to support children to become successful learners and responsible citizens. We are committed to supporting each child to be happy and safe during these important formative years.

Our curriculum is designed to give children a broad and balanced experience, so that they can develop all the knowledge and skills they need for future success. We also prioritise opportunities for children to be creative and work confidently with others, understand their civic duties and foster all of these skills through our values of friendship, respect, perseverance and trust.

You will meet many of the staff as your child progresses through the school. They are committed, talented and love to see your child thriving and happy in school.

As parents, your child's educational journey is an important phase in your life too. You too will make friends and being part of a school community is an valuable part of your child's educational experience. We aim to work hand in hand, supporting you and celebrating your child's successes.

We're working hard to build a bright future for your child and we look forward to working together for many years.

Kind regards,

**Mrs Jill Sach**

Headteacher





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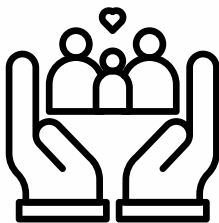
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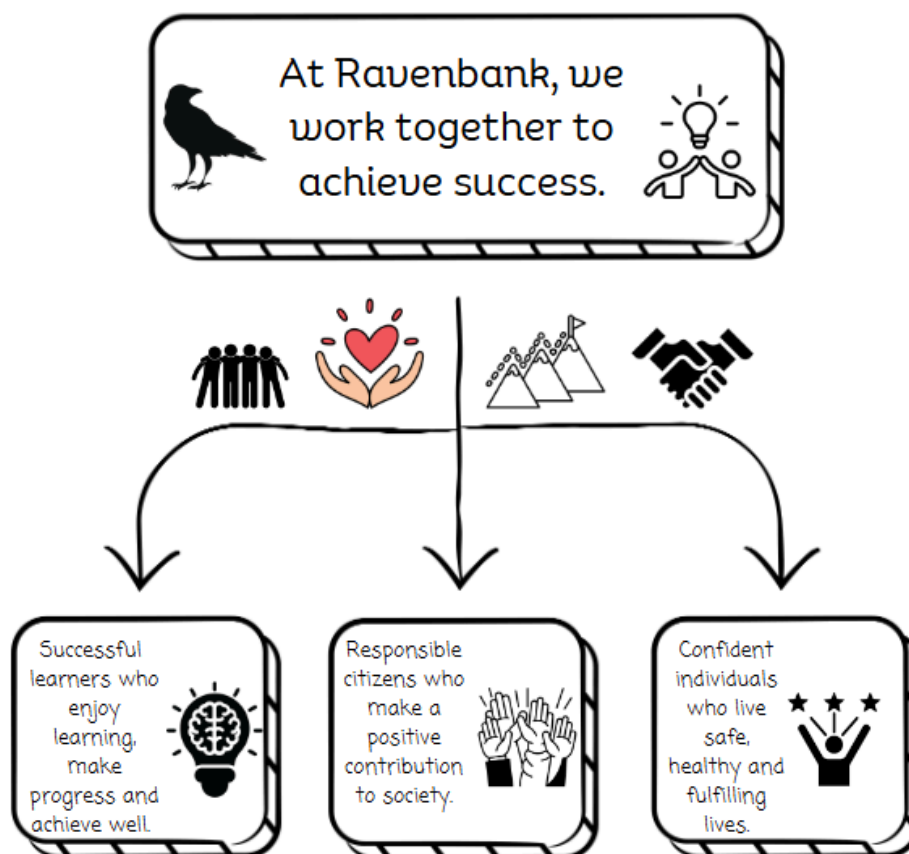


Welcome Booklet



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# VISION AND VALUES



## At Ravenbank, we work together to achieve success.

Our vision is grounded in the belief that collaboration and mutual support are the key ways to thriving in a school community. By fostering an environment of friendship, respect, perseverance and trust, we will empower our pupils to reach their fullest potential.

### Friendship

Above all, everyone at Ravenbank is kind. We recognise that everyone needs to feel happy and safe in school and by cultivating a sense of belonging for all pupils and staff helps us to build a supportive collaborative culture and a joyful learning environment.



### Perseverance

Learning can and should feel hard sometimes. Within a safe and supportive environment, everyone should feel safe to make mistakes to learn and grow. We should all be courageous, accept challenges and feel the sense of accomplishment when we achieve our goals.



### Respect

We celebrate diversity and appreciate the unique qualities of each person in our school. Through respectful relationships and an inclusive environment we will ensure everyone feels safe and valued. We also respect our environment and show this through our interactions and behaviour.



### Trust

We aim to ensure that trust is the foundation of all successful relationships at Ravenbank. We foster a culture of honesty and integrity so that everyone feels safe to share their ideas so that we can learn from each other. We also trust in the belief that we all have boundless potential to achieve well and make a positive contribution to society.



Ravenbank benefits from the support and challenge of a dedicated governing board. Governors work with the leadership team to set the strategic vision, provide accountability and oversight to ensure the school is achieving the best outcomes for your child. The school is also part of the Beam Trust, which enables the schools to share expertise and innovative educational practices.

# STAFFING


































HEAD: Mrs Sach DEPUTY: Mrs Baxter



ASSITANT HEAD KS1: Miss Green  
ASSISTANT HEAD KS2: Mrs Spencer



Year Group	Teacher	Teaching Assistant
Reception	Miss Bebbington 	Mrs Smith 
Year 1	Mrs Murray  Miss Bradley 	Mrs Ocego 
Year 2	Mrs Cooper/ Miss Bowis  Mrs Neale 	Lorraine Johnson 
Year 3	Miss Green  Miss Nicholson 	Miss Corrin & Mrs Leach  
Year 4	Miss Fenney  Mrs Gresty 	Mrs Williams  Mrs Hesketh 
Year 5	Mrs Whitaker  Mrs Evans 	Mrs Clegg  Mrs Shaw 
Year 6	Mrs Baxter  Mrs Spencer 	Mrs Stanley  Mrs Hurrell  Mrs Garner 
 SENCO: Mrs Hill      PE: Mr Williams  Speech & Language: Mrs Foster 		
 Office Manager: Mrs Welsby  Clerical Assistant: Mrs Gallagher      Maintenance Officer: Mr Dennis 		



# SCHOOL OVERVIEW



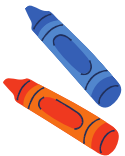
## OUTDOOR SPACE AND FACILITIES

At Ravenbank, we are lucky enough to have incredible outdoor space for our children to benefit from. The children enjoy the extensive green spaces, woodland paths, a sandpit, allotment areas, adventure playgrounds. We have an Outdoor Play and Learning (OPAL) approach where additional play opportunities are developed by children and staff in an imaginative and creative approach. Each year we hold an OPAL stay and play event where families can see for themselves all the wonderful play activities available everyday.

## SCHOOL ORGANISATION



When your child starts school, they are in Reception which is part of the Early Years Foundation Stage (EYFS) where they will be working towards the Early Learning Goals. Our Early Years staff will work alongside yourself and any nursery providers to transition into full-time education successfully.



After their first year in school, your child will progress into Key Stage 1 which includes Year 1 and Year 2 and where they start to learn content within the National Curriculum.



At the end of Key Stage 1, your child will progress into Key Stage 2, which includes Year 3, Year 4, Year 5 and Year 6.



During Year 6, your child's last year of primary education, we will be working with local high schools to ensure your child enjoys an excellent transition process and is ready for the next stage of their education.

## KEEPING CHILDREN SAFE



Ravenbank is committed to safeguarding and promoting the welfare of all children and expects all staff and visitors to the school to share this commitment.

Whilst your child is in our care, safeguarding their personal safety and wellbeing is our utmost priority.



If you have any concerns, we would encourage you to talk in the first instance to their class teacher. Likewise, if we have any concerns about your child's wellbeing or behaviour we would contact you and aim to work together to resolve any problems.

The school is part of a project, run between Warrington schools and Cheshire Police. It is called 'Operation Encompass' and is designed to provide schools with early reporting of any domestic abuse incidents that occur out of school.

# BEHAVIOUR

**It is a primary aim of our school that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all.**

The school behaviour policy is there designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

All children will be taught about the school's expectation for behaviour. Each September, teachers will focus on building relationships with their new classes and establishing expectations so that all children follow our five golden rules:

## FIVE GOLDEN RULES



Be kind and gentle.



Listen to one another.



Be polite, honest and respectful.



Work hard and try your best.



Look after property.

## HOUSE POINT TEAMS

Each child is put into a house point team (siblings are put into the same team) and are awarded house points for following the golden rules. When their class has earned 500 house points collectively, they are awarded a golden ticket, which entitles them to an afternoon's activity that the children and teacher will design together.



## REWARDS AND CONSEQUENCES

Staff will also recognise individual children by giving praise, stickers or recognising on-going exceptional behaviour through sending home a praise postcard.



Occasionally, children make mistakes and may have to be spoken to by a member of staff. This doesn't mean we think your child is 'naughty', rather that they've made a mistake and this is a valuable opportunity to learn. Mostly, this will only require a conversation with an adult to reflect on their actions. If however, it is escalated to a senior member of staff, they will always inform parents so that we can work together to support your child.

Please see our Behaviour Policy and Anti-Bullying Policy for more information.



# CURRICULUM



The National Curriculum (set by the government) contains twelve subjects, three of which are called core subjects (English, maths and science). The other subjects are called foundation subjects (history, geography, art and design, design and technology, computing, modern foreign languages, music, physical education (PE) and religious education (RE). Schools also teach Personal, Social and Health Education (PSHE) through dedicated lessons and assemblies.

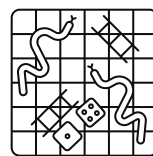
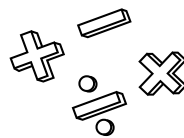
Although the subjects are separate, at Ravenbank we design our curriculum to allow connections through a cross-curricular approach. Children might learn about the Romans in history, design a Roman artefact in design and technology and learn about the countries they conquered in geography. This approach allows children to make connections in their knowledge and skills and also provides a cohesive experience for children.

## SUBJECTS

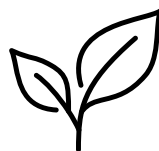
**English:** This includes your child's development in speaking and listening, reading, writing, spelling, punctuation and grammar. You can support your child in this area through conversations around the dinner table and reading for at least ten minutes a day with or to them.



**Maths:** Your child's maths development begins with developing a secure understanding of number and place value. As they progress, they begin to be able to manipulate numbers with the four operations and reason and problem solve. You can help your child in this area through allowing them to experience using money, playing board games, cooking (weighing and measuring) telling the time and helping them learn key number facts school will set for homework tasks.



**Science:** This subject allows children to explore the world around them, ask questions and make observations over time, notice patterns and use scientific vocabulary. The primary curriculum includes biology, chemistry and physics. You can support your child in this area by encouraging them to ask questions about the natural world and talk about what they notice. The garden is a wonderful place to develop their understanding about plants, animals and changing seasons, all important parts of the curriculum.



The curriculum overview for your child's year group is available on the school's website. Each term teachers will post a 'medium term plan' which will outline the progression in each subject area over the course of twelve weeks. We hope that it gives parents valuable information to help you support your child.

## ASSESSMENT INFORMATION

For teachers, assessment is a continual process where they observe and listen to your child, using this information to make choices about how they can support your child to develop.

There are some statutory assessments that the government require schools to complete. There are:

Reception: Foundation Stage Profile  
Year 1: Phonic Screening Check  
Year 4: Multiplication Tables Check  
Year 6: End of Key Stage 2 Statutory Assessment Tests (SATs)

The results of all these assessments are shared with parents in the end of year report that teachers write and send home in July.

As a school, we also use some termly tests to give information about how your child is performing against national standards and to inform their targets. Teachers will be happy to discuss these results with you in the spring Learning Reviews (Parents' Evenings).

## SPECIAL EDUCATIONAL NEEDS

Ravenbank School aims to be an inclusive school that enables all children to make good progress. Teachers make adaptations to lessons and provide support so that all children achieve well.

If you know your child has a special educational need or disability, we have a Special Educational Needs Coordinator who will work with yourselves and their teachers to provide guidance and advice.

THE SPECIAL EDUCATIONAL NEEDS  
CODE OF PRACTICE LIES AT THE  
HEART OF OUR POLICY AND PRACTICE.  
YOU CAN FIND MORE INFORMATION  
HERE.





# PERSONAL DEVELOPMENT



Personal Development is about teaching children about keeping physically healthy, maintaining an active lifestyles, developing their confidence, resilience and knowledge so they can keep themselves mentally healthy. This will include lessons around keeping themselves safe online too.

Schools also have to teach children about fundamental British values of democracy, individual liberty, the rule of law, mutual respect and tolerance. The curriculum also includes developing pupils' age-appropriate understanding of healthy relationships and sex education\*.

## OPPORTUNITIES FOR PERSONAL DEVELOPMENT

**Extra-Curricular Clubs:** There are a variety of clubs available for children. These include: music, choir, chess and netball, tennis and football.

**Residentials and Educational Visits:** In Year 5 the children can go on a three day (two night) residential. The children also go on visits to Tatton Park, Lymm Dam, Style Mill and many more. If your child is eligible for means tested free school meals then these visits are funded by the school.

**Birthday Celebrations:** A firm favourite with children at Ravenbank is the opportunity to wear their own clothes on their birthday. Please do not send sweets or chocolates in for the class.



**Community or Charity Projects:** All the children will experience community projects throughout their time at Ravenbank. This might involve inviting parents or extended family members in to view something in their classroom, or presenting their learning within the community. This gives children opportunities to develop their confidence and share their learning experiences.

## EMOTIONAL AND SOCIAL SUPPORT

At Ravenbank we aim to be a mentally healthy school. Social and emotional skills are the skills that help children develop their resilience and manage their thoughts, feelings and behaviour. These skills enhance motivation, promote wellbeing and prevent mental health difficulties from developing.

Within school we use assemblies and PSHE lessons to help children identify and manage their feelings, build healthy relationships, have self-control, resolve conflict and make good decisions.



If your child is experiencing any emotional or social difficulties, please talk to us. If we intervene early, we can often stop problems from becoming overwhelming. Your child's teacher will be happy to help and work together to support your child.

There is a wealth of excellent resources at this NSPCC website that parents may find useful to read:



# KEY INFORMATION

## ATTENDANCE & PUNCTUALITY

It is very important that parents ensure their child is punctual in the morning. The gates will close at 9am so if your child arrives after this time you must bring them to the office and give a reason for their lateness.

We know that occasionally things can happen in the morning to delay you, but if this is a frequent occurrence, it will cause your child to miss valuable learning time and school will contact you to discuss this. If your child is unwell, please contact the school office (01925 753926) as soon as possible.

It is essential for us to have accurate information about children's absences as this is a legal record and an important part of safeguarding your child. If your child's attendance falls below 95%, the school will inform you in writing as this will be beginning to cause concern. Attendance below 90% can cause a Fixed Penalty Notice to be issued. The headteacher can only approve absences for exception circumstances.

Department	Doors Open	Lunchtime	School ends
Reception	8.40	11.45-12.45	3.10
Year 1 & Year 2	8.40	12.00-1.10	3.10
Year 3, 4, 5 & 6	8.40	12.20-1.20	3.15

## DATES

All dates are held on our website. Regular reminders of upcoming events are included in the newsletter.

## COMMUNICATION & CONTACT INFORMATION

The school communicates in these key ways:



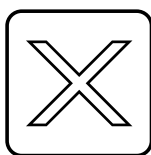
Important or urgent messages will be sent via school spider.



Please ensure you are signed up to receive emails. Letters and newsletters will be sent this way.



Each year group has a Class Dojo page where teachers will post homework and information about what the children have been doing in class. We will only post photos of children who have parental consent for their images to be used.



We also use our X account to share news with our community.

If you need to speak to your child's teacher, you can:

- Send an email to the school office and they will pass it on. The teacher will endeavor to get back to you within two days.  
**ravenbank.primary@thebeamtrust.co.uk**
- Alternatively you can speak to the teacher at the end of the school day. Please do not delay teachers in the morning as they have to complete the register and begin lessons promptly.

## UNIFORM

We believe uniform gives children a sense of belonging and we expect children to wear the school colours.

- Grey trousers, skirts or shorts.
- White/red polo shirt.
- Red sweatshirt, fleece or cardigan.
- Red and white check summer dress (optional)
- Black school shoes.
- White or grey socks.
- Red or grey tights.
- PE kit from Touchline -red shorts & red & white logo t-shirt.
- Black jogging bottoms & red hoodie (for outdoor PE).
- Black pumps for indoor PE.
- Children will also need a pair of wellies (infants) or a pair of trainers that are suitable for outdoor use only.

As our children play outdoors in all weathers, we strongly suggest you send in some waterproof trousers or jogging bottoms they can wear over their uniform to protect it when the ground is muddy.

Children will need warm, waterproof coats in the winter and sun hats when the weather is warmer.

**PLEASE NAME EVERYTHING! If your child loses an item of clothing, please check our lost property store.**



This link will take you to our uniform supplier.



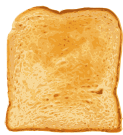
# FURTHER INFORMATION



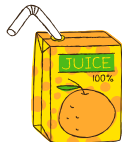
## SCHOOL MEALS

Children have a choice of a school meal, school packed lunch or bring a packed lunch from home. School meals are prepared on the premises and are of a very good standard. Your child can choose from three different main dishes each day. The catering team also provide some special themed meals which parents will be informed about.

Currently, the government funds school meals for children in Reception, Year 1 and Year 2. If your child is in Key Stage 2, you pay for their meals or snacks online via ParentPay . More information is available about this on our website.



**TOAST**  
**25P**



**JUICE**  
**35P**

If you do send your child with a packed lunch, absolutely no nuts or nut products are allowed in school as there are children with serious allergies. If your child has a allergy or has specific dietary requirements, our school cook will be able to provide an alternative meal.

*You can send a morning snack for your child (no crisps or chocolate) or they can purchase a slice of toast/ juice for an additional cost.*

Some children will be eligible for free school meals, if parents are on certain benefits. If you would like more information, please contact our office staff.

## HOMEWORK

Homework is set on a Thursday and expected to be completed by the following Tuesday. Teachers will set phonics, spelling and maths tasks and other activities linked to the curriculum. The most important homework you can do though, is to spend at least ten minutes a night reading to and with your child. When they are in Reception & Year 1, books will be sent home that match the phonics sounds they've learnt in school. As your child becomes a more fluent reading (usually Year 2 onwards) then there is a greater range of books they can bring home. Please record this reading in their Reading Record.



## PARENTAL INVOLVEMENT

There are lots of opportunities for parents to find out how their child is doing. There are two Learning Reviews (autumn and spring term) where parents can have a ten minute appointment with their child's teacher. Online and face-to-face appointments are available. Teachers also send home a written report in July.

There will also be other opportunities for you to visit school and understand more about your child's experiences. We hold an annual open afternoon where you can visit your child's classroom and see their work, a year group assembly and Sports Days.

We try hard to consider the needs of working parents by holding events at a range of times and we also endeavor to give plenty of notice for events.

## PARENT TEACHER ASSOCIATION (PTA)

We are very fortunate to have an active PTA which organises a variety of social activities for adults and children. All parents are invited to the PTA planning events. It is a wonderful way to get to know other parents and support the school.

Through this hard work, the PTA funds many additional resources which make a wonderful contribution to your child's education. We also use this money to subsidise occasional concerts, visits and festivals.

We also support many charities throughout the year with sponsored events or other fundraising activities. We encourage the children to get involved with this and nominate charities the school can support.

# ADMISSIONS

## APPLICATIONS FOR RECEPTION 2025

Children start school in the year that they turn five. Warrington Borough Council make all the arrangements for admission into the Reception class and their online application process opens in September before your child is due to start school. You can find more information by scanning the QR code.



If you are interested in your child attending Ravenbank, you can attend one of our open afternoons for prospective parents or book an appointment for the headteacher to show you around the school and answer any questions you may have.

## IN-YEAR APPLICATIONS



If you are moving into the area, or would like your child to change schools, please see the information on the Warrington Borough Council's website.