



Team Ridgeway



Welcome Guide
Ridgeway Primary School



Welcome Guide



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Welcome



Welcome to our school community, welcome to Team Ridgeway.



We're excited to get to know you better over the coming months. We believe it's important to recreate the secure, nurturing atmosphere of home here at Ridgeway. Our school values inclusiveness, which shows in our strong relationships between children, parents, and staff. Children are actively involved in the school community, serving on the Reading Rockstars, Kindness Kids, Eco Team, i-Vengers, and School Buddy Scheme. As a school with strong ties to St. John's Church and local businesses, we aim to provide our children with enriching experiences beyond the classroom to help them grow morally and culturally.

We're committed to meeting the varying needs of our children through our approach of "Every Child, Every Day," and keeping parents informed of their progress throughout the year. At Ridgeway, we strive to make every learning opportunity engaging and enjoyable for our children, while also helping them build confidence and skills. Our goal is to turn all our pupils into confident, independent, lifelong learners!

Please don't hesitate to reach out if we can help with anything.



*Mr Wilson
Head Teacher*



*Mrs Naylor
Deputy Head Teacher*



Contact Details



If you have any questions or queries, please don't hesitate to contact us via our school office. Mr Evans, Miss Forbes, or myself, (Mr. Wilson, Head Teacher) are always on hand to help.



Mr
Wilson

Miss
Forbes

Mr
Evans

Click to call, email or view:



Telephone: [0114 248 6249](tel:01142486249)



Email: info@ridgeway.derbyshire.sch.uk



Website: ridgewayprimary.com

Effective communication helps us understand your child's needs, celebrate their achievements, and address any concerns promptly. By working together, we can create a supportive and nurturing environment that fosters your child's academic and personal growth. Please feel free to reach out to us at any time – your involvement and insights are invaluable to us. You can stay up-to-date with the latest school information by using the following platforms.





Communication



Newsletters:

We send out a newsletter every two weeks, on a Friday. The newsletter has diary dates, important information and news from around the classes.

We send the link via Parent Hub and Facebook, and you can find it on our website too.

Please take a few minutes to read them when they are released, it prevents you or your child missing out on anything important.



Facebook:

We have a Facebook page to help keep you informed of any event and news from school. Just click on the link or scan the QR code and follow us!

facebook.com/RidgewayPrimary

Seesaw:

Seesaw is an online portfolio of learning created by your child and the class team, so you can see what they are learning about in class. The children each have their own code to log in and can see work tailored for them, photos of activities and comments from the class teacher.

There is also a parent login, that allows parents to see the activities completed and photos of the children, as well as give you the ability to contact the class teacher directly, via Seesaw message. We will send out login information and user guides to help you get set up, but don't worry, if you are not sure just ask!





Communication



ParentPay:

We use ParentPay for payments in school. You will receive your personal ParentPay activation letter shortly after your child starts with us. ParentPay is your one-stop-shop for payments in school: dinners, trips, clubs, performance tickets, PTA Events etc.



We ask that you all activate your accounts straight away even if you have no immediate payments required. Just go to parentpay.com and follow the onscreen instructions. If you have any questions or need tech support with ParentPay please speak to our resident expert Mr Evans.

Parent Hub:

Parent Hub is our main form of communication. Most letters, newsletters, reminders and updates will come via the Parent Hub app. We would like you to join our channel on the Parent Hub app. Just tap "Add a School" in the app and enter @RidgewayPrimary. The Parent Hub app is FREE to download and use from both the App Store and Google Play Store, just look for the orange pin icon. Please wait until September to join so that we can link you to your child!





School Calendar



The parental feedback this year said that the school calendar is really useful for dates, however, it was the timings and additional information that you were saying would be useful more in advance. So we are going to try something slightly different. We have created a "live" school calendar that contains more information so you will know what the plan is for Children in Need or Book day sooner. For this new calendar, click on the example page below – the link will also be available on every newsletter.

September					2025	
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
01	02	03	04	05	06	07
			INSET DAY School closed to children	INSET DAY School closed to children		
08	09	10	11	12	13	14
● Term 1 Starts		● Reception Parents come and play		● 1st Learners' Celebration	● Roald Dahl Day	
15	16	17	18	19	20	21
● Reception Baseline						
22	23	24	25	26	27	28
● Year 5 Residential @ White Hall						
29	30	01	02	03	04	05
06	07	Notes:				



Curriculum Focus: Term 1

- **Term 1**
Week 1 - 4: History
Week 5 - 6: Art
Week 7: Science
- Term 2
Week 1 - 4: Science
Week 5 - 6: Music
Week 7: Creative Week
- Term 3
Week 1 - 4: History
Week 5 - 6: DT
- Term 4
Week 1 - 3: Geography
Week 4 - 5: Art
- Term 5
Week 1 - 4: Science
Week 5 - 6: Geography
- Term 6
Week 1 - 2: Geography
Week 3: Sports Week
Week 4 - 5: Music
Week 6 - 7: DT
Week 8: Theme week

Our INSET days for 2025-2026 are...

- Thursday 4th Sept.
- Friday 5th Sept.
- Wednesday 15th October (Parent / Teacher meetings)
- Wednesday 4th February (Parent / Teacher meetings)
- Monday 13th April



Our Team



Our Teaching Team

Key Stage 1



Reception - The Dragons
Mrs Naylor & Miss Crowley



Year 1 - The Monkeys
Mrs Millward



Year 2 - The Rainbows
Mrs Jowitt & Mrs Tingle





Our Team



Key Stage 2



Year 3 - Team Wolf
Mrs Barnes & Mr Biggs



Year 4 - The Imagineers
Mr Townsend & Mrs Jowitt



Year 5 - The Rockets
Miss Bailey



Year 6 - The Hot Vintos
Mr Thornton





Our Team



Our Learning Support Team



PHOTO COMING SOON

Mr Dwyer



Mrs Evans



Mrs Geddes



Mrs Gelipter



Mrs Mitchell



Mrs Mizler



Miss Riley



Mrs Wragg

SEND & Pastoral Care Team



Mrs Evans



Mrs Mason



Our Team



Midday Team



*Senior Midday Supervisor
Mrs Burkinshaw*



Mrs Butler



Miss Madin



Miss Cupit



Miss Forbes



Mrs Mizler



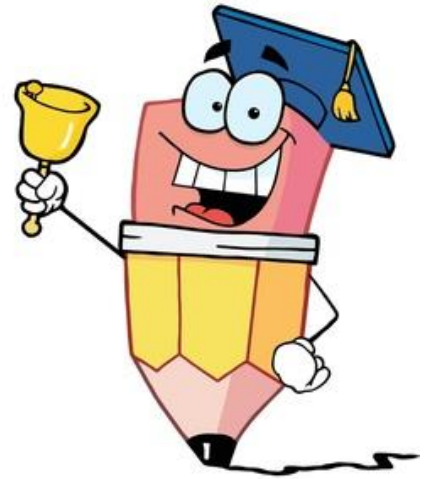
Miss Kelly



School Routines



- ✓ Gates open at 8.45am each morning, when a member of staff will be on duty, at which time the children can come into the school playground, parents are encouraged to stay with your children.
- ✓ Teachers come out onto the yard to start the school day at 8.50am.
- ✓ Lunchtime starts at 12pm until 1pm for Years 1 – 6, with Reception class starting lunch at 11.45am
- ✓ The school day ends at either 3.25pm for Reception, Year 2, Year 4 & Year 6 or 3.30pm for Year 1, Year 3 & Year 5. Children will be dismissed to parents at the door by teachers.
- ✓ Children need to bring a full water bottle to school each day. The bottle should be taken home each evening.
- ✓ We have a breakfast club on site provided by Premier Education, and strong links with local childminder Kerrie Rodgers; more details can be found on our website. We also run a range of afterschool clubs each week Mondays to Thursday.
- ✓ Forms for Leave of Absence, medicines in school and changes of details (contact numbers, address etc.) can be found on the school website (under the [Forms tab](#)).





School Dress Code



Your child's education is all about teamwork between home and school, as such we ask that parents support the school's dress code and ensure that the children attend school dressed according to that code. We need to ensure the correct habits and attitudes to uniform start early. Therefore, I ask that you follow the advice given below when purchasing uniform. Logoed uniform can be purchased from [Pinders Schoolwear](#).

Tops

Yellow polo shirt (school logo optional) and burgundy sweatshirt or cardigan (school logo optional).



Bottoms

Plain grey or black trousers, shorts or skirts (skirts should be no higher than just above the knee) or thick, black, smart leggings (no logos).

Footwear

Plain grey or black, flat soles without visible logos. Trainers are acceptable.

Dresses

If your child wishes to wear dresses these can be in either of the following styles; plain grey pinafore dress over the school yellow polo shirt or a yellow gingham dress.



PE Tops

White t-shirt (plain or with school logo).

A black sweatshirt (plain or with school logo — no other logos) for outside PE in colder weather.

PE Bottoms

Black shorts and black or burgundy track suit bottoms (no logos)

Footwear

Trainers for outdoor use.



School Dress Code



Jewellery:

We understand that children like to have their ears pierced, but we request that only **simple studs** are worn in school. This is for health and safety reasons, as hoops and dangling earrings can get caught and pulled! We would ask that they also be removed for PE and swimming lessons. Given the healing time after ears are newly pierced, we would recommend waiting until the start of the Summer Holidays before this is done to remove this issue of taking the earrings out for PE.



Any other jewellery is not allowed, the only exceptions to this being medical alert ID jewellery and watches (but not Smart watches, please).

Sandals:

When we get into summer and enjoy the warmer weather (hopefully) I am happy for both boys and girls to wear sandals but for health and safety reasons, please ensure that they are sensible with a sturdy strap around the ankle and across the toes. Please do not send children in crocs, jelly shoes or sandals with a thong toe. If they are not wearing socks with their sandals, they will need to have a pair in school for outdoor PE, as well as their trainers.





School Meals



Our children have the option of a hot school dinner or bringing a packed lunch from home. Our school dinners are brought in from another Derbyshire school as we do not have a kitchen on the premises. Pupils have the **daily** option of packed lunch or a hot school meal (main, vegetarian, pasta), and which option they would like.

Children in Reception, Year 1 and Year 2 are, at present, entitled to Universal Free School Meals. However, when your child moves into Year 3 – 6, meals need to be paid for. Currently, the meals are £3.25 per day. Payment should be made in advance, at the start of the school week, via your ParentPay account, unless your child is entitled to Free School Meals.

We have pupils who have severe allergies to a certain food. As I am sure you are aware, this is an incredibly serious medical condition and one that must be supported by everyone in Team Ridgeway and something that is taken extremely seriously.

As such we are asking for your help with the following:

- Do not send in any food containing the below list of nuts.
- Check all foods prior to sending them into school, including snacks and treats (for birthdays etc.) such as cereal bars, biscuits and crisps.
- Talk to your children about not exchanging food with other pupils.

List of foods not allowed to come into school:

- Nuts: Almonds, hazelnuts, walnuts, cashews, pecan nuts, Brazil nuts, pistachio nuts & Peanuts
- Dorito crisps (include nuts but ingredient listed in Latin!)





Medicines in School



We always want the best for your child, so if they are unwell, we will help where we can. We can only administer prescribed medicine to your child during school hours. The medication must be in its original container, clearly labelled with the child's name on a pharmacy sticker.

You must always complete a form, which gives us permission to give the medication and tells us when and how. Even if your child can take their own medication, we still need a permission form completing. You will be required to complete one of these forms each time you bring in any new medication. The form can be found on the website – [click here](#).

If your child has an injury and needs ongoing pain medication, please come and talk to us, so that we can help.

Please bring any medicines to the office having completed the permission form. Do not give any medication to your child to bring into school. The exception to this is the blue inhaler, for asthma. It is your responsibility to make sure that any medication left in school is in date and replenished when necessary. We also request that any unused medicine be collected. Should you need the medication in the evening, please ensure it is collected by an adult at the end of the school day.





Our Mission & Values



Mission:

What is our why? Why do we do what we do?

At Team Ridgeway we **ignite curiosity**, **nurture growth**, and **inspire learning**. We are driven by the joy of seeing our children **develop**, seeing their **sense of achievement**, and the desire to make a **lasting impact** on their future through education.



Team Ridgeway:

- **Ignite, Inspire, Nurture**
- **Make a difference for every Child, every day.**



Our Mission & Values



Our **values** for the whole school community are...



**To celebrate
our differences**



**To be
respectful**



To aim high



**To be our
brilliant best!**



**Team
Ridgeway**





Our Learners' Code



Why do we have a learners' code?

- To help children develop the skills and learning behaviours they will need to be successful at school and in later life
- To help the children know the next steps they need to take to develop their learning behaviour
- To remove low level disruption from the classroom

What is low level disruption? (examples)

- Repeated pencil sharpening
- Asking irrelevant questions
- Staring out of the window
- Not having correct equipment
- Being late for sessions
- Rocking on chair



How does the Learners' Code work?

- 5 stages – Team Ridgeway Band, Rainbow Band, Bronze Band, Silver Band, and Gold Band
- At each stage the requirements get more challenging, but help develop the children as learners and citizens
- All children will progress at different rates
- The stages are not about how clever they are – they are about how hard they are trying and whether they demonstrate good behaviour and attitude to school

What does the band colours mean?

- We define 'Rainbow' level behaviour as compliant and following school expectations.
- We define 'bronze' level behaviour as showing consistent levels of behaviour and following school expectations.
- We define 'silver' level behaviour as being independent and trustworthy role models.
- We define 'gold' level behaviour as being consistently mature and true Ridgeway rolemodels.




Our Learners' Code



L
Listening

Stop what you are doing.


Look at the person speaking



Listen to the person speaking.



Waiting your turn to speak.


E
Engaged


Show my best effort in my learning.


Complete all work to the best of my ability.


Complete all of my homework.



Work towards achieving my goals.


A
Ambitious

Have a can do attitude


Aim high with all I do



Push my self to improve


Try to be my brilliant best.


R
Resilient


Show your growth mindset.



Never give up



Face challenges.



Learn from your mistakes.


N
Nurturing

Treat other how you would like to be treated.


Speak in a respectful voice.


Think about how your actions make others feel.


Share and take turns.


E
Encouraging

Celebrate the successes of others


Kind comments,


Well Done.
You're doing great!
Good effort


Work as part of a team.



Lead by example


R
Ready

Keeping all equipment organised.



Bottom back in chair. Tummy near table.


Coming inside calmly, ready for learning.


Wearing correct Uniform / PE Kit.


S
Safe

Kind hands.
Kind feet.
Kind words.


Walking safely in corridors.


Sitting properly not swinging on chairs.


Using iPads appropriately for learning.




Other Important Information



Child Protection

At Ridgeway, we understand that the well-being of your child is our top priority. We are committed to working with you in partnership and addressing any concerns that may arise, both on your end and ours. Communication is key, and we will keep you well-informed throughout your child's time at the school. However, if we have concerns about your child's safety, we may need to touch base with external agencies first, in accordance with the Child Protection & Safeguarding Team at Derbyshire County Council. We have a Child Protection Policy in place to ensure the safety and security of our entire school community. If you have any questions or concerns about our procedures or policy, please don't hesitate to reach out to the Head Teacher or the Governor responsible for Child Protection.

Safeguarding Everyone Every day

If you have any concerns about the wellbeing of a child, speak to...

The **Designated Safeguarding Lead:**
Mr. Wilson Head Teacher

The **Deputy Safeguarding Lead:**
Mrs. Naylor Deputy Head Teacher

Whistle Blowing? Contact...
The Nominated Safeguarding Governor:
Mr. Brimble



Mr. Wilson

*Head Teacher
Designated Safeguarding Lead*



Mrs. Naylor

*Deputy Head Teacher
Deputy Safeguarding Lead*



Mr. Brimble

*Governor
Safeguarding*



Equality in School

At Ridgeway we believe in treating everyone equally and with respect. Discrimination and victimisation have no place in our school community or wider society, and we work hard to instil our pupils with a strong sense of right and wrong, emphasizing the importance of inclusion, acceptance, and compassion for others. You can visit our website to learn more about our Equality Objectives.



Other Important Information



Data Protection

The school is registered under the Data Protection Act 2018 for holding personal data. The school takes every precaution to protect this information and to keep it up to date.

Please refer to the privacy notice on the school website for details: [Click Here](#)



Online Safety Rules

Technology has become an important part of life and learning in our school, and it continues to grow and develop. Our internet is provided via Exa and we use a filtering system that restricts access to sites containing inappropriate material. However, no system is perfect. We are always mindful of the risks the potential problems of using IT and have Online Safety built into our Computing Curriculum.

We do expect all children to be safe and responsible when using any IT, we would like you to, please, read and discuss the Online Safety rules (Acceptable Use of IT agreement on the "Starting School" page of our website) with your child.

In this ever-changing world of technology please take care to ensure that appropriate systems are in place at home to protect and support your child/ren. We will share information to help you with this wherever possible and please feel free to discuss any concerns you have with us.





Other Important Information



Attendance

We want all children to attend school every day during term time, as long as they are healthy and able to do so. Positive attitudes towards school are crucial to achieving this aim, and we work hard to make sure that our school is a happy and rewarding place for children. Parents should inform the school as soon as possible if their child is unable to attend due to illness or other unavoidable reasons. This can be done in person, by phone or email.

Rest assured that we do not criticise or pressure parents into sending unwell children to school - our main priority is always the well-being of our school community.

Good Attendance Means

being in school at least 95% of the time (between 180 & 190 days)

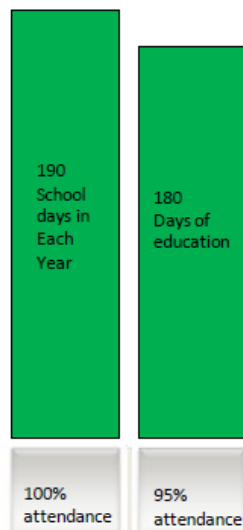
If you are worried about your child's attendance please talk to school about it or alternatively seek advice and support from your local Multi Agency Team via Call Derbyshire On:

01629 533190

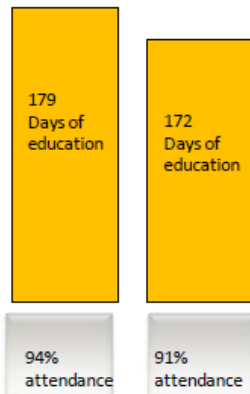


175 non school days per academic year
for family time, visits, holidays and shopping

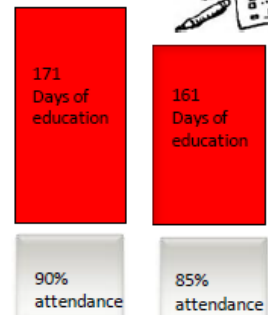
190 school days per academic year



Best chance of success



Cause for concern
Less chance of success



Serious cause for concern
Persistent absence
Unlikely to fulfil academic potential





Other Important Information



48 Hour Rule

It can be tough to follow the 48-hour rule when dealing with sickness and diarrhoea in children, but it's crucial. These bugs can spread easily, so, following health advice, "**stay home from school until 48 hours after all symptoms clear to reduce the risk of transmission.**" I understand that keeping up with work and maintaining attendance can make it tempting to disregard this rule. But not following it just spreads the illness and causes more children, families, and staff to fall ill.

HOW ILL DO KIDS NEED TO BE TO NOT GO TO SCHOOL?

 <p>Sore throat SEND TO SCHOOL</p>	 <p>Cough SEND TO SCHOOL</p>	 <p>Runny nose SEND TO SCHOOL</p>	 <p>Temperature STAY AT HOME</p>	 <p>Cold sores SEND TO SCHOOL</p>
 <p>Conjunctivitis SEND TO SCHOOL</p>	 <p>Head lice SEND TO SCHOOL</p>	 <p>Threadworms SEND TO SCHOOL</p>	 <p>Scarlet fever STAY AT HOME</p>	 <p>Vomiting and diarrhoea STAY AT HOME</p>

Leave in Term Time

The Government introduced changes which have been in effect since September 2013. These state that if a child is to go on holiday during term days, Head Teachers may not grant such leave unless there are exceptional circumstances, and if that happens, it is up to the Head Teacher to determine how many days can be given.

To avoid this problem, parents who need leave for exceptional circumstances should fill out a Leave of Absence request form at **least two weeks** before the anticipated date, explaining in detail why such leave is necessary. It is important for parents to remember that taking non-authorised leave will result in unauthorised absences for their child. These absences will be monitored by the Education Welfare Service, and parents could be issued a fixed penalty notice or face court action should their child take non-authorised leave.



Check List



We've put this checklist together to help us make sure that things don't go missing, your children are safe, and we work together so your children can get the very best out of their time with us at Ridgeway.

- Always remember to phone on the day of an absence before 9am. This is officially the start of the school day.
- Always phone if you are going to be late picking up your child.
- If you bring your child to school after all the other children have gone into school, **you must** bring your children into the school office to make sure they arrive safely.
- Label everything!!! Identifying whose jumper is whose when they are all identical, is an impossible task.
- Please use the Community Centre for car parking. This makes the road safer. Note that there is a one-way system in operation so please follow it and make sure that you tell child-minders, grandparents and anybody else who may come to collect your child.
- Take all holidays in the 13 weeks that the children are off school.
- Make sure that your child does all homework on time.
- Please read Newsletters and support and celebrate what we are trying to achieve as a school. The more you put into school as a family, the more you'll get out of it.
- Remember we are here to help. Speak to your child's class teacher at home-time if you have any worries, questions or suggestions.
- Also, please try and remember that what you hear from your child may not always be the full story! You are always welcome to come and talk about any issues or concerns you may have.
- We are really looking forward to you all being part of our school community and working together to ensure your child has the best start to their educational journey.





Team Ridgeway



We Are

L

Listening

E

Engaged

A

Ambitious

R

Resilient

N

Nurturing

E

Encouraging

R

Ready

S

Safe